

SOUTHWEST WASHINGTON RISK MANAGEMENT INSURANCE COOPERATIVE
EXECUTIVE COMMITTEE MEETING
January 13, 2021 via Zoom

MINUTES

Members Present:

Scott Westlund, Chair, Woodland School District
Michael Green, Woodland School District
Jeff Snell, Camas School District
Joey Castilleja, Mabton School District
Ann Varkados, Centerville/Lyle School Districts

Others Present:

Marnie Allen, ESD 112
Gavin Hottman, ESD 112
Loy Dale, ESD 112
Peggy Sandberg, ESD 112
Shaun Mettler, ESD 112
Rana Karabay, ESD 112
Scott La Bar, ESD 112
Trista Greenwood, ESD 112
Denise Heindel, ESD 112
Kevin Wick, PriceWaterhouseCoopers
Jordan He, PriceWaterhouseCoopers

Chair Scott Westlund called the meeting to order at 2:00 pm and determined a quorum existed.

Michael Green moved to approve the Consideration of Agenda. Ann Varkados seconded. Motion passed.

Joey Castilleja moved to approve the Consent Agenda, which includes Minutes from the April 21, 2020 and December 2, 2020 Executive Committee meetings; Open Claims Report as of December 31, 2020; Year-End Financial Reports as of August 31, 2020 and Administrative Expenditures through November 30, 2020. Ann Varkados seconded. Motion passed.

Kevin Wick presented the Actuarial Review for the Southwest Washington Risk Management Insurance Cooperative as of August 31, 2020. He noted an increase in claims costs for 2019-20, over three times higher than the previous two years, mostly in general liability losses. This resulted in a \$1.7M decrease in fund balance for the program. Jordan He reviewed the capital adequacy assessment, and discussed factors to consider when establishing a risk capital target range (what is sufficient fund balance for the program).

According to WAC 200-100 requirements, Executive Committee members must be approved by the full Cooperative membership. Rana Karabay reported that 26 out of 32 members voted to approve all three candidates that were up for election or reelection: Scott Westlund, Joey Castilleja and Ann Varkados.

Peggy Sandberg invited committee members to contact her if they would like to attend either the AGRiP Governance and Leadership Conference (held virtually on May 18-20, 2021 and December 7-9, 2021) or the PRIMA Annual Conference (June 13-16, 2021 in Milwaukee, WI). Committee members were encouraged to take advantage of this training opportunity.

Rana Karabay reviewed the results of the July 16, 2020 Claims Audit done by Praxis. The Risk Cooperative received a score of 92%. The four recommendations for improvement were addressed.

Shaun Mettler followed up on questions on the investment portion of the AGRIP application approved at the last meeting. She shared that while larger organizations have made more aggressive investments, the ESD has continued to invest with the Clark County Treasurer for over 30 years and it has been a more prudent option.

Scott La Bar reported on the loss control focuses for the 2020-21 school year; including staying current with pandemic changes, keeping in contact with OSPI, Department of Health, Department of Labor & Industries and the ESD 112 COVID response team. They meet weekly with loss control staff from the seven other ESDs in the state to discuss compliance issues. They have had nine statewide safety training programs and expect to have 15 more in the winter/spring. Two of the committee members thanked Scott for this training, which they found helpful.

Rana Karabay reviewed the Risk Cooperative's Self-Insured Retention Agreement for 2020-21. Changes included updates of dates, policy numbers, and excess policy section references. Jeff Snell moved to ratify the SIR agreement. Ann Varkados seconded. Motion passed.

Michael Green noted that Loy Dale's retirement date is approaching (February 19, 2021), and thanked him for his years of service. Other members also expressed appreciation for his leadership.

Scott Westlund thanked staff for their work and adjourned the meeting at 3:32 pm.