



## Board of Directors Meeting MINUTES

July 24, 2024 – 9:00 A.M.

The Washington Counties Risk Group (WCRG) Board of Directors conducted a regular meeting via Zoom on July 24, 2024, at 9:01 a.m.

### ITEM 1: INTRODUCTION & ROLL CALL

<u>Board Member Name:</u>	<u>Representation Member Entity:</u>	<u>Attendance:</u>
Scott Hutsell	Lincoln County Commissioner	Present
Cindy Carter	Grant County Commissioner	Present
Michael Largent	Whitman County Commissioner	Present
Charles Whitman	Asotin County Commissioner	Present
Justin Dixon	Garfield County Commissioner	Absent
Marty Hall	Columbia County Commissioner	Present
Gregory Young	Stevens County Commissioner	Present
Gene Strong	Wahkiakum County Commissioner	Absent
Robert Dean	Ferry County Commissioner	Present
Tom Lannen	Skamania County Commissioner	Absent

### Clear Risk Solutions:

Wes Crago	Dave Kosa
Jessika Tempel	Becca Kirsch
Jenny Gunderson	Blair Kok
Claire Hanberg	Mark Sherwood
Frank Andrus	Rob Hill
Byron Riche	Steve Whetstone
Patti Ferguson	Ellen Kosa
Rick Templeton	Brian Turnbull

### Guests:

Jeff Evans - Stevens County Risk Manager  
Shane Heston – Broker, Acrisure  
Sara Slack – Skamania County Risk Manager/HR Director  
Mick McFarland – Attorney, Evans, Craven & Lackie, P.S.  
Andrew Flabetich – Broker, HUB International

Hutsell welcomed all in attendance and noted that a quorum was present.

### ADDITIONS/CHANGES

Crago requested to add July 09, 2024, meeting minutes under the consent agenda item 1.

### ITEM 2: EXECUTIVE/CLOSED SESSION

- i. None.

### ITEM 3: CONSENT AGENDA

The Consent Agenda items were reviewed by all board members. Hutsell called for a motion on all consent items with a \$1,000 per scholarship cap. Dean moved to approve the Consent Agenda as presented and seconded by Whitman seconded. With all in favor and none opposed, the motion passed.

The Consent Agenda consisted of the following:

- i. Approval of Minutes (April 17, 2024, July 09, 2024)
- ii. Approval of the Claims Vouchers (May 2024, June 2024, July 2024)



- iii. Approval of Scholarships (1 – Stevens County, 1 – Lincoln County, 1 – Grant County)
- iv. Approval of Financials

#### ITEM 4: PUBLIC HEARING & INPUT

- i. None.

#### ITEM 5: BOARD RESOLUTIONS

- i. None

#### ITEM 6: ITEMS FOR BOARD CONSIDERATION

- i. Amicus Brief Request
  - a. Andrus introduced Mick McFarland. McFarland discussed Amicus Brief and how it will need to be approved, but wanted to note change to remove Garfield County because they are not operating a jail. Hall noted that Columbia County is not operating a jail. McFarland suggested to the board to remove both counties on the Amicus Brief. Hutsell called for motion to remove Garfield and Columbia Counties from Amicus Brief. Carter moved to approve as presented and seconded by Young. With all in favor and none opposed, the motion carried.
- ii. TPA Agreement
  - a. Crago presented to the board the TPA agreement between the board and Clear Risk Solutions. Explained how in the agreement there is a 1-year extension period and looking for the extension so staff can work with the board on next steps for RFP/RFQ with a board committee. There were no questions, Hutsell called for a motion for 1-year extension to the TPA agreement. Carter moved to approve the motion and was seconded by Whitman. With all in favor and none opposed, the motion carried.
- iii. Appoint new Vice Chair & Fiscal Member
  - a. Vice Chair – Hutsell discussed how the board needs to appoint a new Vice Chair and he called for a motion to appoint Cindy Carter to Vice Chair. Dean moved to approve as presented and seconded by Hall. Carter recused herself from the vote, and with the rest of the board in favor, the motion carried.
  - b. Fiscal Officer – Hutsell discussed how the board now needs to appoint a new Fiscal Officer. He asked the board if anyone volunteers to be the new Fiscal Officer. Young volunteered to be the new Fiscal Officer. Hutsell called for a motion to appoint Gregory Young as Fiscal Officer. Carter moved to approve as presented and seconded by Largent. Young recused himself from the vote, and with the rest of the board in favor, the motion carried.
- iv. Discussion on Jail Radar Sensors
  - a. Crago discussed with the board that staff is looking to have a meeting with Lexipol and invite a couple board members to talk about jail technology. He asked the board if there were any volunteers from the board to sit in on this meeting. Young and Dean volunteered. Crago stated that staff will work to get that meeting setup soon and then report back to full board at a later date. There were no additional questions, and no motion was needed.
- v. Discussion on Fees in WCRG Budget
  - a. Crago reminded staff and the board that this discussion item was brought forward from last April full board meeting. He discussed how WCRG is a broker pool, and it is a very important role. He discussed staff's recommendations at this time would be no change to the broker fees but will follow the board's lead on if the board would like staff to look into this more or keep as is. There was discussion between the board and staff and ended with the board consensus to leave the broker fee as is. There was no further discussion or questions, and no motion was needed.



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- vi. Mid-Year Renewal Forecast
  - a. Crago discussed how staff has been in good contact with the reinsurance level and at this time it is looking more stable than the last 5 years. He discussed how this could change depending on claim preference but will have more to update at the next meeting.
- vii. Retreat Discussion
  - a. Tempel discussed with the board upcoming September Board Retreat and how there will be emails going out to the board soon with more details. There were no questions, and no motion was needed.
- viii. Audit update
  - a. Tempel discussed with the board that audit is going well, and the exit meeting is scheduled after the board meeting. There was no motion taken.

#### ITEM 7: STAFF REPORTS

The following items were discussed, and updates were given regarding the following topics. All questions were answered, and no action was taken.

- i. Underwriting
- ii. Marketing
- iii. Pre-Litigation Program
- iv. Claims
- v. Membership Retention
- vi. Financial
- vii. Risk Management & Zywave
- viii. Communications

#### ITEM 8: EXECUTIVE REPORT

- i. Administrator Report – Andrus, Templeton, Turnbull, and Crago thanked the board for the partnership with the pool and Clear Risk Solutions. Templeton gave a brief update on how staff will be working hard on budget for the pool. Turnbull thanked the board for the extension of the TPA agreement. Crago gave a brief update to be aware of cyber-attacks and staff security.

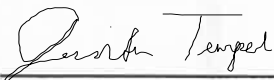
#### ITEM 8: UPCOMING MEETINGS

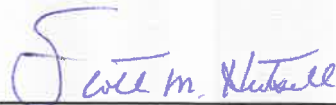
- i. August 21, 2024 – Fiscal Meeting via Zoom
- ii. September 25-27, 2024 – Full Board of Directors Meeting/Retreat
- iii. October 23, 2024 – Full Board of Directors Meeting via Zoom

#### MEETING ADJOURNED

There being no further business, the meeting was adjourned at 10:40 a.m.

Respectfully submitted,

  
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Jessika Tempel

  
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Scott Hutsell, Chairman