

CHARTING OUR COURSE

Activities of WSTIP's Committees and Board



October 19, 2009 ~ Executive Committee Meeting

This Activity Report is an effort to keep all Board Members informed on recent and ongoing WSTIP activities. Feel free to pass this information on to any and all interested parties.

To view the supporting materials for this meeting go to <http://board.wstip.org> and select the October 2009 Meeting.

The Washington State Transit Insurance Pool met on October 19, 2009, in the Menzies Suite, at the Grand Hyatt Hotel in Seattle, Washington. Executive Committee Members in attendance were: Mark Carlin, Grays Harbor Transit (Secretary); Jamie Collier, Clallam Transit (Past-President); Tom Hingson, Everett Transit (Vice-President); Ed McCaw, Valley Transit (Small System Representative); Ken Mehin, Yakima Transit (Medium System Representative); Jim Plaster, Spokane Transit (President); and Chris Smith, CUBS (At-Large System Representative). Board members in attendance were: Lynn Bourton, Link Transit; Kathy Cook, Mason Transit; Pat Dunn, Whatcom Transit (5:32 pm); Staci Jordan, Island Transit; Alberto Lara, Pierce Transit (4:09 pm); Joe Larson, Pierce Transit; and Tim Russ, Pacific Transit. WSTIP Guests in attendance were: Michael Hammond, Executive Director, Miami Valley Risk Management Association (Ohio); and Rick Steddom, Alliant Insurance Services. Staff present were: Anna Broadhead, Member Services Assistant; Tracey Christianson, Member Services Manager; Ron Franz, General Counsel; Al Hatten, Executive Director; and Jerry Spears, Deputy Director.

Call to Order

President Plaster called the meeting to order at 4:07 pm, a verbal roll call ensued. He welcomed Mr. Hammond.

Consent Agenda

Carlin moved to approve the consent agenda. (Which consisted of the minutes of the August 27, 2009, Executive Committee meeting; check numbers 20674 through 20792 in the amount of \$285,778.54, internet transfers of \$33,029.96 for the 08/15/09 payroll and \$33,751.15 for the 08/31/09 payroll from the WSTIP Claims and Administration Account to the WSTIP Payroll Account at US Bank. Internet and ACH payments for staff credit cards, travel reimbursements and claims payments total \$9,600.04. Total voucher approval for the August 2009 vouchers and checks, including August 2009 staff payroll and internet and ACH payments is \$362,159.69; check numbers 20793 through 20926 in the amount of \$249,382.65, internet transfers of \$33,739.01 for the 09/15/09 payroll and \$34,056.35 for the 09/30/09 payroll from the WSTIP Claims and Administration Account to the WSTIP Payroll Account at US Bank. Internet and ACH payments for staff credit cards, travel reimbursements/consulting services and claims payments total \$17,279.60. Total voucher approval for the September 2009 vouchers and checks, including September 2009 staff payroll and internet and ACH payments is \$334,457.61). Collier seconded the motion and it passed.

Staff Reports Q&A

Financial Reports – Hatten reported the Thurston County Investment Pool (TCIP) is returning approximately three percent (3%) whereas the state investment pool rate of return is less than half a percent (0.47%) for interest income. Hatten briefly went through the financial statements.

Executive Staff Report – Hatten went through the topics in the Executive Staff report, if you have questions regarding the Executive Staff report please contact Hatten, Spears, or Christianson.

Sub-Committee Reports

IRM Benchmark Sub-Committee – McCaw reported the committee had just wrapped up member comments and they hope to have the finished policy document to the Executive Committee before the next meeting. Christianson said we received one comment and the policy is now with our actuary Kevin Wick to ensure the methods of measurement are appropriate, she expects to have the information back from Wick within the week.

Camera Initiative Sub-Committee – Plaster asked if the sub-committee was considering surcharges that could lead to potential budget impacts. Christianson said there is really no new activity; the sub-committee will be doing several surveys' to update Spears' data from 2008. She said the committee plans to meet prior to the Annual Board meeting on December 9th. The committee will be discussing money.

Underwriting Sub-Committee – Hatten said the underwriting subcommittee is waiting for work from the IRM Benchmark Sub-Committee and the Camera Initiative Sub-Committee to wrap-up before work can really begin, although the committee is thinking a “carrot” rather than a “stick” method. Committee members are: Collier (Chair), Foreman, and McCaw.

Action Item

Interlocal Agreement with Pierce Transit – The Executive Committee discussed the proposed Interlocal Agreement with Pierce Transit. *Collier moved to accept the Interlocal Agreement with Pierce Transit. Hingson seconded the motion and it passed.*

Discussion Items

Governance Policies – Budget Policy – Collier stated that the Executive Committee has been presented with two policies for the Budget Policy. *Carlin moved to approve the policy titled Budget Development Policy. Collier seconded the motion. Discussion:* Plaster asked about deductible credits for first party coverages in Section 4d. Spears said the actuary figures out how much money we need to pay in first and third party claims. Collier noted that the policy references the assessment formula in the assessment policy. The committee will be working on that. Plaster called for a vote. *The motion passed.*

2010 Budget – Spears said the numbers may change again as more agencies revised their estimated miles for 2010. He talked about each of the major categories in the budget and items that had changed from the September meeting to the October meeting. Collier pointed out that the rate per mile went from .076 at the September meeting to .0788 at the October meeting. Spears will send out a reminder to everyone to give final numbers by mid-November.

Health Benefits Options – Hatten presented the proposed language to the Employee Handbook that would allow staff to opt out of the WSTIP Health Benefit program and receive ½ or 50% of the UMP single subscriber rate as a taxable consideration for electing not to participate in the plan. The committee discussed the language and felt that it was acceptable as long as the employee was not allowed to go “bare.”

Hingson moved to “just do it.” Mehin seconded the motion. McCaw asked for clarification. Plaster said the motion is to accept the language presented with the clause that the employee cannot go “bare.” *The motion passed.*

Annual Meeting – Hatten said he plans on inviting past Board members to join the Board at their dinner on December 10, 2009, at the Hotel Murano in Tacoma. The Pool is preparing a 20-year History of the Pool, photos, and will be showcasing our newest and largest member Pierce Transit. Lara and Larson will have the opportunity to tell us more about who they are and what their philosophies are. Please bring spouses as it should be a really enjoyable time. Plaster asked if there were plans to schedule a meeting for November. Hatten said not at this time. Cook reported that O’Connell had made it through knee surgery and was in recovery. Hatten informed the Executive Committee that dinner was at 6:30 pm at Von’s. Hatten asked members in attendance at the AGRiP conference to please wear corporate wear as Plaster accepts the accreditation award at lunch, and to please be prepared to participate in the group picture.

Plaster said one other item to follow up on is the Nominations and Elections Committee. Hingson requested a list of past Executive Committee members be sent to the Committee.

2009 Work Plan

The Executive Committee went through their work plan and upcoming tasks. Christianson reminded the Committee that she would be requesting nominations for the Training Coalition Board seat that is opening. Spears said staff will likely need settlement authority for a Clallam Transit claim prior to December. Collier said she is looking for a late model 40 foot Gillig. Jordan reported that Island Transit received a sales tax increase and they are still fare free.

Adjournment

Carlin moved to adjourn the October 19, 2009, Executive Committee meeting at 5:58 pm. McCaw seconded the motion and it passed.