



# AGENDA

Executive Committee  
July 25, 2019  
WSTIP Office ~ Olympia

Phone #  
1-415-655-0003

Access Code  
807 550 930

Password  
Abc123

WebEx: [click here to join](#)

- 9:00 am CALL TO ORDER** – President Staci Jordan
1. Roll Call of Members and Introduction of Guests/New Staff
  2. Changes in Agenda/Motion to Accept Agenda

Sign-in sheet

## CONSENT AGENDA

- |   |               |
|---|---------------|
|   | <b>Page #</b> |
| 1. Minutes – June 27, 2019  | 002           |
| 2. Minutes – July 15, 2019  | 006           |
| 3. June 2019 Administrative Vouchers/Checks – Total voucher approval of \$262,435.19 including staff payroll and internet/credit card payments. | 008           |
| 4. June 2019 Claims Vouchers/Checks – Total voucher approval of \$580,693.13.   | 016           |

## ACTION ITEMS

- |   |     |
|---|-----|
| 1. Action from July 15, 2019 Executive Session -- Hughes                |     |
| 2. Request to Activate Claims Specialist 3 (Adjuster) Position -- Adams | 021 |

## DISCUSSION ITEMS

- |  |     |
|--|-----|
| 1. 2019 Executive Committee Work Plan                            | 029 |
| 2. Wage and Hour Claims Endorsement -- Adams                     | 032 |
| 3. Public Officials Liability Coverage Document -- Adams         | 036 |
| 4. Governance Policy - Capital Funding Philosophy -- Branson     | 047 |
| 5. Governance Policy – Budget Development Policy -- Branson      | 053 |
| 6. Executive Committee Input for 2020 Budget -- Branson          | 057 |
| 7. Central Transit – Application for Membership -- Branson       | 058 |
| 8. Property and Auto-Physical Damage (APD) Deductibles -- Powell | 063 |
| 9. Business Continuity Plan – Branson                            | 095 |
| 10. Staff Benefits - Powell                                      | 108 |

## EXECUTIVE SESSION

Pursuant to RCW 42.30.110 (1) (i) to discuss with legal counsel representing the agency litigation in which a member acting in an official capacity is a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. The Executive Session is expected to conclude after XX minutes, unless extended by the Presiding Officer.

## STAFF REPORT

- |  |     |
|--|-----|
| 1. Executive Staff Report – Christianson, Adams, Branson, Powell | 115 |
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## SUBCOMMITTEE REPORTS

1. Governance Policy Committee – No report
2. Board Development Committee – No report
3. Emerging Risks & Opportunities Committee – No report
4. Underwriting Committee – Verbal report
5. Coverage Review Committee – Verbal report

- 1:00 pm RECAP and ADJOURN** – President Staci Jordan

### Upcoming Committee Meetings

Board Development Committee Meeting – 08/22 @ after EC MTG  
 Governance Policy Committee Meeting – 08/22 after EC MTG  
 Emerging Risks and Opportunities Committee Meeting – 08/14 @ WSTIP (10 am – 2 pm)  
 Underwriting Committee Meeting – 08/13 (1:30 pm – 3:30 pm) WebEx  
 Coverage Review Committee Meeting – 07/22 @ WSTIP (10 am – 2 pm)  
 Audit Committee – TBD – Fall 2019