Washington State Auditor's Office

Troy Kelley

Integrity • Respect • Independence

Financial Statements Audit Report

Washington State Transit Insurance Pool

Thurston County

For the period January 1, 2013 through December 31, 2013

Published December 22, 2014

Report No. 1013215

Washington State Auditor
Troy Kelley

December 22, 2014

Board of Directors
Washington State Transit Insurance Pool
Olympia, Washington

Report on Financial Statements

Please find attached our report on the Washington State Transit Insurance Pool's financial statements.

We are issuing this report in order to provide information on the Association's financial condition.

Sincerely,

Troy X. Kelley

TROY KELLEY
STATE AUDITOR
OLYMPIA, WA

TABLE OF CONTENTS

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Washington State Transit Insurance Pool
Thurston County
January 1, 2013 through December 31, 2013

Board of Directors
Washington State Transit Insurance Pool
Olympia, Washington

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the Washington State Transit Insurance Pool, Thurston County, Washington, as of and for the years ended December 31, 2013 and 2012, and the related notes to the financial statements, which collectively comprise the Association's basic financial statements, and have issued our report thereon dated December 16, 2014.

INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audits of the financial statements, we considered the Association's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control. Accordingly, we do not express an opinion on the effectiveness of the Association's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Association's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

COMPLIANCE AND OTHER MATTERS

As part of obtaining reasonable assurance about whether the Association's financial statements are free from material misstatement, we performed tests of the Association's compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

PURPOSE OF THIS REPORT

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Association's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Association's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. However, this report is a matter of public record and its distribution is not limited. It also serves to disseminate information to the public as a reporting tool to help citizens assess government operations.

Troy X. Kelley

TROY KELLEY
STATE AUDITOR
OLYMPIA, WA

December 16, 2014

INDEPENDENT AUDITOR'S REPORT ON FINANCIAL STATEMENTS

Washington State Transit Insurance Pool
Thurston County
January 1, 2013 through December 31, 2013

Board of Directors
Washington State Transit Insurance Pool
Olympia, Washington

REPORT ON THE FINANCIAL STATEMENTS

We have audited the accompanying financial statements of the Washington State Transit Insurance Pool, Thurston County, Washington, as of and for the years ended December 31, 2013 and 2012, and the related notes to the financial statements, which collectively comprise the Association's basic financial statements as listed on page 9.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Association's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Washington State Transit Insurance Pool, as of December 31, 2013 and 2012, and the changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 10 through 17 and risk pools information on pages 36 through 37 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Association's basic financial statements as a whole. The Schedule of Labor Relations Consultant, Schedule T-1 Public Entity Risk Pool List of Participating Members and Schedule T-2 OFM Schedule of Expenses are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

OTHER REPORTING REQUIRED BY GOVERNMENT AUDITING STANDARDS

In accordance with *Government Auditing Standards*, we have also issued our report dated December 16, 2014 on our consideration of the Association's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Association's internal control over financial reporting and compliance.

Troy X. Kelley

TROY KELLEY
STATE AUDITOR
OLYMPIA, WA

December 16, 2014

FINANCIAL SECTION

Washington State Transit Insurance Pool
Thurston County
January 1, 2013 through December 31, 2013

REQUIRED SUPPLEMENTARY INFORMATION

Management's Discussion and Analysis – 2013

BASIC FINANCIAL STATEMENTS

Comparative Statement of Net Position – 2013 and 2012
Comparative Statement of Revenues, Expenses and Changes in Net Position – 2013 and 2012
Comparative Statement of Cash Flows – 2013 and 2012
Notes to Financial Statements – 2013

REQUIRED SUPPLEMENTARY INFORMATION

Claims Development Information – 2013

SUPPLEMENTAL INFORMATION

Schedule of Labor Relations Consultant – 2013
Schedule T-1 Public Entity Risk Pool List of Participating Members – 2013
Schedule T-2 OFM Schedule of Expenses – 2013 and 2012

MANAGEMENT DISCUSSION ANALYSIS

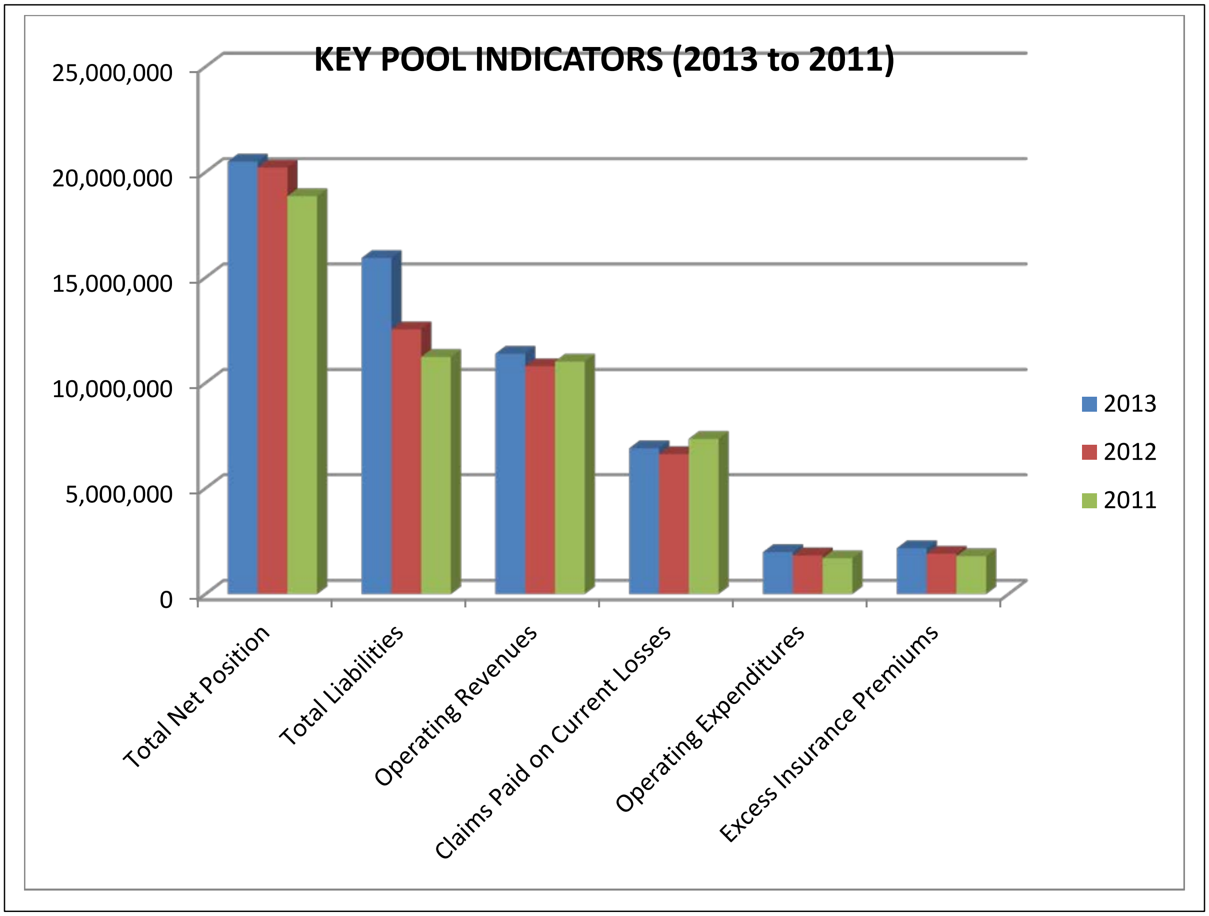
As the management of the Washington State Transit Insurance Pool (WSTIP), we offer readers of WSTIP's financial statements this narrative overview and analysis of the financial activities of WSTIP for the fiscal year ended December 31, 2013. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in the following document.

Financial Highlights

- Total assets grew by $3,667,391 in 2013 to $36,419,706 an 11.00% increase.
- Unfavorable loss development in claim year 2011 caused our total net position at year end 2013 to be only slightly higher than 2012. The 2013 year end estimated net position of WSTIP was $20,496,318 as compared to $20,210,775 at year end 2012. This represents a $285,543 change or 1.39% increase.
- For the year 2013, WSTIP had operating income of $15,331 as compared to an operating income in 2012 of $815,784, due to adverse claims development in prior loss years.
- Interest and dividend income for 2013 was $270,212 as compared to 2012 interest and dividend Income of $430,029. This reflects continuing weak ROI (Return on Investment) on WSTIP funds located at the County Investment Pool (TCIP) which all public entities face because of continuing lack of potential interest generating investment vehicles.
- Total expenses for 2013 were $11,370,256 as compared to $9,978,447 for 2012. This is due mainly to poor actuarial adjustment in prior loss years, particularly loss year 2011 and increased property excess premiums for the 2013 to 2014 period.
- Total claims liabilities for 2013 were $15,154,828 as compared to $12,282,298 for 2012. This is a $2,872,530 increase. The increase in claims liabilities is mainly due to unfavorable loss development from claims in loss year 2011.

Three Year Comparative Summary

Description	2013	2012	2011
Assets			
Other Assets	$35,972,294	$32,315,098	$29,813,119
Capital Assets	447,412	437,217	384,617
Total Assets	$36,419,706	$32,752,315	$30,197,736
Liabilities			
Other Liabilities	$15,793,005	$12,417,484	$11,127,306
Long-Term Liabilities	130,383	124,056	105,468
Total Liabilities	15,923,388	12,541,540	11,232,774
Net Position			
Net Investment in Capital Assets	$447,412	$437,217	$384,617
Unrestricted Building Reserve	34,115	48,599	51,317
Unrestricted Net Position	20,014,791	19,724,959	18,529,028
Total Net Position	$20,496,318	$20,210,775	$18,964,962
Revenues			
Member Assessments	$11,225,365	$10,662,805	$10,899,471
Program Revenues	160,222	131,426	115,044
Total Operating Revenues	$11,385,587	$10,794,231	$11,014,515
Interest and Dividend Income	270,212	430,029	424,570
Total Revenues	$11,655,799	$11,224,260	$11,439,085
Operating Expenses			
Operating Expenses	$1,980,812	$1,825,394	$1,691,837
Claims Paid on Current Losses	6,563,252	6,293,512	7,004,046
Adjustment to Prior Years' Claims Reserves	(128,413)	(772,646)	(2,604,562)
Unallocated Loss Adjustment Expense	331,812	330,677	340,782
Excess Insurance Premiums	2,166,030	1,903,835	1,792,669
Depreciation Expense	17,106	11,291	10,135
Insurance Services Expense	439,657	386,384	569,912
Total Expenses	$11,370,256	$9,978,447	$8,804,819
Changes Net Position	285,543	1,245,813	2,634,266
Beginning Net Position	20,210,775	18,964,962	16,330,696
Ending Net Position	$20,496,318	$20,210,775	$18,964,962



Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to WSTIP's basic financial statements. WSTIP operates as a single proprietary fund, more specifically as an enterprise fund, in accounting for members' participation in the public entity self-insurance pool. WSTIP's basic financial statements are comprised of two components, the financial statements and notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Financial Statements

The financial statements are designed to provide readers with a broad overview of WSTIP's finances, in a manner similar to a private-sector business.

The comparative statement of net position presents information on all of WSTIP's assets and liabilities, with the difference reported as equity. WSTIP retains equity as a means to reach certain surplus target goals and as a reserve account to address those loss years where claims development is different than what was actuarially projected. Losses in any membership year are a contractual obligation of the members of the respective year and appear as a receivable on the financial statements.

The comparative statement of revenues, expenses and changes in net position presents information on all of the agency's revenues and expenses.

The comparative statement of cash flows presents information on cash flow provided by and used in activities. The activities are classified into one of four categories: operating activities, non-capital financing activities, capital and related financing activities, and investing activities.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the financial statements. The notes to the financial statements can be found on pages 11 thru 23 of this report.

Other Information

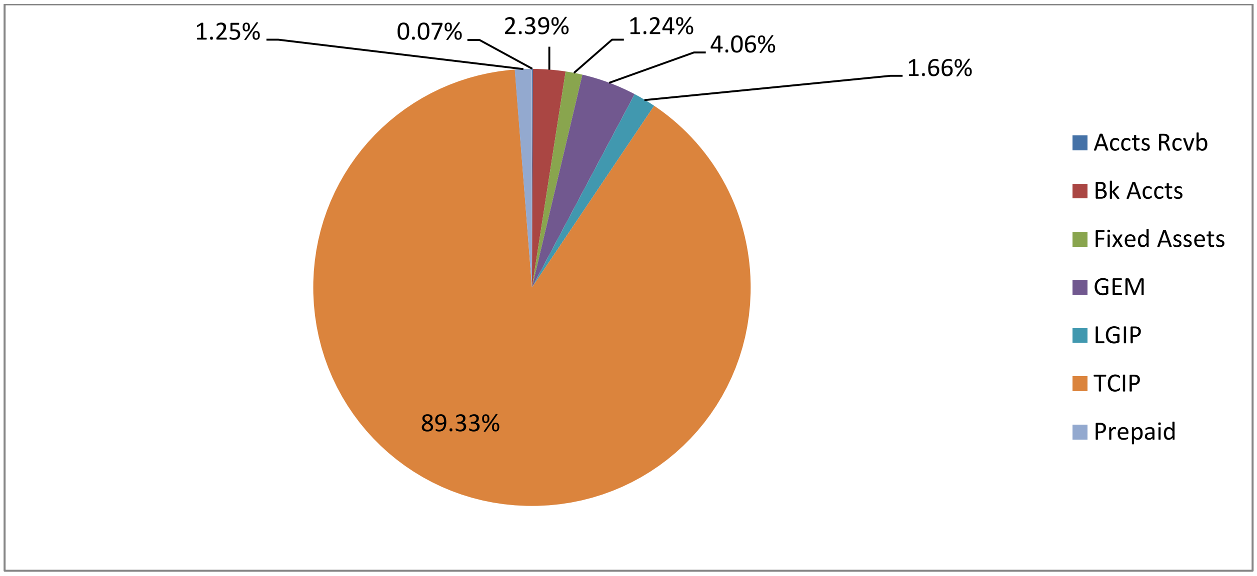
In addition to the financial statements and accompanying notes, this report also presents certain required supplementary information concerning claim development, earned assessments and unallocated expenses. Required supplementary information can be found on page 24 of this report.

Following the required supplementary information, are the supplemental schedules. Combining schedules of the three basic financial statements are presented by individual membership year. In addition, there is a schedule of cash and investments and a schedule of actual and budget for the 2013 membership year.

Financial Analysis

By far, the largest portion of WSTIP's assets (91 percent) is its cash and investments in the Thurston County Investment Pool and the State Investment Pool (LGIP). WSTIP uses these assets to pay claim liabilities, purchase reinsurance, provide surplus for its claim operations and pay for administrative overhead.

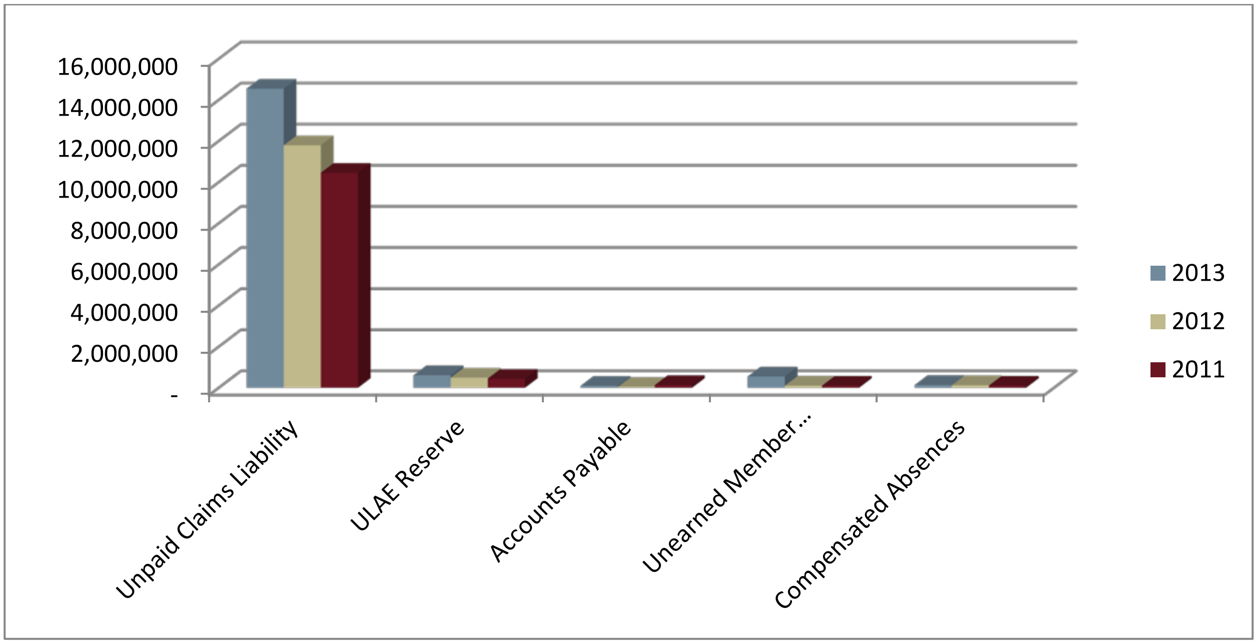
WSTIP ASSET MIX



WSTIP also owns a building which was purchased in 2001 for $479,000. WSTIP also is a capitol contributor to Governmental Entities Mutual (GEM) with an estimated surplus account of $1,480,218. GEM is a captive insurance company owned by 17 governmental insurance pools located throughout the United States. It is domiciled in Washington DC.

The bulk of WSTIP liabilities reside with the member claims. Twice a year the WSTIP Actuary conducts an actuarial review of WSTIP claims to assess and project claim liabilities by loss year. At year-end 2013, claims liabilities were projected to be $15,154,828 as compared to $12,282,298 at year end 2012. Claims liabilities are 95.17% of the total liabilities for WSTIP at year end 2013 as compared 97.93% of total liabilities for year-end 2012.

WSTIP Liability Mix



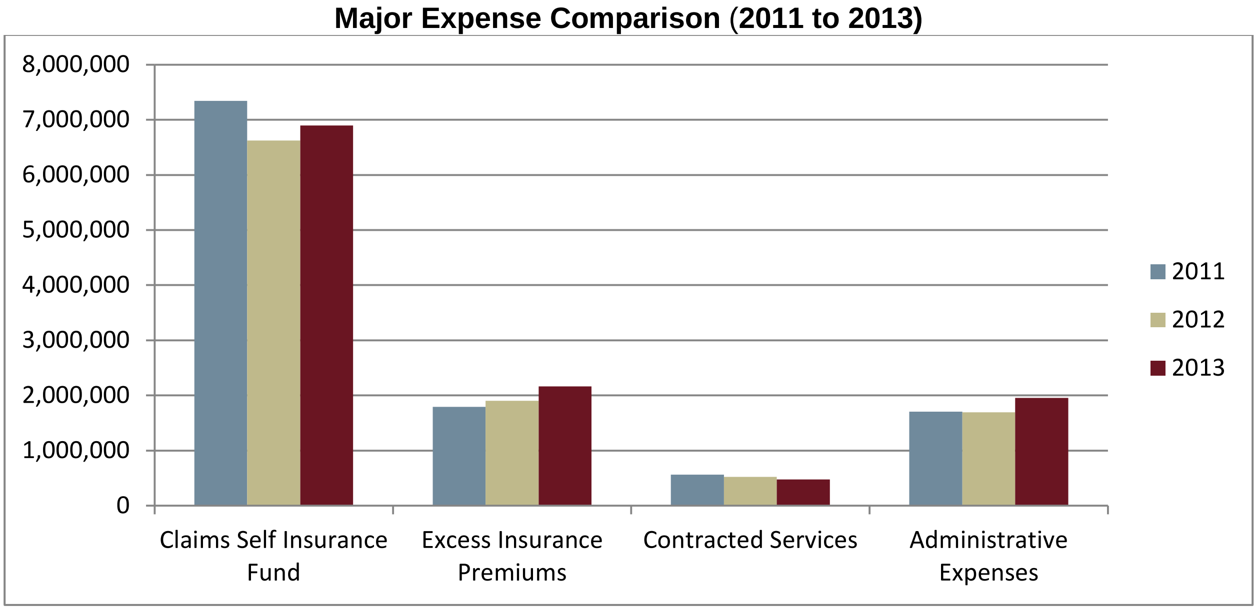
Agency Activities

WSTIP's revenues are generated primarily through membership contributions and non-operating revenues including interest income. Operating expenses are in three categories: loss and loss adjustment expense, reinsurance/excess insurance and administrative expenses. The loss fund levels for payment of loss and loss adjustment were established based on estimated miles by mode (fixed route, vanpool, administration and demand response) and are retroactively adjusted for actual miles driven and actual claims experience. WSTIP engages an independent actuary to assist the agency in budget development, determining loss fund levels and reserve adequacy.

Budgetary Highlights

Each year the Board of Directors adopts an operating budget in December. The budget is reviewed on a monthly basis by the WSTIP Executive Committee. The Pool's Executive Director is authorized to make mid-year adjustments to both the operations and capital budgets, so long as such adjustments do not increase the total budget amounts. Below is a statement of revenues and expenses for 2013:

Description	**Jan – Dec 2013**
Operating Revenues	11,385,587
Operating Expenses	11,370,256
Non-Operating Revenues (Expenses)	270,212
Change in Net Position	285,543



.

- The self- insurance claims fund for WSTIP increased 4.29% from 2012 to 2013 because of an overall moderate increase member's exposure data and ongoing annualized claims inflationary factors determined by the Actuary.
- Excess insurance premiums increased 13.77% from 2012 to 2013 because WSTIP excess property insurance premiums were up significantly due to adverse property loss development and updated earthquake modeling by reinsurance underwriters which indicates that Washington State is at risk for extensive property damage if an earthquake occurs.
- Administrative expenses increased 8.51% from 2012 to 2013 because of increased loss control programs and initiatives to reduce member's potential risks, implementation of a staff salary adjustment, and increased Board expenses
- Driver record monitoring costs increased 36.15% from 2012 to 2013 as we fully implemented this program which monitors driving abstracts of all member drivers and employees from four Washington State Counties.

Capital Assets

As mentioned above, The Pool owns a building purchased at $479,000 in 2001. The Pool purchased $27,301 of software licenses/upgrades in 2013. This follows its regularly scheduled practice of updating its information services infrastructure based on its information services strategic information plan approved by the WSTIP Board. The Pool also dedicates $15,000 a year from its equity to a building reserve fund to save for any improvements or updates it needs to make to the building it owns. The balance of this fund at year end was $34,115. See Note 9.

Future Factors

WSTIP Management believes the overall financial position of the Pool remained stable and robust but did not increase significantly because of adverse loss development from the 2011 loss year. Significant factors that could impact the future of the Pool include the reinsurance market, the investment market and adverse claims loss development. All of these factors were considered in preparing the Pool's budget for the 2014-2015 fiscal years.

Request for Information

This financial report is designed to provide a general overview of WSTIP's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Allen F. Hatten, Executive Director
Washington State Transit Insurance Pool
2629 12th Court SW, Olympia, Washington 98502

COMPARATIVE STATEMENT OF NET POSITION
For the years ended December 31, 2013 and 2012

	2013	2012
ASSETS		
Current Assets:		
Cash and Cash Equivalents	$34,011,461	$30,367,094
Member Assessments Receivable	25,225	1,436
Reinsurance Recoverable		
Prepaid Expenses	455,390	523,163
TOTAL CURRENT ASSETS	34,492,076	30,891,693
Noncurrent Assets:		
Capital Assets (Net of Accumulated Depreciation)	447,412	437,217
Equity In GEM (Note 8)	1,480,218	1,423,405
TOTAL NONCURRENT ASSETS	1,927,630	1,860,622
TOTAL ASSETS	$36,419,706	$32,752,315
LIABILITIES		
Current Liabilities:		
Unpaid Claims Liability	$14,544,828	$11,792,298
ULAE Reserve	610,000	490,000
Accounts Payable	92,100	36,514
Unearned Member Assessments/Contributions	546,077	98,672
TOTAL CURRENT LIABILITIES	15,793,005	12,417,484
Noncurrent Liabilities:		
Compensated Absences	130,383	124,056
TOTAL NONCURRENT LIABILITIES	130,383	124,056
TOTAL LIABILITIES	$15,923,388	$12,541,540
NET POSITION		
Net Investment in Capital Assets	447,412	437,217
Unrestricted Building Reserve	34,115	48,599
Unrestricted Net Position	20,014,791	19,724,959
TOTAL NET POSITION	20,496,318	20,210,775
TOTAL NET POSITION AND LIABILITIES	$36,419,706	$32,752,315

SEE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS

COMPARATIVE STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
For the years ended December 31, 2013 and 2012

OPERATING REVENUES	2013	2012
Member Assessments	$11,225,365	$10,662,805
Program Revenues	160,222	131,426
Total Operating Revenues	11,385,587	10,794,231
OPERATING EXPENSES		
Incurred Loss/Loss Adjustment Expenses		
Claims Paid	6,563,252	6,293,512
Change in Unpaid Claims Liability	(128,413)	(772,646)
Unallocated Loss Adjustment Expense	331,812	330,677
Excess/Reinsurance Premiums	2,166,030	1,903,835
Depreciation Expense	17,106	11,291
General and Administrative Expenses	1,980,812	1,825,394
Insurance Services:		
Brokerage Fee	103,844	103,845
Other Insurance Services	335,813	282,539
Total Operating Expenses	11,370,256	9,978,447
OPERATING INCOME (LOSS)	15,331	815,784
NONOPERATING REVENUES (EXPENSES):		
Interest and Dividend Income	270,212	430,029
CHANGES IN NET POSITION	285,543	1,245,813
TOTAL NET POSITION, January 1	20,210,775	18,964,962
TOTAL NET POSITION, December 31	$20,496,318	$20,210,775

SEE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS

COMPARATIVE STATEMENT OF CASH FLOWS
For the years ended December 31, 2013 and 2012

	2013	2012
CASH FLOWS FROM OPERATING ACTIVITIES:		
Cash Received from Members	$11,201,576	$10,687,474
Cash Payments to Suppliers for Goods and Services	(9,701,766)	(8,564,814)
Cash Payments to Employees for Services	(1,074,294)	(1,012,090)
Increase (Decrease) in Claim Reserve	2,872,531	1,384,290
Other Operating Revenues	160,222	131,426
Net Cash Provided (Used) by Operating Activities	3,458,269	2,626,286
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Net Cash Provided (Used) by Non Capital & Related Financing Activities	0	0
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Purchases of Capital Assets	(27,301)	(63,800)
Net Cash Provided (Used) by Capital & Related Financing Activities	(27,301)	(63,800)
CASH FLOWS FROM INVESTING ACTIVITIES:		
Proceed from Sales of Investments		
Equity in GEM	(56,813)	(160,129)
Interest Received	270,212	430,029
Net Cash Provided (Used) by Investing Activities	213,399	269,900
Increase (Decrease) in Cash and Cash Equivalents	3,644,367	2,832,296
Cash and Cash Equivalents, January 1	30,367,094	27,534,798
Cash and Cash Equivalents, December 31	$34,011,461	$30,367,094

SEE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS

COMPARATIVE RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED USED BY OPERATING ACTIVITIES
For the years ended December 31, 2013 and 2012

	2013		2012
OPERATING INCOME:	$15,331		$815,784
Adjustment to reconcile operating income to net cash			
provided (used) by operating activities:			
Depreciation expense	17,106		11,291
(Increase) Decrease in member assessments receivable	(23,789)		24,669
(Increase) Decrease in accounts receivable			
(Increase) Decrease in other prepaid expenses	67,773		(243,203)
(Increase) Decrease in insurance recoverables			708,980
Increase (Decrease) in claim reserves	2,872,531		1,384,290
Increase (Decrease) in payables	55,586		(94,575)
Increase (Decrease) in other liabilities	6,327		18,588
Increase (Decrease) in deferred revenue	447,404		462
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	$3,458,269		$2,626,286

NONCASH INVESTING, CAPITAL, AND FINANCING ACTIVITIES
The Pool did not borrow under any capital lease, receive any contribution of capital assets from governments, or have an increase in the fair value of investments during 2013.

SEE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS

WASHINGTON STATE TRANSIT INSURANCE POOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2013

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a. General

The Washington State Transit Insurance Pool (WSTIP) was formed by Interlocal Agreement on January 1, 1989, pursuant to Chapters 48.61 and 39.34 RCW. The purpose for forming WSTIP was to provide member Transit Systems programs of joint self-insurance, joint purchasing of insurance and joint contracting for hiring of personnel to provide risk management, claims handling and administrative services. Transit authorities joining the Pool must remain members for a minimum of 36 months; a member may withdraw from the Pool after that time by giving 12 months notice. Any member who withdraws will not be allowed to rejoin the Pool for a period of 36 months. Transit authorities applying for membership in the Pool may do so on approval of a simple majority vote of the Board of the Pool. The Pool underwriting and rate-setting policies have been established after consultation with actuaries. The Pool members are subject to a supplemental assessment in the event of deficiencies. If the assets of the Pool were to be exhausted, members would be responsible for the Pool's liabilities. Current Pool members are the following:

Asotin County Transit, Clarkston; Ben Franklin Transit, Richland; Clallam Transit System, Port Angeles; Columbia County Transit, Dayton; Cowlitz County Transit, Longview; Community Transit, C-Tran, Vancouver; Everett, Everett Transit, Grant Transit, Ephrata; Grays Harbor Transportation Authority, Hoquiam; Intercity Transit, Olympia; Jefferson Transit, Port Townsend; Kitsap Transit, Bremerton; Pacific Transit System, Raymond; Pierce Transit, Lakewood; Link Transit, Wenatchee; Island Transit, Coupeville; Mason Transit, Shelton; Pullman Transit, Pullman; Skagit Transit, Burlington; Spokane Transit, Spokane: Twin Transit, Centralia; Valley Transit, Walla Walla; Whatcom Transit, Bellingham and Yakima Transit, Yakima.

At the end of 2013, WSTIP had twenty five full members.

b. Basis of Accounting and Presentation

The accounting records of the Pool are maintained in accordance with methods prescribed by the State Auditor's Office under the authority of Chapter 43.09 RCW. The Pool implemented GASB 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions* for the 2009 financial statements. The Pool also follows the accounting standards established by the Governmental Accounting Standards Board (GASB) Statement 10, *Accounting And Financial Reporting For Risk Financing And Related Insurance Issues*, as amended by the GASB Statement 30, *Risk Financing Omnibus,* the GASB Statement 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Funds,* and GASB Statement 33, *Accounting and Financial Reporting for Nonexchange Transactions*. In 1999 the GASB issued Statement 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*. The presented financial statements (including notes) reflect this and consecutive statements. Governmental Accounting Standards Board Statement No. 63 provides financial reporting guidance for deferred outflows of resources and deferred inflows of resources. It also defines net position as the residual of all other elements presented in the balance sheet. **The** term net assets is no longer used. WSTIP implemented Statement No. 63 in FY 2013. WSTIP does not report any deferred outflows or inflows of resources, therefore, no restatement of prior periods was necessary.

The Pool uses the full-accrual basis of accounting where revenues are recognized when earned and expenses are recognized when incurred. Capital asset purchases are capitalized and long-term liabilities are accounted for in the Enterprise fund. The Pool has not implemented "private sector" guidance issued after November 30, 1989.

c. Capital Assets And Depreciation
See Note 9.

d. Accounts Receivable
Accounts receivable at December 31, 2013 and 2012, are as follows:

2013	TOTAL	2012	TOTAL
Benton County	648	Advanced Mobility	2
Clallam Trans	203	Clallam Trans	479
Columbia County	15	Columbia County	44
Island County	184	Grant Transit	116
Mason County	218	Senior Services	5
Mason Transit	5,000	Spokane Transit	50
Pierce Transit	5,000	WA State DOT	225
Stephanie Guettinger	43	WSTA	515
WA State DOT	13,585		
Walla Walla County	330		
TOTAL	25,226	TOTAL	1,436

e. Investments
See Note 3.

f. Compensated Absences
Compensated absences are absences for which employees will be paid, such as general leave and holidays. The Pool records unpaid leave for compensated absences as an expense and liability when incurred.

General leave pay, which may be accumulated up to 690 hours and is payable upon resignation, retirement or death.

g. Unpaid Claims Liabilities
The Pool establishes claims liabilities based on estimates of the ultimate cost of claims, including future claim adjustment expenses, that have been reported but not settled, and claims that have been incurred but not reported. The length of time for which such costs must be estimated varies depending on the coverage involved. Estimated amounts of salvage and subrogation and reinsurance recoverable on unpaid claims are deducted from the liability for unpaid claims.

Because actual claims costs depend on such complex factors as inflation, changes in doctrines of legal liability, and damage awards, the process used in computing claims liabilities does not necessarily result in an exact amount, particularly for coverage such as general liability.

Claims liabilities are recomputed periodically using a variety of actuarial and statistical techniques to produce current estimates that reflect recent settlements, claim frequency, and other economic and social factors. A provision for inflation in the calculation of estimated future claims costs is implicit in the calculation because reliance is placed both on actual historical data that reflect past inflation and on other factors that are considered to be appropriate modifiers of past experience. Adjustments to claims liabilities are charged or credited as expenses in the periods in which they are made.

h. Reinsurance

The Pool uses reinsurance agreements to reduce its exposure to large losses on all types of insured events. Reinsurance permits recovery of a portion of losses from reinsurers, although it does not discharge the primary liability of the Pool as the direct insurer of the risks reinsured. The Pool reports reinsured risks as liabilities and show a reinsurance offset for any of those reinsured risks. The amount deducted from claims liabilities as of December 31, 2013, and December 31, 2012, for reinsurance was $0.00 and $0.00 respectively. Premiums ceded to reinsurers during 2013 and 2012 were $2,166,030 and $1,903,835 respectively. See Note 11

i. Member Assessments And Unearned Member Assessments

Member's 2013 contribution rates were based on their estimated exposures of miles and employees at the following rates: Fixed Route = $0.0800/mile; Dial-A-Ride = $0.0800/mile; Van Pool = $0.0800/mile; Non-revenue = $0.0800 and $242.71 per employee for general liability and public official’s coverage. Further adjustments are made on a retrospective basis to the period year's actual miles, experience factors, actuarial calculations, deductibles and UM/UIM options.

j. Reserve for Claims

Claims are charged to income as incurred. Claim reserves represent the accumulation of estimates for reported, unpaid claims, plus a provision for claims incurred, but not reported. The estimates are continually reviewed and updated, and any resulting adjustments are reflected in current earnings.

k. Exemption from Federal and State Taxes

Pursuant to revenue ruling number 90-74, income of Municipal Risk Pools is excluded from gross income under IRS Section 115(1). Chapter 48.62 RCW exempts the pool from insurance premium taxes, and business and occupation taxes imposed pursuant to Chapter 82.04 RCW.

l. Cash and Cash Equivalents

For purposes of the Statement of Cash Flow, WSTIP considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

m. Budget and Spending Controls

An annual budget is prepared by the Executive Director and presented to the Board of Directors for adoption by Resolution prior to the start of the business year. The budget serves as a planning and control document. An actual cost/revenue report compared to the annual budget amounts is presented to the Executive Committee on a monthly basis, and to the Board of Directors on a quarterly basis, so that all members are made aware of any variations from the budget. The Pool's Executive Director is authorized to make mid-year adjustments to both the operations and capital budgets, so long as such adjustments do not increase the total budget amounts.

n. Reserve for Unallocated Loss Adjustment Expenses
The reserve for unallocated loss adjustment expenses represents the estimated cost to be incurred with respect to the settlement of claims in process and claims incurred but not reported. Management estimates this liability at the end of each year based upon cost estimated provided by the third party administrator. The change in the liability each year is reflected in current earnings.

NOTE 2 – DEPOSITS AND INVESTMENTS

As required by state law, all deposits and investments of the Pool's funds (except as noted below) are in obligations of the U.S. Government, U.S. agency issues, obligations of the State of Washington, general obligations of Washington State municipalities, (the Thurston County Investment Pool,) (bankers' acceptances,) certificates of deposit with Washington State banks, savings and loan institutions, or other investments allowed by Chapter 39.59 RCW. (Investments of (pension/nonexpendable) trust funds are not subject to the preceding limitations.)

All temporary investments are stated at fair market value. Other property and investments are shown on the statement of net position at fair market value.

(A portion of the property consists of real estate held for the production of rental income)

The Pool's deposits and certificates of deposit are covered by federal depository insurance (FDIC) or by collateral held in a multiple financial institution collateral pool administered by the Washington Public Deposit Protection Commission (PDPC).

WSTIP investments at the end of Year 2013 and Year 2012 are outlined below:

	2013 Carrying Amount	2013 Market Value	2012 Carrying Amount	2012 Market Value
Thurston County Investment Pool	32,536,404	32,536,404	29,315,158	29,315,158
State Investment Pool (LGIP)	604,931	604,931	603,982	603,982
Total Investments	33,141,335	33,141,335	29,919,140	29,919,140

99% of all WSTIP cash investments are with the Thurston County Investment Pool (TCIP) and the State Investment Pool (LGIP). Due to the liquidity of TCIP and LGIP, those investments are shown as cash equivalents on the financial statements. Although heavily concentrated with TCIP and LGIP, due to the nature of these financial vehicles, Pool management does not believe there is any significant custodial, credit, interest rate, or concentration of risk associated with their investments.

NOTE 3 - SELF-INSURED RETENTION

The pool retains responsibility for the payment of claims within specified self-insured retention limits prior to the application of coverage provided by its excess insurance contracts.

Fiscal Year 2004

For fiscal year 2004, the pool's per occurrence retention limit is $600,000 for General & Auto liability and Public Officials, $5,000 for Boiler and Machinery, $10,000 for Crime, $100,000 for Property with Flood and Earthquake aggregate at $100,000 or 5% of loss and $100,000 for Auto Comprehensive. Auto Physical Damage coverage was self-funded by the Pool from January 1, 2004, to December 31, 2004, with limits of $250,000 per occurrence. Through a combination of fund balance designated at December 31, 2003, and member assessments earned at January 1, 2004, the pool committed assets of **$2,740,594** specifically for the purpose of funding these retentions for fiscal year 2004.

Fiscal Year 2005

For fiscal year 2005, the pool's per occurrence retention limit is $600,000 for General & Auto liability and Public Officials, $5,000 for Boiler and Machinery, $10,000 for Crime, $100,000 for Property with Flood and Earthquake aggregate at $100,000 or 5% of loss and $100,000 for Auto Comprehensive. Auto Physical Damage coverage was self-funded by the Pool from January 1, 2005, to June 30, 2005, with limits of $250,000 per occurrence. From July 1, 2005, to December 31, 2005, the Auto Physical Coverage retention was $100,000. Through a combination of fund balance designated at December 31, 2004, and member assessments earned at January 1, 2005, the pool committed assets of **$3,551,479** specifically for the purpose of funding these retentions for fiscal year 2005.

Fiscal Year 2006

For fiscal year 2006, the pool's per occurrence retention limit is $1,000,000 for General & Auto liability and Public Officials, $5,000 for Boiler and Machinery, $10,000 for Crime, $100,000 for Property with Flood and Earthquake aggregate at $100,000 or 5% of loss and $100,000 for Auto Comprehensive. The Auto Physical Coverage retention was $100,000 with settlement based on fair market value. Through a combination of fund balance designated at December 31, 2005, and member assessments earned at January 1, 2006, the pool committed assets of **$3,787,072** specifically for the purpose of funding these retentions for fiscal year 2006.

Fiscal Year 2007

For fiscal year 2007, the pool's per occurrence retention limit is $1,000,000 for General & Auto liability and Public Officials, $5,000 for Boiler and Machinery, $10,000 for Crime, $100,000 for Property with Flood and Earthquake aggregate at $100,000 or 5% of loss and $100,000 for Auto Comprehensive. The Auto Physical Coverage retention was $100,000 with settlement based on fair market value. Through a combination of fund balance designated at December 31, 2006, and member assessments earned at January 1, 2007, the pool committed assets of **$4,312,346** specifically for the purpose of funding these retentions for fiscal year 2007.

Fiscal Year 2008

For fiscal year 2008, the pool's per occurrence retention limit is $1,000,000 for General & Auto liability and Public Officials with a quota share relationship on the $3 million X $1 million layer where WSTIP retains 33% and GEM retains 67%, $5,000 for Boiler and Machinery, $10,000 for Crime, $100,000 for Property with Flood and Earthquake aggregate at $100,000 or 5% of loss and $100,000 for Auto Comprehensive. The Auto Physical Coverage retention was $100,000 with settlement based on fair market value. Through a combination of fund balance designated at December 31, 2007, and member assessments earned at January 1, 2008, the pool committed assets of **$5,395,939** specifically for the purpose of funding these retentions for fiscal year 2008.

Fiscal Year 2009

For fiscal year 2009, the pool's per occurrence retention limit is $1,000,000 for General & Auto liability and Public Officials with an aggregate corridor of $500,000 on the 1 million X $1 million layer, $5,000 for Boiler and Machinery, $10,000 for Crime, $100,000 for Property with Flood and Earthquake aggregate at $100,000 or 5% of loss and $100,000 for Auto Comprehensive. The Auto Physical Coverage retention was $100,000 with settlement based on fair market value. Through a combination of fund balance designated at December 31, 2008, and member assessments earned at January 1, 2009, the pool committed assets of **$5,104,932** specifically for the purpose of funding these retentions for fiscal year 2009.

Fiscal Year 2010

For fiscal year 2010, the pool's per occurrence retention limit is $1,000,000 for General & Auto liability and Public Officials with an aggregate corridor of $500,000 on the 1 million X $1 million layer, $10,000 for Crime, $100,000 for Property with a 24 hour waiting period on all perils and coverage's and $100,000 for Auto Comprehensive. The Auto Physical Coverage retention was $100,000 with settlement based on fair market value. Through a combination of fund balance designated at December 31, 2009, and member assessments earned at January 1, 2010, the pool committed assets of **$6,720,394** specifically for the purpose of funding these retentions for fiscal year 2010.

Fiscal Year 2011

For fiscal year 2011, the pool's per occurrence retention limit is $1,000,000 for General & Auto liability and Public Officials with a quota share relationship on the $3 million X $1 million layer where WSTIP retains 17% and GEM retains 83%, $10,000 for Crime, $250,000 for Property with a 24 hour waiting period on all perils and coverage's and $250,000 for Auto Comprehensive. The Auto Physical Coverage retention was $250,000 with settlement based on fair market value. Through a combination of fund balance designated at December 31, 2010, and member assessments earned at January 1, 2011, the pool committed assets of **$7,344,828** specifically for the purpose of funding these retentions for fiscal year 2011.

Fiscal Year 2012

For fiscal year 2012, the pool's per occurrence retention limit is $1,000,000 for General & Auto liability and Public Officials with a quota share relationship on the $3 million X $1 million layer where WSTIP retains 17% and GEM retains 83%, $10,000 for Crime, $500,000 for Property with a 24 hour waiting period on all perils and coverage's and $500,000 for Auto Comprehensive. Auto Physical Damage coverage was self-funded by the Pool from July 1, 2012, to December 31, 2012, with settlement based on fair market value. Through a combination of fund balance designated at December 31, 2011, and member assessments earned at January 1, 2012, the pool committed assets of **$6,624,189** specifically for the purpose of funding these retentions for fiscal year 2012.

Fiscal Year 2013

For fiscal year 2013, the pool's per occurrence retention limit is $1,000,000 for General & Auto liability and Public Officials with a quota share relationship on the $3 million X $1 million layer where WSTIP retains 17% and GEM retains 83%, $10,000 for Crime, $250,000 for Property with a 24 hour waiting period on all perils and coverage's and $250,000 for Auto Comprehensive and Auto Physical Damage coverage from July 1, 2013, to December 31, 2013, with settlement based on fair market value.

Through a combination of fund balance designated at December 31, 2012, and member assessments earned at January 1, 2013, the pool committed assets of **$6,895,064** specifically for the purpose of funding these retentions for fiscal year 2013.

NOTE 4 - EXCESS INSURANCE CONTRACTS

The pool maintains excess/reinsurance insurance contracts with several insurance carriers that provide various limits of coverage over the pool's self-insured retention limits. The limits provided by these excess and reinsurance contracts are as follows:

Reinsurance/Insurance Contract Limits	2013	2012
Liability Reinsurance*		
Comprehensive Liability	$12,000,000	$12,000,000
Automobile Liability	$12,000,000	$12,000,000
Public Officials Liability (annual aggregate)	$12,000,000	$12,000,000
*All members except Community Transit and Everett Transit		
Community Transit and Everett Transit have an additional ($8 million in excess of $12,000,000 for a total of $20,000,000 on general and auto liability)		
Crime (excluding WSTIP staff)		
Employee Dishonesty	$1,000,000	$1,000,000
Forgery and Alterations	$1,000,000	$1,000,000
Theft Disappearance and Destruction	$1,000,000	$1,000,000
Crime (for WSTIP staff)		
Employee Dishonesty	$1,000,000	$1,000,000
Forgery and Alterations	$1,000,000	$1,000,000
Theft Disappearance and Destruction	$1,000,000	$1,000,000
Property:		
All Risk Property Coverage (for all members)	$1,000,000,000	$1,000,000,000
Limited to: Earthquake	$25,000,000	$25,000,000
Flood (excluding Zone A)	$50,000,000	$50,000,000
Flood – Zone A annual aggregate	$10,000,000	$10,000,000
Auto Physical Damage (all members have a $5,000 deductible except Pierce Transit, C-Tran and Spokane Transit. Pierce Transit and C-Tran are at $10,000 and Spokane Transit has $25,000)	Fair Market Replacement cost coverage for vehicles less 10 years old and valued over $250,000	Fair Market
Boiler and Machinery	$100,000,000	$100,000,000

NOTE 5 - MEMBERS' SUPPLEMENTAL ASSESSMENTS AND CREDITS

The Board of Director's approved Resolution 5-94 wherein it establishes the methodology of allocating the individual member's experience during a specific period of time for a prospective assessment to members based on actual claims experience. Effective 1/1/95.

NOTE 6 - PENSION PLAN

All Washington State Transit Insurance Pool full-time employees participate in one of the following statewide retirement systems administered by the Washington State Department of Retirement Systems under cost-sharing multiple-employer defined benefit public employee retirement plans. The Department of Retirement Systems (DRS), a department within the primary government of the State of Washington, issues a comprehensive annual financial report (CAFR) that includes financial statements and required supplementary information for each plan. The DRS CAFR may be obtained from the Department of Retirement Systems, Administrative Services Division, P.O. Box 48380, Olympia, WA 98504-8380.

Public Employees' Retirement System (PERS) Plans 1, 2, and 3

Plan Description

PERS is a cost-sharing multiple-employer retirement system comprised of three separate plans for membership purposes: Plans 1 and 2 are defined benefit plans and Plan 3 is a combination defined benefit/defined contribution plan. Membership in the system includes: elected officials; state employees; employees of the Supreme, Appeals, and Superior courts (other than judges in a judicial retirement system); employees of legislative committees; community and technical colleges, college and university employees (not in national higher education retirement programs); judges of district and municipal courts; and employees of local governments. PERS participants who joined the system by September 30, 1977, are Plan 1 members. Those who joined on or after October 1, 1977, and by either, February 28, 2002, for state and higher education employees, or August 31, 2002, for local government employees, are Plan 2 members unless they exercise an option to transfer their membership to Plan 3. PERS participants joining the system on or after March 1, 2002, for state and higher education employees, or September 1, 2002, for local government employees have the option of choosing membership in either PERS Plan 2 or PERS Plan 3. The option must be exercised within 90 days of employment. An employee is reported in Plan 2 until a choice is made. Employees who fail to choose within 90 days default to PERS Plan 3. PERS defined benefit retirement benefits are financed from a combination of investment earnings and employer and employee contributions. PERS retirement benefit provisions are established in state statute and may be amended only by the State Legislature.

Plan 1 retirement benefits are vested after an employee completes five years of eligible service. Plan 1 members are eligible for retirement at any age after 30 years of service, or at the age of 60 with five years of service, or at the age of 55 with 25 years of service. The annual pension is 2 percent of the average final compensation per year of service, capped at 60 percent. The average final compensation is based on the greatest compensation during any 24 eligible consecutive compensation months. If qualified, after reaching the age of 66 a cost-of-living allowance is granted based on years of service credit and is capped at 3 percent annually.

Plan 2 retirement benefits are vested after an employee completes five years of eligible service. Plan 2 members may retire at the age of 65 with five years of service, or at the age of 55 with 20 years of service, with an allowance of 2 percent of the average final compensation per year of service. The average final compensation is based on the greatest compensation during any eligible consecutive 60-month period. Plan 2 retirements prior to the age of 65 receive reduced benefits. If retirement is at age 55 or older with at least 30 years of service, a 3 percent per year reduction applies; otherwise an actuarial reduction will apply. There is no cap on years of service credit; and a cost-of-living allowance is granted (indexed to the Seattle Consumer Price Index), capped at 3 percent annually.

Plan 3 has a dual benefit structure. Employer contributions finance a defined benefit component, and member contributions finance a defined contribution component. The defined benefit portion provides a benefit calculated at 1 percent of the average final compensation per year of service. The average final compensation is based on the greatest compensation during any eligible consecutive 60-month period. Plan 3 members become eligible for retirement if they have: at least ten years of service; or five years including twelve months that were earned after age 54; or five service credit years earned in PERS Plan 2 prior to June 1, 2003. Plan 3 retirements prior to the age of 65 receive reduced benefits. If retirement is at age 55 or older with at least 30 years of service, a 3 percent per year reduction applies; otherwise an actuarial reduction will apply. There is no cap on years of service credit; and Plan 3 provides the same cost-of-living allowance as Plan 2. The defined contribution portion can be distributed in accordance with an option selected by the member, either as a lump sum or pursuant to other options authorized by the Employee Retirement Benefits Board.

Funding Policy

Each biennium, the state Pension Funding Council adopts Plan 1 employer contribution rates, Plan 2 employer and employee contribution rates, and Plan 3 employer contribution rates. Employee contribution rates for Plan 1 are established by statute at 6 percent and do not vary from year to year. The employer and employee contribution rates for Plan 2 and the employer contribution rate for Plan 3 are developed by the Office of the State Actuary to fully fund Plan 2 and the defined benefit portion of Plan 3. All employers are required to contribute at the level established by the Legislature. PERS Plan 3 defined contribution is a non-contributing plan for employers. Employees who participate in the defined contribution portion of PERS Plan 3 do not contribute to the defined benefit portion of PERS Plan 3. The Employee Retirement Benefits Board sets Plan 3 employee contribution rates. Six rate options are available ranging from 5 to 15 percent; two of the options are graduated rates dependent on the employee's age. The methods used to determine the contribution requirements are established under state statute in accordance with chapters 41.40 and 41.45 RCW.

The required contribution rates expressed as a percentage of current-year covered payroll, as of December 31, 2013, were as follows:

	PERS Plan 1	PERS Plan 2	PERS Plan 3
Employer*	9.21%	9.21%	9.21%**
Employee	6.00%	4.92%	***

* The employer rates include the employer administrative expense fee currently set at 0.18%.
** Plan 3 defined benefit portion only.
*** Variable from 5.0% minimum to 15.0% maximum based on rate selected by the PERS 3 member.

The Washington State Transit Insurance Pool (WSTIP) and its employees made the required contributions. WSTIP's required contributions for the years ending December 31 were as follows:

	PERS Plan 1	PERS Plan 2	PERS Plan 3
2013	$0.00	$41,697	$20,487
2012	$0.00	$34,477	$16,776
2011	$0.00	$29,984	$14,274

NOTE 7 - DEFERRED COMPENSATION PLAN

All of the WSTIP employees participate in a 401(A) Defined Contribution Plan and can choose to participate in one of two 457 Deferred Compensation retirement plans offered through ICMA or DCP. The ICMA 401 (A) Plan is in lieu of social security. The employer contributes 6.20% of the employee's gross monthly salary to the 401(A) plan and the employee contributes 9.20% of their gross monthly salary to the 401(A) plan. Outlined below is the December 31, 2013 and December 31, 2012 Employer and Employee contributions to the ICMA 401 A plan.

ICMA 401 A Plan

Year	Employer	Employee
2013	$53,074	$93,286
2012	$49,147	$80,699

WSTIP employees participate in the Washington State 457 Deferred Compensation Program (DCP). DCP is a tax sheltered voluntary retirement plan administered by the Washington State Department of Retirement Systems. All full-time, part-time, career seasonal or regular schedule Washington State employees are eligible to join DCP; as well as any elected or appointed State officials. Employees of political subdivisions may participate subject to employer adoption of the plan. Participants authorize their employer to postpone – or defer – a part of their income before taxes are calculated, and have that money invested in their DCP account. WSTIP is not the owner of the 457 plan assets, the plan assets and liabilities are not reported in the WSTIP financial statements.

NOTE 8 - GEM

WSTIP along with eleven other intergovernmental risk pools, incorporated the Government Entities Mutual, Inc. (GEM), a captive insurance company, on January 1, 2003. WSTIP's initial investment in GEM was $500,000. In 2005, WSTIP contributed an additional $250,000 to GEM. WSTIP accounts for GEM using the equity method of accounting.

For each member, GEM maintains a separate surplus account for capital surplus contributions and a policy year account for underwriting results and administrative expenses. Investment income or losses are allocated to members based on the balances in each member's policy year account on an annual basis. WSTIP's proportionate share of income from GEM of $56,813.00 and $160,129.00 is included in WSTIP's investment income for 2013 and 2012, respectively. Each GEM member's financial liability is limited to its contributed capital. As of December 31, 2013, GEM's membership had grown to eighteen pools. WSTIP's equity position in GEM was $1,480,218 as of December 31, 2013 and $1,423,405 as of December 31, 2012. As of December 31, 2013 GEM had estimated member equity of $28,935,723 and

$28,456,536 as of December 31, 2012. For information on GEM please contact GEM CEO John Foehl at john.foehl@gemre.com or go to their web site at http://www.gemre.com/about-us/reporting.php to obtain financial information on GEM.

NOTE 9 – CAPITAL ASSETS

2013

	Beginning Balance	Increase	Decrease	Ending Balance
Capital assets not being depreciated				
Land	$ 91,010	$ -	$ -	$ 91,010
Total capital assets not being depreciated	91,010			91,010
Capital assets being depreciated				
Buildings	387,990			387,990
Leasehold Improvements	63,890			63,890
Furnishings and Equipment	213,461	27,301		240,762
Total capital assets being depreciated	665,341			692,642
Less accumulated depreciation for				
Buildings	(109,843)	(9,948)		(119,791)
Leasehold Improvements	(1,155)	(1,638)		(2,793)
Furnishings and equipment	(208,136)	(5,520)		(213,656)
Total accumulated depreciation	(319,134)	(17,106)		(336,240)
Net capital assets being depreciated	346,207			356,402
Total Capital Assets, Net	$ 437,217	$ 10,195	$ -	$ 447,412

2012

	Beginning Balance	Increase	Decrease	Ending Balance
Capital assets not being depreciated				
Land	$ 91,010	$ -	$ -	$ 91,010
Total capital assets not being depreciated	91,010			91,010
Capital assets being depreciated				
Buildings	387,990			387,990
Leasehold Improvements		63,890		63,890
Furnishings and Equipment	213,461			213,461
Total capital assets being depreciated	601,451			665,341
Less accumulated depreciation for				
Buildings	(99,895)	(9,948)		(109,843)
Leasehold Improvements		(1,155)		(1,155)
Furnishings and equipment	(207,948)	(188)		(208,136)
Total accumulated depreciation	(307,843)	(11,291)		(319,134)
Net capital assets being depreciated	293,608			346,207
Total Capital Assets, Net	$ 384,618	$ 52,599	$ -	$ 437,217

(The original cost of operating property retired or otherwise disposed of and the cost of installation, less salvage, is charged to accumulated depreciation.) (However, in the case of the sale of a significant operating unit or system, the original cost is removed from the Pool capital assets accounts, accumulated depreciation is charged with the accumulated depreciation related to the property sold, and the net gain or loss on disposition is credited or charged to income.)

(An allowance for funds used during construction is capitalized as part of the cost of Pool capital assets. The procedure is intended to remove the cost of financing construction activity from the income statement and to treat such cost in the same manner as construction labor and material costs.)

Depreciation is computed using the straight line method with useful lives as outlined below:

Buildings	39 years
Building Improvements	39 years
Equipment	5 to 10 years
Office Furnishings	7 years

(Initial depreciation on capital assets is recorded in the year subsequent to purchase.)(Preliminary costs incurred for proposed projects are deferred pending construction of the facility. Costs relating to projects ultimately constructed are transferred to the appropriate capital asset account; charges that relate to abandoned projects are expensed.)

The pool’s policy is to capitalize all asset additions greater than $5,000 and with an estimated life of more than one year.

NOTE 10 – UNPAID CLAIMS LIABILITIES

As discussed in Note 2, WSTIP establishes a fund for both reported and unreported insured events, which includes estimates of both future payments of losses and related claims adjustment expenses. The following represents changes in those aggregate liabilities for the last two years.

The Pool establishes claims liabilities based on reserve data from member claims in the WSTIP Riskmaster Claims Database.

	2013	**2012**
Unpaid claims and claim adjustment expenses at beginning of year	$12,282,298	$10,894,803
Incurred claims and claim adjustment Expenses:		
Provision of insured events of current year (Includes ULAE)	6,080,382	5,484,000
Increase (or decrease) in provision for prior years	643,659	1,036,270
Total Incurred	**$19,006,339**	**$17,415,073**
Payments:		
Claims and claim adjustment expenses	$1,074,863	$926,754
attributable to insured events of the current year		
Claims and claim adjustment expenses	2,776,647	4,206,021
attributable to insured events of the prior years		
Total Payments	$3,851,510	$5,132,775
Total unpaid claims and claim adjustment		
Expenses at end of the year	**$15,154,828**	**$12,282,298**

NOTE 11 – OPERATING AND NON-OPERATING REVENUES

Member assessments and program revenues are reported as operating revenue. Interest and dividend income and other revenues generated from non-operating sources are classified as non-operating.

NOTE 12 – RESTRICTED NET POSITION

The pool's statement of net position reports $0 of restricted net position, of which $0 is restricted by enabling legislation. The pool has implemented GASB 46.

NOTE 13 – WASHINGTON ADMINISTRATIVE CODE (WAC 200-100-03001)

WAC 200-100-03001 requires WSTIP to maintain certain levels of primary and secondary assets to meet solvency standards. As defined in WAC 200-100-03001 total primary assets, cash and cash equivalents less non- claims liabilities, must be at least equal to the unpaid claims estimates at the expected level as determined by the actuary. Additionally, total primary assets and secondary assets must be at least equal to the unpaid claims estimate at the 70% confidence level as determined by the actuary. Secondary assets are defined as insurance receivables, real estate or other assets (less any non-claim liabilities) the value of which can be independently verified by the state risk manager.

	2013	2012
Primary Asset Test		
Primary Assets	33,243,000	30,122,000
Unpaid Claims - Expected	15,155,000	12,282,000
Results	Pass	Pass
Primary and Secondary Test		
Secondary Assets	2,412,813	2,122,000
Primary and Secondary Assets	35,655,813	32,367,000
Unpaid Claims – 70% Confidence	17,642,000	14,209,000
Results	Pass	Pass

NOTE 14 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFIT

WSTIP offers no explicit post-employment benefits other than pensions (See Note 6).

As a member of the Public Employees Benefit Board (PEBB) WSTIP offers employees who retire the option to continue medical coverage on a self-pay basis. Since the premiums for retired employees are blended with the rates for active employees. This blending of rates is considered an implicit subsidy paid by WSTIP. Using the alternative measurement method permitted under GASB statement 45, this subsidy was found to be immaterial to the financial statements presentation. Therefore no adjustments or provisions were made to these financial statements.

NOTE 15 -SUBSEQUENT EVENTS

We have no subsequent events to report in these financial statements.

NOTE 16 – COMPENSATED ABSENCES

During FY 2013 compensated absences of WSTIP employees increased by $6,327

Compensated Absences	Year End 2012 Liability	2013 Additions	2013 Reductions	Year End 2013 Liability
FY 2013	$124,056	$92,168	$-85,842	$130,383

Required Supplementary Claims Development Information For The Year Ending December 31, 2013*

The table below illustrates how the Fund's earned revenues (net of reinsurance) and investment income compare to related costs of loss (net of loss assumed by reinsurers) and other expenses assumed by the Fund as of the end of each of the last ten years. The table of rows are defined as follows: (1) this line shows the total of each fiscal years earned contribution revenues and investment revenues. (2) This line shows each fiscal year's other operating costs of the Fund including overhead and claims expenses not allocated to individual claims. (3) This line shows the Fund's incurred claims and allocated claim adjustment expense (both paid and accrued) as originally reported at the at the end of the first year in which the event that triggered coverage under the contract occurred (called policy year). (4) This section shows the cumulative amounts paid as of the end of successive years for each policy year. (5) This section shows how each policy year's incurred claims increased or decreased as of the end of successive years. This annual re-estimation results from new information received on known claims, reevaluation of existing information on known claims, as well as emergence of new claims not previously known. (6) This line compares the latest re-estimated incurred claims amount to the amount originally established (line 3) and shows whether this latest estimate of claims cost is greater or less than originally thought. As data for individual policy years mature, the correlation between original estimates and re-estimated amounts is commonly used to evaluate the accuracy of incurred claims currently recognized in less mature policy years. Columns of the table show data for successive policy years.

Fiscal and Policy Year Ended (in thousands of Dollars)

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
1. Gross required contribution and investment revenues	6,800	7,860	7,982	8,401	9,147	9,341	10,785	11,217	10,933	11,439
Ceded	1,803	1,755	1,710	1,943	1,763	1,734	1,651	1,793	1,904	2,166
Net earned	4,997	6,105	6,272	6,458	7,384	7,607	9,134	9,424	9,029	9,273
2. Unallocated operating expenses	1,256	1,370	1,331	1,687	2,132	1,897	2,111	2,272	2,223	2,433
3. Estimated Losses & Expenses End of Policy Year										
Incurred	3,153	2,484	3,329	2,990	5,170	5,041	5,648	5,727	4,994	5,470
Ceded	1,256	245	85	23	1,467	837	191	4,411	190	202
Net Incurred	1,897	2,239	3,244	2,967	3,703	4,204	5,457	1,316	4,804	5,268
4. Paid (cumulative) as of:										
End of policy year	358	307	472	451	1,185	789	825	1,077	927	1,075
One year later	826	758	1,276	891	2,191	3,064	2,398	2,774	1,828	
Two years later	1,983	1,635	1,581	1,374	3,991	3,366	3,581	3,744		
Three years later	2,391	1,850	3,416	2,050	4,641	4,005	4,220			
Four years later	2,416	1,989	3,917	2,301	5,025	4,224				
Five years later	2,569	2,235	4,105	2,371	5,044					
Six years later	2,570	2,235	4,331	2,387						
Seven years later	2,570	2,235	4,334							
Eight years later	2,575	2,234								
Nine years later	2,575									

WASHINGTON STATE TRANSIT INSURANCE POOL

5. Re-Estimated Ceded Losses & Expenses	1,202	231	70	6	1,653	720	120	8,276	102	202		
6. Re-estimated net incurred claims and expenses:												
End of policy year	3,153	2,484	3,329	2,990	5,170	5,041	5,648	5,727	4,994	5,470		
One year later	2,715	2,371	3,768	2,325	5,356	4,946	5,364	6,783	4,320			
Two years later	2,653	2,186	3,957	2,462	5,350	4,788	5,975	8,144				
Three years later	2,810	2,138	4,341	2,718	5,069	4,509	6,500					
Four years later	2,546	2,230	4,623	2,600	5,154	4,521						
Five years later	2,591	2,251	4,689	2,640	5,124							
Six years later	2,580	2,241	4,673	2,511								
Seven years later	2,570	2,235	4,677									
Eight years later	2,575	2,234										
Nine years later	2,575											
7. Increase (decrease) in estimated net incurred claims and expenses for end of the policy year	(578)	(250)	1,348	(479)	(46)	(520)	852	2,417	(674)	0		
* At policy year end 2010 our actuary started calculating estimated ceded ultimate loss												

SCHEDULE OF LABOR RELATIONS CONSULTANT
For the Year Ended December 31, 2013

Has your government engaged labor relations consultants? YES

If yes, please provide the following information for each consultant(s):

Name of Firm Summit Law Group
Name of Consultant Kristen Anger
Business Address: 315 Fifth Avenue S Ste 1000, Seattle, WA 98104

Amount Paid To Consultant During Fiscal Year:

For Labor $338.00

Terms and Conditions,
As Applicable, Including Not applicable

Rate (E.G., Hourly, Etc) $250.00 per hour
Maximum
Compensation Allowed As allowed by Executive Director, Board and Budget

Duration Of Services 1/1 – 12/31/2013

Services Provided Employment Advice

Certified Correct this 30th day of May, 2014 to the best of my knowledge and belief:

Signature: Allen F Hatten

Name Allen F. Hatten
Title Executive Director
Auditing Officer

SCHEDULE T-1
PUBLIC ENTITY RISK POOL LIST OF PARTICIPATING MEMBERS
WASHINGTONSTATE TRANSIT INSURANCE POOL
AS OF DECEMBER 31, 2013

Participating Members	
Asotin Transit	Kim Gates - Director
Ben Franklin Transit	Gloria Boyce- Director
Clallam Transit	Wendy Clark-Getzin-– Director
Columbia County	Stephanie Guettinger - Director
Community Transit	Emmett Heath– Director
Community Urban Bus	Corey Aldridge – Director
C-Tran	Diane O’Regan -Director
Everett Transit	Tom Hingson - Director
Grant Transit	Greg Wright –Director
Grays Harbor Transit	Mark Carlin – Director
Intercity Transit	Ben Foreman - Director
Island Transit	Barb Savary - Director
Jefferson Transit	Sara Crouch - Director
Kitsap Transit	Paul Shinners - Director
Link Transit	Nick Covey - Director
Mason Transit	Danette Brannin - Director
Pacific Transit	Tim Russ– Director
Pierce Transit	Terence Artz - Director
Pullman Transit	Bill Mulholland -Director
Skagit Transit	Dale O’Brien – Director
Spokane Transit	Lynda Warren - Director
Twin Transit	Rob LaFontaine – Director
Valley Transit	Ed McCaw - Director
Whatcom Transit	Pat Dunn – Director
Yakima Transit	Ken Mehin - Director

Elected	
President	Ben Foreman, Intercity Transit
Vice President	Ken Mehin Yakima Transit
Secretary	Nick Covey, Link Transit

Appointed Officers	
Treasurer	Ben Foreman (Intercity Transit)
Auditor	Allen F. Hatten (WSTIP Executive Director)

Staff	
Executive Director	Allen Hatten

The following firms provide ongoing support services to WSTIP:

Broker	Alliant Insurance Services – Newport Beach, CA
Attorney	Ronald A. Franz – Burien, WA
Claims Adjuster	Self-Administered
Actuary	PriceWaterhouseCoopers – Seattle, WA
Accountant	McSwain & Company – Olympia, WA

SCHEDULE T-2
OFM SCHEDULE OF EXPENSES
WASHINGTON STATE TRANSIT INSURANCE POOL
FOR FISCAL YEARS ENDED DECEMBER 31, 2013 AND 2012

	2013	2012
Claims Self Insurance Fund	6,895,064	6,624,189
Excess Insurance Premiums	2,166,032	1,903,835
CONTRACTED SERVICES		
Driver Recording Monitoring	220,931	162,266
Actuary	66,525	114,900
Administrative Services	22,383	27,227
Broker Fees	103,845	103,845
Contract Web Design	0	95
Backup Services	8,000	20,600
Integrated Risk Management	0	46,860
Software Coop/IT Security	0	2,817
Contracted Services	54,759	46,485
Legal and Accounting	14,613	13,501
Loss Control Services	313,430	205,635
Audits	31,204	19,593
ADMINISTRATIVE EXPENSES		
Staff Wages, Taxes and Benefits	1,074,293	1,012,090
Staff Conferences and Travel	82,668	82,203
Board Expenses	175,379	114,304
Information Services	94,880	80,181
Communications	23,588	24,887
Occupancy Costs	65,732	71,279
Office Expenses	55,417	52,154
Depreciation	17,106	11,290
Miscellaneous	12,822	10,857
OTHER		
Change in Unpaid Claims Liability	(128,413)	(772,646)
TOTAL OPERATING EXPENSES	11,370,256	9,978,447

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens to achieve our vision of government that works for citizens, by helping governments work better, cost less, deliver higher value, and earn greater public trust.

In fulfilling our mission to hold state and local governments accountable for the use of public resources, we also hold ourselves accountable by continually improving our audit quality and operational efficiency and developing highly engaged and committed employees.

As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments as well as fraud, state whistleblower and citizen hotline investigations.

The results of our work are widely distributed through a variety of reports, which are available on our website and through our free, electronic subscription service.

We take our role as partners in accountability seriously, and provide training and technical assistance to governments, and have an extensive quality assurance program.

Contact information for the State Auditor's Office	
Deputy Director for Communications	Thomas Shapley Thomas.Shapley@sao.wa.gov (360) 902-0367
Public Records requests	(360) 725-5617
Main telephone	(360) 902-0370
Toll-free Citizen Hotline	(866) 902-3900
Website	www.sao.wa.gov