



New Member Admissions Policy

Governance Section: Governance

Revision Date: 12/6/2019

Page: 1 of 2

Purpose

To implement a process for the admission of new members to the Pool to ensure that new members are committed to the concept of pooling and possess sound governance, management, and operations programs so that admission will not compromise the Pool's financial integrity.

Authority

1. Interlocal Agreement, Section 9 (admission of members); and
2. Bylaws, Sections 4d (admission of members) and 47-49 (new members).

Policy Statement

1. Eligibility. The Pool may admit Washington public transit systems to the Pool so long as the system can demonstrate that it has or will have sound governance, management, and operations programs.
2. Commitment to pooling. The Pool will not approve membership if a system's only interest in becoming a member is to obtain coverage. A prospective member must be committed to the concept of pooling and continuous improvement in governance, management and operations
3. Prerequisites. The overarching criterion for admission is that a new member must not degrade the fiscal integrity of the Pool. A prospective new member must have been in operation at least two years, provide at least two modes of public transportation, and have minimum annual mileage from all modes of at least 200,000.
4. Burden of proof. The burden of establishing that it meets the criteria for membership lies with the system seeking admission.
5. Application.
 - a. A public transit system seeking admission shall submit an application to the Executive Director. The application shall contain the applicant's loss data, risk profile, prior insurance coverage and premiums, description of governing body, management profile, facilities, rolling stock, description of existing and planned transit programs, and any other information requested by the Executive Director.
 - b. The applicant shall pay a fee as determined by the Executive Director to cover the cost of investigating the applicant and its application.
 - c. Following his or her investigation, the Executive Director shall provide a report to the Executive Committee. The report shall include a recommendation for approval, rejection, or approval subject to conditions.
6. Action by Executive Committee. The Executive Committee shall make a recommendation on the application to the Board.
7. Action by Board. The Board may approve, reject or approve membership subject to conditions. Conditions may include, but are not limited to, implementation of loss control measures or improvements to governance, management, or operations. Approval requires a three-fourths majority vote of all members. An application not approved is deemed rejected.

A transit agency's membership is subject to approval of an amendment to the Interlocal Agreement including the new agency as a member and executed by the Pool and the new member.

Amendment

The Pool's Board may amend this policy.

New Member Admissions Policy

Page: 2 of 2

Policy History and Repealer

Resolutions Nos. 14-93 and 8-91 which are hereby repealed.

Passed by the Board of Directors on December 6, 2019.

DocuSigned by:
Staci Jordan
34E1151AA6C34A5
Staci Jordan, President

Attest:
DocuSigned by:
Danette Brannin
B36D2D217C2110
Danette Brannin, Secretary

Approved as to form:
DocuSigned by:
Rick Hughes
F25D8D916402489
Richard Hughes, General Counsel