

ASSOCIATION OF WASHINGTON CITIES

RMSA Board of Directors Meeting Minutes March 24, 2022

SeaTac Airport & Conference Center, SeaTac
Online Meeting with Phone Access
10:00 am

Present:

President & Position 7 - Julie Struck, Mayor, South Bend
Vice President & Position 4 – Jose Trevino, Mayor, Granger
Position 6 – Micki Harnois, Councilmember, Rockford
Position 3 – Leanne Guier, Mayor, Pacific, *departed at 10:17 am*
Operating Committee Chair - Dawn Masko, Deputy City Administrator, North Bend, *joined at 10:35 am*

Staff Present:

Alicia Seegers Martinelli, Interim CEO
Gene Emmans, CFO
Carol Wilmes, Director, Member Pooling Programs
Carol Rehnberg, Program Director
Ashley Jones, Senior Claims Analyst
Andrea Luper, Membership Coordinator
Kim Dennis, Risk Management Coordinator
Meg Gooding Membership Specialist
Anthony Vasquez, Claims Coordinator
Betsy Hildreth, Executive Assistant/Recording Secretary
Renee Villa, Meeting & Event Assistant

Others:

Charles H. "Skip" Houser III, RMSA General Counsel
Mike Day, Aon
Dave Westcott, GPA
Stefany Smith, Mayor, Springdale
Dee Roberts, Mayor, Raymond

Absent:

Position 2 – Bruce Albert, Councilmember, Index

1. Call to Order, Welcome, and Introductions

Ms. Wilmes provided opening comments identifying that the Board meeting would be conducted pursuant to the recent guidelines in the Governor's Proclamation 20-28. This included the offering of an online and phone option for meeting attendees, with notice to members and the public of the identified physical location for attendance at the meeting. As such, members of the public were not asked to identify themselves.

Ms. Wilmes explained to attendees how to use the Zoom technology to actively participate in the meeting, explained the remote governance procedures, and confirmed that all motions and seconds would be made by name. A roll call vote would be taken only if it were not clear how many “nays” were voiced.

Ms. Wilmes then asked for verbal confirmation from the Board members that they can hear and be heard and that they have all received the agenda. Upon confirmation, the meeting was turned over to President Julie Struck to call the meeting to order.

1.1 Call to Order

President Julie Struck called the meeting to order at 10:03 am. A quorum was established. Introductions followed.

2. *CEO Report*

2.1 Interim CEO Meeting Overview

Ms. Martinelli, Interim AWC Chief Executive Officer, provided an overview of the meeting and gave an update on the AWC CEO search process.

3. *Approval of Minutes*

3.1 December 1, 2021 Board Meeting Minutes

The Board reviewed the minutes of the December 1, 2021 AWC RMSA Board meeting.

Motion:

Motion by Micki Harnois to approve the minutes of the December 1, 2021 AWC RMSA Board meeting, second by Jose Trevino; motion carried.

3.2 December 28, 2021 Special Meeting Minutes

The Board reviewed the minutes of the December 28, 2021 AWC RMSA Special meeting.

Motion:

Motion by Jose Trevino to approve the minutes of the December 28, 2021 AWC RMSA Special meeting, second by Micki Harnois; motion carried.

4. *Governance*

4.1 Board Vacancy Appointments

In accordance with the RMSA Bylaws, Article 2-Board of Directors, Section 5-Vacancies, the remaining members of the Board have the authority to fill vacancies from qualified candidates.

As of January 2022, there were two vacancies on the Board due to a retirement from elected office and a member not being re-elected. Staff notified RMSA membership of the vacancies with the nomination and application deadline of March 11, 2022. Two candidates submitted applications for the open positions: Mayor Stefany Smith, Town of Springdale, and Mayor Dee Roberts, City of Raymond.

Motion:

Motion by Jose Trevino to appoint Mayor Dee Roberts to Position 1 and Mayor Stefany Smith to Position 5 on the RMSA Board of Directors effectively immediately, second by Micki Harnois; motion carried.

5. Administration

5.1 **Recognition of AGRiP Application**

Ms. Wilmes informed the Board that RMSA's Application to the Association of Governmental Risk Pools (AGRiP) recognition program has been approved and, as such, RMSA will continue to hold AGRiP Recognition for another three years.

5.2 **Pooled Risk Endorsement**

Ms. Rehnberg reviewed the proposed endorsement to the 2022 Property Coverage Agreement and recommended adoption by the Board as presented.

Motion:

Motion by Jose Trevino to approve the proposed endorsement to the 2022 Property Coverage Agreement, as presented by staff and coverage counsel, second by Micki Harnois; motion carried.

6. Financials

6.1 **Quarter 4 2021 Financial Report**

Mr. Emmans reviewed the 2021 unaudited fourth quarter financial report for the period ending December 31, 2021.

6.2 **GPA Investment Portfolio Presentation**

Dave Westcott of Government Portfolio Advisors (GPA) updated the Board on market conditions, RMSA's current investment portfolio, and 2022 investment strategies.

6.3 **Annual Review of Investment Policy**

In accordance with AWC RMSA's Investment Policy, the RMSA Board of Directors are to review the investment policy annually.

Staff and GPA recommended several minor policy changes to reflect statutory and regulatory updates the state has made since 2020 for the Board's review and consideration.

Motion:

Motion by Micki Harnois to approve Resolution 2022-01, second by Jose Trevino; motion carried.

7. Membership

7.1 **Claims Report**

Ms. Jones presented the claims report.

7.2 **Risk Control Report**

Ms. Rehnberg presented the risk control report.

7.3 **Membership Report**

Ms. Luper gave an update on the AWC RMSA membership services.

Board members suggested increasing the loss prevention and Lexipol grant budgets next year due to the high volume of usage by members.

8. Legal

8.1 Amicus Brief Update

Pursuant to Resolution 2018-08, RMSA is granted authority to participate in Amicus Curiae briefs that are important to the membership. By a special vote of the RMSA Board President and Vice President on January 18, 2022, RMSA participated in an amicus filing with four other governmental risk pools. Ms. Rehnberg updated the Board on the Amicus Curiae brief in the matter of *Hanson v. Carmona*.

9. Other Business

9.1 2022 Board and Operating Committee Fiduciary Training Opportunities

Ms. Rehnberg provided an overview of the 2022 fiduciary training opportunities available for the Board to attend.

9.2 2022 Governance Meetings Schedule

The 2022 Board, Committee, and Annual Meeting schedule was provided in the agenda packet.

10. Adjournment

10.1 Regular Meeting adjournment


President Struck adjourned the meeting at 11:49 am.

The foregoing minutes were approved by the RMSA Board of Directors on 6/22/2022.
Date



President

ATTEST:



Recording Secretary