

ASSOCIATION OF WASHINGTON CITIES

RMSA Board of Directors Meeting Agenda

June 22, 2022

**Hilton Vancouver Conference Center, Oak/Hemlock Room, Vancouver WA and
Online Meeting with Phone Access**

8:00 am

Present:

President & Position 7 - Julie Struck, Mayor, South Bend
Vice President & Position 4 – Jose Trevino, Mayor, Granger
Position 1 - Dee Roberts, Mayor, Raymond
Position 2 – Bruce Albert, Councilmember, Index
Position 3 – Leanne Guier, Mayor, Pacific
Position 5 - Stefany Smith, Mayor, Springdale
Position 6 – Micki Harnois, Councilmember, Rockford
Operating Committee Chair - Dawn Masko, Deputy City Administrator, North Bend

Staff Present:

Deanna Dawson, CEO
Alicia Seegers Martinelli, Deputy CEO/COO
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
Anthony Vasquez, Claims Coordinator
Betsy Hildreth, Executive Assistant/Recording Secretary
Tonna Sigler, Government Relations Assistant

Others:

Charles H. "Skip" Houser III, RMSA General Counsel
Kevin Wick, PwC
Mike Day, Aon

1. *Call to Order, welcome, and introductions*

Ms. Rehnberg 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. Rehnberg 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. Rehnberg 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 Welcome, introductions, opening remarks

President Julie Struck called the meeting to order at 8:00 am. A quorum was established. Introductions followed.

2. *CEO Report*

2.1 CEO Meeting overview

Ms. Deanna Dawson, AWC Chief Executive Officer, provided an overview of the meeting.

3. *Approval of minutes*

3.1 March 24, 2022 Board meeting minutes

The Board reviewed the minutes of the March 24, 2022 AWC RMSA Board meeting.

Motion:

Motion by Dee Roberts to approve the minutes of the March 24, 2022 AWC RMSA Board meeting, second by Bruce Albert; motion carried.

President Struck moved to agenda 5.2.

4. *Administration*

4.1 Consideration of new member

Ms. Rehnberg reviewed the request from Chippewa Water and Sewer District to join as an AWC RMSA member, effective November 1, 2022.

Motion:

Motion by Bruce Albert to approve Chippewa Water and Sewer District as an RMSA member effective November 1, 2022, second by Leanne Guier; motion carried.

President Struck moved to agenda item 6.1.

5. *Financials*

5.1 Quarter 1 2022 financial report

Mr. Emmans reviewed program financials for the period ending March 31, 2022.

President Struck moved to agenda item 4.1

5.2 Year-end actuarial report

Kevin Wick of PricewaterhouseCoopers (PwC) presented the actuarial review of the Pool's self-funded property and liability program.

President Struck moved to agenda item 5.1.

6. *Membership*

6.1 Membership report

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

6.2 Risk control report

Ms. Dennis gave the risk control report.

6.3 Claims report

Ms. Jones presented the claims report.

7. *Other Business*

7.1 2022 Governance fiduciary training opportunities

Ms. Rehnberg updated the Board on confirmed 2023 conferences and encouraged members to notify staff if they wish to attend.

7.2 2022 Governance meetings schedule

Ms. Rehnberg reviewed the 2022 Board, Operating Committee, and Annual Meeting schedule.

8. *Executive Session*

8.1 Executive session pursuant to RCW 42.30.110(i)

Before entering Executive Session President Struck asked that any of the individuals identified as participating in this Executive Session ensure that no other individuals were in their offices or on the line and if so, those individuals must now exit and leave the room/area. Anyone needing additional time for others present to leave, were asked to speak up and advise further. Confirming only invited participants were on the call, President Struck moved to Executive Session.

President Struck adjourned to Executive Session to discuss current and potential litigation, per RCW 42.30.110(i), for a period of 20 minutes at 8:42 am. President Struck announced the names of individuals remaining in executive session in addition to Board members: Skip Houser, AWC RMSA general counsel; Deanna Dawson, CEO; Alicia Seegers Martinelli, Deputy CEO/COO; Gene Emmans, CFO; Carol Wilmes, Director of Member Pooling Programs; Carol Rehnberg, RMSA Program Director; Ashley Jones, Claims & Pre-Litigation Manager; and Betsy Hildreth, Recording Secretary; were included in the Executive Session.

President Struck adjourned executive session at 9:02 am and returned to open session. No members of the public were in the virtual waiting room or onsite.

9. *Adjournment*

9.1 Adjourn

Motion:

Motion by Bruce Albert to adjourn the meeting at 9:05 am, second by Jose Trevino; motion carried.

The foregoing minutes were approved by the RMSA Board of Directors on 9/28/2022.
Date

Julia K. Struck

President

ATTEST:

Betsy Helman

Recording Secretary