

ASSOCIATION OF WASHINGTON CITIES

RMSA Operating Committee Minutes

Monday, September 18, 2023

Online Meeting

1:00 pm

Present

Committee:

Chair & Position 9 – Jord Wilson, City Administrator, Pateros

Vice Chair & Position 8 – Brenda Martinez, City Clerk/HR Manager, Black Diamond

Position 3 - David Vorse, Public Works Director, Castle Rock

Position 4 - Tanya Dashiell, Assistant City Clerk, Airway Heights

Position 5 - Raena Hallam, City Clerk/Treasurer, Kettle Falls

Position 6 - Karen Bennett, HR Manager, Yelm

Position 7 - Brandy Wallace, City Clerk, Port Orchard

Staff:

Deanna Dawson, CEO

Alicia Seegers Martinelli, Deputy CEO/COO

Gene Emmans, CFO

Carol Wilmes, Director, Member Pooling Programs

Carol Rehnberg, Program Director

Ashley Jones, Claims & Pre-Litigation Manager

Anthony Vasquez, Claims Coordinator

Andrea Luper, Membership Supervisor

Henry Dietz, Risk Management Coordinator

Shaylee Dipo, Membership Specialist

Betsy Hildreth, Executive Assistant/Recording Secretary

Others:

Charles H. "Skip" Houser III, RMSA General Counsel

Jordan He, Kevin Wick, PwC

1. Call to Order, Welcome, and Introductions

1.1 Call to Order, Welcome, and Introductions

Chair Jord Wilson called the meeting to order at 1 pm.

2. Approval of Minutes

2.1 May 24, 2023 Committee meeting minutes

The Committee reviewed the May 24, 2023, meeting minutes.

Motion:

Motion by Tanya Dashiell to approve the May 24, 2023, AWC RMSA Operating Committee meeting minutes, second by Brenda Martinez; motion carried.

3. *Governance*

3.1 **Operating Committee Vice Chair Vacancy**

In accordance with AWC RMSA Bylaws, the Operating Committee may elect a new vice chairperson to fill a vacancy in this position.

Chair Wilson opened the floor for nomination of vice chair.

Motion:

Tanya Dashiell nominated Brenda Martinez for the position of Vice Chair. No other nominations were made. Second by Brandy Wallace; all were in favor. Brenda Martinez was appointed as the Operating Committee Vice Chair effective immediately.

4. *Financials*

4.1 **2023 Mid-Year Actuarial Report**

Mr. Jordan He of PricewaterhouseCoopers (PwC), reviewed a rate indication for the upcoming 2024 coverage year. Staff provided a recommendation for a rate increase of 15%, based on the report, to the Committee for discussion and recommendation to the RMSA Board.

Motion:

Motion by David Vorse to recommend a 12% increase for the 2024 coverage year rate adjustment for the Board of Directors' consideration at their September 28 meeting, second by Brandy Wallace; motion carried.

5. *Administration*

5.1 **Coverage Agreement Updates**

Ms. Rehnberg presented potential enhancements to the RMSA Liability Coverage Agreement/Declarations and Property Coverage Agreement for Committee members' consideration and recommendation to the Board of Directors.

Motion:

Motion by Tanya Dashiell to recommend the Board of Directors approve the proposed changes to the Declarations, Liability Coverage Agreement and Property Coverage Agreement, as presented, second by Raena Hallam; motion carried.

6. *Adjournment*

6.1 **Regular Meeting adjournment**

Motion:

Motion by Brenda Martinez to adjourn the meeting 1:49 pm, second Brandy Wallace; motion carried.

The foregoing minutes were approved by the RMSA Operating Committee on 11/29/203.
Date

DocuSigned by:

Jord Wilson

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Chair

ATTEST:

DocuSigned by:

Betsy Hildreth

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Recording Secretary