



*For Washington Schools, By Washington Schools*

**BOARD OF DIRECTORS' MEETING  
Via Telephone Conference**

**451 Diamond Drive  
10:00 A.M., July 11, 2018**

**MINUTES**

The Schools Insurance Association of Washington ("SIAW") conducted their July Board meeting via telephone conference on July 11, 2018, at 10:00 a.m. at 451 Diamond Drive, Ephrata WA. Board members participating: Jan Hutton, Central Valley School District; Wayne Leonard, Mead School District; David McVicker, Central Kitsap School District; Jennifer Priddy, Olympia School District; Doug Christensen, Kennewick School District; Rich Puryear, Richland School District and Eric Johnson, Moses Lake School District. Other attendees included: Phil Riche, Jenni Bates, Rich Moore, Dave Kosa, Aaron Sheneman, Brian Turnbull, Ellen Kosa and Becca Rohrer representing Clear Risk Solutions.

**ITEM 1  
INTRODUCTIONS**

Those participating in the meeting were introduced.

**ITEM 2  
CONSENT AGENDA**

Motion McVicker to approve the consent agenda as presented (June 2018 voucher approved by the fiscal committee) and Bank Statements and Transfer information to date. Second Johnson, motion carried.

**ITEM 3  
VOUCHER AND SUMMARY REPORT**

The vouchers have been audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims certified, as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the Board of Directors.

As of this date, July 11, 2018, the Board approves for payment those vouchers included in the list and further described as follows: July Voucher #17/18-11 in the amount of \$1,188,735.30. Motion Leonard to approve the above-listed voucher as presented. Second Puryear; Motion carried.

**ITEM 4  
FINAL BUDGET AND RENEWAL DISCUSSION**

Moore presented the proposed final budget in detail to include any fees paid to Clear Risk Solutions per the Third Party Administrators (TPA) Contract. Everyone in attendance received a copy of the final budget and a detailed write-up.

There was a renewal committee meeting in May in Seattle, along with an All Board preliminary budget meeting, and the final budget presented in your meeting packet reflects the preliminary numbers that were discussed earlier. Motion by Hutton to approve a 12% increase to membership, and an expenditure authority of \$36,034,124. Second by McVicker, motion carried. The annual Board of Directors Renewal packet was presented. All questions were answered. The annual renewal packet includes program excess marketing efforts, any coverage changes, coverage options, carriers, the Brown and Brown annual disclosure, and the exclusion of TRIA coverage. The TPA agreement was included in the packet as well. Some coverages may be enhanced or changed. These changes will be addressed at the October meeting for additional approval.

**ITEM 5**  
**APPOINTED PUBLIC RECORDS CONTACT**

Riche explained the position required for having an appointed Public Records Contact Person at CRS for the SIAW program. He presented Andrea Callaghan, who works closely with Attorney Jen Homer, to be appointed. Motion by Leonard to appoint Andrea Callaghan as the SIAW PRA contact person in the Clear Risk Solutions office. Second by Hutton, motion carried.

**ITEM 6**  
**NEXT MEETING**

Bates went over the Board Retreat dates of October 17-19, 2018. The next all Board meeting will be October 19, 2018 at the Davenport Grand Hotel, Spokane at 9:30 a.m.

Respectfully submitted,

  
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Jenni Bates

  
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Jennifer Priddy, Chair