

## ASSOCIATION OF WASHINGTON CITIES

### RMSA Board of Directors Meeting Minutes

Thursday, June 20, 2024

Vancouver Hilton conference center, Oak/Hemlock Room

Online Meeting with Phone Access

10:15 am

#### **Present:**

##### **Directors:**

President Julie Struck, Mayor, South Bend

Vice President Micki Harnois, Councilmember, Rockford

Rob Putaansuu, Mayor, Port Orchard, *arrived at 10:18 am, departed at 11:42 am*

Dee Roberts, Mayor, Raymond

Matthew Schuh, Councilmember, Bridgeport

Stefany Smith, Mayor, Springdale

##### **Staff:**

Deanna Dawson, CEO

Gene Emmans, CFO

Carol Wilmes, Director of Member Pooling Programs

Ashley Jones, Claims & Pre-Litigation Manager

Andrea Luper, Membership Supervisor

Henry Dietz, Risk Management Coordinator

Anthony Vasquez, Claims Coordinator

Shaylee Dipo, Membership Specialist

Betsy Hildreth, Recording Secretary

##### **Guests:**

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

Mike Day, Aon

##### **Absent:**

Mike Reuter, Mayor, Kalama

#### *1. Call to Order, Welcome, and Introductions*

##### **1.1 Welcome, introductions, opening remarks**

President Julie Struck called the meeting to order at 10:15 am. A quorum was established. Introductions followed.

##### **1.2 Call for Public Comment**

Pursuant to the Open Public Meetings Act RCW 42.30.240, the AWC RMSA Board of Directors invited public comment on the agenda items presented.

There was no public comment.

## 2. *CEO Report*

### 2.1 **CEO Meeting Overview**

Ms. Wilmes gave an overview of the meeting.

## 3. *Approval of Minutes*

### 3.1 **April 24 2024 Board Meeting Minutes**

The Board reviewed the minutes of the April 24, 2024 meeting.

#### **Motion:**

Motion by Matthew Schuh to approve the April 24, 2024 AWC RMSA Board meeting minutes, second by Dee Roberts; motion carried.

## 4. *Governance*

### 4.1 **Board President Election**

In accordance with the RMSA Bylaws, Article 2-Board of Directors, Section 7-Officers of the Board of Directors, the RMSA Board of Directors elects its own Officers: President and Vice President.

#### **Motion:**

Motion by Rob Putaansuu to nominate Mayor Julie Struck to the position of President, second by Micki Harnois. All were in favor. No other nominations were made; therefore, Mayor Julie Struck was appointed President effective immediately at this meeting.

### 4.2 **Bylaws Amendment re Board Elections**

Ms. Wilmes reviewed the recommended amendment to the RMSA Bylaws to revise the director election process for Board consideration. It was noted that in accordance with WAC 200-100, the State Risk Manager and the RMSA membership have been notified of the proposed Bylaws amendments.

#### **Motion:**

Motion by Dee Roberts to adopt the amendments to the RMSA Bylaws, as proposed, effective July 1, 2024, second by Rob Putaansuu; motion carried.

## 5. *Financials*

### 5.1 **Quarter 1 2024 Financial Report**

Mr. Emmans reviewed program financials for the period ending March 31, 2024.

### 5.2 **2023 Annual Financial and Accountability Audits**

Mr. Emmans gave a brief overview of the State Auditor's annual financial audit and two-year accountability audit. The reports will be made available to Board members when they become available.

### 5.3 **2025 Renewal Preparations**

Ms. Wilmes gave an update on 2025 renewal preparations, including the Property Valuation Project; status of the membership survey; and mid-year actuarial analysis with PricewaterhouseCoopers (PwC).

President Struck moved to agenda item 6.3.

## 6. Administration

### 6.1 **Membership Status – Town of Hatton**

The Board was asked to consider the RMSA membership termination of the Town of Hatton, due to non-compliance with the RMSA Interlocal Agreement as it relates to assessment payment.

#### **Motion:**

Motion by Dee Roberts to terminate the AWC RMSA membership of the Town of Hatton on June 27, 2024 if their assessment amount of \$7,156 is not paid in full by end of business day, pursuant to the payment provisions of Interlocal Agreement, second by Rob Putaansuu; motion carried.

### 6.2 **Membership Status – Town of Metaline**

The Board was asked to consider the RMSA membership termination of the Town of Metaline, due to non-compliance with the RMSA Interlocal Agreement as it relates to assessment payment.

#### **Motion:**

Motion by Matthew Schuh to terminate the AWC RMSA membership of the Town of Metaline on June 27, 2024 if their assessment is not paid in full by end of business day, pursuant to the payment provisions of Interlocal Agreement, second by Rob Putaansuu; motion carried.

President Struck moved to agenda item 7.2.

### 6.3 **AGRiP Application**

Ms. Wilmes and Ms. Luper shared the process of the Association of Governmental Risk Pools (AGRiP) recognition program and asked for the Board's approval on Resolution 2024-04, instructing staff to submit the AGRiP application and pay the associated fee.

#### **Motion:**

Motion by Dee Roberts to approve Resolution 2024-04, instructing staff to submit the AGRiP application and pay the associated fee, second by Micki Harnois; motion carried.

### 6.4 **Competitor Comparison**

As part of the 2024-2026 RMSA Strategic Plan, a competitor comparison report was drafted and shared with the Board. This process will occur annually.

## 7. Member Services

### 7.1 **Membership Report**

Ms. Luper gave the membership report.

President moved to agenda item 6.1.

### 7.2 **Loss Control Report**

The loss control report was provided in the agenda packet.

## 8. Other Business

### 8.1 **2024 Governance Meetings Schedule**

The 2024 Board, Operating Committee, and Annual Meeting schedule were provided in the agenda packet.

9. *Adjournment*

**9.1 Adjourn**

President Struck adjourned the meeting at 11:43 am.

The foregoing minutes were approved by the Board of Directors on 9/26/2024.

Signed by:

*Julie Struck*

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President

ATTEST:

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*Betsy Hildreth*

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Recording Secretary