

**ASSOCIATION OF WASHINGTON CITIES
RMSA Board of Directors Meeting Minutes**

Wednesday, June 25, 2025
Springhill Suites, Kennewick, WA
Vista Court
Online Meeting with Phone Access
8 am

Present:

Directors:

President Julie Struck, Mayor, South Bend
Vice President Micki Harnois, Councilmember, Rockford
Rob Putaansuu, Mayor, Port Orchard
Dee Roberts, Mayor, Raymond
Matthew Schuh, Councilmember, Bridgeport
Stefany Smith, Mayor, Springdale

Staff:

Deanna Dawson, CEO
Gene Emmans, CFO
Carol Wilmes, Director, Member Pooling Programs
Andrea Luper, RMSA Program Director
Ashley Jones, Claims & Pre-Litigation Manager
Anthony Vasquez, Senior Claims Coordinator
Henry Dietz, Risk Manager
Shaylee Dipo, Membership Coordinator
Kayla Guenther, Membership Coordinator
Betsy Hildreth, Recording Secretary

Guests:

Charles H. "Skip" Houser III, RMSA General Counsel
Matt Shockley, PricewaterhouseCoopers

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 8 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. Dawson gave an overview of the meeting.

3. *Approval of Minutes*

3.1 April 23, 2025, Board Meeting Minutes

The Board reviewed the April 23, 2025, Board meeting minutes.

Motion:

Motion by Dee Roberts to approve the April 23, 2025, AWC RMSA Board of Directors meeting minutes, second by Matthew Schuh; motion carried.

4. *Executive Session*

4.1 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 or in the room, 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 25 minutes at 8:06 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, AWC CEO; Gene Emmans, AWC CFO; Carol Wilmes, AWC Director of Member Pooling Programs; Andrea Luper, RMSA Program Director; Ashley Jones, Claims & Pre-Litigation Manager; Betsy Hildreth, AWC Recording Secretary.

President Struck adjourned executive session at 8:31 am and returned to open session. No members of the public were in the virtual or physical waiting room to rejoin the regular session.

No action was taken during executive session.

5. *Financials*

5.1 Capital Modeling Study and Target Fund Policy Review

Matt Shockley of PricewaterhouseCoopers presented results of the RMSA capital modeling study and recommended no change to the target fund policy.

5.2 Quarter 1 2025 Financial Report

Mr. Emmans reviewed program financials for the period ending March 31, 2025.

5.3 2025 Unpaid Assessments

Ms. Luper reported on the one member with an outstanding balance due for their 2025 RMSA assessment fee.

Motion:

Motion by Dee Roberts to submit termination letter to the Town of Riverside effective June 30, 2025; if assessment is paid in full within 180 days, the Board may consider reinstatement. Second by Rob Putaansuu; motion carried.

President Struck called for a recess at 9:30 am. The meeting was reconvened at 9:40 am.

6. Administration

6.1 Risk Pool Analysis

Ms. Dipo presented a risk pool analysis.

6.2 2026 Renewal Preparations

Ms. Luper gave an update on 2026 renewal preparations, including the Property Valuation Project; status of the membership survey; and mid-year actuarial analysis with PricewaterhouseCoopers.

7. Membership

7.1 New Member Application - Town of Starbuck

Ms. Dipo reviewed the RMSA application from the Town of Starbuck.

Motion:

Motion by Rob Putaansuu to approve the Town of Starbuck as an RMSA member effective December 1, 2025, second by Micki Harnois; motion carried.

7.2 New Member Application - City of Newport

Ms. Dipo reviewed the RMSA application from the City of Newport.

Motion:

Motion by Matthew Schuh to approve the City of Newport as an RMSA member effective December 1, 2025, second by Rob Putaansuu; motion carried.

7.3 New Member Application - Des Moines Pool Metropolitan Park District

Ms. Dipo reviewed the RMSA application from the Des Moines Pool Metropolitan Park District.

Motion:

Motion by Rob Putaansuu to approve Des Moines Pool Metropolitan Park District as an RMSA member effective August 1, 2025, second by Dee Roberts; motion carried.

7.4 New Membership Application update

Ms. Luper reviewed the proposed revisions to the RMSA membership application with the Board.

Motion:

Motion by Dee Roberts to approve the proposed revisions to the membership application, as amended, pursuant to Board discussion, second by Stefany Smith; motion carried.

7.5 Claim Report

Ms. Jones gave the claim report.

8. Other Business

8.1 2025 Governance Meetings Schedule

The 2025 Board, Operating Committee, and Annual Meeting schedules were provided in the agenda packet.

9. *Adjournment*

9.1 Adjourn

President Struck adjourned the meeting at 10:52 am.

The foregoing minutes were approved by the Board of Directors on 9/26/25.
Date

Signed by:

Julie Struck

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President

ATTEST:

DocuSigned by:

Betsy Hildreth

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Recording Secretary