

Association of Washington Cities
RMSA Board of Directors Meeting Minutes
Friday, September 26, 2025
Online Meeting with Phone Access
10 am

Committee:

President Julie Struck, Mayor, South Bend
Vice President Micki Harnois, Councilmember, Rockford
Rob Putaansuu, Mayor, Port Orchard
Dee Roberts, Mayor, Raymond, *departed at 11:40 am*
Matthew Schuh, Councilmember, Bridgeport
Stefany Smith, Mayor, Springdale
Brenda Martinez, Operating Committee Chair, *joined at 11 am*

Staff:

Deanna Dawson, CEO
Alicia Seegers Martinelli, Deputy CEO/COO
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

Guest:

Charles H. "Skip" Houser III, RMSA General Counsel
Matt Jacobs, US Davies Group
Matt Shockley, PricewaterhouseCoopers
Terri Sutton, Kennedys Law
Mike Day, Loann Lee, 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 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 and invited RMSA Board members to celebrate Carol's upcoming retirement at a dinner on December 9 in the SeaTac area.

3. *Approval of Minutes*

3.1 June 25, 2025, Board Meeting Minutes

The Board reviewed the June 25, 2025, AWC RMSA Board meeting minutes.

Motion:

Motion by Matthew Schuh to approve the June 25, 2025, AWC RMSA Board of Directors meeting minutes, second by Rob Putansuu; 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 30 minutes at 10:10 am. President Struck announced the names of individuals remaining in executive session in addition to Board members: Skip Houser, AWC RMSA General Counsel; Terri Sutton; Matt Jacobs; 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 extended the executive session at 10:40 am for 15 minutes. Those in the virtual waiting room were notified of the extension.

President Struck adjourned executive session at 10:55 am and returned to open session. Those in the virtual waiting room were rejoined to the regular session.

No action was taken during executive session.

Outside of executive session, a motion was made by Dee Roberts to approve authority limits as requested by staff in the executive session, second by Micki Harnois; motion carried.

5. *Governance*

5.1 Operating Committee and Board of Director Elections Update

Ms. Luper reviewed the Operating Committee and Board elections process noting Operating Committee even-numbered seats will occur at the Annual Meeting in October.

The Board of Directors odd-numbered seats election process will begin in November with results announced at the December 10 Board meeting.

With the departure from elected office of Julie Struck, officer nominations will occur at the December 10 Board meeting. Current Board Vice President Micki Harnois, Councilmember, Town

of Rockford, Position 6, has confirmed interest in the President position. Matthew Schuch, Councilmember, City of Bridgeport, Position 2, has expressed interest in the Vice President position. Officer elections will take place at the December Board meeting.

6. *Financials*

6.1 Quarter 2 2025 Financial Report

Mr. Emmans reviewed the 2025 second quarter financial report for the period ending June 30, 2025.

6.2 2024 Annual Accountability and Financial Audit

Mr. Emmans gave a brief overview of the State Auditor's annual financial audit and two-year accountability audit. The reports were provided in the agenda packet.

6.3 2025 Mid-Year Actuarial Report

Ms. Luper briefed the Board on the rate recommendation made by the Operating Committee (OC) at their September 10 meeting and introduced Matt Schockley of PricewaterhouseCoopers (PwC) who shared findings of the actuarial review.

Mr. Shockley provided an actuarial review of the Pool's self-funded property and liability program. Possible rate adjustments of 1.6 percent, 4 percent, and 7 percent were discussed. At their September 10 meeting, the OC recommended a rate adjustment of 4 percent.

Motion:

Motion by Micki Harnois to select a 4 percent rate adjustment for the 2026 coverage year, second by Rob Putaansuu; motion carried.

President Struck called for a recess at 11:40 am. The meeting was reconvened at 11:55 am.

7. *Administration*

7.1 Coverage Renewal Update

All lines of coverage AWC RMSA Program purchases will expire on December 31, 2025, and renew on January 1, 2026. Ms. Luper and RMSA's Broker Mike Day with Aon, provided an overview of the process for the 2026 coverage renewal including an overview of current coverage lines and carriers. No renewals and/or coverage offerings were confirmed to share at this meeting. Staff and Aon's representative will present final premiums and coverage options to the Board for approval at their December 10 meeting.

7.2 New Member Application- South Pend Oreille Fire Rescue

Ms. Dipo reviewed the RMSA application from the South Pend Oreille Fire Rescue.

Motion:

Motion by Matthew Schuh to approve the South Pend Oreille Fire Rescue as an RMSA member effective November 1, 2025, second by Rob Putaansuu; motion carried.

7.3 New Member Application- Town of Wilbur

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

Motion:

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

7.4 New Member Application- City of Omak

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

Motion:

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

8. *Membership*

8.1 Membership Report

Ms. Dipo gave the membership report.

8.2 Loss Control Report

Mr. Dietz gave the loss control report.

8.3 Claims Report

Ms. Jones gave the claims report.

9. Other Business

9.1 2025 and 2026 Governance Meetings Schedule

The 2025 and 2026 Board, Operating Committee, and Annual Meeting schedules were provided in the agenda packet.

10. *Adjourn*

10.1 Adjourn

President Struck adjourned the meeting at 1 pm.

The foregoing minutes were approved by the Board of Directors on 12/10/2025.

Date

Signed by:

Julie Struck

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President

ATTEST Signed by:

Betsy Hildreth

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Secretary