

**Association of Washington Cities
Risk Management Service Agency**

Annual Meeting Minutes
Tuesday, October 7, 2025
Campbell's Resort, Centennial Ballroom, Chelan, WA
7 pm

Present:

Board of Directors:

President & Position 7 – Julie Struck, Mayor, South Bend
Vice President & Position 6 – Micki Harnois, Councilmember, Rockford
Position 1 – Dee Roberts, Mayor, Raymon
Position 2 – Matthew Schuh, Councilmember, Bridgeport
Position 5 – Stefany Smith, Mayor, Springdale

Operating Committee:

Chair & Position 8 – Brenda Martinez, City Clerk/HR Manager, Black Diamond
Vice Chair & Position 6 – Karen Bennett, HR Director, Yelm
Position 1 – Brent Kirk, Deputy City Manager, Granite Falls
Position 2 – Jim Zumini, City Clerk/Treasurer, Rock Island
Position 3 – Erin DeBerg, Human Resource Manager/EM Coordinator, North Bend
Position 4 – Tanya Dashiell, Assistant Clerk/Treasurer, Airway Heights
Position 7 – Carie Cuttonaro, City Clerk/Treasurer, Castle Rock
Position 9 – Ariana Cruz, Deputy Clerk, Bridgeport

Staff:

Deanna Dawson, CEO
Alicia Seegers Martinelli, Deputy CEO/COO
Gene Emmans, CFO
Carol Wilmes, Director of Member Pooling Programs
Andrea Luper, RMSA Program Director
Carly Michael, Director of Education, Events, and Engagement
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

Absent – Board:

Position 3 – Rob Putaansuu, Mayor, Port Orchard
Position 4 – Mike Reuter, Mayor, Kalama

Absent – Operating Committee:

Position 5 – Raena Hallam, City Clerk, Kettle Falls

Guests:

Megan Clark, Attorney; Etter, McMahon, Lamberson, Van Wert & Oreskovich, P.C.
Charles H. "Skip" Houser III, RMSA General Counsel
Niles Kostick, Manager; Center for Government Innovation, Office of Washington State Auditor

Brandi Pritchard, Assistant Director of Special Investigations; Office of Washington State Auditor

1. *Call to Order*

1.1 Call to Order and President's Welcome

Risk Management Service Agency (RMSA) Board President Julie Struck called the meeting to order at 7 pm, welcomed the membership and thanks AWC RMSA Board of Directors and Operating Committee for their service.

President Struck introduced AWC's Chief Executive Officer Deanna Dawson and Director of Member Pooling Programs Carol Wilmes.

1.2 Welcome from the Association of Washington Cities

Ms. Dawson welcomed the membership to the Annual Meeting and preceding Member Expo.

Ms. Dawson introduced AWC's Director of Member Pooling Programs, Carol Wilmes. Before handing over the podium, Carol Wilmes was acknowledged and thanked Carol for her superior leadership to AWC and Member Pooling Programs.

1.3 Welcome from the Director

Ms. Wilmes provided an overview of the AWC RMSA Program, mission and vision, and introduced staff members. She also welcomed and thanked RMSA consultants, vendors, and sponsors.

Ms. Wilmes introduced RMSA's Program Director, Andrea Luper.

2. Business

2.1 State of the Pool

Ms. Luper gave a brief overview of the AWC RMSA's coverages, financial status, claims status, loss prevention programs and member services 2025 accomplishments – highlighting their recent recognition of receiving the AGRiP award, and anticipated initiatives for 2026.

2.2 2025 Award Recipients

Ms. Luper explained the awards criteria to the membership, noting this year's awards focus on improvements in members' liability loss experience.

Ms. Luper presented awards for the following categories: risk management achievement and claims improvement champion.

Ms. Luper congratulated the 2025 RMSA award recipients.

Ms. Luper introduced Henry Dietz, RMSA Risk Manager, to introduce the guest panelists; Megan Clark, Attorney, Etter, McMahon, Lamberson, Van Wert & Oreskovich, P.C.; Niles Kostick, Manager for the Center of Government Innovation, Office of the Washington State Auditor; and Brandi Pritchard, Assistant Director of Special Investigations; Office of Washington State Auditor, to share their guidance on the topic of strengthening financial oversight and internal controls.

3. Guest Speaker

3.1 Stronger together: Strengthening financial oversight and internal controls

The guest panelists engaged in a panel discussion moderated by Mr. Dietz.

4. *Other Business*

4.1 Operating Committee Elections

Ms. Luper gave an overview of the Operating Committee elections process and introduced the 2025 Operating Committee candidates. Ms. Luper noted that this year’s elections are being held for the Committee’s even-numbered positions and those who are elected will serve a two-year term on the Committee. In August and September, members were requested to submit nominations for the five open positions.

The following candidates were on the ballot for the open positions. All are incumbents.

- Position 2 – Jim Zumini, City Clerk/Treasurer, Rock Island
- Position 4 – Tanya Dashiell, Assistant Clerk/Treasurer, Airway Heights
- Position 6 – Karen Bennett, HR Director, Yelm
- Position 8 – Brenda Martinez, City Clerk/HR Manager, Black Diamond

There was no motion from the floor to add additional nominees to the slate of current candidates.

President Struck asked for a motion from the floor to elect the slate of candidates to the RMSA Operating Committee.

Motion:

A motion was made from the floor to elect the slate of candidates; motion was seconded from the floor; motion carried.

President Struck announced the 2026 AWC RMSA Annual Meeting would take place on October 6 in Chelan in conjunction with AWC Member Expo October 7-8.

5. *Adjournment*

5.1 Adjourn

President Struck adjourned the meeting at 8:35 pm.

The foregoing minutes were approved by the Operating Committee on 12/10/2025.

Signed by: _____ Date


160A89A94BE4488...

 President

ATTEST
 Signed by: _____


1380951468B04E9...

 Recording Secretary