



BOARD MEETING – Conference Call
Friday, January 22, 2010 at 10:00 a.m.

MINUTES

The Non Profit Insurance Program Board of Directors conducted its January conference call on Friday, January 22, 2010 at 10:00 a.m.

ITEM 1: INTRODUCTION

PRESENT WERE:

Board Members

Darren Brugmann, Senior Services of Snohomish Co.
Bill Eby, Neighborhood House
Karl Johanson, Council on Aging & Human Services
Larry Stuckart, Spokane Neighborhood Action Partners
Darlene Riley, Paratransit Services

Canfield Staff

Jim Cherf
John Crawford
Michelle Grout
Becky Holt
Ryan Holterhoff
Eric Homer
Dave Kosa
Stefanie Lowry
Brian Turnbull

Guests

**Ken Sterner
joined the
meeting at
10:19*

ABSENT WERE:

Lynn Moody, Hopelink (excused)

ITEM 2: CHANGES TO THE AGENDA

- Item 6(C) – 1/20/10 Letter from Jim Cherf to NPIP Board re: CIAW was added to the agenda.

ITEM 3: APPROVAL OF MINUTES

ITEM 3(A) – Approval of 12/18/09 Conference Call Minutes: After a brief discussion regarding the standard language in the December minutes regarding the approval of finances, the minutes for the December 18, 2009 conference call were approved as printed. Motion Karl Johanson, second Bill Eby; motion carried.

ITEM 4: FINANCES

ITEM 4(A) – Voucher Approval: Darlene Riley reported that the Fiscal Committee had some questions regarding check #1509 paid to AFNI Insurance Services in the about of \$18,287.54. Canfield reported that this check was payment for a subrogation demand regarding a traffic accident and the claim has not yet been completed.

Dave Kosa notified all attendees that there was a reported fire loss claim which was caused by an exhaust fan on January 21, 2010. Dave estimated the loss would be between \$150,000 to \$200,000.

Financial Officer, Darlene Riley, reported that the copies of the vouchers have been internally audited and certified by the Administrator's Auditing Officer as required and those expense reimbursements have been recorded on a listing, which has been made available to the Board members. The voucher has been reviewed by the Fiscal Committee prior to the meeting. The Fiscal Committee made the recommendation for payment of these claims.

Request Transfer of Funds from NPIP Assoc: Fiscal Officer, Darlene Riley requested the transfer of funds from NPIP Association in the amount of \$95,065.43 for the expenses reflected in NPIP Voucher #09/10-08.

Request Transfer of Funds from NPIP Re Inc: Fiscal Officer, Darlene Riley requested the transfer of funds from NPIP Re Inc in the amount of \$50,881.11 for the claims reflected in NPIP Voucher #09/10-08.

The Board does approve payment for those vouchers included in NPIP Voucher #09/10-08 in the amount of \$145,946.54; the Board does request the transfer of funds from NPIP Association for expenses in the amount of \$95,065.43; and the Board does request the transfer of funds from NPIP Re Inc for claims in the amount of \$50,881.11. Motion Darlene Riley, second Karl Johanson; motion carried.

ITEM 5: MEMBERSHIP UPDATE

A copy of the most recent membership list was provided to all attendees reflecting NPIP's growth since the last Board meeting. Becky Holt reported that NPIP has added 8 new members since the December meeting and the program is just shy of reaching 300 members.

ITEM 6: LEGISLATIVE ISSUES

ITEM 6(A): 1/7/10 Letter from Shannon Stuber, re: WAC Changes – All attendees were provided with the 1/7/10 letter from Shannon Stuber at the Office of Financial Management which notifies them of the WAC changes and has a link of where to locate the newly adopted rules. Canfield staff prepared a summary of the revisions that directly affect NPIP and provided that list to all attendees as well. Darren Brugmann requested forming a subcommittee to work with Canfield staff to bring a recommendation to the next sit down as to the best way to address the revisions. Darren pointed out that the letter from Shannon indicated the Office of Financial Management will help the pools any way they can with any issues that are brought about by the changes.

The Board agreed to appoint a Legislative Subcommittee to research the WAC changes and bring a recommendation back to the Board as to how to proceed. The subcommittee is made up of Darren Brugmann, Karl Johanson, and Darlene Riley. President Darren Brugmann directed Canfield staff to not change their procedures until after the Legislative Subcommittee had the opportunity to meet and bring a recommendation back to the Board and Canfield staff.

ITEM 6(B): Tax Issue – Canfield staff informed the Board of the status of the tax issue and that attorney Robert Kovacevich is in the process of preparing the response letter. Darren Brugmann reminded everyone that the March 21, 2010 deadline imposed by Shannon Stuber at the Office of Financial Management to address the tax issue is still in effect.

ITEM 6(C): 1/20/10 Letter from Jim Cherf to NPIP Board re: CIAW – A copy of the January 20, 2010 letter from Jim Cherf, re: CIAW was provided to all attendees. Eric Homer reported that Canfield has met with all the other Canfield pools regarding this issue and they are all very supportive of the CIAW. Jim Cherf pointed out that the Cease and Desist Order from the Office of Financial Management to the CIAW is regarding accounting functions and not threatening the operations of the pool.

ITEM 7: ELECTION UPDATE

An Election Timeline was provided to all attendees indicating which positions are up for election and the outline of the election process. The Legislative Committee, as part of its review of the WAC changes, will come up with recommendations on how to address the recent WAC changes that specifically affect the election process.

ITEM 8: 2010/2011 RENEWAL UPDATE

Becky Holt informed all attendees that the renewal applications have all been sent out. Also, there are some brokers that would like to meet with the NPIP Board to discuss potential policy enhancements. The Board requested that the brokers submit their requests for policy enhancements to the Board in writing and then get on the agenda for the Board to consider. The NPIP Board members expressed a desire to discuss items with brokers and members of the pool and a process for doing this will need to be examined.

ITEM 9: UPCOMING CONFERENCES

ITEM 9(A) 2010 Risk Management Conference & Annual Meeting – All attendees were reminded that the 2010 Risk Management Conference & Annual Meeting is set for Friday, March 19, 2010 at the Bell Harbor in Seattle.

ITEM 9(B) 2010 Retreat – There was a discussion regarding potential agenda/workshop topics. Some potential topics that were brought up were budget, Financial Management Policy, multistate (loss control offering, claims, actuary, etc), and admitted vs. non admitted paper. The Board agreed that it may be necessary to extend the length of the retreat to cover the various discussion topics and requested that a more detailed retreat agenda be provided at the next Board meeting.

ITEM 10: BOARD COMMUNICATION

Brian Turnbull reported on a proposal that Canfield is working on to provide insurance services for the CTAA.

Darren Brugmann informed all attendees that they would be presenting the Board's evaluation of Canfield for 2009 to Eric Homer, Jim Cherf, and Brian Turnbull immediately following the meeting of NPIP Re Inc.

ITEM 11: NEXT MEETING

ITEM 11(A) The next meeting of the Board of Directors is a sit down at Senior Services of Snohomish County on Friday, February 19, 2010 at 10:00 a.m.

MEETING ADJOURNED

There being no further business, the meeting was adjourned at 11:00 a.m.

Respectfully submitted,


Michelle L. Grout


Darren R. Brugmann, Chairman