

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA REQUEST

TO: Board of County Commissioners
Philip Morley, County Administrator

FROM: Leslie Locke, Deputy Clerk of the Board

DATE: November 7, 2011

SUBJECT: RESOLUTION NO. ____ re: Continuing Relationship with the Washington Counties Risk Pool and the Related Appointments and Designations of the County

STATEMENT OF ISSUE:

A Resolution to continue the relationship with the Washington Counties Risk Pool and the related appointments and designations of/for each member county.

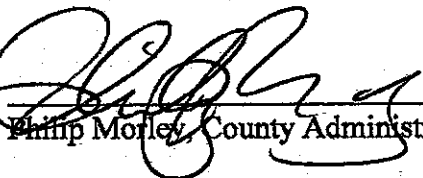
Pursuant to the Washington Counties Risk Pool Claims Handling Policies and Procedures, Jefferson County must appoint/designate a County representative and alternate representative to serve on the Washington Counties Risk Pool Board of Directors, as well as appoint/designate County representatives to serve as: 1) Risk Manager; 2) Safety Officer; and 3) Claims Administrator.

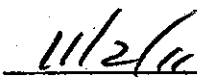
The Jefferson County Risk Management Committee has reviewed this resolution and recommends approval as submitted.

RECOMMENDATION:

Approve Resolution re: Continuing Relationship with the Washington Counties Risk Pool and the Related Appointments and Designations of the County

REVIEWED BY:


Philip Morley, County Administrator


Date

**JEFFERSON COUNTY
STATE OF WASHINGTON**

IN THE MATTER OF CONTINUING }
 RELATIONSHIPS WITH THE WASHINGTON }
 COUNTIES RISK POOL AND RELATED }
 APPOINTMENTS AND DESIGNATIONS }
 OF/FOR EACH MEMBER COUNTY }

RESOLUTION NO. _____

WHEREAS, several Washington counties agreed to the creation of the Washington Counties Risk Pool ("Pool"), organized and operating under Chapters 48.62 and 39.34 RCW, to provide to its member counties programs of joint self-insurance, joint purchasing of insurance, and joint contracting for or hiring of personnel to provide risk management, claims handling, and administrative services; and

WHEREAS, the Pool's Interlocal Agreement and Bylaws, and policies of its Board of Directors require appointees and/or designees from each member county; that is:

- a) **Director / Alternate Director** (*Article 8 of the Interlocal Agreement and Article 2 of the Bylaws*) – officers or employees of each Pool member county that are appointed by and serve at the pleasure of the respective county's legislative authority;
- b) **County Risk Manager** (*Article 11(b) of the Interlocal Agreement*) – an employee of each Pool member county appointed to serve as a liaison between the County and the Pool as to risk management and who is responsible for the risk management function within the County;
- c) **County Safety Officer** (*Article 11(c) of the Interlocal Agreement*) – an active employee designated by each Pool member county who, along with a related committee, are maintained to consider all recommendations concerning the development and implementation of a loss control policy to prevent unsafe practices; and
- d) **County Claims Administrator** (*sections B.6, C and E.1.b of the Pool Board of Directors' Claims Handling Policies and Procedures*) – each Pool member county's must designate someone to administer civil claims, with whom incidents should be immediately reported to, who is responsible for sending all claims and lawsuits and reporting various known incidents to the Pool, and with whom the Pool will coordinate the County's claims administration;

NOW, THEREFORE, BE IT RESOLVED, that Jefferson County hereby confirms the appointment or designation of the following individuals for the applicable and required relationships with the Washington Counties Risk Pool:

WCRP Relationship	Name	County Position	Email	Telephone #
Director:	Philip Morley	County Administrator	pmorley@co.jefferson.wa.us	360-385-9383
Alternate Director:	David Alvarez	Deputy Prosecutor	dalvarez@co.jefferson.wa.us	360-385-9219
Risk Manager:	Philip Morley	County Administrator	pmorley@co.jefferson.wa.us	360-385-9383
Claims Administrator:	Leslie Locke	Executive Assistant	llocke@co.jefferson.wa.us	360-385-9102
Safety Officer:	Elizabeth Hill	Human Resource Director	bhill@co.jefferson.wa.us	360-385-9133
Prosecuting Attorney:	Scott Rosekrans	Prosecuting Attorney	srosekrans@co.jefferson.wa.us	360-385-9180
(Civil) Deputy Prosecuting Attorney*:	David Alvarez	Deputy Prosecutor	dalvarez@co.jefferson.wa.us	360-385-9219

* Optional

BE IT FURTHER RESOLVED that this resolution shall become effective immediately upon its passage and shall supersede any prior conflicting action(s); and

Resolution No. ____ re: Continuing Relationships With The Washington Counties Risk Pool And Related Appointments And Designations Of/For Each Member County

BE IT STILL FURTHER RESOLVED that the clerk of this body shall forward a copy of this resolution, once completed, to the attention of Executive Director Vyrle Hill at the Washington Counties Risk Pool, 2558 R W Johnson Rd. SW, Suite 106, Tumwater, WA 98512-6113.

APPROVED this ____ day of November, 2011.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

John Austin, Chairman

ATTEST:

David Sullivan, Member

Raina Randall,
Deputy Clerk of the Board

Phil Johnson, Member