

**Minutes**  
**Meeting, Board of Trustees**  
**Kansas Worker Risk Cooperative for Counties**  
**August 16, 2007 at 1:30 p.m.**  
**Clubhouse Inn**  
**924 SW Henderson Road**  
**Topeka, KS 66615**

The August 2007 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order by Board President Ralph D. Unger on Thursday, August 16, 2007 at 1:30 p.m. Trustees participating included Ralph D. Unger, Decatur County Commissioner, President; Michelle Garrett, Morris County Clerk, Secretary; Bonnie Swartz, Gray County Clerk; and Jim Wise, Miami County Commissioner.

Staff participating from the KWORCC office included Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator/Staff Counsel; Mr. Carl Eyman, Deputy Administrator and Loss Prevention Specialist; Mr. Philip J. Rippee, Loss Prevention Specialist; Mr. Richard Alexander, Accountant and Ms. Nicole Jarboe, Administrative Assistant.

Others present at the board meeting included Ms. Annette Duncan and Mr. Paul Davis of Insurance Management Associates (IMA).

President Unger addressed Agenda Item No. 2, "Approval of the Agenda." Upon staff recommendation, the following two changes were made to the agenda: Item No. 4b, "Excuse Absent Trustees" was added and Agenda Item No. 11 was postponed to the September Board Meeting. Mr. Wise moved to approve the agenda as modified. Ms. Swartz seconded the motion, which CARRIED unanimously.

President Unger addressed Agenda Item No. 3, "Consideration of minutes of the meeting of July 19, 2007." Two minor corrections were proposed. Ms. Garrett moved to approve the minutes as corrected. Ms. Swartz seconded the motion, which CARRIED unanimously.

President Unger proceeded to Agenda Item No. 4, "Administrator's Report." Mr. Parrish addressed Agenda Item No. 4a, "Checks Requiring Board Approval and Ratification of Wire Transfers." Mr. Parrish reviewed checks for approval and wire transfers of funds. Ms. Swartz moved to approve the checks and ratify the wire transfers as presented. Mr. Wise seconded the motion, which CARRIED unanimously.

Next, President Unger addressed Agenda Item No. 4b, "Excuse Absent Trustees." Mr. Parrish stated Mr. Alcorn was absent for health reasons and Mr. Schoepf and Ms. Buttron were attending to county business. Mr. Wise moved to excuse Ms. Buttron and Messrs. Schoepf and Alcorn from the meeting. Ms. Garrett seconded the motion, which CARRIED unanimously.

President Unger proceeded to Agenda Item No. 5, "Marketing Report." Mr. Eyman shared a chart showing the bids for Cowley County and noted that, although KWORCC's offered a lower cost, Cowley County chose to renew its coverage with the current carrier.

President Unger called on Mr. Alexander to address Agenda Item No. 6, "Financial Reports." Mr. Alexander discussed in detail the final financial reports for July 2007. Ms. Swartz moved to receive and file the reports as presented. Mr. Wise seconded the motion, which CARRIED unanimously.

Mr. Alexander presented the check register. Mr. Wise moved to approve check Nos. 12009 through 12052 and the direct debits, all as presented. Ms. Garrett seconded the motion, which CARRIED unanimously.

Mr. Alexander then reviewed a spreadsheet showing the value of KWORCC's equity investments as of August 16, 2007.

President Unger addressed Agenda Item No.7, "Claims Report." Ms. Duncan reported on several claims and answered questions.

Ms. Duncan reviewed the Logicom report for the period of January 1, 2007 through July 31, 2007. She stated that the total amount billed is \$3,061,878.41. The report showed actual paid amount to be \$1,925,261.26 for net savings after fees of \$1,075,997.03 or 35.14% for this seven-month period.

Next, Mr. Davis presented an analytical review of KWORCC's claim history for policy years 2006 and 2007. Separate exhibits compared the actual paid and incurred claim payments to the estimated paid and incurred claim payments. The intent of the presentation was to provide Board members a visual comparison of the currently estimated losses, the actuarial projected losses and the budgeted losses. IMA staff emphasized these charts should not be viewed as a guarantee of either good or poor ultimate-loss performance.

President Unger called upon Messrs. Eyman and Rippee to address Agenda Item No. 8, "Loss Prevention and County Visits." Mr. Eyman stated he had two safety meetings planned for this week and both were canceled due to the heat and the need for county crews to complete road projects. He also stated that the new Loss Prevention Manual should be ready for distribution at the annual meeting in November. He explained that the manual would be available on CD instead of in printed form to help keep costs down and for ease of distribution, access and updates. The staff will also research the possibility of uploading it to the KWORCC website.

President Unger addressed Agenda Item No.9, "Legal Report." Mr. Parrish stated there were no legal matters to report.

There were no committee reports for Agenda Item No. 10. President Unger reminded the Board there will be a Personnel Committee meeting prior to the September 20<sup>th</sup> Board Meeting.

Agenda Item No.11, "Trustee Training: "Firefighters Relief Act - Benefits" - John Washburn, Kansas Insurance Department (Hand-out)," was postponed until the September Board meeting.

Next President Unger directed the Board's attention to Agenda Item No. 12, "Other items." The Board conducted a brief discussion on the need to review KWORCC's loss cost multiplier filing, which will be addressed at the September meeting.

There being no further business on the agenda, Ms. Swartz moved to adjourn at 3:05 p.m. Mr. Wise seconded the motion, which CARRIED unanimously.

The Board of Trustees approved the foregoing minutes of the Board of Trustees of Kansas Workers Risk Cooperative for Counties on the 20<sup>th</sup> day of September 2007.

Michelle Garrett, Secretary  
KWORCC Board of Trustees