

Minutes of the KWORCC
Annual Meeting
Capital Plaza Hotel and Convention Center
1717 SW Topeka Blvd
Topeka, Kansas 66612
November 14, 2011

The Annual Meeting of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order by Board President Doyle “Hooley” Alcorn on Monday, November 14, 2011 at the Capital Plaza Hotel and Convention Center, Topeka, Kansas. Trustees present: Doyle “Hooley” Alcorn, Jewell County Commissioner, President; Linda Buttron, Jefferson County Clerk, Vice-President; Bonnie Swartz, Gray County Clerk, Secretary; Michelle Garrett, Morris County Clerk, Controller; Steven Garten, Barber County Commissioner; Jim Wise, Miami County Commissioner and Ralph D. Unger, Decatur County Commissioner.

Staff present: Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator/Staff Counsel; Mr. Carl Eyman, Deputy Administrator/Loss Prevention Specialist; Mr. Philip Rippee, Loss Prevention Specialist; Mr. Richard Alexander, Accountant and Ms. Nicole Jarboe-Paxson, Executive Assistant/Media Director.

Others present for KWORCC: Ms. Susan May, Ms. Marla Dipman and Mr. Gene Miller of Insurance Management Associates, Inc.

President Alcorn called the meeting to order at 5:02 p.m. and verified that a quorum was present. Mr. Parrish announced that a total of 33 Member County representatives were present and that the quorum requirements were met.

Member County representatives were present as follows: Dudley R. Feuerborn, Anderson County Commissioner, Delegate; R. Steven Garten, Barber County Commissioner, Delegate; J. Paul Cox, Barber County Commissioner, Alternate; David M. Thurlow, Clay County Commissioner, Delegate; Ralph D. Unger, Decatur County Commissioner, Delegate; LaVerne Myers, Dickinson County Commissioner, Alternate; Terry Kueser, Ellsworth County Commissioner, Delegate; Don Stottlemire, Franklin County Commissioner, Delegate; John Taylor, Franklin County Commissioner; Ben Bennett, Geary County Commissioner; Mahlon Tuttle, Gove County Commissioner, Delegate; Bonnie Swartz; Gray County Clerk, Delegate; Edward Buckle, Greenwood County Commissioner, Delegate; Gordon Wassell, Greenwood County Commissioner, Alternate; Nikki Schwerdfeger, Hamilton County Commissioner, Delegate; Cheryl Adelhardt, Harper County Clerk, Delegate; Marge Roberson, Harvey County Commissioner, Delegate; Guy W. (Bill) Lower, Haskell County Commissioner, Delegate; Linda Buttron, Jefferson County Clerk, Delegate; Doyle “Hooley” Alcorn, Jewell County Commissioner, Delegate; Thomas J. Bennett, Lane County Commissioner, Delegate; Al Joe Wallace, Lincoln County Commissioner, Delegate; Teresa Walters, Lyon County Commissioner, Delegate; Roger K. Fleming, Marion County Commissioner, Delegate; Charles R. Loiseau, Marshall County Commissioner, Delegate; Claire Bender, Meade County Commissioner, Delegate; Jim Wise, Miami County Commissioner, Delegate; Michelle Garrett, Morris County Clerk, Delegate; Teresa Harder, Morton County Commissioner, Delegate; John Miller, Norton County Commissioner, Delegate; Kenneth Kuykendall, Osage County Commissioner, Delegate; Bryan Byrd, Osborne County Commissioner, Delegate; Kathy Bowman, Pawnee County Commissioner, Delegate; Norman Legleiter, Rush County Commissioner, Delegate; John A. Reynolds, Saline County Commissioner, Delegate; Jerry Fowler, Saline County Commissioner, Alternate; James Minnix; Scott County Commissioner, Alternate; Doyle Kauk, Sheridan County Commissioner, Alternate and Adam Smith, Wallace County Commissioner, Delegate.

President Alcorn then addressed Agenda Item No. 2, "Approval of the Agenda." Dr. R. Steven Garten, Barber County Commissioner, moved to approve the agenda as presented. Mr. Jim Wise, Miami County Commissioner seconded the motion, which CARRIED unanimously.

President Alcorn addressed Agenda Item No. 3, "Consideration of the Minutes of the Meeting of November 15, 2010." Mr. Ralph D. Unger, Decatur County Commissioner, moved to approve the minutes as presented. Ms. Michelle Garrett, Morris County Clerk, seconded the motion, which CARRIED unanimously.

President Alcorn next asked Mr. Parrish to address Agenda Items No. 4, "Election of KWORCC Trustees." Mr. Parrish announced that there were four positions open, with nominations received for the following: Doyle "Hooley" Alcorn, Jewell County Commissioner, incumbent for the North Central District; Ralph D. Unger, Decatur County Commissioner, incumbent for the Northwest District; Dr. Steve Garten, Barber County Commissioner, incumbent for the South Central District and Jim Wise, Miami County Commissioner, incumbent, for the Southeast District. Mr. Parrish then asked for nominations from the floor. There were no further nominations. Mr. Dudley Feuerborn, Anderson County Commissioner, moved to accept the ballot as printed and approve a unanimous ballot for the positions. Mr. John Taylor, Franklin County Commissioner, seconded the motion which CARRIED unanimously.

President Alcorn addressed the membership, pursuant to Agenda Item No. 5, "President's Opening Remarks." President Alcorn introduced the members of the KWORCC Board of Trustees, the KWORCC staff and the representatives from IMA. He discussed the current status of KWORCC membership, noting that the pool has 67 members including 62 county members, two county hospitals, two county cooperatives and an airport authority.

President Alcorn explained that the KWORCC Board consists of county elected officials who serve as trustees. The board meets each month and has three primary committees consisting of the Investment Committee, the Personnel Committee and the Audit Committee that meet periodically and make recommendations to the full board.

President Alcorn then called upon Mr. Richard Alexander to address Agenda Item No. 6, "Financial Report." Mr. Alexander presented the statement of financial condition and statement of operations as of September 30, 2011.

President Alcorn asked that Messrs. Carl Eyman and Phil Rippee address Agenda Item No. 7, "Safety Services Report." Messrs. Eyman and Rippee reported on their visits to counties for loss-prevention visits and inspections. The loss prevention staff has presented almost 200 physical classes and almost 1000 online classes have been taken by member employees. On average the loss prevention staff has visited each member 4.4 times in the last 12 months. They encouraged Members to contact KWORCC to schedule safety training and to take advantage of the safety videos available for check out from KWORCC's extensive video library. Mr. Eyman indicated that KWORCC staff has visited with the County Clerks and presenting training for them over the last year. Mr. Eyman also reported the Loss Prevention Manual has been updated and will be available online. Photo copies and CD copy are available upon request.

Mr. Eyman then explained that the awards are given to counties in three categories created according to premium. The awards are as follows:

<u>Premium</u>	<u>Winners</u>	<u>Ratio</u>
0-\$50,000	1 st – Sheridan County	0.000%
	2 nd – Decatur County	0.006%
	3 rd – Sherman County	0.013%
\$51,000— \$125,000	1 st – Morton County	0.001%
	2 nd – Anderson County	0.014%
	3 rd – Cloud County	0.021%
Greater than \$125,000	1 st – Stevens County	0.00%
	2 nd – Pottawatomie County	0.09%
	3 rd – Cherokee County	0.10%

President Alcorn asked Mr. Parrish to address Agenda Item No. 8, “Presentation of 2012 Budget.” Mr. Parrish reviewed the budget with the membership and explained that it had been approved by the Board of Trustees at the October board meeting in accordance with the bylaws and is presented each year at the annual meeting.

President Alcorn addressed Agenda Item No. 9, “Other Business.” There was no other business to bring before the Membership.

There being no further business President Alcorn declared the meeting adjourned at 5:26 PM.

Respectfully Submitted for Approval

Ralph D. Unger, Secretary