

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
January 26, 2017 at 1:00 pm via Teleconference
700 SW Jackson, Ste 200
Topeka, KS 66603

The January 2017 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order via teleconference at 1:07 p.m. on January 26, 2017 in Topeka by Board President Gary Caspers. Trustees attending included: Gary Caspers, Cloud County Commissioner, President; Stan McEvoy, Decatur County Commissioner, Vice-President; Michelle Garrett, Morris County Clerk, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Sandy Barton, Stanton County Clerk; Steve Garten, Barber County Commissioner and Bonnie "Rob" Roberts, Miami County Commissioner.

Staff participating included Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator and Staff Counsel; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Director; Mr. Brandon Mann, Loss Prevention Specialist; Ms. Beth Byrne, Accountant; Mr. Ben Woner, Loss Prevention Specialist; and Mr. Ralph D. Unger, Member Services Representative.

CORnerstone Risk Solutions (CRS) was represented by Ms. Tina Cox, Ms. Amanda Chamberland and Mr. Jess Cornejo.

President Caspers first addressed Agenda Item No. 2, "Approval of the Agenda." Ms. Garrett moved to approve the agenda as presented. Dr. Garten seconded the motion which CARRIED unanimously.

President Caspers then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of December 15, 2016." Mr. McEvoy moved to approve the minutes with a correction. Ms. Garrett seconded the motion which CARRIED unanimously.

Next, President Caspers asked Mr. Parrish to address Agenda Item No. 4, "Election of Officers and Establish Committees." Mr. Parrish then described the slate of officers recommended by staff after consultation with the board members. The slate of officers includes Stan McEvoy, President; Michelle Garrett, Vice-President; Sandy Barton, Secretary and Linda Buttron, Controller. Mr. Parrish then described recommendations for committee chairs and membership which includes Steven Garten, Chair of Personnel Committee with Michelle Garrett and Stan McEvoy as committee members; Rob Roberts as Chair of Investment Committee with Sandy Barton and Gary Caspers as committee members; Gary Caspers as Chair of Audit Committee with Linda Buttron and Sandy Barton as committee members and Stan McEvoy as Chair of the Joint KWORCC/KCAMP Committee on Cooperation with Steven Garten and Linda Buttron as committee members. Dr. Garten moved to close nominations, elect the slate of officers and approve appointment of committee members as proposed. Ms. Barton seconded the motion which CARRIED unanimously.

The gavel then passed to President McEvoy.

President McEvoy thanked Mr. Caspers for his year of service as president.

President McEvoy proceeded to Agenda Item No. 5a of the Administrator's Report, "Checks Requiring Board Approval and Ratification of Electronic Transfer of Funds." Mr. Parrish itemized the checks for approval and described the electronic transfers of funds to be ratified. Ms. Barton moved to ratify the check already issued, approve the checks presented and ratify the electronic transfers of funds as presented. Mr. Roberts seconded the motion which CARRIED unanimously.

Mr. Parrish then asked Ms. Bird to address Agenda Item No. 5b, "Complete Conflict of Interest Forms." She explained the purpose and details of the form and asked that all trustees and staff complete the conflict of interest forms and return them for filing with the Kansas Insurance Department (KID).

Mr. Parrish then addressed Agenda Item No. 5c, "Waiver of GAAP, Resolution No. 2017-04." He explained the purpose of the resolution is to comply with statutory accounting as opposed to generally accepted accounting principles. Ms. Buttron moved that the resolution be adopted. Ms. Garrett seconded the motion which CARRIED unanimously.

Mr. Parrish then addressed Agenda Item No. 5d, "Private Mileage Rate Change - KDOA Circular No 17-A-008." Mr. Parrish stated that KWORCC follows the state's reimbursement rates for mileage and meals. The current change from .54 to .535 likely reflects the decrease in gasoline prices that has occurred.

Mr. Parrish addressed Agenda Item No. 5e, "Reschedule Meeting from September 28, 2017 to September 21, 2017." He stated a conflict had arisen for the original date and the staff proposed moving the meeting to September 21st. Dr. Garten moved to approve the change in meeting day. Mr. Caspers seconded the motion which CARRIED unanimously.

Finally, Mr. Parrish presented Agenda Item No. 5f, "Resolution Regarding the Death of James Eldon Wise, Resolution No. 2017-6." He stated that Mr. Wise had passed away and the staff has prepared a resolution thanking and expressing condolences to the Wise Family. Mr. Roberts moved to approve resolution No. 2017-6. Mr. Caspers seconded the motion which CARRIED unanimously.

President McEvoy then proceeded to Agenda Item No. 6, "Financial Report." Ms. Byrne discussed in detail the preliminary, pre-audited financial statements she prepared for December 2016. She stated the reports are very preliminary and do not include the year-end actuarial review, any adjustments made by the independent auditor and the results of the 2016 payroll audits. Mr. Caspers moved to receive and file the financial reports. Mr. Roberts seconded the motion which CARRIED unanimously.

Ms. Byrne then discussed in detail the interim, pre-audited fourth quarterly financial report for 2016 she prepared for filing with KID. Ms. Barton moved to approve filing the report as proposed. Dr. Garten seconded the motion which CARRIED unanimously.

Ms. Byrne presented the check register and answered questions. Whereupon, Ms. Garrett moved to approve check Nos. 17399 through 17462 and the direct debits. Mr. Roberts seconded the motion which CARRIED unanimously.

Next, Ms. Byrne reviewed reports showing the value of KWORCC's equity investments as of January 17, 2017.

President McEvoy addressed Agenda Item No. 7, "Claims Report - CRS." As to Agenda Item No. 7a, "CompTech Bill Review Report." Ms. Cox reported CompTech has achieved net savings of 55% of medical billed for January through December, 2016.

Mr. Cornejo then explained the "Policy Year Performance Review" under Agenda Item No. 7b. This analytical review generated by CRS shows KWORCC's claim history for policy years 2012 through 2016. The documents consist of graphs which compare the actual paid and incurred losses to the estimated paid and incurred losses and show the actuarial projections. He said the charts show the performance status as of the end of December 2016 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President McEvoy called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." He reviewed December, January and February calendars for the loss-prevention staff and stated the loss

prevention staff have made 46 county visits this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

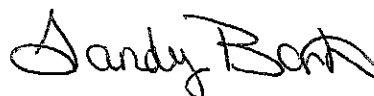
President McEvoy addressed Agenda Item No.9, "Legal Report." Mr. Parrish reported on Kansas House Bill 2043 (HB 2043) that has been introduced to eliminate the 5-year reviews of insurance pools by the Kansas Insurance Department (KID). He explained what prompted HB 2043 is that the examinations are expensive and burdensome and because the pools undergo independent audits each year and file financial reports quarterly, the 5-year requirement is not necessary. Mr. Parrish stated that the KID would still be authorized to conduct reviews as deemed necessary. He indicated HB 2043 has the support of the KID and Kansas Self-Insurers Association and does not appear to have any major opposition.

President McEvoy proceeded to Agenda Item No. 10, "Committee Reports." He announced that there would be a Personnel Committee Meeting at noon on February 23, 2017.

President McEvoy then addressed Agenda Item No. 11, "Other Business." Dr. Garten gave a brief report on the Kansas Legislative Policy Group meeting and Kansas Association of Counties meetings.

There being no additional business, Ms. Garrett moved to adjourn the meeting at 1:48 p.m. Dr. Garten seconded the motion which CARRIED unanimously.

The KWORCC Board of Trustees approved the foregoing minutes on the 23rd day of February, 2017.



Sandy Barton, Secretary
KWORCC Board of Trustees

I, Sandy Barton, Secretary of Kansas Workers Risk Cooperative for Counties (KWORCC), hereby certify that the following is a true and correct copy of a Resolution duly adopted by unanimous vote of the Board of Trustees of KWORCC at a meeting duly called and held on the 26st day of January, 2017 at which a quorum was present:

RESOLUTION # 2017-04

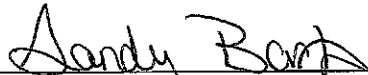
WHEREAS KWORCC has determined that the financial statements and financial reports to be prepared for the year ending December 31, 2016, if prepared in conformity with the requirements of K.S.A. 75-1120a(a) will not be relevant to the requirements of the cash basis and budget basis laws of this state and are of no significant value to the Board of Trustees, members of the general public, or members of KWORCC;

WHEREAS there are no revenue bond ordinances or other ordinances or resolutions of KWORCC that would require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) for the year ending December 31, 2016;

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of KWORCC, in its regular meeting duly assembled this 26th day of January, 2017, that the Board of Trustees waives the requirements of K.S.A. 75-1120a(a) as they apply to KWORCC for the year ending December 31, 2016.

BE IT FURTHER RESOLVED that the Board of Trustees shall cause the financial statements and financial reports of KWORCC to be prepared on the statutory basis of accounting as promulgated by rules and regulations of the Kansas Insurance Commissioner.

IN WITNESS WHEREOF, the undersigned has caused this Resolution to be executed this 26th day of January, 2017.


Sandy Barton, Secretary

RESOLUTION # 2017-6

WHEREAS, Kansas Workers Risk Cooperative for Counties (KWORCC) has learned of the passing of James Eldon Wise;

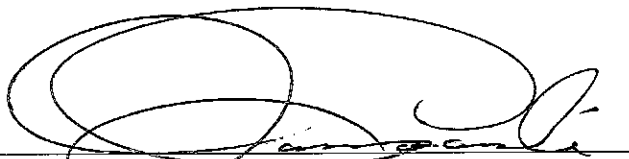
WHEREAS, Mr. Wise served as Commissioner of Miami County, Kansas for 12 years and served KWORCC for 10 years as Trustee, President and Delegate;

WHEREAS, the KWORCC Board of Trustees wishes to express gratitude and condolences to the family of Mr. Wise;

NOW, THEREFORE, it is RESOLVED that the members of the KWORCC Board of Trustees hereby express their profound feeling of loss for the passing of James Eldon Wise and deep appreciation for the service that Mr. Wise provided to the citizens of Kansas as Miami County Commissioner and as Board Member and President of KWORCC;

BE IT FURTHER RESOLVED, that this resolution be published in the official minutes of KWORCC and that a copy thereof be sent to the family of James Eldon Wise and to the Board of County Commissioners of Miami County, Kansas.

IN WITNESS WHEREOF, I James W. Parrish, Administrator of Kansas Workers Risk Cooperative for Counties hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by the Board of Trustees of KWORCC at a meeting duly called and held on the 26th day of January, 2017, at which a quorum was present and that said Resolution has not been rescinded and is still in full force and effect.



James W. Parrish, Administrator

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
February 23, 2017 at 1:00pm
Country Inn & Suites – Conference Room
6020 SW 10th Street
Topeka, KS 66615

The February 2017 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:08 p.m. on February 23, 2017 in Topeka by Board President Stan McEvoy. Trustees attending included: Stan McEvoy, Decatur County Commissioner, President; Michelle Garrett, Morris County Clerk, Vice-President; Sandy Barton, Stanton County Clerk, Secretary; Gary Caspers, Cloud County Commissioner; Steve Garten, Barber County Commissioner and Bonnie “Rob” Roberts, Miami County Commissioner.

Staff participating included Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator and Staff Counsel; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Carl Eyman, Loss Prevention Manager; Mr. Brandon Mann, Loss Prevention Specialist; Ms. Beth Byrne, Accountant; Mr. Ben Woner, Loss Prevention Specialist; and Mr. Ralph D. Unger, Member Services Representative.

CORnerstone Risk Solutions (CRS) was represented by Ms. Tina Cox, Ms. Amanda Chamberland and Mr. Jess Cornejo.

President McEvoy first addressed Agenda Item No. 2, “Approval of the Agenda.” Mr. Parrish recommended the addition of Agenda Item No. 2a, “Excuse Ms. Linda Buttron, Jefferson County Clerk, for County Business.” and Agenda Item No. 4d, “Update on CORnerstone-Tristar” and Agenda Item No. 4e, “Presentation by Brandon Mann Regarding Masters Degree Program.” Ms. Garrett moved to approve the agenda with those additions. Dr. Garten seconded the motion which CARRIED unanimously.

President McEvoy then asked for a motion on Agenda Item No. 2a. Mr. Caspers moved to excuse Ms. Buttron for county business. Ms. Barton seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 3, “Consideration of Minutes of the Meeting of January 26, 2017.” Mr. Roberts moved to approve the minutes as presented. Ms. Barton seconded the motion which CARRIED unanimously.

President McEvoy proceeded to Agenda Item No. 4a of the Administrator’s Report, “Checks Requiring Board Approval and Ratification of Electronic Transfer of Funds.” Mr. Parrish itemized the checks for approval and described the electronic transfers of funds to be ratified. Mr. Caspers moved to approve the checks presented and ratify the electronic transfers of funds as presented. Dr. Garten seconded the motion which CARRIED unanimously.

Mr. Parrish then addressed Agenda Item No. 4b, “Actuarial Year-End Adjustments.” He reported that for 2001 to 2015, the ultimate loss estimates increased by \$305,000. Policy year 2016 was originally projected to have a total claims cost of \$4 million. This amount was increased to \$4.6 million as a result of the August actuarial review and is now adjusted downward to \$4.5 million. He explained the increase was due to two significant claims early in the year. Further, Mr. Parrish reported the average cost per claim over the last eight years has not fluctuated and continues to be in the range of \$7,500. Using that data, he explained that the actuary placed the estimate of the 2017 ultimate loss for claims at \$4.4 million. Mr. Roberts moved to receive and file the audit report. Dr. Garten seconded the motion which CARRIED unanimously.

Mr. Parrish then asked Ms. Bird to address Agenda Item No. 4c, "Report on 2017 Member Premium Receipts." Ms. Bird reported that \$5,100,535 in premiums have been received, leaving \$671,413 receivable. Ms. Bird also reported that the 2016 audits are coming rapidly. Only 13 are still outstanding and there have been no major problems.

Mr. Parrish then proceeded to Agenda Item No 4d, "CORnerstone-Tristar update." He said the claims staff change to TRISTAR is explained in an article on the front page of the KWORDS that will be arriving this week. In addition, an e-mail blast will go to member contacts and will include updated forms. The updated forms will also be mailed to the membership and posted on the KWORCC website. As for claims staff, Amanda Chamberland will handle the loss time claims and Andrea Neff will take care of the medical-only claims.

For the final item, Mr. Parrish requested that Mr. Mann report on his Masters of Science in Occupational Safety and Health online program through Eastern Kentucky University. Mr. Mann stated that the program is two to three years including a total of 36 credit hours divided into twelve courses. So far, he has completed four papers that include his research on safety committees and modified duty programs. He is currently working on a comprehensive injury management program. Mr. Mann is learning significantly from the program.

President McEvoy then asked Mr. Eyman to address Agenda Item No. 5, "Marketing." Mr. Eyman reported on recent marketing activities. He then asked for and responded to questions.

President McEvoy then proceeded to Agenda Item No. 6, "Financial Report." Ms. Byrne discussed in detail the preliminary financial statements she prepared for January, 2017 and responded to questions. Dr. Garten moved to receive and file the financial reports. Ms. Garrett seconded the motion which CARRIED unanimously.

Ms. Byrne presented the check register and answered questions. Whereupon, Ms. Barton moved to approve check Nos. 17463 through 17502 and the direct debits. Mr. Casper seconded the motion which CARRIED unanimously.

Next, Ms. Byrne reviewed reports showing the value of KWORCC's equity investments as of February 14, 2017.

President McEvoy addressed Agenda Item No. 7, "Claims Report - CRS." As to Agenda Item No. 7a, "Claims Report." Ms. Cox reported on a claim and answered questions. She then requested approval of a pending settlement. Mr. Roberts moved to approve the proposed course of action for claim number 2015WR0000062. Ms. Barton seconded the motion which CARRIED unanimously.

Next Ms. Cox proceeded to Agenda Item No. 7b, "CompTech Bill Review Report." She reported CompTech has achieved net savings of 72% of medical billed for January, 2017.

Mr. Cornejo then explained the "Policy Year Performance Review" under Agenda Item No. 7c. This analytical review generated by CRS shows KWORCC's claim history for policy years 2013 through January, 2017. The documents consist of graphs which compare the actual paid and incurred losses to the estimated paid and incurred losses and show the actuarial projections. He said the charts show the performance status as of the end of January 2017 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President McEvoy called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." He reviewed January, February and March calendars for the loss-prevention staff and stated the loss prevention staff have made 88 county visits this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

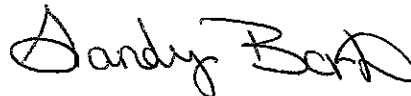
President McEvoy addressed Agenda Item No.9, "Legal Report." Mr. Parrish discussed activities related to workers' compensation and self-insurance pools at the Kansas Legislature. HB 2043 was introduced to eliminate the audit by the insurance department on pools. It is currently in committee. HB 2153 was introduced and is now in the Senate. It would require the State to notify those who pay into fee funds, if the state is going to sweep the funds into the general fund. There is a third bill being considered which would require the 4th edition AMA guides be used instead of the currently required 6th edition.

President McEvoy proceeded to Agenda Item No. 10, "Committee Reports." Dr. Garten stated that the Personnel Committee met prior to the Board Meeting to go over various personnel items. He stated that the Committee recommends paying a performance enhancement of \$18,000 to the KWORCC staff for fiscal 2016. Dr. Garten moved to approve the committee's recommendation. Ms. Garrett seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 11, "Other Business." There was no other business to come before the Board.

There being no additional business, Ms. Garrett moved to adjourn the meeting at 2:26 p.m. Dr. Garten seconded the motion which CARRIED unanimously.

The KWORCC Board of Trustees approved the foregoing minutes on the 23rd day of March, 2017.



Sandy Barton, Secretary
KWORCC Board of Trustees

Minutes
Meeting, Personnel Committee
Kansas Worker Risk Cooperative for Counties
February 23, 2017 at 12:00 pm
Country Inn & Suites – Conference Room
6020 SW 10th Street
Topeka, KS 66615

On Thursday, February 23, 2017, the Personnel Committee of the Kansas Workers Risk Cooperative for Counties (“KWORCC”) met at the Country Inn & Suites, Topeka, Kansas. The meeting was called to order by Committee Chair Steve Garten at 12:08 p.m. Committee Members participating included: Steven Garten, Barber County Commissioner; Stan McEvoy, Decatur County Commissioner and Michelle Garrett, Morris County Clerk. Also present was James W. Parrish, KWORCC Administrator.

Chairman Garten asked for any changes to the Agenda as presented. There being none, Ms. Garrett moved to approve the Agenda as published. Mr. McEvoy seconded the motion which CARRIED unanimously.

Next, Chairman Garten asked if there were any changes to the minutes dated September 22, 2016. Ms. Garrett moved to approve the minutes as written. Mr. McEvoy seconded the motion which CARRIED unanimously.

Next, Chairman Garten called on Mr. Parrish to review the educational status of KWORCC Loss Prevention Specialist Brandon Mann. Mr. Parrish explained that Mr. Mann is pursuing his Masters of Science in Occupational Safety and Health from Eastern Kentucky University. He explained that two articles written by Mr. Mann in pursuit of this degree were included in the Personnel Committee Agenda Packet for committee members to review. He explained Mr. Mann is pursuing his Master’s Degree using online courses and will be engaged in the program over a two-year period. Mr. Mann is in the first semester of his coursework and has produced four informative research papers that have relevance to KWORCC’s mission promoting workplace safety and loss prevention. Mr. Parrish explained the cost of the program to KWORCC is approximately \$3,000 per semester and the funds were included in the budget for this educational benefit. He explained that Mr. Mann had made a strong commitment to continue with KWORCC into the future and the education he gains from this program will make him a stronger, better informed member of the KWORCC staff.

Next Chairman Garten called upon Mr. Parrish to give an update on KWORCC’s 457(b) deferred compensation plan. Mr. Parrish explained that the plan initiated with Security Benefit Group years ago, and was transferred to an investment company named GTrust which was based here in Topeka. GTrust was purchased by Bank of Oklahoma Financial (BOK) in June of 2014. Within the past few months BOK has indicated its desire to transfer administration of this plan to a company that specializes in plan administration. BOK has indicated that it does not have the personnel, education and tools necessary to properly administer these plans given the complexity of federal regulations governing them. He noted that BOK recommended DeMars Pension Consulting Services, Inc. of Overland Park, Kansas to be the plan administrator for KWORCC. Mr. Parrish told the committee that KWORCC staff had met with BOK officials and Jim DeMars to review Mr. DeMars’ proposal for KWORCC.

The proposal calls for DeMars to redraft the plan including plan amendments adopted by KWORCC. In transferring this responsibility to DeMars KWORCC would incur \$1,100 in legal fees and would pay an annual administrative fee of \$500.

Upon discussion, committee members asked whether the proposed fees were consistent with other plan administrators and the amount KWORCC currently is paying. Mr. Parrish indicated he had not made a cost comparison on the fees because they were relatively small. He said KWORCC is currently paying nothing to BOK for plan administration but that BOK charged \$450 to set up the initial plan document.

Mr. Parrish pointed out that the 457 deferred compensation plan allows employees to defer part of their salary subject to limits and before the assessment of income and other taxes, into a retirement plan. He explained that KWORCC, as employer, makes no direct contribution to the plan, but could do so should the trustees decide to offer that as an employee benefit. Although he had no specific recommendation on whether KWORCC should contribute, he raised the issue for discussion by the committee. After discussion, the committee directed Mr. Parrish to prepare a more specific proposal for employer contributions for consideration at the next personnel committee meeting.

Next Mr. Parrish reviewed the status of Parrish employees who perform services for KWORCC but are employees of Parrish Management Corporation. In particular, he pointed out that the ratio of services for KWORCC's Executive Assistant and Media Director had changed so that instead of KWORCC paying 60% of the cost of that position, Mr. Parrish lowered the reimbursement to 50%. He explained that KWORCC staff had monitored the services of this position over the last several months and determined that a 50/50 cost sharing allocation was more fair to KWORCC, and the payment ratio was changed as of January 1, 2017.

Mr. Parrish reviewed the status of other personnel and office sharing services provided to KWORCC by Parrish Management Corporation. Those other services performed for KWORCC under the contract with Parrish Management Corporation personnel include Mr. Parrish's administrative assistant, the office receptionist, the office manager, the Director of IT Services and security, janitorial and maintenance personnel. Ms. Garrett inquired if it would be more practical to simply pay all of the salary for the Executive Assistant and Media Director and reduce the compensation KWORCC pays for other office sharing services. Mr. Parrish agreed to review and analyze that proposal to see if it might be more workable.

Next, Chairman Garten asked Committee members to consider a KWORCC staff performance enhancement for 2016. Mr. Parrish presented a summary of compensation and performance enhancement payments made to KWORCC employees since 1999. Mr. Parrish distributed a summary of KWORCC's financial performance in 2016. He noted that in 2016 KWORCC had the most counties in its history with 74 counties. The premium contributions had reached an all-time high of \$5,555,522. He noted that during budgeting the trustees had approved a contribution from KWORCC's reserves of \$540,300 toward KWORCC's funds available for claims payments on the recommendation of staff to keep premium costs for the members as low as possible. He stated that \$150,000 was reserved as contingency of premium refunds after payroll audits are concluded at year end and showed investment income at \$483,895. Because of claim volume and two rather expensive claims, KWORCC's actuaries increased the estimate of expected losses for the year, leaving KWORCC with a negative \$131,239 at year's end. However, Mr. Parrish noted that 2016 premium audits were rendering positive results for KWORCC. Because of this, KWORCC can use the \$150,000 reserved for payroll audits plus an expected \$182,433 in additional income giving KWORCC an estimated positive bottom line of \$201,194.

Looking to KWORCC's administrative expenses, Mr. Parrish pointed out that the total administrative expense for 2016 was only slightly over that which was budgeted at 100.41% and that approximately \$4,400 of that is attributed to truck expenses that our accounting system requires us to book in the year that the truck is purchased.

Mr. Parrish spoke to the quality, efficiency and dedication of all KWORCC staff members, pointing out there has been virtually no turnover and that these staff members are getting more skilled and more dedicated with each year. Mr. Parrish asked for and responded to questions from members of the committee. After discussion, Ms. Garrett moved to pay KWORCC employees \$18,000 as a performance enhancement for 2016 to be allocated at the discretion of the KWORCC Administrator. The motion was seconded by Mr. McEvoy. During discussion, Mr. Parrish explained that it has been his policy to allocate the performance enhancement to each KWORCC employee using the ratio of each employee's salary to the total salaries paid during the year. Dr. Garten called for a vote on the motion, which CARRIED unanimously.

There being no further business to come before the KWORCC Personnel Committee, Dr. Garten adjourned the committee at 1:04 p.m.

THE FOREGOING MINUTES of the Personnel Committee of Kansas Workers Risk Cooperative for Counties were executed by the Chair of that Committee on the 21st day of September, 2017.



Steve Garten, Chair
KWORCC Personnel Committee

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
March 23, 2017 at 1:00 pm via Teleconference
700 SW Jackson, Ste 200
Topeka, KS 66603

The March 2017 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:08 p.m. on March 23, 2017 in Topeka by Board President Stan McEvoy. Trustees attending included: Stan McEvoy, Decatur County Commissioner, President; Michelle Garrett, Morris County Clerk, Vice-President; Linda Buttron, Jefferson County Clerk, Controller; Gary Caspers, Cloud County Commissioner; and Steve Garten, Barber County Commissioner.

Staff participating included Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator and Staff Counsel; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Carl Eyman, Loss Prevention Manager; Mr. Brandon Mann, Loss Prevention Specialist; Ms. Beth Byrne, Accountant; Mr. Ben Woner, Loss Prevention Specialist; and Mr. Ralph D. Unger, Member Services Representative.

CORnerstone Risk Solutions (CRS) was represented by Ms. Amanda Chamberland and Mr. Jess Cornejo.

President McEvoy first addressed Agenda Item No. 2, "Approval of the Agenda." Mr. Parrish recommended the following addition to Agenda Item No. 2a.: "Excuse Ms. Sandy Barton, Stanton County Clerk." Ms. Garrett moved to approve the agenda with that addition and excuse Mr. Roberts and Ms. Barton from the meeting. Dr. Garten seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of February 23, 2017." Ms. Garrett moved to approve the minutes as presented. Mr. Caspers seconded the motion which CARRIED unanimously.

President McEvoy proceeded to Agenda Item No. 4a of the Administrator's Report, "Checks Requiring Board Approval and Ratification of Electronic Transfers of Funds." Mr. Parrish itemized the checks for approval and described the electronic transfers of funds to be ratified. Ms. Buttron moved to approve the checks presented and ratify the electronic transfers of funds as presented. Ms. Garrett seconded the motion which CARRIED unanimously.

Mr. Parrish then asked Ms. Bird to address Agenda Item No. 4b, "Report on 2016 Payroll Audits." Ms. Bird reported on pending adjustments to the final audited amount, and KWORCC is projected to receive \$325,352 in additional premiums. Payments received total \$215,284, leaving approximately \$110,000 receivable.

President McEvoy then asked Mr. Eyman to address Agenda Item No. 5, "Marketing." Mr. Eyman reported on recent marketing activities. He then asked for and responded to questions.

President McEvoy then proceeded to Agenda Item No. 6, "Financial Report." Ms. Byrne discussed in detail the financial statements she prepared for February, 2017 and responded to questions. Mr. Parrish discussed the status of equity fund investments as a percentage of fund balance and KWORCC's investment policy, concluding that action by the Board may be necessary over the next few months. Mr. Parrish also addressed 2017 Premiums, and explained that one member's drastic reduction in staff has resulted in several discussions with the member regarding premium calculation. He stated that KWORCC staff will continue to work with the member for resolution. Mr. Caspers moved to receive and file the financial reports. Dr. Garten seconded the motion which CARRIED unanimously.

Ms. Byrne presented the check register and answered questions. Whereupon, Ms. Buttron moved to approve check Nos. 17503 through 17564 and the direct debits. Ms. Garrett seconded the motion which CARRIED unanimously.

Next, Ms. Byrne reviewed reports showing the value of KWORCC's equity investments as of March 15, 2017.

President McEvoy addressed Agenda Item No. 7, "Claims Report - CRS." As to Agenda Item No. 7a, "Claims Report," Ms. Chamberland reported on several claims and answered questions. She then requested approval of a pending settlement. Ms. Garrett moved to approve the proposed course of action for claim number 2016074850. Mr. Caspers seconded the motion which CARRIED unanimously.

Next Ms. Chamberland proceeded to Agenda Item No. 7b, "CompTech Bill Review Report." She reported CompTech has achieved net savings of 66% of medical billed for January through February, 2017.

Mr. Cornejo then explained the "Policy Year Performance Review" under Agenda Item No. 7c. This analytical review generated by CRS shows KWORCC's claim history for policy years 2013 through February, 2017. The documents consist of graphs which compare the actual paid and incurred losses to the estimated paid and incurred losses and show the actuarial projections. He said the charts show the performance status as of the end of February 2017 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President McEvoy called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." He reviewed February, March and April calendars for the loss-prevention staff and stated the loss prevention staff have made 118 county visits this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

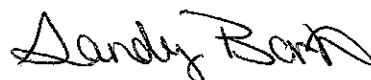
President McEvoy addressed Agenda Item No.9, "Legal Report." Mr. Parrish presented a brief summary of the bills pertaining to workers' compensation, most of which are currently stalled in committee. House Bill 2043 pertaining to the Kansas Insurance Department's 5-year examinations, is still working its way through the system. Mr. Parrish then discussed the settlement proposal for the state fund sweeps litigation. He communicated KWORCC's approval of the proposed settlement and said that other litigants indicated approval. Hopefully, this soon will be resolved with return of swept funds, attorneys fee reimbursement to the litigants and protections in place to made future sweeps difficult and unlikely to occur.

President McEvoy proceeded to Agenda Item No. 10, "Committee Reports." He announced there will be an audit committee meeting at noon on April 27th.

President McEvoy then addressed Agenda Item No. 11, "Other Business." Mr. Parrish indicated that he will be forwarding an email he had received from Mr. Mann regarding feedback at one of his safety classes.

There being no additional business, Ms. Garrett moved to adjourn the meeting at 2:19 p.m. Dr. Garten seconded the motion which CARRIED unanimously.

The KWORCC Board of Trustees approved the foregoing minutes on the 27th day of April, 2017.



Sandy Barton, Secretary
KWORCC Board of Trustees

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
April 27, 2017 at 1:00 pm
Clubhouse Inn
924 SW Henderson Road
Topeka, KS 66615

The April 2017 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:00 p.m. on April 27, 2017 in Topeka by Board President Stan McEvoy. Trustees attending included: Stan McEvoy, Decatur County Commissioner, President; Michelle Garrett, Morris County Clerk, Vice-President; Sandy Barton, Stanton County Clerk, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Gary Caspers, Cloud County Commissioner; and Bonnie "Rob" Roberts, Miami County Commissioner.

Staff participating included Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator and Staff Counsel; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Carl Eyman, Loss Prevention Manager; Mr. Brandon Mann, Loss Prevention Specialist; Ms. Beth Byrne, Accountant; Mr. Ben Woner, Loss Prevention Specialist; and Mr. Ralph D. Unger, Member Services Representative.

CORnerstone Risk Solutions (CRS) was represented by Ms. Amanda Chamberland and Mr. Jess Cornejo. TRISTAR was represented by Jason Shultz. Also present were Ms. Amy Dukes and Mr. Eric Otting of Wendling, Noe, Nelson and Johnson, LLC.

President McEvoy first addressed Agenda Item No. 2, "Approval of the Agenda." Mr. Parrish recommended the following addition to Agenda Item No. 2a: "Excuse Dr. Steve Garten, Barber County Commissioner for County Business." Ms. Buttron moved to approve the agenda with that addition. Mr. Roberts seconded the motion which CARRIED unanimously.

President McEvoy called for a motion to excuse Dr. Garten. Mr. Caspers moved to excuse Dr. Garten from the meeting for county business. Mr. Roberts seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of March 23, 2017." Mr. Roberts moved to approve the minutes as presented. Ms. Garrett seconded the motion which CARRIED unanimously.

President McEvoy proceeded to Agenda Item No. 4a of the Administrator's Report, "Checks Requiring Board Approval and Ratification of Electronic Transfers of Funds." Mr. Parrish itemized the checks for approval and described the electronic transfers of funds to be ratified. Ms. Garrett moved to approve the checks presented and ratify the electronic transfers of funds as presented. Ms. Barton seconded the motion which CARRIED unanimously.

Mr. Parrish requested that Mr. Otting address Agenda Item No. 4b, "Report from Independent Auditor." Mr. Otting stated there were 11 audit adjustments this year, most of which had little to no impact on the final fund balance. He gave a positive report on KWORCC's accounting methods and documentation and said the audit process was handled professionally by KWORCC and CRS staff. He said the auditors issued a clean opinion. He then asked for and responded to questions. President McEvoy thanked Mr. Otting for his presentation.

Mr. Parrish then asked Ms. Bird to address Agenda Item No. 4c, "KWORCC Section 457 Deferred Compensation Plan." Ms. Bird stated that DeMars is a consulting company out of Overland Park. Before 1999,

KWORCC and KCAMP were part of the KAC 457 plan. The plan has moved around some since 1998, being managed by Nationwide, SBG, GTrust and BOK. In late 2016 BOK, suggested moving the administration of the plan to a company specializing in management of 457 plans. DeMars charges a fee to set up the plan and an annual fee paid each year. There are other charges for such things as amendments, tax forms, QDRO review and loans, all listed on page 29 of the Board packet. The assets will continue to be managed by BOK and DeMars will be the administrator. Ms. Bird recommended approval of KWORCC Resolution Number 2017-32 to accept DeMars as the 457 Administrator and to complete all paperwork needed to effectuate this change. Ms. Barton moved to approve Resolution #2017-32. Mr. Roberts seconded the motion which CARRIED unanimously

Ms. Bird then proceeded to Agenda Item No. 4d, "PRIMA National Update." Ms. Bird reported that a map of the area showing the hotel as well as a general schedule of the PRIMA events are included in the board packet. She outlined some of the attractions that are in the vicinity, the location of various events and discussed travel arrangements for those attending. Ms. Bird stated final reservations and travel documents will be furnished with the May board packet mailing.

President McEvoy then asked Mr. Eyman to address Agenda Item No. 5, "Marketing." Mr. Eyman reported on recent marketing activities. He then asked for and responded to questions.

President McEvoy then proceeded to Agenda Item No. 6, "Financial Report." Ms. Byrne presented the amended post-audit financial statements she had prepared for December 2016. Ms. Garrett moved to receive and file the financial report. Mr. Caspers seconded the motion which CARRIED unanimously.

Ms. Byrne then presented the post-audit Kansas Insurance Department (KID) Fourth Quarter Report for 2016. Mr. Roberts moved to receive and file the Fourth Quarter 2016 report. Ms. Barton seconded the motion which CARRIED unanimously.

Next, Ms. Byrne discussed in detail the financial statements she prepared for March 2017. Ms. Barton moved to receive and file the financial report. Ms. Buttron seconded the motion which CARRIED unanimously.

Mr. Parrish stated that the equity fund balance as a percentage of the fund balance is 25.2%. This has occurred, not because of additional investments, but because the value of the investments has grown. The KWORCC investment policy limits the ratio to 25% without Board approval. Mr. Roberts moved to approve the equity investment balance as a percentage of fund balance at 25.2%. Mr. Caspers seconded the motion which CARRIED unanimously.

Ms. Byrne then proceeded to the 2017 First Quarter Report to KID. Ms. Buttron moved to receive and file the financial reports. Ms. Barton seconded the motion which CARRIED unanimously.

Ms. Byrne presented the check register and answered questions. Whereupon, Ms. Garrett moved to approve check Nos. 17565 through 17621 and the direct debits. Ms. Barton seconded the motion which CARRIED unanimously.

Next, Ms. Byrne reviewed reports showing the value of KWORCC's equity investments as of April 19, 2017.

A short break was declared in the meeting at 2:04pm. The meeting resumed at 2:15pm.

President McEvoy addressed Agenda Item No. 7, "Claims Report – CRS/Tristar." Under Agenda Item 7a, Jason Shultz discussed the summary of Tristar's program, as follows: Tristar has been in operation for 30 years and is the largest privately owned PTA in the nation, serving every state except Hawaii. The company's three main divisions are claims management, managed care and employee benefits. Approximately 78% of Tristar's business involves worker's compensation, and public entities are 50-60% of their client base. After Mr. Shultz answered questions, President McEvoy thanked him for the helpful presentation.

As to Agenda Item No. 7b, "Claims Report," Ms. Chamberland reported on a claim and answered questions.

Next Ms. Chamberland proceeded to Agenda Item No. 7c, "CompTech Bill Review Report." She reported CompTech has achieved net savings of 63% of medical billed for January through March, 2017.

Mr. Cornejo then explained the "Policy Year Performance Review" under Agenda Item No. 7d. This analytical review generated by CRS shows KWORCC's claim history for policy years 2013 through March, 2017. The documents consist of graphs which compare the actual paid and incurred losses to the estimated paid and incurred losses and show the actuarial projections. He said the charts show the performance status as of the end of March 2017 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President McEvoy called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." Mr. Mann reviewed March, April and May calendars for the loss-prevention staff and stated the loss prevention staff have made 146 county visits this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

President McEvoy addressed Agenda Item No.9, "Legal Report." Mr. Parrish stated that while the legislature is back in session, most of the worker's compensation bills are still in committee and unlikely to have any further movement this year. The one exception is that HB2043 passed both houses of the legislature. The bill eliminates the requirement of examination by the insurance department. The bill was supported by the KID and Kansas Self Insurers Association. The bill was signed by the governor.

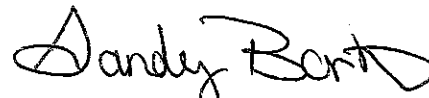
President McEvoy proceeded to Agenda Item No. 10, "Committee Reports." Mr. Caspers stated that the Audit Committee met with Mr. Otting prior to the board meeting and discussed the details and findings of the Independent Audit. Ms. Garrett moved to adopt KWORCC Resolution 2017-37 approving the independent audit of KWORCC's books and records for the year ending 2016 and filing their report with the state. Ms. Barton seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 11, "Other Business." Mr. Unger reported on the Northwest Kansas County Officials meeting held in Colby. He stated that he and Mr. Mann attended the meeting. Mr. Unger had an opportunity to conduct a presentation to the county clerks group, regarding KWORCC's program and the advantages to government risk pools in general.

Under Agenda Item No. 11a, Mr. Parrish stated that the May and June board meetings will be held by teleconference.

There being no additional business, Mr. Caspers moved to adjourn the meeting at 2:48 p.m. Ms. Barton seconded the motion which CARRIED unanimously.

The KWORCC Board of Trustees approved the foregoing minutes on the 18th day of May, 2017.



Sandy Barton, Secretary
KWORCC Board of Trustees

I, Sandy Barton, Secretary of Kansas Workers Risk Cooperative for Counties (KWORCC), hereby certify that the following is a true and correct copy of a Resolution duly adopted by unanimous vote of the Board of Trustees of KWORCC at a meeting duly called and held on the 27st day of April, 2017 at which a quorum was present:

RESOLUTION # 2017-32

IN THE MATTER OF KWORCC RESTATING and AMENDING its 457 Deferred Compensation Plan (hereafter “Plan”):

BE IT RESOLVED, that a participant in the Plan is permitted to individually direct the investment of funds allocated to his or her account(s) under the Plan.

BE IT FURTHER RESOLVED, that loans from the Plan to participants and beneficiaries are permitted.

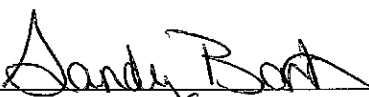
BE IT FURTHER RESOLVED, effective April 27, 2017, KWORCC is authorized to remove BOKF NA as Trustee of the Plan and appoint James W. Parrish and Lisa Wingert as successor Trustees of the Plan and KWORCC Administrator is hereby authorized to execute such removal and appointment as is necessary to effectuate the same;

BE IT FURTHER RESOLVED, that James W. Parrish and Lisa Wingert are hereby elected to serve as trustees of the Plan and as the Advisory Committee for the Plan;

BE IT FURTHER RESOLVED that KWORCC be and is hereby authorized to restate and amend the existing Kansas Workers Risk Cooperative for Counties Section 457 Deferred Compensation Plan with James W. Parrish and Lisa Wingert, trustees, in the form presented herein and annexed hereto and that proper officers of KWORCC be, and they hereby are, authorized to execute such restatement on behalf of KWORCC and take all required and proper action to carry into effect the provisions of said restatement;

BE IT FURTHER RESOLVED that a Summary Plan Description covering the key provisions of the Plan will be prepared and distributed to all participants;

IN WITNESS WHEREOF, the undersigned has caused this Resolution to be executed this 27th day of April, 2017.


Sandy Barton, Secretary

I, Sandy Barton, Secretary of Kansas Workers Risk Cooperative for Counties (KWORCC), hereby certify that the following is a true and correct copy of a Resolution duly adopted by unanimous vote of the Board of Trustees of KWORCC at a meeting duly called and held on the 27th day of April, 2017 at which a quorum was present:

RESOLUTION #2017-37

WHEREAS, the KWORCC Board of Trustees has engaged the firm of Wendling, Noe, Nelson and Johnson LLC to undertake an independent audit of KWORCC's books and records for the year ending December 31, 2016 as required by KSA 12-2620(b);

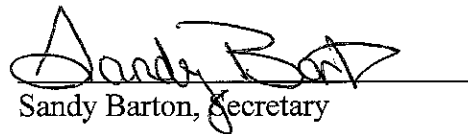
WHEREAS, the independent audit was completed and is ready to be filed with the Kansas Insurance Department and the Kansas Department of Administration;

WHEREAS auditor Eric Otting met with the KWORCC Audit Committee on the 27th day of April, 2017; and,

WHEREAS the Audit Committee, having discussed the independent audit with the auditor and having reviewed the audit reports with accompanying materials, recommends that the independent audit be accepted by the KWORCC Board of Trustees;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of KWORCC, that the independent audit prepared by the firm of Wendling, Noe, Nelson and Johnson LLC for the fiscal year ending December 31, 2016 shall be adopted and filed in the books and records of the Kansas Insurance Department, Kansas Department of Administration and the KWORCC administrative files for public view.

IN WITNESS WHEREOF, the undersigned has caused this Resolution to be executed this 27th day of April, 2017.


Sandy Barton, Secretary

Minutes
Meeting, Personnel Committee
Kansas Worker Risk Cooperative for Counties
September 22, 2016 at 12:15 pm
Downtown Ramada Hotel & Convention Center
420 SE 6th, Madison Room
Topeka, KS 66607

On Thursday, September 22, 2016, the Personnel Committee of the Kansas Workers Risk Cooperative for Counties (“KWORCC”) met at the Downtown Ramada Hotel & Convention Center, Topeka, Kansas. The meeting was called to order by Committee Chair Steve Garten at 12:18 p.m. Committee Members participating included: Steven Garten, Barber County Commissioner; Stan McEvoy, Decatur County Commissioner and Michelle Garrett, Morris County Clerk. Also present was James W. Parrish, KWORCC Administrator.

Chairman Garten asked for any changes to the Agenda as presented. There being none, Mr. McEvoy moved to approve the Agenda as published. Next, Chairman Garten asked if there were any changes to the minutes dated February 18, 2016. Mr. McEvoy moved to approve the minutes as written. Ms. Garrett seconded the motion which CARRIED unanimously.

Next, Dr. Garten asked Mr. Parrish to explain the renewal of the Blue Cross Blue Shield health insurance policy for KWORCC. Mr. Parrish explained that three KWORCC staff members elected to accept the KWORCC plan. They include Brandon Mann (including his wife and son per agreement), Ben Woner and Dortha Bird. Mr. Parrish explained the overall deductible increased from \$1,400 per person and \$2,800 per family to \$1,500 and \$3,000 respectively for medical providers within an assigned network. The deductible for out of network providers would be almost double that amount. The out of pocket limit per insured increased from \$2,800 per person and \$5,600 per family to \$3,500 and \$7,000 respectively for in-network providers. Routine eye examinations will now be covered under the KWORCC policy. Overall premiums will increase approximately 16.5%. Premium costs are itemized in the summary provided on page three of the Agenda packet. Thereupon, Mr. McEvoy moved to approve the renewal of the KWORCC health insurance plan as presented. Ms. Garrett seconded the motion which CARRIED unanimously.

Next, Mr. Parrish explained changes to federal regulation which increase the salary safe harbor threshold from approximately \$24,000 per year to \$47,476. Because of the number of hours our Loss Prevention Specialists spend on the road, including on overnight stays, travel and training sessions, KWORCC has always classified them as exempt personnel, and their salaries have been higher than the previous threshold. Mr. Woner is the only Loss Prevention Specialist whose salary is below the new threshold, and it would be impractical for KWORCC to pay him on an hourly basis. Therefore, Mr. Parrish recommended a salary increase for Mr. Woner to \$47,476 so that his salary will meet the threshold for exempt employees. Thereupon, Ms. Garrett moved to approve the recommended salary increase for Mr. Woner specifying that because of this increase, Mr. Woner would not participate in any cost of living increases that may be approved for other KWORCC staff. Mr. McEvoy seconded the motion which CARRIED unanimously.

Next, Dr. Garten asked Mr. Parrish to discuss the proposed cost of living adjustment (COLA) recommended for 2017. Mr. Parrish first referred to page nine of the Agenda Packet itemizing KWORCC salaries by year from 1999 through 2016 and COLAs and performance enhancements approved in each previous year for KWORCC staff. He then referred to published articles beginning at page 10 through page 23 of the Agenda Packet describing cost of living increases nationwide and in the mid-west region. He then discussed the memo prepared by Ms. Dortha Bird showing a range of cost of living increases planned by Member Counties. After discussion, Mr. McEvoy moved to approve a 3% COLA for KWORCC staff for 2017. Ms. Garrett seconded the motion which CARRIED unanimously.

There being no further business to come before the KWORCC Personnel Committee, Mr. McEvoy moved to adjourn the meeting at 1:06 p.m. Ms. Garrett seconded the motion which CARRIED unanimously.

THE FOREGOING MINUTES of the Personnel Committee of Kansas Workers Risk Cooperative for Counties were executed by the Chair of that Committee on the 23rd day of February, 2017.

A handwritten signature in black ink, appearing to read "Steve Garten", written over a horizontal line.

Steve Garten, Chair
KWORCC Personnel Committee

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
May 18, 2017 at 1:00 pm via Teleconference
700 SW Jackson, Ste 200
Topeka, KS 66603

The May 2017 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:03 p.m. on May 18, 2017 in Topeka by Board President Stan McEvoy. Trustees attending included: Stan McEvoy, Decatur County Commissioner, President; Michelle Garrett, Morris County Clerk, Vice-President; Sandy Barton, Stanton County Clerk, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Steve Garten, Barber County Commissioner; and Bonnie "Rob" Roberts, Miami County Commissioner.

Staff participating included Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator and Staff Counsel; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Carl Eyman, Loss Prevention Manager; Mr. Brandon Mann, Loss Prevention Specialist; Ms. Beth Byrne, Accountant; and Mr. Ralph D. Unger, Member Services Representative.

CORnerstone Risk Solutions (CRS) was represented by Ms. Amanda Chamberland, Mr. Jess Cornejo and Mr. Paul Davis.

President McEvoy first addressed Agenda Item No. 2, "Approval of the Agenda." Mr. Parrish recommended the following addition to Agenda Item No. 2a: "Excuse Mr. Gary Caspers, Cloud County Commissioner." Mr. Roberts moved to approve the agenda with that addition. Ms. Barton seconded the motion which CARRIED unanimously.

President McEvoy called for a motion to excuse Mr. Caspers. Ms. Barton moved to excuse Mr. Caspers from the meeting. Ms. Garrett seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of April 27, 2017." Mr. Roberts moved to approve the minutes as presented. Ms. Garrett seconded the motion which CARRIED unanimously.

President McEvoy proceeded to Agenda Item No. 4a of the Administrator's Report, "Checks Requiring Board Approval and Ratification of Electronic Transfers of Funds." Mr. Parrish itemized the checks for approval and described the electronic transfers of funds to be ratified. Ms. Barton moved to approve the checks presented and ratify the electronic transfers of funds as presented. Mr. Roberts seconded the motion which CARRIED unanimously.

Mr. Parrish then addressed Agenda Item No. 4b, "Truck Acquisition." KWORCC issued a Request for Proposal (RFP) for a replacement for the KWORCC truck used by Ben Woner, with safety specifications and other requirements. There was only one response to the RFP. The bid was received from Briggs Dodge for a 2017 Dodge Ram 1500 with retail price of \$49,500. After discounts and rebates the actual cost is \$41,374. The 2014 truck has a trade in value of \$14,000, making the net cost of the truck \$27,499. Delivery should be the week of June 19th.

President McEvoy asked Mr. Eyman to address Agenda Item No. 5, "Marketing." Mr. Eyman reported on recent marketing activities. He then asked for and responded to questions.

President McEvoy then proceeded to Agenda Item No. 6, "Financial Report." Ms. Byrne discussed in detail the financial statements she prepared for April, 2017 and responded to questions. Ms. Barton moved to receive and file the financial report. Mr. Roberts seconded the motion which CARRIED unanimously.

Mr. Parrish then proceeded to a review of the Equity Investments ratio to Fund Balance. He stated that the equity investments balance as a percentage of the fund balance is 25.2%. This has occurred, not because of additional investments, but because the value of the investments has grown. The KWORCC investment policy limits the ratio to 25% without Board approval. Ms. Barton moved to approve the equity investment balance as a percentage of fund balance at 25.2%. Dr. Garten seconded the motion which CARRIED unanimously.

Ms. Byrne presented the check register and answered questions. Whereupon, Mr. Roberts moved to approve check Nos. 17622 through 17669 and the direct debits. Ms. Buttron seconded the motion which CARRIED unanimously.

Next, Ms. Byrne reviewed reports showing the value of KWORCC's equity investments as of May 10, 2017.

President McEvoy addressed Agenda Item No. 7, "Claims Report – CRS/Tristar." Under Item No. 7b, "Claims Report," Ms. Chamberland reported on several claims and answered questions. She then requested approval of three pending settlements. Dr. Garten moved to approve the proposed course of action for claim number 201104122. Ms. Garrett seconded the motion which CARRIED unanimously. Ms. Barton moved to approve the proposed course of action for claim number 2012044136. Mr. Roberts seconded the motion which CARRIED unanimously. Mr. Roberts moved to approve the proposed course of action for claim number 2012043382. Dr. Garten seconded the motion which CARRIED unanimously.

Next Ms. Chamberland proceeded to Agenda Item No. 7c, "CompTech Bill Review Report." She reported CompTech has achieved net savings of 66% of medical billed for January through April 2017.

Mr. Cornejo then explained the "Policy Year Performance Review" under Agenda Item No. 7d. This analytical review generated by CRS shows KWORCC's claim history for policy years 2013 through April 2017. The documents consist of graphs which compare the actual paid and incurred losses to the estimated paid and incurred losses and show the actuarial projections. He said the charts show the performance status as of the end of April 2017 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President McEvoy called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." Mr. Mann reviewed April, May and June calendars for the loss-prevention staff. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

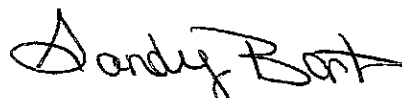
President McEvoy addressed Agenda Item No.9, "Legal Report." Mr. Parrish stated he had forwarded a communication from Mike O'Neal, attorney for various plaintiffs (including KWORCC), concerning the fee sweep case. Mr. O'Neal stated that an agreement has been reached subject to legislative approval. The agreement will return approximately \$3million to the Insurance, Real Estate and Banking fee funds. There is also a bill to prevent future fee sweeps which will be presented to the Governor for signature soon.

President McEvoy proceeded to Agenda Item No. 10, "Committee Reports." There were no committees that needed to report. Mr. Parrish stated there would be an Investment Committee meeting before the July Board meeting and a Personnel Committee meeting before the September Board meeting. He further stated that the June meeting would be by teleconference.

President McEvoy then addressed Agenda Item No. 11, "Other Business." There was no other business to come before the Board. Ms. Bird stated that there will be a computer and smart phone application (app) to access the materials for the National PRIMA Conference. She will forward the app as soon as it becomes available.

There being no additional business, Ms. Garrett moved to adjourn the meeting at 1:57 p.m. Ms. Buttron seconded the motion which CARRIED unanimously.

The KWORCC Board of Trustees approved the foregoing minutes on the 22nd day of June, 2017.

A handwritten signature in black ink that reads "Sandy Barton". The signature is written in a cursive, flowing style.

Sandy Barton, Secretary
KWORCC Board of Trustees

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
June 22, 2017 at 1:00 pm via Teleconference
700 SW Jackson, Ste 200
Topeka, KS 66603

The June 2017 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:04 p.m. on June 22, 2017 in Topeka by Board President Stan McEvoy. Trustees attending included: Stan McEvoy, Decatur County Commissioner, President; Michelle Garrett, Morris County Clerk, Vice-President; Sandy Barton, Stanton County Clerk, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Gary Caspers Cloud County Commissioner; Steve Garten, Barber County Commissioner; and Bonnie "Rob" Roberts, Miami County Commissioner.

Staff participating included Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator and Staff Counsel; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Carl Eyman, Loss Prevention Manager; Mr. Brandon Mann, Loss Prevention Specialist; Ms. Beth Byrne, Accountant; and Mr. Ralph D. Unger, Member Services Representative.

CORnerstone Risk Solutions (CRS) was represented by Ms. Amanda Chamberland and Mr. Jess Cornejo.

President McEvoy first addressed Agenda Item No. 2, "Approval of the Agenda." Mr. Roberts moved to approve the agenda as presented. Dr. Garten seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of May 18, 2017." Ms. Barton moved to approve the minutes with a correction. Ms. Garrett seconded the motion which CARRIED unanimously.

President McEvoy proceeded to Agenda Item No. 4a of the Administrator's Report, "Checks Requiring Board Approval and Ratification of Electronic Transfers of Funds." Mr. Parrish itemized the checks for approval and described the electronic transfers of funds to be ratified. Dr. Garten moved to approve the checks presented and ratify the electronic transfers of funds as presented. Mr. Caspers seconded the motion which CARRIED unanimously.

Mr. Parrish then addressed Agenda Item No. 4b, "Discussion of National PRIMA at Phoenix, Arizona." Trustees and staff provided highlights of sessions they attended at the conference. Mr. Parrish discussed the educational sessions he attended. Some of the trustees did the same. Mr. Parrish stated the conference had value to KWORCC in helping the trustees and staff to be better informed.

President McEvoy asked Mr. Eyman to address Agenda Item No. 5, "Marketing." Mr. Eyman reported on recent marketing activities. He then asked for and responded to questions.

President McEvoy then proceeded to Agenda Item No. 6, "Financial Report." Ms. Byrne discussed in detail the financial statements she prepared for May, 2017 and responded to questions. Mr. Roberts moved to receive and file the financial report. Ms. Barton seconded the motion which CARRIED unanimously.

Mr. Parrish then proceeded to a review of the Equity Investments ratio to Fund Balance. He stated that the equity investments balance as a percentage of the fund balance is 25.2%. This has occurred, not because of additional investments, but because the value of the investments has grown. The KWORCC investment policy limits the ratio to 25% without Board approval. Mr. Roberts moved to approve the equity investment balance as a percentage of fund balance at 25.2%. Ms. Garrett seconded the motion which CARRIED unanimously.

Ms. Byrne presented the check register and answered questions. Whereupon, Mr. Caspers moved to approve check Nos. 17670 through 17705 and the direct debits. Mr. Roberts seconded the motion which CARRIED unanimously.

Next, Ms. Byrne reviewed reports showing the value of KWORCC's equity investments as of June 14, 2017.

President McEvoy addressed Agenda Item No. 7, "Claims Report – CRS/Tristar." Under Item No. 7a, "Claims Report," Ms. Chamberland reported on several claims and answered questions. She then requested approval of several pending settlements. Dr. Garten moved to approve the proposed course of action for claim number 2016WR000367. Ms. Buttron seconded the motion which CARRIED unanimously. Dr. Garten moved to approve the proposed course of action for claims numbered 2011041933, 2012042633, 2013045611 and 2014069570. Mr. Roberts seconded the motion which CARRIED unanimously.

Next, Ms. Chamberland proceeded to Agenda Item No. 7b, "CompTech Bill Review Report." She reported CompTech has achieved net savings of 67% of medical billed for January through May 2017.

Mr. Cornejo then explained the "Policy Year Performance Review" under Agenda Item No. 7c. This analytical review generated by CRS shows KWORCC's claim history for policy years 2013 through May 2017. The documents consist of graphs which compare the actual paid and incurred losses to the estimated paid and incurred losses and show the actuarial projections. He said the charts show the performance status as of the end of May 2017 and should not be considered a guarantee of either good or poor ultimate-loss performance.

Next, Mr. Cornejo addressed Agenda Item No. 7d "TriStar Conversion Update." The claims conversion process is proceeding and should go live July 1. Month end data will move from the old system to the new system as well. Bill review will also move to TriStar which should yield more provider network savings.

President McEvoy called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." Mr. Mann reported that the loss prevention staff have made 230 county visits so far year to date. He then reviewed May, June and July calendars for the loss-prevention staff. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

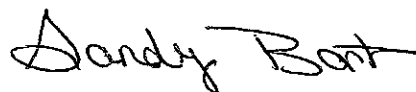
President McEvoy addressed Agenda Item No.9, "Legal Report." Mr. Parrish stated there was no legal report at this time

President McEvoy proceeded to Agenda Item No. 10, "Committee Reports." There were no committees that needed to report. Mr. McEvoy stated there would be an Investment Committee meeting before the July Board meeting and a Personnel Committee meeting before the September Board meeting.

President McEvoy then addressed Agenda Item No. 11, "Other Business." There was no other business to come before the Board.

There being no additional business, Ms. Garrett moved to adjourn the meeting at 2:17 p.m. Ms. Barton seconded the motion which CARRIED unanimously.

The KWORCC Board of Trustees approved the foregoing minutes on the 27th day of July, 2017.



Sandy Barton, Secretary
KWORCC Board of Trustees

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
July 27, 2017 at 1:00 pm
Clubhouse Inn
924 SW Henderson Road
Topeka, KS 66615

The July 2017 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:08 p.m. on July 27, 2017 in Topeka by Board President Stan McEvoy. Trustees attending included: Stan McEvoy, Decatur County Commissioner, President; Michelle Garrett, Morris County Clerk, Vice-President; Sandy Barton, Stanton County Clerk, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Gary Caspers, Cloud County Commissioner; Steve Garten, Barber County Commissioner; and Bonnie “Rob” Roberts, Miami County Commissioner.

Staff participating included Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator and Staff Counsel; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Carl Eyman, Loss Prevention Manager; Ms. Beth Byrne, Accountant; and Mr. Ben Woner, Loss Prevention Specialist.

CORnerstone Risk Solutions (CRS) was represented by Ms. Amanda Chamberland and Mr. Jess Cornejo.

President McEvoy first addressed Agenda Item No. 2, “Approval of the Agenda.” Dr. Garten moved to approve the agenda as presented. Mr. Roberts seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 3, “Consideration of Minutes of the Meeting of June 22, 2017.” Ms. Garrett moved to approve the minutes as presented. Mr. Caspers seconded the motion which CARRIED unanimously.

President McEvoy proceeded to Agenda Item No. 4a of the Administrator’s Report, “Check Requiring Board Approval and Ratification of Electronic Transfers of Funds.” Mr. Parrish itemized the check for approval and described the electronic transfers of funds to be ratified. Mr. Roberts moved to approve the check presented and ratify the electronic transfers of funds as presented. Ms. Barton seconded the motion which CARRIED unanimously.

Mr. Parrish then addressed Agenda Item No. 4b, “Resolution and Signature Cards – Claims Account.” Mr. Parrish explained that because the claims contract was assigned to TRISTAR, the claims account requires modification. Dr. Garten moved to adopt the Corporate Authorization Resolution from Kaw Valley Bank. Mr. Roberts seconded the motion which CARRIED unanimously.

President McEvoy asked Mr. Eyman to address Agenda Item No. 5, “Marketing.” Mr. Eyman reported on recent marketing activities. He then asked for and responded to questions.

President McEvoy then proceeded to Agenda Item No. 6, "Financial Report." Ms. Byrne discussed in detail the financial statements she prepared for June, 2017 and responded to questions. Ms. Buttron moved to receive and file the financial report. Dr. Garten seconded the motion which CARRIED unanimously.

Mr. Parrish then proceeded to a review of the Equity Investments ratio to Fund Balance. He stated that the equity investments balance as a percentage of the fund balance is 25.3%. This has occurred, not because of additional investments, but because the value of the investments has grown. The KWORCC investment policy limits the ratio to 25% without Board approval. Mr. Roberts moved to approve the equity investment balance as a percentage of fund balance at 25.3%. Ms. Barton seconded the motion which CARRIED unanimously.

Ms. Byrne then presented the Kansas Insurance Department (KID) Second Quarter Report for 2017. Ms. Garrett moved to receive and file the Second Quarter 2017 report. Mr. Caspers seconded the motion which CARRIED unanimously.

Ms. Byrne presented the check register and answered questions. Whereupon, Ms. Buttron moved to approve check Nos. 17706 through 17755 and the direct debits. Ms. Garrett seconded the motion which CARRIED unanimously.

Next, Ms. Byrne reviewed reports showing the value of KWORCC's equity investments as of July 19, 2017. Dr. Garten moved to receive and file the investment update. Ms. Barton seconded the motion which CARRIED unanimously.

President McEvoy addressed Agenda Item No. 7, "Claims Report – CRS/Tristar." Under Item No. 7a, "Claims Report," Ms. Chamberland reported on claims and answered questions. She then requested approval of pending settlements. Ms. Barton moved to approve the proposed course of action for claim number 2015072424. Ms. Buttron seconded the motion which CARRIED unanimously. Ms. Garrett moved to approve the proposed course of action for claim number 2014047620. Dr. Garten seconded the motion which CARRIED with Mr. Roberts abstaining.

Next, Ms. Chamberland proceeded to Agenda Item No. 7b, "CompTech Bill Review Report." She reported CompTech has achieved net savings of 68% of medical billed for January through June 2017.

Mr. Cornejo then explained the "Policy Year Performance Review" under Agenda Item No. 7c. This analytical review generated by CRS shows KWORCC's claim history for policy years 2013 through June 2017. The documents consist of graphs which compare the actual paid and incurred losses to the estimated paid and incurred losses and show the actuarial projections. He said the charts show the performance status as of the end of June 2017 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President McEvoy called upon Mr. Woner to address Agenda Item No. 8, "Loss Prevention and County Visits." Mr. Woner reported that the loss prevention staff has redistributed the work load over the last couple of weeks. Mr. Eyman will be focusing on marketing, public relations and teaching safety courses throughout the state. Mr. Mann will cover inspections and safety classes for the northern half of the state and Mr. Woner will cover inspections and safety classes for the southern half of the state. Mr. Woner also reported that the loss prevention staff have made 242 county visits year to date. He then

reviewed June, July and August calendars for the loss-prevention staff. Finally, Mr. Woner reported on the enrollment rates and courses completed by the membership for the GovU online courses.

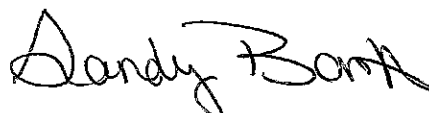
President McEvoy addressed Agenda Item No.9, "Legal Report." Mr. Parrish stated there was no legal report at this time

President McEvoy proceeded to Agenda Item No. 10, "Committee Reports." Mr. Roberts reported that the Investment Committee met and reviewed equity investments with Ms. Katy Perry of BOK Financial. Mr. Parrish also provided information on the investments with Country Club Bank. Mr. Roberts stated that in addition to the 10% of year-end assets limit imposed by the state, KWORCC has a 25% limit on investments to fund balance. The board will continue to review those numbers to determine if some of the investments need to be liquidated to stay in compliance. Mr. Roberts moved to approve KWORCC Resolution #2017-50. Ms. Buttron seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 11, "Other Business." Mr. McEvoy reminded everyone that there is a Personnel Committee meeting at noon before the September board meeting. Mr. Parrish reminded everyone that the August meeting would be a teleconference.

There being no additional business, Ms. Garrett moved to adjourn the meeting at 1:58 p.m. Ms. Barton seconded the motion which CARRIED unanimously.

The KWORCC Board of Trustees approved the foregoing minutes on the 24th day of August, 2017.



Sandy Barton, Secretary
KWORCC Board of Trustees

I, Sandy Barton, Secretary of Kansas Workers Risk Cooperative for Counties (KWORCC), hereby certify that the following is a true and correct copy of a Resolution duly adopted by unanimous vote of the Board of Trustees of KWORCC at a meeting duly called and held on the 27th day of July, 2017 at which a quorum was present:

RESOLUTION #2017-50

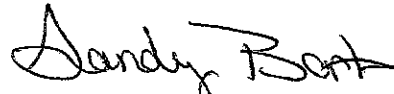
WHEREAS, KWORCC has elected to place investments pursuant to Chapter 40 of Kansas Statutes Annotated, and thus is to comply with the provisions thereof;

WHEREAS, KSA 40-2a01 states, in pertinent part: “[C]ompany...may invest with the direction or approval of a majority of its board of directors or authorized committee thereof, any of its funds, or any part thereof in bonds or other evidences of indebtedness issued, assumed or guaranteed by the United States of America, or by any agency or instrumentality thereof;”

WHEREAS, KWORCC has invested in certain United States instruments during the period December 1, 2016 through June 30, 2017, which have been reviewed by the Board of Trustees. Pursuant to that review, the Board determined said investments to be in accordance with K.S.A. 40-2a01 and KWORCC’s investment policy;

NOW, THEREFORE, it is RESOLVED by the KWORCC Board of Trustees that investment purchases made in United States Government securities from the period December 1, 2016 through June 30, 2017, having been reviewed and determined to be made in accordance with K.S.A. 40-2a01 and KWORCC’s investment policy hereby are approved.

IN WITNESS WHEREOF, the undersigned has caused this Resolution to be executed this 27th day of July, 2017.


Sandy Barton, Secretary

For Trades Executed At: Country Club Bank

Select Fields	From Value	To Value	Seq.	Totals
Entity	144	144		n
Customer Nbr.	300121	300121		n
Security ID				n
Portfolio ID				n
Salesperson				n
Enter Date				n
Trade Date	12/01/2016	06/30/2017	1	n
Settle Date				n
Bank Eligible		ZZ		n
Purch/Sale/Both	b			
Int/Mat/Both	n			
Fed Funds	n			
Repo Agmnts	n			

For Trades Executed At: Country Club Bank

Ticket Nbr	Cust S/N	Reg Type/Id	Apr By	Dt Enter	Factor	Face	Print
Cust Nbr	Sec Descrip 1	Call Cd-Dt	Apr Date	Trade Dt	Tran Cd	Par	Interest
Cusip	Sec Descrip 2	Mat Price	Apr Time	Settle Dt	Ent By	Basis	Fees
Security	Sec Descrip 3	Fail Date	Fail Del	Trd Status	Trd For	Price	Withholding
Port ID	Moody/StdPoor/MktRtg	CPN Rate	Fail Pmt	Conv			Penalty
Deal ID	Broker	CLoc/PLoc	Pay/Del	Buyback			Total Amt
421004907	KWORCC (302)	E/*		12/05/2016	1.0000000000	300,000.00	300,046.88
300121	U.S. Treasury Notes			12/05/2016	Purch	300,000.00	521.74
912828H78	//	.000		12/06/2016	JKC144	100.015625	.00
912828H78	//	.500	n-12/06/16	09	BCT	100.015625000	.00
028-TNTs		ccf/ccf	c/sko	na			.00
				n	.3970000		300,568.62
421005075	KWORCC (302)	E/*		12/08/2016	1.0000000000	1,000,000.00	1,000,000.00
300121	FNMA POOL #AS8537			12/08/2016	Sale	1,000,000.00	1,000.00
3138WJXP0	//	.000		12/19/2016	JKC144	100-00	.00
3138WJXP0	//	12/01/2026	n-12/19/16	09	BCT	100.000000000	.00
014-MBS		2.0	n-12/19/16	na			.00
		ccf/ccf	c/ski	na	2.0000000		.00
				n			1,001,000.00
421005282	KWORCC (302)	E/*		12/13/2016	1.0000000000	250,000.00	250,058.59
300121	U.S. Treasury Notes			12/13/2016	Purch	250,000.00	774.46
912828A91	//	.000		12/14/2016	JKC144	100.02343750	.00
912828A91	//	.750	n-12/14/16	09	BCT	100.023437500	.00
028-TNTs		ccf/ccf	c/sko	na			.00
				n	.4790000		250,833.05
421005285	KWORCC (302)	E/*		12/13/2016	1.0000000000	450,000.00	449,982.42
300121	U.S. Treasury Notes			12/13/2016	Purch	450,000.00	831.52
912828H78	//	.000		12/14/2016	JKC144	99.99609375	.00
912828H78	//	.500	n-12/14/16	09	BCT	99.996093750	.00
028-TNTs		ccf/ccf	c/sko	na			.00
				n	.5290000		450,813.94
421005288	KWORCC (302)	E/*		12/13/2016	1.0000000000	500,000.00	539,570.00
300121	FEDERAL HOME LOAN BANK			12/13/2016	Purch	500,000.00	5,213.54
3133XXP50	//	.000		12/14/2016	JKC144	107.9140	.00
3133XXP50	//	4.125	n-12/14/16	09	BCT	107.914000000	.00
032-Agcy	Aaa/AA+/	ccf/ccf	c/sko	na			.00
				n	1.6130000		544,783.54
421006773	KWORCC (302)	E/*		01/19/2017	1.0000000000	1,000,000.00	1,000,000.00
300121	FNMA POOL #MA2908			01/19/2017	Sale	1,000,000.00	1,222.22
31418CGS7	//	.000		01/23/2017	JKC144	100-00	.00
31418CGS7	//	02/01/2027	n-01/23/17	09	BCT	100.000000000	.00
014-MBS		2.0	n-01/23/17	na			.00
		ccf/ccf	c/ski	na	2.0000000		.00
				n			1,001,222.22

For Trades Executed At: Country Club Bank

Ticket Nbr	Cust S/N	Reg Type/Id	Apr By	Dt Enter	Factor	Face	Prin
Cust Nbr	Sec Descrip 1	Call Cd-Dt	Apr Date	Trade Dt	Tran Cd	Par	Interest
Cusip	Sec Descrip 2	Call Price	Apr Time	Settle Dt	Ent By	Basis	Fees
Security	Sec Descrip 3	Mat Date	Fail Del	Trd Status	Trd Prr	Price	Withholding
Port ID	Moody/StdPoor/MktRtg	CPN Rate	Fail Pmt	Conv	Yield	Penalty	Total Amc
Deal ID	Broker	CLoc/PLoc	Pay/Del	Buyback			
421007005	KWORCC (302)	E/*		01/26/2017	1.0000000000	1,300,000.00	1,300,000.00
300121	U.S. Treasury Notes			01/26/2017	Sale	1,300,000.00	727.21
912828UE8		.000		01/27/2017	JKC144	100.0	.00
912828UE8	//	.750	n-01/27/17	09	BCT	100.0000000000	.00
028-TNTs		ccf/ccf	c/ski	n	.75000000		.00
421007455	KWORCC (302)	E/*		02/09/2017	1.0000000000	1,000,000.00	1,000,000.00
300121	U.S. Treasury Notes			02/09/2017	Sale	1,000,000.00	849.45
912828UE8		.000		02/10/2017	JKC144	100.0	.00
912828UE8	//	.750	n-02/10/17	09	BCT	100.0000000000	.00
028-TNTs		ccf/ccf	c/ski	na	.75000000		.00
421009633	KWORCC (302)	E/ccf		04/03/2017	1.0000000000	750,000.00	750,000.00
300121	FEDERAL HOME LOAN BANK	x-04/26/19		04/03/2017	Sale	750,000.00	.00
3130AB3Y0	ONE TIME CALL 04/26/2019	100.000		04/26/2017	JKC144	100.00	.00
3130AB3Y0		10/26/2022	n-04/27/17	09	BCT	100.0000000000	.00
036-BULL	Aaa/AA+/	2.10	n-04/26/17	na			.00
		ccf/ccf	c/ski	n	2.10000000		.00
421009589	KWORCC (302)	E/*		04/03/2017	1.0000000000	750,000.00	750,000.00
300121	FEDERAL HOME LOAN BANK	x-04/27/19		04/03/2017	Sale-Rev	750,000.00	.00
3130AB3Y0	ONE TIME CALL 04/26/2019	100.000		04/27/2017	JKC144	100.00	.00
3130AB3Y0		10/27/2022	n	00	BCT	100.0000000000	.00
036-BULL	Aaa/AA+/	2.10	n	na			.00
		ccf/ccf	c/ski	n	2.10000000		.00
421010886	KWORCC (302)	E/*		05/02/2017	1.0000000000	300,000.00	299,425.76
300121	U.S. Treasury Notes			05/02/2017	Purch	300,000.00	764.50
912828UE8		.000		05/03/2017	JKC144	99.80859375	.00
912828UE8	//	.750	n-05/03/17	09	BCT	99.808593750	.00
028-TNTs		ccf/ccf	c/sko	na	1.0410000		.00
421012003	KWORCC (302)	E/*		06/06/2017	1.0000000000	250,000.00	249,433.59
300121	U.S. Treasury Notes			06/06/2017	Purch	250,000.00	818.37
912828UE8		.000		06/07/2017	JKC144	99.77343750	.00
912828UE8	//	.750	n-06/07/17	09	BCT	99.773437500	.00
028-TNTs		ccf/ccf	c/sko	na	1.1540000		.00

Trade History Report
Country Club Bank

For Trades Executed At: Country Club Bank

Ticket Nbr	Cust S/N	Sec Descrip 1	Sec Descrip 2	Sec Descrip 3	Moody/StdPoor/Mkrtg	Bank Elig	Comm Basis	Reg Type/Id	Apr By	Dt Enter	Factor	Face	Prin
Deal ID	Broker	Call Cd-Dt	Call Price	Mat Date	CPN Rate	Cloc/Ploc	Buyback	Call Cd-Dt	Apr Date	Trade Dt	Tran Cd	Par	Interest
											Ent By	Basis	Fees
											Trd For	Price	Withholding
											Prd For		Penalty
											Prd For		Total Amt
421012274	KWORCC (302)	FEDERAL HOME LOAN BANK						E/*		06/09/2017	1.0000000000	1,000,000.00	1,002,480.00
300121	FEDERAL HOME LOAN BANK									06/09/2017	Purch	1,000,000.00	5,166.67
313380GJ0								.000	n-06/12/17	06/12/2017	JKC144	100,2480	.00
313380GJ0								2.0	n-06/12/17	09	BCT	100.2480000000	.00
032-AGCY	Aaa/AA+							ccf/ccf	c/sko	na			.00
										n	1.95000000		1,007,646.67
421012279	KWORCC (302)	FEDERAL FARM CREDIT BANK						E/*		06/09/2017	1.0000000000	1,000,000.00	1,000,000.00
300121	FEDERAL FARM CREDIT BANK							c-06/12/18		06/09/2017	Sale	1,000,000.00	.00
3133EHM04	CONT CALL BEG 06/12/2018							100.000	n-06/12/17	06/12/2017	JKC144	100.00	.00
3133EHM04								06/12/2024	n-06/12/17	09	BCT	100.0000000000	.00
032-AGCY	Aaa/AA+							2.50	n-06/12/17	na			.00
								ccf/ccf	c/ski	n	2.50000000		1,000,000.00
421012329	KWORCC (302)	U.S. Treasury Notes						E/*		06/13/2017	1.0000000000	600,000.00	598,570.31
300121	U.S. Treasury Notes									06/13/2017	Purch	600,000.00	2,051.18
912828UE8								.000	n-06/14/17	06/14/2017	JKC144	99.76171875	.00
912828UE8								.750	n-06/14/17	09	BCT	99.761718750	.00
028-TNTE	//							ccf/ccf	c/sko	na			.00
										n	1.19000000		600,621.41

Total Reversals
Par: 750,000.00
Prin: 750,000.00

Total: 750,000.00
Int: .00

Report Totals

Par: 10,450,000.00
Prin: 10,489,567.57
Int: 19,940.78
Total: 10,509,508.35

Minutes
Meeting, Investment Committee
Kansas Worker Risk Cooperative for Counties
Clubhouse Inn – Conference Room
924 SW Henderson Road, Topeka KS 66615
July 27, 2017

On Thursday, July 27, 2017 at 12:15 PM the Investment Committee of Kansas Workers Risk Cooperative for Counties (“KWORCC”) met at the Clubhouse Inn Conference Room, Topeka, Kansas. The meeting was called to order by Committee Chair, Bonnie “Rob” Roberts. Committee Members participating included: Bonnie “Rob” Roberts, Miami County Commissioner; Sandy Barton, Stanton County Clerk, and Gary Caspers, Cloud County Commissioner. Also present was KWORCC Administrator, Jim Parrish, BOKF Vice President and Administrator, Katherine Price and, later, BOKF Investments Manager, Ms. Michelle Sullivan, joined by teleconference.

Chairman Roberts called the meeting to order at 12:18 PM. Mr. Caspers moved to approve the Agenda as presented. Ms. Barton seconded the motion which CARRIED unanimously.

Chairman Roberts asked consideration of minutes of the Committee’s meeting on December 15, 2016. Ms. Barton moved to approve the minutes as presented. Mr. Caspers seconded the motion which CARRIED unanimously.

Chairman Roberts asked for consideration of KWORCC Resolution 2017-50 with attached itemization of investment purchases made in United States government securities from the period December 1, 2016 to June 30, 2017. Mr. Roberts asked Mr. Parrish to discuss the various KWORCC investments in US government securities for the committee. Mr. Parrish explained that Country Club Bank is the investment bank KWORCC uses for placement of its investments in government securities. He explained these are commonly referred to as fixed income investments. In reviewing the Country Club Bank Trade History report, he noted individual government securities such as US Treasury notes, Federal Home Loan Bank investments and other similar investments. He stated the trade report shows the trade dates, the nature of the transaction (purchase or sale) and the face par value. He indicated that each trade is itemized in this report for the period under review which includes December 1, 2016 through June 30, 2017. The report was published on July 11, 2017. That report indicates a total investment value of \$10,509,508.35. Mr. Parrish further explained that Mr. Chris Thompson of Country Club Bank

continues to handle fixed-income investments and has done so for more than 20 years. He said Mr. Thompson is scheduled to appear before the Investment Committee at its December 14, 2017 meeting, noting that he makes at least one appearance per year to the Investment Committee and to the full Board of Trustees. Mr. Parrish emphasized the objective of Mr. Thompson is to maximize return while maintaining enough liquidity to cover claims and other costs.

Chairman Roberts explained that, after becoming KWORCC Trustee, he met with Mr. Thompson who was most cooperative and accommodating in taking time to explain the current procedures used by Mr. Thompson in managing KWORCC's fixed-income investments. Mr. Roberts thanked Mr. Parrish for his detailed explanation. Upon review, the Committee determined that the transactions were in accordance with KWORCC Investment Policy and K.S.A. 40-2a01. Ms. Barton moved to recommend that the KWORCC Board of Trustees adopt KWORCC Resolution 2017-50. Mr. Caspers seconded the motion which CARRIED unanimously.

Next, Chairman Roberts asked to hear from Ms. Price concerning KWORCC Equity Portfolio at BOKF. Ms. Price indicated that BOKF Investments Manager, Michelle Sullivan was unable to be present in person, but was available by telephone. Whereupon Ms. Sullivan joined the meeting by teleconference. Ms. Sullivan reported that stock markets continued their upward trend in the second quarter of 2017, although at a slower pace. The S&P 500 rose 3.09% in the quarter, but trailed both emerging markets, up 6.27% (MSCI Emerging Markets Index), and developed international, up 6.12% (MSCI EAFE). She noted that for the first time in several months, the world economy is matching the growth rate of the United States, increasing the probability of a continuation of the growth cycle. Meanwhile, she cautioned, that proposed tax and spending policy changes in Washington have impacted the aggressiveness of the growth cycle. If those expectations are not realized, there is likely to be an adverse impact. Ms. Sullivan further stated that BOKF's goal is to make realistic assessments of the shorter-term risks and opportunities while maintaining a longer-term view of KWORCC's objectives. She concluded that BOKF's decisions are based upon a commitment to broad asset allocation and risk management. A summary of Ms. Sullivan's presentation is attached to these minutes.

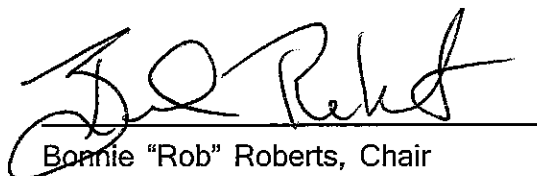
Mr. Parrish explained that he was working with BOKF personnel to refine KWORCC's investment policy to help give BOKF more guidance in the types of investments that are acceptable and the limits of those investments. Mr. Parrish explained that KWORCC staff would be calling upon BOKF staff (who have indicated willingness to help) for suggested language to include in KWORCC's Investment Policy. Further, language changes are needed in addressing the limits of KWORCC's equity investments. Mr. Parrish indicated his goal to have those amendments prepared by the December 14, 2017 Investment Committee Meeting.

Chairman Roberts expressed concern that the authority for the limits on investing in equities should be more carefully explained. He would like the Board to have notification in the

monthly financial reports indicating the statutory and policy ceilings and how those compare to amounts invested. Mr. Parrish agreed this would be helpful and advisable in that KWORCC, in the past few months, has been required by the current investment policy to take action to exceed the equity investments policy limits (due to growth in strong equities market).

There being no further business to come before the Committee, Chairman Roberts adjourned the meeting at 1:12 pm.

THE FOREGOING MINUTES of the Investment Committee of Kansas Workers Risk Cooperative for Counties were executed by the Chair of that Committee on December 14, 2017.

A handwritten signature in black ink, appearing to read "Bonnie Roberts", written over a horizontal line.

Bonnie "Rob" Roberts, Chair
KWORCC Investment Committee

BOK e-mail 7/24/17

2nd Quarter 2017

Equity Markets

- Stock markets continued their upward trend in the second quarter, though at a slower pace. The S&P 500 rose 3.09% in the quarter, but trailed both emerging markets, up 6.27% (MSCI Emerging Markets Index), and developed international, up 6.12% (MSCI EAFE).
- World economic growth is finally beginning to match growth in the U.S. This is the first time since the meltdown we have had global synchronized growth. Until now, it has been solely a U.S. story. With the rest of the world aiding growth, it makes the probability of a continuation of the growth cycle more likely.
- The hope for quick policy moves in Washington around tax and spending policies has not been met. The amount of increase in equity values based upon an expectation of governmental policy changes is hard to discern. Improving profits from US and international corporations have probably played a large part in recent moves, but it would seem reasonable that the market might struggle if legislation that was the basis of the President's campaign is not able to be ratified.

Fixed Income

- Bonds also had a positive return, up 1.45% (Barclays Aggregate).
- As the US economy continues to show positive overall growth, the Federal Reserve remains committed to "normalizing" the interest rate policy. The Federal Open Market Committee (FOMC) has now raised rates to a 1-1.25% target. Their most recent increase occurred during their June 2017 meeting. Our outlook is for one more rate increase in 2017.
- In addition to slowly raising rates, the Federal Reserve has recently begun discussions on reducing the size of its balance sheet. This makes sense in an environment of low unemployment and positive economic growth, but the reality is, we have never been through this magnitude or nature of monetary stimulus before so it is hard to know the full ramifications of the Fed's actions. We believe the initial moves will be small in size and slow to occur. The hope is the market will be able to efficiently absorb the new supply from the Fed without causing significant disruption.

Outlook

While the current recovery, and increase in equity values, has been long by historical standards, it remains our view that equity market performance will continue to exceed that of bond markets. We have seen an increase in corporate profitability which may act as a support for equity prices. This improvement in corporate earnings is expected to last over the remainder of the year. Our Asset Allocation Committee does not foresee a recession on the horizon and continues to recommend an overweight to equities versus bonds for all client portfolios. Our goal is to make realistic assessments of the shorter term risks, and opportunities, to the economy and the markets while maintaining a longer term view of your goals and objectives. Our decisions are based upon a commitment to broad asset allocation and risk management.

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
August 24, 2017 at 1:00 pm via Teleconference
700 SW Jackson, Ste 200
Topeka, KS 66603

The August 2017 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:02 p.m. on August 24, 2017 in Topeka by Board President Stan McEvoy. Trustees attending included: Stan McEvoy, Decatur County Commissioner, President; Michelle Garrett, Morris County Clerk, Vice-President; Sandy Barton, Stanton County Clerk, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Gary Caspers, Cloud County Commissioner; and Steve Garten, Barber County Commissioner.

Staff participating included Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator and Staff Counsel; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Carl Eyman, Loss Prevention Manager; Ms. Beth Byrne, Accountant; Mr. Brandon Mann, Loss Prevention Specialist; and Mr. Ralph D. Unger, Member Services Representative.

CORnerstone Risk Solutions (CRS) was represented by Ms. Amanda Chamberland and Mr. Jess Cornejo.

President McEvoy first addressed Agenda Item No. 2, "Approval of the Agenda." Dr. Garten moved to approve the agenda. Ms. Barton seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of July 27, 2017." Ms. Garrett moved to approve the minutes as presented. Mr. Caspers seconded the motion which CARRIED unanimously.

President McEvoy proceeded to Agenda Item No. 4a of the Administrator's Report, "Check Requiring Board Approval and Ratification of Electronic Transfers of Funds." Mr. Parrish submitted the check for approval. Ms. Garrett moved to approve the check presented. Ms. Barton seconded the motion which CARRIED unanimously.

President McEvoy asked Mr. Eyman to address Agenda Item No. 5, "Marketing." Mr. Eyman reported on recent marketing activities. He then asked for and responded to questions.

President McEvoy then proceeded to Agenda Item No. 6, "Financial Report." Ms. Byrne discussed in detail the financial statements for July, 2017 and responded to questions. Dr. Garten moved to receive and file the financial report. Ms. Barton seconded the motion which CARRIED unanimously.

Mr. Parrish, under Agenda Item No. 6b, then proceeded to a review of the Equity Investments ratio to Fund Balance. He reviewed the equity investments as percentage of admitted assets, for which the statutory limit is 10%. KWORCC is below that 10% mark. He then stated that the equity investments balance as a percentage of the fund balance is 25.3%. This has occurred, not because of additional investments, but because the value of the investments has grown. The KWORCC investment policy limits the ratio to 25% without Board approval. Ms. Barton moved to approve the equity investment

balance as a percentage of fund balance at 25.3%. Mr. Caspers seconded the motion which CARRIED unanimously.

Ms. Byrne presented the check register and answered questions. Whereupon, Ms. Garrett moved to approve check Nos. 17756 through 17802 and the direct debits. Ms. Buttron seconded the motion which CARRIED unanimously.

Next, Ms. Byrne reviewed reports showing the value of KWORCC's equity investments as of August 15, 2017.

President McEvoy addressed Agenda Item No. 7, "Claims Report – CRS/Tristar." Under Item No. 7a, "Claims Report," Ms. Chamberland reported on claims and answered questions. She then requested approval of a pending settlement. Dr. Garten moved to approve the proposed course of action for claim number 2014047892. Ms. Garrett seconded the motion which CARRIED unanimously.

Mr. Cornejo then explained the "Policy Year Performance Review" under Agenda Item No. 7b. This analytical review generated by CRS shows KWORCC's claim history for policy years 2013 through July 2017. The documents consist of graphs which compare the actual paid and incurred losses to the estimated paid and incurred losses and show the actuarial projections. He said the charts show the performance status as of the end of July 2017 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President McEvoy called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." Mr. Mann reported that loss prevention staff made 306 county visits year to date. He then reviewed July, August and September calendars for the loss-prevention staff. Finally, Mr. Mann reported on the enrollment rates and courses completed by the membership for the GovU online courses.


President McEvoy addressed Agenda Item No.9, "Legal Report." Mr. Parrish stated there was no legal report at this time.

President McEvoy proceeded to Agenda Item No. 10, "Committee Reports." Mr. McEvoy reminded everyone that there is a Personnel Committee meeting at noon before the September board meeting.

President McEvoy then addressed Agenda Item No. 11, "Other Business." Mr. Parrish stated that Mr. Roberts notified staff that he may not be able to join the call due to county business. Because Mr. Roberts had not joined the call, Mr. Parrish suggested that Mr. Roberts be excused from the meeting. Ms. Garrett moved to excuse Mr. Roberts for county business. Ms. Barton seconded the motion which CARRIED unanimously.

There being no additional business, Ms. Garrett moved to adjourn the meeting at 1:42 p.m. Ms. Buttron seconded the motion which CARRIED unanimously.

The KWORCC Board of Trustees approved the foregoing minutes on the 21st day of September, 2017.



Sandy Barton, Secretary
KWORCC Board of Trustees

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
September 21, 2017 at 1:00 pm
Country Inn & Suites – Conference Room
6020 SW 10th Avenue
Topeka, KS 66615

The September 2017 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:01 p.m. on September 21, 2017 in Topeka by Board President Stan McEvoy. Trustees attending included: Stan McEvoy, Decatur County Commissioner, President; Michelle Garrett, Morris County Clerk, Vice-President; Sandy Barton, Stanton County Clerk, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Gary Caspers, Cloud County Commissioner; and Steve Garten, Barber County Commissioner.

Staff participating included Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator and Staff Counsel; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Carl Eyman, Loss Prevention Manager; Ms. Beth Byrne, Accountant; Mr. Brandon Mann, Loss Prevention Specialist; Mr. Ben Woner, Loss Prevention Specialist; and Mr. Ralph D. Unger, Member Services Representative.

CORnerstone Risk Solutions (CRS) was represented by Ms. Amanda Chamberland, Ms. Andrea Neff and Mr. Jess Cornejo.

President McEvoy first addressed Agenda Item No. 2, "Approval of the Agenda." Mr. Parrish recommended adding under Other Items Agenda Item No. 11a, "Acknowledge Obituary of Dallas Bressler." Dr. Garten moved to approve the agenda with that addition. Ms. Barton seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of August 24, 2017." Ms. Garrett moved to approve the minutes as presented. Mr. Caspers seconded the motion which CARRIED unanimously.

President McEvoy proceeded to Agenda Item No. 4a of the Administrator's Report, "Check Requiring Board Approval and Ratification of Electronic Transfers of Funds." Mr. Parrish itemized the check for approval and described the electronic transfers of funds to be ratified. Ms. Garrett moved to approve the check and transfers as presented. Dr. Garten seconded the motion which CARRIED unanimously.

Mr. Parrish then addressed Agenda Item No 4b, "2018 Loss Cost Multiplier Filing Review." He explained the purpose and history of Loss Cost Multipliers ("LCM"). He then asked Mr. Cornejo to explain further. Mr. Cornejo stated that a LCM is filed with the Kansas Insurance Department (KID) and is public information. The LCM rates are applied to the NCCI payroll class code base rates to calculate premiums. He said the goal of the LCM is to generate enough premium to cover expenses. He then went over the history of KWORCC's LCM filings since 2009. He presented an analysis for 2018 considering

the projected budget, estimated payrolls and anticipated loss rates. Mr. Cornejo also compared KWORCC's current LCM to those currently filed at KID by competitors.

Mr. Parrish then asked Ms. Bird to address Agenda Item No. 4c, "KAC Vendor Booth and KWORCC Annual Meeting Update." She reviewed the activities KWORCC will be involved in at the Kansas Association of Counties Conference. A map of the booth location and the schedule for KAC are included in the Board packet.

President McEvoy asked Mr. Eyman to address Agenda Item No. 5, "Marketing." Mr. Eyman reported on recent marketing activities. He then asked for and responded to questions.

President McEvoy then proceeded to Agenda Item No. 6, "Financial Report." Ms. Byrne discussed in detail the financial statements for August, 2017 and responded to questions. Ms. Barton moved to receive and file the financial report. Mr. Caspers seconded the motion which CARRIED unanimously.

Mr. Parrish, under Agenda Item No. 6b, then proceeded to a review of the Equity Investments ratio to Fund Balance. He outlined the equity investments as percentage of admitted assets, noting that KWORCC falls below the statutory limit of 10%. He then stated that the equity investments balance as a percentage of the fund balance is 25.3%. This has occurred, not because of additional investments, but because the value of the investments has grown. The KWORCC investment policy limits the ratio to 25% without Board approval. Dr. Garten moved to approve the equity investment balance as a percentage of fund balance at 25.3%. Ms. Garrett seconded the motion which CARRIED unanimously.

Ms. Byrne presented the check register and answered questions. Whereupon, Mr. Caspers moved to approve check Nos. 17803 through 17841 and the direct debits. Ms. Garrett seconded the motion which CARRIED unanimously.

Next, Ms. Byrne reviewed reports showing the value of KWORCC's equity investments as of September 13, 2017.

President McEvoy addressed Agenda Item No. 7, "Claims Report – CRS/Tristar." Under Item No. 7a, "Claims Report," Ms. Chamberland reported on claims and answered questions.

Ms. Chamberland introduced Andrea Neff, KWORCC's medical only claims adjuster. President McEvoy thanked Ms. Neff for her assistance to the KWORCC program.

Next, Ms. Chamberland proceeded to Agenda Item No 7b, "Medical Bill Review." She stated that KWORCC experienced a savings of 56% for the month of August due to the medical bill review performed by Tristar.

Mr. Cornejo then explained the "Policy Year Performance Review" under Agenda Item No. 7c. This analytical review generated by CRS shows KWORCC's claim history for policy years 2013 through August 2017. The documents consist of graphs which compare the actual paid and incurred losses to the estimated paid and incurred losses and show the actuarial projections. He said the charts show the performance status as of the end of August 2017 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President McEvoy called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." Mr. Mann reported that loss prevention staff made 339 county visits year to date. He

then reviewed August, September and October calendars for the loss-prevention staff. Finally, Mr. Mann reported on the enrollment rates and courses completed by the membership for the GovU online courses.

President McEvoy addressed Agenda Item No.9, "Legal Report." Mr. Parrish stated there was another communication regarding winding up the sweep case settlement. Attorney Mike O'Neal will be issuing attorney fees reimbursement. After the order is certified by the court, it will be presented to KID and assessments that resulted from the contested 2009 sweep will be reimbursed to the KWORCC and other insurance carriers in Kansas.

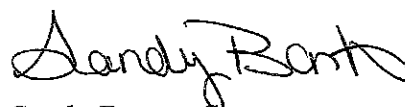
President McEvoy proceeded to Agenda Item No. 10, "Committee Reports." Under Item 10a, "Personnel Committee," Dr. Garten reported that the committee had met prior to the board meeting. He stated that committee is recommending KWORCC accept the health insurance renewal with Blue Cross Blue Shield. Second, the committee recommends increasing the base salary for Mr. Unger by \$1,000 and adding him to the COLA increases. Finally, the committee discussed a cost of living adjustment (COLA) for KWORCC staff and is recommending a 3% COLA increase for all staff, including Mr. Unger at his increased salary, for 2018. Dr. Garten moved to approve the recommendations of the committee. Ms. Garrett seconded the motion, which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 11, "Other Business." Under Agenda Item No 11a, Mr. Parrish asked for recognition of the passing of Dallas Bressler. Mr. Bressler served as Morton County Commissioner and was instrumental in the founding of KWORCC. In recognition of his support and service to Kansas county government, KWORCC sent flowers to Mr. Bressler's funeral and made an honorary donation in his name. Mr. Bressler's family sent a thank you note to KWORCC, indicating: "All of you people made dad love the counties."

Next, Mr. Parrish explained that Mr. Roberts was hoping to attend the meeting but county business ran long, so he recommended the addition of Agenda Item No 11b, "Excuse Bonnie 'Rob' Roberts." Ms. Garrett moved to excuse Mr. Roberts for county business. Dr. Garten seconded the motion which CARRIED unanimously.

There being no additional business, President McEvoy declared the meeting adjourned at 2:13 p.m.

The KWORCC Board of Trustees approved the foregoing minutes on the 26th day of October, 2017.



Sandy Barton, Secretary
KWORCC Board of Trustees

Minutes
Meeting, Personnel Committee
Kansas Worker Risk Cooperative for Counties
September 21, 2017 at 12:00 pm
Country Inn & Suites – Conference Room
6020 SW 10th Street
Topeka, KS 66615

On Thursday, September 21, 2017, the Personnel Committee of the Kansas Workers Risk Cooperative for Counties (“KWORCC”) met at the Country Inn & Suites, Topeka, Kansas. The meeting was called to order by Committee Chair Steve Garten at 12:07 p.m. Committee Members participating included: Steven Garten, Barber County Commissioner; Stan McEvoy, Decatur County Commissioner and Michelle Garrett, Morris County Clerk. Also present was James W. Parrish, KWORCC Administrator.

Chairman Garten asked for any changes to the Agenda as presented. There being none, Mr. McEvoy moved to approve the Agenda as published. Ms. Garrett seconded the motion which CARRIED unanimously.

Next, Chairman Garten asked if there were any changes to the minutes dated February 23, 2017. Ms. Garrett moved to approve the minutes as written. Mr. McEvoy seconded the motion which CARRIED unanimously.

Next, Chairman Garten called on Mr. Parrish to review the health insurance proposal contained in the Personal Committee Agenda packet at pages four through twelve. Mr. Parrish explained that KWORCC provides single-member health insurance coverage to its staff members. Mr. Parrish explained that an exception was made for Brandon Mann when he was hired. At that time, KWORCC and Mr. Mann negotiated for a salary and benefit package that includes family coverage. Mr. Parrish explained that policies are written with Blue Cross Blue Shield of Kansas. He referred to page four of the agenda packet containing the summary page and showing KWORCC associates listed and the cost for each person covered. He said the insurance premium, upon October 1, 2017 renewal, is \$2,073.80 compared to \$1,980.61, a 4.71% increase. He explained that the coverage includes dental coverage.

Next, Mr. Parrish addressed rule changes in the Kansas Public Employee Retirement System (KPERS) that apply to persons working after retirement. The changes, adopted by the Kansas legislature, allow persons who retire before January 1, 2018 to collect full retirement subject to an increase in employer contributions. The employer contributions would be the statutory contribution on the first \$25,000 of compensation (currently 9.61%) and then 30% of annual compensation in excessive \$25,000. That rule applies to persons who retire before January 1, 2018 but there are other restrictions. Mr. Parrish explained that KWORCC has two staff members who are working after retirement, and they are Mr. Eyman and Mr. Parrish. Mr. Eyman took his KPERS retirement in 2013 and is now working as a 60% of full-time equivalent.

Mr. Parrish went on to explain that KPERS is a defined benefit program, a type of retirement program that is expensive to maintain. To cover projected shortfalls, the legislature has been gradually increasing contributions from employees and employers over the past years and imposing various restrictions on the collection of retirement benefits. While the removal of earning limits for certain members allows those members to take full benefit of their retirement, it proved a financial impact to employers with the requirement to pay 30%

of the salary over \$25,000. Ms. Garrett explained that her county experienced a similar situation for some of its employees who are working after retirement. Mr. Parrish explained that the increase cost will be added to the budget which will be presented at the October meeting.

Next, Chairman Garten called upon Mr. Parrish to discuss staff research on cost of living increases for consideration by the committee and the full board. Mr. Parrish referred to research by Ms. Dortha Bird, showing the cost of living increases for federal employees, cost of living increases for Social Security Benefits and two articles on nationwide and global cost of living increases, all summarized in her September 13, 2017 memo to the committee. He also referred to the survey KWORCC staff took of member counties to get an indication of the cost of living increases proposed by those counties.

The committee then discussed the salary for former Trustee Ralph Unger who serves on a part time basis as KWORCC's member services representative. Mr. Unger's salary has remained at \$9,000 per year for five years, and committee members expressed a desire that his salary be included in cost of living increases and that his base salary should be increased as well.

Whereupon, after discussion and due consideration of all factors, Ms. Garrett moved that Mr. Unger's salary be increased from \$9,000 annually to \$10,000 and that the staff is to receive a 3% cost-of-living increase effective January 1, 2018 including Mr. Unger at his increased salary of \$10,000. Mr. McEvoy seconded the motion which CARRIED unanimously. Mr. Parrish thanked the committee members on behalf of the KWORCC's staff.

Chairman Garten asked if there were "Other Items" to come before the committee. After none were offered, he adjourned the committee at 12:40 p.m.

THE FOREGOING MINUTES of the Personnel Committee of Kansas Workers Risk Cooperative for Counties were executed by the Chair of that Committee on the 15th day of February 2018.



Dr. Steve Garten Chair
KWORCC Personnel Committee

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
October 26, 2017 at 1:00 pm
Clubhouse Inn
924 SW Henderson Road
Topeka, KS 66615

The October 2017 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:00 p.m. on October 26, 2017 in Topeka by Board President Stan McEvoy. Trustees attending included: Stan McEvoy, Decatur County Commissioner, President; Michelle Garrett, Morris County Clerk, Vice-President; Sandy Barton, Stanton County Clerk, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Gary Caspers, Cloud County Commissioner; Bonnie "Rob" Roberts, Miami County Commissioner; and Steve Garten, Barber County Commissioner.

Staff participating included Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator and Staff Counsel; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Carl Eyman, Loss Prevention Manager; Ms. Beth Byrne, Accountant; Mr. Brandon Mann, Loss Prevention Specialist; Mr. Ben Woner, Loss Prevention Specialist; and Mr. Ralph D. Unger, Member Services Representative.

CORnerstone Risk Solutions (CRS) was represented by Ms. Amanda Chamberland, and Mr. Jess Cornejo.

President McEvoy first addressed Agenda Item No. 2, "Approval of the Agenda." Dr. Garten moved to approve the agenda with the date corrected. Ms. Barton seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of September 21, 2017." Mr. Caspers moved to approve the minutes as presented. Mr. Roberts seconded the motion which CARRIED unanimously.

President McEvoy proceeded to Agenda Item No. 4a of the Administrator's Report, "Checks Requiring Board Approval and Ratification of Electronic Transfers of Funds." Mr. Parrish itemized the checks for approval and described the electronic transfers of funds to be ratified. Mr. Roberts moved to approve the checks and transfers as presented. Ms. Buttron seconded the motion which CARRIED unanimously.

Mr. Parrish then asked Mr. Cargnel to address Agenda Item No. 4b, "KWORCC Actuarial Update: Centric Actuarial Solutions." Mr. Cargnel reported that after review of loss data and discussion with KWORCC and CRS staff, he adjusted the ultimate loss projections for years 2001 to 2016 with a total increase of approximately \$25,000. Based upon the losses reported for the first eight months of 2017, Mr. Cargnel's loss forecast for 2017 decreased the ultimate loss estimate from \$4.4 million to \$3.9 million. He said the average cost per claim has decreased to just under \$7,000 for the last three years. Next, he discussed his findings for 2018, concluding that the loss pick would be approximately \$1.49 per \$100 of payroll. Based upon the payroll estimates from the membership, the ultimate loss for 2018 is projected to be \$4.0 million. Mr. Cargnel then asked for and responded to questions. President McEvoy thanked Mr. Cargnel.

Mr. Parrish then asked Ms. Bird to address Agenda Item No 4c, "Post-Offer Employee Testing." This was brought to our attention by Harvey County. KMIT, a self insurance pool for cities, has one in place. KMIT has had it in place for about three years. Each position is analyzed to determine the physical requirements for jobs. Each county would determine which job positions they wanted tested. Harvey county has volunteered to be the

pilot county. Each employee is assessed for the various tasks and give a baseline for the employee's capabilities. Gives peace of mind that a new hire can do the tasks associated with the job and should help decrease employee injuries. Mr. Roberts moved to do a pilot program with Harvey County. Dr. Garten seconded the motion which CARRIED unanimously.

Mr. Parrish then addressed Agenda Item No. 4d "KWORCC Budget 2018." He explained the line items and the rationale for any changes. He then recommended approval and responded to questions. After discussion, Mr. Caspers moved to approve the 2018 proposed budget as published. Ms. Garrett seconded the motion which CARRIED unanimously.

Mr. Parrish then asked Ms. Bird to address Agenda Item No. 4e, "KAC Vendor Booth and KWORCC Annual Meeting Update." She reported on the nominations for Trustees. She reported that KWORCC has received more than 50 delegate forms for the annual meeting. Also, she said the KWORCC annual meeting will be first this year, followed by KCAMP's. She then reviewed the schedule for the vendor booth and the location of the booth.

President McEvoy asked Mr. Eyman to address Agenda Item No. 5, "Marketing." Mr. Eyman reported on recent marketing activities. He then asked for and responded to questions.

President McEvoy declared a short break at 2:15pm. The meeting resumed at 2:23 pm.

President McEvoy then proceeded to Agenda Item No. 6, "Financial Report." Ms. Byrne discussed in detail the financial statements for September 2017 and responded to questions. Ms. Garrett moved to receive and file the financial report. Dr. Garten seconded the motion which CARRIED unanimously.

Mr. Parrish, under Agenda Item No. 6b, then proceeded to a review of the Equity Investments ratio to Fund Balance. He outlined the equity investments as percentage of admitted assets, noting that KWORCC falls below the statutory limit of 10%. He then stated that the equity investments balance as a percentage of the fund balance is 25.3%. This has occurred, not because of additional investments, but because the value of the investments has grown. The KWORCC investment policy limits the ratio to 25% without Board approval. Mr. Roberts moved to approve the equity investment balance as a percentage of fund balance at 25.3%. Ms. Barton seconded the motion which CARRIED unanimously.

Ms. Byrne then presented KWORCC's Group-Funded Pool Quarterly Report as of September 30, 2017, for submission to the Kansas Insurance Department. Ms. Buttron moved to approve filing the report with a correction. Ms. Garrett seconded the motion which CARRIED unanimously.

Ms. Byrne presented the check register and answered questions. Whereupon, Mr. Caspers moved to approve check Nos. 17842 through 17880 and the direct debits. Mr. Roberts seconded the motion which CARRIED unanimously.

Next, Ms. Byrne reviewed reports showing the value of KWORCC's equity investments as of October 17, 2017.

President McEvoy addressed Agenda Item No. 7, "Claims Report – CRS/Tristar." Under Item No. 7a, "Claims Report," Ms. Chamberland reported on claims and answered questions. She then requested ratification of a settlement. Mr. Roberts moved to ratify the course of action taken for claim number 2016073235. Dr. Garten seconded the motion which CARRIED unanimously. Finally, she requested approval of a pending settlement. Ms. Buttron moved to approve the proposed course of action for claim number 2014069349. Ms. Barton seconded the motion which CARRIED unanimously.

Next, Ms. Chamberland proceeded to Agenda Item No 7b, "Medical Bill Review." She stated that KWORCC experienced a savings of 60% for the month of September due to the medical bill review performed by Tristar.

Mr. Cornejo then explained the "Policy Year Performance Review" under Agenda Item No. 7c. This analytical review generated by CRS shows KWORCC's claim history for policy years 2013 through September 2017. The documents consist of graphs which compare the actual paid and incurred losses to the estimated paid and incurred losses and show the actuarial projections. He said the charts show the performance status as of the end of September 2017 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President McEvoy called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." Mr. Mann reported that loss prevention staff made 375 county visits year to date. He then reviewed August, September and October calendars for the loss-prevention staff. Finally, Mr. Mann reported on the enrollment rates and courses completed by the membership for the GovU online courses. Mr. Woner reported that at the SE Ks KAC both he and Mr. Mann presented classes and had good turnout.


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

President McEvoy proceeded to Agenda Item No. 10, "Committee Reports." There were no committees needing to present a report.

President McEvoy then addressed Agenda Item No. 11, "Other Business." There was no other business to come before the Board.

There being no additional business, Ms. Garrett moved to adjourn the meeting at 2:52 p.m. Dr. Garten seconded the motion which CARRIED unanimously.

The KWORCC Board of Trustees approved the foregoing minutes on the 14th day of December 2017.


Sandy Barton, Secretary
KWORCC Board of Trustees

Minutes of the KWORCC
Annual Meeting
Sheraton Cottonwood 1
6100 College Blvd
Overland Park, Kansas 66211
November 14, 2017

The Annual Meeting of Kansas Workers Risk Cooperative for Counties (KWORCC) was held on November 14, 2017 in Overland Park at the Sheraton Hotel. Trustees attending included Mr. Stan McEvoy, Decatur County Commissioner, President; Ms. Michelle Garrett, Morris County Clerk, Vice-President; Ms. Sandy Barton, Stanton County Clerk, Secretary; Mr. Bonnie "Rob" Roberts, Miami County Commissioner; Mr. Gary Caspers, Cloud County Commissioner and Dr. Steve Garten, Barber County Commissioner.

Staff Present: Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator and Staff Counsel; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Brandon Mann, Loss Prevention Specialist; Mr. Benjamin Woner, Loss Prevention Specialist; Ms. Beth Byrne, Accountant; and Mr. Ralph D. Unger, Member Services Representative.

Others present for KWORCC: Mr. Jess Cornejo, Ms. Amanda Chamberland and Ms. Andrea Neff of CORnerstone Risk Solutions and TRISTAR.

President McEvoy called the meeting to order at 5:32 p.m. and verified that a quorum was present.

Member County representatives were present as follows: Jerry Daniels, Allen County Commissioner, Delegate; Julie Heck, Anderson County Clerk, Delegate; Steve Garten, Barber County Commissioner, Alternate; Jeff Fischer, Bourbon County Commissioner, Delegate; Dwight Kruse, Brown County Commissioner, Delegate; Neal Anderson, Cherokee County Commissioner, Delegate; Rebecca Mishler, Clark County Clerk, Delegate; Gary Caspers, Cloud County Commissioner, Delegate; Wayne Wilt, Cowley County Commissioner, Delegate; Bradley Marcuson, Decatur County Commissioner, Delegate; LaVerne Myer, Dickinson County Commissioner, Delegate; Tim Collins, Doniphan County Commissioner, Delegate; Shari Kaminska, Elk County Commissioner, Delegate; Barbara K. Wasinger, Ellis County Commissioner, Delegate; Brenda Pogue, Ford County Register of Deeds, Alternate; Roy Dunn, Franklin County Commissioner, Delegate; Ben Bennett, Geary County Commissioner, Delegate; Michael R. Gillespie, Gove County Commissioner, Delegate; Nikki Schwerdfeger, Hamilton County Commissioner, Delegate; Randy Hague, Harvey County Commissioner, Delegate; Michael MacNair, Hodgeman County Commissioner, Delegate; William Elmer, Jackson County Commissioner, Delegate; Richard Malm, Jefferson County Commissioner, Delegate; Curtis Hanna, Lane County Commissioner, Delegate; David Lamb, Linn County Clerk, Delegate; Sonya Stohs, Marshall County Clerk, Delegate; Linus L. Linaweaver, McPherson County Commissioner, Alternate; Bonnie E. "Rob" Roberts, Miami County Commissioner, Delegate; Jim Marshall, Mitchell County Commissioner, Delegate; Diana K. Jost, Morris County Commissioner, Delegate; Randy Bane, Morton County Commissioner, Alternate; Sandra Rupp, Ness County Commissioner, Alternate; Charles Posson, Norton County Commissioner, Delegate; Gaylord Anderson, Osage County Commissioner, Alternate; Karen S. Brumbaugh, Ottawa County Commissioner, Delegate; Max Dibble, Phillips County Commissioner, Delegate; Deloyce McKee, Pottawatomie County Commissioner, Delegate; Lisa Woody, Rawlins County Commissioner, Delegate; Dennis Elias, Rush County Commissioner, Delegate; James Minnix, Scott County Commissioner, Alternate; Troy Dewey, Sheridan County Commissioner, Delegate; Ashley N. Mannis, Sherman County Clerk, Delegate; Roger Allen, Smith County Commissioner, Alternate;

Clayton Grimmett, Stafford County Commissioner, Delegate; Sandy Barton, Stanton County Clerk, Alternate; Francis Britton, Thomas County Commissioner, Delegate; and Jared Hager, Trego County Commissioner, Delegate.

President McEvoy then addressed Agenda Item No. 2, "Approval of the Agenda." Charles Posson, Norton County Commissioner, moved to approve the agenda as presented. Max Dibble, Phillips County Commissioner, seconded the motion which CARRIED unanimously.

President McEvoy addressed Agenda Item No. 3, "Consideration of the Minutes of the Meeting of November 15, 2016." Shari Kaminska, Elk County Commissioner, moved to approve the minutes as presented. Nikki Schwerdfeger, Hamilton County Commissioner, seconded the motion which CARRIED unanimously.

President McEvoy next addressed Agenda Item No. 4, "Election of KWORCC Trustees." He announced that there were four positions open, with nominations received for the following: Bonnie "Rob" Roberts, Miami County Commissioner, incumbent for the Southeast District; Stan McEvoy, Decatur County Commissioner, incumbent for the Northwest District; Steve Garten, Barber County Commissioner, incumbent, for the South Central District; Gary Caspers, Cloud County Commissioner, incumbent for the North Central District. President McEvoy then asked for nominations from the floor. Barbara K. Wasinger, Ellis County Commissioner moved to close nominations and cast a unanimous ballot. Bradley Marcuson, Decatur County Commissioner seconded the motion which CARRIED unanimously.

President McEvoy addressed the membership, pursuant to Agenda Item No. 5, "Status Report." He emphasized appreciation to the delegates and alternates for participating and continuing support of their government risk pool.

President McEvoy then introduced the members of the KWORCC Board of Trustees, the KWORCC staff and the representatives from CORnerstone Risk Solutions and TRISTAR. He discussed the status of KWORCC membership, noting that the pool has 84 members including 73 county members, two hospitals, four rural water districts, an airport authority and four county instrumentalities.

President McEvoy 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 McEvoy reported that KWORCC has more than \$24 Million in assets and is stronger than ever. He said KWORCC continues to strive to keep premiums down, thus for a seventh year in a row, the Trustees have committed substantial reserve funds to reduce premiums in 2018. He explained that this also rewards members for continued loyalty. President McEvoy said another strategy for reducing premiums is that KWORCC highlights continuous promotion of workplace safety.

President McEvoy then called upon Ms. Beth Byrne to address Agenda Item No. 6, "Financial Report." Ms. Byrne presented the statement of financial condition and statement of operations as of September 30, 2017. She then asked for and responded to questions.

President McEvoy asked that Messrs. Brandon Mann and Ben Woner, address Agenda Item No. 7, "Safety Services Report." Mr. Mann reported on the loss prevention staff's visits to counties for training and inspections. In 2017 they performed a total of 366 county visits including inspections and trainings and 716 county employees have taken defensive driving. He encouraged the member representatives to contact KWORCC to schedule safety training and to take advantage of the online training and safety videos available for check out from KWORCC's extensive video library.

Mr. Woner then explained that loss prevention staff will deliver plaques to the members who have the best loss ratios in three categories created according to premium. The 2016 awards are as follows:

<u>Premium</u>	<u>Winners</u>	<u>Loss Ratio</u>
0-\$43,999	1st ~ Wallace County	0.0%
	2nd ~ Edwards County	0.028%
	3rd ~ Stafford County	0.157%
\$44,000— \$125,000	1st ~ Russell County	0.342%
	2nd ~ Republic County	0.344%
	3rd ~ Haskell County	1.114%
Greater than \$125,000	1st ~ Cherokee County	0.856%
	2nd ~ Jefferson County	4.135%
	3rd ~ Miami County	9.767%

President McEvoy asked Mr. Parrish to address Agenda Item No. 8, "Presentation of 2018 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.

President McEvoy addressed Agenda Item No. 9, "Other Business." President McEvoy encouraged the membership to visit with the elected officials of their surrounding counties about the pools and encourage them to give the pools a try.

There being no further business, President McEvoy declared the meeting adjourned at 6:01 p.m.

Respectfully Submitted for Approval

Bonnie E. "Rob" Roberts, Secretary



I, Sandy Barton, Secretary of Kansas Workers Risk Cooperative for Counties (KWORCC), hereby certify that the following is a true and correct copy of a Resolution duly adopted by unanimous vote of the Board of Trustees of KWORCC at a meeting duly called and held on the 14th day of December 2017 at which a quorum was present:

RESOLUTION #2017-94

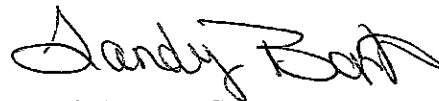
WHEREAS, KWORCC has elected to place investments pursuant to Chapter 40 of Kansas Statutes Annotated, and thus is to comply with the provisions thereof;

WHEREAS, KSA 40-2a01 states, in pertinent part: “[C]ompany...may invest with the direction or approval of a majority of its board of directors or authorized committee thereof, any of its funds, or any part thereof in bonds or other evidences of indebtedness issued, assumed or guaranteed by the United States of America, or by any agency or instrumentality thereof;”

WHEREAS, KWORCC has invested in certain United States instruments during the period July 1, 2017 through November 30, 2017, which have been reviewed by the Board of Trustees. Pursuant to that review, the Board determined said investments to be in accordance with K.S.A. 40-2a01 and KWORCC’s investment policy;

NOW, THEREFORE, it is RESOLVED by the KWORCC Board of Trustees that investment purchases made in United States Government securities from the period July 1, 2017 through November 30, 2017, having been reviewed and determined to be made in accordance with K.S.A. 40-2a01 and KWORCC’s investment policy hereby are approved.

IN WITNESS WHEREOF, the undersigned has caused this Resolution to be executed this 14th day of December 2017.



Sandy Barton, Secretary

For Trades Executed At: Country Club Bank

Select Fields	From Value	To Value	Seq.	Totals
Entity	144	144		n
Customer Nbr.	300121	300121		n
Security Nbr.				n
Security ID			3	n
Portfolio ID			2	n
Salesperson				n
Enter Date				n
Trade Date	07/01/2017	11/30/2017	1	n
Settle Date		ZZ		n
Bank Eligible				n
Purch/Sale/Both	b			
Int/Mat/Both	n			
Fed Funds	n			
Repo Agmnts	n			

For Trades Executed At: Country Club Bank

Ticket Nbr	Cust S/N	Reg Type/Id	Apr By	Dt Enter	Factor	Face	Prin
Cust Nbr	Sec Descrip 1	Call Cd-Dt	Apr Date	Trade Dt	Tran Cd	Par	Interest
Cusip	Sec Descrip 2	Call Price	Apr Time	Settle Dt	Ent By	Basis	Fees
Security	Sec Descrip 3	Mat Date	Fail Del	Trd Status	Trd For	Price	Withholding
Port ID	Moody/StdPoor/MkRtg	CPN Rate	Fail Pmt	Conv	Sales Crdt	Dlr Comm	Penalty
Deal ID	Broker	CLoc/PLoc	Pay/Del	Buyback	Yield	P/L	Total Amt
421014573	KWORCC (302)	E/*		09/05/2017	1.0000000000	350,000.00	349,603.52
300121	U.S. Treasury Notes			09/05/2017	KWORCC Sold	350,000.00	485.05
912828UE8		.000		09/06/2017	jkcl44	99.88671875	.00
912828UE8		12/31/2017	n-09/06/17	09	BCT	99.886718750	.00
028-TNTs	Aaa//	.750	n-09/06/17	na	0.00	.00	.00
0		ccf/ccf	c/sko	n	1.109	.00	350,088.57
421015932	KWORCC (302)	E/*		10/05/2017	1.0000000000	400,000.00	399,718.75
300121	U.S. Treasury Notes			10/05/2017	KWORCC Sold	400,000.00	798.91
912828UE8		.000		10/06/2017	jkcl44	99.92968750	.00
912828UE8		12/31/2017	n-10/06/17	09	BCT	99.929687500	.00
028-TNTs	Aaa//	.750	n-10/06/17	na	0.00	.00	.00
0		ccf/ccf	c/sko	n	1.050	.00	400,517.66
421016589	KWORCC (302)	E/*		11/03/2017	1.0000000000	250,000.00	249,843.75
300121	U.S. Treasury Notes			11/03/2017	KWORCC Sold	250,000.00	641.98
912828UE8		.000		11/03/2017	jkcl44	99.93750	.00
912828UE8		12/31/2017	n-11/03/17	09	BCT	99.937500000	.00
028-TNTs	Aaa//	.750	n-11/03/17	na	0.00	.00	.00
0		ccf/ccf	c/sko	n	1.144	.00	250,485.73
421016590	KWORCC (302)	E/*		11/03/2017	1.0000000000	150,000.00	149,906.25
300121	U.S. Treasury Notes			11/03/2017	KWORCC Sold	150,000.00	385.19
912828UE8		.000		11/03/2017	jkcl44	99.93750	.00
912828UE8		12/31/2017	n-11/03/17	09	BCT	99.937500000	.00
028-TNTs	Aaa//	.750	n-11/03/17	na	0.00	.00	.00
0		ccf/ccf	c/sko	n	1.144	.00	150,291.44

Report Totals

Par: 1,150,000.00 P/L: .00
 Comm: .00 Fees: .00
 Prin: 1,149,072.27
 Int: 2,311.13
 Total: 1,151,383.40

Minutes
Meeting, Investment Committee
Kansas Worker Risk Cooperative for Counties
Clubhouse Inn - Conference Room
924 SW Henderson Rd., Topeka KS 66615
December 14, 2017

On Thursday, December 14, 2017 at 12:17 PM the meeting of Kansas Workers Risk Cooperative for Counties ("KWORCC") Investment Committee ("Committee") commenced at the Clubhouse Inn, Topeka, Kansas. The meeting was called to order by Committee Chair, Rob Roberts. Committee Members participating included: Rob Roberts, Miami County Commissioner; Gary Caspers, Cloud County Commissioner and Sandy Barton, Stanton County Clerk. Also present was KWORCC Administrator, Jim Parrish. Country Club Bank appeared by Chris Thompson, Executive Vice President.

Chairman Roberts called the meeting to order at 12:17 PM. Ms. Barton moved to approve the Agenda and the Minutes of the Committee meeting of July 27, 2017. Mr. Caspers seconded the motion which CARRIED unanimously.

Next, Chairman Roberts asked Mr. Chris Thompson to report. Mr. Thompson presented KWORCC's Bond Portfolio, describing the government investments. He stated that the portfolio consists of investments in top-grade United States government and agency bonds, mortgage-backed securities and FDIC-insured bank certificates of deposit. As of November 30, 2017, there were 28 separate and direct holdings that could be quickly and easily converted to cash. Mr. Thompson emphasized, as he has in the past, that in managing the portfolio he is working with the twin goals of maximum yield and liquidity, without significant penalties. Liquidity is necessary to provide KWORCC funds as needed to pay claim expenses.

As of November 30, 2017, he explained that the par value of KWORCC's bond portfolio was \$19,663,327 with a market value of \$19,321,429 for a book loss of \$351,079. Also, the market price is only 98.261% of book value; however, that book loss is only about 80% of the investment income. He pointed out that the market value fluctuates with changes in the interest rates. He stated the investment income in 2017 is higher than last year with an average interest rate of 2.238% and an average yield of 2.163% through the end of November.

Mr. Thompson reviewed the 28 holdings noting that most of these holdings are United States agency bonds. He explained that United States treasury bonds bring full faith and credit of the United States government whereas United States agency bonds imply full faith and credit of the United States government and are considered as strong and secure. He also noted that some holdings are in FDIC-insured certificates of deposit. Upon completion of his report, Mr. Thompson asked for and responded to questions from the Committee.

Next, Mr. Parrish explained that KWORCC Resolution 2017-94 is offered for review by the Committee and asked Mr. Thompson to look over the resolution and the trades that are attached to it and offer commentary. Mr. Thompson explained the nature of the trades and reasons for trading the securities. Mr. Parrish stated that Kansas law requires the KWORCC Board of Trustees ("Board") to review the investments and trades in United States government securities and that it is KWORCC's policy for the Committee to review these securities and trades prior to the presentation to the Board and to make a recommendation to the Board for action.

After discussion by the Committee and Mr. Thompson regarding KWORCC's fixed income investments and the trades made over the past six months, Ms. Barton moved that the Committee recommend for approval KWORCC Resolution 2017-94 to the Board. The motion was seconded by Mr. Caspers and CARRIED unanimously.

Next, Mr. Parrish discussed investment policy update. He explained that KWORCC staff is in the process of reviewing the KWORCC investment policy. Mr. Thompson agreed to assist in this review and offer recommendations for updates and modifications. Mr. Parrish indicated that BOK Financial likewise has agreed to be of assistance. Chairman Roberts asked that a deadline be established for completion of this review of KWORCC investment policy and asked further that the presentation be given at an in-person Board meeting, as opposed to a teleconference. Mr. Parrish responded that he intended to have revisions completed by the end of the first quarter of 2018, and to conduct a follow-up review each year. He further stated that staff would present recommended investment policy changes at the April 26, 2018 meeting of the Board.

There being no further business to come before the Committee, Chairman Roberts adjourned the meeting at 1:06 PM.

THE FOREGOING MINUTES of the Investment Committee of Kansas Workers Risk Cooperative for Counties were executed by the Chair of that Committee on July 26, 2018.



Gary Caspers, Chair
KWORCC Investment Committee

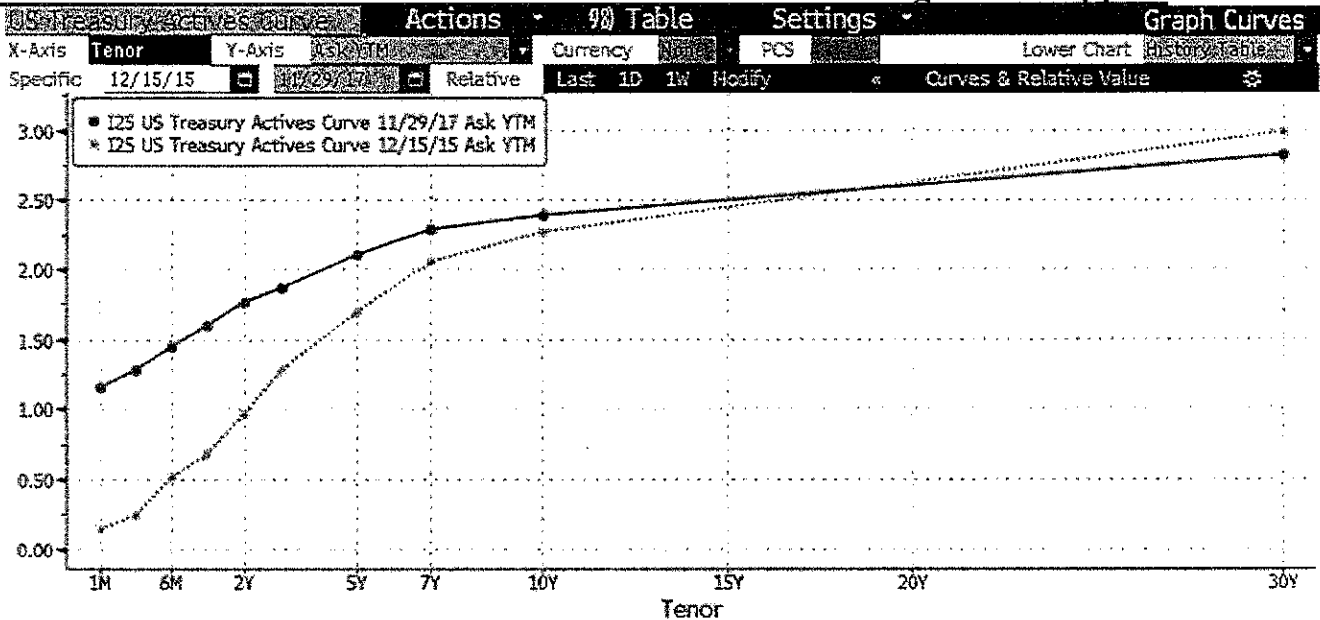
KWORCC Bond Portfolio Update: December 2017

- Portfolio is invested in top grade US Government/Agency debentures (ie: plain, old-fashioned, bonds), US Mortgage Backed Securities and FDIC insured bank CDs
- As of Nov 30, 2017, the portfolio is comprised of 28 separate and direct holdings which trade in “steady and ready” liquid markets (ie: easily and quickly converted to cash)
- Nov 30 2017 Par Value: \$19,663,327
- Nov 30 2017 Market Value: \$19,321,429 (\$351,879 loss, -1.78% of book value, equivalent to 9.6 months of current income)
- Average “Effective” Maturity: approximately 5.4yrs (“effective maturity” is the most likely maturity, which accounts for likely call options being exercised, or not, prior to stated maturity). This represents an extension of approximately .83yr vs Nov 2016.
- Portfolio Avg. Coupon Rate and Yield: 2.238% / 2.163% (an increase of 0.17% vs. Nov 2016)
- Market themes impacting the portfolio
 - **The Flattening Yield Curve Personality Disorder:** When we met in December 2016 the bond market was jubilant and moving higher in yield and lower in price (due to the Trump election and expectation of higher yields and economic growth). Since then, the market has variously doubted the Trump administration’s ability to deliver on broad promises of tax cuts, health care redo, infrastructure rebuild and deregulation. Yields reversed course and were dropping on these concerns. But changing market tides are a market constant. Doubt has been replaced with enthusiasm for a tax bill that looks to have a reasonable chance of being confirmed to law. Accordingly, yields have again been rising as expectations for economic growth are building (less taxes = more profit = economic expansion). But this yield jump has not been uniform across the curve. Rather, it has been most pronounced in maturities of five years or less, and less so in longer maturities. Thus, the curve is thought to be flattening in slope. And a flat yield curve is regarded by most as a negative omen of future economic growth. Which end of the yield curve is to be believed? The longer curve which is stubbornly low, or the shorter curve, whose recent yield ascent suggests higher economic tides. Meanwhile, domestic equity indices (a leading economic indicator) are euphoric and setting all-time-highs with regularity. Are stocks right? Is such exuberance justified? Or is this the pride before the fall?
 - **The Fed Is Still “On Deck”:** Dec 13th is the next FOMC meeting and it is widely expected to yield a fifth in this cycle rate hike, topping the overnight rate at 1.50%. Yet, change is also afoot at the Fed. Departing Chair Janet Yellen will be succeeded by Chair-Appointment Jay Powell in January 2018. A growing question is what will his agenda be and does it coincide with his predecessor’s aim to keep the rate hikes (gradually) coming and shrink the

Fed's prodigious balance sheet? If the market becomes uneasy with this transition volatility will be pronounced.

- **Portfolio Income Is Growing.** We still welcome rising interest rates (even if that means portfolio values fall). What we hope to avoid is rapidly rising rates (because that would aggressively diminish our portfolio's market price/value). We broke through 2%, then 2.125% and now we seek 2.25%. If markets cooperative, we'll get there (without adding any risk we don't already accept). Stay tuned.

MARKET YIELD SHIFT SINCE DECEMBER 2015 – Long rates dropped!



Curve Id	3M	1Y	2Y	3Y	5Y	10Y	30Y
I25 11/29/17	1.284	1.597	1.762	1.864	2.106	2.388	2.825
I25 12/15/15	0.244	0.674	0.964	1.285	1.693	2.266	2.986
I25 (11/29/17-12/15)	104.0	92.0	79.8	58.0	41.3	12.2	-16.1

10yr USTN since election: “Rise, Fall, Rise, Fall, Fall, Rise?...”



EQUITY MARKETS ARE UP (bouncing off all time highs)

LOOK HERE

Standard	<input type="checkbox"/> Movers	<input type="checkbox"/> Volatility	<input type="checkbox"/> Ratios	<input type="checkbox"/> Futures	<input checked="" type="checkbox"/> Δ AVAT	10D	World Equity Indices	USD
	2Day	Value	Net Chg	%Chg	Δ AVAT	Time	%Ytd	%YtdCur
1) Americas								
1) DOW JONES		23940.68	+103.97	+0.44%	+18.14%	15:44 c	+21.14%	+21.14%
1) S&P 500		2626.07 d	-0.97	-0.04%	+46.50%	15:44 c	+17.30%	+17.30%
1) NASDAQ		6824.39	-87.97	-1.27%	+34.78%	16:16 c	+26.77%	+26.77%
14) S&P/TSX Comp		15967.72 d	-61.92	-0.39%	+26.36%	15:31 c	+4.45%	+9.12%
15) S&P/BMV IPC		47622.93 d	+393.77	+0.83%	+47.01%	15:16 c	+4.34%	+16.52%
16) IBOVESPA		72700.45 d	-1439.27	-1.94%	+24.72%	14:22 c	+20.71%	+21.13%
2) EMEA								
21) Euro Stoxx 50		3589.91 d	+6.42	+0.18%	+17.30%	16:03 c	+9.10%	+22.88%
22) FTSE 100		7393.56 d	-67.09	-0.90%	+40.06%	11/29 c	+3.51%	+12.46%
23) CAC 40		5398.05 d	+7.57	+0.14%	+39.53%	11:05 c	+11.02%	+25.04%
24) DAX		13061.87 d	+2.34	+0.02%	+6.38%	11/29 c	+13.77%	+28.14%
25) IBEX 35		10267.70 d	+123.30	+1.22%	+34.63%	10:38 c	+9.79%	+23.66%
26) FTSE MIB		22325.94 d	+34.17	+0.15%	+3.20%	10:35 c	+16.07%	+30.73%
27) OMX STKH30		1613.56	-7.25	-0.45%	-12.50%	14:28 c	+6.35%	+15.75%
28) SWISS MKT		9304.42 d	-16.02	-0.17%	+21.38%	10:30 c	+13.19%	+17.13%
3) Asia/Pacific								
31) NIKKEI		22597.20 d	+110.96	+0.49%	+5.03%	11/29 c	+18.22%	+23.56%
32) HANG SENG		29623.83 d	-57.02	-0.19%	-24.65%	11/29 c	+34.65%	+33.74%
33) CSI 300		4053.75 d	-2.07	-0.05%	-16.55%	11/29 c	+22.47%	+28.54%
34) S&P/ASX 200		6011.12	+26.86	+0.45%	+6.17%	11/29 c	+6.09%	+11.57%

THE NEXT RATE HIKE IS PRICED IN

Current Implied Probabilities			Add/Remove Rates							
Dates	Meeting	Calculation	Calculated 11/29/2017							
			Based on rate 1.00-1.25							
Meeting	Hike Prob	Cut Prob	1-1.25	1.25-1.5	1.5-1.75	1.75-2	2-2.25	2.25-2.5	2.5-2.75	
12/13/2017	95.9%	0.0%	4.1%	95.9%	0.0%	0.0%	0.0%	0.0%	0.0%	
01/31/2018	95.9%	0.0%	4.1%	95.1%	0.8%	0.0%	0.0%	0.0%	0.0%	
03/21/2018	98.5%	0.0%	1.5%	37.4%	60.6%	0.5%	0.0%	0.0%	0.0%	
05/02/2018	98.6%	0.0%	1.4%	35.6%	59.4%	3.5%	0.0%	0.0%	0.0%	
06/13/2018	99.2%	0.0%	0.8%	19.9%	48.5%	29.2%	1.6%	0.0%	0.0%	
08/01/2018	99.3%	0.0%	0.7%	18.8%	46.8%	30.3%	3.2%	0.1%	0.0%	
09/26/2018	99.5%	0.0%	0.5%	13.5%	38.6%	35.1%	11.1%	1.0%	0.0%	
11/08/2018	99.5%	0.0%	0.5%	12.8%	37.2%	35.3%	12.5%	1.6%	0.1%	
12/19/2018	99.6%	0.0%	0.4%	10.2%	32.2%	35.7%	17.2%	3.8%	0.4%	

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
December 14, 2017 at 1:00 pm
Clubhouse Inn
924 SW Henderson Road
Topeka, KS 66615

The December 2017 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:15 pm on December 14, 2017 in Topeka by Board President Stan McEvoy. Trustees attending included: Stan McEvoy, Decatur County Commissioner, President; Michelle Garrett, Morris County Clerk, Vice-President; Sandy Barton, Stanton County Clerk, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Gary Caspers, Cloud County Commissioner; Bonnie "Rob" Roberts, Miami County Commissioner; and Steve Garten, Barber County Commissioner.

Staff participating included Mr. James W. Parrish, Administrator; Ms. Dortha O. Bird, Deputy Administrator and Staff Counsel; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Carl Eyman, Loss Prevention Manager; Ms. Beth Pritchett, Accountant; Mr. Brandon Mann, Loss Prevention Specialist; Mr. Ben Woner, Loss Prevention Specialist; and Mr. Ralph D. Unger, Member Services Representative.

CORnerstone Risk Solutions (CRS) was represented by Ms. Amanda Chamberland and Mr. Jess Cornejo. Also present was Mr. Chris Thompson of Country Club Bank.

President McEvoy first addressed Agenda Item No. 2, "Approval of the Agenda." Dr. Garten moved to approve the agenda as presented. Mr. Roberts seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of October 26, 2017." Ms. Garrett moved to approve the minutes as presented. Mr. Caspers seconded the motion which CARRIED unanimously.

President McEvoy proceeded to Agenda Item No. 4a of the Administrator's Report, "Checks Requiring Board Approval and Ratification of Electronic Transfers of Funds." Mr. Parrish itemized the checks for approval and described the electronic transfers of funds to be ratified. Ms. Buttron moved to approve the checks and transfers as presented. Dr. Garten seconded the motion which CARRIED unanimously.

Mr. Parrish then asked Mr. Thompson to address Agenda Item No. 4b, "Fixed Assets Holdings and Market Update." Mr. Thompson reported on a summary of what holdings KWORCC owns. The holdings are 28 individual fixed income bonds with a total value of just under \$20 million. The effective return rate is 2.238%. The funds are managed to maximize liquidity and income and invested in securities with actual or implied full faith and credit of the United States Government and FDIC insured certificates of deposit. The main risk involved with these investments is interest rate risk. Mr. Thompson then asked for and responded to questions. President McEvoy thanked Mr. Thompson.

Mr. Parrish then asked Ms. Bird to address Agenda Item No 4c, "Contracts." Ms. Bird presented the contract between KWORCC and Tristar. Next, she presented the contract between KWORCC and CRS. She then presented the contract renewal for Parrish Management Corporation for rent and office sharing services. Ms. Bird then presented the storage space lease renewal with Jayhawk Tower Partners. Next, she discussed the terms of agreement with Wendling Noe, Nelson & Johnson, LLC. Ms. Bird recommended that KWORCC enter into the

contracts. Ms. Barton moved to approve the contracts. Ms. Buttron seconded the motion which CARRIED unanimously. Finally, Ms. Bird discussed the agreements with GovU (online education program for the membership), Kansas Association of Counties and InspectAll (inspection tool used by loss prevention staff). Mr. Roberts moved to approve the agreement renewals. Dr. Garten seconded the motion which CARRIED unanimously.

Next, Mr. Parrish for Agenda Item No. 4d "Premium Approval," Mr. Parrish presented a worksheet itemizing data and proposed 2018 premiums for each member. KWORCC's members include 73 counties and 11 county instrumentalities for 2018. After discussion and review, Dr. Garten moved to approve the premiums as presented. Ms. Garrett seconded the motion which CARRIED unanimously.

Mr. Parrish then addressed Agenda Item No. 4e, "Schedule 2018 Board Meetings." After discussion, the following dates were recommended for KWORCC monthly Board meetings in 2018: Thursday, January 18 via teleconference; Thursday, February 15; Thursday, March 22 via teleconference; Thursday, April 26; Thursday, May 17 via teleconference; Thursday, June 21 via teleconference; Thursday, July 26; Thursday, August 23 via teleconference; Thursday, September 20; Thursday, November 15 via teleconference and Thursday, December 13. The regular Board meetings will be held at 1:00 pm except in January it will be at 2 pm. In addition, the KWORCC Annual Meeting is scheduled for October 15, 2018, starting at 5:30 pm. The location is the Sheraton Overland Park Hotel, to coincide with the Kansas Association of Counties Annual Conference. Mr. Caspers moved to approve the meeting dates as submitted. Ms. Buttron seconded the motion which CARRIED unanimously.

President McEvoy asked Mr. Eyman to address Agenda Item No. 5, "Marketing." Mr. Eyman reported on recent marketing activities. He then asked for and responded to questions.

President McEvoy declared a short break in the meeting at 2:51 pm. The meeting resumed at 3:02 pm.

President McEvoy then proceeded to Agenda Item No. 6, "Financial Report." Ms. Pritchett discussed in detail the financial statements she prepared for October and November 2017. Ms. Barton moved to receive and file the financial reports. Ms. Garrett seconded the motion which CARRIED unanimously

Mr. Parrish, under Agenda Item No. 6b, then proceeded to a review of the Equity Investments ratio to Fund Balance. He outlined the equity investments as percentage of admitted assets, noting that KWORCC falls below the statutory limit of 10%. He then stated that the equity investments balance as a percentage of the fund balance is 25.4%. This has occurred, not because of additional investments, but because the value of the investments has grown. The KWORCC investment policy limits the ratio to 25% without Board approval. Dr. Garten moved to approve the equity investment balance as a percentage of fund balance at 25.4%. Mr. Roberts seconded the motion which CARRIED unanimously.

Ms. Pritchett presented the check register and answered questions. Whereupon, Ms. Barton moved to approve check Nos. 17881 through 17969 and the direct debits. Mr. Caspers seconded the motion which CARRIED unanimously.

Next, Ms. Pritchett reviewed reports showing the value of KWORCC's equity investments as of December 5, 2017.

President McEvoy addressed Agenda Item No. 7, "Claims Report – CRS/Tristar." Under Item No. 7a, "Claims Report," Ms. Chamberland reported on claims and answered questions.

Next, Ms. Chamberland proceeded to Agenda Item No 7b, "Medical Bill Review." She stated that KWORCC experienced a savings of 60% for the month of November due to the medical bill review performed by Tristar.

Mr. Cornejo then explained the "Policy Year Performance Review" under Agenda Item No. 7c. This analytical review generated by CRS shows KWORCC's claim history for policy years 2013 through November 2017. The documents consist of graphs which compare the actual paid and incurred losses to the estimated paid and incurred losses and show the actuarial projections. He said the charts show the performance status as of the end of November 2017 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President McEvoy called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." Mr. Mann reported that loss prevention staff made 407 county visits year to date. He then reviewed November and December calendars for the loss-prevention staff. Finally, Mr. Mann reported on the enrollment rates and courses completed by the membership for the GovU online courses.

President McEvoy addressed Agenda Item No.9, "Legal Report." Mr. Parrish reported on the sweep case. While KWORCC received the attorney fees quickly, the insurance department is not forthcoming refunding the assessments. KWORCC has now joined other groups in authorizing Mike O'Neil to represent our interests.


President McEvoy proceeded to Agenda Item No. 10, "Committee Reports." Under Item 10a, "Investment Committee," Mr. Roberts reported that the Investment Committee met prior to the Board meeting and recommended the Board adopt KWORCC Resolution #2017-94. Mr. Caspers moved that the Board follow the committee's recommendation; Ms. Barton seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 11, "Other Business." There was no other business to come before the Board.

There being no additional business, Ms. Garrett moved to adjourn the meeting at 3:39 pm. Dr. Garten seconded the motion which CARRIED unanimously.

The KWORCC Board of Trustees approved the foregoing minutes on the 18th day of January 2018.

Bonnie E. "Rob" Roberts, Secretary
KWORCC Board of Trustees

A handwritten signature in black ink, appearing to read "Bonnie E. Roberts", written in a cursive style.