

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
January 18, 2018 at 2:00 pm via Teleconference
700 SW Jackson, Ste 200
Topeka, KS 66603

The January 2018 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order via teleconference at 2:06 p.m. on January 18, 2018 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; Mr. Carl Eyman, Deputy Administrator and Loss Prevention Manager; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Brandon Mann, Loss Prevention Specialist; Ms. Beth Pritchett, Accountant; and Mr. Ralph D. Unger, Member Services Representative.

TRISTAR was represented by Ms. Amanda Chamberland. Also present was Mr. Jess Cornejo of Cornerstone Risk Solutions (CRS).

President McEvoy first addressed Agenda Item No. 2, "Approval of the Agenda." Mr. Parrish recommended the addition of Agenda Item No. 2a "Excuse Bonnie "Rob" Roberts for County Business," adding "and Ratification of Electronic Transfer of Funds" to Agenda Item No. 5a and adding Agenda Item No 5d, "Marketing Report." Ms. Garrett moved to approve the agenda as presented with addition of these changes. Ms. Barton seconded the motion which CARRIED unanimously.

Under Agenda Item No. 2a, President McEvoy called for a motion to excuse Mr. Roberts for county business. Dr. Garten so moved. Ms. Buttron seconded the motion which CARRIED unanimously.

President McEvoy then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of December 14, 2017." Mr. Caspers moved to approve the minutes as presented. Ms. Garrett seconded the motion which CARRIED unanimously.

Next, President McEvoy 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 Michelle Garrett, President; Sandy Barton, Vice-President Rob Roberts, 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; Gary Caspers as Chair of Investment Committee with Sandy Barton and Rob Roberts as committee members; Stan McEvoy as Chair of Audit Committee with Linda Buttron and Sandy Barton as committee members and Michelle Garrett as Chair of the Joint KWORCC/KCAMP Committee on Cooperation with Steven Garten and Linda Buttron as committee members. Ms. Barton moved to close nominations, elect the slate of officers and approve appointment of committee members as proposed. Dr. Garten seconded the motion which CARRIED unanimously.

Ms. Garrett asked that Mr. McEvoy continue to preside over the meeting which he had convened, and Mr. McEvoy agreed.

As chairman of the meeting, Mr. McEvoy proceeded to Agenda Item No. 5a 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 and ratify the electronic transfers of funds as presented. Dr. Garten seconded the motion which CARRIED unanimously.

Mr. Parrish then addressed Agenda Item No. 5b, "Waiver of GAAP, Resolution No. 2018-05." He explained the purpose of the resolution is to comply with statutory accounting as opposed to generally accepted accounting principles. Ms. Garrett moved that the resolution be adopted. Mr. Caspers seconded the motion which CARRIED unanimously.

Mr. Parrish then asked Ms. Bird to address Agenda Item No. 5c, "PRIMA National June 3-6, 2018, Indianapolis, Indiana." Ms. Bird reviewed the materials in the board packet pertaining to the 2018 PRIMA being held in Indianapolis. She requested everyone let her know soon if they are planning to attend.

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

Chairman McEvoy then proceeded to Agenda Item No. 6, "Financial Report." Ms. Pritchett discussed in detail the preliminary, pre-audited financial statements she prepared for December 2017. 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 2017 payroll audits. Ms. Barton moved to receive and file the financial reports. Ms. Garrett seconded the motion which CARRIED unanimously.

Ms. Pritchett, under Agenda Item No. 5b, then proceeded to a review of the Equity Investments ratio to Fund Balance. She outlined the equity investments as percentage of admitted assets, noting that KWORCC falls below the statutory limit of 10%. She then stated that the equity investments balance as a percentage of the fund balance is 26.3%. 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 26.3%. Mr. Caspers seconded the motion which CARRIED unanimously.

Ms. Pritchett then discussed in detail the interim, pre-audited fourth quarterly financial report for 2017 she prepared for filing with the Kansas Insurance Department. Ms. Buttron moved to approve filing the report as proposed. Ms. Barton seconded the motion which CARRIED unanimously.

Ms. Pritchett presented the check register and answered questions. Whereupon, Ms. Barton moved to approve check Nos. 17970 through 18027 and the direct debits. Dr. Garten seconded the motion which CARRIED unanimously.

Next, Ms. Pritchett reviewed reports showing the value of KWORCC's equity investments as of January 9, 2018.

Chairman McEvoy addressed Agenda Item No. 7, "Claims Report – TRISTAR Risk Solutions." Under Item No. 7a, "Claims Report," Ms. Chamberland reported on a claim and answered questions. She then requested approval of a proposed settlement. Dr. Garten moved to approve the proposed course of action claim for number 2015072191. Ms. Buttron 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 61% for the month of December 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 December 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 December 2017 and should not be considered a guarantee of either good or poor ultimate-loss performance.

Chairman 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 27 county visits this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

Chairman McEvoy addressed Agenda Item No.9, "Legal Report." Mr. Parrish stated that the legislature is back in session and there are several bills that could impact workers compensation laws introduced last year that may still be under consideration. Furthermore, a new bill, HB 2487 provides that the Kansas Insurance Commissioner have the ability to decrease an experience modification rating if the Commissioner determines the work injury resulted from an auto crash that was not the fault of either the employee or the employer.

Chairman McEvoy proceeded to Agenda Item No. 10, "Committee Reports." He announced that there would be a Personnel Committee Meeting at 12:15 on February 15, 2018.

Chairman McEvoy then addressed Agenda Item No. 11, "Other Business." There was no additional business to come before the board.

There being no additional business, Ms. Garrett moved to adjourn the meeting at 2:55 p.m. Ms. Barton seconded the motion which CARRIED unanimously.

The KWORCC Board of Trustees approved the foregoing minutes on the 15th day of February 2018.

Rob Roberts, Secretary
KWORCC Board of Trustees

A handwritten signature in black ink that reads "Rob Roberts". The signature is written in a cursive style with a large, stylized "R" and "B".

I, Bonnie E. "Rob" Roberts, 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 18th day of January, 2018 at which a quorum was present:

RESOLUTION # 2018-05

WHEREAS KWORCC has determined that the financial statements and financial reports to be prepared for the year ending December 31, 2017, 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;

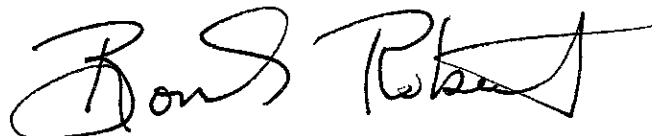
WHEREAS there are no revenue bond ordinances or other ordinances or resolutions of the KWORCC that would require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) for the year ending December 31, 2017;

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of KWORCC, in its regular meeting duly assembled this 18th day of January, 2018, 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, 2017.

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 18th day of January, 2018.

Bonnie E. "Rob" Roberts, Secretary

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

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
February 15, 2018 at 1:00pm
Clubhouse Inn
924 SW Henderson Road
Topeka, KS 66615

The February 2018 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 12:57 p.m. on February 15, 2018 in Topeka by Board President Michelle Garrett. Trustees attending included: Michelle Garrett, Morris County Clerk, President; Sandy Barton, Stanton County Clerk, Vice-President; Bonnie "Rob" Roberts, Miami County Commissioner, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Gary Caspers, Cloud County Commissioner; Steve Garten, Barber County Commissioner and Stan McEvoy, Decatur 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.

TRISTAR was represented by Ms. Amanda Chamberland and Ms. Jenny Mitchell. Also present was Mr. Jess Cornejo of Cornerstone Risk Solutions (CRS) and Mr. Sam Cargnel of Centric Actuarial Solutions.

As to the first item of business to come before the board, President Garrett thanked Mr. McEvoy for his service in 2017 as board president.

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

President Garrett then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of January 18, 2018." Mr. Roberts moved to approve the minutes as presented. Mr. Caspers seconded the motion which CARRIED unanimously.

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

Mr. Parrish then asked Mr. Cargnel to address Agenda Item No. 4b, "Actuarial Year-End Adjustments." Mr. Cargnel reported that for 2001 to 2016, the ultimate loss estimates decreased by \$231,000. Policy year 2017 was originally projected to have a total claims cost of \$4.4 million. This amount was decreased to \$3.9 million because of the August actuarial review, where it remains. Further, Mr. Cargnel reported the average cost per claim over the last nine years is trending downwards. Using that data, he placed the 2018 ultimate loss estimate at \$3.9 million. Mr. Cargnel asked for and responded to questions. President Garrett thanked Mr. Cargnel for his report.

Mr. Parrish then asked Ms. Bird to address Agenda Item No. 4c "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).

Ms. Bird then addressed Agenda Item No. 4d, "Report on 2018 Member Premium Receipts." Ms. Bird reported that \$4,831,033 in premiums have been received, leaving \$695,743 receivable.

President Garrett 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. Next, he touched on the April MoKan Prima conference and offered to send information to any interested trustees. For his final item, Mr. Eyman discussed an added value idea for the KWORCC membership involving grants for automated emergency medical services gurneys. Although there is no budget for this program in 2018, Mr. Eyman will continue to research and develop a plan for approval in the 2019 budget.

President Garrett then proceeded to Agenda Item No. 6, "Financial Report." Ms. Pritchett discussed in detail the preliminary financial statements she prepared for January 2018 and responded to questions. Ms. Buttron moved to receive and file the financial reports. Ms. Barton seconded the motion which CARRIED unanimously.

Ms. Pritchett presented the check register and answered questions. Whereupon, Mr. Roberts moved to approve check Nos. 18028 through 18065 and the direct debits. Mr. McEvoy seconded the motion which CARRIED unanimously.

Next, Ms. Pritchett reviewed reports showing the value of KWORCC's equity investments as of February 7, 2018.

President Garrett addressed Agenda Item No. 7, "Claims Report – TRISTAR Risk Management." Ms. Chamberland introduced Jenny Mitchell who will be covering claims while Ms. Chamberland is on maternity leave. As to Agenda Item No. 7a, "Claims Report." Ms. Chamberland reported on several claims and answered questions. She also requested settlement authority on a pending claim. Mr. Caspers moved to approve the proposed course of action on claim 2015071392. Ms. Barton seconded the motion which CARRIED unanimously.

Next Ms. Chamberland proceeded to Agenda Item No. 7b, "Medical Bill Review Report." She stated that KWORCC experienced a savings of 60% for the month of January 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 2014 through January 2018. 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 2018 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President Garrett 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 89 county visits so far this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

President Garrett addressed Agenda Item No.9, "Legal Report." Mr. Parrish stated there was no specific legal report at this time. However, he provided updates on some pending workers compensation legislation. He reported there is a bill to increase death benefits. Another pending bill addresses medical evidence for disability evaluations, making the AMA 6th Edition Guides a rebuttable presumption rather than required basis. He stated that staff will continue to monitor the legislation.

President Garrett 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 2017. Dr. Garten moved to approve the committee's recommendation. Mr. McEvoy seconded the motion which CARRIED unanimously.

President Garrett then addressed Agenda Item No. 11, "Other Business." There was a brief discussion of home health care services and which counties continue to provide the service.

There being no additional business, President Garrett adjourned the meeting at 1:55 p.m.

The KWORCC Board of Trustees approved the foregoing minutes on the 22nd day of March 2018.

Bonnie "Rob" Roberts, Secretary
KWORCC Board of Trustees

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

Minutes
Meeting, Personnel Committee
Kansas Worker Risk Cooperative for Counties
February 15, 2018 at 12:15 pm
Clubhouse Inn
924 SW Henderson Road
Topeka, KS 66615

On Thursday, February 15, 2018, the Personnel Committee of the Kansas Workers Risk Cooperative for Counties (“KWORCC”) met at the Clubhouse Inn, Topeka, Kansas. The meeting was called to order by Committee Chair Steve Garten at 12:15 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 21, 2017. Ms. Garrett moved to approve the minutes as written. Mr. McEvoy seconded the motion which CARRIED unanimously.

Next, Chairman Garten asked Committee members to consider a KWORCC staff performance enhancement for 2017. Mr. Parrish indicated that KWORCC staff continues to perform excellent services, pointing out there has been no turnover. Membership continued at 73 counties and 11 county instrumentalities and staff have worked at promoting the loss prevention and added member benefits. Mr. Parrish presented a summary of compensation and performance enhancement payments made to KWORCC employees since 1999.

Next Mr. Parrish reviewed the status of Parrish Management Corporation (PMCorp) employees who perform services for KWORCC but are employees of PMCorp. Specifically, these include Executive Assistant and Media Director, who spends 50% of her time on KWORCC business. The other is a part-time PMCorp employee who performs Loss Prevention Manager and Marketing services for KWORCC.

Mr. Parrish reviewed the status of other personnel and office sharing services provided to KWORCC by PMCorp. Included are Mr. Parrish’s administrative assistant, the office receptionist, the office manager, the Director of IT Services and security, janitorial and maintenance personnel.

Next Mr. Parrish reviewed preliminary financial reports that showed KWORCC’s administrative expenses for 2017 were right on target with what was budgeted. There was additional expense on auditing services to assist KWORCC Accountant with structural formatting and statutory accounting questions. He indicated that 2018 might see similar expense to ensure KWORCC financial transactions are booked properly. Mr. Parrish pointed out that over-all administrative expenses came in at 95% and the claims fund, with actuarial adjustments, came in at 89%. The income exceeding expenses for 2017 totals \$401,584.

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 2017 to be distributed according to the ratio of their respective salaries. Mr. McEvoy seconded the motion which CARRIED unanimously.

There being no further business to come before the KWORCC Personnel Committee, Dr. Garten adjourned the committee at 12:33 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 20th day of September 2018.

A handwritten signature in cursive script that reads "Steve Garten". The signature is written in black ink and is positioned above a horizontal line.

Steve Garten, Chair
KWORCC Personnel Committee

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
March 22, 2018 at 1:00pm
Via Teleconference
1-800-566-2245 PC: 0624857#
700 SW Jackson – Suite 200
Topeka, KS 66603

The March 2018 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order via teleconference at 1:01 p.m. on March 22, 2018 by Board President Michelle Garrett. Trustees attending included: Michelle Garrett, Morris County Clerk, President; Bonnie “Rob” Roberts, Miami County Commissioner, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Gary Caspers, Cloud County Commissioner; Steve Garten, Barber County Commissioner and Stan McEvoy, Decatur County Commissioner.

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

TRISTAR was represented by Ms. Amanda Chamberland and Ms. Jenny Mitchell. Also present was Mr. Jess Cornejo of Cornerstone Risk Solutions (CRS).

President Garrett then 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 Garrett then addressed Agenda Item No. 3, “Consideration of Minutes of the Meeting of February 15, 2018.” Ms. Buttron moved to approve the minutes as presented. Mr. Caspers seconded the motion which CARRIED unanimously.

President Garrett proceeded to Agenda Item No. 4a, the Administrator’s Report, “Checks Requiring Board Approval.” Mr. Parrish itemized the checks for approval. Dr. Garten moved to approve the checks 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. 4b, “Report on 2017 Payroll Audits.” Ms. Bird reported the difference between the amount billed for 2017 and the audited amounts due was \$122,318. She summarized the inquiries she has received from counties regarding the audits. Of the additional premiums billed, \$81,290 is still outstanding.

Mr. Parrish then addressed Agenda Item No. 4c “Amend 457 Plan – KWORCC Resolution No. 2018-23.” He summarized and explained the proposed changes to the plan. Ms. Buttron moved to approve KWORCC Resolution No. 2018-23. Mr. McEvoy seconded the motion which CARRIED unanimously.

President Garrett 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 Garrett then proceeded to Agenda Item No. 6, “Financial Report.” Ms. Pritchett discussed in detail the preliminary financial statements she prepared for February 2018 and responded to questions. Mr. McEvoy moved to receive and file the financial reports. Mr. Roberts seconded the motion which CARRIED unanimously.

Ms. Pritchett presented the check register and answered questions. Whereupon, Mr. Caspers moved to approve check Nos. 18066 through 18117 and the direct debits. Dr. Garten seconded the motion which CARRIED unanimously.

Next, Ms. Pritchett reviewed reports showing the value of KWORCC's equity investments as of March 14, 2018.

President Garrett addressed Agenda Item No. 7, "Claims Report – TRISTAR Risk Management." As to Agenda Item No. 7a, "Claims Report." Ms. Chamberland reported on a claim and answered questions. She also requested ratification of a claim settlement that was approved by e-mail response. Dr. Garten moved to ratify the previously approved course of action on claim 2013047391. Mr. Roberts seconded the motion which CARRIED unanimously.

Next Ms. Chamberland proceeded to Agenda Item No. 7b, "Medical Bill Review Report." She stated that KWORCC experienced a savings of 46% for the month of February 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 2014 through February 2018. 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 2018 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President Garrett 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 126 county visits so far this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

President Garrett addressed Agenda Item No. 9, "Legal Report." Mr. Parrish stated several bills had been introduced in this year's legislative session that, if passed, may have an impact on workers compensation benefits. He asked Ms. Bird to review one bill that would provide an increase in certain death benefits. Mr. Parrish said no legislation has passed to date. He said he would continue to monitor the legislature's actions on any bills that may affect KWORCC.

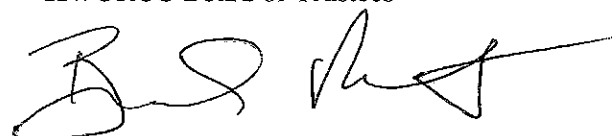
President Garrett proceeded to Agenda Item No. 10, "Committee Reports." There were no committees needing to report. The audit committee will meet before the April board meeting.

President Garrett then addressed Agenda Item No. 11, "Other Business." Ms. Buttron mentioned Mr. Chris Thompson was on the cover of the Kansas City Ingrams for a family owned business.

There being no additional business, President Garrett adjourned the meeting at 1:46 p.m.

The KWORCC Board of Trustees approved the foregoing minutes on the 26th day of April 2018.

Bonnie "Rob" Roberts, Secretary
KWORCC Board of Trustees



I, Bonnie E. "Rob" Roberts, 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 26th day of April 2018 at which a quorum was present:

RESOLUTION #2018-35

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, 2017 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;

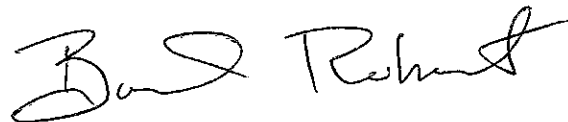
WHEREAS auditor Eric Otting met with the KWORCC Audit Committee on the 26th day of April 2018; and,

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, 2017 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 26th day of April 2018.

Bonnie E. "Rob" Roberts, Secretary



Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
April 26, 2018 at 1:00 pm
Clubhouse Inn
924 SW Henderson Road
Topeka, KS 66615

The April 2018 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 26, 2018 in Topeka by Board President Michelle Garrett. Trustees attending included: Michelle Garrett, Morris County Clerk, President; Sandy Barton, Stanton County Clerk, Vice President; Bonnie "Rob" Roberts, Miami County Commissioner, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Gary Caspers, Cloud County Commissioner; and Stan McEvoy, Decatur County Commissioner.

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

Also present were Mr. Jess Cornejo of Cornerstone Risk Solutions (CRS), Mr. Mark McGivern of Parrish Management and Mr. Eric Otting of Wendling Noe, Nelson and Johnson, LLC.

President Garrett then addressed Agenda Item No. 2, "Approval of the Agenda." Mr. Parrish recommended the addition of the following Agenda Items: 2b, "Excuse Dr. Garten for County Business"; 4a1, "Executive Session to Discuss Non-Elected Personnel"; change Agenda Item No. 4e to "Review of Award Payment Process and Claims Check Processing"; and remove Agenda Item Nos. 6c and 6d and renumber the following items. Ms. Buttron moved to approve the agenda with those changes. Mr. McEvoy seconded the motion which CARRIED unanimously.

Regarding Agenda Item No. 2a, Mr. Caspers moved to excuse Sandy Barton from the March 22, 2018 meeting for county business. Mr. Roberts seconded the motion which CARRIED unanimously.

Regarding Agenda Item No. 2b, Mr. Roberts moved to excuse Dr. Steve Garten from the April 26, 2018 meeting for county business. Ms. Barton seconded the motion which CARRIED unanimously.

President Garrett then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of March 22, 2018." Mr. Caspers moved to approve the minutes. Ms. Buttron seconded which CARRIED unanimously.

At 1:05 Mr. Roberts moved to enter executive session to discuss non-elected personnel until 1:15pm. Ms. Barton seconded the motion which CARRIED unanimously. The Board, Mr. Unger and Mr. Parrish remained in the room and everyone else left for the executive session. At 1:15 p.m., President Garrett adjourned the executive session and continued the regular meeting. No action was taken as a result of the executive session.

Mr. Parrish introduced Mr. McGivern to the Board.

President Garrett proceeded to Agenda Item No. 4a, the Administrator's Report, "Checks Requiring Board Approval." Mr. Parrish itemized the checks for approval. Ms. Barton moved to approve the checks as presented. Mr. McEvoy seconded the motion which CARRIED unanimously.

Mr. Parrish then asked Mr. Otting to address Agenda Item No. 4b, "Report from Independent Auditor." Mr. Otting explained the audit procedure. There were 10 journal entries resulting in an internal control letter. The impact on the final fund balance was minimal as compared to the total fund balance. He said the audit process was

handled professionally by KWORCC and CRS staff. He then asked for and responded to questions. President Garrett thanked Mr. Otting for his presentation.

Mr. Parrish then asked Mr. Woner to address Agenda Item No. 4c “PRIMA National June 3-6, 2018, Indianapolis, Indiana.” Mr. Woner reviewed the information provided in the board packet about the classes and schedule for PRIMA.

Next, Mr. Parrish addressed Agenda Item No. 4d, “LPS Truck Purchase.” Mr. Parrish called upon Mr. Mann to explain his research on the purchase of a diesel truck versus a gasoline truck. Although it would appear there would be a savings in fuel costs, the maintenance and acquisition costs are higher on diesel trucks that more than offsets the fuel cost savings. The staff is preparing an RPF for a gasoline powered truck.

Finally, Mr. Parrish addressed Agenda Item No. 4e, “Review of Award Payment Process and Claims Check Processing.” Mr. Parrish advised that there have been weaknesses in the TRISStar payment processing. KWORCC staff prepared additional provisions for TRISStar Claim Procedures/Best Practices, requiring a supervisor to review all awards payments. TRISStar adopted staff’s recommendations. Additionally, a TRISStar supervisor will review all check batches printed to ensure they contain the appropriate checks.

President Garrett 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. Additional marketing activities included regional meetings. Mr. Eyman asked Mr. Unger to report on the NWKAC that was held April 18th in Colby. Mr. Unger said he made several positive contacts with officials concerning the benefits of being in KWORCC and KCAMP pools. In addition to one-on-one discussions, he was afforded the opportunity to speak during breakout sessions of Commissioners, Clerks and road and bridge personnel. Mr. Eyman thanked Mr. Unger for the report. Mr. Eyman advised KWORCC staff will also attend and sponsor KCCA Annual Conference in Wichita May 1-2 and KCCEOA Annual Meeting May 8-11th. He also stated that TRISTAR’s employee Gene Miller will do claims training on behalf of KWORCC at the KCCEOA’s conference.

President Garrett then proceeded to Agenda Item No. 6, “Financial Report.” Mr. Parrish presented the amended post-audit financial statements prepared for December 2017. Mr. Roberts moved to receive and file the financial report. Ms. Barton seconded the motion which CARRIED unanimously.

Mr. Parrish then presented the post-audit Kansas Insurance Department (KID) Fourth Quarter Report for 2017. Mr. McEvoy moved to receive and file the Fourth Quarter 2017 report. Ms. Barton seconded the motion which CARRIED unanimously.

Mr. Parrish then presented the check register and answered questions. Whereupon, Ms. Barton moved to approve check Nos. 18118 through 18186 and the direct debits. Ms. Buttron seconded the motion which CARRIED unanimously.

Next, Mr. Parrish reviewed reports showing the value of KWORCC's equity investments as of April 18, 2018.

President Garrett addressed Agenda Item No. 7, “Claims Report – TRISTAR Risk Management.” As to Agenda Item No. 7a, “Claims Report.” Ms. Bird reported on claims and answered questions. She also requested settlement authority for two pending claims. Mr. Roberts moved to approve the course of action on claim 2015071392. Mr. Caspers seconded the motion which CARRIED unanimously. Mr. McEvoy moved to approve the course of action on claim 2015072173. Ms. Buttron seconded the motion which CARRIED unanimously.

Next Ms. Bird proceeded to Agenda Item No. 7b, “Medical Bill Review Report.” She stated that KWORCC experienced a savings of 61% for the month of March 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 2014 through March 2018. 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 2018 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President Garrett called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." He reviewed March, April and May calendars for the loss-prevention staff and stated the loss prevention staff have made 153 county visits so far this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

President Garrett addressed Agenda Item No. 9, "Legal Report." Mr. Parrish updated the Board on Senate Substitute for HB 2184. He said the bill passed both houses and has been signed by the governor. The most significant part of the new law is an increase in death benefits paid to workers' survivors.

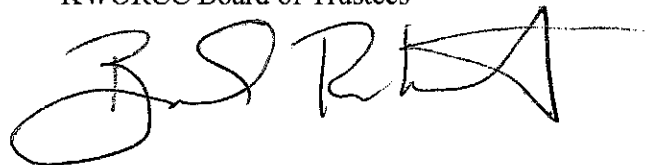
President Garrett proceeded to Agenda Item No. 10, "Committee Reports." Mr. McEvoy stated that the Audit Committee met with Mr. Otting prior to the board meeting and discussed the details and findings of the Independent Audit. Ms. Buttron moved to adopt KWORCC Resolution 2018-35 approving the independent audit of KWORCC's books and records for the year ending 2017 and filing the report with the state. Ms. Barton seconded the motion which CARRIED unanimously.

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

There being no additional business, President Garrett declared the meeting adjourned at 2:36 pm.

The KWORCC Board of Trustees approved the foregoing minutes on the 17th day of May 2018.

Bonnie "Rob" Roberts, Secretary
KWORCC Board of Trustees

A handwritten signature in black ink, appearing to read "B. Roberts", with a large, stylized flourish extending to the right.

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
May 17, 2018 at 1:00 pm via Teleconference
700 SW Jackson, Ste 200
Topeka, KS 66603

The May 2018 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 17, 2018 in Topeka by Board President Michelle Garrett. Trustees attending included: Michelle Garrett, Morris County Clerk, President; Sandy Barton, Stanton County Clerk, Vice President; Bonnie "Rob" Roberts, Miami County Commissioner, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Gary Caspers, Cloud County Commissioner; Steve Garten, Barber County Commissioner; and Stan McEvoy, Decatur 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. Brandon Mann, Loss Prevention Specialist; Mr. Ben Woner, Loss Prevention Specialist; and Mr. Ralph D. Unger, Member Services Representative.

Also present was Mr. Jess Cornejo of Cornerstone Risk Solutions (CRS).

President Garrett then addressed Agenda Item No. 2, "Approval of the Agenda." Mr. Caspers moved to approve the agenda as presented. Mr. McEvoy seconded the motion which CARRIED unanimously.

President Garrett then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of April 26, 2018." Mr. Parrish read additional language to be added to the minutes. Ms. Barton moved to approve the minutes with that addition. Mr. Roberts seconded the motion which CARRIED unanimously.

President Garrett proceeded to Agenda Item No. 4a, 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. McEvoy seconded the motion which CARRIED unanimously.

Mr. Parrish then addressed Agenda Item No. 4b, "Accounting Services and Audit Contracts." Mr. Parrish reported that the KWORCC staff issued an RFP for accounting services and received three bids. Mr. Parrish outlined the proposals and answered questions. He stated that staff negotiated with Wendling, Noe, Nelson & Johnson, LLC (WNNJ), and came to the following terms: WNNJ to start in June at the costs of \$4,000 per month for a 19-month period. Mr. Parrish recommended that the Board approve the WNNJ agreement. Ms. Buttron moved to approve the staff's recommendation of contracting with WNNJ for accounting services. Ms. Barton seconded the motion which CARRIED unanimously.

Mr. Parrish stated that WNNJ, in its new role of KWORCC accountant, will no longer be qualified to conduct the annual independent audit. Staff is in the process researching firms that qualify for this work. Mr. Parrish said he plans to present a recommendation for auditing services at the June board meeting.

Next, Mr. Parrish addressed Agenda Item No. 4c, "Truck Acquisition Update." Mr. Parrish reported that KWORCC requested proposals from multiple dealerships and received one response. He recommended accepting the proposal from Briggs Dodge for a 2018 crew cab truck including the Laramie package and bedcover. Mr. Caspers moved to approve the purchase of the 2018 Dodge truck. Mr. McEvoy seconded the motion which CARRIED unanimously.

President Garrett then proceeded to Agenda Item No. 5, "Financial Report." Mr. Parrish discussed in detail the financial statements for March 2018 and responded to questions. Ms. Barton moved to receive and file the financial report. Dr. Garten seconded the motion which CARRIED unanimously.

Mr. Parrish then presented the Kansas Insurance Department (KID) First Quarter Report for 2018. Mr. McEvoy moved to receive and file the First Quarter 2018 report. Mr. Roberts seconded the motion which CARRIED unanimously.

Mr. Parrish then presented the check register and answered questions. Whereupon, Ms. Buttron moved to approve check Nos. 18187 through 18227 and the direct debits. Dr. Garten seconded the motion which CARRIED unanimously.

Next, Mr. Parrish reviewed reports showing the value of KWORCC's investments as of May 9, 2018.

President Garrett addressed Agenda Item No. 6, "Claims Report – TRISTAR Risk Management." As to Agenda Item No. 6a, "Claims Report." Ms. Bird reported on claims and answered questions. She also requested settlement authority for a pending claim. Mr. Caspers moved to approve the course of action on claim 2016074850. Ms. Barton seconded the motion which CARRIED unanimously.

Next Ms. Bird proceeded to Agenda Item No. 6b, "Medical Bill Review Report." She stated that KWORCC experienced a savings of 75% for the month of April due to the medical bill review performed by TRISTAR.

Mr. Comejo then explained the "Policy Year Performance Review" under Agenda Item No. 6c. This analytical review generated by CRS shows KWORCC's claim history for policy years 2014 through April 2018. 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 2018 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President Garrett called upon Mr. Mann to address Agenda Item No. 7, "Loss Prevention and County Visits." He reviewed April, May and June calendars for the loss-prevention staff and stated the loss prevention staff have made 190 county visits so far this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

President Garrett addressed Agenda Item No. 8, "Legal Report." Mr. Parrish stated there was no legal report at this time.

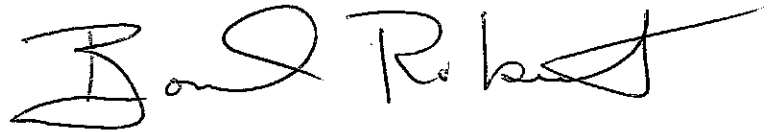
President Garrett proceeded to Agenda Item No. 9, "Committee Reports." President Garrett reminded the board that the Investment Committee will meet at 12:15 before the July meeting and the Personnel Committee will meet at 12:15 before the September board meeting.

President Garrett then addressed Agenda Item No. 10, "Other Business." There was no other business to come before the Board.

There being no additional business, President Garrett declared the meeting adjourned at 1:51 pm.

The KWORCC Board of Trustees approved the foregoing minutes on the 21st day of June 2018.

Bonnie "Rob" Roberts, Secretary
KWORCC Board of Trustees

A handwritten signature in black ink, appearing to read "Bonnie Roberts", with a long horizontal flourish extending to the right.

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
June 21, 2018 at 1:00 pm via Teleconference
700 SW Jackson, Ste 200
Topeka, KS 66603

The June 2018 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 21, 2018 in Topeka by Board President Michelle Garrett. Trustees attending included: Michelle Garrett, Morris County Clerk, President; Sandy Barton, Stanton County Clerk, Vice President; Bonnie "Rob" Roberts, Miami County Commissioner, Secretary; Linda Buttron, Jefferson County Clerk, Controller; Gary Caspers, Cloud County Commissioner; Steve Garten, Barber County Commissioner; and Stan McEvoy, Decatur County Commissioner.

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

Also present was Mr. Jess Cornejo of Cornerstone Risk Solutions (CRS) and Amy Dukes and Eric Otting of Wendling Noe Nelson and Johnson (WNNJ).

President Garrett then addressed Agenda Item No. 2, "Approval of the Agenda." Mr. McEvoy moved to approve the agenda with the correction of a typographical error. Mr. Roberts seconded the motion which CARRIED unanimously.

President Garrett then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of May 17, 2018." Ms. Barton moved to approve the minutes as presented. Mr. Caspers seconded the motion which CARRIED unanimously.

President Garrett proceeded to Agenda Item No. 4a, 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 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, "Discussion of National PRIMA in Indianapolis, Indiana." The staff and board discussed several of the courses they had attended at PRIMA. In general, the many courses covered a wide range of topics and provided good information that will be useful.

Next, Mr. Parrish addressed Agenda Item No. 4c, "Independent Audit Recommendation." Mr. Parrish reminded the board that since WNNJ is now doing the accounting services for KWORCC, KWORCC now needs to find a new independent auditor. Mr. Parrish asked Ms. Bird to discuss the search for a firm to perform KWORCC's independent audit. She stated that peers in the insurance pooling industry made recommendations. After narrowing the search to firms with experience in government risk pools, she identified three firms. After reviewing terms Ms. Bird stated that staff's recommendation is Summers, Spencer & Company, P.A. (SS&C). After discussion Dr. Garten moved to accept the terms for independent audit services submitted by SS&C. Mr. Roberts seconded the motion which CARRIED unanimously.

President Garrett 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 Garrett then proceeded to Agenda Item No. 6, "Financial Report." Mr. Otting discussed in detail the financial statements for April 2018 and responded to questions. Mr. Roberts moved to receive and file the financial report. Mr. McEvoy seconded the motion which CARRIED unanimously.

Mr. Otting then presented the check register and answered questions. Whereupon, Ms. Butron moved to approve check Nos. 18228 through 18268 and the direct debits. Mr. Caspers seconded the motion which CARRIED unanimously.

Next, Mr. Otting reviewed reports showing the value of KWORCC's investments as of June 12, 2018.

President Garrett addressed Agenda Item No. 7, "Claims Report – TRISTAR Risk Management." As to Agenda Item No. 6a, "Medical Bill Review Report." Mr. Cornejo stated that KWORCC experienced a savings of 51% for the month of May due to the medical bill review performed by TRISTAR.

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 2014 through May 2018. 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 2018 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President Garrett called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." He reviewed May, June and July calendars for the loss-prevention staff and stated the loss prevention staff have made 213 county visits so far this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

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

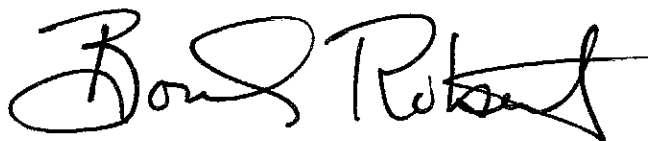
President Garrett proceeded to Agenda Item No. 10, "Committee Reports." President Garrett reminded the board that the Investment Committee will meet at noon before the July 26, 2018 Board meeting.

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

There being no additional business, President Garrett declared the meeting adjourned at 1:49 pm.

The KWORCC Board of Trustees approved the foregoing minutes on the 26th day of July 2018.

Bonnie "Rob" Roberts, Secretary
KWORCC Board of Trustees



Minutes
Meeting, Investment Committee
Kansas Worker Risk Cooperative for Counties
Clubhouse Inn – Conference Room
924 SW Henderson Road, Topeka KS 66615
July 26, 2018

On Thursday, July 26, 2018 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, Gary Caspers. Committee Members participating included: Gary Caspers, Cloud County Commissioner; Bonnie “Rob” Roberts, Miami County Commissioner, and Sandy Barton, Stanton County Clerk. Also present was KWORCC Administrator, Jim Parrish.

Chairman Caspers called the meeting to order at 12:17 PM. Ms. Barton moved to approve the Agenda as presented. Mr. Roberts seconded the motion which CARRIED unanimously.

Chairman Caspers asked consideration of minutes of the Committee’s meeting on December 14, 2017. Ms. Barton moved to approve the minutes as presented. Mr. Roberts seconded the motion which CARRIED unanimously.

Chairman Caspers asked for consideration of KWORCC Resolution 2018-52 with attached itemization of investment purchases made in United States government securities from the period December 1, 2017 to June 30, 2018. Upon review, the Committee determined that the transactions were in accordance with KWORCC Investment Policy and K.S.A. 40-2a01. Mr. Roberts moved to recommend that the KWORCC Board of Trustees adopt KWORCC Resolution 2018-52. Ms. Barton seconded the motion which CARRIED unanimously.

Next, Chairman Caspers asked Mr. Parrish to discuss KWORCC’s Investment Policy. Mr. Parrish stated that the provision to limit equity investments to 25% of KWORCC’s Fund Balance was removed, and more specific guidelines are included in the review draft. He stated that revisions were made with input from KWORCC’s investment managers, Michelle Sullivan at BOK Financial and Chris Thompson at Country Club Bank. Mr. Parrish explained additional revisions are being considered and he would like to furnish a final draft to the Investment Committee and

the KWORCC Board of Trustees before final adoption. He anticipated the policy would be adopted at the August 23, 2018 Board of Trustees meeting.

There being no further business to come before the Committee, Ms. Barton moved to adjourn the meeting at 12:47 pm; Mr. Roberts seconded the motion which CARRIED unanimously.

THE FOREGOING MINUTES of the Investment Committee of Kansas Workers Risk Cooperative for Counties were executed by the Chair of that Committee on December 13, 2018.



Gary Caspers, Chair
KWORCC Investment Committee

I, Bonnie E. "Rob" Roberts, 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 26th day of July 2018 at which a quorum was present:

RESOLUTION #2018-52

IN WITNESS WHEREOF, the undersigned has caused this Resolution to be executed this 26th day of July 2018.

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;"

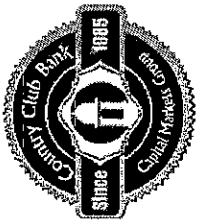
WHEREAS, KWORCC has invested in certain United States instruments during the period December 1, 2017 through June 30, 2018, which have been reviewed by the Board of Trustees. Pursuant to that review, the Board determined said investments to be in accordance with K.S.A. 40-2a01 and KWORCC's investment 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, 2017 through June 30, 2018, 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 26th day of July 2018.

Bonnie E. "Rob" Roberts, Secretary

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



KWORCC

Trade History CCB Capital Markets 12-1-17 through 6-30-18

Customer	Ticket	Cusip	Description	Coupon	Yield	Maturity	Settlement	Purchase/Sale	Par	Price	Principal	Accrued Interest	Net Settlement
300121	421017529	31331YF21	FEDERAL FARM CREDIT BANK	4.250	1.503	04/16/2018	12/05/2017	Bought from Portfolio	\$ 400,000.00	100.9910	\$ 403,964.00	\$ 2,313.89	\$ 406,277.89
300121	421018689	912828VP2	U.S. Treasury Notes	2.000	2.003	07/31/2020	01/08/2018	Bought from Portfolio	\$ 250,000.00	99.9922	\$ 249,980.47	\$ 2,187.50	\$ 252,167.97
300121	421018713	88413QBX5	THIRD FED SAV & LN C.D.	2.250	2.250	03/21/2022	01/09/2018	Sold to Portfolio	\$ 250,000.00	100.0000	\$ 250,000.00	\$ 292.81	\$ 250,292.81
300121	421018991	36179TKK0	GNMA II ARM POOL #MAA4798	0.000	2.000	10/20/2047	01/24/2018	Sold to Portfolio	\$1,088,868.26	100.0000	\$1,088,868.26	\$ 1,391.33	\$ 1,090,259.59
300121	421019149	3130A1QA9	FEDERAL HOME LOAN BANK	2.000	1.999	04/30/2020	01/25/2018	Sold to Portfolio	\$1,000,000.00	100.0000	\$1,000,000.00	\$ 4,722.22	\$ 1,004,722.22
300121	297015102	912828VK3	U.S. Treasury Notes	1.375	1.373	06/30/2018	02/16/2018	Sold to Portfolio	\$1,000,000.00	100.0000	\$1,000,000.00	\$ 1,785.22	\$ 1,001,785.22

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
July 26, 2018 at 1:00 pm
Clubhouse Inn
924 SW Henderson Road
Topeka, KS 66615

The July 2018 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:03 p.m. on July 26, 2018 in Topeka by Board President Michelle Garrett. Trustees attending included: Michelle Garrett, Morris County Clerk, President; Sandy Barton, Stanton County Clerk, Vice President; Bonnie "Rob" Roberts, Miami County Commissioner, Secretary; Gary Caspers, Cloud County Commissioner; Steve Garten, Barber County Commissioner; and Stan McEvoy, Decatur County Commissioner.

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

Also present was Mr. Jess Cornejo of Cornerstone Risk Solutions (CRS), Ms. Amanda Chamberland of TRIStar Risk Solutions (TRIStar) and Mr. Eric Otting and Ms. Amy Dukes of Wendling Noe Nelson and Johnson (WNNJ).

President Garrett then addressed Agenda Item No. 2, "Approval of the Agenda." Mr. Parrish recommended the addition of Agenda Item No 2a, "Excuse Linda Buttron for County Business." Mr. Roberts moved to approve the agenda with that addition. Dr. Garten seconded the motion which CARRIED unanimously.

President Garrett asked if there was a motion to excuse Ms. Buttron for county business, pursuant to Agenda Item No. 2a. Mr. Caspers so moved. Ms. Barton seconded the motion which CARRIED unanimously.

President Garrett addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of June 21, 2018." Mr. Roberts moved to approve the minutes as presented. Dr. Garten seconded the motion which CARRIED unanimously.

President Garrett proceeded to Agenda Item No. 4a, 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. McEvoy moved to approve the check 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, "Accounting and Audit Service Agreements." Mr. Parrish asked Ms. Bird to review the contract with Summers, Spencer & Company (SSC). She reviewed the services that would be provided by SSC. Dr. Garten moved to approve the contract with SSC. Mr. Roberts seconded the motion which CARRIED unanimously. Mr. Parrish then asked Ms. Bird to review the contract with WNNJ. She reviewed the services to be provided by WNNJ. Mr. McEvoy moved to approve the contract with WNNJ. Ms. Barton seconded the motion which CARRIED unanimously.

President Garrett 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 Garrett then proceeded to Agenda Item No. 6, "Financial Report." Mr. Otting discussed in detail the financial statements for May 2018 and responded to questions. Ms. Barton moved to receive and file the financial report. Dr. Garten seconded the motion which CARRIED unanimously.

Ms. Dukes then presented the check register and answered questions. Whereupon, Mr. Roberts moved to approve the checks and direct debits presented. Mr. McEvoy seconded the motion which CARRIED unanimously.

Next, Mr. Otting reviewed reports showing the value of KWORCC's investments as of July 17, 2018.

President Garrett addressed Agenda Item No. 7, "Claims Report – TRISTAR Risk Management." As to Agenda Item No. 7a, "Claims Report." Ms. Chamberland reported on claims and answered questions. She also requested settlement authority for two pending claims. Mr. Caspers moved to approve the course of action on claims 2010038634 & 2015072273. Dr. Garten seconded the motion which CARRIED unanimously.

Ms. Chamberland then addressed Agenda Item No. 7b, "Medical Bill Review Report," stating KWORCC experienced a savings of 69% for the month of June 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 2014 through June 2018. 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 2018 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President Garrett called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." He reviewed June, July and August calendars for the loss-prevention staff and stated the loss prevention staff have made 235 county visits so far this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses. Mr. Mann went over KWORCC's Year End Accident Prevention Report filed with the Kansas Department of Labor.

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

President Garrett proceeded to Agenda Item No. 10, "Committee Reports." Mr. Caspers stated that the Investment Committee met before the meeting and reviewed a revised investment policy. Once finalized, it will be presented at the August meeting for approval. The committee also reviewed investment activities from December 1, 2017 to June 30, 2018. Mr. Caspers moved to approve KWORCC Resolution #2018-52. Ms. Barton seconded the motion which CARRIED unanimously.

President Garrett then addressed Agenda Item No. 11, "Other Business." She reminded the board that the August board meeting will be by teleconference and that there will be a Personnel Committee meeting before the September meeting.

Mr. Eyman shared some of the issues discussed during the Kansas Self-Insurers Association annual meeting.

There being no additional business, President Garrett declared the meeting adjourned at 2:04 pm.

The KWORCC Board of Trustees approved the foregoing minutes on the 23rd day of August 2018.

Bonnie "Rob" Roberts, Secretary
KWORCC Board of Trustees

The image shows two handwritten signatures in black ink. The signature on the left is cursive and appears to be 'Bonnie Roberts'. The signature on the right is also cursive and appears to be 'Rob' Roberts. Both signatures are written in a fluid, connected style.

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
Clubhouse Inn
924 SW Henderson Road
Topeka, KS 66615

The September 2018 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:05 p.m. on September 20, 2018 in Topeka by Board President Michelle Garrett. Trustees attending included: Michelle Garrett, Morris County Clerk, President; Sandy Barton, Stanton County Clerk, Vice President; Bonnie "Rob" Roberts, Miami County Commissioner, Secretary; Linda M. Buttron, Jefferson County Clerk, Controller; Gary Caspers, Cloud County Commissioner; and Stan McEvoy, Decatur County Commissioner.

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

Also present was Mr. Jess Cornejo of Cornerstone Risk Solutions (CRS), Ms. Amanda Chamberland of TriStar Risk Solutions (TRISTAR), Eric Otting of Wendling Noe Nelson and Johnson (WNNJ) and Sam Cargnel of Centric Actuarial Solutions.

President Garrett then addressed Agenda Item No. 2, "Approval of the Agenda." Mr. McEvoy moved to approve the agenda as presented. Ms. Barton seconded the motion which CARRIED unanimously.

Next President Garrett asked for a motion to excuse Ms. Buttron from the August 23, 2018 and Dr. Garten from the current board meeting. Mr. Caspers moved to excuse Ms. Buttron and Dr. Garten for county business. Mr. Roberts seconded the motion which CARRIED unanimously.

President Garrett then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of August 23, 2018" Ms. Barton moved to approve the minutes as presented. Ms. Buttron seconded the motion which CARRIED unanimously.

President Garrett proceeded to Agenda Item No. 4a, 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 ratify the electronic transfers of funds as presented. Ms. Barton 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 2000 to 2017 with a total decrease of approximately \$175,000. Based upon the losses reported for the first eight months of 2018, Mr. Cargnel's loss forecast for 2018 increased the ultimate loss estimate from \$3.9 million to \$4.0 million. He said the average cost per claim has been flat but appears this may be slightly higher for 2018. Next, he discussed his findings for 2019, concluding that the loss pick would be approximately \$1.48 per \$100 of payroll. Based upon the payroll estimates from the membership, the ultimate loss for 2019 is projected to be \$3.95 million. Mr. Cargnel then asked for and responded to questions. President Garrett thanked Mr. Cargnel.

Mr. Parrish then addressed Agenda Item No. 4c, "Personnel Committee Report." He stated that the committee looked at health insurance cost increases and the cost of living data. The committee is recommending a 2.85% cost of living increase for staff. Mr. McEvoy stated the increase seems in line with what is going on around the state. Mr. McEvoy moved to approve the health insurance plan and the recommended COLA. Ms. Garrett seconded the motion which CARRIED unanimously.

Next, Mr. Parrish asked Ms. Bird to address Agenda Item No. 4d, "Harvey County POET Pilot Update." Ms. Bird recounted the history of the project. She stated that the pricing for developing the Job Analyses (JAs) is considerably higher than expected. She stated funds to complete the pilot have been included in the proposed 2019 budget. Ms. Bird stated that although the program is good, she did not believe that KWORCC would be able to afford developing JAs as a standard value-added program for KWORCC members. However, she suggested that for those members who have the program in place, certainly KWORCC could offer to assist with payment of the Post Offer Employee Testing. She said she will report further as the pilot program progresses.

Mr. Parrish then addressed Agenda Item No. 4e, "KWORCC Budget 2019." He explained the line items and the rationale for any changes. He then recommended approval and responded to questions. After discussion, Ms. Buttron moved to approve the 2019 proposed budget as published. Ms. Barton seconded the motion which CARRIED unanimously.

Finally, pursuant to Agenda Item No. 4f, "KWORCC Annual Meeting and Vendor Booth Update," Ms. Bird reported on the nominations thus far received for the three trustee positions up for election. There has been a good response in counties for delegates and alternates. She presented the vendor booth schedule and the location of the KWORCC booth.

President Garrett 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.

A short break was declared in the meeting at 2:07pm. The meeting resumed at 2:22pm.

President Garrett then proceeded to Agenda Item No. 6, "Financial Report." Mr. Otting discussed in detail the financial statements for July and August 2018 and responded to questions. Mr. Roberts moved to receive and file the financial reports. Mr. Caspers seconded the motion which CARRIED unanimously.

Mr. Otting then presented the check register and answered questions. Whereupon, Ms. Barton moved to approve check Nos. 18354 through 18386 and the direct debits. Ms. Buttron seconded the motion which CARRIED unanimously.

Next, Mr. Otting reviewed reports showing the value of KWORCC's equity investments as of August 31, 2018. A discussion ensued regarding the investments and the changes taking place in the market. Mr. Roberts moved that Mr. Parrish discuss with Mr. Thompson and BOK shifting additional equity funds to fixed asset investments. Mr. Caspers seconded the motion which CARRIED unanimously.

President Garrett addressed Agenda Item No. 7, "Claims Report – TRISTAR Risk Management." As to Agenda Item No. 7a, "Claims Report." Ms. Chamberland reported on claims and answered questions. She requested approval of a pending settlement. Mr. Roberts moved to approve the proposed course of action for claim number 2016WR000602. Ms. Buttron seconded the motion which CARRIED unanimously.

Ms. Chamberland then addressed Agenda Item No. 7b, "Medical Bill Review Report," stating KWORCC experienced a savings of 60% 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 2014 through August 2018. 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 2018 and should not be considered a guarantee of either good or poor ultimate-loss performance.

President Garrett called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." He reviewed August, September and October calendars for the loss-prevention staff and stated the loss prevention staff have made 291 county visits so far this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses. So far this year, there have been as many classes taken from Gov U as in all of 2017.

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

President Garrett proceeded to Agenda Item No. 10, "Committee Reports." There were no additional committee reports.

President Garrett then addressed Agenda Item No. 11, "Other Business." Mr. Roberts suggested that Trustees write letters in support of KWORCC to include in the bid packets for 2019 policy year. Also, Mr. Unger reported that he attended NW Road Supervisors meeting and was well received.

There being no additional business, President Garrett declared the meeting adjourned at 3:09 pm.

The KWORCC Board of Trustees approved the foregoing minutes on the 15th day of November 2018.

Bonnie "Rob" Roberts, Secretary
KWORCC Board of Trustees

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

Minutes
Meeting, Personnel Committee
Kansas Worker Risk Cooperative for Counties
September 20, 2018 at 12:15 pm
Clubhouse Inn
924 SW Henderson Road
Topeka, KS 66615

On Thursday, September 20, 2018, the Personnel Committee of the Kansas Workers Risk Cooperative for Counties ("KWORCC") met at the Clubhouse Inn, Topeka, Kansas. The meeting was called to order by Stan McEvoy at 12:19 p.m. Committee Members participating included: Stan McEvoy, Decatur County Commissioner and Michelle Garrett, Morris County Clerk. Also present was James W. Parrish, KWORCC Administrator.

Ms. Garrett moved to approve the Agenda and the Committee's minutes dated February 15, 2018; Mr. McEvoy seconded the motion which CARRIED unanimously.

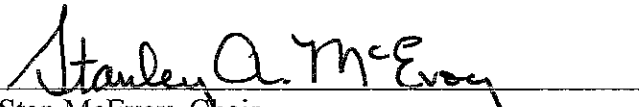
Mr. McEvoy requested that Mr. Parrish address Ralph D. Unger's 2019 salary. Mr. Parrish stated that Mr. Unger had not received cost of living (COLA) increases because of the terms of KWORCC's contract with him. Mr. Parrish stated that the Board granted a raise in Mr. Unger's salary for 2018, and he is recommending another raise for 2019. After discussion, Mr. Parrish recommended that Mr. Unger's 2019 salary increase to \$12,000. Ms. Garrett moved to increase Mr. Unger's salary for 2019 to \$12,000, not adding COLA, if any, granted for other KWORCC staff. Mr. McEvoy seconded the motion which CARRIED unanimously.

Next, Mr. Parrish discussed the Blue Cross Blue Shield of Kansas health insurance renewal. He stated that while the premiums increased 5%, there are were additional covered items: Telehealth, Skilled Nursing Care and no co-pay for child's dental checkups. Mr. McEvoy moved to approve the BCBS health policy renewal. Ms. Garrett seconded the motion which CARRIED unanimously.

At which time, Mr. Parrish reviewed the research findings and data from member counties concerning COLA increases for 2019. After considerable discussion, Mr. McEvoy moved to recommend to the KWORCC Board of Trustees to grant KWORCC staff (excluding Mr. Unger) a COLA increase for 2019 of 2.85%. Ms. Garrett seconded the motion which CARRIED unanimously.

The Committee adjourned at 12:59 pm.

THE FOREGOING MINUTES of the Personnel Committee of Kansas Workers Risk Cooperative for Counties were executed by the Chair of that Committee on the 28th day of February 2019.


Stan McEvoy, Chair
KWORCC Personnel Committee

Minutes of the KWORCC
Annual Meeting
Sheraton Leatherwood 1 & 2
6100 College Blvd
Overland Park, Kansas 66211
October 15, 2018

The Annual Meeting of Kansas Workers Risk Cooperative for Counties (KWORCC) was held on October 15, 2018 in Overland Park at the Sheraton Hotel. Trustees attending were as follows: Ms. Michelle Garrett, Morris County Clerk, President; Ms. Sandy Barton, Stanton County Clerk, Vice-President; Mr. Bonnie "Rob" Roberts, Miami County Commissioner, Secretary; Mr. Gary Caspers, Cloud County Commissioner; Dr. Steve Garten, Barber County Commissioner; and Mr. Stan McEvoy, Decatur 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; and Mr. Ralph D. Unger, Member Services Representative.

Others present for KWORCC: Mr. Jess Cornejo of CORnerstone Risk Solutions, Ms. Amanda Chamberland of TRISTAR and Mr. Eric Otting and Ms. Amy Dukes of Wendling Noe Nelson & Johnson LLC (WNNJ).

President Garrett called the meeting to order at 6:03 p.m. and verified that a quorum was present.

Member County representatives were present as follows: Bill King, Allen County Commissioner, Delegate; Steve Garten, Barber County Commissioner, Alternate; Jeff Fischer, Bourbon County Commissioner, Delegate; Dwight Kruse, Brown County Commissioner, Delegate; Gary Caspers, Cloud County Commissioner, Delegate; Bob Voegelé, Cowley County Commissioner, Alternate; Brad Marcuson, Decatur County Commissioner, Delegate; Craig Chamberlin, Dickinson County Commissioner, Delegate; Tim Collins, Doniphan County Commissioner, Alternate; Shari Kaminska, Elk County Commissioner, Delegate; Dean Haselhorst, Ellis County Commissioner, Alternate; Brenda Pogue, Ford County Register of Deeds, Alternate; Roy Dunn, Franklin County Commissioner, Delegate; Michael R. Gillespie, Gove County Commissioner, Delegate; Nikki Schwerdfeger, Hamilton County Commissioner, Delegate; Randy Hague, Harvey County Commissioner, Delegate; Janet Zwonitzer, Jackson County Commissioner, Delegate; Richard Malm, Jefferson County Commissioner, Alternate; Diana Paris, Lane County Commissioner, Delegate; Alexis Pflugh, Lincoln County Commissioner, Delegate; David Lamb, Linn County Clerk, Delegate; Diane Novak, Marion County Commissioner, Delegate; Ron Loomis, McPherson County Commissioner, Alternate; Bonnie E. "Rob" Roberts, Miami County Commissioner, Delegate; Mike Cooper, Mitchell County Commissioner, Delegate; Diana K. Jost, Morris County Commissioner, Delegate; Sandra Rupp, Ness County Commissioner, Alternate; Thomas Brannon, Norton County Commissioner, Delegate; Gaylord Anderson, Osage County Commissioner, Delegate; Kathy Luthi, Ottawa County Commissioner, Alternate; Bob Rein, Pawnee County Commissioner, Delegate; Max Dibble, Phillips County Commissioner, Delegate; Donna Patton, Reno County Clerk, Delegate; Troy Dewey, Sheridan County Commissioner, Delegate; Arthur Befort, Smith County Commissioner, Delegate; John D. Smith, Stanton County Commissioner, Delegate; Mike Baughn, Thomas County Commissioner, Delegate; and Lori Augustine, Trego County Commissioner, Delegate.

President Garrett then addressed Agenda Item No. 2, "Approval of the Agenda." Dr. Steven Garten, Barber County Commissioner, moved to approve the agenda as presented. Ms. Nikki Schwerdfeger, Hamilton County Commissioner, seconded the motion which CARRIED unanimously.

President Garrett addressed Agenda Item No. 3, "Consideration of the Minutes of the Meeting of November 14, 2017." Ms. Shari Kaminska, Elk County Commissioner, moved to approve the minutes as presented. Mr. Dean Haselhorst, Ellis County Commissioner, seconded the motion which CARRIED unanimously.

President Garrett next addressed Agenda Item No. 4, "Election of KWORCC Trustees." She announced that there were three positions open, with nominations received for the following: Michelle Garrett, Morris County Clerk, incumbent for the At Large position; Linda Buttron, Jefferson County Clerk, incumbent for the Northeast District; Sandy Barton, Stanton County Clerk, incumbent for the Southwest District. President Garrett then asked for nominations from the floor. Mr. Troy Dewey, Sheridan County Commissioner moved to close nominations and cast a unanimous ballot. Ms. Janet Zwonitzer, Jackson County Commissioner seconded the motion which CARRIED unanimously.

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

President Garrett then introduced the members of the KWORCC Board of Trustees, the KWORCC staff and the representatives from CORnerstone Risk Solutions, TRISTAR and WNNJ. She 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 Garrett 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 Garrett reported that KWORCC has more than \$25 Million in assets. She stated that KWORCC continues to purposefully and dutifully strive to keep county workers safe, provide best-practices claims management and control administrative costs while implementing added-value resources.

President Garrett then called upon Mr. Eric Otting of WNNJ to address Agenda Item No. 6, "Financial Report." Mr. Otting presented the statement of financial condition and statement of operations as of June 30, 2018. He then asked for and responded to questions.

President Garrett 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 2018 KWORCC Loss Prevention Specialists performed a total of 291 county visits including 218 safety inspections. He reported the safety training administered includes: 260 county employees completed flagging classes, 115 county employees completed forklift training and 458 county employees successfully passed defensive driving courses. 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 2017 awards are as follows:

<u>Premium</u>	<u>Winners</u>	<u>Ratio</u>
0-\$49,999	1st ~ Stanton County	0.000%
	2nd ~ Comanche County	0.002%
	3rd ~ Chautauqua County	0.008%
\$50,000— \$125,000	1st ~ Norton County	0.007%
	2nd (tie) ~ Meade County	0.030%
	2nd (tie) ~ Anderson County	0.030%
	3rd (tie) ~ Sherman County	0.050%
	3rd (tie) ~ Trego County	0.050%
Greater than \$125,000	1st ~ Miami County	0.070%
	2nd ~ Jefferson County	0.080%
	3rd ~ McPherson County	0.140%

President Garrett asked Mr. Parrish to address Agenda Item No. 8, "Presentation of 2019 Budget." Mr. Parrish reviewed the budget with the membership and explained that it had been approved by the Board of Trustees at the September board meeting in accordance with the bylaws.

President Garrett addressed Agenda Item No. 9, "Other Business." President Garrett recognized Mr. Parrish for 20 years of service to KWORCC.

There being no further business, President Garrett declared the meeting adjourned at 6:32 p.m.

Respectfully Submitted for Approval


Linda M. Buttron, Secretary

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
November 15, 2018 at 1:00 pm via Teleconference
700 SW Jackson, Ste 200
Topeka, KS 66603

The November 2018 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:01 p.m. on November 15, 2018 in Topeka by Board Vice-President Sandy Barton. Trustees attending included: Sandy Barton, Stanton County Clerk, Vice President; Linda Buttron, Jefferson County Clerk, Controller; Bonnie "Rob" Roberts, Miami County Commissioner, Secretary; Gary Caspers, Cloud County Commissioner; Stan McEvoy, Decatur 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; Mr. Carl Eyman, Deputy Administrator and Loss Prevention Manager; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Brandon Mann, Loss Prevention Specialist; Mr. Ben Woner, Loss Prevention Specialist; and Mr. Ralph D. Unger, Member Services Representative.

Also present was Mr. Jess Cornejo of Cornerstone Risk Solutions (CRS), Ms. Amanda Chamberland of TriStar Risk Solutions (TRISTAR), and Amy Dukes of Wendling Noe Nelson & Johnson LLC (WNNJ).

Vice-President Barton then addressed Agenda Item No. 2, "Approval of the Agenda." Mr. Parrish recommended the addition of Agenda Item No. 2a, "Excuse Michelle Garrett for personal business." Mr. Roberts moved to approve the agenda with that addition. Dr. Garten seconded the motion which CARRIED unanimously.

Next Vice-President Barton asked for a motion to excuse Ms. Garrett from the board meeting. Mr. McEvoy moved so moved. Mr. Caspers seconded the motion which CARRIED unanimously.

Vice-President Barton then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of August 23, 2018" Mr. Roberts moved to approve the minutes with a correction. Ms. Buttron seconded the motion which CARRIED unanimously.

At 1:05 p.m. Dr. Garten moved to enter executive session until 1:15 p.m. to discuss non-elected personnel. Mr. Roberts seconded the motion which CARRIED unanimously. At 1:15p.m., Vice-President Barton continued the meeting.

Vice-President Barton proceeded to Agenda Item No. 4a, 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. McEvoy moved to approve the checks 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, "Proposed Amended 2019 Budget." He explained the line items and the rationale for any changes. He indicated that further modification to the budget would be presented at the December meeting. This primarily involves adding to the loss prevention training, educational and safety materials for KWORCC members, as the need arises. After discussion, Mr. Roberts moved to approve the 2019 proposed budget as presented. Mr. Caspers seconded the motion which CARRIED unanimously.

Mr. Parrish then asked Ms. Bird to address Agenda Item No. 4c, "KWORCC Christmas Party." Ms. Bird directed attention to the invitation and stated she worked with KWORCC's President to arrange catering from About's this year. Former trustees and staff will be invited as well.

Finally, Ms. Bird addressed Agenda Item No. 4d, "KWORCC 457 Plan Change Trustee and Advisory Committee KWORCC Resolution No. 2018-67." Ms. Bird explained that because of changes in personnel, KWORCC needs a new Trustee and Advisory Committee member for the plan. Staff is recommending Steve Johnson of Parrish Management Corporation. Dr. Garten moved to adopt KWORCC Resolution No. 2018-67. Mr. Roberts seconded the motion which CARRIED unanimously.

Vice-President Barton 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.

Vice-President Barton then proceeded to Agenda Item No. 6, "Financial Report." Ms. Dukes discussed in detail the financial statements for September 2018 and responded to questions. Mr. Caspers moved to receive and file the financial reports. Mr. Roberts seconded the motion which CARRIED unanimously.

Ms. Dukes then presented the Kansas Insurance Department (KID) Third Quarter Report for 2018. Dr. Garten moved to file the September 30, 2018 Quarterly Report with KID, as presented. Ms. Buttron seconded the motion which CARRIED unanimously.

Next, Ms. Dukes reviewed reports showing the value of KWORCC's equity investments as of September 30, 2018.

Ms. Dukes then presented the check register and answered questions. Whereupon, Ms. Buttron moved to approve check Nos. 18387 through 18468 and the direct debits. Mr. Roberts seconded the motion which CARRIED unanimously.

Vice-President Barton addressed Agenda Item No. 7, "Claims Report – TRISTAR Risk Management." As to Agenda Item No. 7a, "Claims Report," Ms. Chamberland reported on claims and answered questions. She requested approval of two pending settlements. Dr. Garten moved to approve the proposed course of action for claim number 2016WR000602. Mr. Caspers seconded the motion which CARRIED unanimously. Mr. Caspers moved to approve the proposed course of action for claim number 2014069404. Mr. Roberts seconded the motion which CARRIED unanimously.

Ms. Chamberland then addressed Agenda Item No. 7b, "Medical Bill Review Report," stating KWORCC experienced a savings of 49% for the month of October 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 2014 through October 2018. 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 October 2018 and should not be considered a guarantee of either good or poor ultimate-loss performance.

Vice-President Barton called upon Mr. Mann to address Agenda Item No. 8, "Loss Prevention and County Visits." He reviewed October, November and December calendars for the loss-prevention staff and stated the loss prevention staff have made 342 county visits so far this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

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

Vice-President Barton proceeded to Agenda Item No. 10, "Committee Reports." There were no committee reports, however, Mr. Parrish reminded everyone there will be an investment committee meeting at 12:15pm before the December board meeting.

Vice-President Barton then addressed Agenda Item No. 11, "Other Business." There being no additional business, Vice-President Barton declared the meeting adjourned at 2:20 pm.

The KWORCC Board of Trustees approved the foregoing minutes on the 13th day of December 2018.

Bonnie "Rob" Roberts, Secretary
KWORCC Board of Trustees

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

I, Bonnie E. "Rob" Roberts, 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 15th day of November 2018 at which a quorum was present:

RESOLUTION # 2018-67

IN THE MATTER OF KWORCC REMOVING and APPOINTING TRUSTEE OF its 457 Deferred Compensation Plan (hereafter "Plan"):

BE IT RESOLVED, that effective November 15, 2018, KWORCC is hereby authorized to remove Beth Pritchett as Trustee and appoint Steve Johnson as successor Trustee of the Plan, the KWORCC Administrator is authorized to execute such removal and appointment on behalf of KWORCC and take all required and proper action to carry into effect the provisions of said changes.

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

BE IT FURTHER RESOLVED, that participants in the Plan shall be advised of the change in Trustee of the Plan and change in the Advisory Committee for the Plan, by way of delivering a copy of this Resolution to such participants.

IN WITNESS WHEREOF, the undersigned has caused this Resolution to be executed this 15th day of November 2018.

Bonnie E. "Rob" Roberts, Secretary

A handwritten signature in black ink that reads "Bonnie E. Roberts". The signature is stylized, with the first name "Bonnie" written in a cursive script and the last name "Roberts" in a more blocky, slightly cursive font. The signature is positioned below the typed name.

Minutes
Meeting, Investment Committee
Kansas Worker Risk Cooperative for Counties
Clubhouse Inn - Conference Room
924 SW Henderson Rd., Topeka KS 66615
December 13, 2018

On Thursday, December 13, 2018 at 12:19 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, Gary Caspers. Committee Members participating included: Gary Caspers, Cloud County Commissioner; Rob Roberts, Miami 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 Caspers called the meeting to order at 12:19 PM. Ms. Barton moved to approve the Agenda. Mr. Roberts seconded the motion which CARRIED unanimously.

Chairman Caspers then presented the Minutes of the Committee dated July 26, 2018. Mr. Roberts moved to approve the Minutes of the Committee meeting of July 26, 2018. Ms. Barton seconded the motion which CARRIED unanimously.

Whereupon, Mr. Parrish explained that KWORCC Resolution 2018-81 is offered for review by the Committee. 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. Ms. Barton moved that the Committee recommend for approval KWORCC Resolution 2018-81 to the Board. The motion was seconded by Mr. Roberts and CARRIED unanimously.

Next, Chairman Caspers asked Mr. Chris Thompson to report on KWORCC’s fixed assets holdings and provide a market update. 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, 2018, there were 30 separate and direct holdings that could be quickly and easily converted to cash. Mr. Thompson stated in managing the portfolio he is working with the twin goals of maximum yield and providing sufficient liquidity (without significant loss on sale). Liquidity is needed to meet claims payment requirements. As of November 30, 2018, he explained that the par value of KWORCC’s bond portfolio was \$20,546,376 with a market value of \$19,321,429 for a book loss of \$923,667. He stated that KWORCC has every intention of carrying the bonds to maturity, so no loss will be realized. Mr. Thompson further noted 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 discussed KWORCC’s holdings in FDIC-insured certificates of deposit.

As for an update on the fixed asset securities market, Mr. Thompson stated that in December 2017 the bond market was coming off the September 2017 yield low of the year and moving higher in yield and lower in price due to a renewed focus and belief that new Federal Chairman, Jerome “Jay” Powell would keep the monetary policy tight and raise rates regularly in 2018. At that time, the conversation centered on whether there would be three or four moves (of 25bps each). He stated that with 2018 nearly complete, we find ourselves on the doorstep of a very certain fourth move when the Federal Reserve Board meets December 19, 2018. Mr. Thompson stated that while three or four moves seemed likely in 2019, fresh forecasts of fourth quarter gross domestic product are not overly optimistic – dialing the moves by the Federal Reserve Board back to one or two during 2019. He indicated that this point was enhanced when Chairman Powell, at the meeting of the New York Economic Club in late November, described the current Federal Reserve Board target as “nearly neutral” and further such moves remain data dependent.

Mr. Thompson stated that yields rose significantly in 2018, but not uniformly across the curve. He pointed out that this upward movement has been most pronounced in maturities of five years or less, and less so in longer maturities. He indicated the yield curve has flattened in slope, regarded by most as a negative indication of future economic growth (pushing bond yields lower and prices higher). Mr. Thompson stated that is further complication is that domestic equity indices touched all-time highs in early October before dropping 10% by Halloween. He stated that although half of that decline has been recaptured, investors are increasingly doubtful that price gains will continue. He said most market predictions point to low, single digit gains in 2019.

Upon completion of his report, Mr. Thompson asked for and responded to questions from the Committee.

There being no further business to come before the Committee, Chairman Caspers adjourned the meeting at 1:08 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 25, 2019.



Gary Caspers, Chair
KWORCC Investment Committee

I, Bonnie E. "Rob" Roberts, 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 13th day of December 2018 at which a quorum was present:

RESOLUTION #2018-81

IN WITNESS WHEREOF, the undersigned has caused this Resolution to be executed this 13th day of July 2018.

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, 2018 through November 30, 2018, 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, 2018 through November 30, 2018, 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 13th day of December 2018.

Bonnie E. "Rob" Roberts, Secretary

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



KWORCC

Trade History CCB Capital Markets 7-1-18 through 11-30-18

Customer	Ticket	Cusip	Description	Coupon Yield	Maturity	Settlement	Purchase/Sale	Par	Price	Principal	Accrued Interest	Net Settlement
300121	297015245	912828QY9	U.S. Treasury Notes	2.250	07/31/2018	07/02/2018	Sold To Portfolio	\$ 750,000.00	100.0313	\$ 750,234.38	\$ 7,085.64	\$ 757,320.02

I, Bonnie E. "Rob" Roberts, 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 13th day of December 2018 at which a quorum was present:

RESOLUTION # 2018-74

IN THE MATTER OF KWORCC LOSS PREVENTION SUPPORT SERVICES (LPSS)
Budget Item:


WHEREAS, KWORCC is confident that the loss of life and injuries resulting from work related accidents are significantly reduced through proactive risk management;

WHEREAS, the KWORCC Board of Trustees desire to allocate funds to support loss prevention and risk management for its members to be used for training, equipment and services that promote workplace safety and/or mitigate risks.

BE IT RESOLVED, that the KWORCC Board of Trustees hereby dedicate funds for loss prevention support for its members. Such funds are to be allocated at the discretion of the KWORCC Administrator.

IN WITNESS WHEREOF, the undersigned has caused this Resolution to be executed this 13th day of December 2018.

Bonnie E. "Rob" Roberts, Secretary

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

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
December 13, 2018 at 1:00 pm
Clubhouse Inn
924 SW Henderson Road
Topeka, KS 66615

The December 2018 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) was called to order at 1:12 p.m. on December 13, 2018 in Topeka by Board Vice-President Sandy Barton. Trustees attending included: Sandy Barton, Stanton County Clerk, Vice President; Linda Buttron, Jefferson County Clerk, Controller; Bonnie "Rob" Roberts, Miami County Commissioner, Secretary; Gary Caspers, Cloud County Commissioner; Stan McEvoy, Decatur 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; Mr. Carl Eyman, Deputy Administrator and Loss Prevention Manager; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Ben Woner, Loss Prevention Specialist; Bruce Woner, General Counsel and Mr. Ralph D. Unger, Member Services Representative.

Also, present were Mr. Jess Cornejo and Mr. Kyle Johnson of Cornerstone Risk Solutions (CRS), Ms. Amanda Chamberland of TriStar Risk Solutions (TRISTAR), and Mr. Chris Thompson of Country Club Bank.

Vice-President Barton then addressed Agenda Item No. 2, "Approval of the Agenda." Mr. Parrish recommended the addition of Agenda Item No. 2a, "Excuse Michelle Garrett for personal business" and to change the presenters on two items. Dr. Garten moved to approve the agenda with those changes. Mr. Roberts seconded the motion which CARRIED unanimously.

Next Vice-President Barton asked for a motion to excuse Ms. Garrett from the board meeting. Mr. McEvoy so moved. Mr. Roberts seconded the motion which CARRIED unanimously.

Vice-President Barton then addressed Agenda Item No. 3, "Consideration of Minutes of the Meeting of November 14, 2018" Dr. Garten moved to approve the minutes as presented. Mr. Caspers seconded the motion which CARRIED unanimously.

Vice-President Barton proceeded to Agenda Item No. 4a, 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 ratify the electronic transfers of funds as presented. Mr. McEvoy 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 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, 2018, there were 30 separate and direct holdings that could be quickly and easily converted to cash. Mr. Thompson stated in managing the portfolio he is guided by twin goals of maximizing yield and providing enough liquidity (without significant loss on sale). Liquidity is required to meet claims payment requirements. As of November 30, 2018, he explained that the par value of KWORCC's bond portfolio was \$20,546,376 with a market value of \$19,321,429 for a book loss of \$923,667. He stated that KWORCC has every intention of carrying the bonds to maturity, so no loss will be realized. Mr. Thompson further noted 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 discussed KWORCC's holdings in FDIC-insured certificates of deposit.

As for an update on the fixed asset securities market, Mr. Thompson stated that in December 2017 the bond market was coming off the September 2017 yield low of the year and moving higher in yield and lower in price due to a renewed focus and belief that new Federal Chairman, Jerome "Jay" Powell would keep the monetary policy tight and raise rates regularly in 2018. At that time, the conversation centered on whether there would be three or four moves (of 25bps each). He stated that with 2018 nearly complete, we find ourselves on the doorstep of a very certain fourth move when the Federal Reserve Board meets December 19, 2018. Mr. Thompson stated that while three or four moves seemed likely in 2019, fresh forecasts of fourth quarter gross domestic product are not overly optimistic – dialing the moves by the Federal Reserve Board back to one or two during 2019. He indicated that this point was enhanced when Chairman Powell, at the meeting of the New York Economic Club in late November, described the current Federal Reserve Board target as "nearly neutral" and further such moves remain data dependent.

Mr. Thompson stated that yields rose significantly in 2018, but not uniformly across the curve. He pointed out that this upward movement has been most pronounced in maturities of five years or less, and less so in longer maturities. He indicated the yield curve has flattened in slope, regarded by most as a negative indication of future economic growth (pushing bond yields lower and prices higher). Mr. Thompson stated that a further complication is that domestic equity indices touched all-time highs in early October before dropping 10% by Halloween. He stated that although half of that decline has been recaptured, investors are increasingly doubtful that price gains will continue. He said most market predictions point to low, single digit gains in 2019. Mr. Thompson then asked for and responded to questions. Vice-President Barton thanked Mr. Thompson.

Next, Mr. Parrish addressed Agenda Item No 4c, "Acknowledge Dr. Steve Garten - KWORCC Trustee Eight Years." Vice-President Barton thanked Dr. Garten for his eight years of service and presented him with a plaque. Dr. Garten stated that he learned a lot about insurance, workers compensation and government risk pools. He said he enjoyed his term as a KWORCC Trustee.

Ms. Bird then addressed Agenda Item No. 4d, "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 KAC. Ms. Bird recommended that KWORCC enter into the contracts. Mr. Caspers moved to approve the contracts. Dr. Garten seconded the motion which CARRIED unanimously.

Next, Mr. Parrish addressed Agenda Item No. 4e, "Loss Prevention Support Services KWORCC Resolution No. 2018-74." Mr. Parrish explained the purpose of the resolution was to allocate funds to support loss prevention and risk management for KWORCC members, including training, equipment and services. Mr. McEvoy moved to approve Resolution 2018-74. Dr Garten seconded the motion which CARRIED unanimously.

Mr. Parrish then addressed Agenda Item No. 4f, "Proposed Amended 2019 Budget." He explained the line items and the rationale for any changes. He then recommended approval and responded to questions. After discussion, Dr. Garten moved to approve the 2019 proposed budget as published. Mr. Roberts seconded the motion which CARRIED unanimously.

Next, Mr. Parrish reviewed the proposed 2019 Premiums under Agenda Item No. 4g. and explained the changes and the process the staff uses to establish premiums. After review, Mr. Roberts moved to approve the premiums as presented. Dr. Garten seconded the motion which CARRIED unanimously.

Finally, Mr. Parrish proceeded to Agenda Item No. 4h, "Schedule 2019 Board Meetings." After discussion, the following dates were recommended for KWORCC monthly Board meetings in 2019: Thursday, January 24 via teleconference; Thursday, February 28; Thursday, March 28 via teleconference; Thursday, April 25; Thursday, May 30 via teleconference; Thursday, June 27 via teleconference; Thursday, July 25; Thursday, August 29 via teleconference; Thursday, September 26; Thursday, October 24 and Thursday, December 19. The regular Board meetings will be held at 1:00 pm. Mr. Caspers moved to approve the meeting dates as presented. Dr. Garten seconded the motion which CARRIED unanimously.

Vice-President Barton 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.

Vice-President Barton then proceeded to Agenda Item No. 6, "Financial Report." Mr. Parrish discussed the financial statements for October 2018 and responded to questions. Mr. McEvoy moved to receive and file the financial reports. Dr. Garten seconded the motion which CARRIED unanimously.

Mr. Parrish then presented the check register and answered questions. Whereupon, Mr. Roberts moved to approve check Nos. 18469 through 18506 and the direct debits. Mr. McEvoy seconded the motion which CARRIED unanimously.

Vice-President Barton addressed Agenda Item No. 7, "Claims Report – TRISTAR Risk Management." As to Agenda Item No. 7a, "Claims Report," Ms. Chamberland reported on claims and answered questions. She requested approval of a pending settlement. Dr. Garten moved to approve the proposed course of action for claim number 2016WR000127. Mr. Roberts seconded the motion which CARRIED unanimously

Ms. Chamberland then addressed Agenda Item No. 7b, "Medical Bill Review Report," stating KWORCC experienced a savings of 40% for the month of November due to the medical bill review performed by TRISTAR.

Mr. Cornejo introduced Kyle Johnson, a risk manager at CRS who does behind the scenes work for KWORCC. 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

2014 through November 2018. 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 2018 and should not be considered a guarantee of either good or poor ultimate-loss performance.

Vice-President Barton called upon Mr. Woner to address Agenda Item No. 8, "Loss Prevention and County Visits." He reviewed November, December and January calendars for the loss-prevention staff and stated the loss prevention staff have made 366 county visits so far this year. Next, he reported on the enrollment rates and courses completed by the membership for the GovU online courses.

Vice-President Barton addressed Agenda Item No. 9, "Legal Report." Mr. Parrish and Mr. Woner stated there was no legal report at this time.

Vice-President Barton proceeded to Agenda Item No. 10, "Committee Reports." Under Item 10a, "Investment Committee," Mr. Caspers reported that the Investment Committee met prior to the Board meeting and recommended the Board adopt KWORCC Resolution #2018-81. Mr. Caspers moved that the Board follow the committee's recommendation; Dr. Garten seconded the motion which CARRIED unanimously.

Vice-President Barton then addressed Agenda Item No. 11, "Other Business." There being no additional business, Vice-President Barton declared the meeting adjourned at 2:50 pm.

The KWORCC Board of Trustees approved the foregoing minutes on the 24th day of January 2019.



Linda M. Buttron, Secretary
KWORCC Board of Trustees

I, Linda M. Buttron, 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 24th day of January, 2019 at which a quorum was present:

RESOLUTION # 2019-04


WHEREAS KWORCC has determined that the financial statements and financial reports to be prepared for the year ending December 31, 2018, 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, 2018;

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of KWORCC, in its regular meeting duly assembled this 24th day of January, 2019, 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, 2018.

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 24th day of January 2019.


Linda M. Buttron, Secretary