LOCAL GOVERNMENT LIABILITY POOL

MEETING INFORMATION

April 27, 2023 | 8:00 a.m.
Quarterly meeting held in-person in Cheyenne and online.

MEMBERS PRESENT

Brad Basse, Chairman, At Large Member
Richard Grant, Jr., Vice Chairman, Converse County Commissioner
Kelly Krakow, Treasurer, Mayor, Town of Albin
Lori Ibarra, Tri-City Parks & Recreation District, Administrator
Mike Bailey, City of Riverton Council Member
Hale Redding, Weston County Weed & Pest, District Supervisor
Lonnie Wright, Sheridan County Commissioner (*via* zoom)

STAFF PRESENT

Mike Todd, Executive Director
Torey Racines, General Counsel
MaryBeth Oatsvall, Paralegal/Claims Manager
Pennie McDaniel, Administrative/Fiscal Assistant
Andrea Hixon, Risk Management Consultant

EXECUTIVE SUMMARY

Board members and the Local Government Liability Pool (LGLP) met in-person in Cheyenne and online to discuss topics related to financial audit bids, WASCOP update, and Senior Center Transit. The Board also discussed risk & loss reports, expenditures for January, February and March of 2023, reviewed salaries and held a budget hearing. A portion of the meeting was held in executive session.

CALL TO ORDER

Chairman Basse called the meeting to order at 7:57 a.m.

WELCOME AND INTRODUCTIONS

Chairman Basse welcomed new members and introductions were made. The Board also welcomed Kristin Watson, Riverton City Clerk and Human Resource Director.

APPROVAL OF THE FEBRUARY 2, 2023 MINUTES AND MARCH 22, 2023 SPECIAL MEETING MINUTES

Member Krakow moved the Board approve the general session and executive session minutes from the February 2, 2023 meeting and minutes from the March 22, 2023 special meeting. The motion passed by voice vote.

FINANCIAL AUDIT BIDS

Director Todd provided an overview of the McGee, Hearne & Paiz, LLP (MHP) bid to provide professional financial and compliance audit services. For new members, Director Todd noted that the professional services included drafting the financial statements in conformity with U.S. GAAP; assisting LGLP in assessing the impact of new accounting standards; preparing the depreciation schedules; computing the provision for pension expense and related disclosures and assisting LGLP in completion of the F-32 report. Director Todd also noted the bid is $5,000.00 higher this year, likely due to rising costs. He recommended the Board approval the request for proposal.

Public Comment

No one from the public commented on this topic.

Board Action

Member Bailey moved the Board to accept MHP's bid proposal. The motion passed by voice vote.

WASCOP UPDATE

Director Todd provided a quick overview of WASCOP that included WASCOP's proposal. He discussed well-defined policies and procedures as a benefit to our law enforcement agency members by reducing liabilities, defense costs, and is likely help with long-term diminishment of claims.

Legal Counsel Racines discussed online training of issues that are heavily litigated, weekly updates, and distinguished between the Guardian Mindset, NIJO (jail based) policies and Dakota training policies for juvenile inmates. He stated the 3 years of funding is split by LGLP, the State Self-Insurance Program (SSIP) and Wyoming Association of Risk Management (WARM) and noted the WASCOP contract is being circulated and should be signed by next week.

Legal Counsel Racines also distinguished between monetary caps and awards for attorney fees within the Wyoming Governmental Claims Act and federal law under 42 USC § 1983.

Public Comment

No one from the public commented on this topic.

Board Action

No formal action was taken.

SENIOR CENTER TRANSIT

Director Todd provided an overview of the concerns with senior centers and public transportation. He stated exposure is minimum, suggested drilling down with the actuary on loss frequency and severity to review contribution rates and suggested the Board take no action on the matter.

Legal Counsel Racines discussed the definition of an eligible senior center, recommended LGLP cover senior center members for public transit and noted no case law contrary. He also stated that WGCA caps don't apply for out-of-state travel and members offering this service are required by the Federal Motor Carrier Safety Administration to carry 5 million dollars in excess coverage.

Risk Management Consultant Hixon discussed training and essential services for seniors.

Public Comment

No one from the public commented on this topic.

Board Action

Member Grant moved the Board approve expenditures for claims brought against participating eligible senior center, including transportation services that they render to the general public. The motion passed by voice vote.

RISK & LOSS PREVENTION REPORTS

Risk Management Consultant Hixon provided an overview of risk and loss prevention reports. The overview included updating the Board on training delivered, policy reviews, member visits and training attended during January, February and March. She noted 287 renewal applications have been processed. Ms. Hixon also discussed travel plans to the WAM summer convention, WAMCAT conference in April and HUB Compliance and Benefits Summit in Casper next quarter.

EXECUTIVE DIRECTOR'S REPORT

a. Entity additions/cancellations

Director Todd noted the addition of two (2) new members and recommended a review of deductible amounts with LGLP's actuary.

b. Budget review

Director Todd discussed fiscal year month-by-month, revenues and expenditures. He noted claim expenses are down. Director Todd discussed further reserving, investments into WYOSTAR I and WYOSTAR II, allocated loss spread, IBNR loss adjustment being combined in the projected financial position.

EXPENDITURES FOR JANUARY, FEBRUARY & MARCH

Director Todd provided an overview of the bill payment list and credit card expenditures.

Board Action

Member Krakow moved the Board approve the expenditures for January, February and March. The motion passed by voice vote.

EXECUTIVE SESSION

Member Grant moved the Board resolve itself into executive session at 9:40 a.m. for director interviews and to discuss current claims, litigation and personnel matters pursuant to W.S. 16-4-405. The executive session concluded at 2:11 p.m.

Board Action

Member Ibarra moved that the Board authorize the settlement authority regarding LGLP Claim No. EO210003 as requested by Director Todd in executive session. The motion passed by voice vote with Member Wright excused.

Member Bailey moved that Director Todd negotiate a contract, as recommended in executive session, with LGLP's new potential director. The motion passed by voice vote with Member Wright excused.

SALARY REVIEW

Director Todd provided a review of staff salaries and benefits. Chairman Basse noted that in the past salary discussions have been held in executive session and mentioned that may not have been appropriate.

Board Action

Member Grant moved the Board approve a seven (7%) percent increase for staff salaries. The motion passed by voice vote with Member Wright excused.

BUDGET HEARING

Chairman Basse opened the budget hearing for LGLP's FY 2024 proposed budget. Director Todd provided an overview of the FY 2023 final budget and FY 2024 proposed budget. The overview included a review of LGLP's revenue and administrative expenses.

Public Comment

No one from the public commented on this topic.

Board Action

Member Krakow moved the Board approve the FY2024 proposed budget. The motion passed by voice vote with Member Wright excused.

OLD OR NEW BUSINESS

a. Vehicle update

Director Todd noted the 2017 Ford Explore was sold and a he purchased a 2023 Honda Odyssey as its replacement.

NEXT BOARD MEETING ANNOUNCEMENT

The next board meeting will be held in-person and virtually at 8:00 a.m., on Thursday, August 3, 2023.

MEETING ADJOURNMENT

There being no further business the meeting adjourned at 2:37 p.m.

Respectfully submitted,

Richard Grant, Jr., Vice Chairman Dated: 8/3/2023