LOCAL GOVERNMENT LIABILITY POOL

MEETING INFORMATION

November 7, 2024 | 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 (*via Zoom*)
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

STAFF PRESENT

Torey Racines, Executive Director
Tom Thompson, Litigation Attorney
MaryBeth Oatsvall, Paralegal/Claims Manager
Pennie McDaniel, Administrative/Fiscal Assistant
Andrea Hixon, Risk Management Consultant
Cassidy Mueller, Risk Management Consultant

EXECUTIVE SUMMARY

The Board met in-person in Cheyenne and online to discuss topics related to financial audit, investments, entity additions/cancellations, and budget review. The Board also discussed risk & loss reports, expenditures for July, August, and September and received updates regarding policy builder, WASCOP, board elections and statutory monetary amounts draft bill and other legislative considerations. 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

Brittany M. Wilson, CPA with McGee, Hearne & Paiz, LLP (MHP) was welcomed by the Board.

APPROVAL OF THE AUGUST 1, 2024 MEETING MINUTES

Member Krakow moved the Board approve the general session and executive session minutes from the August 1, 2024 meeting. The motion passed by voice vote.

AUDIT REPORT

CPA Wilson summarized MHP's Financial and Compliance Report of LGLP for FY24. She briefly discussed the audit, including MHP responsibilities, an overview of the scope and timing to the financial audit, accounting policies and practices, audit adjustments and management's analysis. CPA Wilson also touched on 2024 highlights and noted a strong net position for the Pool. CPA Wilson noted a control deficiency common to small government entities – LGLP does not have a person on staff with the ability to prepare financial statements in accordance with U.S. GAAP standards without the assistance of MPH. CPA Wilson noted that from a cost-benefit analysis it does not make sense for the Pool to have someone on staff. The audit revealed no instances of noncompliance or other matters that are required to be reported under government auditing standards.

Public Comment

No one from the public commented on this topic.

Board Action

After Board discussion, Member Bailey moved that the Board accept the findings of the financial audit prepared by MHP. The motion passed by voice vote.

RISK & LOSS PREVENTION REPORTS

Risk Management Consultant Mueller provided an overview of risk and loss prevention reports. The overview included updating the Board on training delivered, member visits and training attended during July, August, and September. Mr. Mueller also discussed future training plans for members.

Public Comment

No one from the public commented on this topic.

Board Action

No formal action was taken.

EXECUTIVE DIRECTOR'S REPORT

a. Entity additions/cancellations

Director Racines discussed the addition of six (6) new members. He noted two (2) members being cancelled for failing to renew.

b. IT update

Director Racines discussed the successful implementation of Drop Box as the shared drive. He noted the ease of retrieving documents remotely via the share drive transfer.

Director Racines briefly discussed Recordables, LGLP's current claims management system and the ongoing upgrade of the system. While the upgrade has been slow, Racines noted the upgraded system appears to be on track for implementation and validation shortly.

Director Racines also noted that staff have been exploring alternative claims management systems on the market. Preliminary quotes have been received, and the process is ongoing. At this time, the alternative systems appear to be significantly more expensive than Recordables.

RBC INVESTMENTS REPORT

Pete Kline, CFP, MBA and Brendan Ames, Management Financial Advisor, RBC Wealth Management provided a portfolio overview which included discussion time-weighted return; performance, gains and losses, maturity and projected income summaries. Mr. Kline also discussed maturity details which included a discussion of cash and cash alternatives, interest rates, inflation and dividend and income generating cash all under FDIC requirements.

Public Comment

No one from the public commented on this topic.

Board Action

After Board discussion regarding account liquidity Member Bailey moved to recommend to both LGLP's private investment accounts, Geneos and RBC, to minimize the amount of cash held accounts that do not bear interest, at their discretion. The motion passed by voice vote.

c. ***Policy Builder update***

Director Racines provided an update regarding the BLR (Business & Learning Resource) and Employee Handbook Builder. He noted nine (9) out of ten (10) licenses are being utilized, two (2) years left on the project and lots of interest from the Pool's members. Additional licenses can be purchased if demand increases and with continuation of the program. Ms. Hixon discussed promoting the project to smaller entities.

d. WASCOP update

Director Racines provided the Board with an update regarding the WASCOP project with the Daigle Law Group as reflected in Allen Thompson, Executive Director, Wyoming Association of Sheriffs and Chiefs of Police written submission.

e. Legislative update

Director Racines discussed participating in the Judiciary Committee's meeting and interim topic: "Statutory Monetary Amounts for the Wyoming Governmental Claims Act and Settlement Agreements for Minors." Director Racines noted that during the Judiciary Committee's last meeting the Committee heard testimony regarding the impacts on the pools and voted to sponsor a bill to double the current maximum liability amounts for the WGCA to $500,000 for one claimant per occurrence and to $1,000,000 for all claimants arising out of a single occurrence. This amount is half the original proposal suggested to the committee at the first meeting of the interim.

Director Racines also discussed a bill regarding negligent investigations.

f. ***Board elections update***

Director Racines discussed Board nominations and noted that the nomination time has passed. LGLP staff received no nominations beyond the incumbent Board members who were nominated and up for reelection. He proposed sending a letter to the Pool's members regarding the election results.

Board Action

Member Bailey moved the Board approve the November 7, 2024 LGLP Board Member Election Results letter as proposed to be emailed to the Pool's members. The motion passed by voice vote.

g. Budget review

Director Racines reviewed revenues and expenditures outlined in the first quarter FY25 Budget Report. Director Racines also discussed investments, which included WYOSTAR I and II, Geneos and RBC accounts. He also noted revenues and current cash position are two million dollars ($2,000,000) better than last year at this time.

Board Action

Member Wright moved the Board to approve the budget report as presented. The motion passed by voice vote.

EXPENDITURES FOR JULY, AUGUST & SEPTEMBER

Director Racines provided a brief overview of the bill payment list, credit card expenditures and banking statements.

Board Action

Member Krakow moved the Board to approve the expenditures for July, August, and September 2024. The motion passed by voice.

EXECUTIVE SESSION

Member Bailey moved the Board to resolve itself into executive session at 10:01 a.m., to discuss current claims, litigation and personnel matters pursuant to W.S. 16-4-405. The executive session concluded at 12:24 p.m.

Board Action

Member Bailey moved the Board to authorize Director Racines to proceed as requested regarding items discussed in executive session. The motion passed by voice vote.

OLD OR NEW BUSINESS

a. Board retreat

Director Racines noted the desire of current Board members to have a Board retreat. Chairman Basse noted that past retreats fostered relationships and Board members gained a wealth of knowledge which helped with financial planning within the Pool. Chairman Basse suggested including the Board's actuary. After Board discussion, the Board suggested that staff look into in-state locations for a winter meeting or a pre-existing PRIMA or AON conferences that would fit the Board's needs.

b. START Bus – Out-of-State Transportation

Director Racines discussed the Federal Motor Carrier Administration insurance requirements for motor carriers, which requires $5 million in coverage for out-of-state bus travel currently being provided by the Town of Jackson/START Bus and how LGLP's recent amendment its out of state coverage limits impacted START's ability to obtain adequate and affordable excess coverage. Director Racines outlined potential solutions.

Board Action

After Board discussion, Member Ibarra moved to authorize the Executive Director to offer coverage up to $1.5 million for out-of-state START bus occurrences and calculate and charge START according to the percentage provided the Board's actuarial calculation for an increased exposure of $1,000,000 (one million dollars) as reflected in the September 9, 2024 report and accounting for LGLP current confidence level. The motion passed by voice vote with Member Bailey voting no.

NEXT BOARD MEETING ANNOUNCEMENT

The next board meeting will be held in-person and virtually at 8:00 a.m., on Thursday, February 6, 2025, with the second quarter board meeting tentatively scheduled for May 1, 2025.

MEETING ADJOURNMENT

There being no further business the meeting adjourned at 1:04 p.m.

Respectfully submitted,

Brad Basse, Chairman Dated: 2-6-25