

**Minutes of Meeting  
Human Resources  
Idaho Counties Risk Management Program (ICRMP)  
February 27, 2019  
1:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Chris Fillios and Commissioner Bill Brooks met to discuss the following agenda item. Also present were Human Resources (HR) Director Sylvia Proud, HR Generalist – Compliance Cecilia Sweet, Civil Deputy Prosecuting Attorney Darrin Murphey and Deputy Clerk Tina Ginorio. Also present were ICRMP (Idaho County Risk Management Plan) Executive Director Tim Osborne, Underwriting & Technology Manager Sandy Moser and Senior Claims Examiner George Blickenstaff, and Kootenai County’s agent with Northwest Insurance John Goedde. Commissioner Leslie Duncan was excused.

- A. **Call to Order:** Chairman Chris Fillios called the meeting to order at 1:02 p.m.
- B. **Changes to the Agenda (Action):** There were no changes to the agenda.
- C. **Business:**

**ICRMP Executive Director Tim Osborne and Underwriting & Technology Manager Sandy Moser will provide an overview of ICRMP services, coverage, and claims (Discussion).**

ICRMP Executive Director Tim Osborne began his presentation with a description of ICRMP’s origin and purpose. He said ICRMP was created during an insurance crisis in the 1980’s; counties who could not afford outside insurance pooled together and started the program. He remarked that Kootenai County was one of the founding members. He explained that it was a public entity, created under a Joint Powers Agreement, licensed and monitored by the Idaho Department of Insurance. He said that cities, schools, special purpose districts and community colleges have joined ICRMP, totaling nine hundred and fifty-six members. Mr. Osborne added that ICRMP was owned and managed by its members.

Civil Deputy Prosecuting Attorney R. David Ferguson entered the meeting at 1:05 p.m.

Mr. Osborne listed the nine members of their Board of Public Officials and the heads of the different departments, along with the staff supporting each. He explained that they also provide support and office space to a number of other organizations, including the Idaho Association of Counties (IAC), the Association of Idaho Cities (AIC) and the Idaho Sheriffs Association (ISA).

Mr. Osborn stated that ICRMP was regulated in the same manner as a commercial insurance company. He explained that investments and loss reserves were examined on a quarterly schedule by the Department of Insurance. Additionally, he said, ICRMP submits to an extensive triennial exam by the Department of Insurance.

Mr. Osborn listed some of the training offered by ICRMP to clients, including safe driving, personnel, supervisor and law enforcement. He explained the purpose of these trainings was to prevent litigation in different areas. He said they also provide sample policies, forms and contracts to suit various needs, cyber awareness training, coverage for cyber liability, and jail management software.

Underwriting and Technology Manager Sandy Moser took over the presentation at this point and listed all of the many different types of coverages ICRMP is able to provide clients. She went over the various factors that affect coverage prices and details of Kootenai County's contributions and claim demands.

**Executive Session pursuant to Idaho Code §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated (threatened or pending litigation) (Closed Session – Discussion)**

**Decision/Direction (Open Session – Action Item)**

No material requiring an Executive Session was submitted.

**Executive Session pursuant to Idaho Code §74-206(1)(i) to engage in communications with a representative of the public agency's risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed (Closed Session – Discussion)**

**Decision/Direction (Open Session – Action Item)**

No material requiring an Executive Session was submitted.

**D. Public Comment (Discussion):** This section is reserved for citizens wishing to address the Board regarding a County-related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There was no public comment.

**E. Adjournment (Action):** Chairman Fillios adjourned the meeting at 1:51 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: \_\_\_\_\_  
Tina Ginorio, Deputy Clerk

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