ASSOCIATION OF WASHINGTON CITIES

RMSA Operating Committee Meeting Agenda
October 14, 2016
SeaTac Airport Conference Room
9:30 a.m. – 12 p.m.

*Lunch will be served at Noon*

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**Mission**
The mission of the AWC RMSA is to protect employees, assets, and officials of Washington’s cities and towns through Security, Stability, and Service.

**Vision**
The AWC RMSA is the full service risk management choice for small and medium-sized cities and towns in our state. We are large enough to protect your assets, yet small enough to know your name. We strive to solve problems before they happen, and protect your future when they do; constantly innovating to meet your needs.

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1. **Call to Order, Welcome, and Introductions**

   1.1 Welcome, introductions, and opening remarks

2. **Approval of Minutes**

   2.1 [August 25, 2016 Committee meeting minutes]: Committee action requested.

3. **Administration**

   3.1 [Election of Vice Chair]: Committee action requested.

   3.2 [NLC Mutual Insurance Company Board Representative]: No Committee action requested.

   3.3 [Staff Update]: No Committee action requested.
3.4 **Record Retention Policy**: No Committee action requested.

3.5 **2017 RMSA Coverage Agreement**: Committee action requested.

4. **Financials**  
   *Linda Triplett, Roger Neal, AWC*

   4.1 **Current Financial Report**: No Committee action requested.

   4.2 **2017 RMSA Preliminary Budget**: Committee action requested.

5. **Membership**  
   *Lynda Hummel, Dylan Andersen, Caitlin Magee, Roger Neal AWC*

   5.1 **Claims Report**: No Committee action requested.

   5.2 **Loss Prevention Report**: No Committee action requested.

   5.3 **Membership Report**: No Committee action requested.

   5.4 **Property Appraisal & Property Management Software**: No Committee action requested.

   5.5 **Insurance Broker Selection**: Committee action requested.

6. **Legal**  
   *Skip Houser, RMSA General Legal Counsel*

   6.1 **Amicus Brief Update – WCRP v. Clark County**: No Committee action requested.

7. **Other Business**  
   *Carol Wilmes, AWC*

   7.1 **2016/2017 Meeting Schedule**: No Committee action requested.

   7.2 **Operating Committee Training Opportunities**: No Committee action requested.

8. **Adjournment**  
   *Chair Duncan Wilson*

   8.1 Meeting Adjournment at 12:00 p.m.