

**Minutes of the
Affordable Housing Risk Pool
Board of Directors Meeting**

**Via Zoom, Vancouver, WA
Thursday, March 23, 2023, 9:17 am**

A meeting of the Board of Directors of the Affordable Housing Risk Pool ("AHRP") was held at 9:17 am on March 23, 2023 and originated from Vancouver, Washington.

1.0 CALL TO ORDER AND ROLL CALL

Directors Present

Director Fox	Homes for Good
Director Havlicek	Housing Authority of the County of Santa Barbara
Director Kohler	Housing Authority of Douglas County
Director Leonard	Housing Authority of Snohomish County
Director Madsen	Columbia Cascade & Mid-Columbia Housing Authorities
Director Kugler	Housing Authority of the County of Tulare
Director Kruse	Stanislaus Regional Housing Authority
Director Rooker	Housing Authority of the City of Walla Walla

Others Present

Tony Andrade	Moss Adams
Darla Cazares	A/R and Administrative Specialist, HARRP
Robin Cox	Policy & Claims Administrator, HARRP
Karen Fallows	Policy Administrator, AHRP
Michelle Frye	Director of Finance, HARRP
Rick Gehlhaar	Director of Claims, HARRP
Bill Gregory	Executive Director, HARRP
Rachel O'Neil	Public Entities Policy Administrator, HARRP
Tom Williams	Deputy Director, Claims, HARRP

President Rooker called the meeting to order at 9:12 am.

2.0 AGENDA APPROVAL

A motion was made by Director Kugler and seconded by Director Kruse to approve the Agenda. Motion passed by unanimous vote.

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3.0 CONSENT AGENDA

A motion was made by Director Leonard and seconded by Director Madsen to approve the Consent Agenda. Motion passed by unanimous vote.

4.0 COMMENTS FROM THE PUBLIC

This time is reserved for members of the public to address the Board with matters relative to Board business.

None

5.0 PRESENTATIONS

5.1 Moss Adams, 2022 Financial Audit

Mr. Andrade shared with the Board the outline for his presentation, which included the auditing process, communications, and financials. Mr. Andrade reported that the audit was clean with no findings, no adjustments, no difficulties, and no weaknesses in the control structure. He also presented the year end financials with the Board including total assets, liabilities, and revenues. He noted that the loss trends will need continued monitoring.

A motion was made by Director Kugler and seconded by Director Madsen to accept the 2022 Financial Audit Presentation. Motion passed by unanimous vote.

6.0 DISCUSSIONS AND ACTION ITEMS

6.1 Consider Approving Final 2022 Actuarial Report

A motion was made by Director Leonard and seconded by Director Madsen to approve the 2022 Actuarial Report. Motion passed by unanimous vote.

6.2 Consider Approving Claims Satisfaction Report

A motion was made by Director Kugler and seconded by Director Leonard to accept the Claims Satisfaction Report. Motion passed by unanimous vote.

Item #: 3.1.2

6.3 Consider Plan of Management, Finance and Operation, 2023

Executive Director Gregory advised that the document needs to be updated annually and filed with regulators. He advised that only the dates and rate amounts were changed.

A motion was made by Director Madsen and seconded by Director Fox to accept the Plan of Management, Finance and Operation, 2023. Motion passed by unanimous vote.

6.4 Underwriting Processes, AHRP

Ms. Fallows, AHRP Policy Administrator, presented the underwriting flow diagram. Ms. Cox, Policy & Claims Administrator advised the biggest hold up she sees in the underwriting comes from poor property management agreements where the property managers are held harmless. Director Fox thanked the AHRP staff for the presentation.

6.5 Consider Appointment of Board Members

A motion was made by Director Madsen and seconded by Director Kruse to accept the Appointment of Board Members. Motion passed by unanimous vote.

6.6 Consider Election of Officers, ORWACA LLC

A motion was made by Director Havlicek and seconded by Director Leonard to accept the Election of Officers, ORWACA LLC. Motion passed by unanimous vote.

6.7 Consider Accepting Executive Director's Report

Executive Director Gregory advised that he is in the process of filling the two Policyholder Affiliated Directors vacancies, but options are limited. Executive Director Gregory stated he is still researching the feasibility of Mutual and/or Captive Formation and will have more on this in June and October. A motion was made by Director Leonard and seconded by Director Kruse to accept the Executive Director's Report. Motion passed by unanimous vote.

7.0 TREASURER'S REPORT

A motion was made by Director Kugler and seconded by Director Leonard to approve the Treasurer's Report. Motion passed by unanimous vote.

8.0 MATTERS FROM THOSE PRESENT

None

Item #: 3.1.3

9.0 PRESIDENT'S REPORT

President Rooker reported that she is looking forward to seeing everyone in person at the next meeting.

10.0 ADJOURNMENT

There being no further business, a motion was made by Director Leonard and seconded by Director Madsen to adjourn. Motion passed by unanimous vote and the meeting was adjourned at 9:43 am.



Renee Rooker, President

Item #: 3.1.4