

**Minutes of the
Housing Authorities Risk Retention Pool
Board of Directors Meeting**

**Embassy Suites, Portland, Oregon
Thursday, June 6, 2024, 8:00 am**

A meeting of the Board of Directors of the Housing Authorities Risk Retention Pool (“HARRP”) was held at 8:00 am on June 6, 2024 at Embassy Suites in Portland, Oregon.

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 Kruse	Stanislaus Regional Housing Authority
Director Kugler (virtual)	Housing Authority of the County of Tulare
Director Leonard	Housing Authority of the County of Snohomish
Director Parr	Spokane Housing Authority
Director Rooker	Housing Authority of the City of Walla Walla

Others Present

Darla Cazares	A/R and Administrative Specialist, HARRP
Hannah Garton	Risk Management Intern, HARRP
Rick Gehlhaar	Director of Claims, HARRP
Courtney Giesseman (virtual)	Alliant
Bill Gregory	Executive Director, HARRP
Eric Hillerns (virtual)	OVO
Jesse Kinney	Deputy Director of Finance, HARRP
Cindy Steele	Director of Risk Management & Underwriting, HARRP
Tom Williams	Deputy Director, Claims, HARRP

President Rooker called the meeting to order at 8:00 am.

2.0 AGENDA APPROVAL

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

3.0 CONSENT AGENDA

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the Board of Commissioners. A motion was made by Director Parr and seconded by Director Kohler 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 HIGHLIGHTS OF RISK MANAGEMENT ACTIVITIES

Ms. Steele introduced Ms. Garton as the Risk Management Intern. Ms. Garton presented her work on the bare land lots internal survey and audit. The audit included the review of 370 bare land lots and found 35 had a structure and 2 were in process of construction. Her next step was to survey the members to learn if the structures were occupied and if the structure was covered by a different insurance carrier. Ms. Steele commented that this shows the importance of periodic audits and surveys.

Ms. Steele presented climate risk identification and analysis for HARRP and AHRP. She advised that she included all locations with TIV's of \$1,000,000 or above and combined all HARRP locations with the same address into a single location. She used the model Risk Factor which provides climate risk data for flooding, wildfires, hurricane wind, extreme heat and air quality. She advised that while average TIV is evenly distributed by Pool, the maximum TIV skews heavily to HARRP. Ms. Steele presented each climate risk and how many properties fall into each rating from 1 (minor risk) to 10 (extreme risk). One surprising statistic was that 579 properties rated 10 for air quality. She advised her key takeaway was to use Climate Risk Management intertwined with COPE (Construction, Occupancy, Protection, Exposure) for an expanded focus of risk assessment.

6.0 PRESENTATIONS

6.1 Synchronous Messaging – Eric Hillerns

Mr. Hillerns introduced himself as a Brand Strategist with OVO. He advised OVO has been working with HARRP since 2019 and helped with the rebranding to Synchronous. He presented the need for consistent messaging of who Synchronous is and what differentiates the company. Handouts were provided and reviewed which included

messaging notes on the value proposition of Synchronous and how the messages should be emphasized.

6.2 Mid-year Stewardship Report – Courtney Giesseman

Ms. Giesseman presented the Mid-Year Stewardship Report. She introduced the Alliant service team and that she is proud to share that Alliant is 52% employee owned. She advised Great American provided pricing and terms late November of 2022 for the 1/1/2023 renewal. She stated that no additional markets provided quotes (22 markets reviewed submission). She advised that Alliant negotiated with Great American to extend coverage from 1/1/2023-7/1/2023. She highlighted the major accomplishments achieved to include the successful placement of the HARRP property and excess liability reinsurance programs, generated additional reinsurer interest (Korean Re), reinsurers increased capacity which has allowed to replace reinsurers with less favorable terms and pricing (Munich and Fidelis), a property rate decrease of 15%, provided coverage that is housing authority focused and that matches the underwriting and member service philosophy of HARRP, negotiated a premium collar which could result in a \$200k-\$400k additional savings at year end audit, the replacement reinsurer to provide excess liability to HARRP membership, and rate rounded in favor of HARRP resulting in additional \$3,000 savings.

7.0 DISCUSSION and ACTION ITEMS

7.1 Consider Approving Conflict of Interest Code

Executive Director Gregory advised California Political Reform Act requires the Conflict of Interest Code to be filed. A motion was made by Director Havlicek and seconded by Director Fox to approve the Conflict of Interest Code. Motion passed by unanimous vote.

7.2 Succession Plan Update

Executive Director Gregory said that the only new update to the succession planning since the December meeting was that Ms. Cox will now be working until 2029. He stated a new employee will be hired this summer to help with AHRP.

7.3 Consider Acceptance of Executive Director's Report

Executive Director Gregory advised he has been busy with visits. He stated he is busy with legislative discussions on what changes and what challenges the pool is facing. A motion was made by Director Parr and seconded by Director Havlicek to accept the Executive Director's Report. Motion passed by unanimous vote.

Executive Director Gregory advised that the cost to set up the new reinsurer program will be \$25,000. This cost includes the legal and IT cost to build the program. A motion was made by Director Kruse and seconded by Director Parr to move on with the program with a budget of \$25,000. Motion passed by unanimous vote.

8.0 TREASURER'S REPORT

Mr. Kinney presented the Treasurer's Report. Director Fox raised a question about the check register that is included in the board meeting packet. He questioned what are the fraud controls. Executive Director Gregory advised he will include a presentation of this for the October meeting. A motion was made by Director Havlicek and seconded by Director Kugler to approve the Treasurer's Report. Motion passed by unanimous vote.

9.0 EXECUTIVE SESSION

A motion was made by Director Parr and seconded by Director Fox to begin the Executive Session to last approximately 30 minutes with no additional action to take place once the open session reconvenes. The executive session includes discussion of the Claims Overview Report and the Salary Comparison Study.

The Executive Session began at 9:45 am and ended at 10:35 am.

10.0 MATTERS FROM THOSE PRESENT


None

11.0 PRESIDENT'S REPORT

President Rooker thanked Mr. Gehlhaar for his years of service to Synchronus. She presented him with a signed gift from the board as a gift of gratitude.

13.0 ADJOURNMENT

There being no further business, a motion was made by Director Fox and seconded by Director Kruse to adjourn the meeting. The motion passed by unanimous vote and the meeting adjourned at 10:37 am.



Renee Rooker, President