



WSTIP Policy Manual

Document Name:	Board Development Policy	Date Adopted:	05/22/08
Category:	Governance	Revision Date:	04/28/11
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Board Development Policy

Purpose

To establish attendance requirements for Board meetings and make out-of-state educational opportunities for Member representatives contingent upon such attendance to the ends that the Pool's Board and its Member representatives may govern more effectively.

Authority

1. Interlocal Agreement Sections 3 (Powers) and 4 (Board of Directors); and
2. Bylaws Sections 8 (Member representatives) and 9 (Board meetings).

Policy Statement

1. Board meeting attendance. All Members shall strive to attend every Board meeting through attendance of its primary or alternate Member representatives.
2. Attendance sign-up. Attendance at Board meetings and work sessions shall be conclusively established by the attendance sign-up sheets circulated during the course of the meeting or session.
3. Educational opportunity. If a Member attends three of four Board meetings and work sessions during a calendar year, then in the following year one of its Member representatives shall be eligible to attend an out-of-state educational event at the Pool's expense. Such attendance must be in person and not electronically.
4. Eligible educational events. Eligible educational events shall be determined by the Executive Committee. The committee shall make a list of approved events. The Pool's executive director shall provide his or her recommendations with respect to events that merit consideration for approval.
5. Other educational events. If a Member representative wishes to attend an educational event other than one on the list of the committee's approved events, he or she may seek permission from the Pool's President. The President may approve the request if the event has an adequate public entity focus, tends to advance management or professional development, has an insurance or risk financing component, or will advance governance or leadership development. Also, the event should not conflict with scheduled Pool Board meetings. Pool reimbursement shall be established in the annual budget. Reimbursement in a greater amount must be approved by the Executive Committee.

Amendment

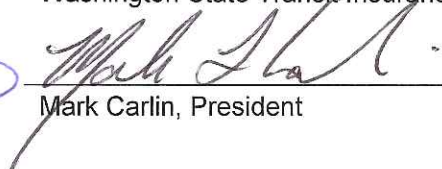
The Executive Committee may amend this policy.

Policy History

This policy was preceded by the Board Development Policy passed May 22, 2008.

Passed this 19 day of May, 2011

Executive Committee
Washington State Transit Insurance Pool



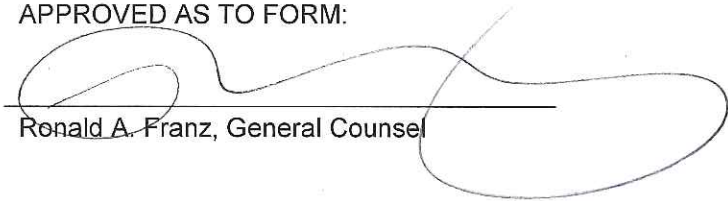
Mark Carlin, President

ATTEST:



Ben Foreman, Secretary

APPROVED AS TO FORM:



Ronald A. Franz, General Counsel