



Office of the Washington State Auditor
Pat McCarthy

Accountability Audit Report
Washington Counties Insurance Fund

For the period January 1, 2018 through December 31, 2018

Published October 28, 2019

Report No. 1024824





**Office of the Washington State Auditor
Pat McCarthy**

October 28, 2019

Board of Trustees
Washington Counties Insurance Fund
Tumwater, Washington

Report on Accountability

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The State Auditor's Office takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for Fund operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

The attached comprises our independent audit report on the Fund's compliance with applicable requirements and safeguarding of public resources for the areas we examined. We appreciate the opportunity to work with your staff and we value your cooperation during the audit.

Sincerely,

Pat McCarthy
State Auditor
Olympia, WA

TABLE OF CONTENTS

Audit Results.....	4
Related Reports.....	5
Information about the Fund	6
About the State Auditor's Office.....	7

AUDIT RESULTS

This report describes the overall results and conclusions for the areas we examined. In those selected areas, Fund operations complied with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources.

About the audit

This report contains the results of our independent accountability audit of the Washington Counties Insurance Fund from January 1, 2018 through December 31, 2018.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

This audit was conducted under the authority of RCW 43.09.260, which requires the Office of the State Auditor to examine the financial affairs of all local governments. Our audit involved performing procedures to obtain evidence about the Fund's uses of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters.

In keeping with general auditing practices, we do not examine every transaction, activity or area. Instead, based on our risk assessment for the year ended December 31, 2018, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. The following areas were examined during this audit period:

- Accounts payable – general disbursements
- Monitoring of third party administrator
- Financial condition and fiscal sustainability
- Open public meetings – documentation of minutes and executive sessions

RELATED REPORTS

Financial

Our opinion on the Fund's financial statements is provided in a separate report, which includes the Fund's financial statements. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.

INFORMATION ABOUT THE FUND

The Washington Counties Insurance Fund was formed in 1958 by the Washington State Association of Counties as a means of pooling the cost of employee benefits such as medical, dental, vision and life insurance coverage for counties and special purpose districts throughout the state. In 1985 the Fund Board of Trustees hired its own professional employee benefits staff to direct the efforts of the Fund, set future goals, install cost containment measures, research available coverage, develop administrative guidelines for member employers and manage Fund investments.

The Fund is governed by an 18-member Board of Trustees who represent the member counties and local governments. Daily operations of the Fund are run by an Executive Director and seven employees. The Fund's annual operating budget is approximately \$2.28 million.

Contact information related to this report	
Address:	Washington Counties Insurance Fund 2620 R.W. Johnson Road S.W. Suite 300 Tumwater, WA 98512
Contact:	Kathi Rauch, Finance Director
Telephone:	360-292-4473
Website:	www.wcif.net

Information current as of report publish date.

Audit history

You can find current and past audit reports for the Washington Counties Insurance Fund at <http://portal.sao.wa.gov/ReportSearch>.

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens to achieve our vision of government that works for citizens, by helping governments work better, cost less, deliver higher value, and earn greater public trust.

In fulfilling our mission to hold state and local governments accountable for the use of public resources, we also hold ourselves accountable by continually improving our audit quality and operational efficiency and developing highly engaged and committed employees.

As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments as well as [fraud](#), state [whistleblower](#) and [citizen hotline](#) investigations.

The results of our work are widely distributed through a variety of reports, which are available on our [website](#) and through our free, electronic [subscription](#) service.

We take our role as partners in accountability seriously, and provide training and technical assistance to governments, and have an extensive quality assurance program.

Contact information for the State Auditor's Office	
Public Records requests	PublicRecords@sao.wa.gov
Main telephone	(360) 902-0370
Toll-free Citizen Hotline	(866) 902-3900
Website	www.sao.wa.gov