

**WHATCOM COUNTY
ADMINISTRATIVE SERVICES**



HUMAN RESOURCES
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Melissa Keeley
HR Director

TO: County Council Members

CC: Satpal Sidhu, County Executive
Aly Pennucci, Deputy Executive
Chris Quinn, Chief Civil Deputy Prosecutor

FROM: Melissa Keeley, Human Resources Director

DATE: June 2, 2025

SUBJECT: Resolution to Update Risk Pool Board Appointment Job Titles

Designated positions in Human Resources and the Prosecutor have been appointed to the Washington Counties Risk Pool (WCRP) Board of Directors since 2012.

The current Resolution 2015-034 appoints the WCRP Board of Directors as follows:

WCRP Position	County Position Title	Department
Director	Human Resources Manager	Administrative Services
Alternate Director	Prosecutor – Designated Civil Deputy	Prosecutor
Alternate Director	Associate Manager, Human Resources	Administrative Services

Position titles in Human Resources have changed recently which require an update to the Resolution appointments as follows:

WCRP Position	County Position Title	Department
Director	Human Resources Director Manager	Administrative Services
Alternate Director	Prosecutor – Designated Civil Deputy	Prosecutor
Alternate Director	Human Resources Associate Manager, Human Resources	Administrative Services

I recommend approval by the County Council to maintain accurate records and accountability to the WCRP.