



**EXECUTIVE BOARD  
Committee Meeting Agenda**

**Tuesday, February 27, 2024**  
**Zoom Meeting**  
**9:30 a.m.**

**I. CALL TO ORDER**

- Roll Call

**II. ✓ APPROVAL OF MINUTES** – November 28, 2023 (pg. 1)

**III. INFORMATIONAL ITEMS**

**A. Reports found in the Member Section of the IRMA website –**

<http://www.irmarisk.org/Publications/IRMA-Reports.aspx>

- IRMA Financial Statements
- IRMA Investment Portfolio
- IRMA Payables
- 4<sup>th</sup> Quarter Investment Performance Report

**B. Welcome to 2024 Executive Board**

- [Roster of 2024 Executive Board Members](#)
- [2024 Calendar of Meetings](#)
- [Conflict of Interest Policy](#)
- [IRMA Officers Statement of Responsibility](#)
- [Executive Board Statement of Responsibility](#)
- [At-Large Representatives' Statement of Responsibility](#)
- [Purchase & Sales Policy](#)
- [Claims Policy](#)

**C. Standing Committee Reports**

Training & Risk Management Committee

- [Announcement of 2024 Committee](#)
- 2023 Committee Goals and Objectives Accomplishments (pg. 4)
- 2024 Committee Goals and Objectives (pg. 7)
- 2023 Training & Loss Control Report Summary (pg. 8)
- 2023 Grant Program Administration Report (pg. 15)
- 2023 Education Summit (pg. 24)
- 2024 Training & Risk Management Services Report (pg. 27)
- Benchmark Analytics Update (pg. 34)
- 2024 Education Summit (pg. 35)
- Cancellation of Concierge Cyber Program (pg. 37)

Membership Relations Committee

- [Announcement of 2024 Committee](#)
- 2023 Committee Goals and Objectives Accomplishments (pg. 38)
- 2024 Committee Goals and Objectives (pg. 40)
- Member Marketing & Retention Report (pg. 41)

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✓ Voice Vote

✓✓ Bylaw Vote – 2/3 of Membership

Coverage, Claims & Litigation Committee

- [Announcement of 2024 Committee](#)
- 2023 Committee Goals and Objectives Accomplishments (pg. 44)
- 2024 Committee Goals and Objectives (pg. 45)
- Milliman – Predictive Modeling Report (pg. 46)

Administration & Finance Committee

- [Announcement of 2024 Committee](#)
- 2023 Committee Goals and Objectives Accomplishments (pg. 66)
- 2024 Committee Goals and Objectives (pg. 67)
- Financial Overview (pg. 68)
- Approve Budget Transfer Related to Cancellations of Concierge Cyber Program (pg. 71)

**IV. CHAIR'S REPORT – HALIK**

- ✓ Nomination for Executive Board Vacancy (pg. 74)

**V. ACTION ITEMS**

**A. TRAINING & RISK MANAGEMENT COMMITTEE – BAER**

1. ✓ Grant Administration Policy (pg. 75)

**B. MEMBERSHIP RELATIONS COMMITTEE – COLE**

1. ✓ Internship Programs (pg. 82)
2. ✓ Advisory & Workers' Compensation Focus Program Update (pg. 84)
3. ✓ 2023 Member Participation Report (pg. 90)

**EXECUTIVE DIRECTOR/STAFF REPORT**

**VI. ✓ CLOSED MEETING**

- Pending Litigation
- ✓ Special meeting minutes of December 12, 2023 (To be emailed)

**VIII. ADDITIONS TO AGENDA**

**IX. CONFIRMATION OF NEXT MEETING**

Thursday, May 30, 2024; 9:30 a.m. – Zoom Meeting

**X. ✓ ADJOURNMENT**

***To ensure a quorum, please contact Donna Morin at [donnam@irmarisk.org](mailto:donnam@irmarisk.org) or Call her at (708) 236-6349, if you are not able to attend the meeting.***