



**EXECUTIVE BOARD
Committee Meeting Agenda**

**Wednesday, October 5, 2016
IRMA Office
9:30 a.m.**

I. CALL TO ORDER

- Roll Call

II. APPROVAL OF MINUTES

- ✓ A. Meeting Minutes of May 25, 2016 (pg. 1) and August 9, 2016 (pg. 10)
- B. Reports for information only, found in the Member Section of the IRMA website – <http://www.irmarisk.org/Publications/IRMA-Reports.aspx>
 - IRMA Financial Statements
 - IRMA Investment Portfolios
 - IRMA Payables
 - 3rd Quarter Investment Performance Report
 - Membership Recruitment Report
 - Claims Operational Report
 - Risk Management Services Report
 - Training & Education Quarterly Report
 - Quarterly Member Participation Report

III. CHAIR'S REPORT - GARGANO

- **Announcement of Formation of Nominating Committee for 2017 Officers (Chair – Irvin)**

IV. COMMITTEE REPORTS

A. MEMBERSHIP RELATIONS COMMITTEE – WACHTEL

- ✓ 1. Proposed Revision to Member Participation Policy (pg. 19)
- ✓ 2. Proposed Special Governmental Service District Guideline Revisions (pg. 23)
- ✓ 3. LTAAC Membership Application (pg. 26)
- 4. Workers' Compensation Focus Program - 2nd Quarter Reports (pg. 55)
- 5. Discussion on IRMA's Growth Philosophy (pg. 107)

B. TRAINING & EDUCATION COMMITTEE – DONAHUE

- 1. Proposed 2017 Training Programs (pg. 115)

C. COVERAGE, CLAIMS & LITIGATION COMMITTEE – CEDILLO

- ✓ 1. Claims Audit Report (pg. 117)
- ✓ 2. Revised Litigation Guidelines (pg. 168)
- ✓ 3. 2017 Coverage Renewal (pg. 195)
- 4. Draft of Early Intervention Policy (pg. 203)

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- ✓ Voice Vote
 - ✓✓ Roll Call Vote – Majority of Membership
 - ✓✓✓ Bylaw Vote – 2/3 of Membership

D. ADMINISTRATION & FINANCE COMMITTEE – FRANCES

1. Sub-Committee on Discounting Loss Fund - Update (pg. 206)
- ✓ 2. Establishing a Members Optional Deductible Credit Reserve Fund (pg. 209)
- ✓ 3. Consideration of a New High Deductible Package for New IRMA Members (pg. 211)
- ✓ 4. Personnel (213)
 - ✓ Hay Group (pg. 213)
 - ✓ Risk Management & Training Manager Position (pg. 221)
 - ✓ Additional Staffing (pg.226)
 - ✓ 2017 Personnel Report (pg. 230)
- ✓ 4. Establishing an Arrest, Prosecution and Conviction Contingency Fund (pg. 232)
- ✓ 6. Revenue Base Revisions (pg. 236)
- ✓ 7. 2017 Preliminary Budget (pg. 243)

V. EXECUTIVE DIRECTOR/STAFF REPORT

- A. August 9, 2016 Special Meeting Follow-up (pg. 255)
- B. Homewood Revenue Base Appeal (pg. 258)

VI. ADDITIONS TO AGENDA

VII. EXECUTIVE SESSION

- A. Review/Discussion - Executive Session Minutes of May 25, 2016 and June 13, 2016 (emailed under separate cover)
- B. Litigation Update

VIII. CONFIRMATION OF NEXT MEETING

Wednesday, November 30, 2016
9:30 a.m. - IRMA Office

IX. ADJOURNMENT

*To ensure a quorum, please contact Mary Henzler at maryh@irmarisk.org or
Call her at (708) 236-6343,
if you are not able to attend the meeting.*