



**EXECUTIVE BOARD
Committee Meeting Agenda**

**Thursday, March 6, 2014
IRMA Office
9:30 a.m.**

I. CALL TO ORDER

- Roll Call

II. APPROVAL OF MINUTES

- ✓ A. Meeting Minutes of December 4, 2013 (pg. 1)
- B. Reports for information only, found in the Member Section of the IRMA website – <http://www.irmarisk.org/Members/BoardAndCommittees/CommitteeReports.asp>
 - IRMA Financial Statements
 - IRMA Investment Portfolios
 - IRMA Payables
 - 4th Quarter 2013 Investment Performance Report
 - Membership Recruitment Report
 - Claims Operational Report
 - Summary Loss Report
 - Risk Management Services Report
 - Quarterly Member Participation Report
 - 2013 Unemployment Claims Administration Summary Report

III. CHAIR'S REPORT - IRVIN

- **Welcome to 2014 Executive Board**
 1. Roster of 2014 Executive Board Members (pg. 8)
 2. 2014 Calendar of Board, Standing & Steering Committee Meetings (pg. 9)
 3. Conflict of Interest Policy (pg. 10)
 4. IRMA Committee Policy (pg. 12)
 5. IRMA Officers Statement of Responsibility (pg. 14)
 6. Executive Board Statement of Responsibility (pg. 16)
 7. At-Large Representatives' Statement of Responsibility (pg. 18)
 8. Purchase & Sales Policy (pg. 19)
 9. Claims Policy (pg. 21)

IV. COMMITTEE REPORTS

A. MEMBERSHIP RELATIONS COMMITTEE – COREN

1. Announcement of 2014 Committee (pg. 24)
2. 2014 Market Comparison Study (pg. 25)

B. TRAINING & EDUCATION COMMITTEE – DONAHUE

1. Announcement of 2014 Committee (pg. 29)
2. 2014 Training (pg. 30)
3. Update on Grant Programs (pg. 33)

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

C. COVERAGE, CLAIMS & LITIGATION COMMITTEE – CEDILLO

1. Announcement of 2014 Committee (pg. 35)
2. Coverage Expansion – Part Time Engineers (pg. 36)
- ✓ 3. Clarification of Law Enforcement Activities (pg. 38)
- ✓ 4. IRMA Appeal 2013-01 – Village of Woodridge – Written Findings (pg. 42)

D. ADMINISTRATION & FINANCE COMMITTEE – CLARK

1. Announcement of 2014 Committee (pg. 52)
- ✓ 2. Outsourcing/Revenue Base Deductions (pg. 53)
3. Need for Additional Resources for Information Technology Functions (pg. 61)

V. EXECUTIVE DIRECTOR/STAFF REPORT

VI. EXECUTIVE SESSION

- A. Settlement Authority Request
- B. Executive Director Search (Sigman)

VII. ✓ VOTE ON EXECUTIVE DIRECTOR RECOMMENDATION

VIII. ADDITIONS TO AGENDA

IX. CONFIRMATION OF NEXT MEETING

Wednesday, May 28, 2014
IRMA Office – 1:30 p.m.

X. 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.*