



**EXECUTIVE BOARD
Committee Meeting Agenda**

**Wednesday, March 1, 2017
IRMA Office
9:30 a.m.**

I. CALL TO ORDER

- Roll Call

II. APPROVAL OF MINUTES

- ✓ A. Meeting Minutes of November 30, 2016 (pg. 1)
- 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
 - 4th Quarter Investment Performance Report
 - Membership Recruitment Report
 - Claims Operational Report
 - Risk Management Services Report
 - Quarterly Member Participation Report

III. CHAIR'S REPORT - GARGANO

WELCOME TO 2017 EXECUTIVE BOARD

- A. Roster of 2017 Executive Board Members (pg. 6)
- B. 2017 Calendar of Meetings (pg. 7)
- C. Conflict of Interest Policy (pg. 8)
- D. ✓ IRMA Committee Policy (pg. 10)
- E. IRMA Officers Statement of Responsibility (pg. 16)
- F. Executive Board Statement of Responsibility (pg. 18)
- G. At-Large Representatives' Statement of Responsibility (pg. 20)
- H. Purchase & Sales Policy (pg. 21)
- I. Claims Policy (pg. 23)

IV. COMMITTEE REPORTS

A. MEMBERSHIP RELATIONS COMMITTEE – WACHTEL

- 1. Announcement of 2017 Committee (pg. 26)
- 2. 2016 MRC Objectives – Year End Results (pg. 27)
- 3. 2017 MRC Objectives (pg. 29)
- 4. Workers' Compensation Focus Program – 4th Quarter Reports (pg. 30)
- 5. 2017 IRMA Onsite Summer Safety Internship Program (pg. 33)
- 6. 2016 Unemployment Compensation Claims Administration – Annual Overview (pg. 35)

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

7. Member Survey Results and Considerations for Member Retention Activities (pg. 39)
8. ✓ Arlington Heights Membership Application – Update (pg. 61)

B. ADMINISTRATION & FINANCE COMMITTEE – FRANCES

1. Announcement of 2017 Committee (pg. 65)
2. 2016 Administration & Finance Committee Objectives Accomplishments (pg. 66)
3. 2017 Administration & Finance Committee Objectives – Revised (pg. 67)
4. 2016 Budget Adjustment (pg. 68)
5. Revision to Asset Allocation Guidelines (pg. 69)
6. Termination of EnTrustPermal Capital Diversified Fund (pg. 72)

C. TRAINING & EDUCATION COMMITTEE – DONAHUE

1. Announcement of 2017 Committee (pg. 78)
2. Announcement of 2017 Steering Committee Officers (pg. 79)
3. 2017 Training Schedule (pg. 81)
4. Update on Grant Programs (pg. 83)
5. 2016 Training & Education Objectives – Completion (pg. 85)
6. 2017 Training & Education Objectives (pg. 87)
7. Education Summit Topics (pg. 88)
8. IMAP Form Update (pg. 90)

D. COVERAGE, CLAIMS & LITIGATION COMMITTEE – CEDILLO

1. Announcement of 2017 Committee (pg. 92)
2. 2016 Committee Objectives Accomplishments (pg. 93)
3. 2017 Committee Objectives (pg. 95)
4. New Claim Reports (pg. 96)

EXECUTIVE DIRECTOR/STAFF REPORT

V. EXECUTIVE SESSION

- Pending Litigation

VI. ADDITIONS TO AGENDA

VII. CONFIRMATION OF NEXT MEETING

Thursday, May 25, 2017
IRMA Office - 9:30 a.m.

VIII. ADJOURNMENT

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