

BOARD OF DIRECTORS Meeting Agenda

Tuesday, March 11, 2025
[Zoom Meeting](#)
9:30 a.m.

I. CALL TO ORDER
- Roll Call

II. CONSENT AGENDA

A. The following reports, for information only, can be found in the Member Section of the IRMA website – <https://www.irmarisk.org/members/communications/irma-reports/>

- IRMA Financial Statements
- IRMA Investment Portfolio
- IRMA Payables
- Quarterly Investment Performance Report
- Quarterly Claims Analysis Report

B. Welcome to 2025 Board of Directors (Informational)

- [2025 Calendar of Meetings](#)
- [Board of Directors Statement of Responsibility](#)
- [Statement of Responsibility for Delegates/Alternates](#)
- [Conflict of Interest Policy](#)
- Proxy Form and Bylaw Provision (pg. 1)

C. Standing Committee Documents (Informational)

Training & Risk Management Committee

- [Announcement of 2025 Committee](#)
- 2024 Committee Goals & Objectives Accomplishments (pg. 5)
- 2025 Committee Goals & Objectives (pg. 8)
- 2024 Training & Loss Control Report Summary (pg. 9)
- 2024 Grant Program Administration Report (pg. 15)
- 2024 Education Summit (pg. 27)
- 2025 Training & Risk Management Services Report (pg. 32)
- 2025 Education Summit (pg. 38)
- Benchmark Analytics (pg. 40)

Membership Relations Committee

- [Announcement of 2025 Committee](#)
- 2024 Committee Goals & Objectives Accomplishments (pg. 47)
- 2025 Committee Goals & Objectives (pg. 49)
- Member Marketing & Retention Report (pg. 50)
- Critical Claims Report (pg. 52)

Coverage, Claims & Litigation Committee

- [Announcement of 2025 Committee](#)
- 2024 Committee Goals and Objectives Accomplishments (pg. 54)
- 2025 Committee Goals and Objectives (pg. 55)

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

- Milliman – Predictive Modeling Report (pg. 56)
- Triannual Independent Claims Audit (pg. 75)

Administration & Finance Committee

- [Announcement of 2025 Committee](#)
- Financial Overview (pg. 76)
- 2024 Committee Goals and Objectives Accomplishments (pg. 79)
- 2025 Committee Goals and Objectives (pg. 80)

III. EXECUTIVE DIRECTOR/STAFF REPORT

- Recognition for Outgoing Executive Board Members & Standing Committee Members (pg. 81)

IV. CHAIR'S REPORT – BIELAWSKI

A. Changes in IRMA Delegates/Alternates

Melissa Gallagher, Delegate – Arlington Heights
Heidi Neu, Delegate – Barrington
Melissa Santiago, Alternate – Berkeley
Dante Sawyer, Alternate – Hazel Crest
Andrez Beltran, Alternate – Indian Head Park
Diane Hall, Alternate – Lake Forest
John Mastandona, Alternate – LTACC
Patti Anderson, Alternate – Mount Prospect
Jessica Washington, Delegate – Olympia Fields
Jeffery Keefe, Delegate – West Chicago FPD
Ric Ciszewski, Alternate – West Chicago FPD
Carla Orlandini, Delegate – West Central Consolidated Communications (WC3)
Kelly Mastera, Delegate – West Dundee
Jill Izzo, Alternate – Western Springs
Ben Olson, Delegate - Winfield

V. ACTION ITEMS

- A. ✓ Approval of Board of Directors Meeting Minutes of December 10, 2024 (pg. 82)
- B. ✓ Grant Administration Policy Revisions (pg. 88)
- C. ✓ Fall Hazard Assessment Visit (pg. 91)
- D. ✓ Risk Management Accountability Policy Administration (pg. 93)
- E. ✓ Advisory & Workers' Compensation Focus Program Update (pg. 101)
- F. ✓ 2024 Member Participation Report (pg. 111)
- G. ✓ Litigation and Billing Guidelines Revisions (pg. 117)
- H. ✓ Investment Advisor RFQ (pg. 131)
- I. ✓ Revenue from Penalties (pg. 160)

VI. ADDITIONS TO AGENDA

VII. CONFIRMATION OF NEXT MEETING

Tuesday, June 10, 2025
9:30 a.m. – Via Zoom

VIII. ✓ ADJOURNMENT

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