

**Districts Mutual Insurance – Risk Manager Meeting
Madison College – West Campus – Madison, Wisconsin**

July 15, 2010 – 9:00 a.m.

Present: Doug Olson (CVTC), Jim Blumreich – Tim McNulty (NWTC), Amy Schmidt (WTC), Barb Kieffer (FVTC), Nelson Dahl (MSTC), Steve Decker (WITC), Joshua Cotillier (MATC-Madison), Jay Scherer (WTCS), Renea Ranguette (BTC), Cindy Dross (LTC), Bonnie Baerwald – Jodie Schneider (MPTC), Jane Kittel (NTC), Tim Greene - Steven Stoeger-Moore (DMI)

Via webinar/teleconference: Sue Debe (GTC), Walter Lanier (MATC-Milwaukee)

Guests: Mike Carney (WTCS); Linda Joski, Andy Papandreou (AJG); Joanie McGovern, John Escher (ACE USA); Jim Zylstra (WTCS)[1:00 – 1:30 pm]

Recording Secretary: Geri Justinger (DMI Administrative Consultant)

1. Introductions

Mr. Stoeger-Moore introduced guest presenters; Andy Papandreou from AJG, Joanie McGovern and John Escher from ACE, and Laura Angelone (via teleconference/webinar) from International SOS.

2. Foreign Travel

Presentations regarding International Travel were given by Andy Papandreou from AJG, Laura Angelone from International SOS, and Joanie McGovern and John Escher from ACE USA live and via webinar. There was discussion about how International SOS is paid – it was suggested that those participating continue to split the costs equally. There was discussion re: who should be contacted first in the case of emergency – ACE or International SOS. There was additional discussion about coverage for foreign travel for District Board members as the annual meeting for the ACCT will be held in Canada. Ms. Joski will distribute information to those colleges that do not currently have coverage.

3. Policy Renewal Distribution

Mr. Stoeger-Moore spoke about the information contained on the jump drives that were distributed to the group. Mr. Stoeger-Moore offered to do a brief tutorial regarding coverages at the October meeting.

4. Claim Report Review

a. United Heartland

Mr. Stoeger-Moore asked the group to review at their respective locations as time is short.

b. Midwest Claims

Mr. Stoeger-Moore asked the group to review at their respective locations as time is short.

5. Student Accident Insurance Program Update – Jim Rehagen, WCTC

Ms. Kieffer introduced Jim Zylstra from the State Office to report on the status of the Student Accident Insurance Program. Mr. Zylstra stated that he asked the Department of Justice to opine on extending Student Accident Insurance to all students (regardless of programs / courses enrolled in) – he stated that their opinion

was this coverage could be offered to all students with approval from the local student government. After approval colleges would need to determine how to assess the fees locally.

There was significant discussion regarding the implications of this information. The steering committee will reconvene for further discussion on these developments.

6. Risk and Loss Control Consultant Report

Mr. Greene reviewed the proceedings from yesterday's Risk and Loss Control Meeting. A representative from the Wisconsin Department of Commerce spoke with the group regarding health and safety expectations for the WTCS. He stated that six safety audits have been completed since the last quarterly meeting.

7. Community College Risk Management Consortium – July 22/23 2010

Mr. Stoeger-Moore spoke about the upcoming Consortium. He encouraged all to attend this low-cost event.

8. Future Meeting Dates (April Meeting)

Mr. Stoeger-Moore stated that there has been a change to the April meeting date due to a holiday date conflict. Please update your calendars accordingly.

9. DMI Innovation in Progress Report

Mr. Stoeger-Moore distributed twelve (12) copies of the Innovation in Progress Report to each District. He encouraged everyone to share this report locally with District Boards, President, and any other interested party.

10. Update from the Board of Directors

Mr. Blumreich reviewed the proceedings of yesterday's meeting with the group. Officers for FY11 were elected as follows: Barb Kieffer, President; Jim Rehagen, Secretary; Mark Zlevor, Treasurer. He stated that the Board has scheduled discussions for plans once DMI reaches \$10M in surplus as this was a goal set several years ago. The amount will be re-evaluated, and options for member benefits will be investigated. There was discussion about the proposed Claims Management Manual and how it could affect the procurement of counsel for defense. The consensus of the group was to recommendation to approve the use of DMI "panel counsel" for claims defense. Mr. Olson will relay this information to his President (Chair of the Presidents' group) for their consideration in discussion regarding this topic.

11. Topics from Group

There was a request for a Business Continuity Plan – Walter Lanier volunteered some samples. It was suggested to look at the Emergency Planning Information (located on the DMI website) provided by Gallagher several years ago.

12. Adjourn

The meeting was adjourned at 2:00 p.m.

Respectfully submitted,
Geri A. Justinger
DMI Administrative Consultant