

**Districts Mutual Insurance - Risk Managers Quarterly Meeting  
Wisconsin Technical College Foundation, Waunakee, WI  
July 17, 2009 – 9 a.m.**

**Members Present:** Dick Shikoski (BTC); Doug Olson (CVTC); Barb Kieffer (FVTC); Sue Debe (GTC); Joshua Cotillier, Eric Christensen (MATC-Madison); Nelson Dahl (MSTC); Walter Lanier (MATC-Milw); Jane Kittel (NTC); Jim Blumreich, Tim McNulty (NWTC); Caleb White, Helen Laufenberg (SWTC); Steve Decker (WITC); Jim Rehagen (WCTC); Steven Stoeger-Moore, Tim Greene (DMI) **Via Teleconference:** Bonnie Baerwald (MPTC)

**Guests Present:** Kim Cecchi (United Heartland); Jim Lang, Jon Wilson (Gallagher Bassett); Ron Behrens (Hartford Steam Boiler); Mike Carney (WTCS)

**Recorder:** Geri Justinger (DMI Administrative Consultant)

The meeting was called to order at 9:00 a.m.

**1. Introductions**

**2. Policy Renewal Distribution**

Mr. Stoeger-Moore distributed the policies both hard copies and on a jump drive. He spoke about the coverage limit/carrier change in Property Coverage from \$250M to \$350M with Travelers. Fire protection surveys will be conducted by Travelers at the MPTC, MSTC, LTC and NTC locations. Mr. Stoeger-Moore reminded everyone that if they have any questions about their policies, coverage, etc. to contact the DMI office. The suggestion for next year was to make a complete set of renewal documents (policies and endorsements) in electronic format (no paper version) for distribution. He reviewed the histogram that shows the coverage limits of the policy.

**3. Certificate of Insurance Request Form Revision**

Mr. Stoeger-Moore explained that over 2000 certificates of insurance are requested annually. To aid in tracking both internally and globally a field for "detail" has been added. He informed the group that if any request comes in on the "old" form it will be returned to be re-submitted on the new form.

**4. Claims Review**

**a. United Heartland – Kim Cecchi**

Mr. Stoeger-Moore introduced Kim Cecchi from United Heartland. Ms. Cecchi spoke with the group about the claims. She stated that she is looking for input as to what data the group would like to see in the presentation from UH. She spoke about the top accident sources with the group. NWTC spoke about a new flooring system that they have installed – Mr. McNulty will be forwarding the information to Ms. Justinger who will distribute to the group. UH will also be working on calculating costs (\$ and premium) by District for snow/ice slip and fall. Ms. Cecchi and Mr. Greene will be working on compiling a list of ideas for light-duty / modified-duty jobs. Ms. Cecchi and Mr. Greene will be putting forth concentrated efforts on modified-duty programs with each District. She reminded the group that quick reporting of accidents is very important – UH would ideally like to see all accidents reported within 24 hours of occurrence. Dick Shikoski asked for a list containing the date of all accidents, when it was reported, etc.

**b. Midwest Claims**

Mr. Stoeger-Moore briefly reviewed the data with the group.

**5. “What’s Wrong With This Picture?” – Ron Behrens, Hartford Steam Boiler**

Mr. Stoeger-Moore introduced Ron Behrens from Hartford Steam Boiler. He gave a presentation of photos taken by HSB inspectors. The group commented on the images presented.

**6. Risk and Loss Control Consultant Report – Tim Greene, DMI**

**a. H1N1 Update**

Mr. Greene gave a update on the virus. Jim Lang brought a book for reference “The Great Influenza” by John Berry. A question was asked if Districts are following the lead of the local health organizations. Steve Senor and Tim Greene will be creating a webinar for this topic.

**b. Campus Threat Assessment Team Training**

Mr. Greene spoke about attending the Campus Threat Assessment conference (info. in pack). He will be researching the possibility of hosting a conference of this type.

**c. DMI Safety Training Kit Status Check**

It was asked of the group which Districts were using the training kit – there were a few that are working on implementation. The group was encouraged to integrate this program as soon as possible.

**7. Student Accident Insurance Program Update – Barb Kieffer, FVTC**

Barb Kieffer stated that CVTC is currently online, WCTC should be live by the end of this month and GTC will be live in spring. Steve Decker asked if there had been any follow-up regarding the “automation” of the process – similar to how WITC does their background checks. Ms. Kieffer stated that she did ask Teresa Koster about that possibility and she said the costs of the program would at least double. A question was asked of Mike Carney if any decision has been reached about extending coverage to in-school labs – he stated that Jim Zylstra stated that he would be willing to discuss it but no meeting has occurred. A question was asked if CVTC is offering a refund for those students that drop a class – Mr. Olson stated that there is no refund given for a drop. Mr. Olson further stated that the insurance is added to the class fees and it is left up to the student to provide proof of insurance for a refund.

**8. Future Meeting Dates**

Mr. Stoeger-Moore spoke with the group about quarterly meetings. The consensus of the group was that the quarterly schedule works well.

**a. July Meeting**

It was talked about moving the July meetings to Wednesday, Thursday to accommodate those Districts that are closed on Fridays. The consensus was to move the meetings.

**9. DMI Presents...July 29<sup>th</sup> Webinar – Workers’ Comp 101**

Mr. Stoeger-Moore told the group that the next DMI Presents...will be hosted by United Heartland. Mr. Greene stated that you must register on the UH website from that point you can invite co-workers. He further suggested that everyone be sure to invite your HR department.

**10. National Workers’ Compensation and Disability Conference**

Mr. Stoeger-Moore stated that the National Workers' Compensation and Disability Conference held in Chicago is a great resource. He has attended for the past several years and highly recommends attending.

**11. Update from Board of Directors**

Doug Olson reported on the proceedings from the BOD meeting from yesterday. He stated that the July meeting of the DMI Board is similar to College Board meetings in that elections are held. He stated that Jim Blumreich was elected to Treasurer (to replace the retiring Stan Hollmann), Barb Kieffer was re-elected as Secretary and he was re-elected as President. Mr. Olson stated that the focus of DMI will be very strong in the workers' compensation area. Mr. Olson spoke about the investment options and that DMI will be looking to grow their investments. Mr. Blumreich told the group that he and Mr. Stoeger-Moore will be presenting about DMI at the National ACCT Conference. Mr. Olson stated that the OCI recently completed an examination on DMI and that there were 4 recommendations. Ms. Justinger will send the summary of the exam prepared by Mr. Stoeger-Moore for the Board of Directors to the group.

**12. Topics from Group**

**13. Adjourn at 1:23 p.m.**

Respectfully submitted,

Geri A. Justinger  
DMI Administrative Consultant