



BOARD OF DIRECTORS MEETING
VIRTUAL GOTOMEETING
July 20, 2023 – 9:00 am

Present: John Will, Carrie Kasubaski, Sue Debe, Joshua Cotillier, Steven Stoeger-Moore

Guest: Erin Dawson (Strohm-Ballweg), Gary Strohm (Strohm-Ballweg), Don Miller (Madison Scottsdale), Lyn Roy (Gallagher), Kay Hannah (Gallagher)

Recording Secretary: Suzette Harrell (DMI Administrative Assistant)

1. **Call to Order** – J. Will called the meeting to order at 9:06 am.
2. **Statement of Public Notice** – Read by S. Harrell - *In accordance with the provisions set forth in the Wisconsin Open Meetings Law (Wisconsin State Statutes 19.83 and 19.84); notification of, as well as the agendas for, this meeting - have been sent to the sixteen (16) Wisconsin Technical College Districts.*
3. **Roll Call and/or Declaration of Quorum** – S. Harrell called roll. John Will, Carrie Kasubaski, Joshua Cotillier, Susan Debe were present. S. Harrell announced the meeting had quorum.
4. **Election of Officers** – S. Stoeger-Moore briefly reviewed Section 4.2, the election of officers, per DMI's By-Laws and then asked for nominations for the Board Chair position. J. Cotillier nominated J. Will as Board Chair. S. Debe seconded. All were in favor. C. Kasubaski nominated V. Wunderlich as Board Treasurer, S. Debe second. All were in favor. J. Cotillier nominated himself as Board Secretary, S. Debe seconded. All were in favor.
5. **Approval of Minutes** – A motion was made by J. Cotillier to approve the April 20, 2023 Board of Director meeting minutes. C. Kasubaski seconded. All were in favor.
6. **Financial Report** – E. Dawson reviewed check register figures and gave details on larger payment expenses. She reviewed CCMSI claims paid and United Heartland claims. The Board was apprised of figures from DMI's Financial documents (Balance Sheet and Income Statement). She then turned her attention to the 2023-24 budget and capital adequacy calculation. She advised how budget figures were derived and provided a synopsis of budget figures for FY23 compared to actual FY23 figures. Last year's budget was projected for the worse and DMI came out better than expected. She expounded on allocations affecting the FY24 budget and the necessity of selling some long term investments to accommodate needed capital (RMPA, Foundation Donations, Premium Give Back) around January 2024. J. Will asked D. Miller to weigh in on his concerns and strategies for providing the needed funds from the sale of investments. S. Debe motioned to approve the financial report as presented by E. Dawson. C. Kasubaski, seconded. All were in favor.
7. **Investment Report** – D. Miller provided the Board with an overview of the current market outlook. D. Miller reviewed his Investment and Strategy Review report of DMI's investment portfolio. He identified key performance figures in both bond and equity holdings within the portfolio. He advised in the compliance summary that DMI's portfolio is compliant. A motion was made to accept the investment report by J. Cotillier. S. Debe seconded. All voted in favor.
8. **Consultant Proposal** – SSM asked the Board to consider a contractual agreement with J. DesPlaines to provide consulting services to the DMI consultants. J. DesPlaines is working privately as a consultant with a few other clients. Due to his extensive expertise, J. DesPlaines brings value to the team. The monthly retainer proposal is for a 1 year (DMI fiscal year) term that could be ended anytime within the term by either party. At the request of Board members a semi-annual report will be provided by S. Stoeger-Moore advising on the utilization of J. DesPlaines services. Future decisions regarding continuation of the contract will be made upon review of the utilization report.

C. Kasubaski motioned to approval the terms and conditions outlined in the consultant proposal. J. Cotillier seconded. All voted in favor.

9. **DMI Policy Year 2023 – 24 Coverage Summary** – S. Stoeger-Moore introduced the 2023-24 Program Structure with identified reinsurance premiums by line of coverage. He gave additional details in each category. Cyber liability – The colleges will see no change in premium this year. To maintain zero premium change by the Colleges, DMI will be paying \$220,000 of the premium to Beazley. Property is continuing to be a very difficult market and there was a 12% increase in reinsurance premiums over last year. DMI compensated by assuming a higher retention reinsurance premium layer. In a claim situation, DMI will pay \$475,000 after the college's deductible is reached, and then the reinsurance payment will kick in. Conversations begin next week for the 7/1/2024 renewal and discussions will ensue on other options for the continued challenging property conditions. DMI's General Liability, auto, and ELL lines of reinsurance remains status quo. This market is expected to increase moderately for the coming year. Deadly Weapons and Sabotage/Terrorism policies are seeing no change in the reinsurance marketplace. S. Stoeger-Moore expounded on the Aircraft Work Comp policy enjoyed by FVTC and GTC. He mentioned Worker comp is the only policy that is loss driven. He complimented the Colleges for their below 1 Mod Factor rating (for second year in a row), which is used for setting rates by the WCRB. He said the colleges further impact the betterment of their MOD factors (providing greater rate discounts) through implementation of return to work programs, quick evaluation and reporting of losses, and effective follow up. He reviewed a comparison summary of reinsurance premiums paid between 2019 and 2023 with the board.
10. **President's Goals 2023-24** J. Will advised the Board the October 26, 2021 Strategic Planning meeting included DMI President Goal objectives. Since the meeting, the goals and objectives have been substantially complete. He suggested separating the two issues and in October having an organized strategic planning discussion on the agenda. Based on work last year, he suggested the following:
 - a. S. Stoeger-Moore to present at the March 2024 College Presidential Association. J. Will was thinking that he would talk on the formation of DMI and the differences between having a separate insurance company and having a consortium. J. Will offered to help work on this with S. Stoeger-Moore, especially in telling the DMI story, since so many of the College presidents who were around during DMI's formation are no longer at the Colleges. S. Stoeger-Moore suggested doing a topical snapshot history that could be utilized on an ongoing basis by the colleges and new College executive team leaders.
 - b. Capital Distribution Framework – J. Will suggested preparing a framework prior to next year when additional decisions would be contemplated for the current Board and future Board members.
 - c. C. Kasubaski recognized DMI's new team members and wanted to suggest some goal around ensuring new team members were receiving the support needed to transition and/or make them successful in their roles. J. Will suggested S. Stoeger-Moore provide a strategy for what he is doing to provide them with the support they need.

J. Will suggested a follow up meeting with S. Stoeger-Moore to go over the language for the 3 goals and topics. He also proposed putting presidents' goals on the October Board meeting agenda to address additional clarity and expectations of longer term goals. S. Harrell will schedule the call. J. Will suggested having Paul Gabriel attend the October meeting for a recap of what was done before for a lighter than normal presidential goal discussion.
11. **Strategic Planning Meeting** – See Item 10

12. **URMIA Stipend Award** – S. Stoeger-Moore reviewed the names of the recipients of this year’s stipend. All three recipients (Jayme Bowman (FVTC), Kait Laufenberg (WCTC) and Virginia Hartt (MATC Mil.) applied to attend virtually.
13. **RMPA Update** – S. Stoeger-Moore first thanked the Board for continued approval of funding the RMPA program for local college initiatives. The impact of RMPA college projects has held numerous benefits; including in negotiations of premiums such as cyber liability. DMI’s cyber reinsurance provider recognized the significance and scope of the Colleges RMPA projects over the last two years that aided in their underwriting of coverage and reduced premiums. The RMPA applications for 2024 were due by July 7th. Project focus for this year is on physical campus security and cyber hygiene/data protection. The Board previously approved \$800,000 for the 2023-24 projects. Several colleges submitted 2 application (one for each area). A committee meeting will review and allocate funds based on projects. It is DMI’s intent to distribute awarded funds during DMI’s October (in-person) meeting. More information to follow.
14. **Board Member Terms of Office** – S. Stoeger-Moore added this item to the agenda as a heads up that C. Kasubaski, S. Debe, and V. Wunderlich Board terms will be expiring and that they will be up for reelection in April 2024 for the coming 2024-25 policy year. Each of them are eligible to hold the position for a second 3-year term. More to follow.
15. **Key Performance Indicators** – S. Stoeger-Moore asked that this topic be tabled for the October meeting.
16. **Gallagher Stewardship Report** – S. Stoeger-Moore introduced L. Roy and K. Hannah to the Board. K. Hannah reviewed the Gallagher team who works on behalf of DMI in the areas of cyber, terrorism, loss control, and higher education, whose services and resources are provided to DMI at no additional cost. L. Roy summarized renewal activities, coverages, and identified DMI premiums for the year. She expounded on the varying market conditions (general commercial insurance and higher ed insurance) in comparison to DMI and the positive effects DMI and the Colleges made in reducing premiums through RMPA projects and Building appraisals.
17. **Bonus Awards for DMI Consultant Staff *** - Discussed during Executive Session – See next page.
18. **DMI 20th Anniversary and Risk Mitigation Forum** – S. Harrell and S. Stoeger-Moore advised Board members of the upcoming (April 17-19, 2024) Risk Mitigation Forum to be hosted by the Bemis Conference Center in De Pere, WI. S. Stoeger-Moore advised he had already reached out to several service partners for their support of the 20th Anniversary program. Response has been very good with approximately \$12,000 in commitments. Board members were advised to book their hotel spaces early when information is provided, due to the limited number of rooms. S. Harrell and W. Henning are heading up the planning of this event. More information to come.
19. **CCRMC Update** - S. Stoeger-Moore reviewed the dates for the WCTC Legal Issues Program (October 26 and 27). This program would have conflicted with DMI’s quarterly meetings. However, DMI moved the dates of its meetings to October 24-25 to accommodate participation by college members at both events. He then talked about Gallagher’s sponsored Community College Risk Management Consortium (CCRMC) program taking place August 1-2. The CCRMC is a biennial program focused on 2-year Community, Technical, and Junior College issues. Additional information can be provided by Kay Hannah (Gallagher). The Gallagher block of rooms at the Renaissance hotel has been fully booked, However, rooms are available at the hotel but not at the conference rate.
20. **Foundation Donation Letters** – S. Stoeger-Moore said he had the letters put in the e-packet for Board member review at their leisure. Some of the Foundation Directors sent hand written notes or a letter from a student utilizing the funding. Not all Foundations sent thank you letters. Further S. Stoeger-Moore confirmed \$20,000 (for

20th Anniversary) would be given to each of the 16 College Foundations during the April 2024 Risk Mitigation Meeting.

21. **President's Report**

- a. **Health Benefits (Humana)** - S. Stoeger-Moore advised Humana (health provider for DMI team) has decided to leave the benefit world. Key Benefit Concepts will be exploring health benefit provider options for coverage that will be provided to the Board for approval during the October Board meeting. The new options will become available to DMI as of January 1, 2024.
- b. **Claims Review**** - S. Stoeger-Moore advised there were no surprises. Some of the claims continue to remain open. Slips, trips and falls continues to be the #1 cause of loss. Clark MacAlpine (United Heartland) provided an in depth review of causation during the July 19th Risk Managers meeting. The colleges have an opportunity to drill down
- c. **URMIA Annual Conference** - September 10 – 14, 2022 – S. Stoeger-Moore indicated he spoke about this during Item #10. Both he and Brooke Bahr will be attending the conference in person. S. Stoeger-Moore said that he had been serving as the Parliamentarian for several years. The URMIA president rotates on an annual basis. The new president (Craig McAlister – University of Miami) appoints their own secretary and parliamentarian. Mr. McAlister has asked S. Stoeger-Moore to continue to serve under his presidency. This is a wonderful opportunity, especially since S. Stoeger-Moore is on the board and the only member representing 2-year Technical Colleges.
- d. **Consultant Quarterly Reports (EHS, BCCR, and CS)** – to be read at Board's leisure.
- e. **Code of Ethics / Conflict of Interest** – Forms were distributed via email prior to the meeting. Members were asked to sign and send the forms back to S. Harrell expeditiously. Forms are required by the WI Office of the Commissioner of Insurance (OCI).

C. Kasubaski motioned to move into executive session at 11:43 am. J. Cotillier seconded. All were in favor. S. Harrell and G. Strohm left the virtual meeting.

22. **Adjourn** – *A motion was made by C. Kasubaski to move to open session at 11:50 am. S. Debe seconded. All were in favor. The meeting adjourned at 11:51 am.*

Respectfully Submitted,

Joshua Cotillier
DMI Board Secretary