1. **Introductions and Welcome** - Housekeeping for the virtual meeting format was advised by S. Stoeger-Moore. He thanked NTC for their willingness to host the July Quarterly meeting, even though the Covid-19 crisis and restrictions precluded everyone from being able to meet in person. He welcomed all attendees to DMI's 17th year of operations.

2. **Risk Management Project Award Presentations by College Representatives** – J. DesPlaines moderated reporting of projects by each attending college. For the colleges who were not available to participate during this meeting, he reviewed each project and its current status. The reporting colleges included: Rod Bagley (CVTC) – Exterior Camera Project; Brenda Riesterer (LTC) – Remote Network Access; Greg Bruckbauer (MSTC) – Building Access System Updates; Tina Brochtrup (MPTC) – Vinyl room number signs, social distancing and proper handwashing signs, anti-slip application to exterior walkways, and installation of interior door closers; John Van De Loo (NATC) – Virtual server and emergency notification system; Roxanne Lutgen (NTC) Replacement of fire extinguisher boxes; Andy Jennings (NWTC) – PCI compliance initiative; Heath Ahnen (SWTC) – Next Gen Endpoint protection for campus; and Amy Schmidt (WTC) – Fire Alarm Coding. Everyone was complimented on their project creativity and encouraged to use the RMPA project matrix found on the DMI website to foster new ideas or use old ideas to enhance the College's local initiatives /risk mitigation efforts.

3. **2020/21 Risk Management Project Award Announcement** – S. Stoeger-Moore advised Risk Managers there would be no RMPA program this year. It was decided to put the program on hold for a year because of other financially supported efforts. DMI donated $800,000 ($50,000 per college) in April toward College COVID 19 response and recovery efforts and passed along a $50,000 return on auto liability premiums due to vehicle inactivity during the COVID 19 crisis period of March, April, May and June. Each of the colleges have been asked to report on the use of funding provided. For the Colleges who have longer term plans for using the funds, DMI asks they report on what their plans are for the funds and a potential completion date for use of the funds.

4. **Annual Renewal Coverage Update** – S. Stoeger-Moore provided attendees with a background on what he describes as the most challenging renewal faced in DMI's 17 years of operation. He talked about market conditions and continued higher education related loss events (such as switching to a virtual educational platform due to COVID for Fall 2020, athletic traumatic brain injury (TBI) claims, sexual abuse and sexual molestation claims, natural disaster (weather) losses, etc.) that are effecting underwriting. While reviewing benchmarked peer rating information, he commented that looking at the broad perspective of lines of coverage, DMI ended with extraordinarily favorable renewal rates for 7/1/20. DMI property rates were increased by 10%, cyber rates were increased by 5%, and all other coverages were issued with 0% increases. Worker's Comp (established by the WCRB) are down around 8% and projected to be flat for next year. While discussing Workers Comp, he advised the most impactful thing an employer could do to control the expenses associated with a Worker comp related loss was to have a return to work program, modified duty, or alternative duty policy in place. S. Stoeger-Moore discussed in more detail the

DMI program structure and reviewed the loss reporting type (claims made and reported or per occurrence) of each policy. He advised, DMI now offers a $10M limit for cyber coverage; for which two colleges have already opted for. Boiler and machinery, property, general liability, sabotage and terrorism coverages have remained relatively unchanged. The auto insurance policy has been modified to allow the colleges to choose between a $2,500 or $5,000 deductible. The Active Shooter policy has been renamed "Deadly Weapons"; and the policy has been broadened significantly, and the definition of a weapon has changed vastly. All of the DMI policies are on the DMI website ready to be accessed individually by Colleges. Attendees were reminded to replace 7/1/19-20 auto insurance identification cards with the current cards. These can be found on the DMI website. The auto ID cards contain information for the Roadside Assistance Program that is provided at no cost to the Colleges, until time of service. S. Stoeger-Moore addressed questions regarding who can operate a college owned vehicle, auto coverage for use of personal vehicle for college business, college medical malpractice coverage, coverage extended to College emergency medical responder teams, difference between "per occurrence verses claims made and reported", who is covered under Workers' Comp., no coverage for 15 passenger vans, and he talked about reduction in the frequency of claims due to the 4 months of (Covid-19).

5. **"Next Big Risk"** - J. DesPlaines identified and discussed DMI's Forecasts of the next big insurance risks to the Colleges. The risks included: continuation of the Covid-19 pandemic; challenges of a changing work environment (greater cyber security concerns); election related civil disturbances and political protests; Clery/Title IX assessment challenges; and increasing cyber security threats. He reviewed DMI's recommended mitigation strategies for each of the risks.

6. **Top 5 "Safety Audit" Observations** – W. Henning reviewed the top public sector safety violations as published by the Department of Safety and Professional Services (DSPS). The DSPS is the governing authority for safety in the colleges and his review was to identify correlations between the issues DSPS finds and those he has seen during past Technical College visits. Top violations observed are: unlabeled containers (Written Hazard Communications Program); pre use inspections of lift trucks, inspection of fire extinguishers, and documented operator training (Powered Industrial Trucks); lockout tagout (Energy Control Program); documented hazard assessments (PPE Hazard Assessment); and medical evaluations, fit tests (Respiratory Protection Program).

7. **Top 5 "Security Audit" Observations** – T. McNulty reviewed his top campus security recommendations. These included: physical security for data centers and data closets; regular maintenance and updates to access controls and cameras; having a mass notification system in place; provide situational awareness training; and define and revise emergency plans with drills and tabletop exercises.

8. [URMIA National Conference](#) – **Virtual Format – "A Conference Gone Viral" – Half days - September 10, 15, 23, 29, 2020 –** S. Stoeger-Moore advised, due to the worldwide pandemic crisis, URMIA has canceled their planned face to face Indianapolis, IN convention. They have opted for a virtual format which will span the afternoons of 4 days. The Indianapolis location is being rescheduled for URMIA's September 2022 event. The 2021 program is planned to be held in Seattle, WA. Registration is open and members were encouraged to sign up. The cost is only $99.00 to attend all four half day sessions.

9. **COVID-19 Response and Recovery Report** – FVTC, NTC, and WCTC have already turned in their reports. The first status report is due July 31st and the second report is due September 30, 2020. The reports should include a brief itinerary of what was purchased, what the service was, or what the product was, and the amount of dollars associated with it. Do not need to see purchase orders or documentation backing up expenditures. The only requirement is the funds are to be used to support the college's Covid-19 response and recovery efforts.

10. **Updated DMI FY 2020/21 Proposed Meeting Dates** - Currently DMI's October quarterly meeting is planned to be hosted at the Osthoff Resort in Elkhart Lake, WI. DMI has heard from several college members that travel has been precluded through the end of the year. DMI will be sending out a survey to each of the colleges to ascertain availability to attend the meeting in person. If we have to change venue because of an inability to travel or budget constraints, DMI will identify another way to communicate for the October meetings. The July 2020 Cyber Forum Program was postponed due to the pandemic crisis. It has been rescheduled to be included during the April 2021 Risk Mitigation Forum. More to be advised as information is known.

11. **CCMSI and United Heartland Quarterly Claims Reports –** S. Stoeger-Moore advised members should review the CCMSI loss report (in e-packets) at their leisure. He introduced Anne Romaine (United Heartland) who reported on worker comp. claim analytics.

12. **Round Table** – While attendees did not have any issues to discuss, the DMI team mentioned a couple of things.
    W. Henning – advised the pandemic crisis has impacted all of the colleges in the same way since March. No one is an expert nor has the experience in dealing with a pandemic crisis like this. He suggested leaning on each other because we are all going through the crisis together. He also asked everyone to keep United Heartland in mind as employees return to campus and start dealing with Covid-19 related exposures. UH has teams available who are working hard on Covid-19 related matters and helping members work through issues.
    J. DesPlaines – reiterated W. Henning's comments and suggested documenting lesson learned along the way from working from home. Lessons learned or best practices documented now will be useful if a similar event occurs in the future.
    T. McNulty – provided an update on the DMI sponsored Clery & Title IX Training that took place the previous week. Several colleges enrolled more than the two members funded by DMI. The training was in-depth and lasted 5 days. A lot of valuable information was shared and gone through.

13. **Adjourn**

Respectively Submitted,

Suzette Harrell