



## RISK MANAGERS MEETING INSURANCE RENEWAL WEBINAR JANUARY 17, 2020

**Present:** Renea Ranguette (BTC); Rod Bagley (CVTC), Trisha Geissler (CVTC), Tam Burgau (CVTC); Barb Kieffer (FVTC); Sue Debe (GTC); Brenda Riesterer (LTC), Sandy Miller (LTC); Joshua Cotillier (Madison); Patrice Taschner (MSTC), Robb Fish (MSTC); Virginia Hartt (MATC – Milwaukee); Carrie Kasubaski (MPTC), Tina Brochtrup (MPTC); Gayle Shanks (NATC), John Van de Loo (NATC); Roxanne Lutgen (NTC), Ying Vang (NTC); Andy Jennings (NWTC); Caleb White (SWTC), Ashley Crubel SWTC); Collette Countryman (WCTC), Bruce Neumann (WCTC); Amy Schmidt (WTC); Steve Decker (WITC); Joe DesPlaines (DMI); Tim McNulty (DMI); Steven Stoeger-Moore (DMI); Willie Henning (DMI)

**Guests:** Linda Joski (Gallagher); Kay Hannah (Gallagher)

**Recording Secretary:** Suzette Harrell (DMI Administrative Assistant)

1. Introductions and Welcome – The meeting started at 9:00 am with a welcome by S. Stoeger-Moore. The focus for the meeting was predominantly the underwriting exercise for the 07/01/2020 renewal. He advised on backroom procedures and the data necessary for rating and issuing College policies. S. Stoeger-Moore requested roll call to be taken. Roll call was taken by S. Harrell. After introductions, K. Hannah informed attendees on this year's renewal instructions; new questions in RiskPartner (Campus Security Public Safety Officer, Minors on Campus); new applications (i.e. Cyber Business Email Compromise Supplement, Supporting Documents Form); removed applications (i.e. Impersonation Fraud Supplemental Questionnaire); where to find applications & supporting documents completed for 2019-20; where to find 2020-21 applications on DMI's website in the My College Page/UW Resources – Policy Year 2020 – 21 folder; and talked about the revised WI College Payroll and Monopolistic and Out of State Payroll 2020 worksheets. She reviewed instructions by policy type, as well as the individual application/forms. She advised that a snapshot of each College's auto and property value data found in RiskPartner, would be taken on February 10, 2020 for the underwriters and renewal processing. Attendees were encouraged to continue adding or making changes to their auto and property values data after February 10<sup>th</sup> for "real time" accuracy and completeness. She commented, "content values should always be 40% of building values."

K. Hannah said, "coverage invoices for International Travel package payments will be invoiced directly to the College verses the Trust", as done in previous years. L. Joski introduced Gallagher's Global Risk Package developed by Dean Sandonato (AJG), to provide the same type of coverages and limits the colleges enjoy with the current Chubb/Ace policy, but with the addition of travel accident and sickness coverage. The Gallagher Global Risk Policy will be serviced by International SOS. The benefit of using International SOS is a one phone number contact for all claim coverage types and participants. Gallagher offers the service for consideration without any additional work on the part of the Colleges. Finally she reviewed the policy limits between the Chubb and Gallagher travel insurance packages. Since foreign travel coverage is not a DMI product, attendees were advised to contact Kay or Linda if the Global Risk Policy was desired.

K. Hannah reviewed in detail the newly created Supporting Documents Supplement form for use by the Colleges in submitting support documents requested in the RiskPartner questionnaire; completed Worker Comp. Payroll worksheets; and any other documents/files the college deems necessary to provide in support of an application. This form may be submitted numerous times based on college needs. Any document larger than 10 MB should

be emailed directly to K. Hannah. Right Signature does not have a “save in process” feature. Be prepared to complete applications in one session. K. Hannah offered her assistance to new College members unfamiliar with the renewal documentation, questions, and procedures. **Completed applications are to be submitted no later than February 7, 2020.** If any College is late in providing information, all of the Colleges are affected, as the underwriting information is presented to the underwriters in package form.

S. Stoeger-Moore reviewed additional support materials with members. The first was WCRB Payroll Class Codes and Rates for 7/1 renewal. The Wisconsin Compensation Rating Bureau (WCRB) has lowered rates on class codes. Because of the reductions, an 8.2 % decrease in anticipated premiums (based on no change in Mod Factor and in payroll). If anyone wants to look up the rates, go to [www.wcrb.org](http://www.wcrb.org). A historical rating outline can be found for each class code on the WCRB website. While reviewing the “Estimating Premiums for Budgeting Purposes” document (which takes a look at what is happening in the greater commercial marketplace for consideration in College budgetary exercises), S. Stoeger-Moore advised the following recommendations: Worker Comp. premiums down 8.2% as noted above; Property and Equipment Breakdown - college members advised to budget for a 10% increase in premiums; for the Casualty, Active Threat, Active Shooter, and Terrorism and Sabotage premiums - a flat renewal rate is anticipated; and for Cyber Liability a flat renewal rate is expected. For non-DMI products, the following marketplace projections for budgeting were provided: Crime/Employee Dishonesty and International Travel - plan for a 3% budget increase. For Business Travel Accident - College members could plan for/or expect a flat renewal. S. Stoeger reviewed College Experience Mod Factors and Student FTE data. When asked by a College member, S. Stoeger-Moore advised the current Property Rate is \$0.036/\$1000 value.

2. Risk Management Project Awards – J. DesPlaines indicated there were 14 projects funded with quarterly progress reports received by all. Two of the College’s projects are completed, with another 6 projects identified to be completed by the end of the quarter. Reminder: 2<sup>nd</sup> quarter status reports due by April 9<sup>th</sup>; 3<sup>rd</sup> quarter status reports due by July 9<sup>th</sup>; final report due by August 8, 2020.

3. J. Timothy Greene Risk Impact Awards – S. Stoeger-Moore and J. DesPlaines talked about the retitled award. One nomination received to date. Additional nominations welcomed; along with a reminder of the March 2<sup>nd</sup> nomination due date being made. Recognition and award will be handed out during the April 24th quarterly meeting.

4. Campus Security Mutual Aid Agreement – T. McNulty informed attendees that several discussions occurred in past Campus Security quarterly meetings regarding the use of other college’s security manpower in emergency events. Based on those discussions, a mutual aid agreement was suggested. DMI and DMI’s General Counsel prepared an agreement for use by the 16 Colleges. On Dec. 6, 2019, T McNulty sent out the Mutual Aid Agreement and information necessary to proceed. The memorandum was sent to each of the College’s Campus Security representatives. In order to be effective, the document must be signed by the President of each College. To date, T. McNulty has not received any signed agreements back. He suggested the holiday may have slowed down the responses but is looking forward to receiving them soon.

5. DMI Meeting Location – W. Henning reminded members of his earlier memo regarding DMI meeting locations and a College hosting the DMI July quarterly meeting. If interested in hosting a meeting, the deadline to respond is February 1, 2020. He commented a few College responses have been received. After the February 1<sup>st</sup> deadline, review of college responses will ensue, and plans will be made with the Colleges accordingly.

6. URMIA Matters Podcast – S. Stoeger-Moore introduced a newly added resource to the URMIA website ([www.urmia.org](http://www.urmia.org)) called URMIA Matters Podcasts. Launched in November 2019, the website currently contains

8 podcasts (including one with S. Stoeger-Moore) addressing matters faced in higher education. The podcasts are short, approximately 15-20 minutes. He then addressed another under-utilized feature on the website - their "Explore Library" section. He reiterated the value of these resources in providing current, topical information to the Colleges for their day to day activities.

7. Board Update – R. Lutgen (DMI Board Treasurer) and S. Stoeger-Moore informed attendees of DMI's new "employer of record" model, effective January 1, 2020. Along with DMI's outsourced model, Paychex is now acting as DMI's payroll agent; HR office; and 401K, Dental, Vision, etc. benefits agent. He advised S. Harrell has joined the DMI team as a full time employee, with core hours of 8:00 am – 4:30 pm Monday – Friday.

S. Stoeger-Moore reminded attendees of the upcoming Annual Meeting and Quarterly Meetings to be held April 23 - 24, 2020 at the Osthoff Resort in Elkhart Lake, WI. Room accommodations and meeting logistics will be sent in the coming months.

8. Meeting adjourned.

A recording of the webinar may be found on DMI's website. To access, log into the website. Look for the "Video Links" tab in the gray horizontal toolbar toward the top of the page. Click on the tab and a drop down box will appear. Select "RM Insurance Renewal Webinar 1-17-20" to watch or re-watch the meeting session.

Respectfully Submitted by

Suzette Harrell,  
DMI Administrative Assistant