

IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION  
Tuesday, August 22, 2023

MINUTES

PRESENT: Kelly Hayworth, President  
Dan Widmer, Vice-President  
Jamie Anderson, Trustee  
Rhonda Deters, Trustee  
Katy Flint, Trustee  
Adam Grier, Trustee  
Teresa Rotschafer, Trustee  
Eric Van Lancker, Trustee

ALSO PRESENT: Jeff Hovey, Director of Risk Services  
Alan Kemp, Administrator  
Dana Monosmith, Controller  
Matt Jackson, Claims Manager  
Katie Wheeler, Communications and Engagement Manager  
Lisa England, Human Resource Specialist  
Ashley Baily, Accountant  
Dean Schade, Safety and Risk Improvement Manager  
Andrew Justice, Underwriting Analyst  
Heather Roberts, Director of Information Services  
Bill Sueppel, Legal Counsel  
Bill Peterson, ISAC  
Terry Axman, CRMS

ABSENT: Janelle Bertrand, Trustee

1. Call to Order and Roll Call

President Kelly Hayworth called the meeting to order at 1:02 p.m.

2. Consent Agenda

Moved by Vice-President Widmer, seconded by Trustee Deters, to approve the consent agenda. Motion approved unanimously.

3. CRMS Marketing Report

Terry Axman, CRMS representative, gave an update on county marketing efforts and competition in the market place.

4. Financial Report

The controller reviewed the June 30, 2023 financial report and answered board questions.

Moved by Trustee Rotschafer, seconded by Trustee Anderson, to approve the financial report. Motion approved unanimously.

5. Audit Planning Letter

The controller reviewed the audit planning letter from RSM as enclosed under tab 5 of the board packet.

Moved by Trustee Rotschafer, seconded by Trustee Flint, to accept the audit planning letter from RSM. Motion approved unanimously.

6. Safety and Risk Improvement Report

The safety and risk improvement manager discussed staff activities and changes.

7. RMAP Criteria

The safety and risk improvement manager discussed clarifications proposed to the RMAP criteria outlined in the process enclosed under tab 7 of the board packet.

Moved by Vice-President Widmer, seconded by Trustee Van Lancker, to approve the RMAP criteria clarifications per tab 7 of the board packet. Motion approved unanimously.

8. Proposed Technology Strategic Plan

The director of information services discussed changes needed to implement security required to obtain cyber security insurance beginning November 1. These items were enclosed under tab 8 of the board packet.

Moved by Trustee Grier, seconded by Trustee Anderson, to approve the proposed changes to implement security to move forward to obtain cyber security insurance as enclosed under tab 8 of the board packet. Motion approved unanimously.

9. Annual Report of Losses and Trends

The underwriting analyst examined the fiscal year 2023 losses and trends with the trustees as enclosed under tab 9 of the board packet.

10. RMAP

The underwriting analyst reviewed the enclosed risk management action plan under tab 10 for members not in compliance.

Moved by Trustee Grier, seconded by Vice-President Widmer, to approve termination of the member on the RMAP list unless the required formal actions and stipulations have been completed and received by safety and risk improvement by the necessary due date. Motion approved unanimously.

11. Proposed Changes to IMWCA Grant Program

The human resource specialist reviewed proposed changes to the grant program.

Moved by Trustee Van Lancker, seconded by Vice-President Widmer to approve the changes to the grant program as enclosed under tab 11 of the board packet. Motion approved unanimously.

12. NCCI Rates

The director noted that NCCI rate changes were not yet available but were expected within the week.

13. Annual Meeting and Election of Trustees

The director discussed that the Trustees with terms up for renewal have all agreed to run again for the Board of Trustees.

Moved by Trustee Flint, seconded by Trustee Rotschafer, to approve the meeting notice and mail-in ballot for election of trustees as enclosed under Tab 13 of the board packet. Motion approved unanimously.

14. Office Space

The executive director provided an update on the new lease.

15. Other Business and Upcoming Meetings of the Board of Trustees

The next regularly scheduled board meeting is Thursday, November 16, 2023. The 2024 calendar schedule is enclosed under tab 15.

16. Claims Report

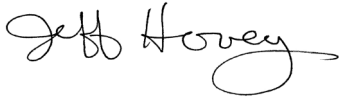
Moved by Trustee Deters, seconded by Trustee Rotschafer, to move into closed session. The board approved by roll call to move into closed session (21.5(1)(a)) due to the discussion of confidential personal health information at 2:05 p.m. on August 22, 2023.

Moved by Trustee Flint, seconded by Trustee Van Lancker, to return to open session. The board approved by roll call to return to open session at 2:16 p.m. on August 22, 2023.

19. Adjournment

The meeting adjourned at 2:16 p.m.

IMWCA Board Meeting  
August 22, 2023  
Page 4

A handwritten signature in black ink that reads "Jeff Hovey". The signature is written in a cursive style with a long horizontal flourish extending to the right.

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Jeff Hovey, Director of Risk Services