

IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION
Thursday, September 8, 2022
Des Moines, IA

MINUTES

PRESENT: Kelly Hayworth, President
Dan Widmer, Vice-President
Jamie Anderson, Trustee
Janelle Bertran, Trustee (by phone)
Rhonda Deters, 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
Chad Waller, Communications and Engagement Manager
Lisa Mart, Human Resource Specialist
Ashley Baily, Accounting Assistant
Dean Schade, Safety and Risk Improvement Manager
Andrew Justice, Underwriting Analyst
Terry Axman, CRMS

ABSENT: Adam Grier, Trustee

1. Call to Order and Roll Call

President Kelly Hayworth called the meeting to order at 10:02 a.m.

2. Consent Agenda

Moved by Trustee Deters, seconded by Trustee Van Lancker, to approve the consent agenda. Motion approved.

3. CRMS Marketing Report

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

4. IMWCA Communications and Engagement Manager Report

The communications and engagement manager summarized staff activities.

5. Financial Report

The controller reviewed the June 30, 2022 financial report as enclosed under tab 5 of the board packet and answered board questions.

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

6. Audit Planning Letter

The controller reviewed the audit planning letter from RSM as enclosed under tab 6 of the board packet.

7. Safety and Risk Improvement Report

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

8. RMAP Criteria

The safety and risk improvement manager discussed changes proposed to the RMAP criteria outlined in the process enclosed under tab 8 of the board packet.

Moved by Trustee Van Lancker, seconded by Vice-President Widmer, to approve the RMAP criteria changes per tab 8 of the board packet. Motion approved.

9. Seat Belt Policy

The safety and risk improvement manager discussed the proposed policy for seat belts under tab 9 of the board packet.

Moved by Vice-President Widmer, seconded by Trustee Deters, to approve the seat belt policy under tab 9 of the board packet. Motion approved.

10. Staffing

The director of risk services reviewed staffing needs in the claim department.

11. Budget Amendment

The controller reviewed the budget amendment under tab 11 of the board packet. Discussion ensued.

Moved by Trustee Van Lancker, seconded by Trustee Rotschafer, to approve the budget amendment under tab 11 of the board packet. Motion approved.

12. Annual Report of Losses and Trends

The underwriting analyst examined the fiscal year 2022 losses and trends with the trustees as enclosed under tab 12 of the board packet.

13. Risk Management Action Plan

The underwriting analyst reviewed members not in compliance with firefighter criteria.

Moved by Trustee Van Lancker, seconded by Trustee Rotschafer, to terminate the members on the RMAP list for non-compliance with firefighter criteria unless required documentation is provided by the due date. Motion approved.

14. NCCI Rates

The director noted NCCI rate changes effective 1/1/2023 and the effect on IMWCA premium.

15. Nominating Committee

The nominating committee recommended Franklin County Auditor, Katie Flint, to fill the open trustee position.

Moved by Trustee Deters, seconded by Trustee Anderson, to appoint Franklin County Auditor, Katie Flint, to fill the open trustee position. Motion approved.

16. 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 Deters, seconded by Vice-President Widmer, to approve the meeting notice and mail-in ballot for election of trustees as enclosed under Tab 16 of the board packet. Motion approved.

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

The next regularly scheduled board meeting is Thursday, November 17, 2022.

18. Claims Report

Moved by Trustee Anderson, seconded by Trustee Van Lancker, 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 11:28 a.m. on September 8, 2022.

Moved by Vice-President Widmer, seconded by Trustee Anderson, to return to open session. The board approved by roll call to return to open session at 11:37 a.m. on September 8, 2022.

19. Adjournment

The meeting adjourned at 11:38 a.m.

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.

Jeff Hovey, Director of Risk Services