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**CDI INSURANCE DIVERSITY TASK FORCE (IDTF)
2nd QUARTERLY MEETING MINUTES**

**Wednesday, June 24, 2020
10:00 a.m. – 12:00 p.m. PDT**

Task Force Meeting held virtually

I. Task Force Meeting Call to Order

A. Task Force Roll Call – California Department of Insurance (CDI) staff, Amy Ives

i. Task Force Members Present:

- (Phone) Sal Peinado, Jr. (IDTF Chair), Linda Akutagawa (IDTF Member), Imelda Alejandrino (IDTF Member), Annalisa Barrett (IDTF Member), Milton Dellossier (IDTF Member), Jay Greene (IDTF Member), Mark Morales (IDTF Member), Vikita Poindexter (IDTF Member), Maria Salinas (IDTF Member), Blong Xiong (IDTF Member)
- Absent: Rebecca Aguilera-Gardiner, Phyllis Marshall, Cecil Plummer

B. Establishment of quorum – Quorum met

II. Review and Approval of 2020 1st Quarterly Task Force Meeting Minutes

Mark Morales moved to approve, Annalisa Barrett seconded the motion

III. Attendee Introductions

- a) CDI Executives/Staff – Commissioner Ricardo Lara, Senior Deputy Commissioner and Legislative Director Michael Martinez, Deputy Commissioner Julia Juarez, Chandara Phanachone, Monica Macaluso, Karisa Chapa, Amy Ives
- b) Public Attendees – Public was not introduced on call, but confirmed post call. Anthony Belcher (WesTech Environmental), David Grow (State Farm Insurance), Hailey Livingston (Certified Independent Adjusters, Inc.), Sally Wilson (AFLAC), David Powell (Desert Business Association), Michelle Reyes (Political Solutions, LLC.), Tarrell Gamble (Blaylock Van, LLC.), Bill Gausewitz (Greenberg Traurig, LLP.), Joel Hockman (Pucci Pharmacy), Bezawit Dilgassa (California Public Utilities Commission - CPUC), Joy Wong (New York Life), Julian Canete (California Hispanic Chamber of Commerce), Stephanie Green (CPUC)

IV. Task Force Appointments and Recognition of Service

Commissioner Lara spoke about the unique time that we are in and the value of the Task Force to bring about change in so many areas. Task Force is able to be at the forefront of efforts. He remains inspired by the people working together to bring about economic and social justice on many levels.

Commissioner Lara expanded on the success of the Governing Board Diversity Engagement Campaign. This campaign included a call to action to a group of insurers to incorporate a new diverse board member or incorporate a policy statement that includes diverse language. 80% of the companies involved achieved, surpassed, or were actively making progress towards meeting their goal(s).

- a) Congratulations to new & reappointed members - Welcomed new Task Force members Vikita Poindexter and Blong Xiong, and congratulated reappointed members, including: Linda Akutagawa, Imelda Alejandrino, Annalisa Barrett, Jay Greene, Salvador Peinado, Jr., and Cecil Plummer.
- b) Recognition of service for outgoing members – Thanked Scott Diener, Beverly Cole, Dawn Marchand for their exemplary dedication and service to the Task Force.

Commissioner Lara announced that the Department will be hosting its 2020 Diversity Summit virtually. He is confident that we will work together to make valuable programming choices for our diverse communities.

V. Chair & Vice Chair Elections – Action Taken

Chandara Phanachone, CDI - Pursuant to the Bagley- Keene Open Meeting Act, we will conduct the Chair and Vice Chair Elections today. During the 1st Quarterly Meeting of the year, nominees for the leadership positions on the Task Force were Sal Peinado, Jr., for position of Chair and Mark Morales as Vice Chair. Both candidates accepted the nominations.

Mr. Peinado, Jr. and Mr. Morales read their candidacy statements to meeting attendees.

Chandara Phanachone announced the nominees as a slate and advised that voting would be completed by roll call among the present Task Force members; voting by proxy would not be permitted.

Chandara Phanachone, CDI – Asked Task Force members “Do you approve of this election slate which includes the nomination of Sal Peinado, Jr. for Chair and Mark Morales for Vice-Chair?”

Amy Ives recorded the roll call votes, as follows:

Linda Akutagawa – yes

Annalisa Barrett – yes

Milton Dellossier – yes

Jay Greene – yes

Mark Morales – yes

Salvador Peinado, Jr. – yes

Vikita Poindexter – yes

Maria Salinas – yes

Blong Xiong – yes

Not present for voting: Imelda Alejandrino, Rebecca Aguilera - Gardiner, Phyllis Marshall, Cecil Plummer.

Voting Results:

9 – Yes; 0 – Noes; Not Present: 4

Chandara announced Sal Peinado, Jr. as Chair and Mark Morales as Vice-Chair.

Mr. Peinado, Jr. and Mr. Morales immediately assumed their roles.

VI. Resources in Response to COVID-19 – Updates, Discussion & Potential Action

- a. California Department of Insurance COVID-19 Resources - Chandara Phanachone, CDI – Department has produced a website and compiled resources regarding [frequently asked questions on business interruption](#), and a [Fact Sheet](#) on insurance coverages that are available for businesses due to civil unrest that is available in multiple languages, including Hmong and Spanish.

Julia Juarez, CDI – Advised that resources also include [Bulletins and Notices](#) that Commissioner has sent out to provide guidance on business interruption, civil unrest. Since April 17, Commissioner has been conducting

numerous tele-townhalls for small businesses and consumers. To date, there have been nearly 7000 attendees over 27 town hall meetings. Many events scheduled through September. Insurance Coverage Fact Sheets have been created in a variety of languages and also access notes and recordings from previous town hall meetings.

- b. Statewide and/or Nation-wide Resources for Diverse Suppliers and Governing Boards – Amy Ives, CDI – The Diversity Initiative created a online site dedicated for our diverse stakeholders and it is continually updated to include information that is relevant. Information for diverse and/or small businesses from state and/or national agencies, organizations, and diverse certification agencies. Invited meeting attendees to send information about resources that we are not aware of so that we may add it to our website by sending an email to: diversity@insurance.ca.gov.
- Blong Xiong, Task Force Member – Advised that the community he serves struggles with barriers to technology. They are more accustomed to meeting in groups to become aware of resources. Wants to know how this information can benefit the group he serves.
- Julia Juarez, CDI – Thanked Blong for his insights. Said that she is working with Asian Pacific Islander (API) Caucus to determine how best to reach these communities. Advised that we will be hosting our first Korean tele-townhalls. Would like access and better understanding of what is facing the Hmong community so Department can be of value.
- Linda Akutagawa, Task Force Member – Reminds us that there are similar challenges in Latino and Latinx communities, access to technology, trusted communication sources. Would like to advocate for Hawaiian and Pacific Islander communities as well. The issues are not just language and technology, but also who they can trust to get information. Neighborhood Councils are very helpful to reach the larger political system in an area. A business owner may not always be involved with the elected official. Goal is to get more information out in any avenue possible.
- Julia Juarez, CDI – Spanish tele-townhall was also held in connection with the Hispanic Chamber of Commerce. Legislative Black Caucus and CDI tele-townhall meeting is scheduled for 7/29/20. Invitations are sent via elected officials and non-profits. Also utilize social media. 2 – 3 tele-townhalls are hosted per week, averaging 60 – 80 attendees per meeting.
- Vikita Poindexter, Task Force Member – Include the United States Black Chamber of Commerce. Issue especially during this time is trust and the African American community would likely appreciate the U.S. Black Chamber of Commerce.
- Linda Akutagawa, Task Force Member – U.S. Hispanic Chamber of Commerce and National Asian/Pacific Islander Chamber of Commerce and Entrepreneurship.
- Maria Salinas, Task Force Member – Los Angeles has a small business development center, inclusive of many different Chambers. They have partnered with U.S. Chamber of Commerce and think there is a way to share all of this information.
- Julia Juarez, CDI – Advised that it's not just the Commissioner that speaks during these events, other organizations provide information on their specific areas of expertise. Often questions that come up are with regard to local government and that is why the local elected officials are included. Julia encouraged Task Force to provide any feedback and input to her so resources that Outreach is providing can be most valuable.

VII. 2020 California Insurance Diversity Survey Update

Chandara Phanachone, CDI – California Insurance Diversity Survey (CAIDS) is a result of enactment of SB 534, sponsored by Commissioner Ricardo Lara, and authored by Senator Steven Bradford. Survey launched officially on April 8, 2020 with 265 companies required to report. Survey seeks data from 2018 and 2019 on supplier diversity, governing board diversity and procurement. Insurance Diversity team created a library of documents and resources to assist survey respondents.

Amy Ives, CDI – Diversity team held two 2-part series of webinars, Resource and Technical. Resource webinar provided explanation of all documents available and Technical walked through steps for completion. Nearly 275 attendees over the course of 4 sessions. Feedback has been positive that this was beneficial.

Chandara Phanachone, CDI - Commissioner Lara recognized that we were operating during this unique time of the pandemic and granted all companies an automatic thirty-day extension, thereby moving the original reporting deadline from July 1 to July 31 for all companies. We are appreciative of all of the efforts by insurers to meet this deadline as we know they have many priorities.

VIII. 2020 Insurance Diversity Summit – Update & Discussion

Chandara Phanachone, CDI – Summit 2020 will be virtual, which is in line with many other organizations. We will be able to expand our reach to communities that we have not been able to serve before. What are some of the more relevant workshops that we should be focusing on? Task Force has previously served as the Subject Matter Experts as they possess a greater understanding of the communities and constituents that they represent. We have room for more workshops that can go on concurrently and recurring. Suggestion that it could be a multi-day event. We have more latitude than before and want to ensure content is valuable.

Mark Morales, Task Force Vice-Chair - Something to consider, when you attend a conference in front of your computer, you are less focused and engaged. We must provide ample time to take breaks and tend to work. One of the breakout sessions should include coming back after COVID-19, access to capital, explanation of PPP (Paycheck Protection Program) if it's extended.

Vikita Poindexter, Task Force Member – Other ideas are to include the requirements for opening back up. Clarification on whether small business owners are required to provide PPE (personal protective equipment), are business owners responsible if someone gets sick at work? Also agrees that there need to be breakouts, restroom breaks and it needs to be entertaining. A two-day Summit might be challenging since business owners might not be able to take that much time away from work.

Sal Peinado, Jr., Task Force Chair –National Minority Supplier Development Council (NMSDC) recently held a series of webinars by spreading their content over a month, one-hour session per week for 4 weeks. Perhaps we can have a kickoff with data/reporting from CAIDS, then a breakout session after. We could possibly do a session every week for the month of November. There are plenty of options as to how to provide information to suppliers but also be mindful of people's schedules.

Mark Morales, Task Force Vice-Chair - We could do a very focused session on Commissioner, what the Task Force does, resources and information available, matchmaking and a session on governing board diversity.

Blong Xiong, Task Force Member – The community he serves struggles with accessing resources. Believes that there is a gap in understanding in what it means to serve a community. This is an opportunity for service people to learn more about how to access the community they are looking to support.

Chandara Phanachone, CDI – Feedback and input is invaluable. We will be setting up Summit Planning Meetings in the coming weeks, that the public is invited to attend where we can continue the conversation.

IX. 2020 – 2021 Strategic Plan Updates – Updates, Discussion and Potential Action

a. Implications for Strategic Plan in light of COVID-19

Chandara Phanachone, CDI – In 1st Quarter Task Force Meeting, we discussed the ideas of the Strategic Plan. The goal is that it's a dynamic document, and it's not static. Because of the COVID-19 pandemic, how can we make the plan more relevant in order to address the needs of our communities?

Mark Morales, Task Force Vice Chair – Happy to see that we have implemented some of the resources on the website and exciting to see things coming together. With the passage of the hospital supplier diversity bill ([AB 962](#)), we should try to develop some synergy with the Commission. We should consider sending a representative to their meeting, have someone from their Commission come to ours. We are essentially working in the same space and could benefit from synergy.

Another important thing to consider is [Assembly Constitutional Amendment 5 \(ACA 5\)](#) which would repeal Proposition 209 (1996). This is moving very quickly and the city of Los Angeles is already directing their departments on how to prepare should this pass later this year.

Chandara Phanachone, CDI - We are in the process of synergizing with the OSHPD (Office of Statewide Health Planning and Development) and other state agencies. Just this month we have established a coalition that

includes California Department of Transportation, GO!Biz, OSHPD, Department of General Services, and California Public Utilities Commission. Key stakeholders held a meeting to determine how we can leverage our networks to provide resources to our communities. We think we can work with our counterparts across the state to align and create more synergy.

With regard to ACA 5, earlier this month, Commissioner Lara sent a letter of support to Assemblymember Shirley Weber's office. Commissioner Lara is the son of immigrant parents, throughout his career in the Legislature, he has fought for equality for access and opportunities.

Maria Salinas, IDTF Member - L.A. Chamber is also working on ACA 5. This is a different time. Small business community is looking at this as an opportunity to expand contracting opportunities. While there is certainly an educational and employment component in this legislation, there is potential for small businesses to benefit greatly.

Sal Peinado, Jr., Task Force Chair – If it passes, it will go to vote in general election on November 3.

Chandara Phanachone, CDI – This is an opportunity for other state agencies that were unable to service or reach out to ethnically diverse business communities due to Prop 209. If it passes, it can potentially impact how they are able to outreach and who they reach out to.

Annalisa Barrett, Task Force Member – Discussion in strategic plan about recognizing insurance companies who have done well with supplier and governing board category. In the last meeting, we discussed criteria about how to recognize companies. Will this be covered in Advisory Groups?

Sal Peinado, Jr., Task Force Chair – Yes, this will be covered in Advisory Groups.

X. Task Force Advisory Groups

Chandara Phanachone, CDI – Chair has authority to choose members to be on advisory groups. If more than 3 people are on the committee, will be subject to Bagley Keene and public will be given notice and invited to attend.

Sal Peinado, Jr., Task Force Chair - Highly encourage each Task Force member to participate in an Advisory Group to get the work done. Both groups will meet on the monthly basis and then will report back to the larger group on the quarterly basis. They will also make recommendations to the Commissioner. The Advisory Groups have significant impact on reaching goals and initiatives.

- a. Supplier Diversity – Cecil Plummer has volunteered to lead, Mark Morales will participate.
- b. Governing Board Diversity – Maria Salinas has volunteered to lead, Annalisa Barrett and Linda Akutagawa will participate

Sal Peinado, Jr., Task Force Chair - One of the things he would like the Advisory Groups to review would be the previously introduced Cal-CRIS document (California Competitive Rating Indexing System). We can discuss this program and document in our separate meetings and determine how to incorporate the ideas into our greater goals.

Chandara Phanachone, CDI – We will be setting up monthly meetings for Advisory Groups shortly and invitations will follow.

XI. Past/Upcoming Events & Announcements – Updates & Discussion

Amy Ives, CDI – There have been a number of events that have moved to a virtual platform. The Propel Conference hosted by the National Association of Women Business Owners (NAWBO - California) will be held virtually on July 29, 2020. NAWBO – National conference will be held in September, and the Veterans in Business Network (VIB) Conference will be held from October 12-13.

Annalisa Barrett, Task Force Member – Will send a list of events that she is aware of to the Diversity Initiative.

Jay Greene, Task Force Member – Golden Gate Business Association is continuing to hold all meetings virtually. Having meetings with United Kingdom. Golden Gate Business Association also started a business accelerator program this year that includes coaching with benchmarking, break even analysis, targeting ideal clients, and overcoming objections.

Mark Morales, Task Force Vice-Chair - Has been working on a project for the last three years as a member of the Los Angeles Business Council. This project replaces the antiquated Los Angeles Business Assistance Virtual Network (LA BAVN) procurement portal with the Compete For program. This project expands the reach to include both public and private contracting opportunities on a regional scale and making it easier for small businesses to benefit from major sports and entertainment events. This will also be a great way for insurance companies and hospitals to find diverse suppliers. More information at:

<https://www.businesswire.com/news/home/20200610005862/en/L.A.-City-Council-Votes-Expand-Access-Opportunity>

Annalisa Barrett – Not an event but an announcement. The San Diego Regional Chamber Foundation released a report, initiative focused on women on boards, public and private, “All Our Talent”. Great model that examined the number of women in board roles in all types of entities in San Diego. Also laid out set of guidelines and recommendations for women representation in San Diego. She will also be releasing her own study later this summer on women in public companies in San Diego. She will send to Diversity team so we can share with group if people are interested.

XII. Public Comment

a. Public Attendee open forum – Diversity related topics

Tarrell Gamble, Public – Wanted to know if members of the community would be allowed to join in the Advisory Groups.

Chandara Phanachone, CDI – As long as there are three or more Task Force members on the group, the meeting will be publicly noticed at least 10 days prior, and the public will be invited to join.

Anthony Belcher, Public – Intention to restart Cal-CRIS program. While the data is public, the Task Force must approve to move it to an application or website. Mr. Belcher is looking for approval from the Task Force so work may continue on development.

Sal Peinado, Jr., Task Force Chair - Would like both Advisory Groups to review the Cal-CRIS program in their meetings to determine how it can be utilized. Public is invited to participate in one or both of the calls provided that the number of Task Force members is three or more.

XIII. Closing Remarks & Meeting Adjournment

Mark Morales motion to adjourn the meeting, Vikita Poindexter seconded motion to adjourn.

- a. Contact us: diversity@insurance.ca.gov
- b. Reminder for remaining 2020 Meeting Dates:
 - a. September 16, 2020 – 10:00 a.m. – 12:00 p.m. PDT
 - b. December 2, 2020 – 10:00 a.m. -12:00 p.m. PDT