

DEPARTMENT OF INSURANCE

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**CDI INSURANCE DIVERSITY TASK FORCE
2nd QUARTERLY MEETING
MEETING MINUTES**

**Monday, May 9, 2016
10:00 a.m. – 12:00 p.m.
California Department of Insurance
300 Capitol Mall, Sacramento, CA 95814**

- I. Welcome – Task Force Vice Chair Melanie Shelby**
 - A. Task Force Roll Call – Insurance Diversity Initiative Director Naveen Habib**
 - B. Attendee Introductions**
 - C. Welcome by Commissioner Jones**
 - D. Approve: 1st Quarterly Minutes – Approved**
 - E. Chair & Vice Chair Elections – Chief of Community Programs Melanie Ramil**
 - i. Melanie Shelby elected Chair (unanimous vote)**
 - ii. Linda Akutagawa elected Vice-Chair (unanimous vote)**

- II. Multistate Insurance Diversity Survey (MIDS) – Melanie Ramil**
 - A. Background**
 - i. Melanie Ramil – Survey will be released via the online portal on June 1. Insurers who meet the \$300 million national threshold, meet California’s threshold, or are licensed in one of six partner states are required to report. We are conducting biweekly insurer-only technical webinars to provide insurers with access to as much support as they need.**
 - B. Administration**
 - i. Naveen Habib – Overview of MIDS; MIDS resource page will serve as an updated guide to any and all items related to MIDS, this includes the original joint letter sent from all six partner states and a copy of the survey itself.**
 - ii. Melanie Shelby – Questions 4 and 5 appear to be new this year.**
 - iii. Melanie Ramil – These two questions were added to find out more about disabled and veteran-owned businesses separately; this may help determine future reporting categories.**
 - iv. Naveen Habib – This year we are rolling out a new MIDS portal. This is very exciting as it will streamline the manual work from past years, as well as open up many opportunities to stakeholders to gather more lucrative data from the results. Please, continue to check the website for updates as MIDS progresses.**
 - v. Cathy Schwamberger – Are the partner states paying us back for the money California spent on all this?**
 - vi. Chris Shultz – The portal will assist all of us in decreasing the amount of staff hours necessary to complete the surveys, overall. Due to current vacancies, we were able to use one-time funding to implement the portal; which will be used from now into the future. We are not having the partner states repay us.**
 - vii. Ramon Jones – Do you see other states creating their own portal?**
 - viii. Melanie Ramil – The California portal is set up for the partners to have their own back-end to our portal. All partner states will use this one portal for MIDS.**
 - ix. Mark Morales – Will historical data be entered into the new portal?**
 - x. Melanie Ramil – No. The portal will only house information moving forward. But past reports will continue to be available on our website.**

- III. IDI Advocacy – Melanie Ramil**
 - A. Melanie Ramil – We hope everyone was able to review the Recommendation Memo.**
 - B. Chris Shultz – We should add the Veterans Caucus.**

- C. Cathy Schwamberger – Task Force is an advisory board, not an advocacy organization. We should focus on education, not advocacy; this could cause FPPC considerations. Is this what we want this body to become?
 - D. Chris Shultz – Fair point; we do feel as though this plan can satisfy as educational too.
 - E. Cathy Schwamberger - In that case, I would like to suggest that the word advocate be replaced with educate and remove the term marketing; frame it as education.
 - F. Robin Billups – We are ambassadors for education; I agree with Cathy.
 - G. Mark Morales – In agreement with Cathy’s proposal; educating stakeholders is something I do all of the time. By working together, we can all educate with the same message across the board.
 - H. Michael Keeley – Agree with Cathy’s proposal.
 - I. Melanie Shelby – I would like to move that this memo be updated to replace advocacy with educate and remove the term “marketing.”
 - i. Task Force Members – Approved.
- IV. Task Force Member Updates
- A. Melanie Ramil – Supplier Diversity Committee had a meeting in April. They discussed an online resource guide for insurers; including who would create it, use it, and what it may look like. Their next call is May 23, they will continue to discuss and prioritize Supplier Diversity topics based on the rollout of MIDS.
 - B. Melanie Shelby – 2016 NMSDC Conference is October 23-26; more information to come.
 - C. Mark Morales – Have a bid in to speak at the NGLCC International Business & Leadership Conference in August.
 - D. Randall Sinnott – Disabled Veteran Business Alliance event in Dallas, TX. May 18-19; all are welcome.
- V. 2016 Insurance Diversity Summit – Naveen Habib
- A. SAVE THE DATE: Wednesday, December 7th in Los Angeles at CSULA.
 - B. OPEN FOR BID: Matchmaking contract for the 5th Annual Insurance Diversity Summit, closes May 25.
 - C. Capability Statements
 - i. Naveen Habib – Last year insurers appreciated the capability statements, therefore we continue to facilitate discussions for diverse businesses so they may create comprehensive capability statements to be collected for this year’s business matchmaking sessions.
 - D. Sponsors
 - i. Melanie Ramil – This year we will be facilitating 3 levels of sponsorships to help cover the costs of food and beverage at this years’ Summit. The levels will be silver, gold, and platinum; more details to come.
- VI. IDI Staff Updates
- A. Diversity Partners Program
 - i. Melanie Ramil – This program is currently on hold while MIDS is rolling out.
 - B. Newsletter
 - i. Rebecca Ball – The IDI Newsletter is sent out the first Friday of each month. If you have any Diversity related events or topics please send to Diversity@insurance.ca.gov by the 25th of the month prior. The newsletter is aimed to cover all things happening with the initiative; from events to meetings – and don’t forget to submit success stories.
 - C. CDI at Events
 - i. Naveen Habib – In April, Commissioner Jones spoke at the NAWBO event. Last week he attended the La Raza Roundtable. This week, Commissioner Jones is attending the Hope Latina Action Panel.
- VII. Attendee Updates
- A. Mark Morales – I’ve begun trainings on topics such as “Should I get certified?” “Capability statements” and “How to make the most of matchmaking.” These are open to all certifications; not just LGBTBEs. Would like to see a webinar for suppliers on how to use the Department website; how to use the information we are tracking/supplying through the Initiative.
 - B. Melanie Shelby – Start considering the reinstatement of Summit planning calls that have been scheduled in past years.
 - C. Robin Billups – I recommend visiting WBENC website; full of useful resources. WBENC recently announced that New York Life has been recognized as one of the 2015 Top Corporations for Women’s Business Enterprises.
 - D. Cathy Schwamberger – State Farm is now on advisory board for NAMWOLF.

- E. Melanie Shelby – Thank you Lamar for sharing about MED week, event by MBE (week of August 15, 2016) this would be a great opportunity for cross-pollination.

VIII. 2016 Quarterly Meeting Dates – Naveen Habib

- A. Monday, August 1 | 10 AM – 12 PM (PST)
- B. Thursday, October 20 | 10 AM – 12 PM (PST)

IX. Next Steps and Adjourn

- A. Melanie Shelby – Would like to ask, how can we make our conversations more interactive? The members of this Task Force hold an incredible amount of knowledge among them; I would like to see more spirited dialogue.
 - i. It is now 11:30; we have covered all topics on the agenda. If there are no further questions or comments, I move to adjourn early.
 - Approved. Adjourned.