

DEPARTMENT OF INSURANCE

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

**Monday, June 8, 2015
10:00 a.m. - 12:00 p.m.
California Department of Insurance
300 Capitol Mall, Sacramento, CA 95814**

- I. Welcome – Deputy Commissioner Chris Shultz**
 - A. Roll Call
 - B. Attendee Introductions
 - C. Approve: 1st Quarter Notes – Approved
 - D. Approve: 2nd Quarter Agenda – Approved
- II. Chair and Vice-Chair Elections – Chief of Community Programs Melanie Ramil**
 - A. Election process
 - i. Melinda Guzman elected Chair
 - ii. Melanie Shelby elected Vice Chair
- III. Supplier Diversity – Insurance Diversity Initiative Director Naveen Habib**
 - A. 2015 Insurer Supplier Diversity Survey Update
 - i. Melanie Ramil – The definition of a diverse supplier has changed and is listed in the statistical plan.
 - ii. Melinda Guzman – Requested a webinar to help insurers fill out the survey.
 - iii. Scott Syphax & Ramon Jones – Concur with Melinda that a webinar is a good idea.
 - iv. Pat Fong Kushida – Requested that a FAQ be created and posted on the website that addresses questions received from insurers about the survey.
 - v. Naveen Habib – 224 companies met the threshold to report for the 2015 ISD Survey.
 - vi. Linda Akutaqawa – The Task Force should respond to the report when it is released.
- IV. Governing Board Diversity – Naveen Habib**
 - A. Researchers
 - i. Naveen Habib – We are looking for researchers to analyze the 2014 GBD Survey.
 - ii. Melanie Shelby – The Executive Leadership Council may have interns that can analyze the GBD Survey. We should also reach out to Boardroom Bound, which is an organization that works to put women and people of color on corporate boards.
 - iii. Melinda Guzman – Maybe we should send out a Request for Proposals (RFP) to find researchers.
 - iv. Janice Brown – Melody Hobson of Ariel Investments would be someone to reach out to.
- V. 2015 Insurance Diversity Summit – Melanie Ramil**
 - A. Matchmaking Contract
 - i. Melanie Ramil – The matchmaking contract was awarded to SMA Global.
 - B. Brainstorm
 - i. Melanie Ramil – Asks for feedback about whether we should move the Summit to the spring and have a Task Force Report to the Commissioner at the State Capitol in fall.
 - ii. Melinda Guzman – The data we collect from the survey may get old by spring.
 - iii. Robin Billups – My concern would be that the information would lag if we wait till spring.
 - iv. Ramon Jones – Companies will come if it's important regardless the time of year held.
 - v. Scott Syphax – Melinda Guzman and Melody Shelby should meet with CDI staff to pick the time of year for the Summit.

- VI. Task Force Reports –
 - A. Open forum for all members to provide any Diversity-related updates
 - i. Scott Syphax – The Commissioner came to speak at the Physician Insurers Association of America (PIAA) conference in May.
 - ii. Pat Fong Kushida – The CalASIAN Chamber is continuing to do outreach.
 - iii. Mark Morales – Continuing to do outreach to the LGBTBE community.
 - iv. Randolph Sinnott – Continuing to do outreach to the DVBE community.

- VII. IDI Staff Updates – Melanie Ramil
 - A. Diversity Outreach Liaison
 - i. Melanie Ramil – Durriya Syed will be the Diversity Outreach Liaison. She will reach out to regional chambers and be the main contact person for diverse businesses.
 - B. Website + Diversity Events Calendar
 - C. CDI at Events

- VIII. Upcoming Quarterly Meeting Dates – Naveen Habib
 - A. Monday, August 24
 - B. Thursday, November 5

- IX. Attendee Updates –
 - A. Open forum for all attendees to provide any Diversity-related updates

- X. Next Steps and Adjourn – Melinda Guzman