

DEPARTMENT OF INSURANCE

300 CAPITOL MALL
SACRAMENTO, CA 95814
(916) 492-3623
(916) 445-5280 (FAX)
www.insurance.ca.gov

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

**Thursday, June 7, 2018
10:00 a.m. – 12:00 p.m. PST
California Department of Insurance
300 Capitol Mall, Sacramento, CA 95814**

I. Welcome – Task Force Chair Michael Keeley

- A. Task Force Roll Call – CDI staff, Rebecca Ball.**
- i. Quorum Met. Task Force Present:**
 - (Located in Sacramento) Michael Keeley and Salvador Peinado, Jr.;
 - (Located in Los Angeles) Dawn Marchand and Mark Morales;
 - (Located in San Francisco) Imelda Alejandrino and Jay Greene;
 - (Via Phone) Linda Akutagawa, Danielle Beavers, and Scott Diener.
- B. 1st Quarterly Minutes – Sal moved to approve the minutes. Mark Morales seconded the motion. With 8 Ayes, 0 Nays, 1 Abstentions, the Minutes were approved.**

II. Insurance Diversity Initiative**A. Announcement – New IDTF Chair & Vice Chair**

- i. Michael Keeley, IDTF Chair – Welcomed gathered attendees.**
 - ii. Chandara Phanachone, CDI – Thanked all the IDTF members for their focus and push on Insurance Supplier Diversity (ISD) & and Governing Board Diversity (GBD) in the insurance industry. She announced the recent election results for new IDTF Chair & Vice Chair. The new IDTF Chair for 2018-19 is Sal Peinado, Jr. and the new IDTF Vice Chair for 2018-19 is Pat Fong-Kushida.**
 - iii. Michael Keeley, IDTF Chair – Thanked the CDI staff and it's been Michael's pleasure to serve on the Task Force since 2011. Michael mentioned that we're passing it on to a wonder individual, Sal Peinado, Jr. Thanked Danielle Beavers for her service and support. Thanked his predecessors Melanie Shelby and Melinda Guzman for their leadership.**
 - iv. Danielle Beavers, IDTF Vice Chair – Agreed and added Michael Keeley said it wonderfully. Assembly Bill (AB) 53 (Solorio) has been a passion and great to see this task force walk the talk. Danielle thanked Michael for his leadership and the CDI Staff for their hard work on the task force and on the upcoming summit.**
- B. Guest Introductions – Anthony Belcher, CEO Wes-Tech Environmental (Sac); Megan Bickel, One America (Phone); Brian Fordham, State of Oregon (Phone); Janice Greene, WBEC-Pacific (Phone); Gabriela Morioka, CSAA (Phone); Robin Sage, Travelers Insurance (Phone); Alexander Salazar, AP42 (Phone); John Shirikian, ACLHIC (Phone); Yolanda Villa-Icea, Travelers Insurance (Phone); K Patrice Williams, BrandGOV (Phone); Elizabeth Witt, Blue Shield of California (Phone); Edna Zapata-Fuller, State Compensation (Phone)**

III. Task Force Member Updates**A. Announcements & Past or Upcoming Events**

- i. Imelda Alejandrino, IDTF – WBENC National Conference & Business Fair 2018, in Detroit, MI on June 18th through 21st.**

- ii. Mark Morales, IDTF – The 2nd Supplier Diversity Event for Los Angeles World Airports (LAWA) in partnership with the LAGLCC. They had 57 suppliers attend and they were all invited to our summit in October. The 3rd Supplier Diversity Event will be in the 3rd Quarter and will have an entertainment industry focus.
- iii. Rebecca Ball, CDI – 9th Annual Legislative Summit & Reception hosted by the California Asian Chamber of Commerce at the State Capitol. 17 legislative visits by 50 attendees a summit briefing. Met with legislators and staff to discuss issues pertaining to: cannabis, education and workforce development, housing, and small business advocacy.
- iv. Imelda Alejandrino, IDTF – Passion and effort from all the attendees were seen and heard.
- v. Benjamin Phillips-Leseñana, CDI – State Compensation Insurance Fund's 4th Annual Summit & Business Matchmaking was held in Vacaville, CA. SCIF leadership acknowledged following the leadership of CDI in creating and developing their summit. In attendance were two of our IDTF – Imelda Alejandrino and Cecil Plummer; as well as CDI – Chandara Phanachone and Benjamin Phillips-Leseñana.
- vi. Rebecca Ball, CDI – Business Development Program (BPD) hosted by the California Asian Chamber of Commerce in Sacramento, CA. 4 dates in April, with 20 attendees of small business owners. The workshop topics included Wells Fargo Works for Small Business, Estimating, Marketing Your Business, and Project Management. Sacramento Regional Transit, Sacramento County Department of Airports and California Department of Corrections presented upcoming bid opportunities.
- vii. Chandara Phanachone, CDI – 4th Annual Gender Equity Principles Challenge was April 18th in San Francisco, CA. CDI's Insurance Diversity Initiative is the 1st public agency to be recognized for our diversity surveys that have provided metrics to advance gender equity. Insurance Commissioner Dave Jones was on stage to present and accept the award on behalf of CDI. Fellow Award Recipients – Charles Schwab, Salesforce, Duane Morris LLP, Corner Stone Research, Moss Adams, Pandora Media Inc., and United Airlines.
- viii. Chandara Phanachone, CDI – 10th California Asian Pacific Islander Policy Summit 2018 was held May 15th in Sacramento, CA. Focus of the event was transforming momentum into movements with API leaders from business, community, and political arena convened to strategize and take action on the most pressing issues with the API community.
- ix. Imelda Alejandrino, IDTF – PG&E Asian and Pacific Islander Heritage Month Celebration was held May 16th in San Francisco, CA. Program targeted diverse owned businesses which offered technical assistance program workshop – learning about Source Process Tips & Tricks/How to Compete for Corporate Business. And, the PG&E Supply Chain Responsibility Team hosted Senior Vice President of Energy Policy and Procurement, Fong Wan who delivered the keynote address.
- x. Rebecca Ball, CDI – WBENC National Conference & Business Fair 2018, June 19-21st in Detroit, MI.
- xi. Rebecca Ball, CDI – 2018 Business Development Program Workshops, July and August dates, in Los Angeles, CA; hosted by the California Asian Chamber of Commerce and Pat Fong Kushida.
- xii. Rebecca Ball, CDI – 2018 LEAP Leadership Awards Celebration, July 19th, held at the Japanese American Cultural and Community Center in Los Angeles, CA, hosted by Linda Akutagawa.
- xiii. Rebecca Ball, CDI – Hong Kong Trade Development Council (HKTD) Food Expo on Aug 14-20th in Hong Kong, hosted by the California Asian Chamber of Commerce and Pat Fong Kushida.
- xiv. Rebecca Ball, CDI – 7th Annual Insurance Diversity Summit on October 1st at The California Endowment in Los Angeles, CA hosted by CDI.

B. Updates

- i. Michael Keeley, IDTF Chair – Engagement is key from Task Force Members. We don't want to lose sight and we want to support our own businesses. As Linda Akutagawa mentioned, we need to be part of the solution.
- ii. Chandara Phanachone, CDI – Echo Chair Keeley's comments.
- iii. Michael Keeley, IDTF Chair – Questions about the 7th Annual Insurance Diversity Summit?
- iv. Benjamin Phillips-Leseñana, CDI – Asked for volunteers to conduct the Business Matchmaking Webinars with contracted vendor BrandGOV and Ben from CDI; two webinars for Insurers and two webinars for diverse suppliers. Mark Morales and Imelda Alejandrino volunteered for the diverse suppliers webinars. Sal Peinado, Jr. volunteered for the insurers webinars.
- v. Chandara Phanachone, CDI – Workshop topics for the four afternoon sessions are: Navigating the Procurement Process, Creating Pathways to Corporate Governance, Diversity as a Business Imperative, and Leveraging Social Media.

- vi. Dawn Marchand, IDTF – Offered suggestions for diverse prime suppliers vs. 2nd tier supplier perspectives.
- vii. Sal Peinado, Jr., IDTF – Mentioned that diverse prime suppliers generate two buckets with plethora of buys from the insurer. Primes then break it up into smaller 2nd Tier chunks to allow smaller businesses to provide what they're capabilities allow (i.e., an IT firm focuses on IT hardware/services while an HR firm focuses on staffing the IT technicians).
- viii. Imelda Alejandrino, IDTF – Primes are hard to identify, interesting to see where they are and how they are held accountable.
- ix. Mark Morales, IDTF – Los Angeles World Airports (LAWA) is doing a Meet the Primes for their airport procurement with a focus on How to Direct Your Primes to Work with Diverse Businesses.
- x. Amorette Yang, CDI – Is the focus on the Primes or on Tier 2?
- xi. Sal Peinado, Jr., IDTF – Dawn, are you focused on the topic as the Insurer or as a DBE?
- xii. Dawn Marchand, IDTF – Want to focus on DBEs to help them decide to take on or not to take on if they're too small to win contracts. Primes may be the solution to grow the DBE for more contracts and business.
- xiii. Sal Peinado, Jr., IDTF – Many Insurers have Tier 2 programs and it's a way for DBE's to enter into procurement opportunities. Primes present opportunities for Tier 2 programs is a great idea.
- xiv. Imelda Alejandrino, IDTF – In my area of marketing, what would help is an effort for Primes to work with Tier 2 DBEs.
- xv. Dawn Marchand, IDTF – Perhaps a rewards and recognition program for Prime suppliers, including those that are at the top in the insurance industry.
- xvi. Mark Morales, IDTF – It's important to see which workshop can be potentially replaced.
- xvii. Chandara Phanachone, CDI – [Reiterated the list of current workshop topics].
- xviii. Sal Peinado, Jr. IDTF – Is there appetite to combine the workshop, perhaps one focused on unconscious biases.
- xix. Mark Morales, IDTF – Agree with Sal.
- xx. Michael Keeley, IDTF Chair – Unconscious bias, to dovetail to Sal's comment, in the board room too is worth discussing.
- xxi. Chandara Phanachone, CDI – TF members are welcome to submit workshop topics for consideration.
- xxii. Amorette Yang, CDI – SCIF spoke about their Tier 2 program during last year's summit. It was geared on more of senior leadership's focus and buy-in on Tier 2 which made it possible.
- xxiii. Sal Peinado, Jr., IDTF – Insurers in the room have Tier 2 programs, (i.e. Nationwide has been in the industry for a while and the category of Contingent Labor is an example of a contract awarded to a Prime who works with the DBEs).
- xxiv. Chandara Phanachone, CDI – Thank you, Sal. We'll take workshop topic submissions through tomorrow. Additionally, the sponsorship prospectus has had a facelift from a one-pager to the 12-page sponsorship prospectus that we have provided today. The URL & PDF have been sent to the Task Force and has been uploaded on the website. Mary Beth Bykowsky will receive the completed forms from interested sponsors.
- xxv. Mark Morales, IDTF – Requested for an abridged version for invites and marketing of the Summit.
- xxvi. Michael Keeley, IDTF Chair – Asked about theme for the Summit.
- xxvii. Chandara Phanachone, CDI – The theme for this year's summit is "Pathways to Progress."
- xxviii. Durriya Syed, CDI – Shared an update on CDI's Request for Expertise (RFE) with CSU Sacramento's Institute for Social Research (ISR).
- xxix. Michael Keeley, IDTF Chair – Ask about Task Force advisory groups.
- xxx. Chandara Phanachone, CDI – The TF Governing Board Diversity Advisory Group comprises Michael Keeley, and appointees Sal Peinado, Jr., Melinda Guzman, and Scott Diener; with any other interested TF members. The TF Supplier Diversity Advisory Group is Sal Peinado, Jr., Cecil Plummer.
- xxxi. Amorette Yang, CDI – Everyone on the Task Force is welcome to be a part of either advisory group.
- xxxii. Michael Keeley, IDTF Chair – Asked about the Diversity Survey.
- xxxiii. Rebecca Ball, CDI – Things are going well with the Diversity Survey and the webinar series for Insurers on completing their Surveys. The deadline to submit is July 2nd with pre-approved extensions for August 2nd.
- xxxiv. Amorette Yang, CDI – Commented that this is the same data used to determine the Summit Awards too.
- xxxv. Rebecca Ball, CDI – Summit Award Nominations for this year will have an additional award – Emerging Leader in Supplier Diversity. Will share the criteria with Task Force.

- xxxvi. Chandara Phanachone, CDI – Credit goes to Rebecca Ball for the new award category since one of the questions on the MIDS asks Insurers if they planning on start a supplier diversity program within 12 months; it is an effort to recognize the progress of a company’s supplier diversity efforts/programs.
- xxxvii. Michael Keeley, IDTF Chair – Asked which jurisdictions participate in this year’s MIDS.
- xxxviii. Rebecca Ball, CDI – Replied California, Oregon, Washington, New York, and District of Columbia.
- xxxix. Sal Peinado, Jr. IDTF – Asked if invites will be extended to the partner states for the Summit.
- xl. Rebecca Ball, CDI – Yes, partner states are invited to join us for the Summit.

VI. Public Comment

A. Attendee Open-Forum – Diversity Related Updates

- i. Anthony Belcher, Wes-Tech Environmental – If the Task Force would consider inviting both candidates to participate and comment to the public on their stance for supplier diversity. This has been a real benefit for my own company and I want to see this program to continue.
- ii. Mark Morales, IDTF – I like the idea of a candidate forum.
- iii. Michael Keeley, IDTF Chair – I’d like to see that, too, given the sunset date of Assembly Bill (AB) 53 (Solorio).
- iv. Chandara Phanachone – We will follow up with TF members to see if this request will align with the timeline and planning for the Summit.

VII. Next Steps and Adjourn

A. Contact us: diversity@insurance.ca.gov

B. Next Meeting: 3rd Quarterly Meeting, Tuesday, September 18, 2018

- i. Mark Keeley, IDTF Chair – Moved to adjourn.
- ii. Mark Morales, IDTF – 1st the motion.
- iii. Sal Peinado, Jr., IDTF – 2nd the motion.