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**CDI INSURANCE DIVERSITY TASK FORCE (IDTF)
3rd QUARTERLY MEETING MINUTES**

**Wednesday, August 23, 2017
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, Ben Phillips-Lesenana.**
- i. Quorum Met. Task Force Present:**
 - (Located in Sacramento) Danielle Beavers, Michael Keeley, Sal Peinado, Jr., Cathy Schwamberger;
 - (Located in Los Angeles) Mark Morales, Randy Sinnott; and,
 - (Via Phone) Linda Akutagawa, Pat Fong Kushida, and Scott Syphax.
- B. 2nd Quarterly Minutes – Sal Peinado, Jr. moved to approve the minutes. Danielle Beavers seconded the motion. With 7 Ayes, 0 Nays, 0 Abstentions, the Minutes were approved.**

II. Insurance Diversity Summit

- A. 6th Annual Insurance Diversity Summit Update - Planning Committee Members**
- i. Danielle Beavers – Summit Overview - Presented planning committee overview for the Summit, including confirming the date, location, business matchmaking new contractor BrandGOV, Resource Expo which are essentially taking Diverse Suppliers to the next level.**
 - ii. Mark Morales – Summit Overview – Presented an overview of the plenary and breakout topics for the Summit.**
 - iii. Ben Phillips-Lesenana – Resource Expo – The Expo is a new element to this year's Summit, consisting of exhibitors who are business development resources, DBE certification agencies, insurers' supplier diversity teams, supplier diversity data technology companies, and local/statewide business groups. In the morning session it will be coupled with the B2B Networking and in the afternoon session it will be concurrent with the reception.**
 - Mark Morales – Discussed benefits of Resource Expo and the B2B Networking among the Diverse Suppliers. Supplier interactions include, Morning Plenary with Insurance Commissioner Dave Jones, Panel Discussion, Luncheon Awards, 3 breakout workshops, and the Resource Expo with Reception.
 - iv. Michael Keeley – Governing Board Workshop - Last year's GBD breakout had only one C-Suite executive in attendance. Perhaps the Governing Board Diversity workshop should be replaced with a different workshop.**
 - Sal Peinado, Jr – It is a challenge for C-Suite executives to receive late August 2017 invites to an event in November 2017 vs. early year 2018 invites (or even starting now in 2017) for next year's Summit.
 - Linda Akutagawa – Suggested to have a GBD event near via proximity and calendar date to an insurance industry convention. CDI staff and Task Force could get the right audience in place and get the right people to participate.
 - Cathy Schwamberger – Stated C-Suite executives' calendars fill up early and fast. And, a more intimate setting with the right audience in place would offer more focus on GBD.

- Danielle Beavers – Shared past performance of the previous Summits' GBD breakout workshops are the best indicators for a change.
 - Mark Morales – Suggest this GBD event be a single day function where the insurance company's diversity manager brings the procurement personnel and the C-Suite executives.
 - Michael Keeley – Challenges are that calendars fill out quickly.
 - Pat Fong Kushida – Agree in having C-Suite participate in shaping the conversation on GBD.
 - Amorette Yang – Will check with Insurance Commissioner Dave Jones for clarification on GBD roadmap. Stated that CDI had started outreach to panelists already for the GBD workshop.
 - Cathy Schwamberger – Agreed to keep GBD breakout workshop in this year's Summit if panelists are confirmed.
- v. Ben Phillips-Lesenana – Marketing / Brochure - Shared the new tri-fold brochure to replace the prior one-page flyer for marketing and advertising the Summit. Will make a few edits based on feedback and then will share with Task Force members for their distribution.
- Mark Morales – Suggested to enlarge the date on the cover and add the location.
 - Danielle Beavers – Suggested changing one of the bullets on the center inside panel from "Diversity Presentation" to "Survey Results Presentation". And, wanted to know more about the Business Matchmaking Webinars.
 - Mark Morales – In years past, the Webinars have set up the Diverse Suppliers for success with their potential Business Matchmaking sessions to be time effective.
- vi. Amorette Yang – Summit Awards – Rebecca Ball sent the document last week containing this year's four award categories: Insurance Commissioner's Award (ICDJ selected); and, Supplier Diversity Champion, Governing Board Diversity Champion, and Insurance Diversity Trailblazer (Task Force voted upon).
- Amorette Yang – Awards will be during the Luncheon.

B. Summit Sponsorships

- i. Mary Beth Bykowsky – The planned budget is \$7,000 for food and beverage. Currently, secured \$3,000 in sponsorships or 43% to goal, historically we'd be at 60% to goal by now. Thank you to returning sponsors: Air-Tech Environmental and Blaylock Van. Thank you to new sponsors: En Pointe IT Solutions, Macias Consulting Group, Mischler Financial Group, and Trinus. These sponsorships receive recognition with their logos in the Summit communications, website, and registration portal; they participate in the VIP coffee, speak during the luncheon. Deadline for additional sponsorships is 9/15/17 and encourage assistance from the Task Force.

III. Task Force Member Updates

A. Announcements & Past or Upcoming Events

- i. Amorette Yang – Introduced a new way for Task Force members to share past or upcoming events at Task Force meetings via a Power Point presentation.
- ii. Pat Fong Kushida – California Asian Pacific Chamber's Southwest Region SBTRC received a new 2-year contract with US Department of Defense, GO-Biz, and Community Colleges to provide a 9-month online technical assistance. And, the California Asian Pacific Chamber Southwest Region SBTRC is presenting a small business traveling workshop program: Success Express in Bakersfield, Fresno, and Sacramento.
- iii. Mark Morales – In conjunction with Los Angeles Community Colleges, City National Bank, LAX Airports, SoCal Gas & Electric, Meet the Buyers Event will take place on August 30, 2017.
- iv. Amorette Yang – Attended the NGLCC's Business and Leadership Conference with Mark Morales.
- v. Mark Morales – Would like to see more representation from California Department of Insurance and the California Public Utilities Commission at the 2018 NGLCC conference in Philadelphia..

IV. Insurance Diversity Initiative Updates

- A. Amorette Yang – CDI is receiving and processing through lists of Schedule A and Schedule B of Multistate Insurance Supplier Diversity Surveys. Results will be presented at the Summit.

- B. Amorette Yang – Regarding pending legislation – Senate Bill 488 is set for a hearing today in the Assembly Appropriations Committee. It will most likely be referred to the Suspense File due to significant costs from the new amendments.
 - i. Ross Buckley, PIFC – Explains the “suspense file” to the Task Force

- C. Amorette Yang – Task Force Reappointments - CDI staff will send notifications on 10/1/17 to Task Force members with upcoming term expirations which are due 11/1/17. During the 4th Quarterly Task Force Meeting, on 11/8/17, CDI will announce who is not seeking reappointment. On 11/1/17, CDI will launch the new application for any vacancies – applications will be due on 1/12/18. Announcements of new task force members will occur in March 2018.
 - i. Sal Peinado, Jr – What is the full count of the Task Force?
 - ii. Amorette Yang – Currently, 14 of the 15 Task Force seats are occupied, with only one vacancy.
 - iii. Cathy Schwamberger – Is the 15th Task Force seat an Insurance Industry Representative?
 - iv. Amorette Yang – No, the 15th seat is a wild card not subject to minimum requirements.
 - v. Michael Keeley – Moving forward, in all fairness, ask those interested in being reappointed to participate and attend in the Quarterly Meetings and the Summit.
 - vi. Danielle Beavers – What is the process to apply?
 - vii. Amorette Yang – Preparations are being made by Amanda Bastidas, CDI’s Board Officer who handles board/task force for the Insurance Commissioner, including arrangements of in-person & phone call interviews.
 - viii. Danielle Beavers – Are there opportunities for Chair/Vice Chair to weigh in on the selections?
 - ix. Amorette Yang – CDI staff will reach out the Task Force during the process. Task Force can help with outreach for the new vacancies.
 - x. Sal Peinado, Jr – Could we hold the Chair/Vice Chair nominations and elections digitally separate of the Quarterly Meeting so we could better use the Quarterly Meeting for other items?
 - xi. Amorette Yang – CDI will consider the idea and review the nominations and elections process.
 - xii. Linda Akutagawa – Efficiency to go online gains for nomination/election process than the in-person will allow more time for Summit planning during the Quarterly Meeting. This allows us to get ahead into planning for the next Summit at the May Quarterly Meeting and get folks to save the date on their calendars.
 - xiii. Michael Keeley – Will take under advisement. On another note, it was interesting to participate in the Capitol decisions with each of the Assembly Appropriations Committee Offices regarding SB 488.
 - xiv. Linda Akutagawa – It was my pleasure to participate as well.

VI. Public Comment

A. Attendee Open-Forum – Diversity Related Updates

- i. Marty Keller, DVBA – Expand the vision to all veterans. And, the National Veteran Business Development Council (NVBDC) to offer first certification for Veteran Supplier. Additionally, now have a seat at the Billion Dollar Roundtable (BDR). As veterans from the Afghan & Iraq wars are moving into the private sector/entrepreneurs this is appropriate.
- ii. Sal Peinado, Jr – Is this certification for all DVBE or for all Veterans?
- iii. Michael Keeley – Certification is for all Veteran Owned Business Enterprises.
- iv. Danielle Beavers – Should we look into the current Task Force arrangement to be inclusive of VOB vs. just DVBE?
- v. Amorette Yang – As of now, it is just DVBE and considerations will be made for VOB.
- vi. Tarrel Gamble, Blaylock Van – CalPERS/CalSTRS pursuing more diverse boards among financial services institutions through their letter campaign. Should CDI look into their efforts and find out which companies may be insurance companies? In order to prepare for the thoughtful conversations, could sponsors receive the list of publicly listed registered attendees before and

during the Summit? Additionally, is it possible to get the Minutes of the Quarterly Task Force Meetings and the Summit Planning Committee meetings?

- vii. Ben Phillips-Lesenana – Each quarterly Task Force meeting minutes are reviewed and approved by the Task Force on the subsequent quarterly Task Force meeting and then posted on-line for the public at the IDI webpages. Currently, summit planning committee minutes have not been made available; however, we welcome participation for these planning sessions.

VII. Next Steps and Adjourn

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

B. Next Meeting: 4th Quarterly Meeting, Wednesday, November 8, 2017

- i. Michael Keeley – Motioned to adjourn.
- ii. Sal Peinado, Jr – 1st the motion.
- iii. Danielle Beavers – 2nd the motion.