**MONTANA SELF INSURERS’ ASSOCIATION**

**July 21, 2022, Board Meeting Minutes**

**11:00a Mountain**

**Zoom Meeting ID: 851 2010 5623**

**Passcode: 699676**

Members Present: J. Haun (Vice Chair) Rosauers, M. Marsh (Sec’y/Treas) Midland Claims, D Haeder Northwestern Energy, D. Walcheck Logan Health, P. Strauss (Exec Dir) ex-officio and non-voting member. A. Komac (Chair) MMIA was excused.

1. **Approval of 6/16/2022 Board Meeting Minutes**

The June 16, 2022 Draft Meeting Minutes were provided to the Board as part of the meeting invitation sent 7/18. There were no questions, corrections or comments.

**Haeder moved and Marsh seconded a motion to approve the minutes of the 6/16/22 meeting as presented. Motion passed unanimously, with no abstentions.**

1. **Director’s Report**:

**Financials**

The June 2022 monthly statements from First Interstate Bank, the DA Davidson Savings and Investment accounts were attached to the meeting invitation sent on 7/18. The most current fiscal year to date Financial Transactions spreadsheet, which is more up to date, was sent on 7/19.

First Interstate Balance                               = $33,776.66

DA Davidson Bond Fund Balance        = $9,284.80

DA Davidson Investment Acct                   = $21,937.00

In addition, we have the Valley Bank 12-month CD deposit of $10,240 which matures on 8/27.

We deposited $9671.12 in 2022 – 23 dues from members during June. As of Friday 7/15 we had received dues from 13 Associate and 8 Employer members for a total of $21,407.80. Five Associate members paid by credit card, resulting in a $47.20 charge against dues – three of those are new members. Paradigm is another new member for this year and paid their 2022 – 23 dues earlier in the spring.

Association expenses incurred in June included the usual domain name and CardSetter website maintenance charge. In addition, we had the majority of the charges associated with the NCSI Annual Conference, including the hotel, airfare, parking, transportation and a meal. We also had a printing charge supporting the June CE Webinar. The total was $1797.24.

The Board agreed by email to support a surprise Peter Van Nice retirement event while at the Governors’ Conference. Our non-budgeted contribution is $500. The informal group putting this together will let us know who to make the payment to and when it is due.

Expenses in July are expected to include the usual domain name and CardSetter charges, postage to support our state tax-exempt status (while we received federal approval, we also needed to apply for state approval), postage for mailing out members’ Annual Dues Notices and the Bureau of Business & Economic Research Summer Update to be held August 3 in Helena. The total, as of 7/15 is $104.14.

**Membership**

We lost our first member during Strauss’s tenure. MHA sold their workers compensation reciprocal business to the State Fund. This was not a surprise as they told us this when the joined in 2020 and were still performing some limited services for the business last year. Strauss also reported that Sedgwick has told us they were going to drop their Employer Membership based on budget pressures. Strauss reported he will contact Max Koonce, Sedgwick national claims VP to see if there is some way to save this membership.

We added four new Associate members, MES Solutions, which had been in the works for the past month, Clarus IME, based in Missoula, Prodigy Rx a PBM and Ritsema Law, a Denver based defense firm who has an attorney in Columbia Falls. Strauss reported contacts with MSQ, Rising Medical Solutions and One Call Medical and will give them this month to make the commitment. Strauss also reported personal contacts with Benefis, CHS and UPS to consider joining as Employer members. This is a harder and longer term sales cycle than Associate memberships. Strauss will keep the Board informed as things progress.

The Board suggested Strauss contact Associated Employers and EBMS, both in Billings as potential Associate members and Blue Cross/Blue Shield as an Employer member. Walcheck suggested there may be a contact with Benefis Strauss could use in the effort to bring them back as an Employer member. Strauss will follow up.

Our credit card charges for membership dues remain well within our $175 budget.

1. **MSIA Webinar Series** –

Clarus IME (formerly Wellcare) is scheduled to provide our next CE Webinar on September 8, just prior to our Business & Annual Meeting and the Governor’s Conference. Strauss will be soliciting members for two sponsorships at $250 each for this webinar.

This will also be the first webinar in which we will charge $25 for non-members to attend. We budgeted $100 from non-members to attend each of the four webinars we anticipate during this fiscal year. Strauss has created a non-member CE Webinar list from which we will be advertising our Webinars. Strauss will also contact MSF to allow an unlimited number of attendees for a flat fee (likely either $100 or $150) to help their staff attain CE credits during the year. Initial conversations with them have gone well. Members are never charged and are permitted an unlimited number of attendees to the webinars.

1. **Web Site**

The Web Site has been updated with the most recent MSIA Updates and the new member contacts.

The Board discussed that other than the monthly newsletters and membership contacts, the website has not changed and likely needs some attention. The Board suggested a “Live News” type of page which would be updated once a month with current activities to generate more hits and interest. Strauss suggested, as a new member recommended, a “Become a Member” button which would allow access to information on the advantages of membership and access to the credit card processing for membership payment. Strauss will follow up with CardSetter, our website vendor.

1. **Business & Annual Meeting**

Strauss is trying to get Dr. Vanichkachorn to get CE credit applied to his presentation at the Annual Meeting. Unfortunately, his schedule is such that it is difficult to get a hold of him. Strauss is hoping to pack the room with members and others for the presentation. The current meeting room has a capacity of 40 and as that is about the number of people who attended last year, we are working with the hotel to get a room that could fit about double that.

Strauss will provide a draft agenda along with the prior Business & Annual Meeting documents, our Bylaws amendments, our budget and financials and other material prior to our next scheduled Board meeting on 8/18.

In response to the sponsorship solicitation for the meeting sent to members – Browning, Kaleczyc, Berry & Hoven and Definiti Comp Solutions have again agreed to be sponsors for $750 each.

Strauss will be encouraging attendance by both Associate and Employer members and will be seeking proxies to be provided to assure we have a quorum to conduct our Business meeting.

There has been no identified interest from other members about joining our Board. The Marsh and Walcheck seats are up for election as part of our two-year cycle. Both have agreed to continue to serve in their current positions.

**6. Old Business / New Business**

**Taxes –** We applied for and received state Department of Revenue approval as a tax-exempt entity. While we received tax exempt (501 (c) (6) - trade association) status last year, we also had to use that information to support a state approval for the same consideration. As a result, under MT law, we will not have to file a tax filing with them and will not incur the minimum annual $50 corporate tax liability. As we did not know of the status of our application when we created the budget, this will result in budget savings for us. We still do not know what our tax preparation fee will be. A tax-exempt filing is more complicated than a for-profit corporate tax filing. The Board discussed that with less than $50,000 in revenue, we may be able to make a post-card filing (form 990-EZ) and it may actually be simpler than the form 1120 we had been filing. We had budgeted an increase in accounting fees as a result of the change, but that was a SWAG estimate.

Strauss has started to pull together our tax information to support our first tax-exempt filing and will have it to our new accountant well before our filing is due.

**Conflict of Interest Statement** – All Board members COI forms have been received. The Board asked Strauss to manage the identified conflicts and bring them to the Board should an issue present itself.

**NCSI Activity** – Strauss was appointed to head a new Communications Subcommittee for the Executive Committee (EC) for NCSI (Council). The first order of business was to create a solicitation from EC member to those other NCSI members who have been lax or have let their membership lapse. That project is awaiting a list from the management company for the Council of the contact information for those lapsed/lax members and approval from the President of the EC to contact the other members of the EC.

The second order of business is to create a State Association Committee within the NCSI membership to provide a communications tool. This would allow us to share our experiences and public policy issue efforts. Every state association Strauss contacted was supportive of the idea, as was the Communications Subcommittee. Strauss will be working with National Council leadership to modify their website and email lists to accomplish this.

**Other Old or New Business**

1. **Adjourn**

Meeting adjourned at 11:40a. The next meeting is scheduled for August 18 at 11:00a MDT.