

**TEXAS ASSOCIATION OF HEALTH UNDERWRITERS  
FULL BOARD MEETING MINUTES**

January 23, 2009

Sheraton Austin Hotel, Austin, Texas

**I. CALL TO ORDER.**

President Ron Buffum called the meeting to order at 10:00am.

**A. Roll Call.**

Executive committee members present: Ron Buffum, President; Carolyn Goodwin, Immediate Past-President; Rusty Rice, President-Elect; Louanne Trebing, First Vice President; Joanna Antongiovanni, Second Vice President; Misty Baker, Treasurer; Kelly Fristoe, Secretary.

Staff Present: Laura Firestone, Executive Director; Lee Manross, Lobbyist.

Committee chairs, local chapter presidents and trustees present: Mark Bellman, Debbie Boyd, Bobby Clark, Cheryl Clark, Nedra Clingan, Tom Cottar, Darrel Delgado, Kelly Dills, Glen Fonner, Will Haff, Mark Hobgood, Mary Lou Hudman, Danny Ketner, Lonnie Klene, Jack Knight, Mike McLaughlin, Linda New, Rick Ott, Colleen Pruitt, Nannette Richardson, Liz Rios-Carl, Mike Rivera, Nicole Scott, Jeff Sherrod, Tamela Southan, Gary Waldron, Luann Yarberry.

Committee chairs, local chapter presidents and trustees absent: Patsy Hernandez, David Prewitt, Sandy Johnson, Audra Sullivan.

Guests Present: Tanya Haught, Austin AHU President-Elect.

**II. PRESIDENT'S OPENING REMARKS.**

Ron Buffum welcomed all board members to the meeting. He summarized the strategic planning meeting discussion on January 22 and highlighted the key areas and goals and progress to date.

**III. APPROVE MINUTES OCTOBER MEETING.**

Motion by Misty Baker to accept the October meeting minutes as presented.  
Second by Rusty Rice. Motion passes.

**IV. REVIEW ACTION ITEM LIST AND TIMELINE.**

The action list was reviewed and all open items were completed with the exception of the following: The P&P review is an ongoing project and sections will be presented for board approval.

The timeline was reviewed and the following items were noted: the items related to convention information distribution still need to be done.

It was also noted that the regional training meeting will tentatively be held in June, before the end of the fiscal year. In addition, NAHU has asked that the new board listings be provided to NAHU by Capitol Conference in March. The general timeline and awards timeline have been consolidated and chapters need to be aware of the items to be done for awards purposes throughout the year.

**V. TREASURER REPORT.**

Misty Baker reviewed the financial report as of December 31, 2008 with the board. Motion by Rusty Rice to approve the financial report. Second by Bobby Clark. Motion passes.

Misty brought to the board's attention that \$37000 had been spent in campaign contributions and only \$30000 was budgeted and the board needs to approve the overage. Motion by Rick Ott to approve increasing the PAC contribution budget to \$37000. Second by Carolyn Goodwin. Motion passes.

- A. Rick Ott, Director of Legislative Affairs, acknowledged the hard work of the legislative council. He encouraged chapters to require participation of their legislative chairs on the lege conference calls. A full report is attached in the minute book.
- B. Gary Waldron, Director of Federal Affairs, has been emailing regular updates on items at the federal level. He is trying to keep track of Cap Conf appointments. A full report is attached in the minute book.
- C. Cheryl Clark, Director of Legislative Activities, reminded everyone that Day at the Capitol is March 2 and encouraged everyone to attend. The hotel cutoff is January 30. As of this date, there are no sponsors and she asked for help in soliciting sponsors. She also let chapters know that if they send 25 registrants to DATC, the registration fee will be reduced to \$85. She also reported that the freshman reception on January 22 was a success and there were several legislators in attendance. TAHU members did a great job meeting and greeting legislators and/or their staff.
- D. The Fundraising Chair position is vacant. Misty reminded everyone that she needs donations for the PAC silent auction for the convention.
- E. Jeff Sherrod, Director of Legislative Contacts, reported on his efforts to keep the key contact list updated and encouraged board members to let him know if they can be a contact and/or communicate back to their chapters. A full report is attached in the minute book.
- F. Shirley Hutzler, Governmental Affairs Consultant, was absent and there was no report.
- G. Lee Manross, Lobbyist, reported on the healthy texas effort and the legislature and sunset status. A full report is attached in the minute book.
- H. Colleen Pruitt, TAHUPAC Chair, encouraged that all board members should be contributing to the PAC. There are still some board members who are not contributing.

Kelly Fristoe, HUPAC Chair, reported that Region VI had a 26% increase in contributions to HUPAC from 2007 to 2008. He encouraged board members who are not contributing to do so and take a look at the HUPAC website.

**VI. PRESIDENT'S REPORT.**

- A. Nannette Richardson reminded the board to let her know of both good and bad news of members. She included an article in the winter issue of the TAHUNews. A full report is attached in the minute book.
- B. Chapter Presidents Reports. Full reports are attached in the minute book.
  - 1. San Antonio, Nicole Scott.
  - 2. Coastal Bend, Nedra Clingan.
  - 3. Dallas, Tamela Southan.
  - 4. East Texas, Mark Hobgood.

**VII. PRESIDENT-ELECT'S REPORT.**

- A. Rusty reported that NAHU has asked that state and local chapters have their boards in place by Capitol Conference in order to take advantage of the regional trainings that will occur in June. He summarized the lines of report for the incoming EC officers.
- B. Audra Sullivan, Convention Chair, was absent but Rusty reported on some of the things planned for convention. The original keynote speaker plan fell through and the committee is working on some other options. The schedule will include the exclusive exhibit time and hopes this will increase the participation in the exhibit hall. The Thursday Night event will be at the Iron Cactus with karaoke entertainment and contest.
- C. Dave Prewitt, Hollis Roberson Committee Chair, was absent. A Hollis award nomination form is included in the board packet and Rusty encouraged chapters to think about who might be a good nominee and submit all nominations by February 27.

**VIII. FIRST VICE PRESIDENT'S REPORT.**

- A. Liz Rios-Carl, Membership Growth Chair, reported the membership goals for the fiscal year is short by 268 members. However, there have been 166 new members to date. She also reported on the third quarter triple crown qualifiers. The winner of the drawing for this quarter was Danielle Kunkle of Fort Worth. A full report is attached in the minute book.
- B. Mary Lou Hudman, Membership Retention Chair, reported the grace period for lapsing members has now changed to 60 days. There have been some glitches in the membership system where monthly credit card draftees have fallen off the active member list and moved into prospective and/or former member categories. NAHU has identified the problems and is fixing them and will re-run the December figures. Another issue has been that sponsors are not showing up for new members and the appropriate people are not getting credit. A full report is attached in the minute book.
- C. Mike McLaughlin, Chapter Support Chair, had nothing to report.

**IX. OLD BUSINESS.**

- A. Ron Buffum reported that the 2010 Convention will be held at the Intercontinental Hotel in uptown Houston upon recommendation by Laura Firestone's site visit, the Houston chapter president and the EC.

**X. CHAPTER PRESIDENTS REPORTS**

- A. El Paso, Patsy Hernandez was absent and Liz Rios-Carl reported.  
B. Fort Worth, Kelly Dills. A full report is attached in the minute book.  
C. Heart of Texas, Debbie Boyd.  
D. Houston, Tom Cottar. A full report is attached in the minute book.

**XI. NEW BUSINESS.**

- A. Carolyn Goodwin presented proposed revisions to P&P #3 by adding a sentence on instructor protocol in the policy paragraph upon recommendation by the TAHU attorney. She also advised board members of the new CE contracting arrangement between TDI and Sircon effective February 17. The added fee to providers will be .75/hour/attendee for all CE provided. The EC recommended that TAHU not charge additional fees for certificates at this time but will monitor the activity through the end of the fiscal year and then will make a decision on how to handle the increase for the next fiscal year. The sunset period on P&P #3 will be 3 years. Motion by Rusty Rice to accept proposed revisions to P&P #3. Second by Rick Ott. Motion passes.
- B. Carolyn Goodwin presented a proposed revision to P&P #12, Appointment and Duties of TAHUPAC Committee, in item #11 adding that the TAHU EC shall appoint a person to serve on the TAHUPAC committee in the event of recall, resignation or death of a committee member. In addition, the word "shall" was inserted in line item 11 to replace the word "may" and the sunset provision was added for review by June 30, 2010 with the intent of having the legislative P&Ps reviewed prior to each legislative session. Motion by Bobby Clark to accept the proposed revisions to P&P #12. Second by Cheryl Clark. Motion passes. Carolyn Goodwin recommended that P&P #14, on Legislative Council Meetings, be deleted in its entirety due to the many revisions proposed to P&P #16 and P&P #14 would only be a duplication. Motion by Misty Baker to accept deleting P&P #14 in its entirety. Second by Luann Yarberry. Motion passes. Carolyn Goodwin presented proposed revisions to P&P #15, for submitting, endorsing and advocating proposed legislation, which are attached in these minutes. She also proposed adding a sunset provision of two years. Motion by Rusty Rice to accept the proposed revisions to P&P #15. Second by Will Haff. Mike McLaughlin suggested that we include additional procedures that would preclude members while at the Capitol on TAHU business from discussing their own opinions. He agreed to draft a P&P incorporating this suggestion and will present at the next board meeting. Motion passes. Carolyn Goodwin presented proposed revisions to P&P #16, on the legislative council

structure, by changing the title to include “Meetings”, other revisions attached to these minutes and added sunset language. The board agreed on further changes to be made to the policy and adding reference to other people who may be a future part of the Legislative Council. Motion by Mark Bellman to accept the proposed revisions to P&P #16. Second by Rick Ott. Motion passes.

- C. Carolyn Goodwin presented a draft of a new P&P, #28, Finance Committee Structure. Motion by Rick Ott to accept P&P #28 as presented. Second by Misty Baker. Amendment made by Mike Rivera to add the words “and preservation” in the second sentence after the word “growth” in the second to the last paragraph. Amendment accepted by Rick Ott and Misty Baker. Motion passes.
- D. Carolyn Goodwin presented a draft of a new P&P, #29, Distribution of Membership List for review. She also noted that Laura Firestone suggested the addition of the terms of usage to be acknowledged by the purchaser of the list and take out the reference to email. The terms of usage would be as follows: “You are granted use of this list for the purpose of mailing or emailing our members about your product information/services. You may not use data to create, modify, and/or update lists, directories or compilations of any kind in any medium that will be sold, exchanged, transmitted or provided, whether or not for value, to any person. You may use competent agents, vendors or other service providers to process mailing and/or emailing projects but remain responsible for their compliance with these provisions”. Motion by Nedra Clingan to accept P&P #29 as presented. Second by Will Haff. Amendment made by Lonnie Klene to change the amount charged for the list to \$1/member for non-members and .50/member for members and to also include email addresses. Second by Mark Bellman. A consensus could not be reached and both the original motion and subsequent amendment were withdrawn. Motion by Carolyn Goodwin to table the P&P for future discussion and continue as we have been. Second by Mike Rivera. Motion passes. Carolyn Goodwin asked that board members email her with their recommendations on how the policy should be structured.
- E. Carolyn Goodwin presented proposed revisions to P&P#1 which clarifies the relationship between the board and the EC. Motion by Will Haff to accept the proposed revisions to P&P #1. Second by Gary Waldron. Motion passes.
- F. Carolyn Goodwin presented revisions to P&P #27, NAHU Convention Scholarship, which includes adding the funds may be applied for in the event a former TAHU president represents the local chapter, deleting the requirement of submitting a form 990 or financials and be replaced by prior 12 month’s bank statements. A submission deadline of 45 days from the last day of the convention was also added. Motion by Luann Yarberry to accept the proposed revisions to P&P #27. Second by Louanne Trebing. Motion passes. Motion by Mike McLaughlin to change the title

of P&P #27 to NAHU Delegate Support. Second by Carolyn Goodwin. Motion passes.

- G. Misty Baker distributed a list of global positions recommended to be taken by TAHU. Motion by Mike McLaughlin to table in order to have more online discussion regarding each position. Second by Will Haff. Board members agreed that would be too time-consuming and swift action is needed since the legislative session has begun. Mike amended his motion by agreeing to discuss each position and take appropriate action on each. Amendment accepted by will Haff. Motion as amended passes. Motion by Mike Rivera to accept Broker Involvement position. Second by Gary Waldron. Motion passes. Motion by Mike McLaughlin to accept all the global positions as presented. Second by Will Haff. Motion passes.
- H. Ron Buffum reminded board members that the 2009-10 officer nominations are due February 6, 2009 and a nomination form is included in the board packet.
- I. Carolyn Goodwin reported that two board members will be going off the Honorees board June 30 (Linda New and Bob Lay) and nominations must be presented to the full board for recommendation and vote at the April board meeting.
- J. Ron Buffum announced that the NAHU Convention delegates to represent state will include the current EC officers plus the incoming EC officer voted in during the election process.
- K. Ron Buffum discussed the letter of recommendation regarding the awards submission process that was written by Susan Burdette of Houston. She will be coming on board as the state membership growth chair for the next fiscal year and it was agreed that she will be free to make her recommendations on revising any criteria and submitting it to the board for approval.
- L. With regard to the additional fees to be imposed as a result of the change in continuing education processes, Mike Rivera suggested that we have a discussion with TDI and let them know the financial impact this will have and the fact that improper notice was given creating an inability to budget properly. Misty Baker offered to discuss with the commissioner but it was better if Ron Buffum, acting as association president, take the opportunity to meet with him and let him know how this affects the association.

## **XII. SECOND VICE PRESIDENT'S REPORT.**

- A. Joanna Antongiovanni reported that the state award submissions are due in Luann Yarberry's office on February 13 and the judging will take place on March 1. This year there will be an award given to small, medium and large chapters. The levels will be 1-50 small, 51-200 medium and 201+ large. There was no opposition to this since it could only benefit the chapters and provide an increased chance of winning and obtaining recognition. Luann Yarberry summarized which chapters that would fall into each category and would email the chapter award chairs with the information. She also reported that for the next awards year, she would like to have the website

award submitted online as is required for NAHU. She welcomed recommendations for changing the membership award and asked for feedback on changing the names of some of the awards.

- B. Audra Sullivan, Education Chair, was absent but Joanna reported that 8 chapters had submitted a total of 50 hours of CE presented during the last quarter. There are some new ethics instructors since an updated webinar training was given by Ouida Peterson. Audra has also participated on several NAHU regional education calls and is keeping in close contact with the chapter education chairs.
- C. Darrel Delgado, Newsletter Chair reminded everyone to submit their articles for the newsletter. The deadline was today. A full report is attached in the minute book.
- D. Lonnie Klene, ENews Chair, reported there has been improvement in submissions for the ENews and it's been running more smoothly.

### **XIII. SECRETARY'S REPORT.**

- A. Sandy Johnson, SysOp, reported there are now 173 cafe subscribers. It's been relatively quiet and no breaking of the rules. Gary Waldron asked the board what they thought about him sending his federal updates through the café in addition to the other levels but it was recommended that he continue to send to chapter presidents, lege council, lege chairs, board and ask them to pass the information down to their members, since the café is comprised of both members and non-members.
- B. Will Haff, Media Chair, reported on his activities since he took over as Media Chair: 1) Carolyn Goodwin is writing an article on SCHIP, 2) Kelly Fristoe was interviewed for several articles and quoted in the Texas Health Plan Analysis, 3) Will was interviewed and quoted for an article in Everyday Health magazine, 4) Ron's executive profile has been written and distributed through Eisen (our PR firm) to our media contacts and 5) Carolyn Goodwin's article on COBRA has been distributed to our media contacts. A full report is in the minute book.
- C. Bobby Clark, Marketing Chair, reported that he has had difficulty in obtaining sponsorships for the board meetings this fiscal year. Many carriers, TPAs, etc. are holding back on their funds and prioritizing their spending. It's also been difficult to look at outside vendors who may be willing to sponsor.

### **XIV. IMMEDIATE PAST PRESIDENT'S REPORT.**

Carolyn Goodwin reported that Linda New provided a report on the LPRT program and applications can be downloaded off the NAHU website. The deadline for applications is March 31.

Colleen Pruitt reported on the raffle that the Honorees will be doing for convention to raise money and the winner will receive a week in a timeshare in Branson, Missouri. Once the flyer is finalized, it will be posted on the website for chapters to provide to members in their newsletter.

Mike Rivera had nothing to report.

With regard to elections, online voting will be available through the website and the cost associated with it will be minimal. Safeguards are in place where members must log in to vote and only one vote will be allowed per person. Motion by Mike Rivera for the board to approve the 2009-10 elections be handled online through electronic voting. Second by Darrel Delgado. Luann Yarberry asked that paper ballots still be available for those members who do not use a computer or have email. The candidate profiles will be posted on the website. Emails will also go out asking members to update their information. Motion passes.

**XV. CHAPTER PRESIDENTS REPORTS.**

- A. Lubbock, Glen Fonner
- B. Panhandle, Jack Knight
- C. Austin, Mark Bellman.
- D. Texoma, Danny Ketner.

Full reports are attached in the minute book.

**XVI. NAHU REGION VI VICE PRESIDENT'S REPORT.**

Colleen Pruitt reported that the system of issuing NAHU bucks has been terminated. However, anyone still holding NAHU bucks can use them. NAHU cut its budget by \$300,000 due to the decrease in membership revenues and there may be staffing cuts in the future. The town hall call schedule for today at noon is being recorded and will be posted on the website. She reiterated how Capitol Conference will be more important this year than ever as the mood in DC has shifted and many things are happening.

**XVII. NEXT MEETING DATES.**

TAHU Day at the Capitol – March 2, 2009, Sheraton Hotel, Austin  
NAHU Capitol Conference – March 30-April 1, 2009, Washington DC  
EC/Board Meetings – April 29-30, 2009, Fairmont Hotel, Dallas  
TAHU Convention – April 30-May 2, 2009, Fairmont Hotel, Dallas  
NAHU Convention – June 28-July 1, 2009, Marriott Marquis, New York

**XVIII. ADJOURNMENT.**

Meeting was adjourned at 3:15 pm.

**ACTIONS TAKEN OUTSIDE THE EC AND BOARD MEETINGS IN JANUARY.**

None.