

**TEXAS MUNICIPAL LEAGUE  
INTERGOVERNMENTAL RISK POOL  
Underwriting & Claims Committee Meeting**

**Embassy Suites by Hilton – Verbena Room  
270 Bass Pro Drive  
Round Rock, TX 78665**

**October 19, 2023 (2:00 PM)**

**Committee Members Present**

Opal Mauldin-Jones, Chair  
Austin Bleess  
Holly Gray-Moore  
Allison Heyward  
Mike Land  
Kimberly Meisner

**Staff Present**

Lindsey Fields  
David Nix  
Bo Joseph  
Paula Marr-Ludwig  
Irvin Janak  
Aaron Hardiman  
Debbie Sherwood  
Cynthia Turner

Opal Mauldin-Jones called the Underwriting and Claims Committee of the Texas Municipal League Intergovernmental Risk Pool to order at 2:00 P.M. on Thursday, October 19, 2023.

**Election of Committee Chair**

MOTION by Mike Land, seconded by Kimberly Meisner, to elect Opal Mauldin-Jones to serve as Chair of the Underwriting and Claims Committee. Motion passed with unanimous approval.

**Consideration of Minutes of July 20, 2023 Committee Meeting (Tab 11)**

MOTION by Holly Gray-Moore, seconded by Kimberly Meisner, to approve the Minutes of the July 20, 2023, meeting of the Underwriting and Claims Committee. Motion passed with unanimous approval.

**Consideration of Workers' Compensation Reinsurance Recommendation for November 1, 2023 through October 31, 2024 (Tab 12)**

Lindsey Fields presented the recommendation for the renewal of catastrophic workers' compensation coverage based on quotes received from the reinsurance markets, set forth under Tab 12.

MOTION by Mike Land, seconded by Austin Bleess, to recommend to the Board that staff be authorized to place up to 100% of the workers' compensation reinsurance placement for the

\$15M x \$10M layer coverage (as described in the report under Tab 12) at a cost of \$660,000. Motion passed with unanimous approval.

Consideration of Claims Reporting Protocols for Liability & Property Claims Report (Tab 13)

David Nix presented the Claims Reporting Protocols for Liability and Property Claims Report, under Tab 13.

MOTION by Austin Bleess, seconded by Allison Heyward, to recommend to the Board to approve changing the reporting protocols for liability claims to align with the guidelines applicable to worker's compensation and property claims as set forth under Tab 13. Motion passed with unanimous approval.

Consideration of Extension of Lease for Mesquite Office (Tab 14)

David Nix discussed the lease extension for the Mesquite office, under Tab 14.

MOTION by Austin Bleess, seconded by Holly Gray-Moore, to authorize the execution of the Ninth Amendment of the Lease Agreement with International Town East Tower, L.P. reducing the space leased by 27% and renewing the lease for a period of three years commencing December 1, 2023, to November 30, 2026, at a rate of \$21.87 per square foot. The total cost for the three-year period is \$214,151.04. Motion carried with unanimous approval.

Significant Cases and Legal Developments impacting the Pool (Tab 15)

Bo Joseph presented the Report on Significant Cases and Legal Developments Impacting the Pool under Tab 15.

Liability and Property Claims Report: Report on 2023 Catastrophe Claims and Pool's Enhanced Response Services (Tab 16)

David Nix presented the Liability and Property Claims Report on 2023 Catastrophe Claims and Pool's Enhanced Response Services, as set forth under Tab 16.

Workers' Compensation Claims Report on trends concerning workers' compensation claims (Tab 17)

David Nix presented the Workers' Compensation Claims Report on trends concerning Workers' Compensation claims, as set forth under Tab 17.

Risk Services Report including Membership Activity (Tab 18)

Aaron Hardiman presented the Risk Services Report including Membership Activity, as set forth under Tab 18.

Underwriting Report on underwriting results, loss ratios, including the Quarterly Report by Victor O. Schinnerer & Company, Inc. regarding revenues received and contract activities (Tab 19)

Paula Marr-Ludwig and Lindsey Fields presented the Underwriting Report on underwriting results, loss ratios, including the Quarterly Report by Victor O. Schinnerer & Company, Inc. regarding revenues received and contract activities, as set forth under Tab 19.

Loss Prevention Report on Member Interactions, Activities and Training (Tab 20)

Irvin Janak presented the Loss Prevention Report on Member Interactions, Activities and Training, as set forth under Tab 20.

Subrogation Division Progress Report (Tab 21)

Bo Joseph presented the Subrogation Division Progress Report, as set forth under Tab 21.

Adjournment

Committee Chair Opal Mauldin-Jones adjourned the meeting of the Underwriting & Claims Committee at 3:08 P.M.

Approved by the  
Underwriting & Claims Committee  
on January 25, 2024

  
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Lindsey Fields  
Deputy Executive Director and COO