

PRODUCER LICENSING PROPERTY & CASUALTY ADVISORY BOARD

Meeting Minutes

Meeting Date: June 20, 2013

Call to order: An inaugural meeting of the Producer Licensing Property & Casualty Advisory Board was held in the MD Insurance Administration Training Room on June 20, 2013. The meeting convened at 1:00pm and was called to order by the Director of Producer Licensing, Valeria Williams. The meeting began with in-person introductions of MIA staff and board members.

Board Members in Attendance:

Fossier, Jeffrey	Howard, Sheila	Mwemba, Mike	Quamina, Courtney	Understein, Vivian
Fuller, Loretta	Langford, Rebekah	Passmore, Tina	Slavin, Scott	

Board Members not in Attendance:

N/A

Administration Staff Attendees:

Taylor, Shelley	Walker, Corey	Wells, Sabrina	Williams, Valeria
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- **Discussion Item # 1: Draft Operating Procedures**

Motion:

To accept Draft Operating Procedures

Motion by: Corey Walker

2nd by: Courtney Quamina

Motion carried

- **Discussion Item # 2: Responsibilities of officers as listed in the draft operation procedures.**

Election of officers: After verbal presentations by the Board members, a motion was made by Valeria Williams to begin Board Officer Selection by ballot. Ballots were tallied, the results are as follows:

Officer selection:

Chair	Scott Slavin
Vice-Chair	Loretta Fuller
Secretary	Courtney Quamina

* MIA Board Liaison – Corey Walker – appointed by Director of Producer Licensing

Motion:

To accept ballot results for officer selection

Motion by: Valeria Williams

2nd by: Sheila Howard

Motion carried

Other: After a review of the objectives and goals of the Advisory Board, a tour of the Maryland Insurance Administration was given to familiarize members of the various units of the Maryland Insurance Administration.

Upon completion of the tour, members returned for a brief discussion on additional resources including links to the Maryland Health Benefit Exchange, NIPR, MIA eNotices, PSI, and Prometric.

New business: A joint Board meeting with Life & Health Board members will be held on July 30, 2013 at 1pm.

Adjournment: The meeting was adjourned at 4:00 pm.