



**INTERNATIONAL ACTUARIAL ASSOCIATION**  
**Executive Committee (EC) Zoom Meeting**  
**January 27, 2022 – 8:02 a.m. – 10:03 a.m. EST**  
**Minutes**

**Present**

Roseanne Harris, Chairperson  
Jan Kars, Immediate Past President  
Micheline Dionne, President-Elect  
Al Beer  
Jerry Brown  
Estella Chiu  
David Dubois  
Alf Gohdes  
Jill Hoffman

Jacques Tremblay  
Lisa Wade

**Secretariat**

Mathieu Langelier, Executive Director  
Carol Ann Banks, Director, Finance  
Amali Seneviratne, Director, Technical  
Activities  
Karla Zuniga, Administrator, Membership  
Norah Neill, Executive Assistant

**1. Welcome to Incoming 2022 EC Member Jill and President-Elect Micheline**

Chair Roseanne was happy to welcome Micheline and Jill to the EC.

**2. 2022 EC Goals**

The EC discussed and finalized their 2022 goals. It was suggested to add an intention on more active engagement with Sections under Diversity & Inclusion. The audience of Sections are younger and diverse. It was also suggested to add the project of updating the Associate membership criteria.

**3. Outstanding Work from 2021**

**a. Strategic Planning Committee (SPC)**

**i. Pandemics Task Force (TF) Statement of Intent (SOI)**

Roseanne reported this SOI is being finalized and will be discussed at the first SPC meeting of 2022 on February 15.

**ii. Future Actuary TF SOI**

Jill, Chair of the Future Actuary TF, reported they implemented the feedback received at the December 5 Council meeting. The scope has been narrowed down so that it is usable and accessible for Full Members Association's (FMAs). This will also be presented to SPC at its February meeting.

**iii. Update on Education TF**

Jerry, Chair of Education TF, explained that while the IAA adopted the 2017 syllabus, there has not been agreement reached on how to implement it. A task force of the Education Committee is considering the feasibility of categorizing the syllabus into core and elective topics. Currently the process is self-assessment with oversight of the Education Committee. The TF's aim is to enable the Education Committee to present a proposal to SPC and then go to the May 8 Council meeting. The EC commended Jerry for his job so far chairing this TF to resolve this ongoing topic.

**iv. Further Process on the 5-year Strategic Plan**

Jan, Chair of the SPC, reported that SPC had good discussions on this over their hybrid meetings in Madrid in December 2021. Jan and the Secretariat hosted an onboarding session for new SPC members earlier this week. Jan hopes the SPC can meet in-person this year at least once or twice.

The Officers are currently working on a document framing the 5-year strategic plan. The plan needs to be inspirational, clear as to what the goals are and clear on how it will be done differently than in the past. The focus will be on engagement, awareness, and outreach. This will go to SPC for discussion once the Officers have finalized.

**b. Assessment of Volunteers in Leadership Roles: Need EC Feedback to Implement a Procedure**

This follows discussion from an EC meeting last year (see the November 16, 2021, EC minutes item 1b). There is an effort to be proactive to encourage the best practices. It was suggested that Chairs and Vice-Chairs participate in an onboarding session, even if being reappointed, to be clear of what is expected of them and it was noted that these requirements are already communicated at the beginning of the year. It was also noted that EC liaisons should consider this assessment as part of their role. After more discussion, there was general agreement amongst EC that the reporting process that is in place currently is sufficient as performance issues are rare. It was noted the importance to provide feedback to the Nominations Committee. It was also noted the importance of the Officers making themselves available to have necessary conversations with volunteers and FMAs.

**c. Communications**

Mathieu reported that the new and improved IT tool is currently being implemented and tested internally within the Secretariat. This will be initially released to a small selected group of volunteers later in Q1-2022 before wider rollout.

The EC will be forming a Member Communication and Engagement TF (Jacques, Jerry and Jill). It was suggested the TF define exactly what the issue is with communications that needs to be addressed. It was also suggested that a non-native English speaker be added to the TF as the proposed membership is solely from North America. David indicated he would like to be part of this TF.

**d. Diversity & Inclusion TF Update**

Roseanne reported to EC what this TF has been discussing. She noted the intention to celebrate International Women's Day on 8 March 2022. The included the workplan is available here.

**4. Resource and Environment Virtual Forum Chair Vacancy**

Micheline recommended to EC that the current Vice-Chair Rade Muslin fill the Chair vacancy left by her. The Vice-Chair will be left vacant as things develop and then, in the future, Rade may have a recommendation for his successor. This appointment will be communicated to the Nominations Committee and go to Council for their ratification.

**5. Communications Subcommittee (CSC) Membership**

Alf, Chair of the CSC, proposed extending the appointments of Kristoffer Bork and Estella Chiu to the CSC for a second term. The EC agreed. A replacement for Jane Curtis is still being searched for.

**6. IAA Sections**

Roseanne talked about the effort to ensure Delegates to IAA Sections are in a liaison role rather than oversight. A meeting is being planned with Section leadership as well as a meeting with Section Delegates. The intention is to reach out and create links and bridges.

**7. Supranational Relations Activity Report**

The EC noted the updates on the activities with supranational relations. It was suggested that the IAA reassess the supranational organizations it is strengthening its relationships with.

**8. Appointment of EC Liaisons to Functions/Committees and Review of EC Role**

The EC finalized these appointments for 2022. They will be communicated to the committee Chairs.

**9. EC 2022 Meeting Dates**

The EC approved their meeting dates for the second half of 2022.

**10. Other Business****Task Force on Associate Membership Association (AMA) Requirements**

Roseanne reported that the Advice & Assistance Committee (A&A) leadership reviewed this communication and will be providing their feedback. The A&A is also engaging with AMAs to determine which of the 2 categories they fall into: 1. AMA status (actively working towards FMA status) or 2. Developing Association status (not currently working towards FMA status).

**Data Analytics**

Jill reported several topics coming from different associations that the IAA could coordinate. The Chair of the Data Analytics Forum, Chair of the Professionalism Committee (PC), Jacques, in his role as EC Liaison to the PC, and Jill will meet to discuss how to best address this.

**Engaging Younger Actuaries/Contest for ICA 2023 Bursary**

Jill explained that Frederic Weber, new member representing the Singapore Actuarial Society on the SPC, has an idea to host a contest to engage actuaries 30 and younger with the prize being a bursary to attend ICA 2023. Estella, EC Liaison to the ICA 2023 Organizing Committee, noted she will raise this idea at the Organizing Committee's meeting next week.

It was asked what the next steps are with the summary from the 2021 Espresso Yourself sessions hosted by Jan. Mathieu suggested that this summary be brought to the EC to build on.

**Climate Risk Related Issues**

Roseanne clarified that Gábor Hanák's role as Chair of the Climate Risk Task Force and Relationship Manager to the IPCC is for the purpose of climate risk related issues.

**11. Adjournment and Next Meeting**

The next EC meeting is on March 3 at 8 a.m. EST. Roseanne adjourned this EC meeting at 10:03 a.m. EST.