IAA Health Section Board Meeting Minutes

July 1 2020, 14:00pm –15:00pm UK (Summer) Time
(via Zoom)

Prepared by: Aldona Skučaitė, Secretary

Participants:

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Attendance</th>
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<tbody>
<tr>
<td>Adrian Baskir</td>
<td>Chairperson</td>
<td>Yes</td>
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<tr>
<td>Susan Mateja</td>
<td>Vice-Chairperson</td>
<td>Yes</td>
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<tr>
<td>Alex Leung</td>
<td>Treasurer</td>
<td>No</td>
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<td>Aldona Skučaitė</td>
<td>Secretary</td>
<td>Yes</td>
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<td>John Have</td>
<td></td>
<td>No</td>
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<td>Luis Maldonado</td>
<td></td>
<td>Yes</td>
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<td>Kevin Manning</td>
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<td>Yes</td>
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<td>Lisa Morgan</td>
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<td>Yes</td>
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<td>Ed Pudlowski</td>
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<td>Yes</td>
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<td>Stuart Rodger</td>
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<td>Yes</td>
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<td>Kay Shong</td>
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<td>Yes</td>
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<td>Ulrich Stellmann</td>
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<td>No</td>
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<tr>
<td>Christelle Dieudonne</td>
<td>IAA Delegate</td>
<td>No</td>
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<td>Roseanne Harris</td>
<td>IAA Delegate</td>
<td>Yes</td>
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<tr>
<td>Juan Laverde</td>
<td>Section Coordinator (by phone)</td>
<td>Yes</td>
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<tr>
<td>Carol Ann Banks</td>
<td>Section Coordinator</td>
<td>No</td>
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<tr>
<td>Christian Levac</td>
<td>IAA</td>
<td>Yes</td>
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Observers: None

1. **Roll call and welcome**
   Adrian welcomed everyone.

2. **Approval of previous meeting’s minutes (Attachment I) and Actions Arising**
   Minutes were approved without changes.

3. **Financial, Budget & Membership**
   Skipped this time

4. **Board Membership**
   Adrian informed that IAA / IAAHS issued call for nominations. It seems that IAAHS will have seven vacancies. Susan Mateja is retiring and decided to step down from all IAAHS activities. Alex Leung and Adrian Baskir membership term expires this year. Luis Maldonado and Kay Shong were accepted by
decision made by IAAHS board, so they need to be elected following ordinary procedures. In addition John Have was not very active during last couple of years, so Board took decision to remove him from Board. Ulrich Stellmann decided to step away due to heavy workload. Usually Board consist of 12 members, but currently we have 11 since John Have was removed.

5. Project Teams (Attachment II)

- Updates from Project team leaders

Susan Mateja representing *Comparative Health Systems* project team gave very comprehensive update. Project team has prepared meeting schedule. Currently they are working on health care funding report and have information (diagrams) from 46 countries on how health care is financed. They were asked to give presentation at SOA conference, which will probably be virtual. They were also invited to speak at AAA annual meeting in November, webinar for IAAHS members is also planned. Susan informed that she also resigns from leadership of this project team, she may recommend new leader.

Kevin Manning (*Health Risk Capital PT*) informed his Project team had first meeting last week, meeting was not very well attended. Kevin will try to contact members who expressed interest once more, he also has some preliminary ideas for potential projects.

Luis Maldonado, leader of *Risk Adjustment and Public Private Partnerships* PT informed that his team is one step below Kevin’s team. Introductory letter was sent to potential members; only a couple of answers received by the July 1.

Lisa Morgan, head of *Microinsurance* PT informed that she is in close contact with Micronsurance Working Group of IAA. This group recently published paper and toolkit for risk assessment. Lisa is involved in preparation of educational videos, maybe this may be helpful for IAA and IAAHS. A couple of volunteers to make those videos would be highly appreciated.

Adrian suggested to prepare webinars on what PT are planning to do, maybe after webinar more volunteers will join.

- Medical Expenses PT Leadership vacancy

Adrian informed that Ulrich Stellmann is stepping down as the leader of *Medical expense PT* also. We will be looking for another leader.

- Covid-19? (Attachment III)

Adrian mentioned that he prepared the list of hot topics regarding Covid-19. He suggested to choose 2-3 items from the list and to explore them in more detail. Maybe it is worth to establish new PT, in such case we will need volunteers to join this PT. Ed Pudlowski mentioned that IAA is asking SSP committee to work on this. Luis Maldonado informed that AAA is preparing paper on modelling impact of lockdown, he suggested to contact AAA and ask for information.

6. Marketing update / Feedback

Juan Laverde informed that some material on activities of Project teams would be helpful as well as material from virtual colloquium.

7. Future Colloquia / Events

- Virtual Colloquium Debrief

Adrian informed that IAAHS participated in Paris virtual colloquium. Health session was quite well attended, 10 new members joined section during last 3 months.

- Singapore Conference and Workshop update

Shong Kay gave an update. Organizers decided to move conference to May 2021, but this may coincide with IAA meetings in Brussels. Kay will check dates in more detail. Original plans was to organize 2-day conference and workshop a day before. Adrian asked members whether IAAHS should continue to
organize workshop in October (in such case it will be held virtually) or better to postpone workshop and organize during the event (in person) or both.

Adrian will make formal proposal and we will vote electronically on this.

- **Brussels 2023? (Attachment IV)**
  Adrian informed that joint colloquium is planned to be organized Brussels in 2023. We should decide whether IAAHS wants to participate. If yes, we should consider financial risks, such as costs involved in reserving venue, booking block of rooms in the hotel, etc. Surely we may assume that some costs will be met by sponsors, but we were unable to find sponsorship during earlier events. During colloquium in Cape town financial risk was taken by local association, but is unclear whether this will be during Brussels event also. Another question is how Brussels colloquium will fit into schedule of other events.

8. **Chairperson’s Update**
   - **Section Leadership Terms of Reference (Attachment V)**
     Adrian informed that there will be 7 vacancies on Board and Call for nominations was sent. Voting will be opened since Friday, July 3 until July 24. AGM is on July 27. New Board members will be elected at General Meeting on July 27. Board will then elect new chair, vice-chair, treasurer and secretary. Election process will be overseen by Roseanne and Christelle.
     Project team leaders not necessarily need to be Board members.

   - **CPD Task Force / Fees Task Force**
     Skipped.

   - **Size of Board Proposal (Attachment VI)**
     Adrian informed that he sent proposal to have bigger Board earlier. There are pros and cons of such decision. For example, ASTIN section has bigger Board, but ASTIN is much bigger section. Anyway Council need to approve change of Board size, so it will happen only in November if IAAHS will approve that Board need to be bigger.

9. **IAA Health Committee Update**
   Roseanne gave short update. Discussion forum established and currently is sharing information particularly on Covid-19.

10. **IAA Delegate Update**
    Skipped.

11. **Vote of Thanks**
    Adrian thanked all Board members for their work during last 2 years, especially those whose term ends this year.

12. **Any Other Business**

    Attachments:
    I. Previous meeting minutes 26 March.
    II. Project Team Starter Pack
    III. Covid-19 Mind Dump
    IV. Proposal on Brussels 2023
    V. Section Leadership Draft TOR
    VI. Size of Board email correspondence