IAAHS Committee Meeting Minutes
Final
June 29th 2016, 3:30pm – 4:30pm Newfoundland
Prepared by: Cheng Hock Chi

Participants:

<table>
<thead>
<tr>
<th>Designation</th>
<th>Name</th>
<th>Topic Team leader</th>
<th>Country</th>
<th>Present?</th>
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<tbody>
<tr>
<td>Chairperson</td>
<td>April Choi (AC)</td>
<td></td>
<td>USA</td>
<td>Yes</td>
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<tr>
<td>Secretary</td>
<td>Alex Brownlee (AB)</td>
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<td>South Africa</td>
<td>Yes - Telecon</td>
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<tr>
<td>Treasurer</td>
<td>Cheng Hock Chi (CHC)</td>
<td>Comp. Health Systems</td>
<td>Singapore</td>
<td>Yes</td>
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<tr>
<td>Committee Members</td>
<td>Adrian Baskir (ABa)</td>
<td></td>
<td>UK</td>
<td>Yes</td>
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<td></td>
<td>Denis Garand (DG)</td>
<td>Microinsurance</td>
<td>Canada</td>
<td>Yes</td>
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<td></td>
<td>Froylan Puente (FP)</td>
<td>Risk Adjustment</td>
<td>Mexico</td>
<td>No</td>
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<td></td>
<td>Stuart Rodger (SR)</td>
<td></td>
<td>Australia</td>
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<td></td>
<td>John Rutherford (JR)</td>
<td>Medical Expense</td>
<td>International</td>
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<td></td>
<td>Alexander Sadovski (ASad)</td>
<td></td>
<td>Bulgaria</td>
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<td>Aldona Skucaite (ASku)</td>
<td>Critical Illness. Library administrator.</td>
<td>Lithuania</td>
<td>Yes – Telecon</td>
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<td>Ulrich Stellmann (US)</td>
<td>Medical Expense. Risk Capital.</td>
<td>Germany</td>
<td>No</td>
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<td></td>
<td>Wenliang Wang (WW)</td>
<td></td>
<td>China</td>
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<td>IAA Delegates</td>
<td>Cecil Bykerk (CB)</td>
<td></td>
<td>USA</td>
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<td></td>
<td>Emile Stipp (ES)</td>
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<td>South Africa</td>
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<td>Topic Team Members</td>
<td>Lisa Morgan (LM)</td>
<td>Microinsurance</td>
<td>UK</td>
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<tr>
<td>not on Committee</td>
<td>Eduardo Lara (EL)</td>
<td>Comparative Health Systems</td>
<td>Mexico</td>
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<td></td>
<td>Yair Babad (YB)</td>
<td>Long Term Care</td>
<td>Israel</td>
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<td>Al Schmitz (ASch)</td>
<td>Long Term Care</td>
<td>USA</td>
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<td>Alex Leung (AL)</td>
<td>Medical Expense</td>
<td>Taiwan</td>
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<td>Sheree Swanson (SS)</td>
<td>Risk Adjustment</td>
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<td>Dan Skwire (DS)</td>
<td>Income Protection</td>
<td>USA</td>
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<td>Other Invitees</td>
<td>Christian Levac (CL), IAA Director, Comm’s and Development</td>
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Attachments sent prior to the meeting:
I. Jan 26th 2016 IAAHS conference call meeting minutes entitled ‘IAAHSMonthlyMeetingMinutes26Jan16 Final’
II. May 4th 2016 IAAHS conference call meeting minutes entitled ‘IAAHSMonthlyMeetingMinutes4May16 v1.1Draft’
IV. 1Q 2016 IAAHS Financial statement
V. Four Roles & Responsibilities documents for the Committee, Chairperson, Treasurer and Secretary.

**Agenda:**

1. **Roll call and welcome**
   April welcomed everyone and confirmed the attendees.

2. **Approval of Jan 26th and May 4th 2016 conference call meeting minutes**
   Minutes approved without alternation or objection.
   - Proposer: Cecil Bykerk
   - Seconder: Alex Brownlee

3. **Review of St John’s Joint Colloquium**
   a. Overall comments

   Adrian started by providing his views and feedback as follows:
   - Attendance approximately 150
   - Collaboration with Canadian Institute of Actuaries (CIA)
     o Joint plenary sessions, with topics:
       ▪ Personalized Medicine Revolution
       ▪ Keynote Address by Michael Woodford
     o Exchange
       ▪ < 20 CIA members attended Joint Colloquium sessions
   - IAAHS sessions
     o 14 breakout sessions
       ▪ Good quality
         • All papers submitted were accepted
           ▪ Primary consideration – willingness to present and make trip to St John’s to do so
         ▪ Perceived as better organized than other Sections’ sessions
         ▪ Given the relatively few Health Section attendees, would have been better if not held in parallel
       • Dilution of audience
         o 2 plenary sessions
           ▪ Personalised Medicine Revolution (with CIA)
           ▪ Global Healthcare Cost Drivers
   - Social programme
     o Gala dinner
       ▪ With entertainment by local entertainers
     o Pub crawl: “Rally in the Alley”
   - Potential financial loss
     o Low registration
     o Low sponsorship
     o Low hotel reservations
       ▪ Hotel block booking penalty
• However, hotel block penalty waived due to take up by other hotel guests
  o So, final loss may be low or even nil

General discussions then ensued, discussing the following:
- Presentations
  o It was felt that the presentations should reach a wider audience
    ▪ May be repeated as webcasts
- Closing plenary session
  o Attendance was very low (about 1/3rd of full registration), so some thought it was not a good idea.
- There should be a marketing sub-committee to promote Colloquium amongst Associations and Members
- Acquiring sponsorship may be outsourced
  o Actuaries may not be best people for this role
- Participating hotels
  o Should be within walking distances
- Event manager
  o Should be tasked with chasing presentation material and providing detailed session by session instructions to moderators.
- Moderators
  o To be delegated ahead of Event
    ▪ Clear instructions on duties of moderators
      • E.g. collection of feedback forms
      • Scripts to follow
      • Timekeeping
  o To be provided with information on presentations and speakers in advance of session
- Standard operating procedures (SOPs)
  o SOPs should be drawn up for a more consistent standard of quality of management of the colloquia
- Use of Apps
  o May enhance quality of colloquia, e.g. by allowing attendees to submit questions during the presentation
  o Enables further promotion of Sponsors
- Future Joint Colloquium
  o Location
    ▪ Should be one where a local association can support in terms of both logistics and have a critical mass of resident potential attendees.
      • But not conduct parallel local conference
    ▪ Should be easily accessible
    ▪ Joint Colloquium 2020
      • IAAHS should give input soon
        o IACA considering Hawaii, the Caribbean, or Dublin. It was felt that of these options, Dublin
would potentially meet our criteria best and Hawaii least.
  o Note: ICA 2022 will be held in Sydney, Australia
  o Especially if IAAHS decides to pursue an alternative model (see below)

  o Alternative model
    • IAAHS may conduct conference jointly with a local actuarial association (e.g. the IFoA) rather than with PBSS and IACA
      • Local association may underwrite most of the financing
      • What IAAHS offers
        o Increased attendance
        o Foreign speakers and more diversified topics

b. General Meeting result – rules, welcome new Committee member

   New Committee member was elected
   - Alex Leung

   Committee members re-elected for 2016 – 2018:
   - Adrian Baskir
   - Chi Cheng Hock
   - Denis Garand

   Officer bearers confirmed:
   - April Choi (Chair)
   - Adrian Baskir (Vice-Chair)
   - Alex Brownlee (Hon Secretary)
   - Chi Cheng Hock (Hon Treasurer)

   Approval
   - Proposer: Cecil Bykerk
   - Seconder: Emile Stipp
   No objections

4. Ratify appointment of Committee Officers for 2016-2018 term
   a. Chairperson – April Choi
   b. Vice-Chair – Adrian Baskir
   c. Secretary – Alex Brownlee
   d. Treasurer – Chi Cheng Hock

   All appointments were approved:
   - Proposer: Cecil Bykerk
   - Seconder: Emile Stipp
   No objections were noted.

5. Sub-Committees
a. Planning Sub-Committee volunteers
   - Adrian, Ulrich and Alex Brownlee volunteered
   - April Choi proposed Adrian Baskir as chair
     o Adrian accepted and there were no objections
   - April stated that the intent is to always have the vice-chair be the ex-officio chair
     of the Planning Sub-committee
   - Planning would need to start soon as we were approaching July already.
   - Emile Stipp agreed to act as adviser to Sub-committee

b. Membership Sub-committee volunteers
   - Yair and Cheng Hock
   - Any other volunteers
   - Appoint chair
   - Begin work immediately

Members
   - Current
     o Yair Babad
     o Chi Cheng Hock
   - New volunteer
     o Aldona Skucaite.

Chair
   - April Choi will approach Yair Babad
   - Chi Cheng Hock volunteered to chair if Yair declines
   - April voiced the urgency of putting the Committee in place so the activities could get
     started.

Discussion then shifted to the topic of funding of Sections:
   - Emile Stipp:
     o IAA may fund Sections and raise the fees payable by Member Associations
       ▪ members of Member Associations would be eligible to join the Sections at no
         additional cost
       ▪ Council is already considering this.
   - Adrian Baskir:
     o If members pay individually, they may be more committed to the Section
     o Funding by IAA issues to be addressed
       ▪ Allocation of budget to Sections
       ▪ Control of membership of Sections
         • If it cost nothing, a member of a Member Association may join all
           Sections
         • Need clarity on situation where members belong to multiple
           Sections
   - Cecil Bykerk:
     IAAHS has to establish its preferred position quickly as Council may make a decision
     soon.
6. Roles & Responsibilities
- IAAHS Committee document – accepted without comments.
- IAAHS Chairperson document – Some clarity is needed on whether the Chair may delegate duties to other Officers or Committee members. April will edit the wording and send to Alex Brownlee.
- IAAHS Treasurer document - In header, insert “monitor the” before “management of assets”. Chi Cheng Hock will edit and send to Alex Brownlee.
- IAAHS Secretary document - accepted without comments.
- IAAHS vice chair, Sub-Committee and TTL documents will be worked on. Adrian to provide the vice chair document for approval at a future Committee meeting before year end.

7. Financial & Membership update
   a. Cheng Hock presented the results and there were no comments.

8. Topic Team Leaders Update - TTL
   Denis Garand suggested linking to Micro-insurance Network database of documents.

   Chi Cheng Hock suggested that the links be added to the Library. Denis would work with Aldona Skucaite.

9. Other
   a. Library status – Aldona
      Aldona Skucaite suggested conducting a survey. As the phone line was bad, April Choi asked Aldona to email her idea to the Committee.

   b. Webinars
      i. Global Healthcare Cost Drivers - Hong Kong & Taiwan, jointly with AAA, August 25th 2016, presenters: Lawrence Tsui & Alex Leung
      ii. Global Healthcare Cost Drivers – France and UK, jointly with AAA, Oct 5th 2016, presenters: Christelle Dieudonné, Yann Quere and Adrian Baskir
      iii. International Private Medical Insurance by RGA, date TBD Q3 2016, presenters: John Rutherford, Michael Edge and Colin Weston.
      iv. Joint webinar with ASSA – Q4 2016? To be arranged by John Rutherford & Alex Brownlee
      v. Geonomics by Health Committee, date: TBD, presenter: Emile Stipp
      vi. Long Term Care by Population Workgroup, date and presenters: TBD
      vii. Risk Adjustment, date: Dec/Jan, presenter: John Bertko and TBD
      viii. End of Life – approach AAA as a joint webinar

   Emile Stipp suggested that the topic of Personalised Medicine Revolution may be an attractive webcast topic, with Dr Pieter Cullen as the speaker, possibly to be held as early as 4Q2016.

   It was suggested that it would be beneficial to members if we could offer some of the Colloquium presentations as webcast presentations. Denis was agreeable to present
the micro-insurance topic. April will contact Andrew Dalton regarding a LTC webcast.

10. Next meeting
   April Choi hopes that the meeting dates and times can be fixed so that Committee members can plan to attend. April will work with Alex Brownlee to set up these meetings soon.