

## RAPA Data Committee – Minutes from September 22, 2011 meeting

<u>Committee Members</u>	<u>Attended</u>
Adrian Gagliardi (RGA – Canada)	
Amy Kemna (RGA)	
Andrew Hassinger (GE)	
Barb Mindak (RGA)	Y
Betsy Russell (MARC)	
Brian Newman (Hannover Life)	
Connor Brady (SCOR)	
Ellen Fedorowicz (Jackson National) - chair	Y
Evelyn Bradanovich (Manulife)	
Genevra Pflaum (Hannover Life)	Y
Guylaine Demers (Optimum Re)	
Eileen Hendricks (Transamerica)	
Grace Sirianni (Munich Re Canada)	
Jan Reagan (GE)	
Janet Johnston (Swiss Re)	
Janette Eagle (Berkshire Hathaway)	Y
Jennifer Brown (Aurigen Re)	
Jennifer Sellers (Principal)	
John DeCarlo (SCOR)	
Jonah Kosfiszter	
Kelly Stanbary (Allstate)	
Kent Ross (Equilife)	
Laura Christopher (Quasar)	
Laura Gray (Munich Re Canada)	Y
Linda Hand (Swiss Re)	
Maggie Reed (Transamerica)	
Muneeza Coughlin (Sun Life)	
Par Kambo (RBC)	Y
Paul Widhalm (Ace)	
Rajesh Kavuru (Swiss Re)	
Robert Kennedy (Security Mutual)	Y
Robert McCloskey (RBC)	
Ryan Cauldwell (GE)	
Simon Bell (Logiq3)	
Tim Kuhn (TAI)	

### Minutes/Notes/Actions

1. Some general housekeeping items were discussed:
  - a. Ellen has been invited to participate on a Data Standard Implementation Committee with ACORD. For ACORD, now that the data standards have been defined they want to help with implementation. Since the Data

Committee has struggled with this same initiative, the participation in the committee will be very valuable. A meeting is scheduled for the end of September.

- b. Ellen asked if anyone would like to step up as chair of the committee. She has enjoyed her time as chair and will be happy to continue if no one is interested. She just wanted to share the involvement with others if anyone had an interest. Contact Ellen to discuss.
  - c. The October meeting was discussed and whether or not we wanted to have one even though we have the conference later in the month. There was no specific decision one way or another, so an October meeting has been scheduled for October 13. See below for the information. We will also be meeting on the 2<sup>nd</sup> day of the RAPA conference during the committee break-out meetings.
2. The group went on to continue discussion of the data standards. There was much discussion around the “policy record” and the actual need for that item. See the attached worksheet for the comments made during the meeting. I ask everyone to review the comments and notes and be prepared to have further discussion on this subject at the October meeting.
  3. We did not get a chance to talk about data transfer. These documents are attached here again in case we can get there in the October meeting.

#### Take-away tasks

1. Review of the updates made to the data standard document (column E). Make any notes about the updates and bring to the October meeting to discuss.

#### Tentative Agenda for October 13 meeting (11-12 EST) – 1-800-847-6860, Participant 839704#

1. Continue review of the fields from the ACORD data standard.
2. Review of the data transfer process (if time allows)

Documents that will be used at the October meeting:

<http://www.reinsadmin.org/pdf/WorkInforceFileDetail.pdf>

<http://www.reinsadmin.org/pdf/OriginalInforceFile.pdf>

<http://www.reinsadmin.org/pdf/Glossary.pdf>

<http://www.reinsadmin.org/pdf/HanoverClientFile.pdf>

<http://www.reinsadmin.org/pdf/MoveITSystem.pdf>

If you would like to receive the attachments in their original format, please contact: [rkennedy@smlny.com](mailto:rkennedy@smlny.com)