

Agenda
UDS Technical Support Group Conference Call
May 5, 2010

1. Call to Order
2. Roll Call
3. NCIGF Anti-Trust Policy
4. Approval of Minutes from March 31, 2010 TSG Conference Call
5. Status Reports:
 - A. Header Record Replacement File Indicator Field – Andrew Holladay
 - B. TSG Special Subcommittee on Initial/Subsequent UDS File Transfer
6. Set the next meeting
7. Adjournment

Minutes
NAIC UDS Technical Support Group Conference Call
March 31, 2010

- 1) Call to Order
The meeting was called to order at approximately 2:05 p.m.
- 2) Roll Call
A roll call of TSG members who had accepted the call was taken and others on the call were asked to identify themselves (see Exhibit A).
- 3) NCIGF Anti-Trust Policy
Participants were reminded that the meeting was being conducted according to this policy. The actual reading of the policy was waived.
- 4) Approval of Minutes from 2-24-10 TSG Conference Call (Exhibit B)
Motion was made by June Edge, and seconded by Davis Tharayil to approve the minutes as presented. The motion passed unanimously.
- 5) Status Reports
 - a) "I" Record. Julie Snyder – March 18, NAIC Working Group had a conference call to review "I" section of manual. They would like representatives from a couple of receivers and funds (end users not vendors) to give feedback to see how the "I" record has worked for them. Volunteers are to send, within 10 days, their comments and contact information to Julie and she will share it with AD Berry of the NAIC. NAIC then plans to do survey prior to setting up their next call.
 - b) "M" Record/MSP – John Arment – Shared with group the "M" Record Discussion Document (Exhibit C) which came out of sub-committee group. Julie Snyder reported that the NAIC on their March 18 call discussed the same document – they are reviewing and plan to discuss with CMS from the receiver side. They are in agreement with the 5 fields in front on the requirements. John is to keep track of problems which may come up from users.
 - c) UDS Claims Manual Update – Julie Snyder – Updates done on E F & G Records. Other items still being worked on. She will call members for updates that are pending. Plan is to have everything completed in 30 days.
 - d) Coverage Code Table/Addition of annual statement lines – James Dunson – 2-24 he sent copies of coverage codes annual statement lines mapping table to Mark Might and NCIGF. It is being evaluated for possible posting/distribution.
 - e) Header Record Replacement File Indicator Field – Andrew Holladay – nothing new to report.
- 6) UDS Toolbox - Discussion Topic - Potential IT system advantages the community can get by any new means, reports or tools toward the recognized need - when a carrier goes insolvent decisions need to be made to get data from the receiver to the funds as quickly as possible. It was agreed that a separate sub-committee would take up the subject and report back to the committee.
- 7) Next meeting set for May 5, 2010.

Minutes
NAIC UDS Technical Support Group Conference Call
March 31, 2010

8) Adjournment

The meeting was adjourned at approximately 3:20 pm.

Respectfully Submitted,

Mark A. Might and Jim Hamilton
Co-Chairs and Acting Secretaries

DRAFT

**NAIC
Uniform Data Standard
Technical Support Group**

MEMBER NAME	AFFILIATION	A	State	3/31/2010
Arment, John	Michigan P&C IGA (MPCIGA)	F	MI	X
Baum, Diane	American Guaranty Fund Group (AGFG) - FL	F	FL	X
Bowens, Sue	Ohio Dept. of Insurance, Liquidation Office	R	OH	X
Chontos, Joe		C	PA	X
Crews, Nick	National Conference of IGA's - (NCIGF)	F	n/a	X
Czarnecki, Mark	Office of Special Deputy Receiver (OSD) - IL	R	IL	X
Dunson, James	JED Consulting	C	n/a	X
Edge, June	Ohio & West Virginia IGA's	F	M	X
Gartland, Dwayne	Ohio Dept. of Insurance, Liquidation Office	R	OH	
Gonesh, Beth	American Guaranty Fund Group (AGFG) - FL	F	FL	
Green, Stephen	Lightspeed Data Solutions	C	n/a	X
Hamilton, David K.		C	n/a	
Hamilton, James	Home Insurance Co., in Liquidation	R	NH	X
Harty, Jim	American Guaranty Fund Group (AGFG) - FL	F	FL	
Holladay, Andrew	National Conference of IGA's - (NCIGF)	F	n/a	X
Hungsberg, Richard	Office of Special Deputy Receiver (OSD) - IL	R	IL	
Jeffers, Jenny	Jennan Enterprises	C	n/a	
Keller, Laura	Pennsylvania WC Security Fund	F	PA	
Kotzev, Dimitar	Guaranty Fund Management Services (GFMS)	F	M	X
Lamb, Rita Ann	Reliance Ins. Co., in Liquidation	R	PA	
Marchman, Mike	Georgia Insurer's Insolvency Pool	F	GA	
Marynowitz, Ed	NCCI	C	n/a	
McIntosh, Jack	Reliance Ins. Co., in Liquidation	R	NH	
Might, Mark	Ohio & West Virginia IGA's	F	OH	X
Miller, Darin	Ohio & West Virginia IGA's	F	OH	X
Nun, Rod	Insurance Services Unlimited (ISU)	C	n/a	X
Peckler, Mark	Fitzgibbons & Company	C	n/a	
Price, Debbie	Property & Casualty Insurance Guaranty Corp.	F	MD	X
Radel, Paul	Reliance Ins. Co., in Liquidation	R	PA	X
Royal, Mike	California IGA	F	CA	
Sciame, Maureen	National Conference of IGA's - (NCIGF)	F	n/a	X
Smith, Randy	Pennsylvania Insurance Department	R	PA	X
Snyder, Julie	JAS Consulting	C	n/a	X
Stephenson, Dale	DFS Consulting	C	n/a	
Surguine, Mike	Arizona IGA	F	AZ	
Swain, Rontrill	Florida Dept. of Financial Services (DFS)	R	FL	
Tanner, Patricia	Integrity	R	NJ	
Tharayil, Davis	Home Insurance Co., in Liquidation	R	NH	X
Vavra, Joe	Legion Ins. Co., in Liquidation	R	PA	X
Williams, Mitch	Florida Dept. of Financial Services (DFS)	R	FL	X
Wilson, Jenny	Legion Ins. Co., in Liquidation	R	PA	X
Winskowicz, Jim	Guaranty Fund Management Services (GFMS)	F	M	X
Wisecarver, Tim	Pennsylvania Compensation Rating Bureau (PCRB)	C	PA	
Wygand, Richard	Home Insurance Co., in Liquidation	R	NH	
Zoller, Dotty	Texas P&C IGA	F	TX	X
				26
Count				
Affiliation Code Legend (AC)	Guests:			
C - Consultant	AD Berry (NAIC)	G		X
F - Guaranty Fund				
G - Guest				
R - Receiver				
Total Attendees				27

Exhibit "A"

Minutes
NAIC UDS Technical Support Group Conference Call
February 24, 2010

- 1) Call to Order
The meeting was called to order at approximately 2:05 p.m.
- 2) Roll Call
A roll call of TSG members who had accepted the call was taken and others on the call were asked to identify themselves (see Exhibit A).
- 3) NCIGF Anti-Trust Policy
Participants were reminded that the meeting was being conducted according to this policy. The actual reading of the policy was waived.
- 4) Approval of Minutes from 12-9-09 TSG Conference Call (Exhibit B)
Motion was made by John Arment, and seconded by Julie Snyder to approve the minutes as presented. The motion passed unanimously.
- 5) Summary/Discussion – TSG Membership, Voting Eligibility and Voting Procedures
Jim Hamilton provided a review of the Draft Voting Procedures document provided to the committee (see Exhibit B). At every meeting, roll call will be taken. Although visitors may join in the call they must be a voting member, to have a vote. To conduct a vote there has to be a 50 % quorum of voting committee members. Absentee voting is allowed and counted if e-mail is received by the Chair Person prior to the meeting. A completed vote is when 65% of quorum agree on the issue. If a vote is close or the quorum agrees, a physical vote will be taken. Clarity will be made to item one on page two of 12-9-09 minutes - Each voting member has one vote per proposal.

Discussions were had with regard to contacting absent committee members to determine if they were interested in remaining on committee or becoming an interested party without voting rights.
- 6) Status Reports
 - a) “D” Record Survey. John Arment reported the NCIGF D Record Readiness Survey to date has resulted in 28 responses from Guaranty funds representing 41 associations and 8 receivers representing 42 Estates. Bigger estates have responded. All but one receiver representing 8 estates is able to accept “D” record. Thirty two funds are producing D Records but 9 are not. Of the 9 half expect to be compatible within six months. Will update committee after final results are received.
 - b) “M” Record/MSP – John Arment – Adding 5 fields to beginning of record to help fund and receiver sort through transactions and get them to the appropriate bucket. The current subcommittee consensus is that “M” records should be sent from Funds to Receivers on an annual basis. In the future, the hope is that when new “A” records are received by the Funds, they will also receive “M” Records for those claims with potential MSP Reporting exposure. Reporting has been delayed by CMS until January 1, 2011.

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- c) "I" Record – Julie Snyder – Still waiting on NAIC. Hope to have more information next month.
 - d) UDS Claims Manual Update – Julie Snyder – Members of Claims Manual Subcommittee can expect to be contacted shortly regarding work to be completed on the updates. Several updates were approved by the TSG in 2009 that need to be incorporated into the manual, along with some technical corrections.
- 7) Help Desk – “Hot Button” Topics – Mark Might. Summary of questions posed to help desk was discussed. Subcommittee to discuss the usage of the Header Record Replacement File Indicator Field was formed, consisting of Andrew Holladay, James Dunson, Rod Nun, Steve Green, Dimitar (Mitko) Kotzev, Davis Tharayil and John Arment. Andrew will lead group and report back to committee at next meeting.
- 8) Old/New Business: Jim Hamilton/Mark Might
- a) “A” Record Usage for Fund to Fund UDS Data Transfer – lively group discussion was had with regard to use of this process in a current insolvency. Suggested tabling further discussions while we gather additional information to identify the issues for a future meeting.
 - b) Coverage Code Table – Addition of annual statement lines? – Discussed annual statement lines of business being incorporated into the UDS Coverage Code Table in the Claims Manual. Jim Winskowicz brought up that the lines change quite often. His committee will review and possibly NCIGF will maintain.
 - c) TSG Awareness Campaign – New Member Invitation – Intention to send out a letter of invitation to funds and receivers to see if there is any interest in joining committee.
 - d) Future Meetings
Aside from possible special meeting, next meeting to be March 31, 2010.
- 9) Adjournment
The meeting was adjourned at approximately 3:40 pm.

Respectfully Submitted,

Mark A. Might and Jim Hamilton
Co-Chairs and Acting Secretaries

**NAIC
Uniform Data Standard
Technical Support Group**

MEMBER NAME	AFFILIATION	A	State	C	Code	2/24/2010
Arment, John	Michigan P&C IGA (MPCIGA)	F	MI			X
Baum, Diane	American Guaranty Fund Group (AGFG) - FL	F	FL			X
Bowens, Sue	Ohio Dept. of Insurance, Liquidation Office	R	OH			X
Chontos, Joe		C	PA			X
Crews, Nick	National Conference of IGA's - (NCIGF)	F	n/a			X
Czarnecki, Mark	Office of Special Deputy Receiver (OSD) - IL	R	IL			X
Dunson, James	JED Consulting	C	n/a			X
Edge, June	Ohio & West Virginia IGA's	F	M			X
Gartland, Dwayne	Ohio Dept. of Insurance, Liquidation Office	R	OH			X
Gonesh, Beth	American Guaranty Fund Group (AGFG) - FL	F	FL			
Green, Stephen	Lightspeed Data Solutions	C	n/a			X
Hamilton, David K.		C	n/a			X
Hamilton, James	Home Insurance Co., in Liquidation	R	NH			X
Harty, Jim	American Guaranty Fund Group (AGFG) - FL	F	FL			
Holladay, Andrew	National Conference of IGA's - (NCIGF)	F	n/a			X
Hungsberg, Richard	Office of Special Deputy Receiver (OSD) - IL	R	IL			
Jeffers, Jenny	Jennan Enterprises	C	n/a			
Keller, Laura	Pennsylvania WC Security Fund	F	PA			
Kotzev, Dimitar	Guaranty Fund Management Services (GFMS)	F	M			X
Lamb, Rita Ann	Reliance Ins. Co., in Liquidation	R	PA			X
Marchman, Mike	Georgia Insurer's Insolvency Pool	F	GA			
Marynowitz, Ed	NCCI	C	n/a			
McIntosh, Jack	Reliance Ins. Co., in Liquidation	R	NH			
Might, Mark	Ohio & West Virginia IGA's	F	OH			X
Miller, Darin	Ohio & West Virginia IGA's	F	OH			X
Nun, Rod	Insurance Services Unlimited (ISU)	C	n/a			X
Peckler, Mark	Fitzgibbons & Company	C	n/a			X
Price, Debbie	Property & Casualty Insurance Guaranty Corp.	F	MD			X
Radel, Paul	Reliance Ins. Co., in Liquidation	R	PA			X
Royal, Mike	California IGA	F	CA			
Sciame, Maureen	National Conference of IGA's - (NCIGF)	F	n/a			X
Smith, Randy	Pennsylvania Insurance Department	R	PA			
Snyder, Julie	JAS Consulting	C	n/a			X
Stephenson, Dale	DFS Consulting	C	n/a			X
Surguine, Mike	Arizona IGA	F	AZ			
Swain, Rontrill	Florida Dept. of Financial Services (DFS)	R	FL			X
Tanner, Patricia	Integrity	R	NJ			
Tharayil, Davis	Home Insurance Co., in Liquidation	R	NH			X
Vavra, Joe	Legion Ins. Co., in Liquidation	R	PA			X
Williams, Mitch	Florida Dept. of Financial Services (DFS)	R	FL			X
Wilson, Jenny	Legion Ins. Co., in Liquidation	R	PA			X
Winskowicz, Jim	Guaranty Fund Management Services (GFMS)	F	M			X
Wisecarver, Tim	Pennsylvania Compensation Rating Bureau (PCRB)	C	PA			
Wygand, Richard	Home Insurance Co., in Liquidation	R	NH			X
Zoller, Dotty	Texas P&C IGA	F	TX			X
						32
	Count					
Affiliation Code Legend (AC)	Guests:					
C - Consultant	Sandy Robinson	G	FL			X
F - Guaranty Fund						
G - Guest						
R - Receiver						
	Total Attendees					33

Minutes
UDS Technical Support Group – Break out Meeting
April 13, 2010

Topic: Are there still areas involving the initial electronic transferring of claims data from the Receivership to the funds and transfers from one fund to another that could be enhanced.

- 1) Call to Order
The Meeting was called to order at approximately 2:30 p.m.
- 2) Roll Call
A roll call of the members who had accepted the call was taken and others on the call were asked to identify themselves.
- 3) NCIGF Anti-Trust Policy
Participants were reminded that the meeting was being conducted according to this policy. The actual reading of the policy was waived and those present were advised they can get a copy if they request it.
- 4) Summary/Discussion: It should be noted that in the commencement of a new Insolvency the timing for getting data/files into the proper Guaranty Association handles is critical.

Review the existing frame work stated in the UDS Manual.

- The Receiver transfers the data in UDS format to the funds as soon as possible after the Order of Liquidation.
- The Receiver transmits to the funds the UDS A, B, E, F, and G formats. The order in which these files are sent is determined in discussions between the Receiver and funds. The NCIGF Coordinating Committee for the particular insolvency will work with the Receiver to arrive at priorities and schedules for the data fields.
- After the initial data transmission, new information will be transmitted to the funds as soon as possible.
- When a Fund receives a claim file from a source other than the Receiver they submit the “Claim/Claimant Set-up Coding Sheet” to the Receiver, via E-mail (or fax). The Receiver confirms the claim exists and assigns the new claim number and should send a UDS “A” record to the requesting Fund.
- It is noted that “SUDS” was created to allow for data transfer in a secure methodology.
- The original UDS Manual did not define or establish a need for a Guaranty Association to send the equivalent of an “A” record to a new Guaranty Association. This concept was discussed and no one thought that this would be a good idea. The concept of clean data originates with the

accuracy of the insolvent carrier and every change after that point opens a window that the data can be corrupted.

Review of the existing frame work of the initial communication with the new insolvency.

- The NCIGF Coordinating Committee which is partial comprised of selected Guaranty Associations meet with the Receiver to understand the scope of the insolvency, resources available and set priorities for transferring the claims data to the Guaranty Association.

Each insolvency has unique attributes and given the frame work reference above we have listed three ways the transfer of data has been addressed in the past.

Scenario I.

1. Hard copy file is received in the Guaranty Association. If they have an “A” record then establishes the claim.
2. If the Guaranty Association only gets the hard copy file then they have to fill out the Set-up Coding Sheet and forward to the Receiver for a claim number. (In the past it had been agreed that the Guaranty Association would set up the file in their computer for tracking purposes prior to getting a claim number for the Receiver.)
3. If the claim has to be transferred then the receiving Fund takes the claim file and adds the Set-up Coding Sheet and sends the package to the new Fund.
4. A copy of the coding sheet is sent to the Receiver and the coding may or may not appear on the UDS “C” feed.
5. The Receiver should send a new UDS “A” feed to the new Fund.

Scenario II (Reliance)

1. The Receivership or their representative sends a data file to the NCIGF who establishes a central database.
2. The data is sorted into the UDS data element. The responsibility of control of the data base rests with the Receiver.
3. The data base is viewable but not down loadable without the Receiver’s approval.
4. The UDS formats are extracted and sent to the Funds
5. Should there be a change in location or a fund is transferred a claim from another source then the Receiver is notified who directs the database to be changed and authorizes down loading of the “A” record to the requesting Fund.
6. This approach only contemplated UDS “A” formatted data.

Note: This database was not updated once the UDS Version 2 was placed into production.

Scenario III (Park Ave.)

1. The Receivership or their representative (in this case a TPA) sent a data file to the NCIGF how established a central database. This was a case in which the TPA had the IT resources but the Receiver did not.
2. A database was created and the raw data was formatted into an "A" record.
3. The Receiver approved the data and the submission to the Guaranty Associations.
4. Should a file be transferred the file was sent to the new Guaranty Association. Notice of the mailing was sent to the Receiver who then authorized the updating of the data with the NCIGF. Guaranty Association was advised to email the original data to the new fund.
5. This approach only contemplated UDS "A" formatted data.

Adding images to this mix just makes it harder. Not every insolvency or Guaranty Association is at the same IT technical level. Without proper indexing imaging its use is very limited.

Conclusion: As a concept it was felt the best way to handle electronic data dispersal was that it should reside in a central area with a high level of security. The data integrity is the ultimate responsibility of the Receiver in the initial establishment of the claim. The system should allow with proper authorization the down loading of the data (images or data files). We are not recommending where the database is housed.

Attendees:

Andrew Holladay
Arment John
Baum Diane
Green Stephen
Hamilton James
Maureen Sciamé
Miller Darin
Nun Rod
Price Deborah
Snyder Julie
Stephenson Dale
Winskowicz Jim