

Minutes
UDS Technical Support Group Conference Call
October 28, 2009

- 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 09-23-2009 TSG Conference Call (attachment)
Motion was made by Dale Stephenson and seconded by Randy Smith to approve the minutes as presented. The motion passed unanimously.
- 5) TSG Chair/Co-Chair Ballot and Voting Procedures
The Ballot for the Co-Chairs of the TSG was presented by Mark Might and opportunity was given for additional names to be included on the ballot. Discussion then centered on the topic of voting procedures. Three alternative methods were presented in the handout materials and there were differences of opinion among members as to which was the fairest considering the TSG membership and in many cases the multiple entities they represent. Ultimately, it was determined that much of the discussion related more to how decisions were made by the TSG and not necessarily how the Chair/Co-Chairs should be elected. The decision was made to conduct this first ever Co-Chair election based upon the rule of one vote per member per chair position with the reasoning that the active TSG members have to work most closely with the Chair(s) in carrying out the work of the TSG and should have a say in who leads the group. It was also suggested that we should continue the discussion as to how decisions are made (voted upon) by the TSG at a later meeting. The NCIGF was asked to prepare and distribute the ballot and Debbie Price and Randy Smith volunteered to receive and tally the votes with votes due by November 6th at 5 p.m. and a final count by November 9th.
- 6) Proposed SUDS Data Retention Policy (Revised)
A revised copy of the SUDS Data Retention Policy was included in the agenda materials. A Motion was made by Randy Smith and seconded by Jim Hamilton to approve the policy as revised. The motion passed unanimously. (Exhibit B)
- 7) Proposed UDS Help Desk Procedures (Revised)
A revised copy of the UDS Help Desk Procedures was included in the agenda

materials. There was still some confusion as to procedures for individual Help Desk members to follow in responding to an inquiry and also procedures when an inquiry is referred to the TSG or a TSG Subcommittee for further review. Mark Might will attempt to clarify the procedural language for November's Meeting.

8) Updates

i) MSP Reporting Requirement

No report.

ii) Claims Manual Revisions

Mark Might stated that there was nothing new to report.

iii) NAIC Approval Process for "E", "F", "G", "I" and "M" Records

Julie Snyder reported that she is working with the NAIC to get these items on the agenda for a future working group meeting.

iv) NCIGF Website: UDS Content

Mark Might reported that there were no comments received regarding the UDS website content as a result of his request during September's call.

9) Adjournment

The meeting was adjourned at approximately 3:05 p.m.

Respectfully Submitted,

Mark A. Might
Chair and Acting Secretary

