

Minutes
UDS Technical Support Group Conference Call
November 18, 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 10-28-2009 TSG Conference Call (attachment)
Motion was made by Randy Smith, and seconded by Davis Tharayil to approve the minutes as presented. The motion passed unanimously.
- 5) TSG Chair/Co-Chair Ballot and Voting Results
Deb Price and Randy Smith reported Mark Might and Jim Hamilton were elected as Co-Chairs of the committee. Mark expressed his appreciation for the support he has received in the past from of the group. Motion for approval of results by Dale Stephenson and seconded by Randy Smith- unanimous.
- 6) Proposed UDS Help Desk Procedures (Revised) and Proposed Help Desk Auto Response Message
A newly revised copy of the UDS Help Desk Procedures was included in the agenda materials. Mark Might made changes to clarify the procedural language and submitted to the committee for approval with the removal of the word “Other” in paragraph 3. Motion was made by Dale Stephenson, and seconded by Randy Smith to approve the changes as presented. The motion passed unanimously.

Mark Might presented to the committee wording for an automated response message when writing to the UDS Help desk. The Web site location will be updated once Lee Minniear of the NCIGF has the information needed to do so. Discussions were had regarding population of the Help Desk FAQs and it was agreed it will contain common questions about the manual and those presented to the Help desk. Motion was made by John Arment, and seconded by Randy Smith to approve as presented. The motion passed unanimously.

Nick Crews of the NCIGF will keep a tally of the number of inquiries made to the Help desk and report back to the committee during their subsequent conference calls.
- 7) Inquiry Made to Help desk from Software Consultant
An inquiry was received from a source other than a guaranty fund or receiver concerning availability of a set of UDS File Layout templates in Excel format

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rather than PDF. Darin Miller has already prepared the information believed to be requested. However, in preparing the document he discovered some incorrect missing field position information in the B Record File Layout presented in the manual which he will update. The group discussed the pros and cons of publicly providing information in such a format. A general approval was made to provide the Excel spreadsheet in response to the inquiry (including the updates made by Darin) adding a caveat that the user is to review the manual (the authoritative source) on the Web site to insure the information is up to date any time prior to its use. Jim Hamilton will respond to the requestor. The document provided will remain available (along with the disclaimer) for future requests; however, not posted on the Web site.

8) Updates

i) MSP Reporting Requirement

John Arment reported CMS is to release a 3rd version of the User's Guide by the first of the year which will include a couple of more fields for the query file concerning Mass Tort claims. He plans to bring together a subgroup of the committee to discuss submission of the "M" record.

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

Julie Snyder reported no activity from the NAIC. She feels from conversations with David Vacca that they will give their blessing on "E", "F" and "G" records as they are not required reporting formats. The "I" record will require the complete approval process. Additionally, the "M" write up still needs to be sent to Wayne Johnson or David Vacca detailing its use. David feels that the "M" record will receive the same treatment as noted above with the "E", "F" and "G" records and will not need the full approval process. Efforts continue to be underway to get these items on the agenda of a future NAIC Task Force meetings.

iii) Claims Manual Revisions

Mark Might reported that as a result of the UDS TSG efforts in addressing issues such as replacement file naming conventions, escheat funds, denial of claims due to passing of Statutory Bar Date and standard check number field entry for ACH payments, there is significant work to be done in updating the UDS Claims Manual. In addition, a re-ordering of the "C" Record FAQ's and the eventual additions of Chapters on the "I" Record (Chapter 12) and possibly the "M" Record will need to be addressed upon their approval by the NAIC.

Review is also needed in the FAQs and Record Layouts regarding the proper presentation of the sign when an amount is zero (positive or blank).

iv) UDS Training

A decision was made to table any further training until such time as it is requested.

v) TSG Communications Subcommittee Assignments (2010)

Mark asked everyone to review subgroup participation list. Several individuals remarked they did not receive the document. Maureen Sciamè

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agreed to resend asking members to contact Mark Might with any questions or comments.

9) Proposed Topics for December meeting

- Next Meeting – December 9th 2:00 Eastern
- Revisit Voting Procedures
- Solicit for new members of committee and bring the workings of committee to attention of senior management.

10) Adjournment

The meeting was adjourned at approximately 3:20 p.m.

Respectfully Submitted,

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