

Oklahoma City Association of Health Underwriters  
Board of Directors Meeting  
**MINUTES**  
**December 10, 2020**  
10:00 am  
**VIA ZOOM hosted by Carrie Cox**

*Present*

Barton-Lewis, Diane (Director)  
Brown, Susie (Van Guard Council Chair – Non-voting)  
Clagg, Theresa (Director, Public Service & NAHU Education Foundation Chair – Non-voting)  
Cox, Carrie (Director & Professional Development Chair)  
Goggans, Ashley (President Elect, Communications & Website Chair)  
Harmon, Kelley (Secretary & Awards Chair)  
Hutton, Megan (Vice President, Annual Partners, Media and Newsletter Chair)  
Janway, Leah-Anne (Executive Director, Non-voting)  
Morgan-Kitchen, Connie (Director, Legislative)  
Nursick, Dana (President)  
Robertson, Pat (Past President)  
Van Zant, Cathy (Membership & Retention Chair, Non-voting)

*Absent*

Bigbie, Andy (Treasurer) - Excused

CALL TO ORDER

(Quorum = 6)

Dana called meeting to order at 10:04 a.m.

I. MINUTES

No changes to the November 12, 2020 Minutes

**MINUTES stand approved as distributed**

II. TREASURER'S REPORT

Andy presented a Verbal review, no questions

Beginning Balance: \$34,759.54 Total payments: \$274.83 Total Deposits: \$1,122.22

Ending Balance: \$35,606.93

III. COMMITTEE REPORTS –

A. Annual Partners

(Megan)

a. Sent out renewal e-mail to current Annual Partners on December 2, 2020

*Greetings!*

*This email is on behalf of the Oklahoma City Association of Health Underwriters – Annual Partnership Committee. We sincerely thank you for your partnership over the last 12 months. We know that this year has brought each and every one of us unique challenges. As an Association, our Board of Directors continues to meet monthly and assess the environment. Because of your partnership, we continued to have a successful year and thanks to Zoom we were able to have our Annual Symposium and monthly meetings. Monthly meetings from August through November were hosted via Zoom and Continuing Education hours were given to those that attended at no charge.*

*We know that the challenges of this year have changed the budgets for many of us; however, we hope that you will consider renewing your Annual Partnership for 2021 in some capacity. The attached Annual Partnership Form outlines the tiers of Partnership, and those tiers and prices have not changed from the current pricing. We would love to know your decision no later than January 13, 2021 so that we promote the appropriate Partners during our January member meeting. Please note, we understand it's the busiest time of year for our industry, and although we have requested a decision date of January 13, we will extend the payment deadline through February 10, 2020.*

*We ask that you please complete and return the attached Annual Partnership Form if you intend to continue a Partnership with OKAHU. If you are paying by credit card, please email completed form to either Megan Hutton – [mhutton@fratesius.com](mailto:mhutton@fratesius.com) or LeahAnne Janway – [ljnewema@gmail.com](mailto:ljnewema@gmail.com). If paying by check, please advise us and mail completed form along with check to Oklahoma City Association of Health Underwriters, P.O. Box 12146, Oklahoma City, OK 73157.*

*Again, thank you for your Partnership and we hope to continue to receive your support.*

*Respectfully,*

*Megan N. Hutton, MBA*

*Oklahoma City Association of Health Underwriters*

*Vice-President and Annual Partners Chair*

- b. Kansas City Life and BlueCross BlueShield of OK have both indicated that they will continue their partnership. Kansas City Life will renew at the Bronze Partner and BlueCross BlueShield of OK will renew as a Platinum Partner.
  - c. Will send out follow-up email after the first of the year. Due to current environment, advised partners we will be flexible with the payment deadline
- B. Awards (Kelley)
- a. Reminder that the following board officers need to complete the training modules in NAHUVision (please notify me once you have completed your training):
    - i. President
    - ii. President-elect
    - iii. Secretary
    - iv. Treasurer
    - v. Legislative
    - vi. Membership Recruitment
    - vii. Membership Experience
    - viii. Professional Development
    - ix. Awards
    - x. HUPAC
    - xi. Media
    - xii. VanGuard - Completed

To get to the training modules, login to [www.nahu.org](http://www.nahu.org), click on Resources and scroll down to NAHUVision. Once you are on this screen, you will see all of the training videos listed, or you can click on the right hand side under Chapter Leadership Training and pull up the training by your position. If you don't see your position listed, please let me know and I will confirm with NAHU.
- C. Communications / Website (Ashley)
- a. Updated December meeting announcement to "cancelled"
  - b. Sent out Announcement for Donation Link
  - c. Updated flyer for social / supply / toy drive to "cancelled" and updated the pic on the website
  - d. Researched how to set up a Donation on our website
  - e. Set up a donation "product", added it to a "catalog", created the link on the top header, and created a quick link on left on the homepage
  - f. I will research how to set up online raffle tickets for Korral the Ace.
  - g. FYI – we can set up different products to sell online: cups, masks, even Annual Partner packages
- D. Executive Director (LAJ)
- a. Attended the November Board & Member Virtual Zoom meeting
  - b. Checked PO Box a few times, made a bank deposit
  - c. Worked on accounting in Quickbooks and issued checks
  - d. CANCELLED the December social venue with The Greens
  - e. Changed the January meeting at The Greens to virtual
  - f. Filed roster from November CE Virtual member meeting
  - g. Prepared and distributed December 10, 2020 board meeting agenda and handouts
  - h. Total Billable Hours – 10 hours @ \$13/hr - \$130.00
- E. HUPAC (Diane Barton-Lewis)
- a. Leah-Anne will send out the report showing which Representatives were issued donations
- F. Legislative (Connie)
- a. We are working on getting an appointment with the Oklahoma Healthcare Authority to discuss modernizing Insure OK Group ESI benefits and all of the processes that are necessary to accomplish this goal before the carriers have to file their 2021 group plans with HHS/CMS.
  - b. We are working with Blue Cross with information from their perspective.
  - c. We will be reaching out to UnitedHealthcare and see if they want to work with us as well. In the past, UHC has not participated in any of the projects that our committee has requested their assistance.
  - d. NAHU is working with the Biden Transition team in DC
- G. Media (Megan)
- a. Posted that CapCon will be virtual!
  - b. Posted regarding Member Social cancellation.
  - c. Ashley advised of new social media ideas and tags from NAHU. The new tag will be @nahusocial. This allows all NAHU social media platforms to be consistent.
  - d. Content is needed for a December newsletter
- H. Membership & Retention (Cathy)
- a. 7 new members since June –

- i. 6 count towards the Traveling Trophy
- ii. 2 still need sponsors
- iii. 11 people lapsed in last few months – will be verifying reasons not renewing membership

- I. NAHU Education Foundation (Theresa)
  - a. We decided to not participate in the National Walkathon due to our own fundraiser
- J. Professional Development / Education Foundation (Carrie)
  - a. January is International Travel – haven’t heard from Danielle – so not sure if we will have her available or not
  - b. February is Open
  - c. March is Legislative
  - d. April is Open
  - e. May is Symposium
  - f. Virtual Meetings through 2020
- K. Public Service (Theresa)
  - a. Toy & Supply Drive still going till Friday, going on Tuesday to drop off everything at Toby Keith’s
- L. Vanguard (Susie)
  - a. Monthly call was cancelled this month

IV. OLD BUSINESS

None

V. NEW BUSINESS

- i. The Greens Meetings – Will do virtual meetings through April 2021
- ii. Virtual CE Charge for Non-Members -
- iii. Cap Con – email will be sent to board members to see who wants to attend, budget should allow for all board members to attend if they want
- iv. Making a Donation to Toby Keith’s Kid Korral – Megan made a motion to donate \$500 which is what we would have spent on the Membership Social – Kelley Seconded – Vote – All Approved, No Nays

VI. ADJOURNMENT

Next Board Meeting: January 14th, by Zoom @ 10:00 a.m.  
 Motion by: Theresa Clagg                      Second: Kelley Harmon  
 Time Adjourned: 11:31