

**MINUTES OF THE MEETING  
FOR  
GOVERNOR'S ADVISORY COMMITTEE  
ON EQUAL OPPORTUNITY**

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February 25, 2010 @ 9:00 A.M.

Present: *Richard Chambers, Chairman; Gayle Raby, Executive Director; Agnes S. Andrews, President; Donna L. Swanson, vice-President; Candice M. Roche, Secretary; Josie B. Harris; Ghirmay S. Ghebreyesus; Quang Nguyen; Chief Rufus Davis, Jr.; Ron Henderson, Esq.; and Ms. Davis (Guess)*

Mr. Chambers called the meeting to order. Ms. Raby distributed copies of the agenda, previous meetings minutes, proposed regulation, annual budget, risk management report, survey, and travel policy.

Ms. Raby advised the committee on several agenda items. Ms. Raby requested feedback from all members on the proposed regulation, which includes comments from staff attorney Dominique Sam.

The committee reviewed the annual budget and discussed a proposed schedule of future committee meetings. All sub-committees were advised to continue meeting as needed, and to report at all future committee meetings.

Ms. Raby presented the bi-annual Minority Affairs survey, which is scheduled to be sent out in June 2011. Results of the last survey are included in the Department of Insurance's Annual Report. The committee discussed opportunities to improve the survey format and distribution, which will improve response rate. Mr. Henderson recommended leveraging existing systems, such as the company licensing systems (RED system), which already have the infrastructure, information and capability to distribute and compile the surveys. Dr. Ghebreyesus will re-design the survey, and gather and analyze the data.

Ms. Raby advised members of revisions to the State's travel policy, specifically the suggested use of rental cars.

Mr. Chambers reviewed results of the Risk Management Information.

The Committee formed two sub-committees the Education Committee and the Contract Committee. The Education Committee will work with the universities in the state recruiting students interested in insurance as a career. These students will have the opportunity to work with producers and agencies wanting to hire college students for summer jobs. Committee members will draft letters to universities for students. Ms. Raby will work with Ms. Andrews with obtaining information for guidelines.

The Contracts Committee will work with minority independent producers to obtain volume of business and current contracts. Members will work with to develop a strategy to assist minorities with obtaining contracts with standard companies.

Information concerning scholarship opportunity offered by AICP was submitted to the committee. Members would need to contact Clarissa Preston, Deputy Commissioner of Consumer Advocacy for information.

Dates for the next meeting was not scheduled, Advisory Board Members will be contacted with further dates.

Meeting Adjourned

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**Governor's Advisory Board  
On Equal Opportunity  
Richard L. Chambers, Chairman**