

**WISCONSIN
AUTOMOBILE
INSURANCE
PLAN**

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PLAN LETTER 678 – DECEMBER 10, 2003

TO: Members of the Plan

Minutes of the Wisconsin Automobile Insurance Plan Governing Committee called to convene in the premises of Wisconsin Automobile Insurance Plan, 20700 Swenson Drive, Waukesha, WI 53186 on Wednesday, December 10, 2003. The meeting was called to order at 11:00 A.M. with the following members present:

ORGANIZATION

Sentry Insurance A Mutual Company, Chair
American Family Insurance Company
Employers Insurance of Wausau, A Mutual Company
General Casualty Company
Granite State Insurance Company
State Farm Insurance Company
Wisconsin Automobile Insurance Plan

REPRESENTATIVE

Bob Lindstedt
John Richardson
Greg Loman
John Hagen
Judy Semancik-Dodds
Chris Galvin
Ralph Herrmann
Donna Knepper
Cheryl Korth

Members Absent or Excused:

Employers Mutual Casualty Company
Hartford Fire Insurance Company
St. Paul Mutual Insurance Company

The Chairperson read the following opening statement before convening the meeting:

“This Committee meeting has been called to discuss the items of mutual interest and concern to the members of the Wisconsin Automobile Insurance Plan. In accordance with both Federal and Wisconsin State Anti-trust Laws, this Committee is prohibited from any discussion or action which constitutes any form of boycott, coercion or intimidation.”

UNFINISHED BUSINESS

ITEM NUMBER 644 OFFICE OF THE COMMISSIONER OF INSURANCE MARKET
CONDUCT EXAMINATION

The Committee was advised that compliance of the Market Conduct Examination has been completed with the exception of two ongoing projects. The projects are:

- Emergency Preparedness/Disaster Recovery Plan. This plan is proposed to be finalized by the end of 2003.
- Record retention. WAIP will be imaging records to comply with record retention requirements. This will also be part of the Emergency Preparedness/Disaster Recovery Plan

ITEM NUMBER 653 SERVICING CARRIER AUDIT

The Committee concurred with the recommendation of the Commercial Subcommittee to amend the self-audit guidelines to clarify the number of policies/files to be included in the audit. The following is the timetable for the self-audit:

WAIP SELF-AUDIT TIMETABLE

Due Date	Activity to be completed
February 1	Servicing Carriers will provide WAIP with a list of claim and underwriting files.
March 1	WAIP will select files to be audited and provide the servicing carriers with a list of the accounts.
May 31	Self-audits are to be completed and forwarded to AIPSO
July 1	AIPSO to provide WAIP with the results of the self-audits. WAIP will forward results to the Governing Committee prior to the next meeting.
August 31	WAIP will file results with the Office of the Commissioner.

This item is continued on the agenda.

ITEM NUMBER 661 NOTICE OF ASSIGNMENT – COMMERCIAL

With all business complete, this item is removed from the agenda.

ITEM NUMBER 662 AIPSO SERVICE CENTERS

The committee was updated on the ongoing discussions between the NAI and AIPSO regarding service centers.

This item is continued on the agenda.

ITEM NUMBER 666 SRDP ACCOUNTING & STATISTICAL REQUIREMENTS MANUAL

With all business complete, this item is removed from the agenda.

ITEM NUMBER 667 REVISED WAIP APPLICATIONS

With all business complete, this item is removed from the agenda.

ITEM NUMBER 668 FAST FOOD DELIVERY SERVICES

With all business complete, this item is removed from the agenda.

ITEM NUMBER 669 ELECTRONIC FILING OF RATES, RULES & FORMS

The committee was advised that WAIP is exploring electronic filing with Sircon. The requirements to set up electronic submission may not allow WAIP to subscribe to their services. WAIP will continue to work with Sircon and explore other alternative companies.

NEW BUSINESS

ITEM NUMBER 670 PROPOSED MODEL YEAR RATE CHANGE

The Committee reaffirmed their vote to file the model year rate change.

This item has been approved by the Office of the Commissioner of Insurance and is removed from the agenda.

ITEM NUMBER 671 AIPSO PROPOSAL – JUNE 1998 PERSONAL AUTOMOBILE POLICY

The Personal Subcommittee reported on their review of the proposed June 1998 Personal Automobile Policy. Several amendments will be forwarded to AIPSO. This item is continued.

ITEM NUMBER 672 WAIP 2004 BUDGET

With the unanimous consent of all members present, this item was added to the agenda.

The Committee reviewed and approved the proposed 2004 WAIP Budget.

Donna Knepper
Executive Secretary