

Actuarial and Underwriting Committee

Tuesday, December 6, 2016, 4:30 pm – 5:30 pm

Teleconference Number: 866-361-7525 Conference ID: 863 201 7402#

1. **Approval of Prior Meeting’s Minutes** Chairman Jim Henderson

2. **Action Item – Product Changes – Residences Held in Trust (Personal Lines)** Karen Holt

3. **Action Item – Product Changes – Required Building Updates (Commercial Lines)** Karen Holt

4. **Action Item – Policy Document and Mail Services** Steve Bitar

5. **Consent Item – Agency Management System Download** Steve Bitar

6. **Consent Item – Business Process Outsourcing – Insurance Services (Phone Answering)** Steve Bitar

New Business and Announcements Chairman Jim Henderson

Adjourn