

Agenda: Workers' Compensation Insurers' Task Force

Date: Sept. 21, 2022

Time: 9:45 to 11:15 a.m.

Location: Via Webex

- **Panelist, task force member or alternate and speakers:** **Join from your panelist invitation.** To ensure your ability to connect, login at least five minutes before the start of the meeting. If you are unable to connect, contact Carey Wagner at carey.wagner@state.mn.us or 651-284-5010.
- **Attendees and interested parties:** To join via computing device, visit <https://minnesota.webex.com/minnesota/j.php?MTID=m9684e566002da92592e9ec57a2ca079c>. To join by phone, dial 855-282-6330 and enter access code 249 535 80396.

Remote meeting statement

Thank you for joining this remote meeting via Webex. We have determined today's meeting is via the Webex platform due to the current status of the state of Minnesota operating remotely, rather than in-person meetings.

- Everyone present on this Webex event can hear all discussions.
- All votes will be taken by roll call.
- All handouts discussed and Webex instructions are posted on [the task force webpage](#).

Participant and chat functions – raise your hand before speaking

- Click on “Participants” and “Chat” at the bottom right of your screen. Panels will open on the right side of your screen.
- Click the hand icon above the “Chat” section to signal you would like to speak; click it again to remove the signal.

DLI staff members, task force members and presenters (panelists)

- All are able to mute and unmute their microphones.
- Click the hand icon to indicate you wish to speak. If the host or chairperson calls on you, unmute yourself and state your name before speaking. Note that use of headphones may impact your microphone.

Members of the public (attendees)

- All are able to hear everything but can speak **only** if public input is requested (or during an open forum), at which time the host will unmute your microphone.
- Only the host can receive chat messages. For technical assistance, send the host, Carey Wagner, a chat message or email her at carey.wagner@state.mn.us.

- **Open forum or public input requested:**
 - click on the hand icon or press *3 (for phone access) to indicate you would like to speak or send a chat message to the host or email the host, Carey Wagner, at carey.wagner@state.m.us;
 - if the host calls on you, unmute yourself when it is your turn to speak; and
 - keep your comments to five minutes or fewer, mute yourself and click the hand icon to turn it off.

Call to order

- Roll call by Carey Wagner

Approval of agenda

Department update

- Chris Leifeld, of Compliance Records and Training

Basic adjuster training

- Chris Leifeld, of Compliance Records and Training
- Virginia Prax, of Compliance Records and Training

New DLI Business Technology Office

- Michelle Doheny, Business Technology Office

New IAIABC XML format 2023

- Jon Brothen, of Compliance, Records and Training

Future WCITF meeting date

- Wednesday, Nov. 16, 2022, 9 to 10:30 a.m.

Adjournment