



2024 Charter
March 1, 2024

ADJUNCT SERVICES COMMITTEE **CHARTER**

Committee Purposes

1. To collaborate as regulators from Compacting States to develop recommendations for consideration, approval, and adoption by the Management Committee and/or the Interstate Insurance Product Regulation Commission (Insurance Compact Commission).
1. To consider ideas and proposals for expanded programs and services the Compact could provide member states within its statutory framework, including adjunct services leveraging the Compact's platform, expertise and efficiency for filings outside the Uniform Standards.
2. To consider ideas and proposals for how the Compact can bring uniformity of process and approval for specific, common variations between the Uniform Standards and state law.
3. To consider how the Compact platform and expertise can play a role in promoting product innovation in the Compact authorized lines.
4. To bring forth a recommendation to the Commission for new and enhanced services and programs the Compact could offer to member states, and possibly non-compacting states, and their regulated entities.

Committee Composition

1. The Adjunct Services Committee can consist of up to 20 Compacting States appointed in accordance with the *Guidelines for Composition, Procedures, Duties and Tenure of Committees Established Under Article VIII, Section 4 of the Bylaws of the Interstate Insurance Product Regulation Commission* ("Committee Guidelines). For 2024, the Committee consists of 20 Compacting States.
2. Regulators in Compacting States who are not a member of the Adjunct Services Committee may participate in all meetings of the Adjunct Services Committee.

Committee Responsibilities

1. Develop an annual work plan to explore, recommend and implement new ideas for Compact services and processes.

2. To meet as often as needed to discuss and advance items on its work plan but not less than once each quarter.
3. To follow the *Committee Guidelines* to the extent applicable and practicable in carrying out Committee responsibilities.
4. To provide easy-to-follow notices, agendas, working drafts of recommendations and other work product to allow the Adjunct Services Committee members, other regulators, the Legislative Committee, Consumer Advisory Committee, Industry Advisory Committee and other interested parties to understand the nature of the items for discussion and the type of action requested.
5. To review and consider written and oral comments regarding Committee activities including comments, questions, and concerns regarding the Committee's work.
6. To prepare and post call summaries of regulator-only and public Committee meetings to document the agenda items, the nature of the discussion, and next steps, as applicable.
7. To provide input on issues, questions, strategic planning, and other matters as requested by the Officers, Management Committee, and Insurance Compact Commission.

Committee Authority

1. The Adjunct Services Committee is authorized under Article VIII, Section 4 of the Insurance Compact Commission Bylaws.
2. The *Committee Guidelines* apply to the composition, procedures, duties, and tenure of the Committee.
3. In accordance with the Commission Bylaws, prior to making a recommendation for the Commission or Management Committee, the Adjunct Services Committee will hold at least one, and may hold more than one, public meeting that provides an opportunity for public comment on the proposed recommendation.
4. Prior to a public meeting of the Adjunct Services Committee, the Committee shall provide notice in accordance with the Commission Bylaws.

Reporting

1. The Adjunct Services Committee will report to the Insurance Compact Commission, and in certain circumstances, to the Management Committee.
2. The Adjunct Services Committee will provide its recommendation to the Insurance Compact Commission or the Management Committee for further notice, comment, and consideration as directed by the body receiving the recommendation.

3. The Adjunct Services Committee will provide regular reporting to the Insurance Compact Commission and Management Committee as applicable including providing written reports to be included in a Consent Agenda as applicable.

Annual Governance Effectiveness Survey and Evaluation

1. In December of each year (or earlier or later if applicable), the members and interested regulators of the Adjunct Services Committee shall complete a survey regarding the effectiveness of the Adjunct Services Committee activities, meetings, and support.
2. At one of the first three regulator-only meetings of an annual period, the Adjunct Services Committee will include an agenda item to discuss Committee Governance and Effectiveness Evaluation including review of survey results.
3. At one of the first three regulatory-only meetings of an annual period, the Adjunct Services Committee will adopt its annual workplan and, if needed, review and update its Charter.

2024 Workplan Goals

1. Review and approve annual governance calendar, committee survey results, committee charters. [first meeting of the ASC]
2. Develop and implement a survey of states and industry to document filing expertise needs, type of filings conducive to Compact filing, and areas of differences with state statutory laws and generate aggregate reports. [subgroup of the ASC to have done and sent by April 1]
3. Conduct educational sessions for Compacting States regarding the processes, systems and capabilities of the Compact Office. [second quarter of 2024]
4. Outline training needs and programs for states in Compact product lines. [complete during summer 2024]
5. Conduct workshop(s) to discuss, change, and prioritize the inventory and finalize descriptions and estimates for costs, savings and resource impacts. [3 workshops]
6. Develop inventory of additional or adjunct services with preliminary estimates for costs, savings and impact on resources for states, the Compact Office and filing [complete by October 1, 2024]
7. Possible pilot of one or more proposed ideas for additional or adjunct services. [summer 2024]
8. Recommendation to the Commission for new and enhanced services and programs the Compact could offer to member states, and possibly non-compacting states, and their regulated entities, including providing an outline of the proposed organizational, funding, and cost structure. [Deliver recommendation by November 1]

TIMELINE OF WORK GOALS

First ASC Meeting – Review and finalize charter and workplan goals

April 1 – Complete survey of states and industry for 30-day turnaround time

April – June – Compact Office educational sessions for Compacting States processes, systems and capabilities of the Compact Office

May 1 – Surveys due

June – first ASC workshop

June – August – Develop and complete report on member training needs on the Compact product lines

July – September - Possible pilot of one or more proposed ideas for additional or adjunct services.

August (National Meeting) – second ASC workshop

September – third ASC workshop [if needed]

October 1 – Complete inventory of additional or adjunct services with preliminary estimates for costs, savings and impact on resources for states, the Compact Office and filing

November 1 – Deliver recommendation to the Commission