

## **December 13, 2024 Plan of Operation Committee**

### **Meeting Minutes**

A Plan of Operation Committee meeting for the Surplus Lines Stamping Office of Texas was held in-person at the SLTX Office. 1601 E. Pflugerville Parkway, Pflugerville, TX 78660.

### **AGENDA**

<b>December 13, 2024 Plan of Operation Committee Meeting Agenda</b>		
Item 1.	Call to order; Establishment of Quorum	Jeff Klein, Committee Chair
Item 2.	Discussion and approval of previous meeting minutes - December 13, 2023 Meeting Minutes	Jeff Klein, Committee Chair
Item 3.	Review and appropriate Action: - Plan of Operation Amendments	Jeff Klein, Committee Chair
Item 4.	Review and Appropriate Action: - Committee Charter	Jeff Klein, Committee Chair
Item 5.	Adjournment	Jeff Klein, Committee Chair

#### **Item 1. Call to Order – Klein, Committee Chair**

Jeff Klein called the meeting to order on December 13, 2024, at 11:18 A.M.

A conference call-in number and teleconference link were provided in the Public Meeting Notice. Written notice of this meeting and related agenda were provided to the committee members on December 3<sup>rd</sup>, 2024, and submitted to the Secretary of State on December 6<sup>th</sup>, 2024, in accordance with the Plan of Operation, Section 2(c)(2) for publication in the Texas Register in accordance with the Texas Open Meetings Act.

#### **COMMITTEE MEMBERS PRESENT**

Jeff Klein, Committee Chair

Pete Harrison

#### **OTHER BOARD MEMBERS PRESENT**

Garrett Sprowls, Board Chair

#### **ALSO PRESENT**

Greg Brandon, Executive Director, SLTX

Denisse Amezquita, Director of Human Resources, SLTX

Marissa G., Administrative Assistant, SLTX

Stan Strickland, General Counsel, Mitchell Williams, Selig, Gates & Woodyard, PLLC

Jeff McWhirt, General Counsel, Mitchell Williams, Selig, Gates & Woodyard, PLLC

Mike Nored, General Counsel, Mitchell Williams, Selig, Gates & Woodyard, PLLC

Courtney Kretzler, Office of Financial Counsel, Texas Department of Insurance

Andrew Guerrero, Company Licensing and Registration Office, Texas Department of Insurance



Shirley Bowler, Texas Surplus Lines Reporter & Insurance News, via teleconference

**SLTX Staff Members Also in Attendance**

Sharmila S., Business Analyst, SLTX

Minutes taken by SLTX Staff.

Administrative housekeeping announcements:

1. Antitrust activity or discussion are prohibited at all Stamping Office functions. This prohibition includes exchange of information concerning individual company rates, coverages, market practices, claims settlement practices, expenses, or any other competitive aspect of an individual company's operation.
2. No public comments. Public and media attendees should mute lines.
3. Representatives of state agencies and members of the public are welcome to observe or record but refrain from asking questions or interjecting comments.
4. State personnel present may be asked questions related to an agenda item.
5. Members, counsel, and staff participating by phone should identify themselves and mute lines.

**Item 2. Discussion and Approval of December 13, 2023, Meeting Minutes**

Committee members were provided with a copy of the December 13<sup>th</sup> meeting minutes. Klein asked for any corrections or comments. Having none, Klein requested a motion for minutes approval.

**Harrison Motion: Harrison | Second: Klein | Approved Unanimously**

**Item 3. Discussion and Appropriate Action: Plan of Operation Amendments**

Klein provided update with ongoing amendments to the Plan of Operation. TDI is reviewing recommended amendments, with an expected delivery of an amended plan in mid-January 2025.

**Conclusion:** Klein stated no action will be taken regarding this item and continues with the next agenda item.

**Item 4. Review and Appropriate Action: Committee Charter**

Klein begins by going over the requirement of the Plan of Operation Section 2(C)(11) which states: each board committee must have a charter and review the charter at least annually. Klein stated that all members were provided with a copy of the current Plan of Operation committee charter. The current charter was reviewed, and the committee members were given the opportunity to suggest revisions or discuss any items related to the charter. Klein asks if there is any further discussion. There were no further questions.

**Recommendation:** Motion for Plan of Operation committee to recommend to the Board that no revisions be made to the Plan of Operation committee charter.

**Motion: Harrison | Second: Klein | Approved Unanimously**

**Item 5. Adjournment**

There being no other business before the committee, Mr. Klein motioned to adjourn the meeting. The meeting adjourned at 11:25 AM.

**Motion: Klein | Second: Harrison | Approved Unanimously**



Pete Harrison, Secretary