



**International Actuarial Association  
Executive Committee  
Virtual Meeting  
July 9, 2024: 06:30 – 08:30 EDT  
Meeting Minutes**

**Chairperson:** Charles Cowling

**Secretary:** Mathieu Langelier

**1. Meeting Minutes Approval: Seoul Part 1 and Part 2 (see Seoul reports)**

The minutes were approved without amendments.

**2. Education strawman proposals**

The Chair noted the discrepancy between education assessment practice and what some believed to occur. Options to address this were discussed, including self-declaration, light-touch reviews, and rigorous initial assessments for new member associations. The Education Committee leadership supports the option of rigorous initial assessments without ongoing reviews. Next steps are to engaging the Education Committee and to finalize the proposal and take it to the SPC for discussion. EC's role is to implement the agreed strategy.

**ACTION:** Bozenna Hinton to finalize the paper on strawman proposals. Send the finalized paper to SPC for discussion.

**3. AI TF [Memo](#) / [Consolidated Deliverables](#) / [Summary Worksheet](#)**

The AI Task Force's progress was noted. There is the potential for overlaps in work streams, which need monitoring.

**ACTIONS:** Peter Withey to finalize the one-page summary of the Taskforce actions. The Secretariat will publish this on the IAA website.

**4. Future Actuary TF**

The progress of the Future Actuary Task Force was noted. Consultations have been occurring with FMAs. It is planned to integrate the Taskforce into the AI Innovation workstream.

**5. Pandemic Task Force – [Lesson Learned Paper](#), [Comments and responses on the exposure Draft](#)**

The Chair of the Pandemics Taskforce presented the final “Lessons-Learned” paper, having incorporated feedback from the CSC. She noted the challenges of managing a large team of 20 authors and reviewers, resulting in a longer and more detailed paper than planned. It was suggested that future papers should be shorter and more focused, with CSC providing early guidance to help streamline the process.

Some formatting and terminology issues, particularly in Chapter 9, were noted, suggesting the need for further minor editorial review. Christian Levac mentioned that a professional English editor had already reviewed the paper and these changes will be sent to the Chair also. The paper was

approved by the EC pending final editorial edits, and Charles expressed appreciation to all contributors.

**ACTION:** Sara, Al and Simon will review Chapter 9 and correct the formatting on page 7. The paper will be published after incorporating these changes and addressing all comments.

## 6. Communications Subcommittee TORs / Leadership

The Communication Subcommittee (CSC) chair updated the EC on the revised terms of reference, focusing on communication aspects and excluding branding responsibilities, now managed by the Secretariat. He highlighted proposed edits aiming for document approval by the EC.

The EC approved the revised terms of reference.

Simon had recommended making a subsequent change to #2 of the Peer Review Considerations used by the CSC to review papers to “Is it relevant *and makes a meaningful contribution to actuarial literature?*” This change was approved.

The Chair raised the future leadership of the CSC. It was proposed that Al Beer continue as CSC chair post his term on EC ending at the end of 2024, with Simon Curtis stepping in as vice-chair and liaison between the EC and CSC. This proposal was approved.

**ACTION:** Secretariat to revise the CSC terms of reference and Peer Review Considerations, and post to the website. The revision to the Brand Policy will need approval at the next Council meeting.

## 7. **Advice and Assistance Committee Association Engagement Update**

The Chair noted the Advice & Assistance document prepared by the Secretariat. The current Advice & Assistance Chair’s busy schedule has restricted his ability to deliver as planned.

An inquiry was raised about engagement levels with India and China. It was noted that India has shown significant enthusiasm and growth, though their small leadership team poses a challenge. While there are ongoing efforts to improve engagement with China, language and political barriers have made this more challenging.

Concerns were raised about the structure of the A&A Committee. A restructuring was discussed. It was also suggested to prioritize which associations to focus efforts on, to ensure greater success.

**ACTION:** Secretariat to provide EC with detailed actions resulting from Tier 3 FMA engagements.

## 8. Meeting Location Selection Policy

The Meeting Location Selection Policy was reviewed, focusing on balanced geographical rotation.

A request was made for greater notice of actual meeting dates to allow for member travel planning. The Chair noted that this can sometimes be difficult due to logistic reasons, such as when hotels are actually booked. Further refinements will be made to the wording of the North/South divide.

**ACTION:** The document will be further updated based on the feedback and circulated for formal approval via email.

## 9. **Leadership of Supranational Relationships**

Simon Curtis will succeed Lisa Wade in managing Supranational Relationships, when Lisa’s term on EC ends at the end of the year. To ensure a smooth handover, Simon will work with Lisa over

the remainder of the year.

**ACTION:** Lisa and Simon to plan the handover, providing EC with an update before or during the Tallinn meeting.

## 10. Climate Risks next steps post CRTF

The future structure of the IAA climate group will be discussed at the next SPC meeting. The EC will be involved in operationalizing the decisions from the SPC and potentially from the Council, as the matter may require Council approval.

**ACTION:** EC members to send any comments or feedback on the climate and sustainability paper to Micheline for consideration before the SPC meeting.

## 11. Risk Register

The Chair noted that the risk register has been previously discussed in detail. He invited further comments from EC members.

## 12. Other Business

The Education Committee Liaison requested clarification on the scope and mandate of the Education Committee's task force on Continuing Professional Development. The Chair agreed to discuss with the Officers and clarify. He committed to discussing and clarifying the task force's scope and mandate with the officers.

**ACTION:** The Chair will discuss CPD with the Officers and provide guidance to the Education Committee Liaison.

## 13. Adjournment and Next Meeting August 20, 2024

Charles thanked everyone for their participation. Closing the meeting, he announced that the next EC meeting was scheduled for August 20<sup>th</sup>.

### 2024 EC Attendance list

Names	Jan	Mar	Apr	May Seoul Pt 1	May Seoul Pt 2	July
Charles Cowling	x	x	x	x	x	x
Bozenna Hinton	x	x	x	x	x	x
Micheline Dionne	x	x	x	x	x	x
Gunn Albertsen	x	x	x	x	x	x
Albert Beer	x	x	x	x	x	x
Simon Curtis	x	x	x	x	x	x
Clemens Frey	x	x	x	x	x	x
Jill Hoffman	x	x	x	x	x	x
Mike Lombardi	x	x	x	x	x	x
Lisa Wade	x	x	x	x	x	x
Peter Withey	x	x	x	x	x	x

