



**NATIONAL FLOOD INSURANCE PROGRAM**  
**Bureau and Statistical Agent**

**FEMA**

W-04006

**MEMORANDUM TO:** Write Your Own (WYO) Principal Coordinators and NFIP Servicing Agent

**FROM:** WYO Clearinghouse

**DATE:** January 23, 2004

**SUBJECT:** Institute for Business and Home Safety (IBHS) Executive Flood Committee Meeting

The Federal Emergency Management Agency (FEMA) and the Institute of Business and Home Safety have agreed to provide an opportunity for all non-IBHS member Write Your Own (WYO) companies to discuss matters of concern before the IBHS Executive Flood Committee.

A call for meeting notification and agenda will be distributed to all WYO Companies prior to the IBHS Executive Flood Committee meeting. Any non-IBHS member WYO Company wishing to address the Committee should contact the Committee Chair or the Committee Staff representative prior to the meeting date. Once approved, the presenter will be notified of a specific time scheduled for the presentation. Action taken will be reported to the presenter within 30 days.

The contact information is as follows:

Committee Chair: Patty Templeton-Jones  
 Telephone: 866-373-5663, ext. 4492

Committee Staff: James W. Russell  
 Telephone: 813-286-3400 ext. 111

**IBHS 2004 Meeting Schedule**

<b>Executive Flood Committee</b>	<b>IBHS General Flood Committee</b>
February 23, 2004	February 24, 2004
June 21, 2004	June 22, 2004
October 25, 2004	October 26, 2004

If you have any questions or need additional information, please contact your Program Coordinator.

Attachments

Cc: Technical Government Representative, Vendors, WYO Marketing, FIPNC, IBHS

Suggested Routing: Underwriting, Claims, Marketing

7700 HUBBLE DRIVE • LANHAM, MD 20706 • (301) 731-5300

**COMPUTER SCIENCES CORPORATION, under contract to the FEDERAL EMERGENCY MANAGEMENT AGENCY, is the Bureau and Statistical Agent for the National Flood Insurance Program**



January 22, 2004

To: IBHS Flood Committee – Executive Session and General Session

**MEETING CALL  
IBHS Flood Committee  
February 23 – 24, 2004  
Hilton Garden Inn  
Franklin Square  
815 14<sup>th</sup> St., NW  
Washington, DC**

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Chair Patty Templeton-Jones has called a meeting of the IBHS Flood Committee, Executive and General Sessions. The Executive Session meeting is on Monday, February 23, 2004 and will begin at 1:00 p.m. and will end by 5:30 p.m. The General Session on Tuesday, February 24, 2004, will begin at 8:30 AM and will end by 1:00 PM.

The agenda and any pre-meeting materials are enclosed. The minutes from the October, 2003 meetings are also included in this packet.

I look forward to seeing you in Washington, DC

Sincerely,

James W. Russell, Ed.D.  
Vice President, Outreach  
Institute for Business & Home Safety

**AGENDA**  
IBHS Flood Committee  
Executive Session  
Hilton Garden Inn  
Franklin Square  
815 14<sup>th</sup> St., NW  
Washington, DC 20005  
February 23, 2004

**I. Call to Order**

Chair, Patty Templeton-Jones will call the meeting to order at 1:00 p.m. on Monday, February 23, 2004.

- A. Antitrust and Lobby Tax Compliance Statements. These statements are enclosed and the meeting will be conducted in accordance with them.
- B. Committee Roster. A copy of the current roster will be distributed for accuracy and attendance checks.

**II. Review of Minutes**

- A. Executive Session: October 13, 2003
- B. General Session: October 14, 2003

**III. Old Business**

- A. Legislative Update
- B. Status Report: Elevation Certificate Work Group
- C. Status Report: Non-IBHS Members & the Executive Committee

**IV. New Business**

- A. Executive Committee Priorities:
  - i. Arrangement/Federal Pre-emption
  - ii. Expense allowance
  - iii. Marketing Goals
  - iv. Next Gen
- B. FIMA visit to IBHS, January 9, 2004
- C. Status Report: NFIP Authorization
- D. Status Report: The Arrangement
- E. Expense Allowance
- F. Marketing Goals/Incentive
- G. Bonus Incentive
- H. Status Report: Repetitive Loss Workshop (Dec. '03)
- I. Status Report: Policy Growth Work Groups
- J. Condo Inspection Program
- K. Discussion: RCBAP: Developer, Association, Owner
- L. Discussion: Presenting Committee position to FIMA
- M. Requested time for presentation to the Committee.
  - i. Discussion between presenter and the Committee

- ii. Committee action
- N. Other
- O. Future Meetings
  - i. June 21 –22, 2004 Hilton Garden Inn, Franklin Square, DC.
  - ii. October 25 – 26 2004 Hilton Garden Inn, Franklin Square, DC.

**V. Adjournment**

**AGENDA**  
IBHS Flood Committee  
General Session  
Hilton Garden Inn  
Franklin Square  
815 14<sup>th</sup> St., NW  
Washington, DC 20005  
February 24, 2004

**I. Call to Order**

Chair, Patty Templeton-Jones, will call the meeting to order at 8:30 a.m. on Tuesday, February 24, 2004.

- A. Antitrust and Lobby Tax Compliance Statements. These statements are enclosed and the meeting will be conducted in accordance with them.
- B. Committee Roster. A copy of the current roster will be distributed for accuracy and attendance checks.

**II. Review of Minutes**

General Session: October 14, 2003

**III. Legislative Update**

A senior FIMA official will provide an update on current legislative issues.

**IV. Old Business**

- A. Priorities of the IBHS Flood Committee. Status of:
  - i. NFIP Reauthorization
  - ii. Arrangement/Federal Pre-emption.
  - iii. Expense allowance.
  - iv. Marketing goals: efforts to assist companies.
  - v. NEXT GEN
    - 1. Could contractor/FEMA prepare a succinct (1-2 page) overview so WYO companies could introduce the effort to company leaders?
- B. Lender Compliance
- C. Program Status
- D. FIMA Management Planning Calendar.
- E. Report on the Policy Growth Work Group activity since August 21, 2003
- F. Elevation Certificate. Current Status.
- G. Unallocated Loss Adjustment.
- H. Increased Cost of Compliance.
- I. South Carolina taxing of premiums---any resolution?
- J. Organizational Chart – Mitigation Division/FIP
- K. NFIP industry committees to meet in calendar proximity to speak with coordinated voice.
- L. Other

**V. New Business**

- A. Report of Repetitive Loss Meeting (Dec. '03)
- B. NFIP Rule Making
- C. New Marketing Program

- i. Theme
  - ii. Process
  - iii. Involvement of WYO
- D. Agreement re. non-IBHS member WYO carriers and the Executive Flood Committee.
- E. Other
- F. Future meetings:
  - i. June 22, 2004, Hilton Garden Inn, Franklin Sq., Washington, DC
  - ii. October 26, 2004, Hilton Garden Inn, Franklin Sq., Washington, DC.

**VI. Adjournment**