

# ***Risk Management & Insurance Business Partnership Council Meeting (RMI-BPC) Minutes***

Friday, September 28, 2018

9:00 am – 10:30 am

ETA 101

---

## **ITEM 1. Welcome**

Discussion: Chair, Robert Norberg opened the meeting and welcomed members and guests at 9:20 am.

Data Source: N/A

Action: N/A

## **ITEM 2. Minutes - Approvals**

Discussion: Minutes were approved from June 26, 2018 meeting.  
Minutes were approved from August 31, 2018 meeting.

Data Source: N/A

Action: Motion offered by Brett Friedenborg, Seconded Kelly Straub.

Vote: All in favor. None opposed

Motion offered by Lina Jankus, Seconded Nirio Rubiera.

Vote: All in favor. None opposed.

## **ITEM 3. Old Business**

Discussion: ***Panel Discussion Update***

- Jenny shared the following update:
  - ✓ Event Title – “Panel Discussion - Risk Management & Insurance
  - ✓ Discussion Topic(s) – Come to listen to what they do, how they got there, and advice on how you can get your dream job too!”
  - ✓ Mediator – Robert Norberg
  - ✓ Students registration <http://www.palmbeachstate.edu/forms/registration/Default.aspx?id=1074> At this time, 25 students have registered and two adjuncts will bring their classes to the event.
  - ✓ Refreshments sponsored *Independent Insurance Agents of Palm Beach County (IIAPBC)* Mr. Robert, Lina and Nirio will provide refreshments.
  - ✓ Date/time – 6pm – 7:30 pm
  - ✓ Location – Public Safety Training Center (See LW Campus map)
  - ✓ Setup – 4-person panel discussion. Two tables with chairs at the front of the room for the panel speakers to sit with 2-4 microphones. Microphone for the moderator. Wireless microphone for the audience to ask questions to be located in the aisle between the table/chairs. Rows of tables and chairs facing the front, with an opening in the middle, along with extra chairs on the sides of the room. Two 6-ft tables in the back of the room for the food. Table and chair for outside of the room (for the check-in process). Two large garbage bins inside the room to the sides.
  - ✓ Outreach – Flyers, PBSC Calendar, FB, and other social media
  - ✓ Panelists – Aubrey Breneman, Lee Wiglesworth, Nasir Billoo and Lina Jankus

Data source: N/A

Action: ***Panel Discussion Update***

- Jenny will continue promoting the event college-wide, social media

platforms and other venues.

Discussion:

***Curriculum Update***

- Jenny was able to share the following update:
  - Jenny stated to justify an emergency curriculum action; we must show the high demand of students waiting to get into the program. Unfortunately, it is not the case.
  - Jenny provided a timeline and the curriculum process outline to the members.

Data source:

<https://www.palmbeachstate.edu/curriculum-development/members-and-schedules.aspx>

Action:

***Curriculum Update***

- Jenny will submit paperwork to Curriculum Department as soon as she can.

Discussion:

***BPC Goals and Objectives for 2018-2019*** (Increase Enrollment 2017-2018)

- Members made a motion to continue focusing on increasing the enrollment.

Data Source:

N/A

Action:

- Members made a motion to increase enrollment.  
Motion offered by Kelly Straub and seconded by Nirio Rubiera.  
Vote: All in Favor. None opposed.

**ITEM 5.**

**Meeting Evaluation**

Discussion:

Attendees were given Evaluation Forms to fill out.

Data Source:

N/A

Action:

Jenny will save the surveys.

**ITEM 6.**

**Next Meeting Date**

Discussion:

It was decided the next BPC meeting will be held on Thursday, November 8, 2018 at 2:00 pm at Palm Beach State College in the LW Campus, Room to be determined.

Data Source:

N/A

Action:

Jenny will send a calendar invite.

**ITEM 7.**

**Adjourn**

Discussion:

Meeting adjourned at 10:30 am.

Data Source:

N/A

Action:

N/A

**ATTENDEES:**

**VOTING MEMBERS**

Robert Norberg – President of Independent Insurance Association of Palm Beach County (IIAPBC)  
Brett Friedenburg – LUTCF Financial Services/Agent, Farm Bureau Insurance  
Nirio Jorge Rubiera, CEO - Walter Agency  
Lina Jankus – Lina Jankus Association Group  
Kelli Straub – Jacob Insurance agency

**BUSINESS AND ADMINISTRATION TEAM:**

Jenny L. Posadas – Program Director

**GUESTS:**

Karen Handy, Student Development Advisor II – Palm Beach State College  
Suzanne Prior, Career Development Advisor II – Palm Beach State College

Submitted by: Jenny L. Posadas  
Scribe

Approved