

PRODUCER LICENSING (D) TASK FORCE

Producer Licensing (D) Task Force March 23, 2026, Minutes

Producer Licensing (D) Task Force Feb. 25, 2026, Minutes (Attachment One)

Adjuster Licensing (D) Working Group March 18, 2026, Minutes (Attachment Two)

Producer Licensing Uniformity (D) Working Group March 17, 2026, Minutes (Attachment Three)

Producer Licensing Uniformity (D) Working Group Feb 17, 2026, Minutes (Attachment Four)

Producer Licensing Uniformity (D) Working Group Dec. 18, 2025, Minutes (Attachment Five)

Uniform Education (D) Working Group March 11, 2026, Minutes (Attachment Six)

Uniform Education (D) Working Group Feb. 24, 2026, Minutes (Attachment Seven)

Draft Pending Adoption

Draft: 4/1/26

Producer Licensing (D) Task Force
Virtual Meeting
March 23, 2026

The Producer Licensing (D) Task Force met March 23, 2026. The following Task Force members participated: Vicki Schmidt, Chair, represented by Monicka Richmeier (KS); Scott A. White, Vice Chair, represented by Richard Tozer (VA); Heather Carpenter represented by Kayla Erickson (AK); Charles Bassett represented by Lori Dreaver Munn (AZ); Ricardo Lara represented by Charlene Ferguson (CA); Michael Conway represented by Rolf Kaumann and JT Thompson (CO); Trinidad Navarro represented by Susan Jennette (DE); Dean L. Cameron (ID); Ann Gillespie represented by Sara Stanberry (IL); Sharon P. Clark represented by Shawn Boggs (KY); Timothy J. Temple represented by Matthew Stewart (LA); Marie Grant represented by Mary Kwei (MD); Robert L. Carey represented by Timothy N. Schott (ME); Angela L. Nelson represented by Marjorie Thompson (MO); Mike Chaney represented by Vanessa C. Miller (MS); Jon Godfread represented by Susan Daou (ND); Eric Dunning, Kevin Schlautman, Martin Swanson, and Connie Van Slyke (NE); Alice T. Kane represented by Vanessa DeJesus (NM); Judith L. French represented by Chrstina Reeg (OH); Glen Mulready represented by Erin Wainner and Courtney Khodabakhsh (OK); Elizabeth Kelleher Dwyer represented by Rachel Chester and Mariel Garcia (RI); Larry D. Deiter (SD); Amanda Crawford represented by Jodie Delgado and Matthew Tarpley (TX); Patty Kuderer represented by Andrew Davis (WA); Nathan Houdek represented by Jamie Adams (WI); and Allan L. McVey represented Robert Grishaber (WV).

1. Adopted its Feb. 25 Minutes

The Task Force met Feb. 25. During this meeting, it took the following action: 1) adopted its 2025 Fall National Meeting minutes (*see NAIC Proceedings – Fall 2025, Producer Licensing (D) Task Force*); 2) discussed its 2026 priorities; 3) discussed NAIC website updates and enhancements; and 3) discussed its meeting schedule.

Stewart made a motion, seconded by Miller, to adopt the Task Force’s Feb. 25 minutes (Attachment One). The motion passed unanimously.

2. Received an Overview of its 2026 Priorities

Richmeier provided an overview of the Task Force’s priorities for 2026: 1) continued review and potential updates to the 18 U.S.C. §1033 written consent processes; 2) completion of the comprehensive review of the *State Licensing Handbook*; 3) administration of the annual survey assessing state licensing uniformity and reciprocity; 4) evaluation of the security and oversight of remote producer licensing examinations; 5) review and potential revisions to the continuing education (CE) course guidelines; 6) review of adjuster licensing guidelines, including Designated Home State (DHS) issues; and 7) advancement of uniformity for appointment terminations for cause and state-to-state transfers.

3. Heard a Report from NIPR on its Initiatives

Director Deiter said the National Insurance Producer Registry (NIPR) Board of Directors met March 22. He said NIPR experienced a strong operational and fiscal year in 2025, including record revenues of more than \$100.8 million and processing of more than \$1.38 billion in state fees. Director Deiter said NIPR received and approved a clean audit report as presented by the NIPR’s independent auditor.

Eric Saul (NIPR) provided updates on the following NIPR initiatives:

- **Uniform Licensing Application:** The implementation of adopted amendments to the NAIC Uniform Licensing Applications is scheduled for April 10. NIPR has conducted extensive coordination with states and industry

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stakeholders to ensure a synchronized rollout, including multiple communications, technical guidance documents, and preparatory webinars.

- **Producer Licensing Zone Trainings:** The in-person Northeast Zone training is scheduled for May 19–21 in Boston, MA, and the Southeast Zone training is scheduled for June 16–18 in Louisville, KY. NIPR will fund attendance for up to two regulators per state.
- **State Support Initiatives:** NIPR continues to support state insurance regulators through expanded licensing capabilities and assistance. This includes supporting states by implementing new license classes, including pharmacy benefit managers (PBMs), appointment renewals, and preneed and adjuster licensing.
- **Product Enhancements:** NIPR plans to launch a redesigned “License Hub” platform during the summer, which will align licensing, reporting, and website platforms under a unified interface. NIPR plans a redesign of the Attachments Warehouse with opportunities for state input.
- **Strategic Planning:** NIPR is developing its next three-year strategic plan and emphasized continued engagement with regulators and the Producer Licensing (D) Task Force during that process.

4. Heard a Presentation from SILA on Appointment Terminations for Cause

Sherry Coleman (SILA) provided an overview of the organization and its membership, which includes state insurance regulators, insurance carriers, industry associations, and technology solution providers. Coleman said SILA members raised concerns regarding appointment terminations for cause, prompting the formation of a dedicated task group in 2025. Coleman said the task group developed a comprehensive state-by-state chart illustrating the lack of uniformity in termination-for-cause requirements, processes, and timelines.

Kelly Darmetko (John Hancock Life Insurance) presented a draft standardized termination-for-cause notification form. She said the proposed form is intended to: 1) provide consistent, upfront notification to all states in which an individual is licensed or appointed; 2) improve transparency regarding alleged misconduct, investigations, and potential consumer harm; 3) reduce administrative burdens for carriers and regulators; and 4) enable more timely regulatory review and response. Darmetko described current challenges faced by carriers, including inconsistent state requirements, multiple submission methods, limited data standardization, and inefficiencies that can delay regulatory awareness. She said the proposed form would allow state insurance regulators to quickly assess whether additional follow-up or investigation is warranted.

Ferguson raised questions regarding confidentiality and the handling of sensitive information contained in termination notifications. Coleman and Darmetko responded by explaining that future objectives of SILA include the development of a secure, limited-access submission platform. Tozer recognized challenges associated with receiving termination notifications through multiple channels and difficulties identifying appropriate carrier contacts. Swanson emphasized the value of receiving timely information related to consumer harm caused by appointed producers to support prompt investigative decision-making.

Richmeier said the advancement of uniformity for appointment terminations for cause would remain a priority for the Task Force.

5. Discussed the 18 U.S.C. §1033 Written Consent Template – Definition of Conviction

Tozer introduced the agenda item addressing the definition of “conviction” within the 18 U.S.C. §1033 written consent template. Lisa Brown (American Property Casualty Insurance Association—APCIA) said the APCIA is concerned that the current draft of the template could create compliance challenges due to differing state definitions of conviction, particularly with respect to sealed or expunged records. Brown requested additional NAIC guidance to clarify how multistate licensing determinations should address these legal differences.

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Tozer described recent legislative changes in Virginia that prohibit state insurance regulators from accessing or considering sealed records and recognized that this might have nonresident licensing implications in other states. Ferguson said California's long-standing interpretation of 18 U.S.C. §1033, requires the disclosure of nolo contendere pleas, no-contest pleas, sealed, expunged, or dismissed convictions. Ferguson emphasized the importance of full disclosure to allow each state to apply its own legal standards.

Brown said there continues to be concerns regarding conflicting legal obligations when resident states, such as Virginia, prohibit the collection of sealed-record information. Tozer said the Task Force may need to survey states regarding their treatment of sealed and expunged records in licensing decisions. Tozer concluded the discussion by noting that additional analysis and potential template revisions would be required.

6. Adopted the Reports of its Working Groups

A. Adjuster Licensing (D) Working Group

Chester said the Working Group is continuing its review of DHS qualifications for adjuster licensing, with particular attention to inconsistencies among state requirements and the impact those differences may have on non-resident licensure. Chester noted that the Working Group is discussing opportunities to improve data accuracy, consistency, and usability of adjuster licensing data in the NIPR Producer Database (PDB). Chester said the Working Group has identified more than 200 state-specific, non-uniform application questions that warrant further review.

B. Producer Licensing Uniformity (D) Working Group

Schlautman said the Working Group is continuing its chapter-by-chapter review of the *State Licensing Handbook* (Handbook), focusing on identifying areas where state practices diverge from NAIC-adopted uniform standards. Schlautman said the Working Group has compiled and organized Uniform Licensing Standards (ULS) across multiple Handbook chapters and has begun assessing state compliance with those standards. This analysis is intended to provide greater transparency regarding areas of uniformity, as well as persistent gaps. Schlautman said the Working Group plans to complete its review of the remaining Handbook chapters and state compliance with the ULS this year.

C. Uniform Education (D) Working Group

Delgado said the Working Group is reviewing continuing education (CE) reciprocity provisions and identifying areas where additional clarity or consistency may be beneficial for both state insurance regulators and licensees. Delgado said the Working Group is revising relevant *State Licensing Handbook* chapters, including sections addressing webinar-based and classroom-based CE courses. Delgado said the Working Group has been reviewing the NAIC Standardized Instructor Form for potential revision to develop more uniform criteria across jurisdictions.

Swanson made a motion, seconded by Munn, to adopt the reports of the Adjuster Licensing (D) Working Group, including its March 18 minutes (Attachment Two); the Producer Licensing (D) Uniformity Working Group, including its March 17 (Attachment Three), Feb. 17 (Attachment Four) and Dec. 18 (Attachment Five) minutes; and the Uniform Education (D) Working Group, including its March 11 (Attachment Six) and Feb. 24 (Attachment Seven) minutes. The motion passed unanimously.

7. Discussed the Use of the Updated NAIC Uniform Applications for Adjuster Licensing

Greg Welker (NAIC) said committee support undertook a review of legacy and duplicative adjuster application forms that were still accessible through the NAIC website. Welker said the outdated forms created potential confusion for applicants and state insurance regulators and were no longer aligned with current Task Force policy

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or uniformity objectives. Welker reported that committee support coordinated with relevant working groups and stakeholders to confirm that the revised Uniform Application adequately addressed regulatory needs and that the outdated adjuster applications were removed from the NAIC website.

8. Discussed Producer Licensing Examination Pass Rates

Tozer said committee support collected 2025 examination pass rate information across states, including a comparative review of remote and in-person testing. Tozer said this information is collected to better understand examination outcomes and identify potential trends in pass rates. Tozer said the data indicated that overall pass rate patterns were generally consistent across testing formats but said states may want to conduct further review of testing environments. Tozer said the pass rate data has been posted to the NAIC weblink of the Uniform Education (D) Working Group for informational purposes as states evaluate examination security, remote testing protocols, and potential future enhancements to licensing examinations.

Having no further business, the Producer Licensing (D) Task Force adjourned.

SharePoint/NAIC Support Staff Hub/Committees/Committee Folders/D CMTE/2026 Spring/PLTF

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Producer Licensing (D) Task Force
Virtual Meeting
February 25, 2026

The Producer Licensing (D) Task Force met Feb. 25, 2026. The following Task Force members participated: Vicki Schmidt, Chair, represented by Monicka Richmeier (KS); Scott A. White, Vice Chair, represented by Richard Tozer (VA); Heather Carpenter represented by Kayla Erickson (AK); Ricardo Lara represented by Charlene Ferguson (CA); Michael Conway represented by Rolf Kaumann (CO); Karima M. Woods represented by Sheila Parker-Johnson (DC); Doug Ommen (IA); Dean L. Cameron (ID); Ann Gillespie represented by Justin Hammersmith (IL); Timothy J. Temple represented by Lorie Gasior (LA); Marie Grant represented by Lorelei Brillante (MD); Robert L. Carey represented by Timothy N. Schott (ME); Anita G. Fox represented by Michele Riddering (MI); Grace Arnold represented by Sarah J. Adam (MN); Angela L. Nelson represented by Marjorie Thompson (MO); Mike Chaney represented by Vanessa C. Miller (MS); Jon Godfread represented by Robyn Krile (ND); Eric Dunning and Kevin Schlautman (NE); Alice T. Kane represented by Lillian Baros (NM); Judith L. French represented by Christina Reeg (OH); Glen Mulready represented by Erin Wainner and Courtney Khodabakhsh (OK); TK Keen represented by John Haworth (OR); Elizabeth Kelleher Dwyer represented by Rachel Chester and Matthew Gendron (RI); Larry D. Deiter represented by Tony Dorschner (SD); Amanda Crawford represented by Jodie Delgado (TX); Patty Kuderer represented by Andrew Davis (WA); Nathan Houdek represented by Melody Esquivel (WI); and Allan L. McVey represented Robert Grishaber (WV).

1. Heard Opening Remarks

Richmeier welcomed everyone to the Task Force's first meeting of 2026 and said she would be representing Commissioner Schmidt this year. Tozer said he would be representing Commissioner White this year. Richmeier thanked Director Deiter and Commissioner Sharon P. Clark (KY) for their prior leadership of the Task Force.

Richmeier said Chester will chair the Adjuster Licensing (D) Working Group, and Gasior will serve as vice chair. Richmeier said Schlautman will chair the Producer Licensing Uniformity (D) Working Group, and Jill Huisken (MI) will serve as vice chair. Richmeier said Delgado will chair the Uniform Education (D) Working Group, and Erickson will serve as vice chair.

2. Adopted its 2025 Fall National Meeting Minutes

Chester made a motion, seconded by Miller, to adopt the Task Force's Dec. 10, 2025, minutes (*see NAIC Proceedings – Fall 2025, Producer Licensing (D) Task Force*). The motion passed unanimously.

3. Discussed its 2026 Priorities

Tozer said one of the Task Force's 2026 priorities is to finalize the 1033 waiver template. Tozer said the Task Force adopted the template at the 2025 Summer National Meeting, but it was returned to the Task Force for further review due to industry's concerns about differences in state definitions of "conviction."

Schlautman said the Producer Licensing Uniformity (D) Working Group will finalize its review of the *State Licensing Handbook* and its survey of states regarding compliance with the NAIC licensing uniformity and reciprocity standards.

Richmeier said the Task Force will collaborate with its working groups to evaluate the security of remote licensing examinations.

Delgado said the Uniform Education (D) Working Group will review and, as necessary, update the continuing education (CE) course guidelines related to webinar delivery.

Chester said the Adjuster Licensing (D) Working Group will continue its review of the use of Designated Home State (DHS) and states reporting DHS data to the State Producer Licensing Database (SPLD). Chester said the Working Group will address how to prevent adjuster licensing applicants from forum shopping when selecting a DHS. Chester said the Working Group will review state-specific adjuster qualification questions and work toward creating greater uniformity across states.

Richmeier said the Task Force will review state processes and forms used for appointment terminations for cause, with the goal of improving uniformity and efficiency where possible.

4. Discussed NAIC Website Updates and Enhancements

Tim Mullen (NAIC) said he is seeking feedback on how to improve the communication and accessibility of producer licensing materials on the NAIC website. Mullen said that while many adopted documents are available online, they can be difficult to locate. The goal is to make information more accessible to regulators, industry, and other stakeholders.

5. Discussed its Meeting Schedule

Richmeier reviewed upcoming meeting dates and said the Task Force and its working groups will hold monthly meetings. Richmeier said she aims to increase collaboration among state licensing directors, noting changes in states and the value of building stronger communication networks.

Having no further business, the Producer Licensing (D) Task Force adjourned.

<https://naiconline.sharepoint.com/mcas.ms/sites/NAICSupportStaffHub/Member%20Meetings/Forms/AllItems.aspx?id=%2Fsites%2FNAICSupportStaffHub%2FMember%20Meetings%2FD%20CMTE%2F2026%20Spring%2FPLTF%2FFeb%2E%2025%20Call&viewid=f3607f0a%2D50f9%2D4459%2Dabe6%2Db05a81eb72f9&newTargetListUrl=%2Fsites%2FNAICSupportStaffHub%2FMember%20Meetings&viewpath=%2Fsites%2FNAICSupportStaffHub%2FMember%20Meetings%2FForms%2FAllItems%2Easpx>

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Adjuster Licensing (D) Working Group
Virtual Meeting
March 18, 2026

The Adjuster Licensing (D) Working Group of the Producer Licensing (D) Task Force met March 18, 2026. The following Working Group members participated: Rachel Chester, Chair (RI); Lorie Gasior, Vice Chair (LA); Charlene Ferguson (CA); Jill Husken (MI); Vanessa DeJesus (NM); Courtney Khodabakhsh (OK); Michael Fissel (PA); and Randy Overstreet and Lisa Hastings (WY). Also participating were: Melanie Frechette (GA); Lee Ellen Webb (KY); Tracey Cunningham (ME); and Angela Hatchell (NC).

1. Discussed its 2026 Priorities

Chester said the Working Group had a successful 2025, finalizing the review of Chapter 18—Adjusters of the *State Licensing Handbook* and continuing discussions regarding Designated Home State (DHS) and adjuster reciprocity and uniformity. Chester said she has discussed with Gasior and prepared a solid plan for the year to ensure significant progress within the Working Group. She emphasized that the focus is on independent adjuster licensing, as well as those jurisdictions with company/staff adjuster requirements. Chester clarified that the Working Group is not addressing public adjuster licensing issues and highlighted the diversity of jurisdictions represented, including those requiring independent adjuster licensing, company/staff licensing, both, or neither. She reminded Working Group members to consider this diversity when voting on items specific to licensing types and noted the inclusion of non-reciprocal jurisdictions in the Working Group.

Chester said Rhode Island encounters challenges during staffing changes, process improvements, and the transition from software services. She stated the importance of improving application processing times and the impact of business rule changes, including cutting down on paper applications and cross-training staff. She explained that Rhode Island became a popular DHS choice due to improved licensing times but found that many applicants were company staff adjusters who could have been licensed in their resident state. She stated the complexities of licensing New York residents as DHS holders, which require annual security reviews and extra work for her team. These experiences led Rhode Island to stop allowing New York residents to select Rhode Island as their DHS, opening the door for other states to establish their own DHS guidance.

Chester said decisions in regulatory processes often take years and are made to ensure trust and reliability among state insurance regulators and between regulators and industry. She said the Working Group members have done a great job through collaborative efforts, with improvements made in communications, intake, review processes, and data reliability. Chester said there are three key agreements among regulators: 1) individuals should not select the least restrictive DHS state; 2) accountability should be enforced for DHS selection; and 3) state producer licensing databases must be reliable and accessible for other regulators.

2. Discussed NUQs

Chester said the next topic for discussion is non-uniform questions (NUQs) on adjuster applications. She requested states to review their own questions and consider their effectiveness.

Khodabakhsh said Oklahoma's process for NUQs emphasizes that exam and continuing education (CE) state questions are self-reported and typically verified through the Producer Licensing Database (PDB) or direct access to CE transcripts.

Cunningham described Maine's use of NUQs as a verification tool and referenced historical application records for DHS clean-up efforts.

Gasior said Louisiana uses the same practices, noting the challenges of independently verifying exam and CE information and the importance of matching applicant responses to PDB records.

Chester said that she encourages states to review their questions and that the Working Group will discuss the NUQs further throughout the year.

3. Discussed DHS Qualifications

Chester said the next topic for discussion is the DHS qualifications. She said the minimal qualifications include an exam, national criminal background check, and CE. The Working Group discussed how states oversee requirements and the urge for states that do not have CE requirements to consider allowing DHS selection, as this complicates reciprocity and escalates issues for applicants seeking broader licensure.

Chester said that she recognizes the need for thoughtful reciprocity agreements among states to avoid overwhelming specific jurisdictions and ensure long-term solutions. She advised regulators to review how DHS information is stored, updated, and transmitted within their records and to ensure accurate reflection in the PDB. She emphasized that understanding these processes is crucial for achieving commonality and addressing practical licensing challenges.

Having no further business, the Adjuster Licensing (D) Working Group adjourned.

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Producer Licensing Uniformity (D) Working Group
Virtual Meeting
March 17, 2026

The Producer Licensing Uniformity (D) Working Group of the Producer Licensing (D) Task Force met March 17, 2026. The following Working Group members participated: Kevin Schlautman, Chair (NE); Jill Huisken, Vice Chair (MI); Kayla Erickson (AK); Charlene Ferguson (CA); Shelley Taylor-Barnes (MD); Susan Daou (ND); Vanessa DeJesus (NM); Lindsey Jones (OH); Courtney Khodabakhsh (OK); Mariel Garcia (RI); Tony Dorschner (SD); Randy Overstreet (UT); Richard Tozer (VA); Nicole Rayl (WA); Melody Esquivel (WI); and Lisa Hastings (WY). Also participating were: Sara Stanberry (IL); Monicka Richmeier (KS); and Vanessa C. Miller (MS).

1. Adopted its Feb. 17 Minutes

The Working Group met Feb. 17 and took the following action: 1) discussed its 2026 charges and priorities.

Khodabakhsh made a motion, seconded by Chester, to adopt the Working Group's Feb. 17 minutes. The motion passed unanimously.

2. Discussed *State Licensing Handbook*, Chapter 12—Business Entity

Schlautman said the next item on the agenda is to discuss the NAIC *State Licensing Handbook*, specifically Chapter 12—Business Entities. He said the Working Group has completed reviews of Chapters 6—Prelicensing Education, 8—Testing Programs, 9—Lines of Insurance, 10—Surplus Lines, 11—Appointments, 14—Continuing Education, and 18—Adjuster. Schlautman said the plan of action for the Working Group will be to begin reviewing Chapter 12 and then move on to the remaining chapters, including 13—Temporary Licenses, 19—Bail Bonds Agent, 24—Managing General Agents, 25—Multiple Employer Welfare Arrangements, and 30—Viatical and Life Settlement Broker. This work is in addition to drafting new chapters, including one on pharmacy benefit managers (PBMs).

Schlautman said Chapter 12 was distributed to the Working Group with a deadline of March 16 for comments. He said the Working Group received comments from California and Ohio. Schlautman said their comments focused mainly on grammar cleanup but noted that the most substantive edit was to remove a reference to a 2010 review and instead state that the issue had previously been considered as part of efforts to streamline producer licensing. The Working Group discussed and agreed with the edit.

Ferguson said California's edits reflected committee changes and clarified reciprocity issues for business entities, changing language from "should not" to "may not" regarding additional document attachments that could interfere with reciprocity. Ferguson also proposed adding language requiring a business entity to file articles of incorporation or organization with the Secretary of State upon changing its type.

Schlautman questioned the Working Group on whether this requirement applied to residents or non-residents and noted that many states require the Secretary of State to document a non-resident's identity before issuing a non-resident license, contrary to NAIC guidance.

Stanberry said Illinois law requires registration with the Secretary of State for all entities doing business in the state and found the NAIC's legal advice against such a requirement surprising. The Working Group discussed similar requirements in their states, noting registration was checked for residents and that non-residents were reminded of the requirement.

Wes Bissett (Independent Insurance Agents & Brokers of America—IIABA) said requiring proof of registration for non-resident entities would be troubling, as it is not required by the *Producer Licensing Model Act* (#218) and could slow down the licensing process. He said the Model Business Corporation Act (MBCA) contained exemptions and requirements outside insurance regulators' purview, being the responsibility of the Secretary of State. Bissett also found California's proposed language unclear and cautioned against exceptions based on state-specific practices.

Ferguson said Model #218 requires all producers, including business entities, to notify the commissioner for approval prior to using an assumed name. Ferguson said name approval was required in California. The Working Group discussed and determined to process the same for name approval or disapproval.

Ferguson said the next suggested edits involved moving references from the NAIC Executive (EX) Committee to show the correct committee, task force, or working group. She said California had a question concerning Section 6(B)(2) of Model #218, which addresses the requirement for business entities to designate a responsible producer. She said in California, the designated producer must hold the license qualification for the business entity's appointment, whereas in other states, any affiliated agent can hold the necessary authority. The Working Group discussed noting differences regarding whether the designated producer must match all lines of authority or simply be responsible for compliance.

Overstreet said Model #218 did not intend for designated producers to be licensed in every category, but that someone must hold the relevant authority for the agency to transact business. Schlautman said the current language appeared contradictory and suggested rewording or relocating the discussion to Chapter 11—Appointments. Bissett agreed that the proposed change conflicted with the model act and longstanding NAIC guidance. The Working Group discussed and agreed to create new language.

Schlautman said the Working Group will continue to accept comments on Chapter 12 and advised sending all comments to Greg Welker (NAIC). He said the Working Group will continue with Chapter 12 and then move to reviewing Chapter 13—Temporary Licenses.

3. Discussed Uniform Licensing Standards

Schlautman said that in 2025, the Working Group began collecting updated state Uniform Licensing Standards (ULS). He said they were last updated in 2017. Schlautman said to date, they have collected 43 state responses. He said NAIC committee support will reach out to the remaining states to achieve all state responses. He said the charts will be compiled, and the Working Group will review to determine low-compliance areas.

Having no further business, the Producer Licensing Uniformity (D) Working Group adjourned.

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Producer Licensing Uniformity (D) Working Group
Virtual Meeting
February 17, 2026

The Producer Licensing Uniformity (D) Working Group of the Producer Licensing (D) Task Force met Feb. 17, 2026. The following Working Group members participated: Kevin Schlautman, Chair (NE); Jill Huisken, Vice Chair (MI); Kayla Erickson (AK); Charlene Ferguson (CA); Shelley Taylor-Barnes (MD); Susan Daou (ND); Vanessa DeJesus (NM); Lindsey Jones (OH); Courtney Khodabakhsh (OK); Mariel Garcia (RI); Tony Dorschner (SD); Randy Overstreet (UT); Richard Tozer (VA); Nicole Rayl (WA); Melody Esquivel (WI); and Lisa Hastings (WY). Also participating was: Vanessa C. Miller (MS).

1. Discussed its 2026 Charges and Priorities

Schlautman said the Working Group's 2026 charges are to:

- Work closely with state producer licensing directors and exam vendors to ensure that: 1) the states achieve full compliance with the standards in order to achieve greater uniformity; and 2) the exams test the qualifications for an entry-level position as a producer.
- Provide oversight and ongoing updates to the *State Licensing Handbook*, as needed.
- Monitor and assess the state implementation of the Uniform Licensing Standards (ULS), and update the standards, as needed.
- Review and update the NAIC's uniform producer licensing applications and uniform appointment form, as needed, and provide any recommended updates to the Producer Licensing (D) Task Force by the Summer National Meeting.

Schlautman said that in 2025, the Working Group began reviewing the *State Licensing Handbook*. He said that throughout the year, the Working Group completed the review of Chapter 9—Lines of Insurance, Chapter 10—Surplus Lines Producer Licenses, and Chapter 11—Appointments. He said the Adjuster Licensing (D) Working Group completed the review of Chapter 18—Adjusters, and the Uniform Education (D) Working Group completed the review of Chapter 6—Prelicensing Education, Chapter 8—Testing Programs, and Chapter 14—Continuing Education.

Schlautman said the focus for 2026 is to review the remaining chapters, including Chapter 12—Business Entity, Chapter 13—Temporary Licenses, Chapter 19—Bail Bond Agents, Chapter 24—Managing General Agents, Chapter 25—Multiple Employer Welfare Arrangements, and Chapter 30—Viatical and Life Settlement Brokers. He said there was also discussion about possibly adding a pharmacy benefit manager (PBM) chapter.

Schlautman said other possible topics for the year include the continued efforts to obtain remaining state self-report charts for the ULS and discussions regarding uniformity in the 1033 waiver process.

Schlautman said the Working Group has scheduled conference calls throughout the year that will take place on the third Tuesday of each month. He said the meeting invites have been distributed and can be found on the NAIC public calendar and the Working Group's web page.

Schlautman said the Working Group may need to revisit any tabled items from prior chapters, including just-in-time appointments and surplus lines/resident surplus licenses. He said the Working Group may need to review the remaining chapters not listed last year to confirm the handbook was reviewed as a whole.

Having no further business, the Producer Licensing Uniformity (D) Working Group adjourned.

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Draft: 3/31/26

Producer Licensing Uniformity (D) Working Group
Virtual Meeting
December 18, 2025

The Producer Licensing Uniformity (D) Working Group of the Producer Licensing (D) Task Force met Dec. 18, 2025. The following Working Group members participated: Courtney Khodabakhsh, Chair (OK); Monicka Richmeier, Vice Chair (KS); Peggy Dunlap (AR); Charlene Ferguson (CA); Lori Thomason (ID); Lorelei Brillante (MD); Jill Huisken (MI); Tynesia Dorsey (OH); Tony Dorschner (SD); Randy Overstreet (UT); Richard Tozer (VA); Jeff Baughman (WA); and Lisa Hastings (WY).

1. Discussed the *State Licensing Handbook*

Khodabakhsh said the Working Group last met in October to finalize the review of the following chapters of the *State Licensing Handbook* (Handbook): Chapter 9—Lines of Insurance, Chapter 10—Surplus Lines Producer Licenses, and Chapter 11—Appointments. She said the purpose of today’s meeting is to secure a verbal approval from Working Group members that the final revisions are completed and approved. Khodabakhsh said the Working Group will continue to work on the remaining chapters in 2026, and the Handbook will be adopted as one adoption, not individual chapters.

Khodabakhsh reviewed Chapter 9, Chapter 10, and Chapter 11. The Working Group discussed and unanimously approved all revisions.

Having no further business, the Producer Licensing Uniformity (D) Working Group adjourned.

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Draft: 3/30/26

Uniform Education (D) Working Group
Virtual Meeting
March 11, 2026

The Uniform Education (D) Working Group of the Producer Licensing (D) Task Force met March 11, 2026. The following Working Group members participated: Jodie Delgado, Chair (TX); Kayla Erickson, Vice Chair (AK); Charlene Ferguson (CA); Lorelei Brillante (MD); Vanessa C. Miller (MS); Vanessa DeJesus (NM); Lindsey Jones (OH); Tony Dorschner (SD); Shauna Clements and Tony Clayton (VA); and Nicole Rayl (WA).

1. Adopted its Feb. 24 Minutes

The Working Group met Feb. 24 to discuss its 2026 charges and priorities.

DeJesus made a motion, seconded by Ferguson, to adopt the Working Group's Feb. 24 minutes. The motion passed unanimously.

2. Discussed the CER Agreement

Delgado said the next item on the agenda is to discuss the Continuing Education Reciprocity (CER) Agreement, specifically Appendix C. She said an email was distributed soliciting comments on Appendix C with a deadline of March 23. Delgado said that, while the comment period is still open, she would like to open the discussion with the Working Group for initial feedback.

Tozer said it may be helpful to separate traditional classroom guidelines from those for webinar/webcast delivery. Delgado said that classroom guidelines might need to be more clearly emphasized before addressing the webinar guidelines. Brillante said many states no longer differentiate between classroom and webinar attendance, but webinars require more stringent attendance verification, such as polling questions, due to the lack of face-to-face interaction. Tozer said that classroom verification is a simplified process due to in-person sign-ins and visual confirmation, whereas webinars demand additional measures to ensure attendance and attention. The Working Group discussed differences among states in categorizing live courses. Some states treat all live presentations as classroom courses, while others require separate approvals for classroom and webinar courses. Delgado said it will be helpful to collect input from states and providers regarding course categorization and instruction methods.

3. Discussed Introductory Statement Guidelines

Erickson explained that a survey would be created to collect information from states about their practices. Delgado asked if it would be valuable to pursue uniform guidelines for such statements and to understand the origins and motivations for these requirements across states. The Working Group discussed and agreed.

4. Discussed Course Approval Letters

Delgado said the question for the Working Group is whether states issue different letters for home state versus reciprocal and how they indicate home-state reviews.

Richmeier said Kansas revised its approval letters to clarify the review type after issues arose with providers misusing them. She described the challenges of verifying home-state approval and the need to reach out to other states when letters are unclear.

Chester said Rhode Island does not issue a home-state letter but relies on public course lookup systems for verification. The Working Group discussed echoing the importance of clearly indicating home-state approval and expiration or renewal dates on letters, as ambiguity complicates the review process. The Working Group discussed that not all systems require the home state to be indicated, further complicating verification.

Delgado said adding a home-state approval line to letters might be valuable. The Working Group discussed states that do not issue approval letters, and it was determined that a survey will be needed to collect information on course approval letters and state practices. Delgado said the Working Group will have further discussions on this topic.

5. Discussed Past Rates

Delgado said the 2025 pass rate data has been collected from the exam vendors and that data will be compiled and posted by April 3. The CER reciprocity web page had also been updated and was now easier to access, and the 2025 pass rates would be posted by April 3.

6. Discussed the Standardized Instructor Form and Application

Delgado said the Working Group will review the Standardized Uniform Instructor Form. She said the guidelines were previously adopted by NAIC leadership and are on the CER web page. Delgado said the form will be distributed for review and, during the Working Group's April meeting, considered for adoption.

Having no further business, the Uniform Education (D) Working Group adjourned.

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Draft: 3/12/26

Uniform Education (D) Working Group
Virtual Meeting
February 24, 2026

The Uniform Education (D) Working Group of the Producer Licensing (D) Task Force met Feb. 24, 2026. The following Working Group members participated: Jodie Delgado, Chair (TX); Kayla Erickson, Vice Chair (AK); Charlene Ferguson (CA); Lorelei Brillante (MD); Vanessa C. Miller (MS); Vanessa DeJesus (NM); Lindsey Jones (OH); Tony Dorschner (SD); Shauna Clements and Tony Clayton (VA); and Nicole Rayl (WA).

1. Discussed its 2026 Charges and Priorities

Delgado said the Working Group will focus on its charges and priority items, such as the review of the NAIC Continuing Education Reciprocity (CER) Agreement appendices, which include the continuing education (CE) audit procedures, guidelines for webinars and classrooms, and the self-study audit form. She said that in 2025, the Working Group discussed the need to review these documents and update them accordingly. Delgado stated that the Working Group has also discussed the importance of achieving uniformity in the introductory statements of application materials and explored strategies for surveying jurisdictions regarding CE compliance procedures.

Delgado said the Working Group will also discuss the regulatory authority over pre-licensing education providers following the repeal of certain requirements. The Working Group discussed a variety of state approaches and underscored the need for consistent guidelines and applications across jurisdictions.

Delgado said the Working Group plans to meet monthly throughout the year to focus on its charges and priorities.

Having no further business, the Uniform Education (D) Working Group adjourned.

NAICSupportStaffHub/MemberMeetings/DCMTE/2026Spring/PLTF/UniformEducationWG/Minutes/UEWGMinutes2.25.26.docx