

**NORTH CAROLINA DEPARTMENT OF INSURANCE
CONTINUING CARE ADVISORY COMMITTEE (CCAC)
MEETING MINUTES**

Date: January 28, 2026

Time: 1:00 p.m. – 3:00 p.m.

Location: Microsoft Teams (Virtual)

ATTENDANCE

Members Present:

Martha Wood; Joseph Liegl; Vincent DeBiase; Perry Aycock; Reed Vanderslik; Tommy Brewer; Charles “Skip” Kingan; Chuck McGrady; John Hayes; Matthew Bork

Members Absent:

Jay Matthews

Vacancy:

One vacancy – Certified Public Accountant (Senate appointment pending)

Department of Insurance Staff:

Jeff Trendel (Deputy Commissioner); Nancy Wise; Colby Toler; Shauna Schwartzel; Shannon Wharry

Other Attendees:

Members of the public attended

I. CALL TO ORDER

Deputy Commissioner Jeff Trendel called the meeting to order at 1:00 p.m. The meeting was conducted virtually, was open to the public, and recorded to ensure an accurate record.

II. ROLL CALL AND QUORUM

A roll call of members was conducted. A quorum was confirmed, and the committee was authorized to conduct official business.

III. COMMITTEE ORIENTATION – ARTICLE 64A

Deputy Commissioner Trendel provided an overview of Article 64A of Chapter 58 of the North Carolina General Statutes, explaining that the legislation formalizes the CCAC’s structure, composition, leadership, and advisory role.

He emphasized that the committee serves in an advisory capacity to the Department and the Commissioner, particularly on technical and policy issues related to continuing care retirement communities (CCRCs). He noted that Article 64A provides that the Department’s role is to support the CCAC, not direct it.

Once the Chair and Vice-Chair are elected, the CCAC will take the lead in setting agendas, identifying topics for discussion, and determining how it wishes to provide advisory input.

The CCAC currently has eleven appointed members, with one remaining appointment by the President Pro Tempore of the Senate pending.

IV. MEMBER INTRODUCTIONS

Committee members introduced themselves, noting their professional backgrounds, experience with CCRCs, and appointing authorities. Members represented a mix of resident, provider, financial, and public-interest perspectives.

V. BYLAWS ACKNOWLEDGEMENT

The committee acknowledged the bylaws adopted November 12, 2024, and amended September 9, 2025, to align with Article 64A. No amendments were proposed.

VI. ELECTION OF CHAIR

Deputy Commissioner Trendel stated that the Chair will preside over CCAC meetings, serve as the spokesperson, sign any necessary documents, and work with the Department on agenda development and meeting coordination. The Vice-Chair will assume the Chair’s duties in their absence and assist as needed. Both will serve a one-year term and may be reelected.

Joe Liegl suggested the Chair and Vice-Chair positions rotate between a non-resident and a resident, with a non-resident serving as Chair the first year.

Motion: Reed Vanderslik moved to adopt this rotation structure.

Second: Vincent DeBiase

Vote: Unanimous approval

Reed Vanderslik nominated Perry Aycock for Chair.

Motion to Close Nominations: Martha Wood

Second: Joe Liegl

Vote: Unanimous approval

Perry Aycock accepted the position of Chair.

VII. ELECTION OF VICE-CHAIR

Joe Liegl nominated Skip Kingan for Vice-Chair.

Second: Martha Wood

Motion: Joe Liegl made a motion to elect Skip Kingan as Vice-Chair.

Second: Chuck McGrady

Vote: Unanimous approval

Skip Kingan accepted the position of Vice-Chair.

VIII. ARTICLE 64A IMPLEMENTATION UPDATE

Overview

Deputy Commissioner Trendel provided an update on the Department's implementation of Article 64A, which became effective December 1, 2025. He described it as a comprehensive restructuring and modernization of North Carolina's statutory framework governing CCRCs and CCAH programs.

Disclosure Statement Standardization

Trendel discussed the development of a standardized disclosure statement, and a Disclosure Statement Handbook, noting that it is intended to provide illustrative examples and guidance rather than prescriptive templates.

Standardization is intended to ensure accessibility and understanding of required disclosures and how statutory requirements fit together. It also serves to organize disclosures clearly and discourage duplicative or promotional material, reducing overall length while improving usability and comparability.

Members raised questions regarding the appropriate length of disclosure statements, use of representative contracts, and balancing clarity with completeness.

Accessibility Requirements

Trendel confirmed that disclosure statements posted on the Department's website must comply with accessibility standards when filed on or after April 24, 2026.

Members expressed concern about implementation challenges, particularly for smaller providers. Trendel acknowledged the learning curve while emphasizing the statutory requirement.

Additional questions addressed how updated disclosures would be reviewed, how providers should handle amendments, and how the Department plans to communicate expectations during the transition period.

Technology and Systems Implementation

Trendel noted that the Department will complete implementation of a cloud-based enterprise platform (Salesforce) by the end of 2026. The system will support licensing, filings, workflow, communication, data analysis, and public-facing transparency.

He noted that providers and residents will be involved in determining what information is available and how it is presented.

Chair Aycock suggested that questions be tabled so the meeting could proceed.

IX. LEGISLATIVE INITIATIVES AND ADVISORY ROLE

Role of the CCAC

Trendel noted that Article 64A provides a regulatory framework but requires interpretation, implementation judgment, and the development of guidance as it is applied. He stated that the CCAC should determine how it wishes to be involved in this process.

The CCAC may:

- Provide feedback on draft guidance or interpretive approaches developed by the Department
- Identify statutory provisions that warrant clarification
- Serve as a sounding board on implementation issues raised by providers or residents
- Recommend areas where legislative or rule changes may be appropriate over time

He noted that there is no prescribed model for how the CCAC must operate in this capacity and that these questions would not be resolved during this meeting. However, initial discussion of the CCAC's advisory role is intended to begin this process.

Ongoing Legislative Topics

Trendel discussed the Department's ongoing efforts with NORCCRA and LeadingAge NC regarding:

- Distributions
- Related-party transactions
- Entrance fee refunds

He noted that the Department intends to continue these discussions and will present any proposed changes to the CCAC for consideration when appropriate.

Advisory Process and Stakeholder Engagement

Chair Aycock asked how recommendations would be developed and presented to the CCAC. Trendel explained that working groups or similar stakeholder processes would develop proposals, which would then be brought to the CCAC for discussion, refinement, and potential support.

He emphasized that building consensus among stakeholders is an important step prior to advancing proposals to the General Assembly.

Martha Wood asked whether the Department intends to continue using a task force approach. Trendel noted that future efforts would not necessarily replicate prior task forces but would include representation from key stakeholder groups, including NorCCRA and LeadingAge North Carolina.

Chair Aycock emphasized the importance of ensuring that all relevant stakeholders are represented. Trendel noted that this would include nonprofit, for-profit, and equity models, as well as multi-site and multi-state providers.

Legislative Timeline

Discussion addressed the timeline for potential legislative action. Vice-Chair Kingan noted the limited timeframe for the 2026 session and raised whether efforts should focus on the 2027 long session.

Trendel stated that the goal is to complete development of proposals by approximately September 2026 for introduction during the January 2027 long session.

Committee Discussion and Future Topics

Joe Liegl asked whether the current legislative topics must be presented to the CCAC. Chair Aycock indicated that the CCAC would serve as an important forum to ensure stakeholder input. Committee discussion reflected general agreement that these matters should be brought before the CCAC for consideration.

Trendel noted that the current proposals are not yet ready for presentation to the CCAC.

Tommy Brewer asked how proposals would ultimately be presented to the General Assembly. Trendel explained that the Department would introduce the legislation.

Discussion also addressed potential use of subcommittees and future areas of focus. Topics identified for potential future consideration included occupancy and semiannual meeting requirements.

It was suggested that the CCAC develop a list of questions or issues for future meetings. Trendel noted that urgent matters would continue to be addressed by the Department as they arise.

X. OTHER ITEMS

Disclosure Statement Handbook

Trendel discussed the new Disclosure Statement Handbook, noting that it is intended to improve clarity, standardization, and accessibility of information provided to residents and prospective residents. He indicated that the Handbook aligns with statutory requirements and best practices for consumer disclosure.

The Handbook includes guidance related to:

- Financial disclosures and reporting consistency
- Narrative explanations accompanying financial ratios
- Accessibility requirements to ensure disclosures are available to individuals with disabilities

He emphasized that disclosure statements remain public records and that improvements are being considered to enhance accessibility and usability on the Department’s website.

Accessibility and Compliance Requirements

Trendel advised the Committee of statutory accessibility requirements applicable to disclosure statements, including compliance deadlines. Providers will be required to ensure that disclosure materials meet accessibility standards by April 24, 2026.

He acknowledged that compliance may require operational adjustments and stated that the Department intends to provide guidance and technical assistance to support implementation.

Members asked whether the Department anticipates challenges for CCRCs, particularly smaller providers. Trendel responded that the Department recognizes potential challenges and intends to provide guidance and reasonable implementation support while adhering to statutory requirements.

Members also asked whether revised disclosure requirements would increase administrative burden. Trendel stated that efforts are being made to streamline requirements and avoid duplication, while maintaining necessary regulatory oversight.

Financial Reporting and Public Access

Members asked about the public availability of quarterly financial reports. Trendel stated that quarterly reports will be required within 45 days after the close of each quarter, including unaudited year-end financials, and that there are no statutory confidentiality provisions preventing public access. He noted that the Department does not currently publish these reports on its website.

Department Resources and Implementation

Members asked how the Department is addressing staffing and resource needs in light of expanded statutory requirements. Trendel stated that internal staffing adjustments have been implemented, including assigning analysts to specific CCRCs.

He noted that staffing needs will be reassessed following implementation and that external stakeholder support may be considered if additional resources are required.

Committee Feedback

Committee members expressed appreciation for the Department’s transparency and collaborative approach. Members emphasized the importance of ongoing communication and requested continued opportunities for input as legislative initiatives and implementation efforts progress.

XI. MEETING FREQUENCY AND SCHEDULING

The Chair raised the issue of meeting frequency. Trendel noted that two meetings are required annually, with additional meetings at the Chair's discretion and with appropriate notice.

Following discussion, the consensus was to schedule four meetings for 2026.

XII. ADJOURNMENT

Motion: Vice-Chair Kingan

Second: Joe Liegl

Vote: Unanimous approval

There being no further business, the meeting was adjourned at 3:00 p.m.

Approved by the Continuing Care Advisory Committee on April 7, 2026.