



## **MEMBER SERVICES, LOSS CONTROL AND COMMITTEE MEETING** **“This is an Open Public Meeting”**

*In accordance with the requirements of the Bagley-Keene Open Meeting Act, notice of this meeting must be posted in a publicly accessible place, including the internet, at least ten days in advance of the meeting. This meeting agenda shall also be posted at the address of the teleconference location with access for the public via phone/speaker phone.*

*Per Government Code section 54954.2, persons requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, are requested to contact Alliant at (415) 403-1400 twenty-four hours in advance of the meeting. Entrance to the meeting location may require routine provision of identification to building security. However, CSURMA does not require any member of the public to register his or her name, or to provide other information, as a condition to attendance at any public meeting and will not inquire of building security concerning information so provided. See Government Code section 54953.3.*

1. Debbie Adishian-Astone, CSU Fresno Association, 2271 East Shaw Avenue, Fresno
2. Arnecia Bryant, Loker University Student Union, 1000 East Victoria St., Carson
3. Melinda Coil, SDSU Research Foundation, 5250 Campanile Drive, San Diego
4. Leslie Davis, University Union Operation of CSUS, Inc., 6000 J Street, Sacramento
5. Kristin Kelly, Student Union of San Jose State University, 290 South 7th Street, San Jose
6. Dennis Miller, Cal Poly Pomona Foundation, 3801 West Temple Ave., #55, Pomona
7. Raven Tyson, Associated Students of San Diego State University, 5500 Campanile Drive, San Diego

**Meeting Date:** Monday, September 29, 2014

**Location:** Alliant Insurance Services, Inc.  
100 Pine Street, 11<sup>th</sup> Floor  
San Francisco, CA 94111

**Time:** 11:00 a.m. (Teleconference)

**A. CALL TO ORDER**

**B. PUBLIC COMMENTS**

**C. GENERAL ADMINISTRATION**

1. **Approval of the Agenda Order** **A** pg. 3  
*The committee will be asked to approve today's meeting agenda order*
2. **Approval of Meeting Minutes – July 28, 2014** **A** pg. 4  
*The Committee will be asked to approve the minutes from its last meeting*
3. **Update to Alliant Risk Control Consulting Scope of Services** **A** pg. 8  
*The Committee will be asked to review the revised scope of services from Alliant Risk Control Consulting and recommend approval to the AORMA Committee, with revisions as necessary*
4. **Risk Reduction Matching Grant Program** **A** pg.10  
*The Committee will be asked to discuss modifications to the grant program application process*

**5. SkillSoft Analysis Survey Tool** **A** *pg. 14*  
*The Committee will be asked to approve the final version of the SkillPort survey tool*

**6. Prevention of Sexual Misconduct and Abuse of Minors** **I** *pg. 18*  
*The Committee will hear an update regarding the Praesidium contract*

**D. INFORMATION ITEMS**

**1. CSURMA AORMA 2014 Meeting Calendar** *pg. 19*  
**2. AORMA Committee and Standing Committees - Roster** *pg. 22*

**E. ADJOURNMENT**

*The next meeting date will be on Monday, November 17<sup>th</sup>, via teleconference.*

**APPROVAL OF THE AGENDA ORDER**

**ISSUE:** The Committee will be asked to approve the agenda order for today's meeting.

**RECOMMENDATION:** Staff recommends that the Committee approve the agenda as presented.

**FISCAL IMPACT:** None.

**BACKGROUND:** None.

**PUBLICATION:** None.

**ATTACHMENT(S):** None.

**Agenda Item C2**  
**CSURMA AORMA Member Services, Loss**  
**Control & Training Committee**  
**Meeting Date: September 29, 2014**

**APPROVAL OF MEETING MINUTES – JULY 28, 2014**

**ISSUE:** The Committee will be asked to review and approve the draft minutes from the July 28, 2014, Members Services, Loss Control and Training Committee meeting.

**RECOMMENDATION:** Staff recommends approving the minutes, with revisions as necessary.

**FISCAL IMPACT:** None.

**BACKGROUND:** None.

**PUBLICATION:** None.

**ATTACHMENT(S):**

- a. Meeting Minutes – July 28, 2014

**MINUTES OF THE CSURMA AORMA  
MEMBER SERVICES, LOSS CONTROL AND TRAINING COMMITTEE  
JULY 28, 2014**

**TELECONFERENCE MEETING  
11:00 AM**

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**MEMBERS PRESENT**

Debbie Adishian-Astone, CSU Fresno Association  
Melinda Coil (Chair), SDSU Research Foundation  
Kristin Kelly, Student Union of San Jose State University  
Dennis Miller, Cal Poly Pomona Foundation, Inc.  
Raven Tyson, Associated Students of San Diego State University – *Joined at 11:06 AM*

**MEMBERS ABSENT**

Arnecia Bryant, Loker University Student Union (CSU Dominguez Hills)  
Leslie Davis, University Union Operation (CSU Sacramento)

**STAFF, GUESTS AND CONSULTANTS**

Brent Escoubas, Alliant Insurance Services, Inc.  
Mimi Long, Alliant Insurance Services, Inc.

**A. CALL TO ORDER**

The meeting was called to order by Melinda Coil, the MSLCTC Chair, at 11:03 AM.

**B. PUBLIC COMMENTS**

There were no public comments.

**C. GENERAL ADMINISTRATION**

**C1. Approval of the Agenda Order**

A motion was made to approve the agenda as presented.

**MOTION:** Debbie Adishian-Astone

**SECOND:** Dennis Miller

NAME	AYES	ABSTAIN	NAYS	ABSENT
Arnecia Bryant				<b>X</b>
Debbie Adishian-Astone	<b>X</b>			

NAME	AYES	ABSTAIN	NAYS	ABSENT
Dennis Miller	X			
Kristin Kelly	X			
Leslie Davis				X
Melinda Coil	X			
Raven Tyson	X			

**MOTION CARRIED**

**C2. Approval of Meeting Minutes – April 7, 2017**

A motion was made to approve the April 7, 2014, MSLCTC meeting minutes as presented.

**MOTION:** Dennis Miller

**SECOND:** Debbie Adishian-Astone

NAME	AYES	ABSTAIN	NAYS	ABSENT
Arnecia Bryant				X
Debbie Adishian-Astone	X			
Dennis Miller	X			
Kristin Kelly		X		
Leslie Davis				X
Melinda Coil	X			
Raven Tyson	X			

**MOTION CARRIED**

**C3. Alliant Risk Control Consulting Update**

Mimi explained that the AORMA Officers met on July 15<sup>th</sup> and discussed the types of work and projects being requested by the members through the AORMA contract with Alliant Risk Control Consulting. The committee was asked to discuss the current scope of services and decide if a more rigid schedule of services should be put into place. In addition to the standard services, ARCC has been requested by Staff to complete several specials projects. Mimi briefly explained the Chico Research Foundation Risk Management project, facilities set-up project, real property acquisition project and minors on campus safety handbook project. Mimi also mentioned that Brent has been requested to identify and recommend Risk Reduction Matching Grant projects.

Mimi asked the committee to provide direction to ARCC and Staff with respect to the current scope of services to be provided by ARCC.

The committee asked about Brent's recommendation for Risk Reduction Matching Grant projects. Brent stated that there are many projects that he could recommend that may make the member's facilities safer; however, these projects would be considered standard facilities upgrades, which the MSLCTC already rejected in the past. Debbie Astone recommended a shoe for crews grant.

Staff will provide a more detailed outline of the services provided by ARCC at the next meeting.

#### **C4. SkillSoft Analysis Survey Tool**

The committee members reviewed the SkillSoft analysis survey tool through SurveyMonkey and were asked to send any suggested revisions directly to Dennis Miller. The changes will then be incorporated into the survey to be approved at the MSLCTC September meeting.

#### **C5. Praesidium, Inc. – Contract for Services**

Mimi explained that the Praesidium contract has been signed by both parties. Currently, Praesidium is working with CSU Systemwide Risk Management to finalize the standards, policies and procedures that will be uploaded onto the self-assessment tool. The services will be announced to the auxiliary and campus staff as soon as Praesidium has updated its platform per CSU's instructions.

#### **C6. Vendor Survey**

The committee reviewed the results of the service provider report. There was not discussion.

### **INFORMATION ITEMS**

The committee reviewed the information items.

- D1. Alliant Risk Control Consulting – Utilization Report**
- D2. Employers Group – Utilization Report**
- D3. TargetSolutions – Utilization Report**
- D4. CSURMA AORMA 2014 Meeting Calendar**
- D5. CSURMA AORMA Program Administrator – Contact List**

### **D. ADJOURNMENT**

The meeting was adjourned at 11:55 AM.

## **UPDATE TO ALLIANT RISK CONTROL CONSULTING SCOPE OF SERVICES**

**ISSUE:** During its meeting on September 10, 2014, the AORMA Committee directed the Member Services, Loss Control and Training Committee to review the scope of services to be performed by Alliant Risk Control Consulting (ARCC).

**RECOMMENDATION:** The committee will be asked to review the services provided through Alliant Risk Control Consulting.

**FISCAL IMPACT:** None.

**BACKGROUND:** As part of the ARCC annual contract, the following services will be performed:

1. The AORMA members will be contacted by Alliant Risk Control Consulting and an onsite visit will be offered on a biannual basis
2. Members with the highest loss ratio, or experience modification factor in excess of 1.25, may receive a priority visit in addition to the biannual visit. Each site visit will consist of:
  - a. Current loss review
  - b. Site assessment
  - c. Recommendations for improvement
  - d. Special request (training, presentation, program review, etc.)
3. Approximately, four risk management sessions will be conducted, at the request of the member or staff annually
4. First Aid / CPR / AED training is available to the members at a cost of approximate \$800 to \$2,000 per session

5. Additional services may be requested by each member (such as ergonomic assessments). These costs will be deducted out of the ARCC budget, if funds remain, or charged directly to the member.
6. Funds assigned to the Risk Reduction Matching Grant Program (\$15,000 from FY 13/14) will be used to fund part of the following special projects:
  - a. Minors on Campus Handbook 40-50 hours
  - b. Real Property Acquisition Check-List 30-40 hours
  - c. Special Events Facilities Check-List 30-50 hours
  - d. Risk Management Self-Assessment Tool 75-100 hours

**PUBLICATION:** None.

**ATTACHMENT(S):** None.

## **RISK REDUCTION MATCHING GRANT PROGRAM**

**ISSUE:** Approving / recommending funds for the Risk Reduction Matching Grants projects have proved to be a challenge for both the MSLCT Committee and Brent Escoubas from Alliant Loss Control Consulting.

**RECOMMENDATION:** Staff recommends;

1. Changing the grant criteria to innovative safety programs, innovative facilities upgrades or innovation training modules that can demonstrate a foreseeable reduction in losses
2. Posting the grant application on the CSURMA website which the members can access at any time
3. Revising Policy and Procedure A-6, accordingly
4. Reviewing, and incorporating, as appropriate, the new campus innovative grant criteria into AORMA's Policy and Procedure

**FISCAL IMPACT:** Annually, \$40,000 is set aside for grant projects. The funds are set aside on a "use it or loss it" basis. Within the FY 14/15 budget term, \$40,000 remains available.

**BACKGROUND:** Currently, Policy and Procedure A-6 states the following:

"The Risk Reduction Matching Grant Incentive Program makes funds available to AORMA Members in both the Liability and Workers' Compensation programs. It funds specialized training, safety equipment, physical improvements or any other safety related item that will lead to a documentable reduction in claims costs. The purpose of this type of *matching grant program* is to encourage Members to enhance existing risk reduction efforts."

The CSURMA Executive Committee (EC) met on September 12<sup>th</sup> to review and approve the campus risk reduction grant applications received. The Executive Committee had the same experience as AORMA; most of the grants applications received were for operating upgrades as opposed to for new and innovative projects. The EC is in the process of redesigning its grant criteria.

**PUBLICATION:** Changes to the Policy and Procedure will be uploaded onto the CSURMA website. The revised grant application will be added to the CSURMA website and notice of the new procedure will be sent to all members in the form of an AORMA Bulletin.

**ATTACHMENT(S):**

- a. Policy and Procedure A-6



## CSURMA AORMA

## POLICY AND PROCEDURE NO. A-6

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<b>SUBJECT:</b>	<b>RISK REDUCTION MATCHING GRANT INCENTIVE PROGRAM</b>
<b>ADOPTED:</b>	<b>MAY 9, 2013</b>
<b>EFFECTIVE:</b>	<b>JULY 1, 2013</b>
<b>AMENDED:</b>	<b>SEPTEMBER 12, 2013 MARCH 20, 2014</b>

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### **PURPOSE:**

The Risk Reduction Matching Grant Incentive Program (**Program**) makes funds available to AORMA Members (**Members**) in both the Liability and Workers' Compensation programs. It funds specialized training, safety equipment, physical improvements or any other safety related item that will lead to a documentable reduction in claims costs. The purpose of this type of *matching grant program* is to encourage **Members** to enhance existing risk reduction efforts.

### **POLICY:**

1. Annually, the following activities will be completed:
  - a. The Member Services, Loss Control and Training Committee (**MSLCTC**) will propose to the AORMA Committee a budget amount for the **Program**.
  - b. The **MSLCTC** will approve the maximum grant amount.
  - c. The **MSLCTC** will review the Liability and Workers' Compensation loss information to identify patterns and claims which may be preventable with the (1) purchase, replacement or upgrade of physical property or (2) development of specialized training.
  - d. The AORMA Loss Control Consultant will perform **Member** site inspections. Risk reduction projects or training needs may be identified.
  - e. The AORMA Loss Control Consultant, in coordination with the **Member**, will complete the grant application.
  - f. The **MSLCTC** along with the Program Administrator will review the grant applications, and if found to be appropriate and consistent with the purpose of the **Program** may be approved by the **MSLCTC**.
2. To access funds under the **Program**, the AORMA Loss Control Consultant, in coordination with the **Member**, must complete the grant application which will include;
  - a. A description of the proposed risk reduction project
  - b. The anticipated timeline for completion of the risk reduction project. An estimate of the total costs for the proposed risk reduction project.

- c. Develop benchmarks to evaluate the success of the **Program**.
3. The **Member** will be expected to complete the proposed risk reduction project within the timeline provided within the grant application. Upon review, the **MSLCTC** may rescind the grant if the **Member** has not started, or completed, the risk reduction project within the timeframe proposed.
4. Fifty percent (50%) of the **Member's** risk reduction project costs (up to the maximum grant amount approved for that **Member**) will be reimbursed under the **Program**. The **Member** will submit to the **MSLCTC** the final paid receipt to be used to calculate the **Program** reimbursement amount.
5. After the grant funds are utilized, the **Member** will provide a brief report providing information that will assist the **MSLCTC** in monitoring this **Program's** effectiveness and the merits of future **Program** funds.
6. The **MSLCTC**, in coordination with the AORMA Loss Control Consultant, will review the historical benchmarks to evaluate the success of the **Program**.

## **SKILLSOFT ANALYSIS SURVEY TOOL**

**ISSUE:** The current previewers of the SkillSoft platform will be asked to provide feedback for the committee to discuss at its meeting on November 17<sup>th</sup>. The attached analysis survey tool has been reviewed by the MSLCT committee members and feedback was given directly to Dennis Miller. The survey tool is now ready to be sent out to the previewers.

**RECOMMENDATION:** Staff recommends that the committee approve the survey and direct staff to forward the link to all of the previewers.

**FISCAL IMPACT:** None.

**BACKGROUND:** The MSLCTC has been assigned the task of overseeing the preview of the campus on-line training platform through SkillSoft / LawRoom and then providing a recommendation to the AORMA Committee regarding future utilization.

All relevant courses have now been added to AORMA's test platform. This includes the IT Library, Business Library, Desktop Library, and Environmental Health and Safety Library. The platform is currently being reviewed by twenty auxiliary staff members. The goal of the preview is to receive recommendations from the members with regard to future utilization of SkillPort by November, 2014.

**PUBLICATION:** None.

**ATTACHMENT(S):**

- a. SurveyMonkey, Inc. – SkillSoft Analysis Survey Tool

## AOA Training Evaluation Form-SkillSoft-2014

The purpose of this form is to provide you, the evaluators, a common tool with which to make comments and observations about SkillSoft Training videos.

Please complete this survey by Friday October 31, 2014.

If you include your email below, we will provide the results of this inquiry to you by Friday November 7, 2014.



Please evaluate the emphasis of each topic listed as it was covered in your training session.

### PROGRAM CONTENT

**\* 1. The content was relevant to my needs/job:**

Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Not Applicable
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**\* 2. I can apply / use the information from the training in my work environment:**

Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Not Applicable
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**\* 3. The Web Course technology was easy to use and an effective way for me to receive training:**

Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Not Applicable
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**\* 4. The length of the training session was appropriate:**

Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Not Applicable
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Please evaluate the emphasis of each topic listed as it was covered in your training session.

## INSTRUCTOR

### \*5. The presenter was well organized and prepared:

Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Not Applicable
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### \*6. The material was delivered in a logical sequence:

Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Not Applicable
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### \*7. The presenter was knowledgeable about the course material:

Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Not Applicable
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Please evaluate the emphasis of each topic listed as it was covered in your training session.

## SATISFACTION

### \*8. Please rate your overall satisfaction with this training session:

Extremely Satisfied	Satisfied	Not Sure	Dissatisfied	Extremely Dissatisfied
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### \*9. What was the most useful thing that you learned in today's training session?

### 10. What suggestions do you have to improve the training session?

### 11. If you identified areas for improvement, may we follow-up with you personally? If yes, please make sure to enter your name and contact information below.

Yes - my name and contact information is entered below.

No

**12. Please contact me regarding my suggestions for improvements, or just your email to receive results of this survey.**

**Name:**

**Email Address:**

**Phone Number:**

Thank you so much for your participation; your opinion counts and helps us determine the best way to serve our employees' learning needs!

Done

## **PREVENTION OF SEXUAL MISCONDUCT AND ABUSE OF MINORS**

**ISSUE:** The contract with Praesidium for prevention of sexual misconduct and abuse of minors while on or off campus has been signed by both parties and is scheduled to go live on September 30, 2014. This item is intended to update the committee on the timeline for finalization of online self-assessment tool through Praesidium.

**RECOMMENDATION:** No action is recommended; this item is for information only.

**FISCAL IMPACT:** None.

**BACKGROUND:** Six on-line training courses are being uploaded on the CSU's SkillPort platform. For those auxiliary employees who cannot access SkillPort, the training can be viewed directly through Praesidium. The draft self-assessment tool is being review by CSU Systemwide Risk Management. The service announcement is being finalized and will be sent to the AORMA member. Webinars, which explain how the self-assessment tool operates, have been scheduled for;

- ✓ Thursday, October 7<sup>th</sup> at 10:00 AM
- ✓ Friday, October 17<sup>th</sup> at 1:00 PM
- ✓ Monday, October 20<sup>th</sup> at 11:00 AM

Praesidium staff will also attend the CSURMA Board of Directors meeting on Friday, October 24<sup>th</sup> to provide an in-person presentation.

**PUBLICATION:** Webinars will be scheduled to walk members through the on-line self-assessment and corresponding training platform. E-mail announcements will also be sent to all CSURMA members outlining the new risk management service available. The website will be updated to include the announcement and any other relevant information.

**ATTACHMENT(S):** None.

**CSURMA AORMA 2014 MEETING CALENDAR**

**ISSUE:** The Program Administrator includes a current copy of the CSURMA AORMA meeting calendar in every agenda

**RECOMMENDATION:** No action is requested on this item.

**FISCAL IMPACT:** None.

**BACKGROUND:** None.

**PUBLICATION:** None.

**ATTACHMENT(S):**

- a. CSURMA AORMA – 2014 Meeting Calendar



California State University Risk Management Authority  
Auxiliary Organizations Risk Management Alliance

## 2014 CSURMA • AORMA MEETING CALENDAR

JANUARY, 2014	FEBRUARY, 2014	MARCH, 2014
12-15 AOA Conference: Sacramento	3 MSLCTC: Teleconference, 11:00 a.m. 6 PC: Teleconference, 2:00 p.m. 18 Liab claim review: Teleconference, 10:00 AM  <b>Only the AORMA Chair and Vice Chair attend the liab claim review</b>	3 <b>MSLCTC: Teleconference, 11:00 a.m.</b> 6 <b>PC: Teleconference, 1:00 p.m.</b> 20 AORMA: Newport Beach, 10:00 a.m. 20 EC: Newport Beach: 2:30 p.m. 21 EC LRP: Newport Beach, 8:00 a.m. 21 AOA EC: Pasadena: 8:30 a.m.  <b>Only the AORMA Chair and Vice Chair attend the EC meetings</b>  <b>Only the AORMA Chair attends to AOA EC meeting</b>
APRIL, 2014	MAY, 2014	JUNE, 2014
3 <b>PC: Teleconference, 1:00 p.m.</b> 7 MSLCTC: Teleconference, 11:00 a.m. 8 Liab claim review: Teleconference, 10:00 AM 10 PC: Teleconference, 2:00 p.m.  <b>Only the AORMA Chair and Vice Chair attend the liab claim review</b>	1 <b>PC: Teleconference, 1:00 p.m.</b> 8 AORMA: Long Beach, 10:00 a.m. 9 EC: Long Beach, 8:00 a.m. 9 BOD: Long Beach, 10:30 a.m. 26 MSLCTC: Teleconference, 11:00 a.m. 27 MSLCTC: Teleconference, 11:00 a.m.  <b>Only the AORMA Chair and Vice Chair attend the EC meetings</b>  <b>All AORMA Committee members attend the BOD</b>	5 <b>PC: Teleconference, 1:00 p.m.</b> 20 AOA EC: Long Beach 26 PC: Teleconference, 1:00 p.m.

AORMA = Auxiliary Organizations Risk Management Alliance Committee	PC = AORMA Programs Committee	EC = CSURMA Executive Committee
AOUIT = Auxiliary Organizations Unemployment Insurance Trust	AORMA LRP = AORMA Long Range Planning Meeting	EC LRP = EC Long Range Planning Meeting
MSLCTC = AORMA Member Services, Loss Control & Training Committee	AOA = CSU Auxiliary Organizations Association	BOD = CSURMA Board of Directors



California State University Risk Management Authority  
Auxiliary Organizations Risk Management Alliance

## 2014 CSURMA • AORMA MEETING CALENDAR

JULY, 2014		AUGUST, 2014		SEPTEMBER, 2014	
02	<b>PC: Teleconference, 1:00 p.m.</b>	13	Liab claim review: Telecon, 10:00 a.m.	10	AORMA New Committee Member Orientation: Newport Beach, 9:00 a.m.
15/16	AORMA Officers Retreat, Sonoma	15	AOA EC: San Diego	10	AORMA LRP: Newport Beach, 10:00 a.m.
28	MSLCTC: Teleconference, 11:00 a.m.	24	PC: Teleconference, 1:00 p.m.	11	AORMA: Newport Beach, 9:00 a.m.
31	<del>PC: Teleconference, 1:00 p.m.</del>		<b>Only the AORMA Chair and Vice Chair attend the liab claim review</b>	12	EC: Newport Beach, 8:30 a.m.
	<b>Only the AORMA Chair, Vice Chair, Past Chair and Ex Officio attend the AORMA Officers Retreat</b>		<b>Only the AORMA Chair attends to AOA EC meeting</b>	25	<b>PC: Teleconference, 1:00 p.m.</b>
				29	<b>MSLCTC: Teleconference, 11:00 a.m.</b>
					<b>Only the AORMA Chair and Vice Chair attend the EC meetings</b>
OCTOBER, 2014		NOVEMBER, 2014		DECEMBER, 2014	
23	AORMA: Long Beach, 10:00 a.m.	12	Liab claim review: Teleconference, 10:00 AM	4	AORMA: TBD, 10:00 a.m.
24	EC: Long Beach, 9:00 a.m.	17	MSLCTC: Teleconference, 11:00 a.m.	5	EC: TBD, 8:30 a.m.
24	BOD: Long Beach, 10:30 a.m.	21	AOA EC: Pasadena	11	PC: Teleconference, <b>1:00 p.m.</b>
	<b>Only the AORMA Chair and Vice Chair attend the EC meetings</b>		<b>Only the AORMA Chair and Vice Chair attend the liab claim review</b>		<b>Only the AORMA Chair and Vice Chair attend the EC meetings</b>
	<b>All AORMA Committee members attend the BOD</b>		<b>Only the AORMA Chair attends to AOA EC meeting</b>		

AORMA = Auxiliary Organizations Risk Management Alliance Committee	PC = AORMA Programs Committee	EC = CSURMA Executive Committee
AOUIT = Auxiliary Organizations Unemployment Insurance Trust	AORMA LRP = AORMA Long Range Planning Meeting	EC LRP = EC Long Range Planning Meeting
MSLCTC = AORMA Member Services, Loss Control & Training Committee	AOA = CSU Auxiliary Organizations Association	BOD = CSURMA Board of Directors

**CSURMA AORMA COMMITTEE CONTACT LIST**

**ISSUE:** Attached for the Committee's review are the AORMA Committee and Standing Committee Membership Roster Contact List.

**RECOMMENDATION:** It is recommended that the Committee Members review the contact information for accuracy and report any changes or corrections to Staff.

**FISCAL IMPACT:** None.

**BACKGROUND:** Contact lists are provided at every meeting.

**PUBLICATION:** None.

**ATTACHMENT(S):**

- a. AORMA Committee Roster - Effective at 7-01-14

**AORMA Committee**  
**Ten voting members - two alternates - twelve members total**  
**Effective at July 1, 2014**

Committee	Seat	Member	Position	Campus	Type of Auxiliary	E-Mail	Telephone Number
AORMA	Chair	Robert de Wit	Chief Financial Officer	Long Beach	Forty-Niner Shops, Inc., CSU Long Beach	rdewit@csulb.edu	562-985-5549
AORMA	Vice Chair	Frank Mumford	Executive Director	Fullerton	CSU Fullerton Auxiliary Services Corporation	fmumford@fullerton.edu	657-278-4101
AORMA	Past Chair	Dwayne Brummett	Director of Business Services	San Luis Obispo	Associated Students, Inc., Cal Poly San Luis Obispo	dbrummet@calpoly.edu	805-756-5768
AORMA	Ex Officio	Kurt Borsting	Director, Titan Student Centers	Fullerton	Associated Students, California State University, Fullerton, Inc.	kborsting@fullerton.edu	657-278-4214
AORMA	At Large	Brian Nowlin	Chief Operating Officer	Long Beach	California State University, Long Beach Research Foundation	Brian.Nowlin@csulb.edu	562-985-4690
AORMA	At Large	Gigi Kiama	Human Resources Manager	Monterey Bay	The University Corporation at Monterey Bay	gkiama@csumb.edu	831-582-4301
AORMA	At Large	Guy Dalpe	Managing Director	San Francisco	Associated Students, Inc., San Francisco State University	gdalpe@sfsu.edu	415-338-1044
AORMA	At Large	Haleh Minakary	General Business Manager	Pomona	The Cal Poly Pomona Foundation, Inc.	hminakary@csupomona.edu	909-869-2910
AORMA	At Large	Keith Kompsi	Director, Foundation Financial Services	Fresno	Fresno Association, Inc., CSU Fresno	kkompsi@csufresno.edu	559-278-0838
AORMA	At Large	Leslie Davis	Executive Director	Sacramento	University Union Operation of CSUS, Inc.	leslied@saclink.csus.edu	916-278-2904
AORMA	At Large	Mark Day	Executive Director	San Bernardino	Santos Manuel Student Union of California State University, San Bernardino	mday@csusb.edu	909-537-7201
AORMA	At Large	Melinda Coil	Chief Financial Officer	San Diego	San Diego State University Research Foundation	mcoil@foundation.sdsu.edu	619-594-1076

**Member Services, Loss Control & Training Committee**  
**Minimum of five members - at least two of whom are AORMA Committee members**

Committee	Seat	Member	Position	Campus	Type of Auxiliary	E-Mail	Telephone Number
MSLCTC	Chair	Melinda Coil	Chief Financial Officer	San Diego	San Diego State University Research Foundation	mcoil@foundation.sdsu.edu	619-594-1076
MSLCTC	At Large	Arnecia Bryant	Associate Director, Operations	Dominguez Hills	The Donald P. and Katherine B. Loker University Student Union, Inc.	abryant@csudh.edu	310-243-3854
MSLCTC	At Large	Debbie Adishian-Astone	Executive Director	Fresno	CSU Fresno Association, Inc.	debbiea@csufresno.edu	559-278-0802
MSLCTC	At Large	Dennis Miller	Director, Employment Services	Pomona	The Cal Poly Pomona Foundation, Inc.	dennismiller@csupomona.edu	909-869-2958
MSLCTC	At Large	Kristin Kelly	Associate Director	San Jose	The Student Union of San Jose State University	kristin.kelly@sjsu.edu	408-924-6315
MSLCTC	At Large	Leslie Davis	Executive Director	Sacramento	University Union Operation of CSUS, Inc.	leslied@saclink.csus.edu	916-278-2904
MSLCTC	At Large	Raven Tyson	Contracts & Risk Management Coordinator	San Diego	Associated Students of San Diego State University	raven.tyson@sdsu.edu	619-594-3760

## Programs Committee

**Minimum of five members - at least two of whom are AORMA Committee members**

Committee	Seat	Member	Position	Campus	Type of Auxiliary	E-Mail	Telephone Number
PC	Chair	Guy Dalpe	Managing Director	San Francisco	Associated Students, Inc., San Francisco State University	gdalpe@sfsu.edu	415-338-1044
PC	At Large	Gigi Kiama	Human Resources Manager	Monterey Bay	University Corporation, CSU Monterey Bay	gkiama@csumb.edu	831-582-4301
PC	At Large	Haleh Minakary	General Business Manager	Pomona	The Cal Poly Pomona Foundation, Inc.	hminakary@csupomona.edu	909-869-2910
PC	At Large	Mark Day	Executive Director	San Bernardino	Santos Manuel Student Union of California State University, San Bernardino	mday@csusb.edu	909-537-7201
PC	At Large	Jun Reina	Chief Financial Officer	Sacramento	Capital Public Radio, Inc., CSU Sacramento	jreina@csus.edu	916-278-8989