



APPROVED

**MINUTES OF THE CSURMA AORMA
PROGRAMS COMMITTEE MEETING
JULY 2, 2014
TELECONFERENCE MEETING
1:00 PM**

MEMBERS PRESENT

Guy Dalpe, Cesar Chavez Student Center (San Francisco State University)
Mark Day, Santos Manuel Student Union (CSU San Bernardino)
Gigi Kiama, University Corporation (CSU Monterey Bay)
Haleh Minakary, The Cal Poly Pomona Foundation, Inc. (Cal Poly Pomona) – *Left the meeting at 1:05 pm.*

STAFF, GUESTS AND CONSULTANTS

Tevea Him, Alliant Insurance Services, Inc.
Mimi Long, Alliant Insurance Services, Inc.

A. CALL TO ORDER

The meeting was called to order by Guy Dalpe at 1:02 PM.

B. PUBLIC COMMENTS

There were no public comments.

C. GENERAL ADMINISTRATION

C1. Approval of the Agenda Order

A motion was made to approve the order of the agenda as presented.

First: Mark Day
Second: Haleh Minakary

NAME	AYE	ABSTAIN	NAY	ABSENT
Guy Dalpe	X			
Gigi Kiama	X			
Haleh Minakary	X			
Mark Day	X			

MOTION CARRIED

C2. Approval of Minutes – June 5, 2014

A motion was made to approve the minutes of the May 1, 2014 meeting.

First: Gigi Kiama

Second: Guy Dalpe

NAME	AYE	ABSTAIN	NAY	ABSENT
Guy Dalpe	X			
Gigi Kiama	X			
Haleh Minakary				X
Mark Day		X		

MOTION CARRIED

C3. New Programs Committee Member(s)

Policy and Procedure A-2 stipulates that the Programs Committee “...will have a minimum of five members, at least two of whom shall be AORMA Committee members”. The committee members will continue to discuss the AORMA Programs Committee with the list of prospects and will report any interest directly to Guy Dalpe. Guy will then make a recommendation to Robert de Wit, the AORMA Chair, who can appoint a new committee member.

C4. Policy and Procedure W-1 – Workers’ Compensation Member Allocation Formula

Mimi explained that in compliance with the CSURMA requirement that all Policies and Procedures be reviewed every two years, Policy and Procedure W-1 – Workers’ Compensation Member Allocation Formula was reviewed by Staff. Several changes are being recommended. (1) A detailed description of the allocation formula, along with examples, has been included. The prior version explained the allocation formula but in very general terms. (2) The WCIRB experience rating formula has been removed. It was removed because the experience modification factors are calculated by the actuary. The actuary uses the published WCIRB formula. A definition of Experience Modification Factor was added to the Policy and Procedure and it states that, “the actuary will determine each member’s experience modification factor based on the most current published WCIRB method.” If in the future, AORMA decides to follow an experience rating formula that deviates from the WCIRB, then the Policy and Procedure can be updated to include those formula factors. (3) The Plan Fund Adjustment section was removed because it is not standard practice for refunds to be applied to next year’s premium. CSU Accounting will allow this on a one off basis, but their preference is to issue refund checks. (4) Two new sections were added - ALLOCATION FORMULA and DEFINITIONS. (5) The name of the Policy and Procedure was changed to be consistent with the new Policy and Procedure documents that describe the crime and property allocation formulas.

Mimi explained that the revised Policy and Procedure accurately describes the current allocation formula which now includes rate collars. She stated that for the FY 15/16 workers' compensation member allocation, the rate collars within the allocation will probably not be necessary. Because AORMA is now using the WCIRB rates as the rating basis, there shouldn't be too much fluctuation. She also stated that the rate collaring procedure may need to be removed from the Policy and Procedure at a later date. Rather than approving the revisions to the Policy and Procedure now, the committee tabled this item until December, 2014, after the FY 15/16 member allocation is completed.

D. INFORMATION ITEMS

D1. CSURMA AORMA 2014 Meeting Calendar

The committee agreed to move the July 31th programs committee meeting to Thursday, August 21th at 1pm.

D2. 2014 CSURMA Service Calendar and Long Range Action Plan

The committee reviewed the information items.

E. ADJOURNMENT

The meeting was adjourned at 1:39 PM.

First: Gigi Kiama
Second: Mark Day

NAME	AYE	ABSTAIN	NAY	ABSENT
Guy Dalpe	X			
Gigi Kiama	X			
Haleh Minakary				X
Mark Day	X			

MOTION CARRIED