

**MINUTES OF THE  
CSURMA EXECUTIVE COMMITTEE MEETING  
OCTOBER 26, 2018  
CSU CHANCELLOR'S OFFICE, MUNITZ ROOM  
401 GOLDEN SHORE • LONG BEACH, CA  
9:00 AM**

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**MEMBERS PRESENT**

Scott Apel, California State University, Long Beach  
Dwayne Brummett (AORMA Chair), Associated Students, Inc. at San Luis Obispo  
Lisa Chavez (Chair), California State University, Los Angeles  
Thom Davis, California State University, Bakersfield  
Robert Eaton (Treasurer), California State University, Office of the Chancellor  
Lisa Kao, California State University, Fresno  
Dave Nakamura (AORMA First Vice Chair), Humboldt State University Center  
Kevin Saunders (Vice-Chair), California State University, Monterey Bay  
Amy Thomas, California State University, Stanislaus

**MEMBERS ABSENT**

None

**STAFF, GUESTS & CONSULTANTS**

Michael Beatty, San Francisco State University  
Zachary Gifford (CSURMA Secretary/Auditor), CSU Office of the Chancellor  
Daniel Howell, Alliant Insurance Services, Inc.  
William Hsu, CSURMA General Counsel, CSU Office of the Chancellor  
Sedong John, CSU Office of the Chancellor, CSURMA Accounting  
Rob Leong, Alliant Insurance Services, Inc.  
Tevea Him, Alliant Insurance Services, Inc.  
Mimi Long, Alliant Insurance Services, Inc.  
Jessica Liu, CSU Office of the Chancellor, CSURMA Accounting  
Michael Thorpe, CSU Chico  
Mark Thomas, KPMG  
Liezl Sangalang, KPMG  
Jody Van Leuven, CSU Office of the Chancellor

**A. CALL TO ORDER**

The meeting was called to order by the CSURMA Chair, Lisa Chavez at 9:00 AM.

**A1. Approval of the Agenda**

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

Motion: Scott Apel  
Second: Amy Thomas

NAME	AYE	ABSTAIN	NAY	ABSENT
Amy Thomas	X			
Dave Nakamura	X			
Dwayne Brummett	X			
Kevin Saunders	X			
Lisa Chavez	X			
Lisa Kao	X			
Robert Eaton	X			
Scott Apel	X			
Thom Davis	X			

**MOTION CARRIED**

**B. PUBLIC COMMENTS**

There were no comments from members of the public.

**C. CONSENT CALENDAR**

- C1. Approval of Minutes – September 7, 2018**
- C2a. Financial Report – Treasurer’s Report**
- C2b. Financial Report – Draft Financial Statement at September 30, 2018**
- C3. CSURMA 2018 and 2019 Meeting Calendars**

A motion was made to approve all of the items on the consent calendar.

Motion: Kevin Saunders  
Second: Thom Davis

NAME	AYE	ABSTAIN	NAY	ABSENT
Amy Thomas	X			
Dave Nakamura	X			
Dwayne Brummett	X			
Kevin Saunders	X			
Lisa Chavez	X			
Lisa Kao	X			
Robert Eaton	X			
Scott Apel	X			
Thom Davis	X			

**MOTION CARRIED**

**D. GENERAL ADMINISTRATION**

**D1. Report on Independent Auditor’s Financial Audit as of June 30, 2018**

Mark Thomas and Liezl Sangalang from KPMG presented their FY 2018 financial audit results. Thomas stated that the Independent’s Auditors Report includes an unmodified opinion on the financial statements as well as the supplementary information.

A motion was made to accept the audited financial report ending June 30, 2018 and recommend approval to the Board of Directors.

Motion: Robert Eaton  
Second: Thom Davis

NAME	AYE	ABSTAIN	NAY	ABSENT
Amy Thomas	X			
Dave Nakamura	X			
Dwayne Brummett	X			
Kevin Saunders	X			
Lisa Chavez	X			
Lisa Kao	X			
Robert Eaton	X			
Scott Apel	X			
Thom Davis	X			

**MOTION CARRIED**

**D2. CSURMA Cash Flow Projection**

The Committee reviewed the draft design of the two-year cash flow projection. Staff will populate the report and present it for final review at the next meeting in January, 2019.

**D3. Revisions to Policy and Procedure No. 20 – Owner Controlled Insurance Program (OCIP)**

Robert Leong requested that this item be tabled to the January, 2019 meeting as Staff is still awaiting input from CPDC.

The Committee agreed to table this item to its January, 2019 meeting.

**E. OTHER PROGRAMS**

**E1. AORMA Programs Update**

Dwayne Brummett, the AORMA Committee Chair, noted that the Committee had not met since the last report given to the Executive Committee on September 7, 2018. The next AORMA Committee meeting is scheduled for Thursday, December 6<sup>th</sup>.

**E2. AIME Programs Update**

Lisa Kao reported on the activities of the AIME Committee.

**F. CLOSED SESSION**

1. **Benjamin vs SSU**
2. **Shepler v. CSU**
3. **Martinez v. CSU (Sacramento)**
4. **DOE v. CSU (SLO)**
5. **Aliser v. CSU**
6. **Apodaca v. CSU (San Marcos)**

A motion was made to enter closed session at 9:26 AM.

Motion: Kevin Saunders  
Second: Dwayne Brummett

NAME	AYE	ABSTAIN	NAY	ABSENT
Amy Thomas	X			
Dave Nakamura	X			
Dwayne Brummett	X			
Kevin Saunders	X			
Lisa Chavez	X			
Lisa Kao	X			
Robert Eaton	X			
Scott Apel	X			
Thom Davis	X			

**MOTION CARRIED**

The Committee came out of closed session 10:28 PM. The Chair reported that no action was taken during the closed session.

**G. INFORMATION ITEMS**

- G1. **Review of FY 2018/2019 Long Range Planning Goals**
- G2. **CSURMA Administrative Service Calendar**
- G3. **2018 CSURMA Meeting Calendar**



**APPROVED**

**G4. CSURMA Executive Committee & Staff Contact List**

**H. ADJOURNMENT**

The meeting was adjourned at 10:29 AM.