



CSURMA EXECUTIVE COMMITTEE MEETING AGENDA

“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 publicly accessible places, including the Internet, at least ten (10) days in advance of the meeting.

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 requires 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. Teleconference Location - CSU Chancellor’s Office, 401 Golden Shore, Long Beach, CA

Meeting Date:	March 9, 2017	Primary Location:	Alliant Insurance Services, Inc.
Time:	2:30 PM		Torrey Pines Conference Room
			701 B Street, 6 th Floor
Reconvene:	March 10, 2017		San Diego, CA 92101
	8:00 AM		

Legend: **A** = Action
I = Information
V = Verbal
S = Separate

- A. CALL TO ORDER**
- 1. Approval of the Agenda** A pg. 4
- B. PUBLIC COMMENTS**
- C. CONSENT CALENDAR** A pg. 5
The Committee is asked to take action on the consent calendar items as a group, except that a member may request that an item be withdrawn from the Consent Calendar for discussion and action.
- 1. Approval of Minutes – January 8, 2017** A pg. 17
The Committee will be asked to approve the minutes from their last meeting.
- 2. Financial Report** A pg. 29
 - a. Draft Financial Statement at December 31, 2016
 - b. Treasurer’s Quarterly Investment Report at December 31, 2016
- 3. FY 2016/2017 Midterm Budget Amendments and Adoption of Resolution No. 01-17 (EC)** A pg. 36
The Committee will be asked to approve the mid-term amendments to the FY 16/17 budget and to adopt of Resolution 01-17 (EC)
- 4. CSU EHS Professionals Conference** A pg. 77
The Committee will be asked to sponsor the two-day conference of the CSU EHS professional at CSU Fullerton on August 9 and 10, 2017

D. GENERAL ADMINISTRATION

1. **Annual Review of the CSURMA’s Data Security Policies** A pg. 79
The Committee will be asked to review the Data Security Policies of CSURMA
2. **Annual Review of the Applicable Integrated CSU Administrative Manual Policies** A pg. 84
The Committee will be asked to review the applicable sections and updates thereto of the Integrated CSU Administrative Manual which have been adopted by CSURMA
3. **CSURMA Master Investment Policy and Related Investment Policies and Adoption of Resolution No. 03-17 (EC)** A pg. 90
The Committee will be asked to review and approve the CSURMA Master Investment Policy and Related Investment Policies and Adoption of Resolution No. 03-17 (EC)
4. **Chancellor’s Office Services Budget Proposal for FY 2017/2018** A pg. 93
The Committee will be asked to approve the Chancellor’s Office Services budget proposals for FY 17/18, taking action as appropriate
5. **Underwriter Meetings Report** A pg. 99
The Committee will receive a verbal report on the Underwriters Meetings report and take action as appropriate.
6. **FY 2017/2018 Operating Budget** A pg. 101
The Committee will be asked to review and recommend approval for the FY 17/18 budget to the Board of Directors, with revisions as necessary
7. **CSURMA Policy and Procedure No. 26 – Allocation of Property Program Loss Limits (Draft)** A pg. 140
The Committee will be asked to approve Policy and Procedure 26, with revisions as appropriate
8. **Risk Management Innovation Grant Program** A pg. 144
The Committee will be asked to review and approve, as appropriate, grant proposals
9. **Agility Recovery** A pg. 183
The Committee will be asked to review the usage and outcome reports and determine whether to continue the program for FY 17/18
10. **Praesidium Proposal** A pg. 217
The Committee will be asked to review the utilization report and renewal proposal, and provide approval as appropriate
11. **Workers’ Compensation Experience Modification Calculation for FY 2018/2019** A pg. 248
The CSURMA Executive Committee Chair will be asked to approve modifications to the Workers’ Compensation experience modification calculation.

12. Campus Liability Coverage Deductible Selections **I** pg. 250
The Committee will review the Campus Liability Coverage Deductible Selections.

13. Review of the CSURMA’s Conflict of Interest Code **A** pg. 252
The Committee will be asked to review and approve the CSURMA Conflict of Interest Code

E. STANDING COMMITTEE REPORTS

1. AIME Program Update **I** pg. 256
The Committee will receive a verbal report of the AIME programs

2. AORMA Programs Update **I** pg. 257
The Committee will receive a verbal report on the AORMA programs

F. CLOSED SESSION Pursuant to Cal. Gov. Code Sec. 11126(e)(1) & 11126(f)(1) – **A**
Action may be taken per Government Code Section 11126(e)(1) & 11126(f)(1). The matters below may be discussed. The Committee may take action or provide direction to Staff regarding the matters.

1. Sargent v. CSU (Sonoma)
2. Benjamin v. CSU (Sonoma)
3. CalPERS Appeal
4. San Francisco State (Science Building) Coverage Claim

G. INFORMATION ITEMS

1. Service Provider Performance Evaluation of CSURMA Vendors **I** pg. 258
The Committee will review the service provider performance evaluation report

2. 2017 CSURMA Meeting Calendar **I** pg. 367
The Committee will review the 2017 CSURMA Meeting Calendar.

3. CSURMA Administrative Service Calendar **I** pg. 369
The Committee will review the CSURMA Administrative Service Calendar

4. CSURMA Executive Committee & Staff Contact List **I** pg. 376
The Committee will review the contact list, making revisions as appropriate

H. ADJOURNMENT **A**

The next CSURMA Executive Committee meeting is scheduled for Friday, May 5, 2017, in Long Beach. If you have questions regarding the agenda package, please contact Mimi Long at mlong@alliant.com / (415) 403-1423 or Tevea Him at thim@alliant.com / (415) 403-1416

APPROVAL OF THE AGENDA

ISSUE: The Committee will be asked to approve the agenda 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.

APPROVAL OF MINUTES – JANUARY 8, 2017

ISSUE: The Executive Committee will be asked to review and approve the draft minutes from its January 8, 2017 meeting.

RECOMMENDATION: It is recommended that the Executive Committee approve the minutes from its January 8, 2017, meeting, including corrections as necessary.

FISCAL IMPACT: None.

BACKGROUND: The minutes reflect the actions taken by the Executive Committee at its last meeting.

PUBLICATION: All CSURMA Executive Committee meeting minutes are posted on the CSURMA website once they are approved.

ATTACHMENT(S):

- a. CSURMA Executive Committee Meeting Minutes – January 8, 2017

**MINUTES OF THE
CSURMA EXECUTIVE COMMITTEE MEETING**

JANUARY 8, 2017

**PARADISE POINT RESORT AND SPA
1404 Vacation Road, San Diego, CA**

3:00 PM

MEMBERS PRESENT

Scott Apel, California State University Long Beach
 Lisa Chavez, California State University Los Angeles
 Thom Davis, California State University Bakersfield
 Robert Eaton (Treasurer), California State University, Office of the Chancellor
 Ming Tung (Mike) Lee, California State University, Sacramento
 Frank Mumford (AORMA Chair), CSU Fullerton Auxiliary Services Corporation
 Kevin Saunders, California State University, Monterey Bay
 Jody Van Leuven, California State University, San Bernardino

MEMBERS ABSENT

None

STAFF, GUESTS & CONSULTANTS

Zachary Gifford (CSURMA Secretary/Auditor), CSU Office of the Chancellor
 Tevea Him, Alliant Insurance Services, Inc.
 Daniel Howell, Alliant Insurance Services, Inc. *(via Teleconference)*
 Amy Lightner, Alliant Insurance Services, Inc.
 Mimi Long, Alliant Insurance Services, Inc.

A. CALL TO ORDER

The meeting was called to order by the Chair, Mike Lee at 3:00 PM.

A1. Approval of the Agenda

A motion was made to approve the agenda as presented.

MOTION: Lisa Chavez
SECOND: Kevin Saunders

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			

Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

B. PUBLIC COMMENTS

There were no comments from the public.

C. CONSENT CALENDAR

C1. Approval of Minutes – November 2, 2016

C2a. Financial Report – Treasurer’s Report

C2b. Financial Report – CSURMA Quarterly Investment Report @ 9/30/16

A motion was made to approve the items within the consent calendar.

MOTION: Frank Mumford

SECOND: Thom Davis

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

D. GENERAL ADMINISTRATION

D1. Executive Committee Appointments / Nominations

Mike Lee confirmed that Steve Relyea appointed himself (Lee) as interim Chair and Lisa Chavez as interim Vice Chair. As the interim Chair, Lee appointed Thom Davis, Vice President of Business and Administrative Services at CSU, Bakersfield to fill the vacancy created by the elevation of Chavez to Vice Chair.

Lee appointed Kevin Saunders, Scott Apel and Robert Eaton to the Nominating Committee to seek nominations for the two seats which have terms expiring on June 30, 2017:

- CSU Seat #1 (Currently held by Thom Davis)
- CSU Seat #2 (Currently held by Jody Van Leuven)

An election will be held at the May 5, 2017 Board meeting. The following seats are up for election:

- Interim Chair: Mike Lee
- Interim Vice-Chair: Lisa Chavez
- CSU Seat #1 (Thom Davis)
- CSU Seat #2 (Jody Van Leuven)

D2. 2017 Long Range Planning Meeting Date, Location, and Agenda

The CSURMA Executive Committee has scheduled a Long Range Planning meeting on March 9 and 10, 2017 at the Alliant Office in San Diego.

- The Executive Committee regular business meeting from 2:00 p.m. to 5:00 p.m. on Thursday, March 9, 2017 and
- The Long Range Planning meeting from 8:30 a.m. to 2:00 p.m. on Friday, March 10, 2017.

The Committee reviewed the draft agenda. Zachary Gifford asked that a presentation by Witt O’Brien’s be added to the agenda to hear an update on recent activities and scheduled activities for the future.

A motion was made to accept the draft agenda and location of the meeting.

MOTION: Lisa Chavez
SECOND: Frank Mumford

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

D3. Underwriter Meetings Report

Robert Eaton and Daniel Howell provided a summary of the meetings with underwriters in London on November 21-22, 2016. CSURMA was represented by Steve Relyea, Robert Eaton, and Daniel

Howell. The main goal of the meetings was to demonstrate CSU leadership’s commitment to risk management, CSU’s financial and operational outlook, evaluation of the state of the insurance market and how changes may impact CSURMA’s placements as well as a discussion of pending claims matters and the insurance placements and renewal expectations.

Over the two day period there were 14 meetings with 29 market participants. The meetings addressed CSURMA’s SAFECLIP, SPLIP, Fidelity, FTIP, Fine Arts, Property, Liability and Cyber coverage programs. Lexington Insurance Company (AIG) announced that it will not provide coverage for claims arising from athletic activities that result in concussive injuries. Discussions also included the potential for the London market to replace AIG’s capacity on the CSURMA excess liability placement at renewal as well as the implementation of the Fine Arts Program and two recent claims.

D4. Evaluation of Parametric Triggered Earthquake Insurance

Daniel Howell discussed a new earthquake insurance product that utilizes a “parametric trigger”. Currently, CSU does not purchased earthquake insurance due to the cost of coverage. Following major earthquake events, such as the Northridge Earthquake in 1994, the Federal Emergency Management Agency (FEMA) funded the majority of repair and rebuilding efforts. FEMA reimbursement requires that the recipient purchase earthquake insurance following a recovery. CSU has received a waiver based on CSU’s report that the coverage is unaffordable.

Some new earthquake products trigger coverage based on the severity of shaking at a particular zip code and there is no deductible. The University would need to issue a Systemwide certification of damage, but unlike traditional property coverage, a line item description of damage is not required. CSU would simply receive a lump sum of money to be distributed as appropriate. The University of California purchased a \$50 Million limit to provide cash flow as well as to address the FEMA requirement.

The Committee felt it was important to talk about several items in the aggregate include earthquake coverage. The Committee directed staff to include on the agenda for the Executive Committee long range planning meeting an item to discuss in the aggregate, earthquake coverage/exposures, captive insurance vehicle, member loan policy and allocation of investable assets.

A motion was made to delegate authority to Robert Eaton and Zachary Gifford to review the earthquake insurance product using the parametric trigger in conjunction with the captive insurance vehicle, member loan policy and allocation of investable assets and to develop a presentation for the March 2017 Long Range Planning meeting.

MOTION: Frank Mumford

SECOND: Kevin Saunders

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Lisa Chavez	X			

Thom Davis	X			
Robert Eaton	X			
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

D5. Evaluation of Captive Insurance Vehicle

Robert Eaton reiterated that the utilization of a captive insurance vehicle may allow CSURMA to achieve a higher rate of return on investments; however, captives also have higher administrative costs. CSURMA currently has \$38 Million in aged workers’ compensation and liability claims. Utilizing a captive insurance vehicle to fund these old claims may be a way to assess the captive option. Peter Taylor, the Chair of the California State University Finance Committee is very eager to see CSURMA participate in a captive insurance option.

A motion was made to delegate authority to Robert Eaton and Zachary Gifford to engage legal, actuarial and other consultants to perform work necessary to begin the process of forming a captive insurance vehicle to fund the aged workers’ compensation and liability claims and to present a plan at the March Executive Committee long range planning meeting.

MOTION: Scott Apel
SECOND: Jody Van Leuven

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

D6. CSURMA Member Loan Policy and Allocation of Investable Assets

Robert Eaton noted that new legislation has expanded CSURMA’s investment options.

A motion was made to direct staff to complete a comprehensive proposal for discussion and action, as appropriate, at the Executive Committee long range planning meeting, of expanded investment

options, earthquake coverage/exposures, captive insurance vehicle, member loan policy, allocation of investable assets.

MOTION: Frank Mumford

SECOND: Lisa Chavez

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

D7. Member Loan Requests

Mike Lee recused himself from the meeting.

The Committee discussed the member loan request from CSU, Sacramento for the replacement of five elevators. It was generally felt that elevator maintenance and replacement is an expected cost of business and should be retained by the campus.

A motion was made to approve the loan for CSU Sacramento for replacement of five elevators.

MOTION: Kevin Saunders

SECOND: Frank Mumford

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel			X	
Lisa Chavez		X		
Thom Davis			X	
Robert Eaton			X	
Mike Lee				X
Frank Mumford			X	
Kevin Saunders			X	
Jody Van Leuven			X	

MOTION DID NOT CARRY

D8. Updated Liability Program Memoranda of Coverage

Mimi Long noted that the AORMA Liability Program Memorandum of Coverage (MOC) had been approved by the two new reinsurers and has been ratified by the AORMA Committee. The \$5MM xs of \$5MM Excess Liability Coverage Program MOC has been approved by the lead underwriters (Ironshore and AWAC). At today’s meeting the Committee was asked to ratify the Campus Liability Risk Pool MOC. Long reviewed the major changes.

A motion was made to ratify the changes to the Campus Liability Risk Pool MOC effective July 1, 2016.

MOTION: Jody Van Leuven

SECOND: Robert Eaton

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

D9. Policies and Procedure (Odd Numbered)

Mimi Long stated that all odd numbered Policies and Procedures (P&P) had been reviewed by Staff. All P&P’s appear to reflect the current administrative practices of the CSURMA, and therefore Staff did not make any recommendations or suggestions for amendments.

A motion was made to accept Staff’s recommendation to make no changes to the odd-numbered Policies and Procedures.

MOTION: Robert Eaton

SECOND: Frank Mumford

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Mike Lee	X			
Frank Mumford	X			

Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

D10. CSU International Programs Funding

Daniel Howell and Zachary Gifford discussed this item. The CSU Office of International Programs at the Chancellor’s Office (CSU IP) joined the CSURMA Foreign Travel Insurance Program (FTIP) in 2012 to obtain broader coverage for the students and facilitate the IP services. In addition, the new program includes liability protection for the University. At the time, coverage was more expensive than the expiring offering and the CSURMA Executive Committee adopted a plan to have the rate charged students increased over time to meet the premium requirements. However, largely due to unexpected claims increases, premium costs escalated faster than the rate increase could catch up. As a result, the rate charged participants has not kept up to the actual cost. The table below summarizes the financial status.

CSU INTERNATIONAL PROGRAMS
CSURMA Foreign Travel Insurance Program (FTIP)

Coverage Period	Premium Expense	IP Contribution	Deficit	# Ptcpt	IP Paid per Ptcpt	Actual Cost per Ptcpt
01/15/12 - 06/30/13	\$132,400	\$95,710	(\$36,690)	563	\$170	\$235
07/01/13 - 06/30/14	\$125,000	\$89,250	(\$35,750)	525	\$170	\$238
07/01/14 - 06/30/15	\$209,250	\$119,050	(\$90,200)	530	\$225	\$395
07/01/15 - 06/30/16	\$277,983	\$137,225	(\$140,758)	500	\$275	\$524
07/01/16 - 06/30/17	\$289,135	\$187,500	(\$101,635)	500	\$375	\$578

17/18 Renewal Premium

07/01/17 - 06/30/18*	\$289,135	\$200,000	(\$89,135)	500	\$400	\$578
07/01/17 - 06/30/18 **	\$276,980	\$187,500	(\$89,480)	500	\$375	\$554

*17/18 Premium is estimated. Actual quote is expected by meeting

**17/18 Premium with a \$100 deductible

Ptcp: Total Number of Participants including Staff (Resident Directors) and Students

CSU IP has students leaving in January 2017 (approximately 20) and approximately 500 in July. The insurer is quoting the July renewal now so that the cost can be known. IP asked for an alternative quote that includes a \$100 per accident/sickness deductible, which may reduce the cost. Adding a \$100 deductible offers savings of \$12,155. Staff believes the savings warrant taking the deductible option.

A motion was to (1) delegate authority to the CSURMA Secretary-Auditor to bind the renewal program, (2) allow the projected deficit for the 17/18 policy year to be absorbed by the FTIP program fund reserve in the Liability Program Fund, and (3) agree that the difference of \$89,135 is a cost of the FTIP program for the coverage protections provided to the university beyond the student travel coverage.

MOTION: Kevin Saunders
SECOND: Thom Davis

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

D11. Risk Management Innovation Grant Program

The Committee reviewed three grant proposals.

CSU Los Angeles submitted a grant proposal for two motorized stair climber evacuation chairs to assist injured or disabled people in the basement of University Library. The Committee members felt that the purchase of the motorized stair climbers should be borne by the Campus it is an expected cost of business and is not above and beyond what a Campus is expected to provide for disabled people.

A motion was made to approve the grant proposal by CSU Los Angeles for the motorized stair climber chairs.

MOTION: Robert Eaton
SECOND: Frank Mumford

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel			X	
Lisa Chavez		X		
Thom Davis			X	
Robert Eaton			X	
Mike Lee			X	
Frank Mumford			X	

Kevin Saunders			X	
Jody Van Leuven			X	

MOTION DID NOT CARRY

The Committee reviewed the grant proposal received by San Jose State University for data encryption software. Zachary Gifford is in discussions with Ed Hudson, Systemwide IT, regarding a Systemwide application of this software.

A third grant proposal was submitted by CSU Fullerton for cloud-based web and mobile environmental health and safety data management framework. The Committee felt it was imperative to include Ed Hudson, from Systemwide IT to evaluate this product before making a final decision.

A motion was made to table discussion of the grant proposals received by both San Jose State University and CSU Fullerton to the March meeting so that Ed Hudson, Systemwide IT, would be able to evaluate both products.

MOTION: Robert Eaton
SECOND: Frank Mumford

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Lisa Chavez		X		
Thom Davis	X			
Robert Eaton	X			
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

D12. CSURMA Policy and Procedure No. 26 – Allocation of Property Program Loss Limits (draft)

Daniel Howell explained that the Master Property Program insures all twenty-three campuses and the Chancellor’s Office, as well as the auxiliary members under one program. The program provides a single coverage limit of \$1 billion per loss event. The program also has an annual aggregate flood limit of \$50 million. These limits are shared by all members.

Because the coverage limits are finite, Policy & Procedure No. 26 addresses the method of members’ sharing of the available coverage should the limits of coverage be exhausted by a single loss event which exceeds the “per loss” limit and/or any applicable “aggregate” limit of the reinsurance or excess insurance policies.

The Executive Committee reviewed the draft version of Policy and Procedure No. 26 and in particular the Loss Limit Sharing Formula (LLSF). The Committee felt the LLSF needed some additional work to ensure it represents an equitable method of sharing available limits.

This item was tabled until the March meeting and Staff was directed to amend the LLSF section of the Policy and Procedure.

D13. Campus Liability Coverage Deductible Selection

The Committee reviewed the Campus Liability Coverage Deductible Selection exhibit. This item was for information only.

E. OTHER PROGRAMS

E1. AORMA Programs Update

Frank Mumford reported on the recent activities of the AORMA Committee.

E2. AIME Programs Update

Jody Van Leuven reported that the AIME Committee had not met since the last report given to the Executive Committee on November 2, 2016. Their next meeting is scheduled for Wednesday, January 11th.

F. CLOSED SESSION

There were no claims discussed in closed session.

G. INFORMATION ITEMS

The Committee reviewed the information items, but there was no discussion.

- G1. Review of FY 2016/2017 Long Range Planning Goals**
- G2. CSURMA Administrative Service Calendar**
- G3. 2017 CSURMA Meeting Calendar**
- G4. CSURMA Executive Committee & Staff Contact List**

H. ADJOURNMENT

The meeting was adjourned at 4:54 PM.

FINANCIAL REPORT
DRAFT FINANCIAL STATEMENT AT DECEMBER 31, 2016

ISSUE: The Chancellor's Office Financial Services Accounting prepares Financial Statements for CSURMA. The Executive Committee is asked to review the Draft Financial Statement as a part of the Consent Calendar. The Chancellor's Office Finance Services Accounting will be available at the meeting to answer questions.

RECOMMENDATION: It is recommended that the Executive Committee review and accept the Draft Financial Statement at December 31, 2016 as a part of the Consent Calendar.

FISCAL IMPACT: None.

BACKGROUND: Financial Statements provide a status of CSURMA's financial position and are relied upon for decision making by the Executive Committee.

PUBLICATION: None.

ATTACHMENT(S):

- a. Draft Financial Statement at December 31, 2016

California State University Risk Management Authority
Member Aged Accounts Receivable
As of 2/2/2017

Client Name	Current	31-60	61-90	91-120	Over 121	Balance
b Associated Students Inc, CSPU Pomona	\$1,037.00	\$640.00	\$28,722.00	\$0.00	\$0.00	\$30,399.00
c Associated Students Inc, CSU Bakersfield	\$0.00	\$0.00	\$0.00	\$0.00	\$7,927.00	\$7,927.00
Associated Students Inc, CSU Long Beach	\$2,370.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,370.00
a Associated Students Inc, CSU Northridge	\$0.00	\$8,559.00	\$0.00	\$0.00	\$0.00	\$8,559.00
Associated Students Inc, CSU Stanislaus	\$505.00	\$0.00	\$0.00	\$0.00	\$0.00	\$505.00
Associated Students Inc, San Francisco State University	\$15,372.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,372.00
Associated Students of Humboldt State University	\$541.00	\$0.00	\$0.00	\$0.00	\$0.00	\$541.00
a Associated Students of Sonoma State University	\$3,303.00	\$2,290.00	\$0.00	\$0.00	\$0.00	\$5,593.00
a Associated Students, CSU Fullerton	\$32,842.00	\$22,588.00	\$0.00	\$0.00	\$0.00	\$55,430.00
b Cal Poly Corporation	\$0.00	\$832.00	\$0.00	\$0.00	\$0.00	\$832.00
Cal State LA University Auxiliary Services Inc	\$60,805.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,805.00
CSU Bakersfield Foundation	\$6,452.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,452.00
CSU Bakersfield, Auxiliary for Sponsored Programs Admin	\$3,623.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,623.00
b CSU Fresno Athletic Corporation	\$17,937.00	\$120.00	\$0.00	\$0.00	\$0.00	\$18,057.00
a Humboldt State University Advancement Foundation	\$0.00	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00
a Humboldt State University Center	\$0.00	\$17,182.00	\$0.00	\$0.00	\$0.00	\$17,182.00
Santos Manuel Student Union, CSU San Bernardino	\$14,327.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,327.00
b Sonoma State University Enterprises, Inc	\$7,015.00	\$0.00	\$7,015.00	\$0.00	\$0.00	\$14,030.00
b Student Union Inc, San Jose State University	\$0.00	\$0.00	\$11,922.00	\$0.00	\$0.00	\$11,922.00
b The University Corporation, CSU Northridge	\$62,802.00	\$0.00	\$100,307.00	\$0.00	\$0.00	\$163,109.00
b University Corporation at Monterey Bay	\$34,275.00	\$2,864.00	\$0.00	\$0.00	\$0.00	\$37,139.00
University Student Union, CSU Stanislaus	\$1,514.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,514.00
Totals:	\$264,720.00	\$55,315.00	\$147,966.00	\$0.00	\$7,927.00	\$475,928.00

- a** CSURMA Accounting is working with Members to collect outstanding balances.
- b** Members have indicated that they will process payment by next week.
- c** Member has indicated that payment has been processed.

**California State University Risk Management Authority
Outstanding Member Loan Status
As of 12/31/2016**

Loan Pool: 15% of the overall average cash and investment for the preceding 12 months (Jan 2016 - Dec 2016)

\$ 26,746,037.18

Member Name	Maturity Date	Original Issue Date	Original Issue Amount	Outstanding Loan Balance 12/31/2016	Outstanding Loan Balance 06/30/2016
Humboldt State University Advancement Foundation	Oct 2017 (Extension)	Aug 2008	\$ 2,535,000.00	\$ 2,000,000.00	\$ 2,000,000.00
CSU Fresno	Sep 2018 (Extension)	Nov 2008	\$ 4,500,000.00	\$ -	\$ 264,012.84 **
CSU Sacramento	Jun 2019	May 2014	\$ 4,000,000.00	\$ 1,532,200.00	\$ 2,353,355.00
Total Loans			\$ 11,035,000.00	\$ 3,532,200.00	\$ 4,617,367.84

Remaining Amount Available for Member Loans

(The remaining amount reflects CSU Sacramento Line of credit balance of \$2,467,800)

\$ 20,746,037.18

***Per CSURMA P&P No. 10:**

A single Member loan and its associated Member's Auxiliary Organizations shall not exceed 5% of the overall average cash and investments for the preceding 12 months

\$ 8,915,345.73

**CSU Fresno paid off their loan November 2016

**California State University Risk Management Authority
Travel Expenses Report**

Processed from July 1, 2016 to December 31, 2016

Dates of Travel	Traveler	Location	Purpose	Lodging	Meals & Incidentals	Transportation & Business Expenses	Total Amount
10/2-3/2016	Zachary Gifford	Sacramento	Presenter at 2016 California Public Higher Education Collaborative Business Conference	\$ 118.46	\$ 29.31	\$ 344.85	\$ 492.62
10/5-10/7/2016	Joseph Shepler	CSUEB/SJSU/SFSU	Campus Orientation EHS visits	\$ -	\$ 94.27	\$ 541.10	\$ 635.37
10/10/2016	Zachary Gifford	Costa Mesa	Presenter at 2016 AOA Financial Services Annual Conference at Avenue of the Arts Costa Mesa	\$ -	\$ -	\$ 29.16	\$ 29.16
10/14/2016	Zachary Gifford	Oakland	WC DoublePlay Meeting at Sedgwick Office	\$ -	\$ -	\$ 340.18	\$ 340.18
10/17/2016	Zachary Gifford	Concord	Meet & Greet with Carl Warren Claim Examiner with Mimi Long (Alliant) at Carl Warren's Office	\$ -	\$ -	\$ 305.20	\$ 305.20
10/19/2016	Zachary Gifford	SJSU	ISAC Face to Face Meeting presentation with Shadi Jaladi (Alliant)	\$ -	\$ -	\$ 491.03	\$ 491.03
10/24-10/27/2016	Joseph Shepler	SDSU/CSUP/CSUF	Campus Orientation EH visits	\$ -	\$ -	\$ 175.18	\$ 175.18
10/31/2016	Zachary Gifford	Oakland	Nevatt Mediation held at Cynthia Remmer's Office	\$ 185.37	\$ 38.00	\$ 325.19	\$ 548.56
11/2-11/4/2016	Rebecca Skidmore	Sacramento	Fitting the Pieces Together Conference	\$ 445.05	\$ 119.11	\$ 188.20	\$ 752.36
11/2-11/4/2016	Zachary Gifford	Sacramento	Fitting the Pieces Together Conference		\$ 14.00	\$ 439.88	\$ 453.88
11/3-11/4/2016	Martha Guiditta	Sacramento	Fitting the Pieces Together Conference	\$ 296.70	\$ 14.00	\$ 160.20	\$ 470.90
11/3-11/4/2016	Leona Ching	Sacramento	Fitting the Pieces Together Conference	\$ 296.70	\$ 33.74	\$ 187.84	\$ 518.28
11/14-11/18/2016	Joseph Shepler	CSUMB/SLO/Fresno /Bakersfield	Campus visit	\$ 359.26	\$ 163.53	\$ 447.12	\$ 969.91
11/18/2016	Zachary Gifford	Rancho Cucamonga	Speaking at CalPrima Educational Luncheon, San Bernardino County of Superintendent of Schools	\$ -	\$ -	\$ 51.84	\$ 51.84
11/18-12/2/2016	Steven Relyea	London	CSURMA Underwriting Meetings	\$ 1,259.84	\$ 222.33	\$ 1,083.07	\$ 2,565.24
11/19-11/23/2016	Robert Eaton	London	CSURMA Underwriting Meetings	\$ 730.68	\$ 214.60	\$ 3,056.37	\$ 4,001.65
11/21-11/22/2016	Joseph Shepler	Sacramento/Maritime	Campus visit	\$ 131.10	\$ 81.20	\$ 508.15	\$ 720.45
11/28-11/30/2016	Joseph Shepler	Chico/Humboldt	Campus visit	\$ 184.28	\$ 136.24	\$ 561.63	\$ 882.15
11/29-11/30/2016	Zachary Gifford	Concord	AORMA Claims Audit and Quarterly Claims Review at Carl Warren Office	\$ 176.08	\$ 11.31	\$ 419.44	\$ 606.83
12/6-12/8/2016	Zachary Gifford	Folsom/CSUS	CSAC-EIA Joint Meeting with Claims Review Committee / CSU Student Health Services Advisory Committee Meeting	\$ 267.02	\$ 71.73	\$ 344.20	\$ 682.95
12/20/2016	Zachary Gifford	Oakland	Meeting with Alliant for January 2017 EC Agenda & campus visit planning	\$ -	\$ -	\$ 325.60	\$ 325.60
Travel Expenses Processed from 10/01/2016 to 12/31/2016				\$ 4,450.54	\$ 1,243.37	\$ 10,325.43	\$ 16,019.34

**California State University Risk Management Authority
Travel Expenses Report**

Processed from July 1, 2016 to December 31, 2016

Dates of Travel	Traveler	Location	Purpose	Lodging	Meals & Incidentals	Transportation & Business Expenses	Total Amount
7/18-7/20/2016	Zachary Gifford	Oakland/San Francisco	CSURMA Communication to Campus IT Leadership - Cyber Insurance Program Teleconference with Alliant and CO, AORMA Officers Retreat at Alliant Office	\$ 603.22	\$ 45.00	\$ 362.87	\$ 1,011.09
7/27-7/28/2016	Zachary Gifford	Oakland/San Francisco	SFSU Science Bldg and Nevatt Litigation Meeting at Alliant, IRIC Training presentation at Cal Maritime	\$ 252.14	\$ 19.18	\$ 494.13	\$ 765.45
8/10-8/12/2016	Zachary Gifford	Newport Beach/Irvine	WC Stewardship Meeting with Alliant and Sedgwick at Alliant Newport Beach Office and UC-CSU Workers' Compensation Summit at UC Irvine Campus	\$ -	\$ -	\$ 88.02	\$ 88.02
8/17-8/18/2016	Zachary Gifford	LA/Cal Poly Pomona	Alliant/CPDC Claims Advocacy Meeting at Alliant Office and CSURMA IRIC Training presentation at CSPU Pomona	\$ -	\$ -	\$ 85.88	\$ 85.88
8/11-8/12, 8/18, 8/30-8/31/2016	Rebecca Skidmore	UCI/Pomona/LA	UC-CSU Workers' Compensation Summit at UC Irvine, CSURMA Training for IRIC 9.0 at Pomona campus, Ventiv in Los Angeles (Omni Hotel)	\$ 230.61	\$ 150.99	\$ -	\$ 381.60
9/6-9/8/2016	Zachary Gifford	Sacramento	CSURMA EC Meeting, AORMA LRP & Committee Meeting at Alliant Offices	\$ 241.10	\$ 57.06	\$ 335.04	\$ 633.20
9/12, 9/18-9/20/2016	Rebecca Skidmore	San Diego	URMIA Conference	\$ 774.84	\$ 22.35	\$ 201.52	\$ 998.71
9/18-9/20/2016	Zachary Gifford	San Diego	URMIA Conference	\$ 315.84	\$ 44.20	\$ 199.39	\$ 559.43
9/23/2016	Zachary Gifford	Costa Mesa	Presenter at 2016 AOA Financial Services Annual Conference at Avenue of the Arts Costa Mesa	\$ -	\$ -	\$ 29.16	\$ 29.16
Travel Expenses Processed from 07/01/2016 to 09/30/2016				\$ 2,417.75	\$ 338.78	\$ 1,796.01	\$ 4,552.54
GRAND TOTAL				\$ 6,868.29	\$ 1,582.15	\$ 12,121.44	\$ 20,571.88

California State University Risk Management Authority

Balance Sheet - Campus Programs as of 12/31/2016

(Unaudited)

	<u>Liability</u>	<u>Workers' Compensation</u>	<u>IDL/NDI/UI</u>	<u>Property</u>	<u>AIME</u>	<u>Auto Liability</u>	<u>Total Campus Programs as of 12/31/2016</u>
Assets:							
Cash and Investments	7,499,798	16,341,189	1,679,626	2,104,116	1,010,019	688,469	29,323,217
Other long-term investments	30,064,168	59,258,374	6,063,472	7,492,165	3,652,354	0	106,530,533
Accounts receivable	3,240,078	714,315	0	0	0	0	3,954,393
Loan receivable	0	0	0	0	0	0	0
Reinsurance receivable	0	385,833	0	0	0	0	385,833
Accrued interest receivable	1,275	2,567	263	325	158	0	4,587
Prepaid insurance	1,237,697	14,513,636	1,067	609,477	8,158	422,912	16,792,947
Prepaid expense	190,839	2,075,087	2,573	363,672	476,882	0	3,109,053
Total assets:	<u>42,233,855</u>	<u>93,291,002</u>	<u>7,747,000</u>	<u>10,569,755</u>	<u>5,147,571</u>	<u>1,111,381</u>	<u>160,100,564</u>
Liabilities:							
Accounts payable	95,361	1,168,668	2,234,826	12,723	152,885	829,510	4,493,972
Unearned revenue	6,230,815	18,911,608	6,750,000	1,910,585	2,079,162	422,912	36,305,081
SELF assessment liability	0	8,181,789	0	0	0	0	8,181,789
Reported claims	10,997,441	32,156,316	0	0	105,426	0	43,259,183
Claims incurred but not reported	9,783,891	16,338,367	0	0	2,108,516	0	28,230,774
Total liabilities:	<u>27,107,508</u>	<u>76,756,747</u>	<u>8,984,826</u>	<u>1,923,308</u>	<u>4,445,988</u>	<u>1,252,422</u>	<u>120,470,799</u>
Fund balance	15,126,348	16,534,254	(1,237,826)	8,646,447	701,583	(141,042)	39,629,765
Total liabilities and fund balance	<u>42,233,855</u>	<u>93,291,002</u>	<u>7,747,000</u>	<u>10,569,755</u>	<u>5,147,571</u>	<u>1,111,381</u>	<u>160,100,564</u>

California State University Risk Management Authority

Balance Sheet - AORMA Programs as of 12/31/2016

(Unaudited)

	<u>AORMA Liability</u>	<u>AORMA Workers' Comp</u>	<u>AORMA Property</u>	<u>AORMA Crime</u>	<u>AORMA UIP</u>	<u>Total AORMA Programs as of 12/31/2016</u>
Assets:						
Cash and Investments	1,954,081	1,853,165	689,525	(98,188)	1,168,525	5,567,107
Other long-term investments	7,048,540	7,484,317	1,708,010	530,936	4,240,254	21,012,057
Accounts receivable	40,412	1,398,394	698	3,284	550,082	1,992,870
Loan receivable	0	0	0	0	0	0
Reinsurance receivable	0	0	0	0	0	0
Accrued interest receivable	305	317	74	23	184	902
Prepaid insurance	76,017	1,562,011	32,463	110,392	205	1,781,087
Prepaid expense	505,559	260,083	95,323	11,900	457	873,322
Total assets:	<u>9,624,912</u>	<u>12,558,287</u>	<u>2,526,092</u>	<u>558,347</u>	<u>5,959,707</u>	<u>31,227,345</u>
Liabilities:						
Accounts payable	864,582	992,143	3,648	479	275,294	2,136,147
Unearned revenue	1,237,367	1,097,181	522,034	155,269	511,150	3,523,001
SELF assessment liability	0	0	0	0	0	0
Reported claims	475,118	3,089,301	0	0	0	3,564,419
Claims incurred but not reported	1,018,632	2,853,453	0	0	0	3,872,085
Total liabilities:	<u>3,595,699</u>	<u>8,032,078</u>	<u>525,683</u>	<u>155,748</u>	<u>786,444</u>	<u>13,095,652</u>
Fund balance	6,029,214	4,526,209	2,000,409	402,600	5,173,263	18,131,694
Total liabilities and fund balance	<u>9,624,912</u>	<u>12,558,287</u>	<u>2,526,092</u>	<u>558,347</u>	<u>5,959,707</u>	<u>31,227,345</u>

California State University Risk Management Authority
Balance Sheet - Miscellaneous Programs as of 12/31/2016

(Unaudited)

	Misc Purchased	OCIP	Club Sports	Loans	Total Misc Programs as of 12/31/2016	Grand Total All Programs as of 12/31/2016
Assets:						
Cash and Investments	(51,387)	1,752,169	69,442	(757,396)	1,012,828	35,903,153
Other long-term investments	(190,817)	6,497,494	251,238	(2,774,804)	3,783,110	131,325,700
Accounts receivable	3,615	0	34,243	0	37,858	5,985,121
Loan receivable	0	0	0	3,532,200	3,532,200	3,532,200
Reinsurance receivable	0	0	0	0	0	385,833
Accrued interest receivable	0	0	11	0	11	5,500
Prepaid insurance	0	564,919	105,049	0	669,968	19,244,002
Prepaid expense	0	27,219	74,991	0	102,210	4,084,585
Total assets:	(238,589)	8,841,802	534,973	0	9,138,185	200,466,094
Liabilities:						
Accounts payable	0	4,220	143	0	4,363	6,634,482
Unearned revenue	0	0	208,247	0	208,247	40,036,329
SELF assessment liability	0	0	0	0	0	8,181,789
Reported claims	0	0	0	0	0	46,823,602
Claims incurred but not reported	0	0	0	0	0	32,102,859
Total liabilities:	0	4,220	208,390	0	212,611	133,779,061
Fund balance	(238,589)	8,837,581	326,583	0	8,925,575	66,687,033
Total liabilities and fund balance	(238,589)	8,841,802	534,973	0	9,138,185	200,466,094

California State University Risk Management Authority
Income Statement - Campus Programs as of 12/31/2016
(Unaudited)

	<u>Liability</u>	<u>Workers' Compensation</u>	<u>IDL/NDI/UI</u>	<u>Property</u>	<u>AIME</u>	<u>Auto Liability</u>	<u>Total Campus Programs</u>
OPERATING REVENUES:							
Contributions	7,571,892	18,911,608	6,750,000	4,412,280	2,079,162	422,912	40,147,853
Reinsurance premiums	(889,615)	0	0	(2,487,014)	0	0	(3,376,630)
Total operating revenues:	6,682,277	18,911,608	6,750,000	1,925,265	2,079,162	422,912	36,771,223
OPERATING EXPENSES:							
DIRECT PROGRAM EXPENSES:							
Claims payment & legal expenses	5,752,659	11,760,564	8,358,168	1,386,870	1,641,904	0	28,900,165
Deductible recoveries	(4,978,461)	0	0	0	0	0	(4,978,461)
Claims administrators	43,970	1,912,243	35,993	0	100,000	0	2,092,206
Claims management information system	18,671	21,244	0	0	0	0	39,915
Program administrator	87,590	235,588	84,570	106,654	5,176	0	519,578
Brokerage commissions	171,754	152,400	126	259,073	1,247	0	584,600
Insurance premiums	1,224,471	17,380,609	0	588,054	9,639	406,599	19,609,370
Taxes, assessments & fees	235,790	0	0	0	0	0	235,790
Actuarial services	9,321	3,250	0	0	2,750	0	15,321
Miscellaneous program services	114	0	0	0	0	0	114
Workshops/training	20,265	47,157	16,842	10,197	0	0	94,461
Loss control	116,884	16,263	0	27,922	0	0	161,069
Reinsurance/excess recovery	0	(8,054,390)	0	0	0	0	(8,054,390)
Program committee	0	0	0	0	95	0	95
Dividend distributions	5,576,910	8,111,485	0	0	0	0	13,688,395
Total direct program expenses:	8,279,939	31,586,412	8,495,698	2,378,769	1,760,811	406,599	52,908,228
GENERAL & ADMINISTRATIVE EXPENSES:							
Financial audit	4,382	11,637	4,154	2,538	1,280	0	23,990
Executive committee & board expenses	16	41	15	9	5	0	85
JPA insurance	1,079	3,013	1,078	639	311	0	6,120
Memberships, associations & dues	1,255	30,978	1,225	736	364	0	34,558
Chancellor's office accounting services	25,559	67,884	24,229	14,807	7,464	0	139,942
Risk management expenses	54,957	145,917	52,080	31,827	16,043	0	300,824
JPA legal	6,486	17,227	6,149	3,757	1,894	0	35,513
Miscellaneous indirect services	3,128	6,468	2,286	1,386	678	0	13,946
Total general & administrative expenses:	96,860	283,167	91,214	55,699	28,038	0	554,978
Total operating expenses:	8,376,800	31,869,578	8,586,913	2,434,467	1,788,850	406,599	53,463,206
NON-OPERATING REVENUES:							
Investment income	(643,160)	(1,278,267)	(111,836)	(159,432)	(70,576)	0	(2,263,271)
Total non-operating revenues:	(643,160)	(1,278,267)	(111,836)	(159,432)	(70,576)	0	(2,263,271)
BEGINNING RETAINED EARNINGS	17,464,030	30,770,492	710,923	9,315,081	481,847	(157,355)	58,585,019
NET SURPLUS/(DEFICIT)	(2,337,683)	(14,236,238)	(1,948,749)	(668,635)	219,736	16,314	(18,955,255)
ENDING RETAINED EARNINGS	15,126,348	16,534,254	(1,237,826)	8,646,447	701,583	(141,042)	39,629,765

California State University Risk Management Authority
Income Statement - AORMA Programs as of 12/31/2016
(Unaudited)

	<u>AORMA Liability</u>	<u>AORMA Workers' Comp</u>	<u>AORMA Property</u>	<u>AORMA Crime</u>	<u>AORMA UIP</u>	<u>Total AORMA Programs</u>
OPERATING REVENUES:						
Contributions	1,891,726	2,515,319	1,222,882	155,269	30,301	5,815,497
Reinsurance premiums	(642,952)	0	(700,706)	0	0	(1,343,658)
Total operating revenues:	1,248,774	2,515,319	522,176	155,269	30,301	4,471,839
OPERATING EXPENSES:						
DIRECT PROGRAM EXPENSES:						
Claims payment & legal expenses	476,989	1,312,560	95,144	12,444	558,098	2,455,235
Deductible recoveries	(27,559)	0	0	0	0	(27,559)
Claims administrators	7,000	109,883	0	0	15,023	131,905
Claims management information system	0	0	0	0	0	0
Program administrator	300,000	193,238	127,500	12,500	25,461	658,699
Brokerage commissions	26,457	15,057	94,934	11,845	25	148,318
Insurance premiums	74,262	1,770,382	32,513	110,368	0	1,987,525
Taxes, assessments & fees	0	22,277	0	0	0	22,277
Actuarial services	5,000	3,500	0	0	0	8,500
Miscellaneous program services	0	0	0	0	0	0
Workshops/training	11,448	12,478	6,514	857	6,145	37,442
Loss control	51,545	53,393	8,018	0	0	112,956
Reinsurance/excess recovery	(243,585)	(407,474)	0	0	0	(651,059)
Program committee	1,247	1,454	761	100	684	4,246
Dividend distributions	824,133	888,622	0	0	0	1,712,755
Total direct program expenses:	1,506,938	3,975,369	365,384	148,114	605,435	6,601,240
GENERAL & ADMINISTRATIVE EXPENSES:						
Financial audit	1,194	1,392	729	95	655	4,064
Executive committee & board expenses	4	5	3	0	2	14
JPA insurance	306	359	176	24	207	1,072
Memberships, associations & dues	18	21	10	1	12	63
Chancellor's office accounting services	6,965	8,118	4,251	556	3,819	23,709
Risk management expenses	14,971	17,450	9,137	1,196	8,208	50,962
JPA legal	1,767	2,060	1,079	141	969	6,016
Miscellaneous indirect services	651	765	401	52	400	2,269
Total general & administrative expenses:	25,877	30,169	15,785	2,067	14,272	88,170
Total operating expenses:	1,532,815	4,005,538	381,169	150,181	619,707	6,689,410
NON-OPERATING REVENUES:						
Investment income	(151,917)	(166,968)	(35,608)	(11,070)	(92,974)	(458,536)
Total non-operating revenues:	(151,917)	(166,968)	(35,608)	(11,070)	(92,974)	(458,536)
BEGINNING RETAINED EARNINGS	6,465,172	6,183,396	1,895,009	408,581	5,855,643	20,807,801
NET SURPLUS/(DEFICIT)	(435,958)	(1,657,187)	105,400	(5,982)	(682,380)	(2,676,107)
ENDING RETAINED EARNINGS	6,029,214	4,526,209	2,000,409	402,600	5,173,263	18,131,694

California State University Risk Management Authority
Income Statement - Miscellaneous Programs as of 12/31/2016
(Unaudited)

	<u>Misc Purchased</u>	<u>OCIP</u>	<u>Club Sports</u>	<u>Total Misc Programs</u>	<u>Grand Total All Programs</u>
OPERATING REVENUES:					
Contributions	198,855	3,060,286	175,343	3,434,483	49,397,832
Reinsurance premiums	0	0	0	0	(4,720,287)
Total operating revenues:	198,855	3,060,286	175,343	3,434,483	44,677,545
OPERATING EXPENSES:					
DIRECT PROGRAM EXPENSES:					
Claims payment & legal expenses	0	0	19,797	19,797	31,375,197
Deductible recoveries	0	0	0	0	(5,006,019)
Claims administrators	0	0	4,000	4,000	2,228,111
Claims management information system	0	0	0	0	39,915
Program administrator	0	136,250	0	136,250	1,314,527
Brokerage commissions	76,198	6,975	3,747	86,920	819,838
Insurance premiums	439,233	1,746,960	90,569	2,276,761	23,873,657
Taxes, assessments & fees	0	0	0	0	258,067
Actuarial services	0	0	0	0	23,821
Miscellaneous program services	0	0	0	0	114
Workshops/training	0	0	0	0	131,902
Loss control	0	0	0	0	274,025
Reinsurance/excess recovery	0	0	0	0	(8,705,450)
Program committee	0	0	0	0	4,340
Dividend distributions	0	0	0	0	15,401,150
Total direct program expenses:	515,431	1,890,184	118,112	2,523,727	62,033,195
GENERAL & ADMINISTRATIVE EXPENSES:					
Financial audit	0	1,883	63	1,946	30,000
Executive committee & board expenses	0	7	0	7	107
JPA insurance	0	488	16	505	7,697
Memberships, associations & dues	0	29	1	30	34,650
Chancellor's office accounting services	0	10,981	368	11,349	175,000
Risk management expenses	0	23,604	790	24,394	376,181
JPA legal	0	2,787	93	2,880	44,409
Miscellaneous indirect services	0	1,036	34	1,071	17,285
Total general & administrative expenses:	0	40,815	1,366	42,180	685,329
Total operating expenses:	515,431	1,930,999	119,478	2,565,908	62,718,524
NON-OPERATING REVENUES:					
Investment income	0	0	(5,239)	(5,239)	(2,727,046)
Total non-operating revenues:	0	0	(5,239)	(5,239)	(2,727,046)
BEGINNING RETAINED EARNINGS	77,987	7,708,294	275,957	8,062,238	87,455,058
NET SURPLUS/(DEFICIT)	(316,576)	1,129,287	50,626	863,337	(20,768,025)
ENDING RETAINED EARNINGS	(238,589)	8,837,581	326,583	8,925,575	66,687,033

California State University Risk Management Authority
Income Statement as of 12/31/2016
(Unaudited)

	Budget vs. Actual			Percent of Budget
	FY 2016/2017 Budget	Year-to-Date Ended 12/31/2016	Variance	
OPERATING REVENUES:				
Contributions	98,787,129	49,397,832	49,389,297	50.00%
Reinsurance premiums	(7,664,006)	(4,720,287)	(2,943,719)	61.59%
Total operating revenues:	91,123,123	44,677,545	46,445,578	49.03%
OPERATING EXPENSES:				
DIRECT PROGRAM EXPENSES:				
Claims payment & legal expenses	59,479,626	31,375,197	28,104,429	52.75%
Deductible recoveries	(5,381,360)	(5,006,019)	(375,341)	93.03%
Claims administrators	4,492,631	2,228,111	2,264,520	49.59%
Claims management information system	85,000	39,915	45,085	46.96%
Program administrator	2,592,251	1,314,527	1,277,725	50.71%
Brokerage commissions	1,290,820	819,838	470,982	63.51%
Insurance premiums	38,442,443	23,873,657	14,568,786	62.10%
Taxes, assessments & fees	265,500	258,067	7,433	97.20%
Actuarial services	386,000	23,821	362,179	6.17%
Claims audit	22,000	0	22,000	0.00%
Coverage counsel	16,000	0	16,000	0.00%
Program legal	24,500	0	24,500	0.00%
Miscellaneous program services	10,000	114	9,886	1.14%
Workshops/training	329,000	131,902	197,098	40.09%
Loss control	1,070,466	274,025	796,441	25.60%
Reinsurance/excess recovery	(16,452,994)	(8,705,450)	(7,747,544)	52.91%
Program committee	0	4,340	(4,340)	0.00%
Dividend distributions	1,171,524	15,401,150	(14,229,626)	1,314.63%
Total direct program expenses:	87,843,407	62,033,195	25,810,212	70.62%
GENERAL & ADMINISTRATIVE EXPENSES:				
Financial audit	43,000	30,000	13,000	69.77%
Executive committee & board expenses	34,000	107	33,893	0.31%
JPA insurance	27,500	7,697	19,803	27.99%
Memberships, associations & dues	7,450	34,650	(27,200)	465.10%
Chancellor's office accounting services	350,000	175,000	175,000	50.00%
Risk management expenses	1,013,000	376,181	636,819	37.14%
JPA legal	105,000	44,409	60,591	42.29%
Miscellaneous indirect services	15,000	17,285	(2,285)	115.23%
Total general & administrative expenses:	1,594,950	685,329	909,621	42.97%
Total operating expenses:	89,438,357	62,718,524	26,719,833	70.12%
NON-OPERATING REVENUES:				
Investment income	2,500,000	(2,727,046)	5,227,046	(109.08)%
Miscellaneous fee revenue	0	0	0	0.00%
Total non-operating revenues:	2,500,000	(2,727,046)	5,227,046	(109.08)%
NET SURPLUS/(DEFICIT)	4,184,766	(20,768,025)	24,952,791	(496.28)%

FINANCIAL REPORT
TREASURER'S QUARTERLY INVESTMENT REPORT AT
DECEMBER 31, 2016

ISSUE: California Government Code Section 53646(b)(1) requires that the CSURMA Treasurer submit a Quarterly Investment Report stating that all investments are in compliance with the current investment policy and that CSURMA has sufficient funds to meet its expenditure requirements for the next six months. The CSURMA Treasurer will be on hand to address questions.

RECOMMENDATION: It is recommended that the Executive Committee review the Treasurer's Report ending December 31, 2016.

FISCAL IMPACT: None.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S):

- a. Certification of Funds Letter dated February 27, 2017
- b. CSURMA Investment Report - October 1, 2016 to December 31, 2016



California State University Risk Management Authority

Officers


Linda Hawk
Chair - 760-750-4950

Dr. Ming Tung (Mike) Lee
Vice Chair - 916-278-6312

Robert Eaton
Treasurer - 562-951-4572

Zachary Gifford
Secretary-Auditor - 562-951-4568

To: Executive Committee
CSU Risk Management Authority

From: Robert Eaton 
Treasurer
CSU Risk Management Authority

Re: Quarterly Investment Report
Ending December 31, 2016

Date: February 27, 2017

Government Code Section 53646(b)(1) requires the Authority's Treasurer to submit to the legislative body (Executive Committee), a quarterly investment report. Attached is the quarterly investment report ending December 31, 2016. The report contains a portfolio summary which includes market value, return, yield, weighted average maturity (WAM), and duration for each of CSURMA Investment Portfolios: Fixed Income Portfolio with TCW (Met West) and CSU's SWIFT Portfolio.

The funds held in investments are sufficient to meet the Authority's cash-flow needs for the following six (6) months. The investments are in accordance with the investment policy of the Authority, as duly authorized by the Executive Committee.

Robert Eaton
Treasurer
CSU Risk Management Authority

CSURMA

Quarterly Investment Report

October 1, 2016 - December 31, 2016

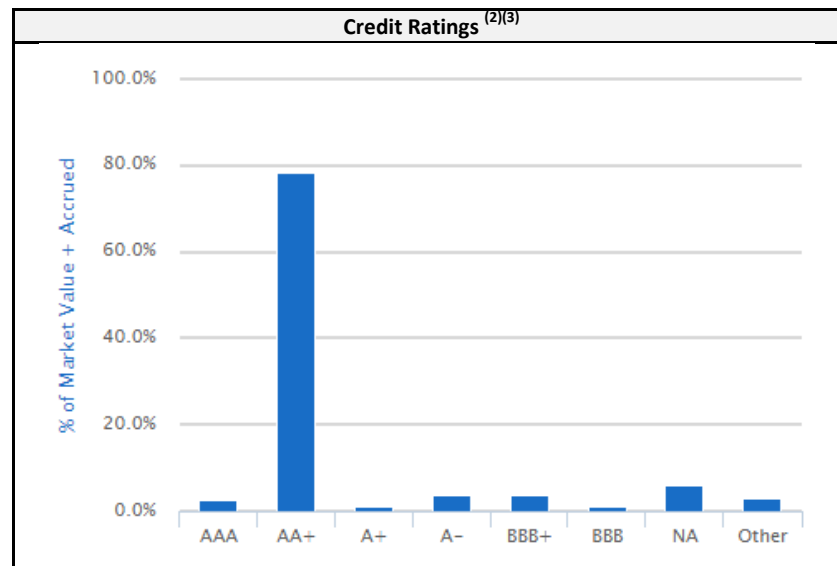
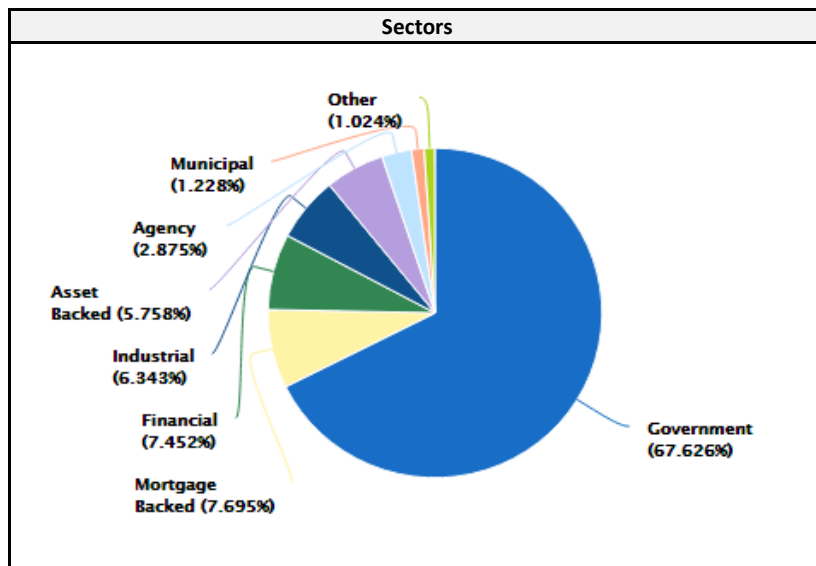
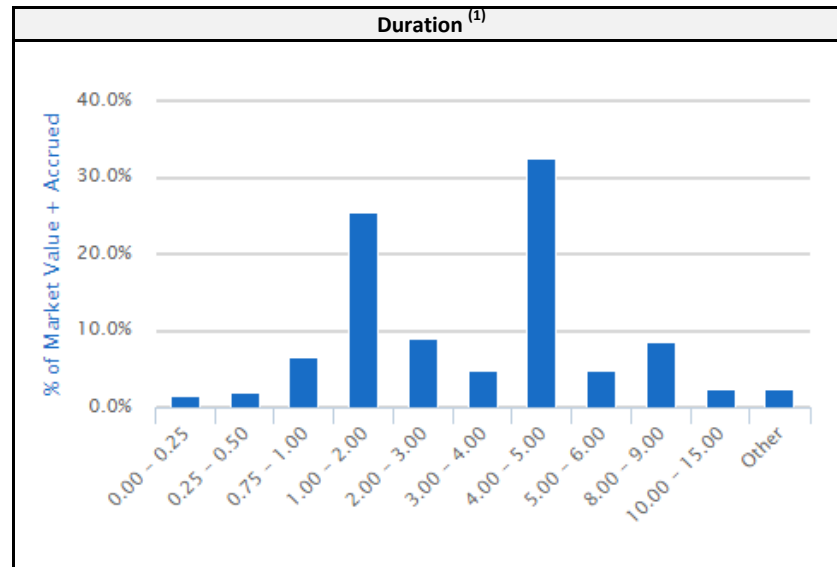
Prepared by Treasury

California State University Risk Management Authority

Fixed Income Portfolio (Auxiliary Investment Platform)

As of 12/31/2016

Portfolio Summary Total	
Total Assets	131,325,700
Duration	3.884
Yield	1.875
Avg Credit Rating	AA-/Aa3
QE Performance	-2.013%



⁽¹⁾ The Other category combines duration ranges and in aggregate equals 2.336% of the portfolio.

⁽²⁾ The Other category contains assets that do not fall within the seven specific charted credit ratings. These assets make up 3.048% of the portfolio and include the following ratings: AA, AA- , A, and BBB- .

⁽³⁾ The NA category contains assets that do not have credit ratings available. These assets make up 5.908% of the portfolio.

California State University Risk Management Authority

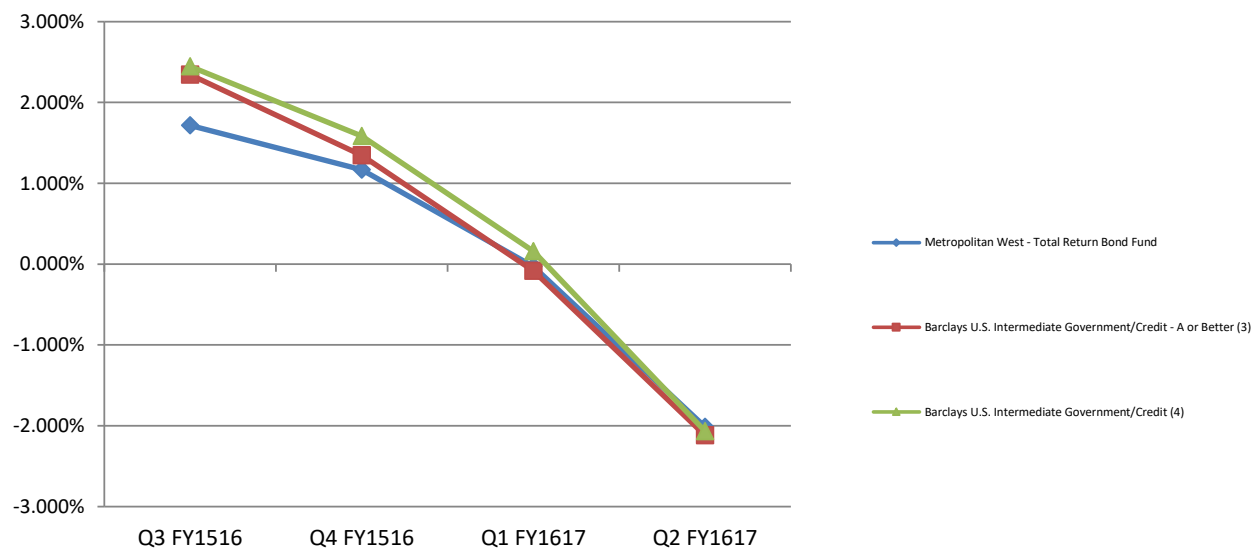
Fixed Income Portfolio (Auxiliary Investment Platform)

Performance Summary

Period Ending 12/31/2016

Account / Index	Market Value	3 Month ⁽¹⁾	Trailing	Trailing	Trailing	Since	Yield	WAM ⁽²⁾	Duration
			12 Month ⁽¹⁾	3 Year ⁽¹⁾	5 Year ⁽¹⁾	Inception ⁽¹⁾			
	12/31/2016	10/01/16 - 12/31/16	01/01/16 - 12/31/16	01/01/14 - 12/31/16	01/01/12 - 12/31/16	07/01/07 - 12/31/16			
Metropolitan West - Total Return Bond Fund	131,325,700	-2.013%	0.804%	1.423%	1.382%	3.608%	1.875	5.695	3.884
Barclays U.S. Intermediate Government/Credit - A or Better ⁽³⁾		-2.119%	1.437%	1.857%	1.531%	2.879%	1.879	4.212	3.940
Barclays U.S. Intermediate Government/Credit ⁽⁴⁾		-2.067%	2.081%	2.087%	1.846%	3.261%	2.107	4.368	4.051

Account / Index	Q3 FY1516	Q4 FY1516	Q1 FY1617	Q2 FY1617	Trailing
	01/01/16 - 03/31/16	04/01/16 - 06/30/16	07/01/16 - 09/30/16	10/01/16 - 12/31/16	12 Month ⁽¹⁾
Metropolitan West - Total Return Bond Fund	1.716%	1.169%	-0.029%	-2.013%	0.804%
Barclays U.S. Intermediate Government/Credit - A or Better ⁽³⁾	2.343%	1.344%	-0.083%	-2.119%	1.437%
Barclays U.S. Intermediate Government/Credit ⁽⁴⁾	2.446%	1.585%	0.159%	-2.067%	2.081%



(1) Represents Total Return on the portfolio (Income Return plus Price Return)

(2) Weighted Average Maturity

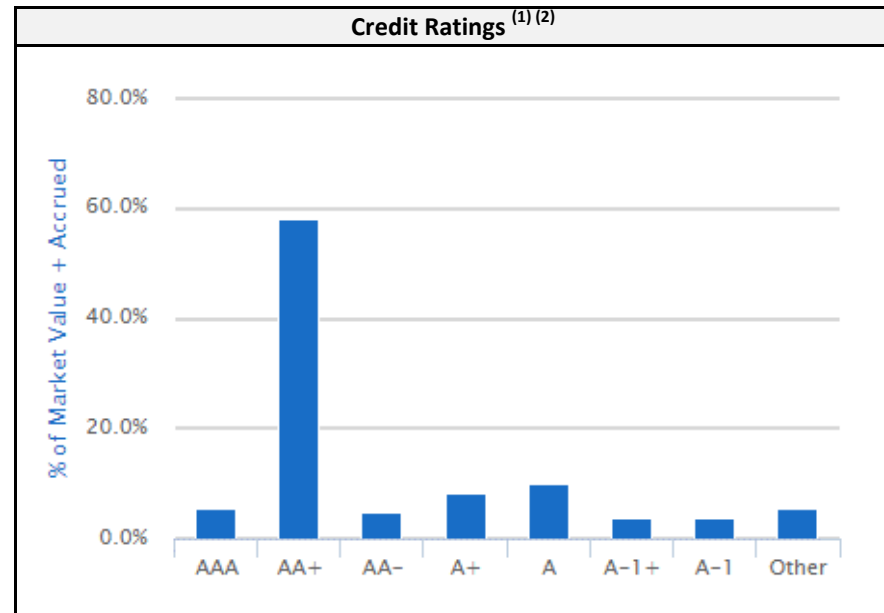
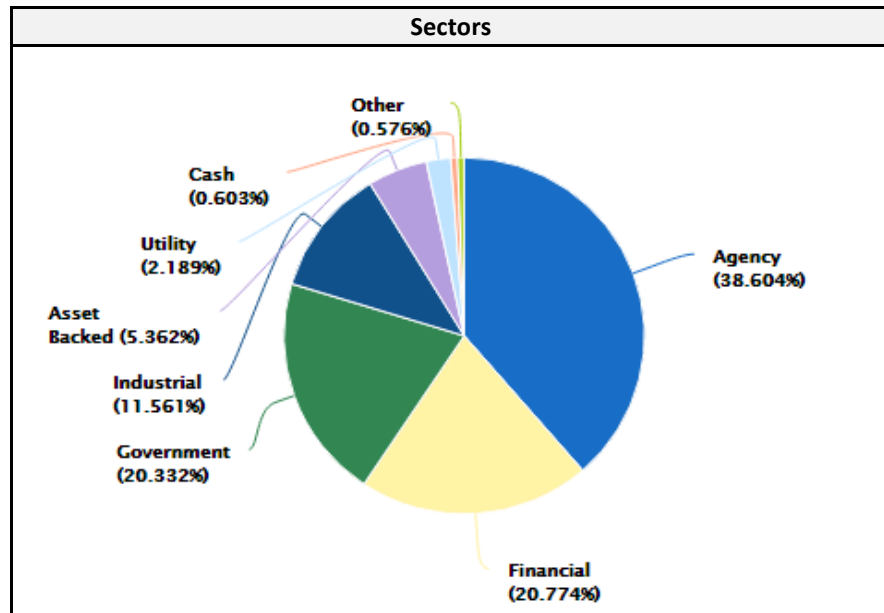
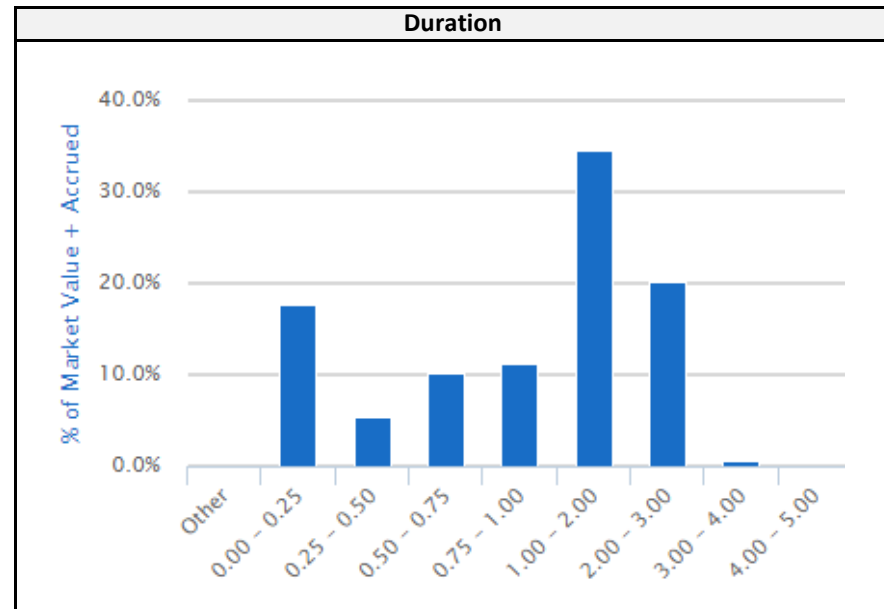
(3) Portfolio Benchmark as of 05/2014.

(4) Portfolio Benchmark prior to 05/2014.

California State University SWIFT Portfolio

As of 12/31/2016

Portfolio Summary Total	
Total Assets	36,953,498
Duration	1.229
Yield	1.226
Avg Credit Rating	AA-/Aa3
QE Performance	-0.160%



⁽¹⁾ The other bucket contains assets that do not fall within the top seven credit ratings.

⁽²⁾ Clearwater grouped short term A-1+ securities with long term securities into the AAA which they deemed comparable credit rating groupings. This has been requested to be parsed out for future reports

California State University Risk Management Authority

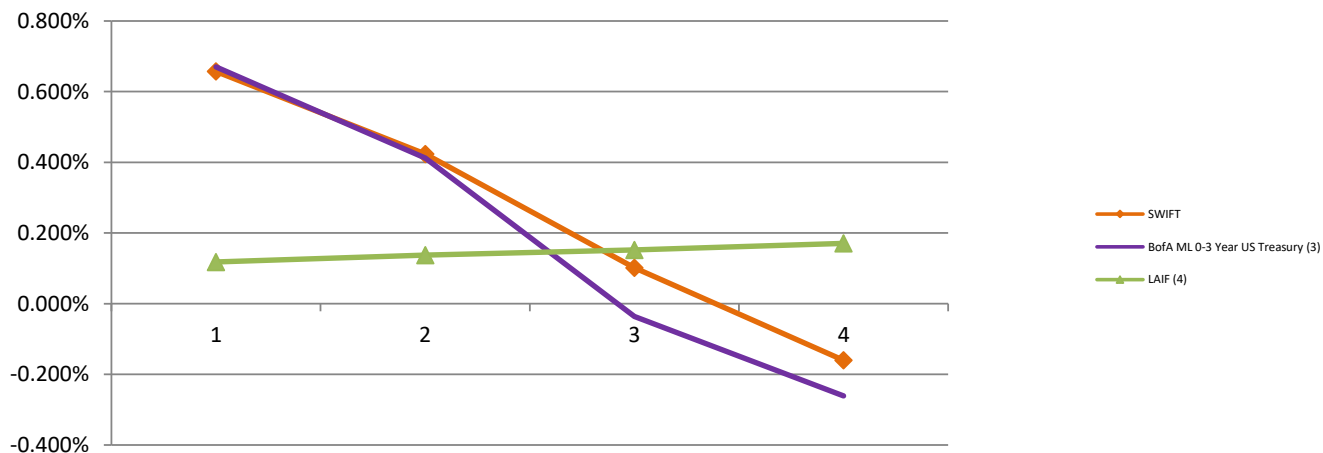
SWIFT Portfolio

Performance Summary

Period Ending 12/31/2016

Account / Index	Market Value	3 Month ⁽¹⁾	Trailing 12 Month ⁽¹⁾	Trailing 3 Year ⁽¹⁾	Trailing 5 Year ⁽¹⁾	Since Inception ⁽¹⁾	Yield	WAM ⁽²⁾	Duration
	12/31/16	10/01/16 - 12/31/16	01/01/16 - 12/31/16	01/01/14 - 12/31/16	01/01/12 - 12/31/16	07/01/07 - 12/31/16			
SWIFT - CSU Systemwide Investment Fund Trust	36,953,498	-0.160%	1.024%	0.737%	0.713%	1.275%	1.226	1.489	1.229
BofA ML 0-3 Year US Treasury ⁽³⁾		-0.261%	0.784%	0.555%	0.463%	1.630%	1.021	1.470	1.434
LAIF - Local Agency Investment Fund ⁽⁴⁾		0.171%	0.580%	0.381%	0.354%	1.019%	0.684		

Account / Index	Q3 FY1516	Q4 FY1516	Q1 FY1617	Q2 FY1617	Trailing 12 Month ⁽¹⁾
	1/1/16 - 3/31/16	4/1/16 - 6/30/16	07/01/16 - 09/30/16	10/01/16 - 12/31/16	01/01/16 - 12/31/16
SWIFT	0.657%	0.424%	0.102%	-0.160%	1.024%
BofA ML 0-3 Year US Treasury ⁽³⁾	0.670%	0.412%	-0.036%	-0.261%	0.784%
LAIF ⁽⁴⁾	0.118%	0.138%	0.152%	0.171%	0.580%



(1) Represents Total Return on the portfolio (Income Return plus Price Return)

(2) Weighted Average Maturity

(3) SWIFT Portfolio Benchmark

(4) LAIF returns calculated by CSUCO Treasury

**FY 2016/2017 MIDTERM BUDGET AMENDMENTS AND
ADOPTION OF RESOLUTION NO. 01-17 (EC)**

ISSUE: The Board of Directors adopted the FY 2016/17 Budget at its meeting on May 6, 2016. Upon review of the Financial Statements at December 31, 2016 (unaudited), Staff recommends the Executive Committee adopt Resolution No. 01-17 (EC) amending the FY 2016/17 Budget as follows:

FY 2016/17 Midterm Budget Amendments:

Please refer to the Midterm Budget Amendments worksheet for details on the cost allocation between Campus and AORMA programs, including details by coverage fund.

1. Increase Contributions by \$620,502 for Club Sports and AORMA UIP programs.
2. Increase Reinsurance Premiums by \$2,054,157 for estimated reinsurance costs.
3. Increase Claims Payments by \$2,641,207 per latest actuarial estimates for the risk pools, and AORMA UIP expenditures.
4. Increase Deductible Recoveries by \$658,384 per actuarial updates.
5. Decrease Claims Administrators by \$338,498 to move Campus Liability and Campus WC Claims Consultants to Program Admin, and additional amount for Club Sports.
6. Increase Program Administrators by \$1,168,500 for Campus Liability and Campus WC Consultants, OCIP admin.
7. Increase Brokerage Commissions & Fees by \$253,645 for AORMA and OCIP.
8. Increase Insurance Premiums by \$4,554,662 for estimated insurance costs.
9. Decrease Excess/Reinsurance Recoveries by \$1,609,064 per actuarial updates.
10. Increase Dividend Distribution by \$14,229,626 for actual amounts paid to members.
11. Increase Membership Dues by \$27,550 for Campus WC membership in CWCI.

Additional budget adjustments may be identified at today's Executive Committee meeting for review and adoption as appropriate.

RECOMMENDATION: It is recommended the Executive Committee adopt Resolution No. 01-17 (EC) including the budget amendment described above and any additional amendments approved at today's meeting.

FISCAL IMPACT: The effect of the above adjustments decreases Total Revenues by \$1,433,656, increases Total Expenses by \$23,487,372 resulting Total Revenue of \$89,689,467, Total Expenses of \$112,919,728 and Non-Operating Income of \$2,500,000. The amended budget

results in a Net Deficit of \$20,730,261. The Ending Balance at June 30, 2017 is estimated to be \$67,372,983.

BACKGROUND: None.

PUBLICATION: The amended FY 2016/17 Budget and Resolution 01-17 (EC) will be uploaded onto the CSURMA website.

ATTACHMENT(S):

- a. Draft Resolution No. 01-17 (EC)
- b. Draft FY 2016/17 CSURMA Midterm Budget Amendments

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

**EXECUTIVE COMMITTEE
RESOLUTION NO. 01-17 (EC)**

Resolution Approving CSURMA Midterm Budget Amendment for FY 2016/17

The Executive Committee of the California State University Risk Management Authority finds and determines that the FY 2016/17 operating budget shall be amended as follows:

1. Increase Contributions by \$620,502 for Club Sports and AORMA UIP programs.
2. Increase Reinsurance Premiums by \$2,054,157 for estimated reinsurance costs.
3. Increase Claims Payments by \$2,641,207 per latest actuarial estimates for the risk pools, and AORMA UIP expenditures.
4. Increase Deductible Recoveries by \$658,384 per actuarial updates.
5. Decrease Claims Administrators by \$338,498 to move Campus Liability and Campus WC Claims Consultants to Program Admin, and additional amount for Club Sports.
6. Increase Program Administrators by \$1,168,500 for Campus Liability and Campus WC Consultants, OCIP admin.
7. Increase Brokerage Commissions & Fees by \$253,645 for AORMA and OCIP.
8. Increase Insurance Premiums by \$4,554,662 for estimated insurance costs.
9. Decrease Excess/Reinsurance Recoveries by \$1,609,064 per actuarial updates.
10. Increase Dividend Distribution by \$14,229,626 for actual amounts paid to members.
11. Increase Membership Dues by \$27,550 for Campus WC membership in CWCI.

Please refer to the Midterm Budget Amendments worksheet for details on the cost allocation between Campus and AORMA programs, including details by coverage fund.

The effect of the above adjustments decreases Total Revenues by \$1,433,656, increases Total Expenses by \$23,487,372 resulting Total Revenue of \$89,689,467, Total Expenses of \$112,919,728 and Non-Operating Income of \$2,500,000. The amended budget results in a Net Deficit of \$20,730,261. The Ending Balance at June 30, 2017 is estimated to be \$67,372,983.

In consideration of the foregoing findings and determinations,

IT IS RESOLVED by the Executive Committee of the California State University Risk Management Authority as follows:

The California State University Risk Management Authority does hereby amend the FY 2016/17 operating budget as presented herein.

* * * * *

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted and passed at a meeting of the Executive Committee of the California State University Risk Management Authority held on March 9, 2017 which was approved by the following votes:

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

AYES, and in favor thereof, members: Scott Apel, Robert Eaton, Lisa Chavez, Thom Davis, Frank Mumford, Kevin Saunders and Jody Van Leuven

NOES, members:

ABSTAIN, members:

ABSENT, members: Mike Lee

Lisa Chavez, Vice Chair

Zachary Gifford, Secretary-Auditor

CSURMA

Cash Flow Budget of Revenues and Expenses Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments *Draft 6*

Executive Committee **March 9, 2017**

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

TOTAL: ALL FUNDS

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	98,787,129	99,407,630	620,502
Reinsurance Premiums	-7,664,006	-9,718,163	-2,054,157
Total Operating Revenues	<u>91,123,123</u>	<u>89,689,467</u>	<u>-1,433,656</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	59,479,626	62,120,833	2,641,207
Deductible Recoveries	-5,381,360	-6,039,744	-658,384
Claims Administrators	4,492,631	4,154,133	-338,498
Management Information System	85,000	85,000	0
Program Administrators	2,592,251	3,760,751	1,168,500
Brokerage Commissions & Fees	1,290,820	1,544,465	253,645
Insurance Premiums (net of brokerage)	38,442,443	42,997,104	4,554,662
Taxes, Assessments & Fees	265,500	265,500	0
Actuarial Services	386,000	386,000	0
Claims Audit	22,000	22,000	0
Coverage Counsel	16,000	16,000	0
Program Legal	24,500	24,500	0
Miscellaneous Program Services	10,000	10,000	0
Workshop/Training Expenses	329,000	329,000	0
Loss Control Expenses	1,064,466	1,064,466	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	-16,452,994	-14,843,930	1,609,064
Program Committee	0	0	0
Dividend Distributions	1,171,524	15,401,150	14,229,626
Total Direct Program Expenses	<u>87,837,407</u>	<u>111,297,228</u>	<u>23,459,822</u>

CSURMA

**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017**

Midterm Budget Amendments

Draft 6

TOTAL: ALL FUNDS

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	43,000	43,000	0
Executive Committee & Board Expenses	34,000	34,000	0
JPA Insurance	27,500	27,500	0
Memberships, Associations & Dues	7,450	35,000	27,550
Chancellor's Office Accounting Services	350,000	350,000	0
Chancellor's Office Risk Management Service	1,013,000	1,013,000	0
JPA Accreditation	0	0	0
JPA Legal	105,000	105,000	0
Miscellaneous Expenses	15,000	15,000	0
Total General & Administrative Expenses	<u>1,594,950</u>	<u>1,622,500</u>	<u>27,550</u>
Total Operating Expenses	<u>89,432,357</u>	<u>112,919,728</u>	<u>23,487,372</u>
Non-Operating Revenues			
Investment Income	2,500,000	2,500,000	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,500,000</u>	<u>2,500,000</u>	<u>0</u>
Net Surplus (Deficit)	<u>4,190,766</u>	<u>-20,730,261</u>	
Beginning Retained Earnings (actual at 7/1/16)	88,103,244	88,103,244	
Ending Retained Earnings (est at 6/30/17)	92,294,010	67,372,983	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Draft 6

GENERAL FUND

**To allocate General Expenses
across All Program Funds**

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	0	0	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	0	0	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>0</u>	<u>0</u>	<u>0</u>

**CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017**

Draft 6

GENERAL FUND

**To allocate General Expenses
across All Program Funds**

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget Change
General & Administrative Expenses			
Financial Audit	43,000	43,000	0
Executive Committee & Board Expenses	34,000	34,000	0
JPA Insurance	27,500	27,500	0
Memberships, Associations & Dues	7,450	7,450	0
Chancellor's Office Accounting Services	345,000	350,000	5,000
Chancellor's Office Risk Management Service	1,004,914	1,013,000	8,086
JPA Accreditation	0	0	0
JPA Legal	105,000	105,000	0
Miscellaneous Expenses	15,000	15,000	0
Total General & Administrative Expenses	<u>1,581,864</u>	<u>1,594,950</u>	<u>13,086</u>
Total Operating Expenses	<u>1,581,864</u>	<u>1,594,950</u>	<u>13,086</u>

Non-Operating Revenues

Investment Income	2,500,000	2,500,000	0
Interest Income - Loans (separate fund)	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,500,000</u>	<u>2,500,000</u>	<u>0</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

TOTAL: CAMPUS PROGRAMS

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	78,818,221	78,818,221	0
Reinsurance Premiums	-4,585,006	-6,753,259	-2,168,253
Total Operating Revenues	<u>74,233,215</u>	<u>72,064,962</u>	<u>-2,168,253</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	53,123,917	57,461,436	4,337,519
Deductible Recoveries	-5,331,360	-5,989,744	-658,384
Claims Administrators	4,223,978	3,882,480	-341,498
Management Information System	74,984	74,984	0
Program Administrators	1,045,349	1,386,847	341,498
Brokerage Commissions & Fees	1,175,981	1,175,981	0
Insurance Premiums (net of brokerage)	32,464,172	36,381,935	3,917,763
Taxes, Assessments & Fees	200,000	200,000	0
Actuarial Services	318,906	318,906	0
Claims Audit	12,000	12,000	0
Coverage Counsel	10,000	10,000	0
Program Legal	22,000	22,000	0
Miscellaneous Program Services	8,551	8,551	0
Workshop/Training Expenses	281,653	281,653	0
Loss Control Expenses	782,918	782,918	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	-15,150,355	-13,463,934	1,686,421
Program Committee	0	0	0
Dividend Distributions	0	13,688,395	13,688,395
Total Direct Program Expenses	<u>73,262,694</u>	<u>96,234,408</u>	<u>22,971,714</u>

CSURMA

**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017**

Midterm Budget Amendments

Draft 6

TOTAL: CAMPUS PROGRAMS

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	34,386	34,386	0
Executive Committee & Board Expenses	27,189	27,189	0
JPA Insurance	21,991	21,991	0
Memberships, Associations & Dues	5,958	33,508	27,550
Chancellor's Office Accounting Services	279,883	279,883	0
Chancellor's Office Risk Management Service	810,061	810,061	0
JPA Accreditation	0	0	0
JPA Legal	83,965	83,965	0
Miscellaneous Expenses	11,995	11,995	0
Total General & Administrative Expenses	<u>1,275,426</u>	<u>1,302,976</u>	<u>27,550</u>
Total Operating Expenses	<u>74,538,120</u>	<u>97,537,384</u>	<u>22,999,264</u>
Non-Operating Revenues			
Investment Income	2,127,765	2,127,765	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,127,765</u>	<u>2,127,765</u>	<u>0</u>
Net Surplus (Deficit)	<u>1,822,859</u>	<u>-23,344,657</u>	
Beginning Retained Earnings (actual at 7/1/16)	58,867,206	58,867,206	
Ending Retained Earnings (est at 6/30/17)	60,690,065	35,522,548	

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017****Midterm Budget Amendments****Draft 6****CAMPUS LIABILITY PROGRAM**

(Fund 10)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget Change
Operating Revenues			
Contributions	14,240,860	14,240,860	0
Reinsurance Premiums	-170,000	-1,779,231	-1,609,231
Total Operating Revenues	<u>14,070,860</u>	<u>12,461,629</u>	<u>-1,609,231</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	9,937,699	15,826,403	5,888,704
Deductible Recoveries	-5,331,360	-5,989,744	-658,384
Claims Administrators	88,600	0	-88,600
Management Information System	42,303	42,303	0
Program Administrators	176,494	265,094	88,600
Brokerage Commissions & Fees	317,819	317,819	0
Insurance Premiums (net of brokerage)	3,691,323	2,448,942	-1,242,381
Taxes, Assessments & Fees	200,000	200,000	0
Actuarial Services	86,027	86,027	0
Claims Audit	10,000	10,000	0
Coverage Counsel	10,000	10,000	0
Program Legal	22,000	22,000	0
Miscellaneous Program Services	1,562	1,562	0
Workshop/Training Expenses	75,638	75,638	0
Loss Control Expenses	495,687	495,687	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	5,576,910	5,576,910
Total Direct Program Expenses	<u>9,823,792</u>	<u>19,388,641</u>	<u>9,564,849</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

CAMPUS LIABILITY PROGRAM

(Fund 10)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	6,280	6,280	0
Executive Committee & Board Expenses	4,966	4,966	0
JPA Insurance	4,016	4,016	0
Memberships, Associations & Dues	1,088	1,088	0
Chancellor's Office Accounting Services	51,118	51,118	0
Chancellor's Office Risk Management Service	147,949	147,949	0
JPA Accreditation	0	0	0
JPA Legal	15,335	15,335	0
Miscellaneous Expenses	2,191	2,191	0
Total General & Administrative Expenses	<u>232,943</u>	<u>232,943</u>	<u>0</u>
Total Operating Expenses	<u>10,056,736</u>	<u>19,621,584</u>	<u>9,564,849</u>
Non-Operating Revenues			
Investment Income	562,159	562,159	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>562,159</u>	<u>562,159</u>	<u>0</u>
Net Surplus (Deficit)	<u>4,576,284</u>	<u>-6,597,796</u>	
Beginning Retained Earnings (actual at 7/1/16)	17,751,392	17,751,392	
Ending Retained Earnings (est at 6/30/17)	22,327,676	11,153,597	

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017****Midterm Budget Amendments****Draft 6****CAMPUS WORKERS' COMPENSATION PROGRAM**

(Fund 11)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	37,823,215	37,823,215	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>37,823,215</u>	<u>37,823,215</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	23,686,074	21,889,299	-1,796,775
Deductible Recoveries	0	0	0
Claims Administrators	3,880,378	3,627,480	-252,898
Management Information System	19,396	19,396	0
Program Administrators	474,710	727,608	252,898
Brokerage Commissions & Fees	413,662	413,662	0
Insurance Premiums (net of brokerage)	24,146,033	31,891,262	7,745,229
Taxes, Assessments & Fees	0	0	0
Actuarial Services	138,867	138,867	0
Claims Audit	2,000	2,000	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	4,148	4,148	0
Workshop/Training Expenses	168,276	168,276	0
Loss Control Expenses	231,385	231,385	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	-15,150,355	-13,463,934	1,686,421
Program Committee	0	0	0
Dividend Distributions	0	8,111,485	8,111,485
Total Direct Program Expenses	<u>38,014,574</u>	<u>53,760,934</u>	<u>15,746,360</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017****Midterm Budget Amendments****Draft 6****CAMPUS WORKERS' COMPENSATION PROGRAM**

(Fund 11)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget Change
General & Administrative Expenses			
Financial Audit	16,680	16,680	0
Executive Committee & Board Expenses	13,189	13,189	0
JPA Insurance	10,667	10,667	0
Memberships, Associations & Dues	2,890	30,440	27,550
Chancellor's Office Accounting Services	135,767	135,767	0
Chancellor's Office Risk Management Service	392,948	392,948	0
JPA Accreditation	0	0	0
JPA Legal	40,730	40,730	0
Miscellaneous Expenses	5,819	5,819	0
Total General & Administrative Expenses	<u>618,690</u>	<u>646,240</u>	<u>27,550</u>
Total Operating Expenses	<u>38,633,263</u>	<u>54,407,173</u>	<u>15,773,910</u>
Non-Operating Revenues			
Investment Income	1,225,509	1,225,509	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>1,225,509</u>	<u>1,225,509</u>	<u>0</u>
Net Surplus (Deficit)	<u>415,461</u>	<u>-15,358,449</u>	
Beginning Retained Earnings (actual at 7/1/16)	30,770,492	30,770,492	
Ending Retained Earnings (est at 6/30/17)	31,185,953	15,412,043	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

CAMPUS IDL NDL UI PROGRAM *

(Fund 12)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	13,500,000	13,500,000	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>13,500,000</u>	<u>13,500,000</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	13,000,000	13,000,000	0
Deductible Recoveries	0	0	0
Claims Administrators	60,000	60,000	0
Management Information System	6,923	6,923	0
Program Administrators	170,408	170,408	0
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	0	0	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	47,424	47,424	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	1,481	1,481	0
Workshop/Training Expenses	23,424	23,424	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>13,309,660</u>	<u>13,309,660</u>	<u>0</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

CAMPUS IDL NDL UI PROGRAM *

(Fund 12)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	5,953	5,953	0
Executive Committee & Board Expenses	4,707	4,707	0
JPA Insurance	3,807	3,807	0
Memberships, Associations & Dues	1,031	1,031	0
Chancellor's Office Accounting Services	48,458	48,458	0
Chancellor's Office Risk Management Service	140,252	140,252	0
JPA Accreditation	0	0	0
JPA Legal	14,538	14,538	0
Miscellaneous Expenses	2,077	2,077	0
Total General & Administrative Expenses	<u>220,825</u>	<u>220,825</u>	<u>0</u>
Total Operating Expenses	<u>13,530,485</u>	<u>13,530,485</u>	<u>0</u>
Non-Operating Revenues			
Investment Income	134,264	134,264	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>134,264</u>	<u>134,264</u>	<u>0</u>
Net Surplus (Deficit)	<u>103,779</u>	<u>103,779</u>	
Beginning Retained Earnings (actual at 7/1/16)	710,923	710,923	
Ending Retained Earnings (est at 6/30/17)	814,702	814,702	

* Industrial Disability, Non-industrial Disability, Unemployment Insurance

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

CAMPUS PROPERTY PROGRAM

(Fund 13)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	8,250,000	8,250,000	0
Reinsurance Premiums	-4,415,006	-4,974,028	-559,022
Total Operating Revenues	<u>3,834,994</u>	<u>3,275,972</u>	<u>-559,022</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	3,363,266	3,363,266	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	4,230	4,230	0
Program Administrators	213,307	213,307	0
Brokerage Commissions & Fees	442,500	442,500	0
Insurance Premiums (net of brokerage)	3,761,193	1,176,108	-2,585,085
Taxes, Assessments & Fees	0	0	0
Actuarial Services	28,980	28,980	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	905	905	0
Workshop/Training Expenses	14,315	14,315	0
Loss Control Expenses	55,846	55,846	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>7,884,542</u>	<u>5,299,457</u>	<u>-2,585,085</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

CAMPUS PROPERTY PROGRAM

(Fund 13)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	3,638	3,638	0
Executive Committee & Board Expenses	2,877	2,877	0
JPA Insurance	2,327	2,327	0
Memberships, Associations & Dues	630	630	0
Chancellor's Office Accounting Services	29,613	29,613	0
Chancellor's Office Risk Management Service	85,710	85,710	0
JPA Accreditation	0	0	0
JPA Legal	8,884	8,884	0
Miscellaneous Expenses	1,269	1,269	0
Total General & Administrative Expenses	<u>134,949</u>	<u>134,949</u>	<u>0</u>
Total Operating Expenses	<u>8,019,490</u>	<u>5,434,405</u>	<u>-2,585,085</u>
Non-Operating Revenues			
Investment Income	142,612	142,612	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>142,612</u>	<u>142,612</u>	<u>0</u>
Net Surplus (Deficit)	<u>-4,041,885</u>	<u>-2,015,822</u>	
Beginning Retained Earnings (actual at 7/1/16)	9,315,081	9,315,081	
Ending Retained Earnings (est at 6/30/17)	5,273,197	7,299,260	

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017****Midterm Budget Amendments****Draft 6****CAMPUS ATHLETIC INJURY MEDICAL EXPENSE**

(Fund 14)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	4,158,323	4,158,323	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>4,158,323</u>	<u>4,158,323</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	3,136,878	3,382,468	245,590
Deductible Recoveries	0	0	0
Claims Administrators	195,000	195,000	0
Management Information System	2,132	2,132	0
Program Administrators	10,430	10,430	0
Brokerage Commissions & Fees	2,000	2,000	0
Insurance Premiums (net of brokerage)	19,800	19,800	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	17,608	17,608	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	456	456	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>3,384,304</u>	<u>3,629,894</u>	<u>245,590</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017****Midterm Budget Amendments****Draft 6****CAMPUS ATHLETIC INJURY MEDICAL EXPENSE**

(Fund 14)

<i>Adopted</i>	<i>Amended</i>	
FY 16/17	FY 16/17	Budget
<u>Budget</u>	<u>Budget</u>	<u>Change</u>

General & Administrative Expenses

Financial Audit	1,834	1,834	0
Executive Committee & Board Expenses	1,450	1,450	0
JPA Insurance	1,173	1,173	0
Memberships, Associations & Dues	318	318	0
Chancellor's Office Accounting Services	14,926	14,926	0
Chancellor's Office Risk Management Service	43,201	43,201	0
JPA Accreditation	0	0	0
JPA Legal	4,478	4,478	0
Miscellaneous Expenses	640	640	0
Total General & Administrative Expenses	<u>68,019</u>	<u>68,019</u>	<u>0</u>
Total Operating Expenses	<u>3,452,323</u>	<u>3,697,913</u>	<u>245,590</u>

Non-Operating Revenues

Investment Income	63,221	63,221	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>63,221</u>	<u>63,221</u>	<u>0</u>

Net Surplus (Deficit)	<u>769,221</u>	<u>523,631</u>	
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Beginning Retained Earnings (actual at 7/1/16)	476,671	476,671	
Ending Retained Earnings (est at 6/30/17)	1,245,892	1,000,302	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

CAMPUS AUTO LIABILITY PROGRAM *

(Fund 15)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	845,823	845,823	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>845,823</u>	<u>845,823</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	845,823	845,823	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>845,823</u>	<u>845,823</u>	<u>0</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

CAMPUS AUTO LIABILITY PROGRAM *

(Fund 15)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	0	0	0
Executive Committee & Board Expenses	0	0	0
JPA Insurance	0	0	0
Memberships, Associations & Dues	0	0	0
Chancellor's Office Accounting Services	0	0	0
Chancellor's Office Risk Management Service	0	0	0
JPA Accreditation	0	0	0
JPA Legal	0	0	0
Miscellaneous Expenses	0	0	0
Total General & Administrative Expenses	<u>0</u>	<u>0</u>	<u>0</u>
Total Operating Expenses	<u>845,823</u>	<u>845,823</u>	<u>0</u>
Non-Operating Revenues			
Investment Income	0	0	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Net Surplus (Deficit)	<u>0</u>	<u>0</u>	
Beginning Retained Earnings (actual at 7/1/16)	-157,355	-157,355	
Ending Retained Earnings (est at 6/30/17)	-157,355	-157,355	

* Vehicle Liability Self-Insurance Program
 State Motor Vehicle Self-Insurance Account

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

TOTAL: AORMA PROGRAMS

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	13,210,576	13,678,896	468,320
Reinsurance Premiums	-3,079,000	-2,964,904	114,096
Total Operating Revenues	<u>10,131,576</u>	<u>10,713,992</u>	<u>582,416</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	6,251,127	4,554,815	-1,696,312
Deductible Recoveries	-50,000	-50,000	0
Claims Administrators	263,653	263,653	0
Management Information System	6,774	6,774	0
Program Administrators	1,274,402	1,311,477	37,075
Brokerage Commissions & Fees	62,182	282,137	219,955
Insurance Premiums (net of brokerage)	3,138,240	3,775,139	636,899
Taxes, Assessments & Fees	65,500	65,500	0
Actuarial Services	48,937	48,937	0
Claims Audit	10,000	10,000	0
Coverage Counsel	6,000	6,000	0
Program Legal	2,500	2,500	0
Miscellaneous Program Services	1,449	1,449	0
Workshop/Training Expenses	47,347	47,347	0
Loss Control Expenses	281,548	281,548	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	-1,302,639	-1,379,996	-77,357
Program Committee	0	0	0
Dividend Distributions	1,171,524	1,712,755	541,231
Total Direct Program Expenses	<u>11,278,544</u>	<u>10,940,035</u>	<u>-338,509</u>

CSURMA

**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017**

Midterm Budget Amendments

Draft 6

TOTAL: AORMA PROGRAMS

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	5,826	5,826	0
Executive Committee & Board Expenses	4,606	4,606	0
JPA Insurance	3,726	3,726	0
Memberships, Associations & Dues	1,009	1,009	0
Chancellor's Office Accounting Services	47,420	47,420	0
Chancellor's Office Risk Management Service	137,246	137,246	0
JPA Accreditation	0	0	0
JPA Legal	14,226	14,226	0
Miscellaneous Expenses	2,032	2,032	0
Total General & Administrative Expenses	<u>216,091</u>	<u>216,091</u>	<u>0</u>
Total Operating Expenses	<u>11,494,635</u>	<u>11,156,126</u>	<u>-338,509</u>
Non-Operating Revenues			
Investment Income	350,975	350,975	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>350,975</u>	<u>350,975</u>	<u>0</u>
Net Surplus (Deficit)	<u>-1,012,083</u>	<u>-91,158</u>	
Beginning Retained Earnings (actual at 7/1/16)	20,807,801	20,807,801	
Ending Retained Earnings (est at 6/30/17)	19,795,718	20,716,643	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

AORMA LIABILITY PROGRAM

(Fund 21)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget Change
Operating Revenues			
Contributions	3,880,956	3,880,956	0
Reinsurance Premiums	-1,400,000	-1,285,904	114,096
Total Operating Revenues	<u>2,480,956</u>	<u>2,595,052</u>	<u>114,096</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	1,700,777	846,200	-854,577
Deductible Recoveries	-50,000	-50,000	0
Claims Administrators	15,000	15,000	0
Management Information System	1,990	1,990	0
Program Administrators	596,230	600,000	3,770
Brokerage Commissions & Fees	39,939	39,939	0
Insurance Premiums (net of brokerage)	404,339	148,524	-255,815
Taxes, Assessments & Fees	0	0	0
Actuarial Services	16,145	16,145	0
Claims Audit	5,000	5,000	0
Coverage Counsel	5,000	5,000	0
Program Legal	2,500	2,500	0
Miscellaneous Program Services	426	426	0
Workshop/Training Expenses	18,447	18,447	0
Loss Control Expenses	122,095	122,095	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	-243,845	-243,845
Program Committee	0	0	0
Dividend Distributions	871,524	824,133	-47,391
Total Direct Program Expenses	<u>3,749,411</u>	<u>2,351,553</u>	<u>-1,397,858</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

AORMA LIABILITY PROGRAM

(Fund 21)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget Change
General & Administrative Expenses			
Financial Audit	1,711	1,711	0
Executive Committee & Board Expenses	1,353	1,353	0
JPA Insurance	1,095	1,095	0
Memberships, Associations & Dues	297	297	0
Chancellor's Office Accounting Services	13,931	13,931	0
Chancellor's Office Risk Management Service	40,320	40,320	0
JPA Accreditation	0	0	0
JPA Legal	4,179	4,179	0
Miscellaneous Expenses	597	597	0
 Total General & Administrative Expenses	 <u>63,482</u>	 <u>63,482</u>	 <u>0</u>
 Total Operating Expenses	 <u>3,812,894</u>	 <u>2,415,036</u>	 <u>-1,397,858</u>
 Non-Operating Revenues			
Investment Income	98,507	98,507	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
 Total Non-Operating Revenues	 <u>98,507</u>	 <u>98,507</u>	 <u>0</u>
 Net Surplus (Deficit)	 <u>-1,233,431</u>	 <u>278,523</u>	
 Beginning Retained Earnings (actual at 7/1/16)	 6,465,172	 6,465,172	
Ending Retained Earnings (est at 6/30/17)	5,231,741	6,743,695	

Includes Cyber Risk Liability

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017****Midterm Budget Amendments****Draft 6****AORMA WORKERS' COMPENSATION PROGRAM**

(Fund 22)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget Change
Operating Revenues			
Contributions	4,523,000	4,523,000	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>4,523,000</u>	<u>4,523,000</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	3,236,000	2,406,631	-829,369
Deductible Recoveries	0	0	0
Claims Administrators	219,765	219,765	0
Management Information System	2,319	2,319	0
Program Administrators	351,636	386,477	34,841
Brokerage Commissions & Fees	0	30,112	30,112
Insurance Premiums (net of brokerage)	2,483,349	3,332,037	848,688
Taxes, Assessments & Fees	65,500	65,500	0
Actuarial Services	18,989	18,989	0
Claims Audit	5,000	5,000	0
Coverage Counsel	1,000	1,000	0
Program Legal	0	0	0
Miscellaneous Program Services	496	496	0
Workshop/Training Expenses	14,011	14,011	0
Loss Control Expenses	138,985	138,985	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	-1,302,639	-1,136,151	166,488
Program Committee	0	0	0
Dividend Distributions	300,000	888,622	588,622
Total Direct Program Expenses	<u>5,534,411</u>	<u>6,373,793</u>	<u>839,382</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017****Midterm Budget Amendments****Draft 6****AORMA WORKERS' COMPENSATION PROGRAM**

(Fund 22)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget Change
General & Administrative Expenses			
Financial Audit	1,995	1,995	0
Executive Committee & Board Expenses	1,577	1,577	0
JPA Insurance	1,276	1,276	0
Memberships, Associations & Dues	346	346	0
Chancellor's Office Accounting Services	16,235	16,235	0
Chancellor's Office Risk Management Service	46,990	46,990	0
JPA Accreditation	0	0	0
JPA Legal	4,871	4,871	0
Miscellaneous Expenses	696	696	0
Total General & Administrative Expenses	<u>73,985</u>	<u>73,985</u>	<u>0</u>
Total Operating Expenses	<u>5,608,395</u>	<u>6,447,777</u>	<u>839,382</u>
Non-Operating Revenues			
Investment Income	159,993	159,993	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>159,993</u>	<u>159,993</u>	<u>0</u>
Net Surplus (Deficit)	<u>-925,402</u>	<u>-1,764,784</u>	
Beginning Retained Earnings (actual at 7/1/16)	6,183,396	6,183,396	
Ending Retained Earnings (est at 6/30/17)	5,257,993	4,418,611	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

AORMA PROPERTY PROGRAM *

(Fund 23)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	2,368,714	2,368,714	0
Reinsurance Premiums	-1,679,000	-1,679,000	0
Total Operating Revenues	<u>689,714</u>	<u>689,714</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	250,000	250,000	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	1,215	1,215	0
Program Administrators	254,828	255,000	172
Brokerage Commissions & Fees	0	189,843	189,843
Insurance Premiums (net of brokerage)	21,000	65,026	44,026
Taxes, Assessments & Fees	0	0	0
Actuarial Services	6,802	6,802	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	260	260	0
Workshop/Training Expenses	7,338	7,338	0
Loss Control Expenses	18,219	18,219	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>559,661</u>	<u>793,702</u>	<u>234,041</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

AORMA PROPERTY PROGRAM *

(Fund 23)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget Change
General & Administrative Expenses			
Financial Audit	1,045	1,045	0
Executive Committee & Board Expenses	826	826	0
JPA Insurance	668	668	0
Memberships, Associations & Dues	181	181	0
Chancellor's Office Accounting Services	8,503	8,503	0
Chancellor's Office Risk Management Service	24,609	24,609	0
JPA Accreditation	0	0	0
JPA Legal	2,551	2,551	0
Miscellaneous Expenses	364	364	0
 Total General & Administrative Expenses	 <u>38,746</u>	 <u>38,746</u>	 <u>0</u>
 Total Operating Expenses	 <u>598,407</u>	 <u>832,448</u>	 <u>234,041</u>
 Non-Operating Revenues			
Investment Income	25,418	25,418	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
 Total Non-Operating Revenues	 <u>25,418</u>	 <u>25,418</u>	 <u>0</u>
 Net Surplus (Deficit)	 <u>116,725</u>	 <u>-117,316</u>	
 Beginning Retained Earnings (actual at 7/1/16)	 1,895,009	 1,895,009	
Ending Retained Earnings (est at 6/30/17)	2,011,734	1,777,693	

* AORMA Property includes Cyber Risk and ID Fraud; AORMA Fidelity is Crime only.

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

AORMA CRIME PROGRAM *

(Fund 24)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	310,552	310,552	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>310,552</u>	<u>310,552</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	50,000	50,000	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	159	159	0
Program Administrators	24,432	25,000	568
Brokerage Commissions & Fees *	22,243	22,243	0
Insurance Premiums	229,552	229,552	0
Taxes, Assessments & Fees *	0	0	0
Actuarial Services	892	892	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	34	34	0
Workshop/Training Expenses	962	962	0
Loss Control Expenses	286	286	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>328,561</u>	<u>329,129</u>	<u>568</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

AORMA CRIME PROGRAM *

(Fund 24)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	137	137	0
Executive Committee & Board Expenses	108	108	0
JPA Insurance	88	88	0
Memberships, Associations & Dues	24	24	0
Chancellor's Office Accounting Services	1,115	1,115	0
Chancellor's Office Risk Management Service	3,226	3,226	0
JPA Accreditation	0	0	0
JPA Legal	334	334	0
Miscellaneous Expenses	48	48	0
Total General & Administrative Expenses	<u>5,080</u>	<u>5,080</u>	<u>0</u>
Total Operating Expenses	<u>333,640</u>	<u>334,208</u>	<u>568</u>
Non-Operating Revenues			
Investment Income	4,686	4,686	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>4,686</u>	<u>4,686</u>	<u>0</u>
Net Surplus (Deficit)	<u>-18,403</u>	<u>-18,971</u>	
Beginning Retained Earnings (actual at 7/1/16)	408,581	408,581	
Ending Retained Earnings (est at 6/30/17)	390,179	389,611	

* AORMA Crime separated from AORMA Property beginning July 1, 2011

CSURMA

**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017**

Midterm Budget Amendments

Draft 6

AORMA UNEMPLOYMENT INSURANCE PROGRAM

(Fund 25)

	<i>Adopted</i>	<i>Amended</i>	
	FY 16/17	FY 16/17	Budget
	<u>Budget</u>	<u>Budget</u>	<u>Change</u>
Operating Revenues			
Contributions	2,127,354	2,595,674	468,320
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>2,127,354</u>	<u>2,595,674</u>	<u>468,320</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	1,014,350	1,001,984	-12,366
Deductible Recoveries	0	0	0
Claims Administrators	28,888	28,888	0
Management Information System	1,091	1,091	0
Program Administrators	47,276	45,000	-2,276
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	0	0	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	6,109	6,109	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	233	233	0
Workshop/Training Expenses	6,590	6,590	0
Loss Control Expenses	1,963	1,963	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>1,106,500</u>	<u>1,091,858</u>	<u>-14,642</u>

CSURMA

**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017**

Midterm Budget Amendments

Draft 6

AORMA UNEMPLOYMENT INSURANCE PROGRAM

(Fund 25)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	938	938	0
Executive Committee & Board Expenses	742	742	0
JPA Insurance	600	600	0
Memberships, Associations & Dues	163	163	0
Chancellor's Office Accounting Services	7,636	7,636	0
Chancellor's Office Risk Management Service	22,101	22,101	0
JPA Accreditation	0	0	0
JPA Legal	2,291	2,291	0
Miscellaneous Expenses	327	327	0
Total General & Administrative Expenses	<u>34,798</u>	<u>34,798</u>	<u>0</u>
Total Operating Expenses	<u>1,141,298</u>	<u>1,126,656</u>	<u>-14,642</u>
Non-Operating Revenues			
Investment Income	62,371	62,371	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>62,371</u>	<u>62,371</u>	<u>0</u>
Net Surplus (Deficit)	<u>1,048,427</u>	<u>1,531,389</u>	
Beginning Retained Earnings (actual at 7/1/16)	5,855,643	5,855,643	
Ending Retained Earnings (est at 6/30/17)	6,904,070	7,387,032	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

PURCHASED INSURANCE PROGRAM *

(Fund 20)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	435,000	435,000	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>435,000</u>	<u>435,000</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	43,500	43,500	0
Insurance Premiums (net of brokerage)	391,500	391,500	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>435,000</u>	<u>435,000</u>	<u>0</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

PURCHASED INSURANCE PROGRAM *

(Fund 20)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget Change
General & Administrative Expenses			
Financial Audit	0	0	0
Executive Committee & Board Expenses	0	0	0
JPA Insurance	0	0	0
Memberships, Associations & Dues	0	0	0
Chancellor's Office Accounting Services	0	0	0
Chancellor's Office Risk Management Service	0	0	0
JPA Accreditation	0	0	0
JPA Legal	0	0	0
Miscellaneous Expenses	0	0	0
Total General & Administrative Expenses	<u>0</u>	<u>0</u>	<u>0</u>
Total Operating Expenses	<u>435,000</u>	<u>435,000</u>	<u>0</u>
Non-Operating Revenues			
Investment Income	0	0	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Net Surplus (Deficit)	<u>0</u>	<u>0</u>	
Beginning Retained Earnings (actual at 7/1/16)	77,987	77,987	
Ending Retained Earnings (est at 6/30/17)	77,987	77,987	

* Participant Accident Insurance (PAI), Auto Physical Damage (APD), International Progr

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017****Midterm Budget Amendments****Draft 6****OWNER CONTROLLED INSURANCE PROGRAM**

(Fund 16)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	6,118,518	6,118,518	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>6,118,518</u>	<u>6,118,518</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	3,137	3,137	0
Program Administrators	272,500	1,062,427	789,927
Brokerage Commissions & Fees	0	33,690	33,690
Insurance Premiums (net of brokerage)	2,366,117	2,366,117	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	17,569	17,569	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>2,659,323</u>	<u>3,482,940</u>	<u>823,617</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017****Midterm Budget Amendments****Draft 6****OWNER CONTROLLED INSURANCE PROGRAM**

(Fund 16)

	<i>Adopted</i>	<i>Amended</i>	
	FY 16/17	FY 16/17	Budget
	<u>Budget</u>	<u>Budget</u>	<u>Change</u>
 General & Administrative Expenses			
Financial Audit	2,698	2,698	0
Executive Committee & Board Expenses	2,133	2,133	0
JPA Insurance	1,726	1,726	0
Memberships, Associations & Dues	467	467	0
Chancellor's Office Accounting Services	21,962	21,962	0
Chancellor's Office Risk Management Service	63,566	63,566	0
JPA Accreditation	0	0	0
JPA Legal	6,589	6,589	0
Miscellaneous Expenses	941	941	0
 Total General & Administrative Expenses	 <u>100,083</u>	 <u>100,083</u>	 <u>0</u>
 Total Operating Expenses	 <u>2,759,406</u>	 <u>3,583,023</u>	 <u>823,617</u>
 Non-Operating Revenues			
Investment Income	19,169	19,169	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
 Total Non-Operating Revenues	 <u>19,169</u>	 <u>19,169</u>	 <u>0</u>
 Net Surplus (Deficit)	 <u>3,378,281</u>	 <u>2,554,664</u>	
 Beginning Retained Earnings (actual at 7/1/16)	 8,074,294	 8,074,294	
Ending Retained Earnings (est at 6/30/17)	11,452,575	10,628,958	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

CLUB SPORTS INSURANCE PROGRAM

(Fund 17)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	204,814	356,995	152,182
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>204,814</u>	<u>356,995</u>	<u>152,182</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	104,582	104,582	0
Deductible Recoveries	0	0	0
Claims Administrators	5,000	8,000	3,000
Management Information System	105	105	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	9,157	9,157	0
Insurance Premiums (net of brokerage)	82,413	82,413	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	588	588	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>201,846</u>	<u>204,846</u>	<u>3,000</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2016 to June 30, 2017

Midterm Budget Amendments
Draft 6

CLUB SPORTS INSURANCE PROGRAM

(Fund 17)

	<i>Adopted</i> FY 16/17 <u>Budget</u>	<i>Amended</i> FY 16/17 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	90	90	0
Executive Committee & Board Expenses	71	71	0
JPA Insurance	58	58	0
Memberships, Associations & Dues	16	16	0
Chancellor's Office Accounting Services	735	735	0
Chancellor's Office Risk Management Service	2,128	2,128	0
JPA Accreditation	0	0	0
JPA Legal	221	221	0
Miscellaneous Expenses	32	32	0
Total General & Administrative Expenses	<u>3,350</u>	<u>3,350</u>	<u>0</u>
Total Operating Expenses	<u>205,196</u>	<u>208,196</u>	<u>3,000</u>
Non-Operating Revenues			
Investment Income	2,091	2,091	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,091</u>	<u>2,091</u>	<u>0</u>
Net Surplus (Deficit)	<u>1,709</u>	<u>150,891</u>	
Beginning Retained Earnings (actual at 7/1/16)	275,957	275,957	
Ending Retained Earnings (est at 6/30/17)	277,666	426,847	

Launched beginning August 1, 2012

CSU EHS PROFESSIONALS CONFERENCE

ISSUE: The Committee will be asked to consider funding for a CSU EHS Professional Conference on August 9-10, 2017.

RECOMMENDATION: Staff recommends that the Committee review the attached proposal and provide approve as appropriate.

FISCAL IMPACT: \$8,000. \$3,500 for the meals and \$4,500 for travel assistance for the 15 campuses outside the LA basin.

BACKGROUND: Additional information is provide on the attachment proposal.

PUBLICATION: None.

ATTACHMENT(S):

- a. Proposal for CSU EHS Professionals Conference.

PROPOSAL FOR CSU EHS PROFESSIONALS CONFERENCE AUGUST 9-10, 2017

This proposal solicits support for holding a two-day conference of CSU EHS professionals at CSU Fullerton, August 9 – 10, 2017. The objective of the conference is to further the development of EHS professionals in the CSU system as well as initiate new EHS program efforts. Working groups are to be established at the conference by attendees to guide new EHS programs such as Theater Arts Safety to system-wide implementation. Fire and Life Safety, a new focus topic needing attention at the campuses will be presented. **In addition topics of special interest which arose from my meeting the Chancellor and his cabinet, such as Lab Safety and faculty attendance at EHS orientation & and training compliance, will be included.**

CSU Fullerton EHS Director has volunteered to host the conference and has reserved Fullerton's newly renovated conference facility for the conference. There will be no fee for use of the conference facility. The costs for a caterer is anticipated at **\$25/person/meal**. Number of attendees is projected to be up to 35 persons for four meals, resulting in an estimated catering cost of **\$3500**.

To ensure **and promote** necessary participation and **help campuses offset costs** to send EHS representatives to the conference, \$300/campus travel assistance funding is requested for those from the 15 campuses, traveling from outside the LA basin. That cost is estimated to be \$4500.

Total funding request to CSURMA is \$8000.

This first CSU EHS professionals conference in Aug is planned for CSU attendees only. However, future opportunities may well include collaboration with UC.

POC is Joseph Shepler, CO System-wide EHS Manager, jshepler@calstate.edu

ANNUAL REVIEW OF THE CSURMA'S DATA SECURITY POLICIES

ISSUE: The Executive Committee resolved to annually review CSURMA's data security policies.

RECOMMENDATION: It is recommended that the Executive Committee review the iVos and Financial Edge (Blackbaud) System user policies.

FISCAL IMPACT: None.

BACKGROUND: The Executive Committee is being asked to review the iVOS and Blackbaud user policies. CSURMA uses many electronic data systems, but iVOS and Blackbaud are the only electronic data systems maintained by CSURMA and for which CSURMA is responsible for the security of the electronic data.

PUBLICATION: None.

ATTACHMENT(S):

- a. CSURMA iVOS User Policy
- b. CSURMA Financial Edge (Blackbaud) User Policy

CSURMA iVOS User Policy

The iVOS Liability system has been operational since 2006. Beginning in 2006, CSURMA implemented the following policies and procedures designed to restrict access to the iVOS Liability system.

System Administrator(s)

Administrative access to the iVOS Liability system is limited to individuals identified by CSURMA as being a system administrator. It is the responsibility of the system administrator to activate access for users, maintain user lists, and perform security functions.

Access Authorization

User access to the iVOS Liability system is restricted. User access is granted on a “read-only” basis. Access is provided only to the Campus Risk Manager and other campus personnel who are directly involved in claims/risk management for the campus. In order to grant access to campus personnel (other than the Campus Risk Manager), a written request (e.g., an e-mail) must be received from the Campus Risk Manager requesting and approving access for that person. The Campus Risk Manager is responsible for determining and verifying that the identified person has had appropriate and adequate training and has signed all necessary and required data confidentiality agreements.

The system administrator maintains a list of all persons to whom user access has been granted. The list is updated and changed throughout the year as the system administrator receives information concerning personnel changes. The Campus Risk Manager is responsible for notifying the system administrator about any change in a user’s employment status. In addition, the system administrator independently reviews the list of users on no less than an annual basis.

Password Protocol

The password protocol described below is utilized as a means of authentication control.

CSU iVOS User Policy – Password Security Settings

Controls	11/5/2009 Minimum Settings	3/1/2011 Revisions
minimumPasswordLength	8 characters	
passwordExpirePeriod	60 days	90 days (quarterly - CSU policy)
maximumInactiveDays	90 days	
minimumUppercaseChars	1 character	
minimumLowercaseChars	1 character	
minimumNumericChars	1 character	
minimumSpecialChars	0 characters	1 character (CSU policy)
maximumDuplicateCharsWithPrior	No more than 3 duplicate characters	No more than 6 duplicate characters
minimumPriorPasswords	12 prior passwords	
maximumFailedLoginAttempts	3 failed logins	
requireInitialPasswordChange	TRUE - initial password change	

(Document Origination Date: April 2013)



CSURMA Financial Edge User Policy

In compliance with *ICSUAM Section 8000 Information Security* adopted by the CSURMA Executive Committee, this is to provide guideline to manage restricted access to the Financial Edge (Blackbaud) System. This form must be completed, signed by the employee, and sent to CSURMA Accounting in order to gain access to the Financial Edge (Blackbaud) System.

Introduction and Scope

CSURMA uses Financial Edge as a main accounting system, and access is limited to CSURMA accounting and risk management staffs.

Access Authorization

- User access to the Financial Edge is restricted and it is based on the principle of the least privilege. The principle of least privilege requires that a user be given no more privilege than necessary to perform a job.
- It is the responsibility of the system administrator to activate access for users, maintain users, and perform security functions.
- Confidentiality Form required by the CSU (https://csyou.calstate.edu/Tools/academic-affairs/ers/Documents/co_confidential_form.pdf) should be completed before access is granted.
- Access levels should be associated with group membership when possible and require that all Financial Edge users be a member of at least one user group.
 - Level 5 - Managers
 - Level 4 – Lead Accountant
 - Level 3 - Accountant
 - Level 2 – Student Assistant
 - Level 1 – View Only
- The system administrator performs an online review at least annually, of all user accounts for the Financial Edge to ensure access remains accurate and proper.
- Account controls must be in place to ensure accounts are proper and remain current. This includes:
 - Prohibiting the use of shared accounts.
 - Prohibiting the use of guest accounts.
 - Disabling unneeded accounts for transferred or terminated employees

SECTION 1 – EMPLOYEE/USER INFORMATION

New User? Yes No If No, Update Terminate

User Information	
Name (Last, First, Middle Initial): _____	Date: _____
Title: _____	Phone: _____
Department: _____	Email: _____
User Signature: <div style="border: 1px solid black; width: 300px; height: 30px; display: inline-block;"></div>	FE Oper ID: (If Current User) _____

SECTION 2 – FE ACCESS

<input type="checkbox"/> Supervisor Rights	<input type="checkbox"/> Selected Group Rights <ul style="list-style-type: none"> <input type="checkbox"/> Level 5 - Managers <input type="checkbox"/> Level 4 - Lead Accountant <input type="checkbox"/> Level 3 - Accountant <input type="checkbox"/> Level 2 – Student Assistant <input type="checkbox"/> Level 1 – View Only 	<input type="checkbox"/> Copy Access from Existing User:
Comments/Job Functions in relation to FE: <div style="border: 1px solid black; height: 40px; margin-top: 5px;"></div>		

SECTION 3 – TO BE FILLED OUT BY CSURMA ACCOUNTING

Access Granted? Yes No

Date Access Granted: _____

Additional Comments/Information: _____

System Administrator Name (Please print) _____

Signature _____

Date _____

**ANNUAL REVIEW OF THE APPLICABLE INTEGRATED CSU
ADMINISTRATIVE MANUAL POLICIES**

ISSUE: The Executive Committee resolved to annually review applicable sections of the Integrated CSU Administrative Manual (ICSUAM) and any updates thereto.

RECOMMENDATION: The following sections of the ICSUAM have been adopted by CSURMA and therefore it is recommended that the Executive Committee review these sections:

- Section 1101..... Delegation of Authority to Obligate the University
- Section 1301..... Hospitality, Payment or Reimbursement of Expenses
- Section 3000..... General Accounting
- Section 6000..... Financing, Treasury, and Risk Management
- Section 7100..... Identity Access Management
- Section 8000..... Information Security
- Section 13175..... Auxiliary Organizations External Auditor Firms Qualifications
- Section 13680..... Placement and Control of Receipts for Campus Activates and Programs

CSURMA Accounting Staff has reviewed all of the ICSUAM sections and is not recommending the adoption of any additional sections.

FISCAL IMPACT: None.

BACKGROUND: Staff reviewed all sections of the Integrated CSU Administrative Manual and determined that the following sections are relevant and beneficial to the operation of CSURMA:

- Section 1101..... Delegation of Authority to Obligate the University
- Section 1301..... Hospitality, Payment or Reimbursement of Expenses
- Section 3000..... General Accounting
- Section 6000..... Financing, Treasury, and Risk Management
- Section 7100..... Identity Access Management
- Section 8000..... Information Security
- Section 13175..... Auxiliary Organizations External Auditor Firms Qualifications
- Section 13680..... Placement and Control of Receipts for Campus Activates and Programs

CSURMA has specifically adopted its own policies and procedures, such as travel reimbursement (CSURMA P&P No. 17), invoice payments (CSURMA P&P No. 6), use and disposition of equipment (CSURMA P&P No. 16) and it is recommended that CSURMA's adopted policies apply where they overlap with the ICSUAM.

PUBLICATION: None.

ATTACHMENT(S):

- a. ICSUAM Compliance List at February, 2017



Reviewed: Feb 2017

Section & Policy	Adopted by CSURMA (yes/no)	Review Notes	Policy Update
Section 1000 – General			
1101.00 – Delegation of Authority to Obligate the University	Yes	CSURMA follows the CO structure for delegation of authority.	No change
1201.00 – Intercollegiate Athletics Administration	No	CSURMA is not involved in intercollegiate athletic programs.	No change
1202.00 – Athletics Trade Usage (Trade Out)	No	CSURMA is not involved in intercollegiate athletic programs.	No change
1203.00 – Fringe Benefits Management	No	CSURMA is not involved in intercollegiate athletic programs.	No change
1204.00 – Cheerleading	No	CSURMA is not involved in intercollegiate athletic programs.	No change
1205.00 – Group Travel	No	CSURMA is not involved in intercollegiate athletic programs.	No change
1206.00 – Inventory Control of Athletic Equipment, Apparel and Gear	No	CSURMA is not involved in intercollegiate athletic programs.	No change
1301.00 – Hospitality, Payment or Reimbursement of Expenses	Yes	CSURMA has hospitality expenses.	No change
1401.00 – Administration of Student Organization Funds (Superseded by 3141.01)	No	CSURMA is not involved in administering student organization funds.	Superseded by 3141.01
Section 2000 – Budget			
2001.01 – Campus Reserves	No	CSURMA does not maintain reserves in the CSU funds listed.	No change
Section 3000 – General Accounting			
3101.01 – Central Management of Cash and Investment	Yes	CSURMA participates in the CSU consolidated investment pool.	No change
3101.02 – Campus Administration of Systemwide Cash Management Policy	Yes	CSURMA Accounting alerts CO Treasury of individual commercial banking transactions exceeding \$200,000, at least one business day prior to the transaction settlement date.	No change
3102.01 – Sensitive Positions and Cash Handling	Yes	CO General Accounting handles this function on behalf of CSURMA.	No change
3102.02 – Segregation of Cash Handling Duties	Yes	CO General Accounting handles this function on behalf of CSURMA.	No change
3102.03 – Acceptance of Cash and Cash Equivalents	Yes	CO General Accounting handles this function on behalf of CSURMA.	No change
3102.04 – Physical Protection of Cash and Cash Equivalents	Yes	CO General Accounting handles this function on behalf of CSURMA.	No change
3102.05 – Debit/Credit Card Payment Policy	Yes	CSURMA Accounting does not process credit card transactions, but may in the future.	No change
3102.06 – Returned Items	Yes	CO General Accounting handles this function on behalf of CSURMA	No change
3102.08 – Recording Deposits to the General Ledger	Yes	CSURMA Accounting records deposits to Blackbaud General Ledger with sufficient segregation of duties.	No change
3102.09 – Bank Reconciliations	Yes	CSURMA Accounting performs monthly bank reconciliations with sufficient segregation of duties.	No change
3102.10 – Change Funds	Yes	CSURMA Accounting does not maintain change funds, but may in the future.	No change
3102.11 – Deposits and Transfers to the Bank	Yes	CO General Accounting handles this function on behalf of CSURMA	No change
3103.01 – Disbursements - General	Yes	CSURMA Accounting issues paper & electronic disbursements upon approval by SRM.	No change
3103.02 – Outgoing Payments – Electronic and Paper	Yes	CSURMA Accounting issues paper & electronic disbursements upon approval by SRM.	No change
3103.05 – Payroll Payments Issued by AP	Yes	CO AP handles this function on behalf of CSURMA	No change
3103.11 – Petty Cash	Yes	CSURMA Accounting does not maintain a petty cash fund, but may in the future.	No change
3130.01 - Accounts Receivable Management	Yes	CSURMA adopted P&P No.6 to manage the Accounts Receivable process, which complies with this policy.	No change
3141.01 - Administration of Student Organization Funds (Supersedes 1401.00)	No	CSURMA is not involved in administering student organization funds.	New*
3150.01 – Administration of University Property	Yes	CSURMA adopted P&P No.16, which complies with this policy.	No change
3250.01 – Disposition of Lost, Unclaimed or Abandoned Property	Yes	CSURMA has no lost, unclaimed and abandoned property for disposition.	No change
3250.02 – Disposition of Unclaimed Negotiable Instruments	Yes	CSURMA reviews outstanding checks monthly and contacts payees if over 60 days.	No change
3552.01 – Cost Allocation / Reimbursement Plans for the CSU Operating Fund	Yes	CSURMA cost allocation/recovery uses the Cost Recovery Fund instead of the CSU Operating Fund.	No change
3601.01 – Travel Policy	Yes	CSURMA adopts the CSU Travel Policy.	Revised - Prohibits state-funded travel to states that have enacted discriminatory laws based on sexual orientation, gender identity, gender expression; clarifies taxability of international business travel with personal use.
3801.01 – Tax Administration	Yes	CSURMA tax compliance follows direction under SW Tax Administration.	No change
Section 4000 – Police Services (coming soon)			
Section 5000 – Contracts and Procurement			
5000.00 - Contracts and Procurement Policy Introduction	No	CSURMA does not engage in competitive contracting/procurement.	No change
5100.00 - Responsibility and Authority	No	CSURMA does not engage in competitive contracting/procurement.	No change
5101.00 - Delegation to the Chancellor	No	CSURMA does not engage in competitive contracting/procurement.	No change
5102.00 - Delegation to the Campus Presidents	No	CSURMA does not engage in competitive contracting/procurement.	No change
5103.00 - Role of General Counsel	No	CSURMA does not engage in competitive contracting/procurement.	No change
5104.00 - Role of the Chancellor's Office Contract Services & Procurement CS&P Department	No	CSURMA does not engage in competitive contracting/procurement.	No change

Section & Policy	Adopted by CSURMA (yes/no)	Review Notes	Policy Update
5201.00 - Fair and Open Competition	No	CSURMA does not engage in competitive contracting/procurement.	No change
5202.00 - Classification of Contract	No	CSURMA does not engage in competitive contracting/procurement.	No change
5203.00 - Solicitation Methodologies	No	CSURMA does not engage in competitive contracting/procurement.	No change
5204.00 - Strategic Sourcing Options and Alternatives	No	CSURMA does not engage in competitive contracting/procurement.	No change
5205.00 - Low-Value Purchases	No	CSURMA does not engage in competitive contracting/procurement.	No change
5206.00 - Limits on Competition	No	CSURMA does not engage in competitive contracting/procurement.	No change
5208.00 - Multi-Year Contracts	No	CSURMA does not engage in competitive contracting/procurement.	No change
5209.00 - Emergency Transactions	No	CSURMA does not engage in competitive contracting/procurement.	No change
5210.00 - Prohibited Practices	No	CSURMA does not engage in competitive contracting/procurement.	No change
5212.00 - Protests, Disputes, and Complaints	No	CSURMA does not engage in competitive contracting/procurement.	No change
5213.00 - Vendor Records	No	CSURMA does not engage in competitive contracting/procurement.	No change
5214.00 - Tax-Exempt Financed Acquisitions	No	CSURMA does not engage in competitive contracting/procurement.	No change
5215.00 - Disabled Veteran Business Enterprise (DVBE) Participation Goals	No	CSURMA does not engage in competitive contracting/procurement.	No change
5216.00 - Small and Micro Businesses	No	CSURMA does not engage in competitive contracting/procurement.	No change
5217.00 - Target Area Contract Preference Act (TACPA)	No	CSURMA does not engage in competitive contracting/procurement.	No change
5219.00 - Community Rehabilitation Programs and Workshops	No	CSURMA does not engage in competitive contracting/procurement.	No change
5220.00 - Non-Discrimination	No	CSURMA does not engage in competitive contracting/procurement.	No change
5221.00 - National Labor Relations Board (NLRB) Compliance	No	CSURMA does not engage in competitive contracting/procurement.	No change
5222.00 - Audit of Contract	No	CSURMA does not engage in competitive contracting/procurement.	No change
5223.00 - Drug-Free Workplace Certification	No	CSURMA does not engage in competitive contracting/procurement.	No change
5224.00 - Prison Industry Authority	No	CSURMA does not engage in competitive contracting/procurement.	No change
5225.00 - Use of the State Department of General Services	No	CSURMA does not engage in competitive contracting/procurement.	No change
5226.00 - Use of Electronic Transmission in Bids	No	CSURMA does not engage in competitive contracting/procurement.	No change
5227.00 - Direct Payments	No	CSURMA does not engage in competitive contracting/procurement.	No change
5228.00 - Accessibility of Public Solicitations and Acquisition of Electronic and Information Technology (E&IT) Goods	No	CSURMA does not engage in competitive contracting/procurement.	No change
5229.00 - Child Support Compliance Act	No	CSURMA does not engage in competitive contracting/procurement.	No change
5231.00 - Ethnicity Race Gender and Sexual Orientation Business Enterprises Participation Contract Requirements	No	CSURMA does not engage in competitive contracting/procurement.	No change
5232.00 - Expatriate Corporations	No	CSURMA does not engage in competitive contracting/procurement.	No change
5233.00 - Risk Allocation and Performance Assurance	No	CSURMA does not engage in competitive contracting/procurement.	No change
5235.00 - CSU Buy Recycled Products Campaign	No	CSURMA does not engage in competitive contracting/procurement.	No change
5235-00-DRAFT - Sustainable Procurement	No	CSURMA does not engage in competitive contracting/procurement.	No change
5240.00 - Standard Contracting Forms and Terms	No	CSURMA does not engage in competitive contracting/procurement.	No change
5245.00 - Advertising in the California State Contracts Register (CSCR)	No	CSURMA does not engage in competitive contracting/procurement.	No change
5250.00 - Procurement Cards (University Liability Credit Cards)	No	CSURMA reimburses CO for expenses paid via the ProCard program.	No change
5251.00 - Corporate Cards (Employee Personal Liability Credit Cards)	No	CSURMA employees are not issued corporate credit cards.	No change
5300.00 - Personal Property	No	CSURMA does not engage in competitive contracting/procurement.	No change
5301.00 - Bid Thresholds for Personal Property	No	CSURMA does not engage in competitive contracting/procurement.	No change
5302.00 - Formal Bidding for Personal Property	No	CSURMA does not engage in competitive contracting/procurement.	No change
5302-00-DRAFT - Formal Bidding for Personal Property	No	CSURMA does not engage in competitive contracting/procurement.	No change
5303.00 - Commodities with Special Purchasing Requirements	No	CSURMA does not engage in competitive contracting/procurement.	No change
5400.00 - Procurement of Services	No	CSURMA does not engage in competitive contracting/procurement.	No change
5401.00 - Solicitation Thresholds for Services	No	CSURMA does not engage in competitive contracting/procurement.	No change
5402.00 - Formal Solicitation for Services	No	CSURMA does not engage in competitive contracting/procurement.	No change
5402-00-DRAFT - Formal Solicitation for Services	No	CSURMA does not engage in competitive contracting/procurement.	No change
5403.00 - Services with Special Purchasing Requirements	No	CSURMA does not engage in competitive contracting/procurement.	No change
5404.00 - Contract Award Report to Department of Fair Employment and Housing	No	CSURMA does not engage in competitive contracting/procurement.	No change
5405.00 - Amendments to Service Agreements	No	CSURMA does not engage in competitive contracting/procurement.	No change
5406.00 - Service Orders	No	CSURMA does not engage in competitive contracting/procurement.	No change
5412.00 - Special Processing Requirements for Contracts	No	CSURMA does not engage in competitive contracting/procurement.	No change
5500.00 - Information Technology Resources (ITR) Procurement Policy	No	CSURMA does not engage in competitive contracting/procurement.	No change
5501.00 - Solicitation for ITR Goods and Services	No	CSURMA does not engage in competitive contracting/procurement.	No change
5502.00 - Formal Solicitation for ITR Goods and Services	No	CSURMA does not engage in competitive contracting/procurement.	No change
5503.00 - Information Technology Resources (ITR) Project Solicitation Plans	No	CSURMA does not engage in competitive contracting/procurement.	No change
5505.00 - Competitive Solicitation	No	CSURMA does not engage in competitive contracting/procurement.	No change
5507.00 - Special Provisions	No	CSURMA does not engage in competitive contracting/procurement.	No change
5602.00 - Sale of License of Intellectual Property	No	CSURMA does not engage in competitive contracting/procurement.	No change
5603.00 - Disposal of Vehicles	No	CSURMA does not engage in competitive contracting/procurement.	No change
5604.00 - Services Provided by the CSU	No	CSURMA does not engage in competitive contracting/procurement.	No change
5700.00 - Public Agency and Auxiliary Agreements	No	CSURMA does not engage in competitive contracting/procurement.	No change
5702.00 - Intra-Agency Agreements	No	CSURMA does not engage in competitive contracting/procurement.	No change
5703.00 - Contracts with Local Government Entities	No	CSURMA does not engage in competitive contracting/procurement.	No change

Section & Policy	Adopted by CSURMA (yes/no)	Review Notes	Policy Update
5704.00 - Contracts with State Boards and Commissions	No	CSURMA does not engage in competitive contracting/procurement.	No change
5705.00 - Printing and Binding Orders	No	CSURMA does not engage in competitive contracting/procurement.	No change
5706.00 - Services Provided by Campus Auxiliary Organizations	No	CSURMA does not engage in competitive contracting/procurement.	No change
<u>Section 6000 – Financing, Treasury, and Risk Management</u>			
6320.00 - Petty Cash Funds and Change Funds-DRAFT	Yes	CSURMA Accounting does not maintain PCC funds, but may in the future.	No change
6330.00 - Incoming Cash and Checks-DRAFT	Yes	CO Accounting Cashier handles this function on behalf of CSURMA	No change
<u>Section 7000 – Identity Access Management</u>			
7100.00 - Identity Access Management	Yes	CO IT handles this function on behalf of CSURMA	No change
<u>Section 8000 – Information Security</u>			
8000.00 - Introduction and Scope	Yes	CO IT handles this function on behalf of CSURMA	No change
8005.00 - Policy Management	Yes	CO IT handles this function on behalf of CSURMA	No change
8010.00 - Establishing an Information Security Program	Yes	CO IT handles this function on behalf of CSURMA	No change
8015.00 - Organizing Information Security	Yes	CO IT handles this function on behalf of CSURMA	No change
8020.00 - Information Security Risk Management	Yes	CO IT handles this function on behalf of CSURMA	No change
8025.00 - Privacy of Personal Information	Yes	CSURMA uses Blackbaud to protect the privacy of claimants/cases; certification on the confidential form is in place.	No change
8030.00 - Personnel Information Security	Yes	CSURMA uses Blackbaud to protect the privacy of claimants/cases; certification on the confidential form is in place.	No change
8035.00 - Information Security Awareness and Training	Yes	CO IT handles this function on behalf of CSURMA	No change
8040.00 - Managing Third Parties	Yes	CO IT handles this function on behalf of CSURMA	No change
8045.00 - Information Technology Security	Yes	CO IT handles this function on behalf of CSURMA	No change
8050.00 - Configuration Management	Yes	CO IT handles this function on behalf of CSURMA	No change
8055.00 - Change Control	Yes	CO IT handles this function on behalf of CSURMA	No change
8060.00 - Access Control	Yes	CSURMA uses Blackbaud to protect the privacy of claimants/cases; certification on the confidential form is in place.	No change
8065.00 - Information Asset Management	Yes	CO IT handles this function on behalf of CSURMA	No change
8070.00 - Information Systems Acquisition, Development and Maintenance	Yes	CO IT handles this function on behalf of CSURMA	No change
8075.00 - Information Security Incident Management	Yes	CO IT handles this function on behalf of CSURMA	No change
8080.00 - Physical Security	Yes	CO Public Safety handles this function on behalf of CSURMA	No change
8085.00 - Business Continuity and Disaster Recovery	Yes	CO IT handles this function on behalf of CSURMA	No change
8090.00 - Compliance	Yes	CO IT handles this function on behalf of CSURMA	No change
8095.00 - Policy Enforcement	Yes	CO IT handles this function on behalf of CSURMA	No change
8100.00 - Electronic and Digital Signatures	Yes	CSURMA uses digital signatures for travel preapproval.	No change
8105.00 - Responsible Use Policy	Yes	CO IT handles this function on behalf of CSURMA	No change
<u>Section 9000 – Capital Planning, Design, and Construction</u>			
Section I: Capital Outlay and Public Works Contracts	No	This is not applicable to CSURMA	No change
Section II: Physical Master Plan and Off-Campus Centers	No	This is not applicable to CSURMA	No change
Section III: Land Use Planning and Environmental Review	No	This is not applicable to CSURMA	No change
Section IV: Fiscal Resources for Campus Development Programs	No	This is not applicable to CSURMA	No change
Section V: Measurement Devices for Physical Planning	No	This is not applicable to CSURMA	No change
Section VI: Standards for Campus Development Programs	No	This is not applicable to CSURMA	No change
Section VII: Five-Year Capital Improvement Program Procedures And Formats For Capital Outlay Submission	No	This is not applicable to CSURMA	No change
Section IX: Energy Conservation and Utilities Management	No	This is not applicable to CSURMA	No change
Section X: Professional Services for Campus Development - Public Works-Related Service Agreements	No	This is not applicable to CSURMA	No change
Section XI: Project Plan Development for Major Construction Projects	No	This is not applicable to CSURMA	No change
Section XII: Construction Managements	No	This is not applicable to CSURMA	No change
<u>Section 10000 – Information Technology</u>			
10100.00 - Information Technology Procurement Project Policy	No	CSURMA does not purchase Information Technology projects such as acquisition of hardware or software and infrastructure design or system design and analysis	New*
<u>Section 11000 – Sponsored Programs Administration</u>			
11000.00 - CSU Sponsored Programs ICSUAM Policy Announcement - Uniform Guidance Addendum	No	This is not applicable to CSURMA	Updated - Effective dates & grace period for implementation of procurement standards.
11001.00 - Sponsored Programs Administration Introduction	No	This is not applicable to CSURMA	No change
11002.01 - General Policy Requirements for the Administration of Grants & Contracts in Support of Externally Funded Research and Sponsored Program Activities	No	This is not applicable to CSURMA	New*
11002.05 - Subrecipient Monitoring	No	This is not applicable to CSURMA	No change
11003.05 - Allowable Costs	No	This is not applicable to CSURMA	No change
11003.06 - Effort Reporting	No	This is not applicable to CSURMA	No change
11003.07 - Cost Sharing	No	This is not applicable to CSURMA	No change

Section & Policy	Adopted by CSURMA (yes/no)	Review Notes	Policy Update
11005.00 - Externally Funded Equipment & Property Management	No	This is not applicable to CSURMA	No change
11008.00 - Audit Monitoring & Resolution	No	This is not applicable to CSURMA	No change
11010.02 - Financial Conflict of Interest (FCOI)	No	This is not applicable to CSURMA	No change
Section 13000 – Auxiliary Organizations Administration			
13175.00 - Auxiliary Organization External Auditor Firms Qualifications	Yes	CSURMA is not technically Auxiliary Organization, but complies with this policy.	No change
13680.00 - Placement & Control of Receipts for Campus Activities and Programs	Yes	CSURMA is not technically an Auxiliary Organization, but complies with this policy.	No change
Section 15000 – University Advancement			
15401.00 - Fundraising - Matching Gifts	No	This is not applicable to CSURMA	No change
15501.00 - Naming of California State University Facilities and Properties	No	This is not applicable to CSURMA	No change
15502.00 - Naming of California State University Schools, Colleges, Programs and Other Academic and Non-Academic Units	No	This is not applicable to CSURMA	No change
15701.00 - Fundraising Events	No	This is not applicable to CSURMA	No change

**CSURMA MASTER INVESTMENT POLICY AND RELATED
INVESTMENT POLICIES AND ADOPTION OF
RESOLUTION NO. 02-17 (EC)**

ISSUE: The Treasurer of CSURMA is directed to adopt the CSURMA Investment Policy and related policies, as the Master Investment Policy of the CSURMA. As noted within Resolution 02-14 (BOD), the Executive Committee will annually review the Master Investment Policy and approve amendments as necessary.

RECOMMENDATION: It is recommended that the Committee review and approve the Master Investment Policy.

FISCAL IMPACT: None.

BACKGROUND: Staff will be available at the meeting to review the policy.

PUBLICATION: The approved Resolution and Master Investment Policy will be uploaded into the CSURMA website.

ATTACHMENT(S):

- a. Master Investment Policy and related investment policies (*as a handout*)
- b. Resolution 02-17 (EC) – CSURMA Master Investment Policy and Related Investment Policies (*as a handout*)
- c. Resolution 02-14 (BOD) – Resolution to Adopt the CSURMA Master Investment Policy and Investment Policy for the Fixed Income Portfolio

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

**BOARD OF DIRECTORS
RESOLUTION NO. 02-14 (BOD)**

**Resolution to Adopt the California State University Risk Management Authority Master
Investment Policy and Investment Policy for the Fixed Income Portfolio**

The Board of Directors of the California State University Risk Management Authority (CSURMA) finds and determines as follows:

- (a) Section 4.3 of the Bylaws of the CSURMA provides that the Executive Committee establish policies and procedures to implement the Agreement, the Bylaws and the operation of specific programs.
- (b) It is the desire of the CSURMA Board of Directors that, when investing funds, the investment objectives, in order of importance, shall be to safeguard the principal through sufficient number and diversity of investments; provide adequate liquidity to meet normal cash needs, scheduled extraordinary cash needs, and unforeseen cash needs; and maintain a constant rate of return representative of current market yield direction.
- (c) Significant effort and energy has been expended in the creation and maintenance of the investment policies of the CSURMA, which is designed to meet those objectives.
- (d) Pursuant to California Government Code Section 53646(a)(2) the Treasurer of the CSURMA shall annually render to the Executive Committee an Investment Policy for review.
- (e) The Executive Committee has reviewed the California State University Risk Management Authority Master Investment Policy and Investment Policy for the Fixed Income Portfolio and finds that they reasonably set forth the procedure, guidelines, and criteria for the operation of the investment program of the California State University Risk Management Authority.

In consideration of the foregoing findings and determinations, IT IS RESOLVED by the Board of Directors of the California State University Risk Management Authority as follows:

- (1) The Treasurer of the California State University Risk Management Authority is directed to adopt the California State University Risk Management Authority Master Investment Policy and related policies, including changing the benchmark of the Fixed Income Portfolio from Barclay's U.S. Intermediate Government-Credit Index to Barclay's U.S. Intermediate Government-Credit – A or Better Index, as the Investment Policies of the California State University Risk Management Authority per the attached documents and annually present them to the Executive Committee for review and amendment as necessary.

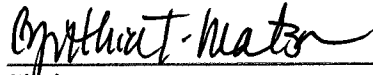
I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted and passed at a meeting of the Board of Directors of the California State University Risk Management Authority held on the 9th day of May, 2014 which was approved by the following vote:

AYES, and in favor thereof, members:

NOES, members:

ABSTAIN, members:

ABSENT, members:



Chair

Cynthia Teniente-Matson

ATTEST:



Secretary-Auditor

Robert Eaton

**CHANCELLOR'S OFFICE SERVICES BUDGET PROPOSAL
FOR FY 2017/2018**

ISSUE: CSURMA obtains services from the Chancellor's Office under three memoranda of understanding. Each year, the CSURMA Executive Committee considers the services and budget proposals as a part of the budget adoption process. Enterprise Accounting, Office of General Counsel and Systemwide Risk Management developed cost proposals for FY 2017/18 as follows:

- **Financial Services Administration & Accounting:** Increase from \$350,000 to \$367,500 which takes into account salary increased as well as any other estimated adjustment in cost recovery.
- **Office of General Counsel:** OGC is requesting a 3% increase in overhead funding. The 3% increase is based on an assumption regarding the salary increase which may be approved for MPP employees for FY 17/18. The total overhead funding for FY 17/18 would be \$473,743, allocated as follows: \$108,150 for CSURMA General Counsel services, and \$365,593 for Campus Liability Claims services. The \$5,000 in annual training funds would remain the same.
- **Systemwide Risk Management:** The attachment will be provided to the Committee as a handout at the meeting.

RECOMMENDATION: It is recommended that the Executive Committee consider the proposed services and budget for FY 17/18 and take action on the proposals as necessary.

FISCAL IMPACT: The amounts proposed are included in the draft CSURMA FY 17/18 Budget. Financial Services and Systemwide Risk Management costs are allocated proportionately across all funds. With respect to the Office of General Counsel, \$365,593 is allocated to the Campus Risk Pool Liability Program for claims legal expense, and \$108,150 is allocated across all funds for CSURMA General Counsel.

BACKGROUND: Please refer to the attachments for further information on the issues address in this agenda item.

PUBLICATION: None.

ATTACHMENT(S):

- a. FY 2017/18 Financial Service Overhead Costs for CSURMA
- b. FY 2017/18 Office of General Counsel Proposal
- c. FY 2017/18 Systemwide Risk Management Proposal (*as a handout*)

MEMORANDUM

Date: February 13, 2017
To: CSURMA Executive Committee
From: Mary Ek 
Assistant Vice Chancellor/Controller, Financial Services
Subject: **FY 2017/18 Financial Services Overhead Costs for CSURMA**

Per ICSUAM 3552.01, it is the policy of the CSU that costs incurred by one fund for providing services to another fund are recovered with cash or a documented exchange of value. In accordance with this policy and as approved by the CSURMA Executive Committee annual budget process, \$367,500 needs to be recovered from the CSU Risk Management Authority. This amount represents the annual cost of providing the services identified below. The Authority will be charged quarterly installments of \$91,875 for a total annual amount of \$367,500. This cost allocation/reimbursement plan is effective for the fiscal period beginning July 1, 2017 through June 30, 2018. The increase for fiscal year 2017/18 takes into account salary increases for fiscal year 2017/18, as well as any other estimated adjustments in cost recovery.

The cost allocation/reimbursement was determined by evaluating Business and Finance employees' time and effort worked on the program. At this time, the program consumes 2.860 Full Time Employee(s) (FTEs) at an average salary and benefit rate of \$111,855, plus estimated operating expenses.

Services (Costs) allocated to the Authority:

Financial Services Administration

A portion of the cost of staff, benefits, space, and operating expenses for the Financial Services Administration department, which provides the following services:

- Fiscal management and reporting oversight by the Assistant Vice Chancellor;
- Certification of compliance with CSU policies, procedures, and regulations.

Financial Services Accounting

A portion of the cost of staff, benefits, space, and operating expenses for the Financial Services Accounting department which provides the following services:

- Process bi-weekly and emergency disbursements for vendor payments, settlements, legal bills, and reimbursements to the members through the Accounts Payable department;
- Produce on-demand, quarterly, and annual billing invoices/CPOs to CSURMA members;
- Manage collection efforts on all CSURMA accounts and collect member payments on a daily basis;
- Facilitate member disputes through the Accounts Receivable department;
- Produce financial reporting package, annual external audit, bond audited financial statements, and on-demand reporting requests;
- Manage financial data to maintain electronic records and information in accordance with CSURMA's Policy;
- Maintain Accounts Payable, Accounts Receivable, Audit Reporting, Banking, and financial reporting records and information in accordance with CSURMA's Policy.

If you have any questions, please contact me at 562-951-4540.

The above has been reviewed and approved by the CSURMA Executive Committee;

Steve Relyea Date
Vice Chancellor for Business and Finance

Mike Lee Date
CSURMA Executive Committee, Chair

ME: KC; MC

cc: Robert Eaton, Assistant Vice Chancellor, Financing, Treasury, and Risk
Management
Kelly Cox, Associate Director, Financial Services Accounting
Alice Kim, Senior Manager, Financial Services Accounting

MEMORANDUM

February 22, 2017

To: CSURMA Executive Committee

From: William Hsu, OGC

Re: CSURMA – OGC
Proposed Overhead Funding for FY 2017/2018

For FY 2016 - 2017, CSURMA is providing overhead funding in a total amount of \$459,945, allocated as follows: \$105,000 to CSURMA General Counsel legal services and \$354,945 to Campus Liability Claims legal services. In addition, CSURMA is providing \$5,000 in annual funding to assist with the ongoing training of OGC attorneys.

For FY 2017 - 2018, OGC is requesting a 3% increase in overhead funding. The total overhead funding for FY 2017 - 2018 would be \$473,743, allocated as follows: \$108,150 for CSURMA General Counsel services, and \$365,593 for Campus Liability Claims services. The \$5,000 in annual training funds would remain the same.

Please note that the requested 3% increase is based on an assumption regarding the salary increase which may be approved for MPP employees for FY 2017-2018. If a salary increase is approved and exceeds 3%, it may be necessary for OGC to seek additional overhead funding to meet the larger increase.

UNDERWRITER MEETINGS REPORT

ISSUE: CSURMA representatives met with CSURMA's program underwriters in New York and Bermuda on February 20-24, 2017. CSURMA was represented by Robert Eaton, CSU Assistant Vice Chancellor, Financing, Treasury and Risk Management, Zachary Gifford, CSU Director of Systemwide Risk Management, Daniel Howell, CSURMA Program Director and Amy Lightner, CSURMA Program Administrator. The main goals of the meetings were:

- Demonstration of CSU leadership's commitment to risk management ;
- Update on CSU's financial and operational outlook;
- Evaluation of the state of the insurance market and how changes may impact CSURMA's placements;
- Discussion of pending claims matters; and,
- Discussion on technical points of insurance placements and renewal expectations.

Over the five day period there were 11 meetings with over 20 market participants. The meetings focused on CSURMA's BRIP, Excess Liability, SAFECLIP, SPLIP, and Medical Malpractice coverage programs. Important discussions included:

- Review of the rates, losses and coverages for the Builder's Risk Insurance Program (BRPIP);
- Potential for CSURMA to retain more risk on the very well performing SAFECLIP and SPLIP Programs;
- Meeting with CSURMA's lead excess liability underwriters for the AORMA first layer reinsurance program (Markel);
- Meeting with the lead underwriter for the first joint excess layer, Ironshore;
- Meeting with AWAC who set the first layer following form pricing that carries up the coverage tower; and,
- Discussion of the impact of the move of CSURMA's SPLIP, SAFECLIP and Medical Malpractice coverage underwriting from Hiscox to Ascot in Bermuda for the upcoming renewals.

In February 2017 Ironshore consolidated public entity liability underwriting in its home office. It is fortunate that CSURMA leadership have a direct relationship with senior management. We need to understand the impact this move may have on upcoming renewals and plan accordingly. Robert Eaton, Zachary Gifford, Daniel Howell and Amy Lightner will be available at today's meeting to report on the meetings.

RECOMMENDATION: The Executive Committee may take action or provide direction to staff based on the report of the meetings.

FISCAL IMPACT: No direct fiscal impact is expected from action on this item at today's meeting.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S): None.

FY 2017/2018 OPERATING BUDGET

ISSUE: CSURMA's next fiscal year begins on July 1, 2017. The FY 2017/18 operating budget is to be approved by the Board of Directors at its May 5, 2017 meeting. The Chancellor's Office Enterprise Accounting Services and the Program Administrators worked together to develop a draft FY 2017/18 budget for the Executive Committee to review at today's meeting.

AORMA separately develops a budget for its coverage programs. The AORMA Committee will meet earlier today to finalize its proposed budget for FY 2017/18 and will make a recommendation to the Executive Committee to include its budget in the CSURMA operating budget for adoption by the Board of Directors. AORMA Committee members will be present at today's meeting to discuss any changes to its draft budget for FY 2017/18.

Major features of the proposed **Campus Programs** budget include:

- Increase in Total Operating Revenues from \$72,064,962 to \$73,503,528.
- Decrease in Total Operating Expenses from \$97,537,384 to \$83,877,001.
- Decrease in Non-Operating Revenue \$2,127,765 to \$2,096,464.
- Reduce Net Operating Deficit from \$23,344,657 to \$8,277,009.
- Retained Earnings is estimated to be reduced from \$35,522,548 to \$27,245,539 at June 30, 2018.

The preceding does not include projected Dividend Distributions during FY 2017/18, which, if any, will increase expenditures and decrease fund reserves.

Major features of the proposed **AORMA Programs** budget include:

- Decrease in Total Operating Revenues from \$10,713,992 to \$9,856,592.
- Increase in Total Operating Expenses from \$11,156,126 to \$11,887,644.
- Increase in Non-Operating Revenue \$350,975 to \$400,594.
- Increase Net Operating Deficit from \$91,158 to \$1,630,458.
- Retained Earnings is estimated to be reduced from \$20,716,643 to \$19,086,184 at June 30, 2018.

Staff will be present at today's meeting to review the proposed budget.

RECOMMENDATION: The Executive Committee is asked to review the draft proposed budget for FY 2017/18 and make a recommendation to the Board of Directors for adoption with changes as appropriate.

FISCAL IMPACT: The proposed operating budget would develop Total Operating Revenues of \$90,273,638 (net of reinsurance premiums), Total Operating Expenses of \$98,951,271, and Total Non-Operating Revenues of \$2,500,000, generating Net Operating Deficit of \$6,177,633. Retained Earnings is estimated decrease from \$67,372,983 to be \$61,195,350 at June 30, 2018.

BACKGROUND: The proposed budget is detailed by program in the draft document included with the agenda packet.

PUBLICATION: None.

ATTACHMENT(S):

- a. Draft FY 2017/18 CSURMA Budget of Revenues and Expenses

CSURMA

Cash Flow Budget of Revenues and Expenses Fiscal Year July 1, 2017 to June 30, 2018

Proposed
Draft 6

Executive Committee
March 9, 2017

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****TOTAL: ALL FUNDS**

	<i>Midterm</i> FY 16/17 <u>Amended</u>	<i>Proposed</i> FY 17/18 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	99,407,630	100,258,197	850,567
Reinsurance Premiums	-9,718,163	-9,984,559	-266,396
Total Operating Revenues	<u>89,689,467</u>	<u>90,273,638</u>	<u>584,171</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	62,120,833	62,538,116	417,283
Deductible Recoveries	-6,039,744	-6,050,000	-10,256
Claims Administrators	4,154,133	4,206,920	52,787
Management Information System	85,000	84,998	-2
Program Administrators	3,760,751	2,738,950	-1,021,801
Brokerage Commissions & Fees	1,544,465	1,588,892	44,427
Insurance Premiums (net of brokerage)	42,997,104	48,022,571	5,025,466
Taxes, Assessments & Fees	265,500	265,500	0
Actuarial Services	386,000	583,711	197,711
Claims Audit	22,000	22,000	0
Coverage Counsel	16,000	16,000	0
Program Legal	24,500	24,500	0
Miscellaneous Program Services	10,000	10,000	0
Workshop/Training Expenses	329,000	229,000	-100,000
Loss Control Expenses	1,064,466	974,426	-90,040
Appraisals	0	0	0
Excess/Reinsurance Recoveries	-14,843,930	-17,927,963	-3,084,033
Program Committee	0	0	0
Dividend Distributions	15,401,150	0	-15,401,150
Total Direct Program Expenses	<u>111,297,228</u>	<u>97,327,621</u>	<u>-13,969,607</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****TOTAL: ALL FUNDS**

	<i>Midterm</i> FY 16/17 <u>Amended</u>	<i>Proposed</i> FY 17/18 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	43,000	35,000	-8,000
Executive Committee & Board Expenses	34,000	34,000	0
JPA Insurance	27,500	16,000	-11,500
Memberships, Associations & Dues	35,000	35,000	0
Chancellor's Office Accounting Services	350,000	367,500	17,500
Chancellor's Office Risk Management Service	1,013,000	1,013,000	0
JPA Accreditation	0	0	0
JPA Legal	105,000	108,150	3,150
Miscellaneous Expenses	15,000	15,000	0
Total General & Administrative Expenses	<u>1,622,500</u>	<u>1,623,650</u>	<u>1,150</u>
Total Operating Expenses	<u>112,919,728</u>	<u>98,951,271</u>	<u>-13,968,457</u>
Non-Operating Revenues			
Investment Income	2,500,000	2,500,000	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,500,000</u>	<u>2,500,000</u>	<u>0</u>
Net Surplus (Deficit)	<u>-20,730,261</u>	<u>-6,177,633</u>	
Beginning Retained Earnings (est at 7/1/17)	88,103,244	67,372,983	
Ending Retained Earnings (est at 6/30/18)	67,372,983	61,195,350	

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****GENERAL FUND****To allocate General Expenses
across All Program Funds**

	<i>Midterm</i> FY 16/17 <u>Amended</u>	<i>Proposed</i> FY 17/18 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	0	0	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	0	0	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****GENERAL FUND****To allocate General Expenses
across All Program Funds**

	<i>Midterm</i> FY 16/17 <u>Amended</u>	<i>Proposed</i> FY 17/18 <u>Budget</u>	Budget <u>Change</u>
Total Direct Program Expenses	<u>0</u>	<u>0</u>	<u>0</u>
General & Administrative Expenses			
Financial Audit	43,000	35,000	-8,000
Executive Committee & Board Expenses	34,000	34,000	0
JPA Insurance	27,500	16,000	-11,500
Memberships, Associations & Dues	7,450	7,500	50
Chancellor's Office Accounting Services	350,000	367,500	17,500
Chancellor's Office Risk Management Service	1,013,000	1,013,000	0
JPA Accreditation	0	0	0
JPA Legal	105,000	108,150	3,150
Miscellaneous Expenses	15,000	15,000	0
Total General & Administrative Expenses	<u>1,594,950</u>	<u>1,596,150</u>	<u>1,200</u>
Total Operating Expenses	<u>1,594,950</u>	<u>1,596,150</u>	<u>1,200</u>
Non-Operating Revenues			
Investment Income	2,500,000	2,500,000	0
Interest Income - Loans (separate fund)	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,500,000</u>	<u>2,500,000</u>	<u>0</u>

CSURMA

**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018**

**FY 17/18 Proposed Budget
Draft 6**

TOTAL: CAMPUS PROGRAMS

	<i>Midterm</i> FY 16/17 <u>Amended</u>	<i>Proposed</i> FY 17/18 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	78,818,221	80,488,087	1,669,866
Reinsurance Premiums	-6,753,259	-6,984,559	-231,300
Total Operating Revenues	<u>72,064,962</u>	<u>73,503,528</u>	<u>1,438,566</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	57,461,436	56,743,736	-717,700
Deductible Recoveries	-5,989,744	-6,000,000	-10,256
Claims Administrators	3,882,480	3,930,872	48,392
Management Information System	74,984	75,233	249
Program Administrators	1,386,847	1,407,350	20,503
Brokerage Commissions & Fees	1,175,981	1,220,408	44,427
Insurance Premiums (net of brokerage)	36,381,935	39,913,191	3,531,256
Taxes, Assessments & Fees	200,000	200,000	0
Actuarial Services	318,906	467,788	148,882
Claims Audit	12,000	12,000	0
Coverage Counsel	10,000	10,000	0
Program Legal	22,000	22,000	0
Miscellaneous Program Services	8,551	8,610	59
Workshop/Training Expenses	281,653	199,898	-81,754
Loss Control Expenses	782,918	732,673	-50,245
Appraisals	0	0	0
Excess/Reinsurance Recoveries	-13,463,934	-16,378,654	-2,914,720
Program Committee	0	0	0
Dividend Distributions	13,688,395	0	-13,688,395
Total Direct Program Expenses	<u>96,234,408</u>	<u>82,565,105</u>	<u>-13,669,302</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****TOTAL: CAMPUS PROGRAMS**

	<i>Midterm</i> FY 16/17 <u>Amended</u>	<i>Proposed</i> FY 17/18 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	34,386	28,164	-6,222
Executive Committee & Board Expenses	27,189	27,359	171
JPA Insurance	21,991	12,875	-9,116
Memberships, Associations & Dues	33,508	33,535	28
Chancellor's Office Accounting Services	279,883	295,721	15,838
Chancellor's Office Risk Management Service	810,061	815,144	5,083
JPA Accreditation	0	0	0
JPA Legal	83,965	87,027	3,062
Miscellaneous Expenses	11,995	12,070	75
Total General & Administrative Expenses	<u>1,302,976</u>	<u>1,311,895</u>	<u>8,919</u>
Total Operating Expenses	<u>97,537,384</u>	<u>83,877,001</u>	<u>-13,660,383</u>
Non-Operating Revenues			
Investment Income	2,127,765	2,096,464	-31,301
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,127,765</u>	<u>2,096,464</u>	<u>-31,301</u>
Net Surplus (Deficit)	<u>-23,344,657</u>	<u>-8,277,009</u>	
Beginning Retained Earnings (est at 7/1/17)	58,867,206	35,522,548	
Ending Retained Earnings (est at 6/30/18)	35,522,548	27,245,539	

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****CAMPUS LIABILITY PROGRAM**

(Fund 10)

	<i>Midterm</i> FY 16/17 <u>Amended</u>	<i>Proposed</i> FY 17/18 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	14,240,860	15,570,060	1,329,200
Reinsurance Premiums	-1,779,231	-2,010,531	-231,300
Total Operating Revenues	<u>12,461,629</u>	<u>13,559,529</u>	<u>1,097,900</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	15,826,403	11,701,912	-4,124,491
Deductible Recoveries	-5,989,744	-6,000,000	-10,256
Claims Administrators	0	0	0
Management Information System	42,303	42,864	561
Program Administrators	265,094	269,070	3,976
Brokerage Commissions & Fees	317,819	317,819	0
Insurance Premiums (net of brokerage)	2,448,942	2,571,389	122,447
Taxes, Assessments & Fees	200,000	200,000	0
Actuarial Services	86,027	135,121	49,094
Claims Audit	10,000	10,000	0
Coverage Counsel	10,000	10,000	0
Program Legal	22,000	22,000	0
Miscellaneous Program Services	1,562	1,683	121
Workshop/Training Expenses	75,638	48,441	-27,197
Loss Control Expenses	495,687	484,193	-11,495
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	5,576,910	0	-5,576,910
Total Direct Program Expenses	<u>19,388,641</u>	<u>9,814,491</u>	<u>-9,574,150</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****CAMPUS LIABILITY PROGRAM**

(Fund 10)

	<i>Midterm</i> FY 16/17 <u>Amended</u>	<i>Proposed</i> FY 17/18 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	6,280	5,505	-775
Executive Committee & Board Expenses	4,966	5,348	382
JPA Insurance	4,016	2,517	-1,500
Memberships, Associations & Dues	1,088	1,180	92
Chancellor's Office Accounting Services	51,118	57,802	6,684
Chancellor's Office Risk Management Service	147,949	159,328	11,379
JPA Accreditation	0	0	0
JPA Legal	15,335	17,010	1,675
Miscellaneous Expenses	2,191	2,359	168
Total General & Administrative Expenses	<u>232,943</u>	<u>251,048</u>	<u>18,104</u>
Total Operating Expenses	<u>19,621,584</u>	<u>10,065,539</u>	<u>-9,556,045</u>
Non-Operating Revenues			
Investment Income	562,159	561,570	-589
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>562,159</u>	<u>561,570</u>	<u>-589</u>
Net Surplus (Deficit)	<u>-6,597,796</u>	<u>4,055,560</u>	
Beginning Retained Earnings (est at 7/1/17)	17,751,392	11,153,597	
Ending Retained Earnings (est at 6/30/18)	11,153,597	15,209,157	

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****CAMPUS WORKERS' COMPENSATION PROGRAM**

(Fund 11)

<i>Midterm</i>	<i>Proposed</i>	
FY 16/17	FY 17/18	Budget
Amended	Budget	<u>Change</u>

Operating Revenues

Contributions	37,823,215	36,337,621	-1,485,594
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>37,823,215</u>	<u>36,337,621</u>	<u>-1,485,594</u>

Operating Expenses*Direct Program Expenses*

Claims Payments & Legal Expenses	21,889,299	23,025,726	1,136,427
Deductible Recoveries	0	0	0
Claims Administrators	3,627,480	3,665,872	38,392
Management Information System	19,396	18,353	-1,043
Program Administrators	727,608	738,223	10,615
Brokerage Commissions & Fees	413,662	458,089	44,427
Insurance Premiums (net of brokerage)	31,891,262	35,316,384	3,425,122
Taxes, Assessments & Fees	0	0	0
Actuarial Services	138,867	253,443	114,576
Claims Audit	2,000	2,000	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	4,148	3,928	-220
Workshop/Training Expenses	168,276	131,381	-36,894
Loss Control Expenses	231,385	191,047	-40,338
Appraisals	0	0	0
Excess/Reinsurance Recoveries	-13,463,934	-16,378,654	-2,914,720
Program Committee	0	0	0
Dividend Distributions	8,111,485	0	-8,111,485
Total Direct Program Expenses	<u>53,760,934</u>	<u>47,425,792</u>	<u>-6,335,142</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****CAMPUS WORKERS' COMPENSATION PROGRAM**

(Fund 11)

<i>Midterm</i>	<i>Proposed</i>	
FY 16/17	FY 17/18	Budget
Amended	Budget	<u>Change</u>

General & Administrative Expenses

Financial Audit	16,680	12,847	-3,832
Executive Committee & Board Expenses	13,189	12,480	-708
JPA Insurance	10,667	5,873	-4,794
Memberships, Associations & Dues	30,440	30,253	-187
Chancellor's Office Accounting Services	135,767	134,898	-869
Chancellor's Office Risk Management Service	392,948	371,842	-21,106
JPA Accreditation	0	0	0
JPA Legal	40,730	39,699	-1,031
Miscellaneous Expenses	5,819	5,506	-313
Total General & Administrative Expenses	<u>646,240</u>	<u>613,399</u>	<u>-32,841</u>
Total Operating Expenses	<u>54,407,173</u>	<u>48,039,191</u>	<u>-6,367,983</u>

Non-Operating Revenues

Investment Income	1,225,509	1,225,743	234
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>1,225,509</u>	<u>1,225,743</u>	<u>234</u>

Net Surplus (Deficit)	<u>-15,358,449</u>	<u>-10,475,826</u>
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Beginning Retained Earnings (est at 7/1/17)	30,770,492	15,412,043
Ending Retained Earnings (est at 6/30/18)	15,412,043	4,936,217

CSURMA

**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018**

**FY 17/18 Proposed Budget
Draft 6**

CAMPUS IDL NDL UI PROGRAM *

(Fund 12)

<i>Midterm</i>	<i>Proposed</i>	
FY 16/17	FY 17/18	Budget
Amended	Budget	<u>Change</u>

Operating Revenues

Contributions	13,500,000	15,000,000	1,500,000
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>13,500,000</u>	<u>15,000,000</u>	<u>1,500,000</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	13,000,000	14,500,000	1,500,000
Deductible Recoveries	0	0	0
Claims Administrators	60,000	70,000	10,000
Management Information System	6,923	7,576	653
Program Administrators	170,408	172,964	2,556
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	0	0	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	47,424	47,424	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	1,481	1,621	141
Workshop/Training Expenses	23,424	12,952	-10,472
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>13,309,660</u>	<u>14,812,538</u>	<u>1,502,878</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****CAMPUS IDL NDL UI PROGRAM ***

(Fund 12)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	5,953	5,303	-650
Executive Committee & Board Expenses	4,707	5,152	444
JPA Insurance	3,807	2,424	-1,383
Memberships, Associations & Dues	1,031	1,136	105
Chancellor's Office Accounting Services	48,458	55,685	7,227
Chancellor's Office Risk Management Service	140,252	153,495	13,242
JPA Accreditation	0	0	0
JPA Legal	14,538	16,387	1,850
Miscellaneous Expenses	2,077	2,273	196
Total General & Administrative Expenses	<u>220,825</u>	<u>241,856</u>	<u>21,031</u>
Total Operating Expenses	<u>13,530,485</u>	<u>15,054,394</u>	<u>1,523,909</u>
Non-Operating Revenues			
Investment Income	134,264	117,706	-16,558
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>134,264</u>	<u>117,706</u>	<u>-16,558</u>
Net Surplus (Deficit)	<u>103,779</u>	<u>63,312</u>	
Beginning Retained Earnings (est at 7/1/17)	710,923	814,702	
Ending Retained Earnings (est at 6/30/18)	814,702	878,014	

*** Industrial Disability, Non-industrial Disability, Unemployment Insurance**

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****CAMPUS PROPERTY PROGRAM**

(Fund 13)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget <u>Change</u>
Operating Revenues			
Contributions	8,250,000	8,250,000	0
Reinsurance Premiums	-4,974,028	-4,974,028	0
Total Operating Revenues	<u>3,275,972</u>	<u>3,275,972</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	3,363,266	4,000,000	636,734
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	4,230	4,167	-63
Program Administrators	213,307	216,507	3,200
Brokerage Commissions & Fees	442,500	442,500	0
Insurance Premiums (net of brokerage)	1,176,108	1,176,108	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	28,980	0	-28,980
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	905	892	-13
Workshop/Training Expenses	14,315	7,124	-7,191
Loss Control Expenses	55,846	57,434	1,588
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>5,299,457</u>	<u>5,904,732</u>	<u>605,275</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****CAMPUS PROPERTY PROGRAM**

(Fund 13)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	3,638	2,917	-721
Executive Committee & Board Expenses	2,877	2,834	-43
JPA Insurance	2,327	1,333	-993
Memberships, Associations & Dues	630	625	-5
Chancellor's Office Accounting Services	29,613	30,627	1,013
Chancellor's Office Risk Management Service	85,710	84,422	-1,288
JPA Accreditation	0	0	0
JPA Legal	8,884	9,013	129
Miscellaneous Expenses	1,269	1,250	-19
Total General & Administrative Expenses	<u>134,949</u>	<u>133,021</u>	<u>-1,928</u>
Total Operating Expenses	<u>5,434,405</u>	<u>6,037,753</u>	<u>603,347</u>
Non-Operating Revenues			
Investment Income	142,612	130,761	-11,851
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>142,612</u>	<u>130,761</u>	<u>-11,851</u>
Net Surplus (Deficit)	<u>-2,015,822</u>	<u>-2,631,020</u>	
Beginning Retained Earnings (est at 7/1/17)	9,315,081	7,299,260	
Ending Retained Earnings (est at 6/30/18)	7,299,260	4,668,240	

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****CAMPUS ATHLETIC INJURY MEDICAL EXPENSE**

(Fund 14)

<i>Midterm</i>	<i>Proposed</i>	
FY 16/17	FY 17/18	Budget
Amended	Budget	<u>Change</u>

Operating Revenues

Contributions	4,158,323	4,500,896	342,573
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>4,158,323</u>	<u>4,500,896</u>	<u>342,573</u>

Operating Expenses*Direct Program Expenses*

Claims Payments & Legal Expenses	3,382,468	3,516,098	133,630
Deductible Recoveries	0	0	0
Claims Administrators	195,000	195,000	0
Management Information System	2,132	2,273	141
Program Administrators	10,430	10,586	156
Brokerage Commissions & Fees	2,000	2,000	0
Insurance Premiums (net of brokerage)	19,800	19,800	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	17,608	31,800	14,192
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	456	487	30
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>3,629,894</u>	<u>3,778,044</u>	<u>148,149</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****CAMPUS ATHLETIC INJURY MEDICAL EXPENSE**

(Fund 14)

<i>Midterm</i>	<i>Proposed</i>	
FY 16/17	FY 17/18	Budget
Amended	Budget	<u>Change</u>

General & Administrative Expenses

Financial Audit	1,834	1,591	-242
Executive Committee & Board Expenses	1,450	1,546	96
JPA Insurance	1,173	727	-445
Memberships, Associations & Dues	318	341	23
Chancellor's Office Accounting Services	14,926	16,709	1,783
Chancellor's Office Risk Management Service	43,201	46,058	2,856
JPA Accreditation	0	0	0
JPA Legal	4,478	4,917	439
Miscellaneous Expenses	640	682	42
Total General & Administrative Expenses	<u>68,019</u>	<u>72,571</u>	<u>4,552</u>
Total Operating Expenses	<u>3,697,913</u>	<u>3,850,615</u>	<u>152,701</u>

Non-Operating Revenues

Investment Income	63,221	60,684	-2,537
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>63,221</u>	<u>60,684</u>	<u>-2,537</u>

Net Surplus (Deficit)	<u>523,631</u>	<u>710,965</u>
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Beginning Retained Earnings (est at 7/1/17)	476,671	1,000,302
Ending Retained Earnings (est at 6/30/18)	1,000,302	1,711,267

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018

FY 17/18 Proposed Budget
Draft 6

CAMPUS AUTO LIABILITY PROGRAM *

(Fund 15)

<i>Midterm</i>	<i>Proposed</i>	
FY 16/17	FY 17/18	Budget
Amended	Budget	<u>Change</u>

Operating Revenues

Contributions	845,823	829,510	-16,313
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>845,823</u>	<u>829,510</u>	<u>-16,313</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	845,823	829,510	-16,313
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>845,823</u>	<u>829,510</u>	<u>-16,313</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018

FY 17/18 Proposed Budget
Draft 6

CAMPUS AUTO LIABILITY PROGRAM *

(Fund 15)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	0	0	0
Executive Committee & Board Expenses	0	0	0
JPA Insurance	0	0	0
Memberships, Associations & Dues	0	0	0
Chancellor's Office Accounting Services	0	0	0
Chancellor's Office Risk Management Service	0	0	0
JPA Accreditation	0	0	0
JPA Legal	0	0	0
Miscellaneous Expenses	0	0	0
Total General & Administrative Expenses	<u>0</u>	<u>0</u>	<u>0</u>
Total Operating Expenses	<u>845,823</u>	<u>829,510</u>	<u>-16,313</u>
Non-Operating Revenues			
Investment Income	0	0	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Net Surplus (Deficit)	<u>0</u>	<u>0</u>	
Beginning Retained Earnings (est at 7/1/17)	-157,355	-157,355	
Ending Retained Earnings (est at 6/30/18)	-157,355	-157,355	

* Vehicle Liability Self-Insurance Program
State Motor Vehicle Self-Insurance Account

CSURMA

**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018**

**FY 17/18 Proposed Budget
Draft 6**

TOTAL: AORMA PROGRAMS

	<i>Midterm</i> FY 16/17 <u>Amended</u>	<i>Proposed</i> FY 17/18 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	13,678,896	12,856,592	-822,304
Reinsurance Premiums	-2,964,904	-3,000,000	-35,096
Total Operating Revenues	<u>10,713,992</u>	<u>9,856,592</u>	<u>-857,400</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	4,554,815	5,684,380	1,129,565
Deductible Recoveries	-50,000	-50,000	0
Claims Administrators	263,653	268,048	4,395
Management Information System	6,774	6,493	-281
Program Administrators	1,311,477	1,331,600	20,123
Brokerage Commissions & Fees	282,137	282,137	0
Insurance Premiums (net of brokerage)	3,775,139	5,269,350	1,494,211
Taxes, Assessments & Fees	65,500	65,500	0
Actuarial Services	48,937	81,405	32,468
Claims Audit	10,000	10,000	0
Coverage Counsel	6,000	6,000	0
Program Legal	2,500	2,500	0
Miscellaneous Program Services	1,449	1,390	-59
Workshop/Training Expenses	47,347	29,102	-18,246
Loss Control Expenses	281,548	241,753	-39,795
Appraisals	0	0	0
Excess/Reinsurance Recoveries	-1,379,996	-1,549,309	-169,313
Program Committee	0	0	0
Dividend Distributions	1,712,755	0	-1,712,755
Total Direct Program Expenses	<u>10,940,035</u>	<u>11,680,348</u>	<u>740,313</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****TOTAL: AORMA PROGRAMS**

	<i>Midterm</i> FY 16/17 <u>Amended</u>	<i>Proposed</i> FY 17/18 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	5,826	4,546	-1,280
Executive Committee & Board Expenses	4,606	4,416	-191
JPA Insurance	3,726	2,078	-1,648
Memberships, Associations & Dues	1,009	974	-35
Chancellor's Office Accounting Services	47,420	47,728	309
Chancellor's Office Risk Management Service	137,246	131,561	-5,684
JPA Accreditation	0	0	0
JPA Legal	14,226	14,046	-180
Miscellaneous Expenses	2,032	1,948	-84
Total General & Administrative Expenses	<u>216,091</u>	<u>207,297</u>	<u>-8,794</u>
Total Operating Expenses	<u>11,156,126</u>	<u>11,887,644</u>	<u>731,519</u>
Non-Operating Revenues			
Investment Income	350,975	400,594	49,619
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>350,975</u>	<u>400,594</u>	<u>49,619</u>
Net Surplus (Deficit)	<u>-91,158</u>	<u>-1,630,458</u>	
Beginning Retained Earnings (est at 7/1/17)	20,807,801	20,716,643	
Ending Retained Earnings (est at 6/30/18)	20,716,643	19,086,184	

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****AORMA LIABILITY PROGRAM**

(Fund 21)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget <u>Change</u>
Operating Revenues			
Contributions	3,880,956	4,098,878	217,922
Reinsurance Premiums	-1,285,904	-1,500,000	-214,096
Total Operating Revenues	<u>2,595,052</u>	<u>2,598,878</u>	<u>3,826</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	846,200	1,116,991	270,791
Deductible Recoveries	-50,000	-50,000	0
Claims Administrators	15,000	15,000	0
Management Information System	1,990	2,070	80
Program Administrators	600,000	609,206	9,206
Brokerage Commissions & Fees	39,939	39,939	0
Insurance Premiums (net of brokerage)	148,524	404,339	255,815
Taxes, Assessments & Fees	0	0	0
Actuarial Services	16,145	26,496	10,351
Claims Audit	5,000	5,000	0
Coverage Counsel	5,000	5,000	0
Program Legal	2,500	2,500	0
Miscellaneous Program Services	426	443	17
Workshop/Training Expenses	18,447	9,278	-9,169
Loss Control Expenses	122,095	99,946	-22,149
Appraisals	0	0	0
Excess/Reinsurance Recoveries	-243,845	0	243,845
Program Committee	0	0	0
Dividend Distributions	824,133	0	-824,133
Total Direct Program Expenses	<u>2,351,553</u>	<u>2,286,208</u>	<u>-65,345</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****AORMA LIABILITY PROGRAM**

(Fund 21)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	1,711	1,449	-262
Executive Committee & Board Expenses	1,353	1,408	55
JPA Insurance	1,095	662	-432
Memberships, Associations & Dues	297	311	14
Chancellor's Office Accounting Services	13,931	15,217	1,286
Chancellor's Office Risk Management Service	40,320	41,944	1,624
JPA Accreditation	0	0	0
JPA Legal	4,179	4,478	299
Miscellaneous Expenses	597	621	24
Total General & Administrative Expenses	<u>63,482</u>	<u>66,089</u>	<u>2,607</u>
Total Operating Expenses	<u>2,415,036</u>	<u>2,352,298</u>	<u>-62,738</u>
Non-Operating Revenues			
Investment Income	98,507	125,276	26,769
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>98,507</u>	<u>125,276</u>	<u>26,769</u>
Net Surplus (Deficit)	<u>278,523</u>	<u>371,856</u>	
Beginning Retained Earnings (est at 7/1/17)	6,465,172	6,743,695	
Ending Retained Earnings (est at 6/30/18)	6,743,695	7,115,552	

Includes Cyber Risk Liability

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****AORMA WORKERS' COMPENSATION PROGRAM**

(Fund 22)

<i>Midterm</i>	<i>Proposed</i>	
FY 16/17	FY 17/18	Budget
Amended	Budget	<u>Change</u>

Operating Revenues

Contributions	4,523,000	4,481,160	-41,840
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>4,523,000</u>	<u>4,481,160</u>	<u>-41,840</u>

Operating Expenses*Direct Program Expenses*

Claims Payments & Legal Expenses	2,406,631	2,498,638	92,007
Deductible Recoveries	0	0	0
Claims Administrators	219,765	224,160	4,395
Management Information System	2,319	2,263	-56
Program Administrators	386,477	392,407	5,930
Brokerage Commissions & Fees	30,112	30,112	0
Insurance Premiums (net of brokerage)	3,332,037	4,599,011	1,266,974
Taxes, Assessments & Fees	65,500	65,500	0
Actuarial Services	18,989	30,306	11,317
Claims Audit	5,000	5,000	0
Coverage Counsel	1,000	1,000	0
Program Legal	0	0	0
Miscellaneous Program Services	496	484	-12
Workshop/Training Expenses	14,011	10,143	-3,867
Loss Control Expenses	138,985	107,402	-31,582
Appraisals	0	0	0
Excess/Reinsurance Recoveries	-1,136,151	-1,549,309	-413,158
Program Committee	0	0	0
Dividend Distributions	888,622	0	-888,622
Total Direct Program Expenses	<u>6,373,793</u>	<u>6,417,118</u>	<u>43,325</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget****Draft 6****AORMA WORKERS' COMPENSATION PROGRAM**

(Fund 22)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	1,995	1,584	-410
Executive Committee & Board Expenses	1,577	1,539	-38
JPA Insurance	1,276	724	-551
Memberships, Associations & Dues	346	340	-6
Chancellor's Office Accounting Services	16,235	16,636	400
Chancellor's Office Risk Management Service	46,990	45,856	-1,134
JPA Accreditation	0	0	0
JPA Legal	4,871	4,896	25
Miscellaneous Expenses	696	679	-17
Total General & Administrative Expenses	<u>73,985</u>	<u>72,253</u>	<u>-1,731</u>
Total Operating Expenses	<u>6,447,777</u>	<u>6,489,371</u>	<u>41,594</u>
Non-Operating Revenues			
Investment Income	159,993	152,963	-7,030
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>159,993</u>	<u>152,963</u>	<u>-7,030</u>
Net Surplus (Deficit)	<u>-1,764,784</u>	<u>-1,855,248</u>	
Beginning Retained Earnings (est at 7/1/17)	6,183,396	4,418,611	
Ending Retained Earnings (est at 6/30/18)	4,418,611	2,563,363	

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****AORMA PROPERTY PROGRAM ***

(Fund 23)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget Change
Operating Revenues			
Contributions	2,368,714	2,075,000	-293,714
Reinsurance Premiums	-1,679,000	-1,500,000	179,000
Total Operating Revenues	<u>689,714</u>	<u>575,000</u>	<u>-114,714</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	250,000	250,000	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	1,215	1,048	-167
Program Administrators	255,000	258,913	3,913
Brokerage Commissions & Fees	189,843	189,843	0
Insurance Premiums (net of brokerage)	65,026	21,000	-44,026
Taxes, Assessments & Fees	0	0	0
Actuarial Services	6,802	12,042	5,240
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	260	224	-35
Workshop/Training Expenses	7,338	4,697	-2,641
Loss Control Expenses	18,219	24,130	5,911
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>793,702</u>	<u>761,897</u>	<u>-31,806</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****AORMA PROPERTY PROGRAM ***

(Fund 23)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	1,045	734	-311
Executive Committee & Board Expenses	826	713	-113
JPA Insurance	668	335	-333
Memberships, Associations & Dues	181	157	-24
Chancellor's Office Accounting Services	8,503	7,703	-799
Chancellor's Office Risk Management Service	24,609	21,233	-3,375
JPA Accreditation	0	0	0
JPA Legal	2,551	2,267	-284
Miscellaneous Expenses	364	314	-50
 Total General & Administrative Expenses	 <u>38,746</u>	 <u>33,457</u>	 <u>-5,289</u>
 Total Operating Expenses	 <u>832,448</u>	 <u>795,354</u>	 <u>-37,095</u>
Non-Operating Revenues			
Investment Income	25,418	29,036	3,618
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
 Total Non-Operating Revenues	 <u>25,418</u>	 <u>29,036</u>	 <u>3,618</u>
 Net Surplus (Deficit)	 <u>-117,316</u>	 <u>-191,317</u>	
 Beginning Retained Earnings (est at 7/1/17)	 1,895,009	 1,777,693	
Ending Retained Earnings (est at 6/30/18)	1,777,693	1,586,376	

* AORMA Property includes Cyber Risk and ID Fraud; AORMA Fidelity is Crime only.

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018

FY 17/18 Proposed Budget
Draft 6

AORMA CRIME PROGRAM *

(Fund 24)

<i>Midterm</i>	<i>Proposed</i>	
FY 16/17	FY 17/18	Budget
Amended	Budget	<u>Change</u>

Operating Revenues

Contributions	310,552	277,000	-33,552
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>310,552</u>	<u>277,000</u>	<u>-33,552</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	50,000	50,000	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	159	140	-19
Program Administrators	25,000	25,384	384
Brokerage Commissions & Fees *	22,243	22,243	0
Insurance Premiums	229,552	245,000	15,448
Taxes, Assessments & Fees *	0	0	0
Actuarial Services	892	1,592	700
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	34	30	-4
Workshop/Training Expenses	962	627	-335
Loss Control Expenses	286	1,293	1,006
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>329,129</u>	<u>346,309</u>	<u>17,180</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget****Draft 6****AORMA CRIME PROGRAM ***

(Fund 24)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	137	98	-39
Executive Committee & Board Expenses	108	95	-13
JPA Insurance	88	45	-43
Memberships, Associations & Dues	24	21	-3
Chancellor's Office Accounting Services	1,115	1,028	-86
Chancellor's Office Risk Management Service	3,226	2,835	-392
JPA Accreditation	0	0	0
JPA Legal	334	303	-32
Miscellaneous Expenses	48	42	-6
Total General & Administrative Expenses	<u>5,080</u>	<u>4,466</u>	<u>-614</u>
Total Operating Expenses	<u>334,208</u>	<u>350,775</u>	<u>16,567</u>
Non-Operating Revenues			
Investment Income	4,686	7,640	2,955
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>4,686</u>	<u>7,640</u>	<u>2,955</u>
Net Surplus (Deficit)	<u>-18,971</u>	<u>-66,135</u>	
Beginning Retained Earnings (est at 7/1/17)	408,581	389,611	
Ending Retained Earnings (est at 6/30/18)	389,611	323,476	

* AORMA Crime separated from AORMA Property beginning July 1, 2011

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****AORMA UNEMPLOYMENT INSURANCE PROGRAM**

(Fund 25)

<i>Midterm</i>	<i>Proposed</i>	
FY 16/17	FY 17/18	Budget
Amended	Budget	<u>Change</u>

Operating Revenues

Contributions	2,595,674	1,924,554	-671,120
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>2,595,674</u>	<u>1,924,554</u>	<u>-671,120</u>

Operating Expenses*Direct Program Expenses*

Claims Payments & Legal Expenses	1,001,984	1,768,751	766,767
Deductible Recoveries	0	0	0
Claims Administrators	28,888	28,888	0
Management Information System	1,091	972	-119
Program Administrators	45,000	45,690	690
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	0	0	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	6,109	10,969	4,860
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	233	208	-25
Workshop/Training Expenses	6,590	4,356	-2,234
Loss Control Expenses	1,963	8,982	7,019
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>1,091,858</u>	<u>1,868,816</u>	<u>776,958</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****AORMA UNEMPLOYMENT INSURANCE PROGRAM**

(Fund 25)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	938	680	-258
Executive Committee & Board Expenses	742	661	-81
JPA Insurance	600	311	-289
Memberships, Associations & Dues	163	146	-17
Chancellor's Office Accounting Services	7,636	7,145	-492
Chancellor's Office Risk Management Service	22,101	19,694	-2,407
JPA Accreditation	0	0	0
JPA Legal	2,291	2,103	-188
Miscellaneous Expenses	327	292	-36
Total General & Administrative Expenses	<u>34,798</u>	<u>31,031</u>	<u>-3,767</u>
Total Operating Expenses	<u>1,126,656</u>	<u>1,899,847</u>	<u>773,191</u>
Non-Operating Revenues			
Investment Income	62,371	85,678	23,307
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>62,371</u>	<u>85,678</u>	<u>23,307</u>
Net Surplus (Deficit)	<u>1,531,389</u>	<u>110,385</u>	
Beginning Retained Earnings (est at 7/1/17)	5,855,643	7,387,032	
Ending Retained Earnings (est at 6/30/18)	7,387,032	7,497,417	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018

FY 17/18 Proposed Budget
Draft 6

PURCHASED INSURANCE PROGRAM *

(Fund 20)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget <u>Change</u>
Operating Revenues			
Contributions	435,000	435,000	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>435,000</u>	<u>435,000</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	43,500	43,500	0
Insurance Premiums (net of brokerage)	391,500	391,500	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
	0		
Total Direct Program Expenses	<u>435,000</u>	<u>435,000</u>	<u>0</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****PURCHASED INSURANCE PROGRAM ***

(Fund 20)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget Change
General & Administrative Expenses			
Financial Audit	0	0	0
Executive Committee & Board Expenses	0	0	0
JPA Insurance	0	0	0
Memberships, Associations & Dues	0	0	0
Chancellor's Office Accounting Services	0	0	0
Chancellor's Office Risk Management Service	0	0	0
JPA Accreditation	0	0	0
JPA Legal	0	0	0
Miscellaneous Expenses	0	0	0
Total General & Administrative Expenses	<u>0</u>	<u>0</u>	<u>0</u>
Total Operating Expenses	<u>435,000</u>	<u>435,000</u>	<u>0</u>
Non-Operating Revenues			
Investment Income	0	0	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Net Surplus (Deficit)	<u>0</u>	<u>0</u>	
Beginning Retained Earnings (est at 7/1/17)	77,987	77,987	
Ending Retained Earnings (est at 6/30/18)	77,987	77,987	

* Participant Accident Insurance (PAI), Auto Physical Damage (APD),
International Programs (IP)

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****OWNER CONTROLLED INSURANCE PROGRAM**

(Fund 16)

<i>Midterm</i>	<i>Proposed</i>	
FY 16/17	FY 17/18	Budget
Amended	Budget	<u>Change</u>

Operating Revenues

Contributions	6,118,518	6,118,518	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>6,118,518</u>	<u>6,118,518</u>	<u>0</u>

Operating Expenses*Direct Program Expenses*

Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Management Information System	3,137	3,090	-47
Program Administrators	1,062,427	0	-1,062,427
Brokerage Commissions & Fees	33,690	33,690	0
Insurance Premiums (net of brokerage)	2,366,117	2,366,117	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	17,569	33,021	15,452
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>3,482,940</u>	<u>2,435,918</u>	<u>-1,047,022</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****OWNER CONTROLLED INSURANCE PROGRAM**

(Fund 16)

<i>Midterm</i>	<i>Proposed</i>	
FY 16/17	FY 17/18	Budget
Amended	Budget	<u>Change</u>

General & Administrative Expenses

Financial Audit	2,698	2,163	-535
Executive Committee & Board Expenses	2,133	2,101	-32
JPA Insurance	1,726	989	-737
Memberships, Associations & Dues	467	464	-4
Chancellor's Office Accounting Services	21,962	22,714	752
Chancellor's Office Risk Management Service	63,566	62,611	-955
JPA Accreditation	0	0	0
JPA Legal	6,589	6,684	96
Miscellaneous Expenses	941	927	-14

Total General & Administrative Expenses	<u>100,083</u>	<u>98,653</u>	<u>-1,430</u>
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Total Operating Expenses	<u>3,583,023</u>	<u>2,534,571</u>	<u>-1,048,452</u>
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Non-Operating Revenues

Investment Income	19,169	0	-19,169
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0

Total Non-Operating Revenues	<u>19,169</u>	<u>0</u>	<u>-19,169</u>
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Net Surplus (Deficit)	<u>2,554,664</u>	<u>3,583,947</u>	
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Beginning Retained Earnings (est at 7/1/17)	8,074,294	10,628,958	
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Ending Retained Earnings (est at 6/30/18)	10,628,958	14,212,905	
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CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****CLUB SPORTS INSURANCE PROGRAM**

(Fund 17)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget <u>Change</u>
Operating Revenues			
Contributions	356,995	360,000	3,005
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>356,995</u>	<u>360,000</u>	<u>3,005</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	104,582	110,000	5,418
Deductible Recoveries	0	0	0
Claims Administrators	8,000	8,000	0
Management Information System	105	182	77
Program Administrators	0	0	0
Brokerage Commissions & Fees	9,157	9,157	0
Insurance Premiums (net of brokerage)	82,413	82,413	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	588	1,497	909
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Excess/Reinsurance Recoveries	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>204,846</u>	<u>211,250</u>	<u>6,404</u>

CSURMA**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2017 to June 30, 2018****FY 17/18 Proposed Budget
Draft 6****CLUB SPORTS INSURANCE PROGRAM**

(Fund 17)

	<i>Midterm</i> FY 16/17 Amended	<i>Proposed</i> FY 17/18 Budget	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	90	127	37
Executive Committee & Board Expenses	71	124	52
JPA Insurance	58	58	0
Memberships, Associations & Dues	16	27	12
Chancellor's Office Accounting Services	735	1,336	601
Chancellor's Office Risk Management Service	2,128	3,684	1,556
JPA Accreditation	0	0	0
JPA Legal	221	393	173
Miscellaneous Expenses	32	55	23
Total General & Administrative Expenses	<u>3,350</u>	<u>5,805</u>	<u>2,454</u>
Total Operating Expenses	<u>208,196</u>	<u>217,054</u>	<u>8,858</u>
Non-Operating Revenues			
Investment Income	2,091	2,942	851
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,091</u>	<u>2,942</u>	<u>851</u>
Net Surplus (Deficit)	<u>150,891</u>	<u>145,888</u>	
Beginning Retained Earnings (est at 7/1/17)	275,957	426,847	
Ending Retained Earnings (est at 6/30/18)	426,847	572,735	

Launched beginning August 1, 2012

CSURMA POLICY & PROCEDURE NO. 26
ALLOCATION OF PROPERTY PROGRAM LOSS LIMITS (DRAFT)

ISSUE: The Master Property Program insures all of the state university’s real property (buildings and related structures) through a combination of reinsurance and excess insurance policies. The program is blanket insurance, insuring all state-owned structures for all twenty-three campuses and the Chancellor’s Office. The program provides a single coverage limit of \$1 billion per loss event, with a \$1 million deductible per loss, \$2,000,000 deductible aggregate, and \$100,000 maintenance deductible thereafter. With the exception of specific business personal property (i.e., building contents) where bond covenants require insurance, the University chose to insure its buildings only. Damages caused by earth movement are not covered as the University deemed the cost of earthquake insurance as too expensive, and the minimum deductible required by earthquake underwriters too high. The program insures damage caused by floods per the policy terms. Participating campuses in the Campus Property Risk Pool are covered within the deductible from \$100,000 per loss to \$1,000,000 per loss.

Because the coverage limits are finite, this Policy & Procedure No. 26 addresses the method of members’ sharing of the available coverage should the limits of coverage be exhausted by a single loss event which exceeds the “per loss” limit and/or any applicable “aggregate” limit of the reinsurance or excess insurance policies.

RECOMMENDATION: The Executive Committee is asked to review and adopt Policy & Procedure No. 26 – Allocation of Property Program Loss Limits, making changes as it deems appropriate.

FISCAL IMPACT: None.

BACKGROUND: Policies & Procedures define CSURMA administrative practices and serves its members by ensuring CSURMA’s policies and procedures are applied consistently and fairly for the benefit of all members in the management of CSURMA’s coverage programs.

PUBLICATION: Pending adoption by the Executive Committee, P&P No. 26 will be posted on the CSURMA website.

ATTACHMENT(S):

- a. Draft P&P No. 26 – Allocation of Property Program Loss Limits

ADOPTED: March 9, 2017 (*proposed*)

EFFECTIVE: March 9, 2017(*proposed*)

SUBJECT: Allocation of Property Program Loss Limits

Should there be any discrepancy between this policy and procedure and either the JOINT POWERS AGREEMENT or BYLAWS, the JOINT POWERS AGREEMENT or BYLAWS shall govern.

PURPOSE:

The CSURMA Property Program includes certain maximum amounts that the excess insurer / reinsurer is liable to pay for covered losses; these maximum amounts are known as "Loss Limits." The "Loss Limits" are shared by all MEMBERS of the CSURMA Property Coverage Program. For example, available "Loss Limits" could be exhausted in the following situations:

- A single MEMBER has a loss in excess of the "Loss Limits".
- More than one MEMBER are involved in the same loss event resulting in total payable claims in excess of the "Loss Limits".
- A series of unassociated loss events during the policy term involve more than one MEMBER resulting in total payable claims in excess of the "Loss Limits".

This policy and procedure addresses the settlement of claims through the CSURMA Property Coverage Program in the event more than one MEMBER (Campus or AUXILIARY ORGANIZATION MEMBER) is involved in an occurrence (aka: loss event) which triggers the "Loss Limits".

POLICY:

In the event the Property coverage "Loss Limits" involve more than one MEMBER, the EXECUTIVE COMMITTEE shall determine the allocation of the "Loss Limits" upon the recommendation of CSURMA's Treasurer and its Secretary-Auditor, whose recommendation shall include consideration of the following:

1. The Aggregate "Loss Limits" available for the loss event;
2. The Total Loss incurred by each MEMBER involved in the loss event;
3. The Aggregate Loss of all MEMBERS involved in the loss event;
4. The Total Insurable Value (TIV) of Damaged Locations Only of each member involved in the loss event;
5. The Aggregate TIV of Damaged Locations Only of all members involved in the loss event;
6. The TIV for All Covered Locations of each member involved in the loss event;
7. The Aggregate TIV for All Covered Locations of all members involved in the loss event;

8. Any other factor or factors that the CSURMA's Treasurer, Secretary-Auditor and EXECUTIVE COMMITTEE consider to be pertinent in its determination of what they deem to be the fairest allocation of the "Loss Limits".

In any loss event where it appears the "Loss Limits" may require allocation among two or more MEMBERS, the EXECUTIVE COMMITTEE shall be, and is, empowered to instruct the excess insurer / reinsurer concerning the manner in which claims of affected MEMBERS shall be paid so as to achieve the objectives required by this policy and procedure. However, in exercising this power, the EXECUTIVE COMMITTEE shall give due consideration to the needs of affected MEMBERS for expeditious administration and prompt payment of their claims, and payment of proper claims shall not be unduly delayed because of the application of this policy and procedure. If in any case, a MEMBER should receive payment(s) for claim or claims which exceed, in the aggregate, the amount to which the MEMBER is entitled, the MEMBER shall promptly refund the excess funds to CSURMA for redistribution in accordance with this policy and procedure.

DEFINITIONS:

"Auxiliary Organization" means an organization described in California Education Code § 89901 *et seq.*, which is on the approved list of Auxiliary Organizations of the University Chancellor's Office.

"Executive Committee" means the Executive Committee of the CSURMA Board of Directors.

"Loss Limits" means the maximum amount the excess insurer / reinsurer is liable to pay for covered losses; the aggregate amount of insurance payable under the CSURMA Property Coverage Program for damages to real and personal property covered by the program.

"Member" means the signatory to the CSURMA Joint Powers Authority.

"Total Insurable Value (TIV)" means the property values reported by the MEMBER to CSURMA and included on the CSURMA Property Coverage Program property schedule.

RISK MANAGEMENT INNOVATION GRANT PROGRAM

ISSUE: The Risk Management Innovation Grant Program makes funds available for Campus members in the Liability and Workers' Compensation programs to supplement Campus costs for innovative safety-related items and/or training that lead to mitigation of risk exposures, and which may also reduce risk for other campuses systemwide. A maximum of \$10,000 per campus in matching grant funds was made available for FY 2016/17. Unencumbered funds of the prior year may be utilized for systemwide endeavors.

Four applications have been submitted for review today:

1. SJSU – Deferred from Nov 2 EC meeting. It was felt the proposed data encryption software should be a Systemwide IT directive rather than a CSURMA issue, thus it may make sense to look at this software for the entire CSU. Zachary Gifford agreed to collaborate with William Perry and Ed Hudson from Systemwide IT. \$10,000 requested.
2. Fullerton – Deferred from Jan 8 EC meeting pending discussion with Ed Hudson as above. eCompliance CibrTrac system for EH&S data management framework. \$9,000 requested.
3. Emergency Managers Affinity Group – systemwide integration of the VEOCI Emergency Management software to expand interoperability between Campuses and Chancellor's Office during a major disaster or incident. \$49,800 requested.
4. Los Angeles – NTT Training. NFPA 70E Arc Flash Electrical Safety Training. \$2,843.50 requested.

RECOMMENDATION: The Executive Committee is asked to review and approve risk management grant request as it deems appropriate.

FISCAL IMPACT: \$240,000 has been budgeted for FY 2016/17, of which \$8,000 has been encumbered.

BACKGROUND: The Risk Management Innovation Grant Program was established by the Executive Committee on September 13, 2013. The program makes funds available to Campus members in the Liability and Workers' Compensation coverage programs for specialized training,

safety equipment, physical improvements, or other safety related items that may lead to mitigation of risk exposures.

PUBLICATION: None.

ATTACHMENT(S):

- a. Summary of Applications
- b. Completed Applications Submitted by Campuses
- c. Risk Management Grant Program Description and Procedures

FY 2016-17 Campus Risk Management Innovation Grant Program

Campus	Date of Application	Provider	Description	Estimated Start Date	Estimated Completion	Estimated Cost	Requested Amount	Approved by EC	Approved Amount	Invoice Received	Grant Payment	Comments
Sep 23, 2016 EC												
EH&S Directors Affinity Group	8/19/16	Future Industrial Technologies	FIT Backsafe: Systemwide Train the Trainers; two 5-day sessions, one each in Northern CA and Southern CA.	10/1/16		\$ 75,000	\$ 75,000	Approved	\$ 75,000			Kevin Brady - 2015/16 unencumbered funds
Bakersfield	8/31/16	BullsEx	Fire Extinguisher Training	8/31/16		\$ 16,000	\$ 8,000	Approved	\$ 8,000			Tim Ridley
Long Beach	8/24/16	BPS Tactical, Inc.	UPD External Vest Carrier	10/1/16		\$ 10,000	\$ 5,000	Denied				Peer Gerber - maxed
San Luis Obispo	8/31/16	Ergonomist TBD	Risk assessment and program development to reduce repetitive and strenuous work tasks of housekeeping and custodial staff	1/1/17		\$ 30,000	\$ 10,000	Denied				David Korpan - info incomplete
Nov 2, 2016 EC												
EH&S Directors Affinity Group	10/18/16	Don Will Training	ICS Safety Officer training module: two-persons from each campus in Northern CA and Southern CA.	10/1/16		\$ 30,000	\$ 30,000	Approved	\$ 30,000			Kevin Brady - 2015/16 unencumbered funds
San Jose	10/4/16	SHI	Workstation and Laptop Encryption	11/1/16		\$ 20,000	\$ 10,000	Tabled				Bradley Olin. - Zachary Gifford to confer with Systemwide IT (William Perry, Ed Hudson) for collaborative possibility.
Jan 8, 2017 EC												
Fullerton	12/21/16	e-Compliance CibrTrac	EH&S data management software annual subscription.	11/7/16	7/31/17	\$ 18,000	\$ 9,000	Tabled				App received after agenda posted.
Los Angeles	10/21/16	Garaventa Lift	Garaventa Power Evacu-Trac motorized stair climber evacuation chair to assist injured or disabled people in basement of University Library.	10/5/16		\$ 9,000	\$ 4,500	Denied				Kevin Brady - facilities
San Jose	10/4/16	SHI	Workstation and Laptop Encryption	11/1/16		\$ 20,000	\$ 10,000	Tabled				Tabled from 11/2/16 EC.
Mar 9, 2017 EC												
San Jose	10/4/16	SHI	Workstation and Laptop Encryption	11/1/16		\$ 20,000	\$ 10,000					Tabled from 1/8/17 EC.
Fullerton	12/21/16	e-Compliance CibrTrac	EH&S data management software annual subscription.	11/7/16	7/31/17	\$ 18,000	\$ 9,000					Tabled from 1/8/17 EC.
Emergency Managers Affinity Group	1/25/17	VEOCI	Software to intergrate emergency management systems systemwide. Subscription for 250 named licenses.	7/1/17	3/31/18	\$ 49,800	\$ 49,800					Randy Styner (CSULA)
Los Angeles	1/25/17	NTT Training	NFPA 70E Arc Flash Electrical Safety Training.	3/10/17	4/30/17	\$ 5,687	\$ 2,844					Kevin Brady (CSULA)
TOTAL AWARDED						\$113,000	<i>Including Systemwide Grants.</i>			\$113,000		
2016/17 Awards						\$8,000	<i>Campus Grants only.</i>					
2016/17 Fund Balance						\$232,000	<i>to date</i>					

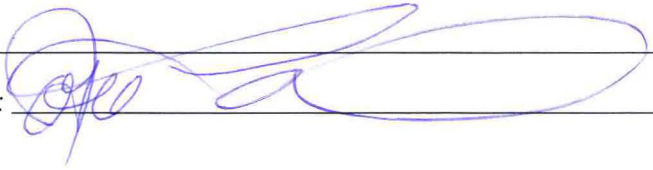
Campus Risk Pools Grant Application

Safety & Risk Control, Employee Health & Wellness

Please Complete All Fields

Campus/Working Group: San Jose State University		10/4/2016
Contact: Bradley Olin	Phone: (408) 924 1663	Email: Bradley.olin@sjsu.edu
<p>Grant Requested for <i>(please describe)</i>: Workstation and Laptop Encryption. San Jose State University currently owns and supports 2000 laptops which are at times used to store confidential data belonging to our Students, Faculty and Staff. Several times per semester a laptops becomes missing, lost or stolen resulting in University data entering the hands of a criminal. Often, information security breach notifications are issued to the impacted individuals and data is never recovered. The University, and its constituents are at risk of identity theft, costs associated with the Information Security Incident and damage to the University's reputation.</p>		
Planned Date of Purchase <i>(Please attach cost estimate)</i> : 11/1/2016		Amount Requested <i>(Up to \$10,000 per fiscal year - please see guidelines at the bottom)</i> : \$10,000
This is a <i>(check all that apply)</i> :		
<input checked="" type="checkbox"/> Service	<input checked="" type="checkbox"/> Software	<input type="checkbox"/> Equipment
<input type="checkbox"/> Training	<input type="checkbox"/> Safety Program Development	<input type="checkbox"/> Safety Program Management
<input type="checkbox"/> Safety Consulting	<input type="checkbox"/> Other <i>(please describe)</i> :	
Please describe how this will improve or enhance your risk control efforts:		
<p>Laptops are inherently designed to be small, light, and portable. As such, they are also attractive targets for petty theft, and on average we experience one theft per month. This rate appears to be on the rise. As laptops continue to become smaller, more portable, and more powerful, they remain an attractive target for thieves as well as more increasingly viable option as a replacement for traditional desktop devices.</p> <p>Normally, even without a password, the hard disk drive can be removed from a laptop computer, connected to another device, and the data read. The proposed implementation of Sophos Safeguard will protect confidential information by encrypting (or obfuscating) the data such that in the event that a laptop falls into the wrong hands the information stored on that device will be unreadable without the appropriate password. Under California Senate Bill 1386, data which is lost, but encrypted is not considered a breach. This reduces the University's risk of exposure for data breaches and improves the security for our Students, Faculty and Staff.</p> <p>Certain types of data, if exposed by the university, can lead to up to a \$20,000 per item fine. If the data is related to HIPAA, we are required to report breaches to the local media which represents significant risk of reputational damage to the university. In addition, FERPA breaches, if severe or frequent, can have impacts to the university's accreditation or financial aid eligibility for students.</p> <p>On average, somewhere between 60-75% of the breaches we have experienced on campus could have been prevented with the implementation of data encryption software on laptop computers.</p> <p>While not required by law, credit monitoring services are often procured by universities and corporations in the event of unwanted information disclosure. These services can range in cost from thousands to millions of dollars depending on the size and scope of the breach. As a relative example, CSU East Bay recently experienced a breach and procured credit monitoring services for affected parties. The settlement of that breach exceeded six figures.</p>		

Signature (VP- Business & Admin, or designee): _____
(Member submission only)



Date: 10-19-16

Please submit your completed Grant Application to Tevea Him at:
(email) thim@alliant.com or (fax) **415-874-4810**

1. CSURMA grants are available to all CSU campuses to supplement member costs for Safety & Risk Control and/or Employee Health & Wellness projects.
2. This is a "matching" grant program. CSURMA pays 50% of member's costs that have been approved by CSURMA. The maximum payable by CSURMA for all approved projects is \$10,000 total per member.
3. If member has more than one project, member may submit an application for each project under consideration. No more than \$10,000 total is payable per member for all projects during the fiscal year.
4. Applications may be submitted for pre-approval by CSURMA prior to member incurring costs for project described above.
5. Applications must be signed by the Campus VP of Business & Finance or designee.
6. Applications must be submitted during the same fiscal year that the project expense is incurred.
7. Applications must include supporting documents such as:
 - a. detailed description of the proposed project
 - b. anticipated timeline for completion of project
 - c. estimated total cost for the proposed project
9. Members working collaboratively via the Risk Managers and/or Environmental Health & Safety working groups (CSUWERCS) may complete a Grant Application for unencumbered funds that would be applicable to systemwide risk mitigation endeavors. Other than item 5, the requirements remain the same.
10. *Equipment, trainings, personal protective equipment, etc. that employers are required by law or regulation to provide are not eligible for reimbursement. **This program is intended to encourage members to enhance existing risk control efforts. Please feel free to contact the Program Administrator to discuss whether an item or service is eligible for reimbursement prior to submitting a request form.***
11. It is the member's responsibility to obtain confirmation from CSURMA that all reimbursement requests submitted were received by CSURMA.
12. Please contact **Rob Leong** at 415.403.1441 or rluong@alliant.com if you have any questions.



Pricing Proposal
Quotation #: 11791401
Created On: 6/24/2016
Valid Until: 6/30/2016

SAN JOSE STATE UNIVERSITY

Inside Account Manager

Mike Cook

129 SOUTH TENTH ST, CLARK HALL, SUITE 500
SAN JOSE, CA 95192
United States
Phone: 4089241547
Fax:
Email: mike.cook@sjsu.edu

Dallas Kraft

290 Davidson Ave.
Somerset, NJ 08873
Phone: 800-535-5210
Fax: 1-800-814-7567
Email: Dallas_Kraft@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Sophos Premium Support Sophos - Part#: PREM	1	\$3,019.62	\$3,019.62
2 Sophos SafeGuard Disk Encryption Advanced - Subscription license renewal (3 years) - 1 client - EDU, volume - 2000-4999 licenses - Win Sophos - Part#: DEAL3ETAA	2000	\$8.27	\$16,540.00
		Total	\$19,559.62

Additional Comments

CSU (MEA) #4431 / SHI Software LAR. No additional bidding is required on all software publishers purchased through SHI. SHI will always fulfill media electronically when possible. In the event that the manufacturer that ONLY ships physical media, please include this statement which must be on your PO to avoid sales tax: "All products purchased on this order are to be distributed via electronic download only. No tangible media or documentation is to be shipped in association with this order. Access to the products purchased on this order is in no way dependent upon any tangible media that may have been previously received prior to, or separately from this order

The Products offered under this proposal are subject to the SHI Return Policy posted at www.shi.com/returnpolicy, unless there is an existing agreement between SHI and the Customer.




Campus Risk Pools Grant Application

Safety & Risk Control, Employee Health & Wellness

Please Complete All Fields

Campus/Working Group: California State University, Fullerton		Date: December 20, 2016
Contact: Pearl Boelter, Director EHS	Phone: (657) 278-4345	Email: pboelter@fullerton.edu
Grant Requested for <i>(please describe):</i> eCompliance CibrTrac: Cloud-based web and mobile environmental health and safety data management framework		
Planned Date of Purchase <i>(Please attach cost estimate):</i> 11/7/16	Amount Requested <i>(Up to \$10,000 per fiscal year - please see guidelines at the bottom):</i> \$9000	
This is a <i>(check all that apply):</i>		
<input type="checkbox"/> Service	<input checked="" type="checkbox"/> Software	<input type="checkbox"/> Equipment
<input type="checkbox"/> Training	<input type="checkbox"/> Safety Program Development	<input type="checkbox"/> Safety Program Management
<input type="checkbox"/> Safety Consulting	<input type="checkbox"/> Other <i>(please describe):</i>	
Please describe how this will improve or enhance your risk control efforts:		
<p>eCompliance CibrTrac will provide CSUF with the ability to track chemicals, radioactive isotopes, and biological agents used on campus for instructional and research purposes. The campus chemical inventory with the annual reconciliation through barcoding (a separate software connected to CibrTrac) will allow Fullerton to identify expired chemicals, reduce inventory of chemicals based on FIFO (first in, first out) principles, identify improperly stored chemicals, and provide accurate chemical information to faculty, students, researchers, employees and emergency responders. All of these tracking benefits reduce the chemical exposures to the campus community, and therefore the potential risk of injury from an exposure. A recent release from a stored chemical at a California university lab resulted in evacuation of the building, decontamination of lab occupants, clean-up costs, and loss of research lab use (21 days). A follow-up investigation identified the chemical inventories to be inaccurate which poses a risk for the lab occupants and emergency responders when working with the chemicals and responding to a release.</p> <p>CibrTrac also provides CSUF with the ability to regulate the use of radioactive and biological agents being used for research purposes. Currently the majority of this tracking is done on paper. Allowing researchers to submit online requests for use of radioactive isotopes and biological agents will increase the likelihood of them notifying EHS to the use, and allowing EHS to assess the risk and the necessary PPE and other safety precautions needed.</p> <p>Finally, CibrTrac will allow CSUF to conduct mobile electronic inspections which aid in identifying and mitigating safety risks associated with chemical, biological, and radioactive substance use. The inspection module will also be used for food, pool, occupational health, and fire life safety inspections.</p> <p>Although other CSU's utilize chemical inventory tracking software, CibrTrac was designed as a comprehensive approach to EHS's need to track chemicals, radioactive materials, and biological agents. This software is also compatible with CBIS, the barcoding software needed for annual reconciliation of the chemicals, and with Fullerton's space management software, Facility Link, which will allow the Facilities Management and Capital Projects teams access to important chemical data when maintaining our campus and planning for future modifications.</p>		

Signature (VP- Business & Admin, or designee):
(Member submission only)

 12-21-16

Date:

Please submit your completed Grant Application to Rob Leong at:
(email) rleong@alliant.com or (fax) 415-874-4810

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eCompliance CibrTrac

Cloud-based Web and Mobile Environmental Health and Safety Data Management Framework

Spanning Inventory Control, Use Authorizations,
Inspections and Training

Covering Chemical, Radioactive, Biological and
Controlled Substance Safety and Compliance
Modules

Overview and Price Proposal

Contact

Bijan Fouladi

415-437-3979

fouladi@ecompliance.net

Cal State Fullerton Price Proposal
Valid Until 7/31/2016

Initial Setup Fee \$18,000.00

Due upon contract signing

- Server Setup and Configuration
- Data Integration
- User Authentication
- Form(s), Inspection(s) and Workflow(s) Setup

Payable upon contract signing

Annual License and Maintenance Fee

- Inventory Control \$10,000.00
- ChemInnovation Extension \$1,000.00

(Provides bar- coding and Chemical structure search.
Used as a CibrTrac extension in Chemistry departments across
the ten University of California campuses)

- Authorizations \$10,000.00
- Inspections \$10,000.00

Payable upon first Principal Investigator/Responsible Party login to CibrTrac via CS
Fullerton (Shibboleth) login

<i>Inventory Control</i>		
<p>Chemicals</p> <p>Radioactive Materials</p> <p>Controlled Substances</p>	<p>PI inventory management tools including excel spreadsheet uploads</p> <p>Reporting</p> <p>Emergency Response</p>	<ul style="list-style-type: none"> • Chemical Library (Hazard Classification) • Excel Spreadsheet Uploads • Authorized Lab User Roles • Door Placards • Rad Inventory Reports • CUPA/CERS • Fire Code / Occupancy • Federal (eg CFATS/OSHA Carcinogens) • California (eg 5209 and Article 110 Carcinogens, SCAQMD 1401) • DEA Controlled Substances • Web-based • Smart Phone App (Android and iPhone) • Available to external users
<i>Authorizations</i>		
<p>Biological Use /Institutional Bio-safety Committee</p> <p>Radiation Producing Machine and Laser Use</p> <p>Radioactive Material Use</p> <p>Controlled Substances</p>	<p>Responsible Party Applications and Renewals</p> <p>Review Workflows</p>	<ul style="list-style-type: none"> • Personnel • Use Locations • Usage Details • Customized Application Forms • Review Roles (EH&S Officer, Committee members, etc) • Review Statuses • Review Annotations (Each reviewer can comment on any given form in the application) • Conditional Authorizations • <i>All submissions and reviews are archived</i>

Inspections		
Lab CUPA Food/Health Other	Calendar-based Pad Interface Archived PDF reports	<ul style="list-style-type: none"> • Customized Violations and Violation Categories (Defaults Available) • Re-inspection follow-up • Unified Reporting Editable via Adobe Acrobat • Unlimited Inspection Types - with web-based Tools to Develop new Inspection Types
Training Management		
TMS DOES NOT PROVIDE TRAINING CONTENT		
Training Management System (TMS)	Roster Management Training Profiles Course Management	<ul style="list-style-type: none"> • Lab Managers identify lab Personnel and their activities • TMS Engine determines training requirements and training compliance status based on activities and courses • Add courses, schedule in-person courses, track attendance, store sign-up sheets.
System Administration		
Super User System Functions	Responsible Individuals and Authorized User Space Management User Authentication Email Tasks	<ul style="list-style-type: none"> • Ability for Responsible Individuals (PIs) to add and remove authorized users • Track campuses, buildings floors and rooms • Define Suites and Fire Code Control Areas • Web-based tools to define, configure and run data transfer web services that integrate with existing databases • Username and password – based authentications • Integration with Shibboleth, LDAP and CAS – based authentication methodologies • Web-based tools to define and configure Email Tasks • Determine recipients and frequency for renewals, notices, inspection reports and announcements • HTML-enabled email body with mail merge capabilities to any form field.

SOFTWARE SUBSCRIPTION AND SERVICES AGREEMENT
By and Between
eCompliance, Inc. and California State University, Fullerton

The following agreement was entered into this day, 26 October 2016 "Effective Date," between California State University, Fullerton, ("Client"), and eCompliance, Inc., ("eCompliance") which is located at One Otis Street, San Francisco, CA 94103. This agreement is incorporated into Client Purchase Order No. 0000018363 and is subject to the CSU General Provisions for Information Technology Acquisitions and Supplemental Provisions unless otherwise indicated therein.

RECITALS

eCompliance has developed a software product used to manage compliance-related data. eCompliance has integrated its software with the Chemical and Biological Information System product suite ("CBIS") owned and supported by ChemInnovation Software, Inc. ("ChemInnovation"). eCompliance has acquired the rights to resell CBIS.

Client desires to purchase a license to use the combine eCompliance/CBIS software suite ("Product") and to engage eCompliance to provide access to the Product by means of an Internet connection.

eCompliance and its subcontractor ChemInnovation possess the skill, experience, ability, background and knowledge to provide the technical, operational, and training support services provided to best implement, integrate with and use the Product ("Services").

NOW, THEREFORE, it is mutually agreed by and between the undersigned parties as follows:

1. LICENSE TO USE PRODUCT

Subject to the terms of this Agreement, Client is granted a license to use the Product. Client may not sell, license, rent, or distribute the Product. Client is entitled to make and keep backup copies of the Product for purposes of safekeeping and disaster recovery.

2. SERVICES

eCompliance agrees to provide technical, operational and training services needed to implement the Product and to integrate the Product with Client's existing databases and applications, including but not limited to remote technical assistance and consultation to the Client staff. eCompliance agrees to provide to the Client all revisions, updates, improvements, modifications and enhancements (the "Updates") to the Product. An Update, once incorporated by the Client into a Product, shall be considered part of the Product for all purposes hereunder and shall not cause a loss of existing functionality. All such Updates will be provided free of charge.

3. PROPRIETARY RIGHTS

Client acknowledges and agrees that to the best of its knowledge all content* and materials* available through the Product are protected by copyrights, trademarks, service marks, patents, trade secrets, or other proprietary rights and laws. Except as expressly authorized by eCompliance, Client agrees not to sell, license, rent, modify, distribute, copy, reproduce, transmit, publicly display, publicly perform, publish, adapt, edit, or create derivative works from such materials or content. Notwithstanding the above, Client may print or download the materials or content contained in the Product, provided all copyright and other proprietary notices are kept intact. Client may systematically retrieve data or other content to create or compile, directly or indirectly, a collection, compilation, database or directory of data contained in the Product. Use of the content or materials for any purpose not expressly permitted in this Agreement is prohibited.

*Content, materials, and/or any other data provided by and/or uploaded by Client into the Product are excluded.

eCompliance shall indemnify Client, its officers, agents, and employees against all losses, damages, liabilities, costs, and expenses (including but not limited to reasonable attorneys' fees) resulting from any judgment or proceeding in which it is determined that or any settlement agreement arising out of the allegation that, eCompliance furnishing or supplying Client with the Program or Client's use of the Program constitutes an infringement of any patent, copyright, trademark, trade name, trade secret, or other proprietary or contractual right of any third party. The foregoing shall not apply unless eCompliance has

been informed as soon as practicable by the Client of the suit or action alleging such infringement, eCompliance is given the opportunity as afforded by applicable laws, rules, or regulations to participate in the defense thereof, and, in the event of settlement, eCompliance has consented to the settlement of the claimed infringement. eCompliance's consent to settlement shall, however, not be required if a final decree or judgment of a court of competent jurisdiction does not require such.

4. TERM

The initial term of the Agreement shall be for one (1) year from the Effective Date, and may extend thereafter for successive one (1) year terms at a mutually agreed upon rate and after issuance of Purchase Order by Client.

5. TERMINATION

This Agreement may be terminated: (i) by Client via written notice stating the extent and effective date for convenience in whole or in part giving the other party 30 days' prior written notice, in which case the Client shall pay eCompliance as full compensation for performance until such termination; (ii) by eCompliance, at any time, upon 30 days' prior written notice if Client breaches any material provision of this Agreement and has not cured same by the end of the 20 days; (iii) by Client upon 20 days' prior written notice if eCompliance breaches any material provisions of this Agreement and has not cured same by the end of the 20 days.

6. FEES AND PAYMENT

All fees for Services rendered or provided to Client shall be in accordance with eCompliance's fee schedule provided in Attachment A. The Client shall benefit from all price declines. Payment in full of any invoiced amount is due with 30 days of receipt of the invoice. All taxes, fees and governmental charges relating to the Services provided hereunder (other than income taxes of eCompliance) shall be paid by Client.

7. LIABILITY DISCLAIMER

The information, software, and services included in or available through the Product may include inaccuracies or typographical errors. Changes are periodically added to the information herein. eCompliance and/or its respective suppliers may make improvements and/or changes to the Product at any time. Advice received via the Product should not be relied upon for regulatory, legal or financial decisions and an appropriate professional should be consulted.

eCompliance and/or its respective suppliers make no representations about the suitability, reliability, availability, timeliness, and accuracy of the information, software, services and related graphics contained in the Product for any purpose. All such information, software, services and related graphics are provided "as is" without warranty of any kind. eCompliance and/or its respective suppliers hereby disclaim all warranties and conditions with regard to this information, software, services and related graphics, including all implied warranties and conditions of merchantability, fitness for a particular purpose, title and non-infringement.

In no event shall eCompliance and/or its suppliers be liable for any direct, indirect, punitive, incidental, special, consequential damages or any damages whatsoever including, without limitation, damages for loss of use, data or profits, arising out of or in any way connected with the use or performance of the Product, with the delay or inability to use Product or related services, the provision of or failure to provide services, or for any information, software, services and related graphics obtained through the Product, or otherwise arising out of the use of the Product, whether based on contract, tort, negligence, strict liability or otherwise, even if eCompliance or any of its suppliers has been advised of the possibility of damages. Because some states/jurisdictions do not allow the exclusion or limitation of liability for consequential or incidental damages, the above limitation may not apply. If you are dissatisfied with any portion of the Product, or with any of these terms of use, your sole and exclusive remedy is to discontinue using the Product. Limitations of Liability shall not apply to claims of copyright infringement.

8. INTERNATIONAL USE

eCompliance makes no representation that materials in the Product are appropriate or available for use in locations outside the United States, and accessing them from territories where their contents are illegal is

prohibited. Those who choose to access this site from other locations do so on their own initiative and are responsible for compliance with local laws.

9. CHOICE OF LAW AND FORUM

This Service Agreement shall be governed by and construed in accordance with the laws of California, excluding its conflicts of law rules. Client expressly agrees that the exclusive jurisdiction for any claim or action arising out of or relating to this Agreement or Client use of the Product shall be filed only in the state or federal courts located in the California, and Client further agrees and submits to the exercise of personal jurisdiction of such courts for the purpose of litigating any such claim or action.

10. SEVERABILITY AND INTEGRATION

Unless otherwise specified herein, this agreement constitutes the entire agreement between Client and eCompliance with respect to Product and supersedes all prior or contemporaneous communications and proposals, whether oral, written, or electronic. If any part of this Service Agreement is held invalid or unenforceable, that portion shall be construed in a manner consistent with applicable law to reflect, as nearly as possible, the original intentions of the parties, and the remaining portions shall remain in full force and effect.

11. CONFIDENTIALITY

It is understood that during the course of this Agreement, eCompliance and its employees may be exposed to data and information which is confidential and proprietary to Client. All such data and information including, but not limited to, all inventions, materials, discoveries, designs and drawings, research data, manufacturing processes and techniques, scientific, manufacturing, marketing and business plans, financial matters or personnel matters relating to Client, its present or future services, sales, suppliers, customers, employees, investors or business (hereinafter "Client Confidential Information"), written or verbal, tangible or intangible, made available, disclosed or otherwise made known to eCompliance and its employees as a result of Services under this Agreement shall be treated as confidential and shall be the sole property of Client.

12. INDEPENDENT CONTRACTOR

eCompliance is an independent contractor engaged by Client to perform the Services in accordance with the provisions of this Agreement, and the relationship hereby created is specifically governed by, limited to, and subject to all of the terms and conditions contained in this Agreement. The parties further agree that Client does not have the authority to hire or fire employees of eCompliance, nor does Client determine the rate or method of pay of such employees.

13. NO USE OF NAMES

eCompliance shall not have the right or authority to make any representation on behalf of Client, bind Client to others in any manner, or use Client's name or trademarks in any public disclosure, without Client's prior written permission.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the date indicated below.

CALIFORNIA STATE
UNIVERSITY, FULLERTON

eCompliance, Inc.

Angela Petruso
Printed Name

Bijan Fouladi
Printed Name

Buyer III, Contract+Proc.
Title

President
Title

[Signature]
Signature

Bijan Fouladi
Signature

10/26/2016
Date

11/7/2016
Date

ATTACHMENT A

Fee Schedule:

One-time Setup Fees: **\$18,000.00**

- Server Setup and Configuration
- Data Integration
- User Authentication
- Form(s), Inspection(s) and Workflow(s) Setup




License and Maintenance Fees

Annual Rate **\$31,000.00**

Payment Schedule:

Description	Milestone/Date	Amount
One-Time Setup Fee	Signing of Agreement	\$18,000.00
License and Maintenance Fee	First Responsible Person/PI Shibboleth login ("First Login")	Annual Rate pro-rated from First Login to Jul 31, 2017

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names	Dec 4
1		eCompliance Implementation	86 days?	Mon 12/5/16	Mon 4/3/17			S
2		Kick-off Meeting	1 day	Mon 12/5/16	Mon 12/5/16		Bates; Allyson	S
3		Register URL	1 day	Thu 12/8/16	Thu 12/8/16		Fouladi;Bijan	S
4		Server Build	1 day	Mon 12/12/16	Mon 12/12/16		Fouladi;Bijan	S
5		Gather Data Assets	11 days?	Fri 12/9/16	Fri 12/23/16			S
6		User List	8 days?	Mon 12/12/16	Wed 12/21/16			S
7		Shibboleth Integration	4 days?	Fri 12/9/16	Wed 12/14/16		Bates; Allyson, Fou	S
8		Locations	9 days?	Tue 12/13/16	Fri 12/23/16			S
9		Facilitites Link Conference Call	1 day?	Tue 12/13/16	Tue 12/13/16		Bates; Allyson, Fou	S
10		Setup Sync with Facilities Link	9 days?	Tue 12/13/16	Fri 12/23/16		Fouladi;Bijan	S
11		Inventory Control	21 days?	Mon 1/9/17	Mon 2/6/17			S
12		Load Chemical Inventory	5 days	Mon 1/9/17	Fri 1/13/17			S
13		Load Radioactive Materials	5 days	Mon 1/16/17	Fri 1/20/17			S
14		Load Controlled Substances	5 days	Mon 1/23/17	Fri 1/27/17			S
15		Testing	5 days	Mon 1/30/17	Fri 2/3/17			S
16		Documentation	10 days	Mon 1/23/17	Fri 2/3/17			S
17		Go-Live	1 day?	Mon 2/6/17	Mon 2/6/17			S
18		Use Authorization	26 days?	Mon 2/6/17	Mon 3/13/17			S
19		Process Meeting - Biological Use Authorization	1 day?	Mon 2/6/17	Mon 2/6/17			S
20		Biological Use Authorization	5 days	Mon 2/13/17	Fri 2/17/17			S
21		Radiation Use Authorization	5 days	Mon 2/20/17	Fri 2/24/17			S
22		Machine Use Authorization	5 days	Mon 2/27/17	Fri 3/3/17			S
23		Testing	5 days	Mon 3/6/17	Fri 3/10/17			S
24		Documentation	10 days	Mon 2/27/17	Fri 3/10/17			S
25		Go-Live	1 day?	Mon 3/13/17	Mon 3/13/17			S
26		Inspections	24 days?	Wed 3/1/17	Mon 4/3/17			S
27		Data Migration	15 days	Wed 3/1/17	Tue 3/21/17			S
28		Setup Inspections	15 days	Wed 3/1/17	Tue 3/21/17			S
29		Testing	5 days	Mon 3/27/17	Fri 3/31/17			S
30		Documentation	10 days	Mon 3/20/17	Fri 3/31/17			S

ID	 	Task Mode 	Task Name	Duration	Start	Finish	Predecessors	Resource Names	Dec 5
31			Go-Live	1 day?	Mon 4/3/17	Mon 4/3/17			



Campus Risk Pools Grant Application

Safety & Risk Control, Employee Health & Wellness

Please Complete All Fields

Campus/Working Group: Emergency Management Affinity Group		Date: 1/25/17
Contact: Randy Styner	Phone: (323) 246-2819	Email: rstyner@calstatela.edu
Grant Requested for <i>(please describe):</i> Integration of the VEOCI Emergency Management software system wide to expand interoperability between the campuses and the Chancellors office during a major disaster or incident.		
Planned Date of Purchase <i>(Please attach cost estimate):</i> 7/1/17	Amount Requested <i>(Up to \$10,000 per fiscal year - please see guidelines at the bottom):</i> \$49,800	
This is a <i>(check all that apply):</i>		
<input type="checkbox"/> Service	<input checked="" type="checkbox"/> Software	<input type="checkbox"/> Equipment
<input type="checkbox"/> Training	<input type="checkbox"/> Safety Program Development	<input type="checkbox"/> Safety Program Management
<input type="checkbox"/> Safety Consulting	<input type="checkbox"/> Other <i>(please describe):</i>	
Please describe how this will improve or enhance your risk control efforts:		
<p>Addition of the VEOCI Emergency Management to system wide emergency management programs will greatly enhance interoperability within the CSU system during emergency events. VEOCI is a cloud-based virtual EOC program that integrates communications, coordination, and documentation functions into a single system.</p> <p>In the event of a major disaster impacting one or multiple CSU campuses, EOC staffing, communications, requests for supplies or services, and coordination of resources will be a major issue. The VEOCI system will ensure that impacted campuses will be able to more effectively manage EOC and field operations within the campus as well as allow other able CSU campuses to support these functions from their campuses through the VEOCI system.</p> <p>The VEOCI system has already been procured and promoted by the Chancellors office for the CSU, and the pricing model negotiated by the CO has been extended by VEOCI to this project. The CSU Emergency Management Affinity Group has fully vetted this proposal through its members and have gotten unanimous consensus that all campuses will benefit from the addition of this system. The project cost includes system implementation, basic training, and an allotment of 10 user licenses per campus. Actual distribution of these licenses may vary depending on individual campus needs and campuses can easily add additional licenses at their own expense, or scale back the number of licenses if they desire. The management of the system and requests for support from VEOCI will be controlled at the individual campus level, and at this time and barring future funding availability, the annual renewal of the licenses will be the responsibility of the individual campuses.</p> <p>Documentation regarding the VEOCI system are attached to this application for reference.</p>		
Signature <i>(VP- Business & Admin, or designee):</i> _____ <i>(Member submission only)</i>		
Date: _____		

Please submit your completed Grant Application to Tevea Him at:

(email) thim@alliant.com or (fax) 415-874-4810

1. CSURMA grants are available to all CSU campuses to supplement member costs for Safety & Risk Control and/or Employee Health & Wellness projects.
2. This is a "matching" grant program. CSURMA pays 50% of member's costs that have been approved by CSURMA. The maximum payable by CSURMA for all approved projects is \$10,000 total per member.
3. If member has more than one project, member may submit an application for each project under consideration. No more than \$10,000 total is payable per member for all projects during the fiscal year.
4. Applications may be submitted for pre-approval by CSURMA prior to member incurring costs for project described above.
5. Applications must be signed by the Campus VP of Business & Finance or designee.
6. Applications must be submitted during the same fiscal year that the project expense is incurred.
7. Applications must include supporting documents such as:
 - a. detailed description of the proposed project
 - b. anticipated timeline for completion of project
 - c. estimated total cost for the proposed project
9. Members working collaboratively via the Risk Managers and/or Environmental Health & Safety working groups (CSUWERCS) may complete a Grant Application for unencumbered funds that would be applicable to systemwide risk mitigation endeavors. Other than item 5, the requirements remain the same.
10. *Equipment, trainings, personal protective equipment, etc. that employers are required by law or regulation to provide are not eligible for reimbursement. This program is intended to encourage members to enhance existing risk control efforts. Please feel free to contact the Program Administrator to discuss whether an item or service is eligible for reimbursement prior to submitting a request form.*
11. It is the member's responsibility to obtain confirmation from CSURMA that all reimbursement requests submitted were received by CSURMA.
12. Please contact [Rob Leong](mailto:Rob.Leong@alliant.com) at 415.403.1441 or rleong@alliant.com if you have any questions.

veoci

Real-time communication, alert and notification system, complete situational awareness, and comprehensive crisis planning and response solutions

Veoci is a cloud-based solution that facilitates communication and coordination within your organization during emergency situations, incidents or daily operations. Veoci improves communication and situational awareness, giving you the information you need to manage your organization's response to any crisis and event and assuring optimal response and management of your business continuity events. As a platform, all features are integrated and available as part of a single package.

With Veoci, you can digitize your business continuity and response plans into executable templates. These response templates allow you to quickly organize a response to a crisis while leveraging the experiences gained from similar events in the past. To ensure the proper action takes place, you have the ability to track a team's or an individual team member's response actions through assignable tasks. Veoci also makes it effortless to keep track of files, data, people and other resources that are essential in your response efforts.

Best of all, you get all the benefits of Veoci without having to worry about buying or managing your own servers and assets. Our application is housed at multiple world-class data centers with fully redundant infrastructure. Veoci is accessible from most web connected computers and devices, including iPhone, Android, and BlackBerry.

Product Features

User Interface

Easy to Use

- Intuitive interface: Users can start working with 15 minutes of initial training
- Administration requires less than 1 day of training and does not require programming or database skills
- Works with all browsers: Internet Explorer, Chrome, Firefox and Safari

Mobility

- Supports major mobile platforms: iPad, iPhone, Android and BlackBerry
- Accessible through e-mail and SMS text messaging
- Includes off line capabilities. Users can keep working with no Internet access. Their updates will synchronize after connection is established again.

Automated Notification System (ANS)

Multiple Broadcast Settings

- Multimodal delivery methods (phone, SMS and email, voice recording, text to speech language, push notifications, rich text formatting, ...)
- Request responses (bi-directional notifications)
- Customize the response options
- Broadcast messages globally, in any language
- Capture all responses with timestamps
- Configure multiple targeting options (individual, groups and lists, role and custom attributed based, map based, ...)
- Supports dynamic teams based on recipient attributes and contact data

Strong reporting capabilities

- Customized tabular reports including ANS reporting and Two-Way Text
- Capability to schedule reports
- Apply filters based on multiple parameters (response, type of response, device used, unreachable phone numbers, notification reception status, ...)
- Save your reports as configurable views
- Use sorting, grouping, and apply format according to your needs
- Export any filtered report into Excel or PDF formats
- Present the information in printed views and format the data and structure
- Send printed views and status updates by email

Digital Emergency Planning

Response Templates

- Encapsulates Emergency Operating Plans (EOPs) in predefined workspaces with user lists, task lists, files, notes, data, forms and workflows

Compliance

- Plans in Veoci can be compliant with the standards and requirements that our customers desire
- Event information collected

- Templates can be used as components of larger plans

- automatically while working
- Focus on event beyond generating reports

Control Launch

- List of people with authority to launch can be restricted
- Templates can be used before, during, after events

Continuous Improvement

- Captures all activity for a post-event full-transcript hot-wash review
- Lessons learned can easily be incorporated in templates for use next time

Situational Awareness

Dashboard

- Aggregate information and updates from multiple departments
- Monitoring of tasks, form data, workflows, maps, and important messages to make it the central page from where you can monitor and manage your incident response
- Unlimited number of dashboards to input and receive information in real-time
- Click through to review detail behind dashboard item

Individual Perspective

- Visibility to incident data depends on role
- View across different organizations if allowed access
- Log in once – see everything, complete situational overview
- When participating in more than one organization or team, overview will show aggregation

Broadcast/update messages

- Messages can be broadcast to all teams and members by phone, email, and/or SMS
- All users can receive alerts and send updates
- Trigger an alert when a task is assigned, a plan is launched, or someone is mentioned in a message
- All replies to update request collected together in a thread

Status Dashboard

- Visual indicators to signal status
- High-level view of the status of all discussions
- Summary view of all pending tasks and processes status
- Color-coded status for each area/sub-team

Search

- Ability to search and filter on any data field variable or combination using Boolean logic

- Search for user by name, email address, or key word
- Search for individual messages by content
- Search for files, tasks and forms information
- Search transcripts

Comprehensive Communication Options

Multi-team Communication

- Use real-time messaging in a virtual EOC room to share updates and critical information during an emergency between multiple departments and agencies
- Communicate with participants privately or with all the responders and teams at once
- Self-organize into smaller sub-groups that coordinate their own activities separately
- Support multiple independent organizations with true multi-tenancy

Clarity in Communication

- Organize multiple messages into logical conversational threads
- Track multiple topics of discussion, even with a large number of participants
- Zoom into individual threads
- Delete unimportant messages
- Edit messages for corrections and clarity
- Access Control
- Access control built-in – not an afterthought
- Access control for organization, groups, teams, and chats
- Objects inherit access control from area where they reside
- Access control override available when needed

Automatic Focus of Discussion

- Any event appears in communication as a new discussion topic
- Discuss tangibles, such as files and tasks, automatically
- Include an event in a normal discussion
- Control access to sub-groups messages and objects

Flag Important Messages

- Highlight messages as important
- Important messages provide management summaries

Instantly Add Guests

- Each team controls guest access to their area
- Use email to invite external guests directly
- Limited temporary access to specific message area, as needed

Rich Message Format

- Format messages – bold, italic, fonts, etc.
- Time-stamped communication
- Enter links to web sites
- Add photographs and images to messages
- Add tasks to messages
- Attach files to messages

Task

Tasks/Checklists

- Add Forms to Tasks

Management

- Create tasks in form or table view
- Assign tasks to groups or individuals
- Tasks can be reassigned by task owner
- Connect related tasks
- Track comments on tasks and checklist items
- Replicate form structures
- Add custom fields
- Divide into sections
- Leverage full range of field types
- Make fields mandatory for task

Adapt Task Types

- Organize your team's tasks by type
- Design task views for individuals and teams allowing them to focus on work assigned to them.
- Add custom fields to each task
- Do-it-yourself controls – add task types in one minute
- Edit anytime
- Follow FEMA or other task structure as needed

Data Entry

- Use form entry for data collection from sources
- Enter data directly into form or table
- Set validation rules for data entry
- Shared view of current on-line data
- Supported data types include: text, numbers, date and time, person, location, route, pick-list,...

Tracking

- Use tasks as a checklist or as a way to assign and keep track of deliverables and actions.
- Track task progress throughout life-cycle
- Set reminders, due dates and track progress.
- Overdue tasks flagged automatically
- Dashboard view of all tasks or only open tasks
- View tasks by person

Forms

Management

Storage Structured Data

- Store information in a structured format from multiple sources.
- Use forms for damage assessment, incident reporting, and after action reporting during an incident.
- Store information about critical infrastructure, assets, and resources
- Export and import data from forms into PDF, and Excel formats.

Real Time Information

- Get status updates or collect real time information from multiple departments.

Customization

- Design and manage online forms using a point and click form builder interface.
- Represent stored information on a map
- Restrict access to the information to some users and groups

Workflows

Automate Work Processes

Features

- Build intelligence into your online forms by defining a process for approval and review of your data.
- Replace your paper based and email based processes
- Define the people, data and processes involved and Veoci manages the flow of information
- Customize actions, provide transparency and set reminders and escalations at every step of the process.
- Conditional assignment and steps
- Full audit trail to keep track of every sequence and change
- Reporting and cycle time measurements

Plans

Organize your Response

- Plans in Veoci act as a template for your emergency response or project.
- Translate your documented emergency plans, checklists, and standard operating procedures into a plan
- Launch plans at the click of a button and by answering a few questions

Elements in a Plan

- Rooms to launch
- People to be involved in the rooms
- Tasks to be assigned
- Alert message and medium of alert
- Documents and Files that need to be available
- Other settings, such as map view location, map overlays, and dashboard tiles

File Storage

Share Files

- Store any file type including spreadsheets, video, images, documents, etc.
- Version control – manage multiple revisions of the same file
- Related files linked to any discussion– uploaded to repository or as attachments to messages
- Image files previewed as thumbnails in discussion flow

Cloud Storage

- Certified, accredited
- Reliable file storage with over 99.9999999% durability

Secure

- All data encrypted in transit
- Files encrypted in storage
- Users can inherit access to discussions as part of membership in higher level group
- Administrative rights can be granted at local levels
- Advanced user management for granular access control

Integrated Mapping

GIS Built-in

- View data overlaid on map
- Map locations, routes and zones
- Map people, task locations, and form data

Data Mapping

- See location and route data collected in forms
- Add data, such as incident location, perimeters and incident command

- Pull your existing GIS data as overlays
- Create public views of your map
- location on a map
- Color code data fields
- Advanced data filtering by form fields or field values

Task & Checklist Mapping

- Overlay tasks on map
- Color code markers for each type of task
- Click markers for task details

Maps 2.0

- Integration with Google Maps
- Advanced mapping features supplemented by robust maps API
- Customizable view of mapped data
- Included as part of the core application

Remote Access

Internet-based, Complete Web Version

- Low bandwidth required
- Works with 3G/4G networks
- Access anywhere with internet access

Email

- Interact via email
- User can set notification frequency
- Reply to chat and thread messages by email
- Submit files and photos by email
- Close tasks by email

Digests

- Subscribe any group or person to digests
- Set digest frequency by number of messages or by schedule
- Digests include links to interact with events and messages

Mobile App

- Works on iOS, Android & Blackberry devices
- Navigate and participate in any discussions in all accessible rooms
- Manage and update tasks, including related tasks

SMS

- Send alerts
- Reply to messages
- Receive task due alerts
- Close tasks



Unite your campus departments and responders during an emergency

Ensure that everyone involved has a common operating picture

- Send email, SMS, and phone alerts, and share information and updates in real-time
- Easily connect to your jurisdictional EOC and other external agencies involved in the response
- Share information instantly for daily operational tasks and facilities management

Be connected to your EOC, no matter where you are

- Launch your emergency plan at the click of a button to initiate and establish a virtual EOC.
- Stay informed and in control from anywhere using our mobile apps for smartphones and tablets



“Veoci has revolutionized how the University of Virginia and its partners manage planned and unplanned events. Key players can communicate and share information in real time, even when we cannot be in the same physical location.”

Lucian Mirra, University of Virginia Office of Safety and Emergency Preparedness

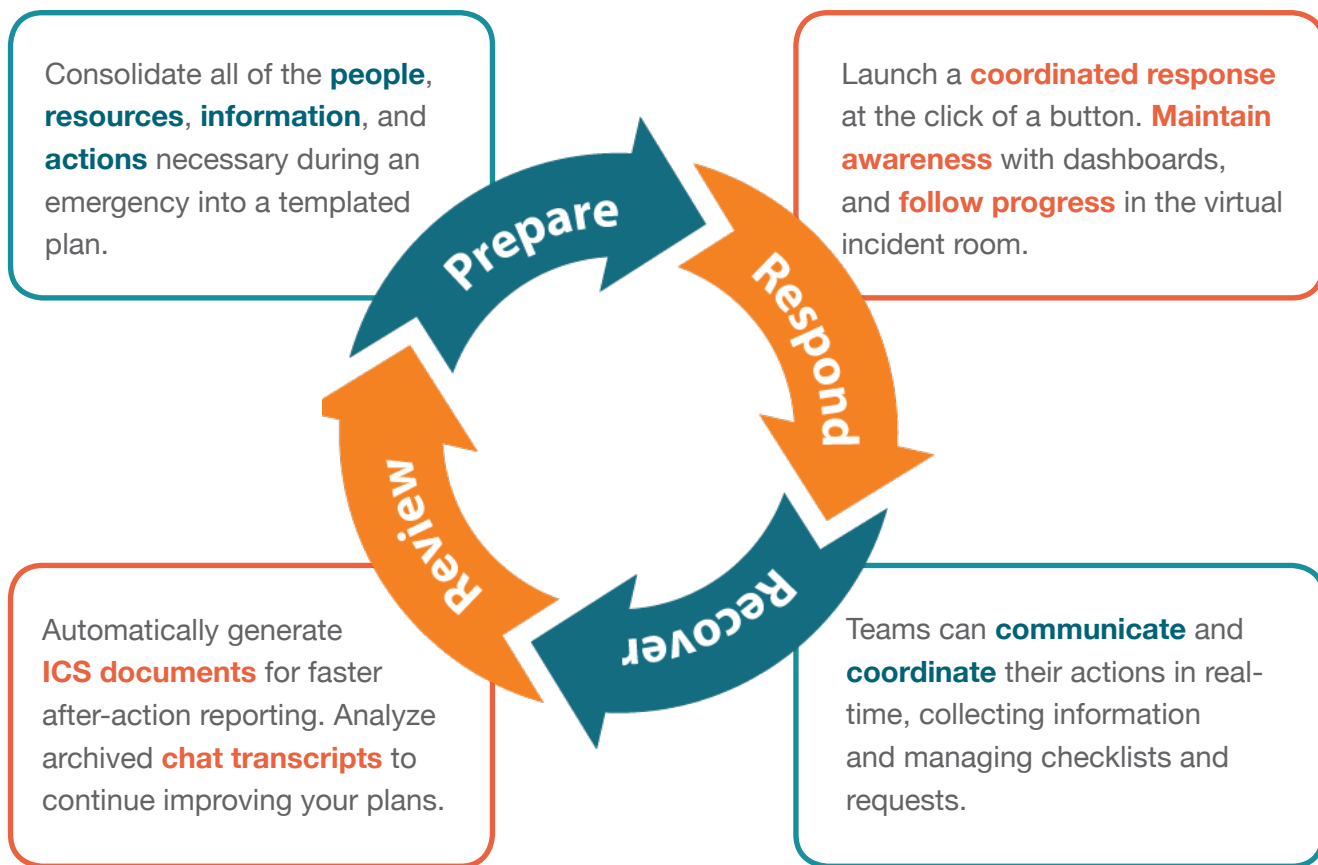
Have a plan of action in place for all situations, ready to deploy at any time

- Create a pre-designed plan to manage planned events like football games or commencement using GIS mapping
- Setup online forms and work processes for damage assessment, resource requests, and recovery efforts to avoid confusion and delays
- Export information into ICS templates for Incident Action Preparation and Planning

veoci

Your Partner in a Crisis

Veoci's all-in-one approach to crisis management



Be ready for:

Natural Disasters
Shooter on Campus
Fire Emergency
Sporting Events

Inclement Weather
Campus Evacuation
Hazardous Material
Commencement

Schedule a demo to see what you can do with Veoci.



129 Church Street, Suite 321
New Haven, CT 06510
203-782-5944
info@veoci.com
www.veoci.com

Emergency Managers
Choose Veoci



MASSEY
UNIVERSITY
TE KUNENGA KI PŪREHUROA

Veoci Quote for California State University System

Date: January 6th 2017
 Quote number:
 Term: April 1st 2017-March 31st 2018
 Expiration of quote: February 28th 2017
 Prepared by: **Veronica Genao**
 Account Executive
veronica.genao@veoci.com
 M: 917-548-6998

This Quote incorporates the terms in all respects.


QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Software Subscription for 250 named Veoci licenses		\$45,000
32 hours	Implementation	\$150/hr	\$4,800
			\$49,800

*Grey Wall Software is pleased to offer CSU System a discounted rate of \$180 per Veoci license.

The parties hereto, intending to be legally bound hereby, have each caused its duly authorized officers or representatives to sign this Quote.

Grey Wall Software, LLC

CUSTOMER NAME

DocuSigned by:

 714BA773B7A14E8...

By: Veronica Genao
Title: Account Executive

By:
Title:



Optional Services per request:

Standard Training and Consulting Pricing		
Item	Unit	Price
Scheduled Boot Camp	2 Days - Price per person	\$950
Onsite Boot Camp	2 Days - Up to 15 people	\$7,500 plus T&E and air
Professional Services & Consulting	1 hour	\$150
T&E (Without Air)	Per diem	\$200





California State University Risk Management Authority

Campus Risk Pools Grant Application

Safety & Risk Control, Employee Health & Wellness

Please Complete All Fields

Campus/Working Group: Los Angeles		Date: 02/24 /2017
Contact: Kevin Brady, CSU Los Angeles	Phone: 323-343-3527	Email: kbrady@cslanet.calstatela.edu
Grant Requested for (please describe): This FY 16/17 campus grant request is for partial reimbursement for the development and implementation of NFPA 70E Arc Flash Electrical Safety training for campus trades personnel in a collaboration between the EHS Office and Facilities Management. The success of this training effort may result in a system-wide initiative to be rolled out to CSU campuses in FY 17/18.		
Planned Date of Purchase (Please attach cost estimate): 03/10/2017 (Est. PO Issue Date with training planned for April 2017)	Amount Requested (Up to \$10,000 per fiscal year - please see guidelines at the bottom): \$2,843.50 (half of \$5,687.00 cost)	
This is a (check all that apply):		
<input type="checkbox"/> Service	<input type="checkbox"/> Software	<input type="checkbox"/> Equipment
<input checked="" type="checkbox"/> Training	<input checked="" type="checkbox"/> Safety Program Development	<input type="checkbox"/> Safety Program Management
<input type="checkbox"/> Safety Consulting	<input type="checkbox"/> Other (please describe):	
Please describe how this will improve or enhance your risk control efforts:		
<p>The university has embarked on a program to address electrical safety hazards and safe work practices to sustaining the campus infrastructure. Electrical hazard exposure remains a heightened risk to campus maintenance personnel and by being able to increase awareness, understanding and knowledge in the area of electrical safety the campus can address measures to mitigate exposures associated with serious employee injury or death. This is a necessary training that lacks expertise on campus to provide and support. The success of this training effort may result in a system-wide initiative to be rolled out to CSU campuses. Based on the 2015 edition of the NFPA 70E this training will serve to introduce major changes in how stakeholders evaluate electrical risk. The target campus audience will be the Facilities electricians and building service engineers (BSEs) initially. Upon a successful delivery and outcome this high hazard training will be expanded to other stakeholder groups on campus including, but not limited to, theatre arts, engineering, and the remaining Facilities Services maintenance staff.</p>		
Signature (VP- Business & Admin, or designee): <u><i>[Signature]</i></u> <u>2/24/17</u>		
Date: _____		
Please submit your completed Grant Application to Rob Leong at: (email) rleong@alliant.com or (fax) 415-874-4810		
<ol style="list-style-type: none"> 1. CSURMA grants are available to all CSU campuses to supplement member costs for Safety & Risk Control and/or Employee Health & Wellness projects. 2. This is a "matching" grant program. CSURMA pays 50% of member's costs that have been approved by CSURMA. The maximum payable by CSURMA for all approved projects is \$10,000 total per member. 3. If member has more than one project, member may submit an application for each project under consideration. No more than \$10,000 total is payable per member for all projects during the fiscal year. 4. Applications may be submitted for pre-approval by CSURMA prior to member incurring costs for project described above. 5. Applications must be signed by the Campus VP of Business & Finance or designee. 		

6. Applications must be submitted during the same fiscal year that the project expense is incurred.
7. Applications must include supporting documents such as:
 - a. detailed description of the proposed project
 - b. anticipated timeline for completion of project
 - c. estimated total cost for the proposed project
9. Members working collaboratively via the Risk Managers and/or Environmental Health & Safety working groups (CSUWERCS) may complete a Grant Application for unencumbered funds that would be applicable to systemwide risk mitigation endeavors. Other than item 5, the requirements remain the same.
10. *Equipment, trainings, personal protective equipment, etc. that employers are required by law or regulation to provide are not eligible for reimbursement. **This program is intended to encourage members to enhance existing risk control efforts. Please feel free to contact the Program Administrator to discuss whether an item or service is eligible for reimbursement prior to submitting a request form.***
11. It is the member's responsibility to obtain confirmation from CSURMA that all reimbursement requests submitted were received by CSURMA.
12. Please contact **Rob Leong** at 415.403.1441 or rleong@alliant.com if you have any questions.



Request #: EQ6374183

NTT Sales Manager: Shane Lawrence

Phone:(303) 957-4390

Proposal

email: SLawrence@nttinc.com:

Date: February 22, 2017

Client Information

California State University, Los Angeles
5151 State University Drive
Los Angeles, CA 90032
Richard Brennan

Event Information

Event: 2015 NFPA 70E / Arc Flash Electrical Safety

Start Date: 4/17/2017

Start Time:

End Date: 4/18/2017

End Time:

Event Name: 2015 NFPA 70E / Arc Flash Electrical Safety

Description	Qty	Rate	UOM	Extended
2-Days On-site Training	1	\$3,887.00	Course	\$3,887.00
Per Student/Materials Fee	18	\$100.00	Each	\$1,800.00
Total Amount:				\$5,687.00

Seminar dates can only be confirmed upon receipt of this signed proposal or with a copy of your company purchase order.

Project Description

& Schedule:

Class: 2015 NFPA 70 Arc Flash Electrical Safety Training

Days Onsite: 2

Attending: 18

Student Materials Included: NFPA 70E Text, 2015 Laminated Job Aid, NTT Pen, Arc Flash Safety Card, NTT Completion Certificate.

Project Outcome

Goals:

18 Electricians and BSEs to attend training.

Notes and Details: NTT's 2015 NFPA 70E electrical safety training is designed to save lives.

This is NTT's foundation course for electrical qualification updated to the 2015 NFPA 70E

The 2015 edition of NFPA 70E introduces a major change in how stakeholders evaluate electrical risk.

Important Terms:

On behalf of everyone at NTT, thank you for the opportunity to be of service. If the details of this proposal meet with your approval, please sign below and email this form to my attention at the email address listed above. Upon receipt of this signed document, we will begin making necessary arrangements for the delivery of this training at your location. In order to finalize your training event, we will need a Purchase Order (PO) or Contract forwarded no later than 21 days prior to the Start Date. If your company does not create PO's or contracts, this signed agreement will be binding to our terms of payment.

AUTHORIZED

TITLE

SIGNATURE

PRINT NAME

DATE

Authorized Signature Indicates Acceptance of Offer and Attached Terms on Page Two (please sign and return)

Unless otherwise specifically agreed to in writing and signed by an authorized representative of NTT, all orders are subject to these Terms. Any different or additional Terms and Conditions proposed by Client are hereby rejected by NTT and shall not be incorporated into the agreement. **Note: Certificates of Completion will be sent after payment in full has been received.**



**National Technology Transfer, Inc.
Terms and Conditions**

>>Terms of Sale

Book Date: All projects require a 21-day lead time to control your costs. All projects with lead times of less than 21-days will incur both a \$500 expedite fee and additional charges as incurred for travel and freight. To meet this timeline the required information includes signed NTT proposal, purchase order, *and* logistical information.

- All sales between NTT and Customer shall be governed and controlled by these terms and conditions which cannot be changed without the mutual written consent of NTT and Customer.
- Seminar dates will be confirmed after receipt of (i) the signed proposal page or a Customer's purchase order
- A seminar must be confirmed with a signed proposal, a purchase order or a contract and, logistics information must be received at least twenty-one (21) calendar days prior to the seminar start date to honor the pricing on the proposal. If a seminar is confirmed and/or logistics are received less than twenty-one (21) days prior to the seminar start date, Customer will be responsible to pay NTT for BOTH additional costs incurred for travel and logistics, and a \$500 expedite fee. Customer understands that the actual costs incurred by NTT will continue to increase as the seminar start date approaches.
- If a confirmed seminar is cancelled or rescheduled at least thirty (30) calendar days prior to the seminar start date, there will be no cost or charges associated with the cancellation or rescheduling of the seminar. If a confirmed seminar is cancelled or rescheduled less than thirty (30) days prior to the seminar start date, Customer will be responsible to pay NTT for the actual costs incurred by NTT (including restocking fee) or \$1,000.00, whichever is greater. Customer understands that the actual costs incurred by NTT will continue to increase as the seminar start date approaches. If a confirmed seminar is cancelled or rescheduled less than ten (10) business days prior to the seminar start date, Customer will be responsible to pay NTT for the entire price listed on the proposal.
- Subject to pre-approval of Customer's credit, payment for the balance of the total sale is due thirty (30) days after completion of the seminar.
- Any amounts not paid when due shall bear interest at the rate of 1 1/2% per month until paid in full.
- Some orders may be subject to state and/or local sales/use tax. NTT reserves the right to correct tax rates and/or collect the sales/use tax required by law, at any time before or after the completion of the seminar.
- If Customer is Sales Tax Exempt, please provide a copy of your "Certificate of Exemption Status" at the time of the order.
- Checks must be made payable to National Technology Transfer, Inc. and drawn on a U.S. bank and paid in U.S. dollars. EFT/ACH, wires, MasterCard, Visa and American Express are also accepted.
- Actual invoice price may vary from the quotation price due to changes in the number of seminar attendees, requests for additional class materials, or a change in the number of seminar days. The final invoice amount shall be based upon the actual services and materials provided.
- Each party shall be excused from performance under this Agreement and shall have no liability to the other for any period it is prevented from performing any of its obligations (other than payment obligations), in whole or in part, as a result of delays caused by the other party or by an act of God, war, civil disturbance, court order, labor dispute, third party performance or nonperformance or other cause beyond its reasonable control, including failures or fluctuations in electrical power, heat, light, or telecommunications, and such nonperformance shall not be a default hereunder, or grounds for termination of this Agreement.

>>Information and Nonsolicitation

- All information, whether written, oral, or electronically delivered, supplied or made available to Customer by NTT or its instructors shall remain the sole and exclusive property of NTT, both before and after its receipt by Customer (the "NTT Information"). Customer expressly acknowledges that the NTT Information was compiled, prepared, revised, selected and arranged by NTT through the application of methods and standards of judgment developed

and applied through the expenditure of substantial time, effort, and money, and constitutes valuable property and trade secrets of NTT. Customer agrees to protect the trademarks, copyrights, trade secrets and any other proprietary rights of NTT in the NTT Information both during and after the term of this Agreement. NTT Information shall not be duplicated, copied, reproduced or converted by Customer or anyone acting on behalf of Customer into a



consent of the customer-student, legal process or an applicable FERPA exception.

- **Records Administrator.** NTT has designated Debi Joens as responsible for customer-student records or the "records administrator", responsible for maintaining a listing of customer-student records and the location and general content of the records. Any customer-student request concerning records should be directed to this administrator.
- **Customer-student Review of Education Records.** Customer-students shall have the right to review the contents of their education records, in the presence of an NTT staff member. To inspect his/her record, a customer-student should go to the office of the appropriate records administrator.
- **Challenging the contents of the Record.** NTT will respond to any reasonable request for an explanation or interpretation of an item in a customer-student's education record. Request for such explanation or interpretation should be addressed, in writing, to the appropriate records administrator. If, after inspecting a record, a customer-student believes that information contained in the educational record is inaccurate or misleading or violates his or her privacy, the customer-student may request that the record be amended by presenting a written request to the appropriate records administrator.
- **Waiver of Access.** NTT may request that a customer-student waive his/her right to inspect and review confidential recommendation in the education record. A waiver may be revoked, in writing, with respect to material sought subsequent to the revocation.
- **Disclosure of Education Records to Third Parties.** The general policy of NTT is not to provide access to customer-student education record information to third parties, absent the written consent of the customer-student.

Indicate Acceptance

Initial to

NFPA 70E ARC FLASH ELECTRICAL SAFETY

NTT's NFPA 70E electrical safety training is designed to save lives, and indeed it has. This is NTT's foundation course for electrical qualification updated to the 2015 NFPA 70E

The 2015 edition of NFPA 70E introduces a major change in how stakeholders evaluate electrical risk. Other key changes include:

- The activity "hazard analysis" has been replaced with a "risk assessment"
- Maintenance status is now an integral part of the risk assessment
- Updated tables and Approach Boundaries
- New requirement 320.3 (A)(1) covers risk assessment associated with battery work

These changes and more clarify the responsibility of the employee, not just the employer. This course is frequently combined with our Hands-on training to enable students to practice demonstrating their safe work techniques and skills.

CLASS FORMAT:

Lecture

STANDARD CLASS SIZE:

NTT recommends a class of no more than 35 participants to obtain the best results.

NTT TO PROVIDE:

- Two days (16 contact hours) of on-site instruction
- Textbooks
- Classroom consumables
- Completion certificates
- Course syllabus, outline, table of contents, or training objectives
- Shipping and instructor travel logistics

CLIENT PROVIDES:

- Classroom of 500 square feet or greater
- Projection screen, white board and/or flip chart(s)

WHO SHOULD ATTEND:

NTT's straightforward electrical safety training will benefit all workers as this course can be tailored. Maintenance, Operators, Supervisors, and non-qualified workers and those who work on and around industrial equipment will benefit from this course:

- Office administrators
- Support staff
- Service center employees
- Drivers & delivery personnel
- Warehouse employees
- Temporary workers
- Safety directors
- Electrical contractors
- Electricians
- Maintenance electricians
- Linemen & Utility workers
- Owners & managers



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NFPA 70E ARC FLASH ELECTRICAL SAFETY

COURSE AGENDA

OVERVIEW OF THE NFPA 70E STANDARD

- Article 90 Introduction to NFPA 70E overview
- Key definitions in Article 100
- Determine the breakdown of responsibilities in your facility

THE HAZARDS OF ELECTRICITY

- Basic of Electricity
- Arc Flash Hazard PPE Categories
- Electrical Hazards
 - Shock
 - Arc Flash
 - Arc Blast

GENERAL REQUIREMENTS FOR ELECTRICAL SAFETY-RELATED WORK PRACTICES (ARTICLE 110)

- The Electrical Safety Program
- Training Requirements
- Relationships with Contractors
- Use of Equipment
 - Test Instruments
 - Portable Electric Equipment
 - Extension Cords
 - GFCI's
- Underground Electrical Lines and Equipment

ESTABLISHING AN ELECTRICALLY SAFE WORK CONDITION (ARTICLE 120)

- The six-step LOTO process

WORK ON OR NEAR EXPOSED ENERGIZED PARTS (ARTICLE 130)

- Limitations for working when exposed to energized parts
- Hazard analysis
- Energized Electrical Work permit requirements
- Energized Electrical Work permit Approval process
- Description of Safe Work Practices to be employed
- Energized Electrical Work permit Exemptions

SHOCK PROTECTION BOUNDARIES

- Shock Risk Assessment
- Establishing Shock Protection Boundaries
 - Using the AC and DC tables
- Approach Requirements for Qualified Persons
- Approach requirements for Unqualified Persons

ARC FLASH BOUNDARY

- The Arc Flash Risk Assessment
- Establishing the Arc Flash Boundary
- PPE within the Arc Flash Boundary
- Equipment labeling requirements

OTHER PRECAUTIONS

- Alertness / Situational Awareness
- Blind Reaching
- Illumination
- Conductive articles being worn
- Conductive materials
- Confined or enclosed work space
- Doors or hinged panels
- Housekeeping duties
- Use of flammable materials

NFPA 70E ARC FLASH ELECTRICAL SAFETY

- Anticipating failure
- Routine opening and closing of circuits.
- Reclosing circuits after protective device operation

PERSONAL AND OTHER PROTECTIVE EQUIPMENT

- General: Responsibilities
- Care
- PPE Specifics
- Other PPE

INTERPRETING EQUIPMENT LABELS

- Arc-flash information
- Shock protection information
- Selecting PPE
- Boundary Selection

USING THE TABLES

- Identifying equipment and tasks
- Applicability of the tables
- Determining the table parameters
- Determining equipment meets installation requirements
- Determining equipment has been properly maintained
- Selecting PPE

WORKING WITHIN THE LIMITED APPROACH BOUNDARIES TO OVERHEAD LINES

- Applicability
- Specific requirements
- Which rules apply: Applicability of other rules and standards
 - 1910.269
 - NESC

SAFETY-RELATED MAINTENANCE REQUIREMENTS

- General maintenance requirements
- Substations, switchgear assemblies, switchboards, panelboards, motor control centers, and disconnect switches
- Premises wiring
- Controller equipment
- Fuses and circuit breakers
- Rotating equipment
- Hazardous (classified) locations
- Batteries and battery rooms
- Portable electric tools and equipment
- Personal safety and protective equipment

SAFETY REQUIREMENTS FOR SPECIAL EQUIPMENT

- Electrolytic Cells
- Batteries and Battery Rooms
- Safety-Related Work Practices for Use of Lasers
- Power Electronic Equipment
- Research and Development Laboratories

AGILITY RECOVERY

ISSUE: The Executive Committee will be asked to review the Agility Recovery 16/17 utilization report and the renewal proposal to determine whether to continue the program for FY 17/18.

RECOMMENDATION: It is recommended that the Committee review the Agility Recovery utilization report, the current contract and the FY 17/18 renewal proposals attached and provide direction to Staff as appropriate.

FISCAL IMPACT: Agility has proposed two options – a one-year contract for \$6,589 per month (\$79,068 per year) and a two-year contract for \$5,990 per month (\$71,880 per year). The current contract price is \$5,990 per month (\$71,880 per year). \$71,880 has been included in the CSURMA draft FY 17/18 CSURMA Budget. Noted below are the historical rates for this contract:

FY 15/16 - \$5,990 Per Month / \$71,880 Per Year
FY 16/17 - \$5,990 Per Month / \$71,880 Per Year

BACKGROUND: See the contract proposals and utilization report attached.

PUBLICATION: None at this time.

ATTACHMENT(S):

- a. Agility Recovery One-Year Contract Extension Proposal
- b. Agility Recovery Two-Year Contract Extension Proposal
- c. Agility Recovery Contract with CSURMA for 7/1/2015 to 6/30/2017
- d. Utilization Report
- e. Vendor Survey

SCHEDULE A

**As per the Master Recovery Services Agreement
California State University Risk Management Authority (CSURMA)**

Summary of Fees and Term

Schedule Term:	12-MONTHS
Schedule Commencement Date:	July 1, 2017
Schedule End Date:	June 30, 2018
This Schedule A, supersedes Schedule A dated:	July 1, 2016
Total Monthly Subscription Fees:	\$6,589.00

Invoices will be sent to Customer at:

Customer Name: CSURMA
 Address: 100 Pine Street 11th Floor
 San Francisco, CA 94111-5101

Attention: Robert Leong
 Telephone: 415-403-1441
 Email: rleong@alliant.com

By the signatures of their duly authorized representatives below, Agility and the Customer, intending to be legally bound, agree to all of the provisions of the Master Recovery Services Agreement including this schedule.

	CSURMA	Agility Recovery Solutions, Inc. ▼
_____		_____
Customer		Erin Mitchell Agility Representative
_____		_____
Contact/Title		Signature
_____		_____
Signature		Accepted and Approved By
_____		_____
Date Signed		Date Signed

SCHEDULE A**As per the Master Recovery Services Agreement****California State University Risk Management Authority (CSURMA)****1. Summary of Services**

Upon signing this Schedule, should your pool Member experience an interruption, Agility will provide the resources necessary to rescue their business providing the following capabilities:

SPACE	Office space with desks and chairs
POWER	Emergency generator for your office
COMMUNICATION	Telephone and Internet access
COMPUTER SYSTEM	Computers, printer(s) and fax machine(s)

With this Agreement Agility will work with each of the pool Members to develop a customized recovery plan via MyAgility, our secure online planning portal. The functionality of MyAgility portal will include:

PREPAREDNESS PLAN	Build an implementation plan, access via any web browser, develop a communications strategy
ALERT NOTIFICATION SYSTEM	Send text and email messages to employees and vendors
DOCUMENT MANAGEMENT SYSTEM	Store critical business documents
ASSET MANAGEMENT TOOL	Document and manage assets

TO DECLARE A DISASTER OR PUT AGILITY ON ALERT, CUSTOMER AND/OR CSURMA CAN CALL AGILITY'S 24-HOUR RECOVERY HOTLINE: 877-364-9393 ALTERNATES: 888-242-3740 OR 866-894-3336.

2. Mobile Recovery Equipment Chart**2.1 Facility**

- Mobile Unit(s) as required
 - Wired for voice and data
 - 10/100/1000TX access layer switch for LAN connectivity
 - HVAC
 - Diesel generator(s)
 - 200 ft. Gb Fibre Connectivity between mobile units and/or hitching post.

2.2 Mobile Requirements

Total Number of Seats: 48 including

- User Seats: up to 48
 - Intel Based PC's
 - Dual-core Processor
 - 4 GB of Memory
 - 120 GB of Hard Disk
 - DVD-ROM Drive
 - 10/100/1000 Ethernet Adapter
 - Keyboard, Monitor & Mouse, Table, chair and phone

SCHEDULE A**As per the Master Recovery Services Agreement****California State University Risk Management Authority (CSURMA)****2.3 Network Connectivity**

- 512/256 kbps of Satellite bandwidth to Teleport facility.
 - Internet access
 - VPN connectivity from teleport to Customer site.
- Up to 10 simultaneous voice services total will be support over satellite:
 - Up to 48 Desktop phones
- 4G/LTE Solution for Data:
 - As part of the recovery solution Agility will provide a CradlePoint Router with a 4G/LTE stick from one of AT&T, Verizon or Sprint, based on coverage available.
 - Speed range from 5 to 40 Mbps down and 2 to 5 Mbps up.
 - Data usage fee of \$15.00 per GB will apply.

Note: Network engineering and/or set up fees of voice and/or ACD/IVR charges will apply, based on the complexity of the required recovery environment.

3. Covered Location(s)

Customer has put in place with Agility, coverage for 114 CSURMA locations, which will be identified in a duly executed Addendum, which must be put in place no later than 30 (thirty) days after execution of this Schedule.

Agility will provide recovery services to a maximum of ten (10) CSURMA covered location(s), at any one time. Customer is responsible for managing the declaration process and identifying which locations are allowed to declare and Agility will inform CSURMA when they have reached their limit for simultaneous recoveries.

SCHEDULE A

**As per the Master Recovery Services Agreement
California State University Risk Management Authority (CSURMA)**

4. Terms & Conditions

4.1 Technology

- In the event of a disaster, there will be no daily usage fee for the first sixty (60) days. Day sixty-one (61) and each day thereafter, a daily usage fee as noted in the chart below will apply.
- The daily test fee per unit is noted in the chart below, Customer is responsible for all shipping costs related to the test.

Equipment	Daily Test/Usage	Equipment	Daily Test/Usage
Desktop PC	\$2.00	Printer/Fax Machine	\$2.00
Router	\$25.00	Switch	\$10.00

4.2 Mobile

- In the event of a disaster, there will be no daily usage charge for the first 60 (sixty) days. Day 61 (sixty-one) and each day thereafter, a daily usage fee will apply per mobile recovery unit.
- Customer may allow its individual pool Members to test the recovery solution, and a onetime test event fee will apply per pool Member’s test event.

4.3 Other

- All equipment provided will be equivalent or better, unless otherwise identified.
- For a QuickShip test Customer may allow its individual pool Members to test the recovery solution, a onetime test event fee applies per pool Member test event.
- All pricing is based on a firm term contract.
- **Pricing and Terms & Conditions are valid for forty-five (45)-DAYS**

SCHEDULE A

**As per the Master Recovery Services Agreement
California State University Risk Management Authority (CSURMA)**

Summary of Fees and Term

Schedule Term:	24-MONTHS
Schedule Commencement Date:	July 1, 2017
Schedule End Date:	June 30, 2019
This Schedule A, supersedes Schedule A dated:	July 1, 2016
Total Monthly Subscription Fees:	\$5,990.00

Invoices will be sent to Customer at:

Customer Name: CSURMA
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Attention: Robert Leong
 Telephone: 415-403-1441
 Email: rleong@alliant.com

By the signatures of their duly authorized representatives below, Agility and the Customer, intending to be legally bound, agree to all of the provisions of the Master Recovery Services Agreement including this schedule.

Agility Recovery Solutions, Inc.



 CSURMA
 Customer

 Contact/Title

 Signature

 Date Signed

 Erin Mitchell
 Agility Representative

 Signature

 Accepted and Approved By

 Date Signed

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California State University Risk Management Authority (CSURMA)****1. Summary of Services**

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California State University Risk Management Authority (CSURMA)****2.3 Network Connectivity**

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SCHEDULE A

**As per the Master Recovery Services Agreement
California State University Risk Management Authority (CSURMA)**

4. Terms & Conditions

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- For a QuickShip test Customer may allow its individual pool Members to test the recovery solution, a onetime test event fee applies per pool Member test event.
- All pricing is based on a firm term contract.
- **Pricing and Terms & Conditions are valid for forty-five (45)-DAYS**

MASTER RECOVERY SERVICES AGREEMENT

BETWEEN

Agility Recovery Solutions, Inc.
("Agility")

AND

California State University Risk Management Authority (CSURMA)
("Customer")

DATED

July 1, 2015

By the signatures of their duly authorized representatives below, Agility and the CSURMA, intending to be legally bound, agree to all of the provisions of this Agreement.

CSURMA



Signature

ROBERT EATON

Name

SECRETARY - AUDITOR

Title

6/15/15

Date Signed

AGILITY RECOVERY SOLUTIONS, INC.



Signature

PAUL SULLIVAN

Name

VP of GM

Title

JUNE 12/15

Date Signed

DEFINITION OF TERMS

Agreement	This Master Recovery Services Agreement together with any Schedule(s) that may be attached hereto from time to time, as any of the same may be amended or supplemented from time to time by the written agreement of the parties.
Alternate Recovery Facility	A facility selected by the Customer, which can include the Customer's Facility to which the Recovery System(s) may be shipped to conduct business operations.
Business Day	Are the days between and including Monday to Friday and do not include public holidays and weekends.
Business Hours	The hours between 9 am and 5 pm on a Business Day
Commercial Space	Real estate for business use, used at time of recovery to house end users.
Customer's Facility	The Customer's existing primary facility at the location identified in a Schedule to this Agreement.
Daily Test Fee	The daily fee set forth on an applicable Schedule to this Agreement payable by the Customer, for each day in which the Recovery System(s) are in use for a Test.
Daily Usage Fee	The fee set forth on an applicable Schedule to this Agreement payable for each full or partial calendar day during which the Recovery System(s) is used by Customer after Disaster Declare.
Disaster	Any unplanned event that prevents the Customer from providing essential or business services at the Customer's Facility.
Disaster Alert	A notice given by the Customer to Agility by way of a telephone call to the Hot Line that an event has occurred that may result in a Disaster being declared.
Disaster Declare	The notice given by the Customer to Agility, by way of a telephone call to the Hot Line, declaring that a Disaster has occurred at a Customer's Facility.
Hardout	Configuration item on a Schedule that will need to be acquired by Agility in order to meet Customer's requirements. A configuration identified as Hardout cannot be removed from the contract prior to the agreed upon termination date unless otherwise agreed upon by both parties.
Hot Line	Agility shall maintain and list in the Subscriber Manual a Customer support telephone service or paging system, on a 24 (twenty-four) hours per day, 365 (three hundred and sixty-five) days per year basis, which the Customer shall use to inform Agility of a Disaster Alert or Disaster Declare.
In Lieu of	Equipment supplied which is not specific or identical to the requested Recovery System(s) in which Agility has identified that they will meet the Customers' needs, by either matching the equipment or by providing an equivalent solution.
Mobile Recovery Unit	A mobile facility owned and/or operated by Agility, which may be outfitted with any equipment as defined in the Schedule - and provided to the Customer for the purposes of conducting a Test or providing recovery services hereunder.
Multiple Disasters	One or more Disasters being experienced by the Customer and one or more Users, entitling the Customer and such User(s) to access to and use of all or part of the same Recovery System(s) for the same or an overlapping period of time.

Locator Site	Location where testing or recovery will take place in a pre-arranged site that Agility has contracted for on behalf of the customer
Other Disaster Fees	Required reimbursements associated with Disaster recovery services, such as transportation, long distance charges, engineering fees, travel expenses and living expenses.
Other Test Fees	Required reimbursements for additional services associated with a Test, such as transportation, long distance charges, engineering fees, travel expenses and living expenses.
QuickShip	The temporary replacement technology equipment, described in an applicable Schedule(s) to this Agreement, that may be provided by Agility to the Customer at the Test Center or an Alternate Recovery Facility, in the event of a Disaster affecting the Customer's Facility referred to in the Schedule.
Recovery System(s)	Includes QuickShip and/or Mobile Recovery Unit(s).
Retail Space	Real estate for store front or shopping centre, used at time of recovery to house end users.
Schedule	Document that outlines the Customer configurations, pricing and other relevant details. Such a document is reviewed in conjunction with the Agreement and can be amended or supplemented from time to time by the written agreement of the parties.
Seat	A connection point within a Mobile Recovery Unit with adequate space for the associated Recovery System(s), including a voice and/or data port.
Start Up Operating System	An Agility operating system meant to validate the operability of the components. Not to replace the Customer's working operating system.
Subscriber Information Guide	Information guide that outlines operational and procedural information. Agility will provide Customer with one electronic copy of the manual per contracted facility and all applicable updates and revisions, as and when issued.
Subscription Fee	The monthly fee payable by the Customer, as set forth in each Schedule to this Agreement, for the right to obtain the basic services provided hereunder in respect of each such Schedule.
Test	A Recovery System(s) Test conducted at an Alternate Recovery Facility or Agility Test Centre.
Test Centre	A facility operated by Agility at its business premises that may be equipped with all or a subset (portion) of any equipment that may be defined in a Customer Schedule.
User	Another recovery services Customer of Agility who has entered into an agreement with Agility similar to this Agreement.
MyAgility	Online portal provided by Agility providing a template business continuity plan, Alert notification system and Asset Management tool

A. RECOVERY SERVICES

In consideration of payment by the Customer to Agility of the Subscription Fee and the other fees stated in each of the Schedules to this Agreement, Agility shall provide the following services to the Customer 24 (twenty-four) hours per day, 365 (three hundred and sixty-five) days per year during the term of this Agreement.

The Customer shall provide Agility with a list of individuals who are authorized on behalf of the Customer to provide Disaster Alert, Disaster Declare or Test notification. The Customer shall review and update the list on a regular basis. Agility will not respond to a Disaster Alert, Disaster Declare or Test notification given by any other person.

1. DISASTER NOTIFICATION

1.1 Disaster Alert

Upon receipt of a Disaster Alert Agility will:

- i. Record all Disaster Alerts in the order in which they are received; and
- ii. Inform the Customer of other User Disaster Alerts.

In the event that Agility receives more than one Disaster Alert from Users, the Customer and each such User will be given the option of escalating to a Disaster Declare status. If the Customer does not exercise such option within 24 (twenty-four) hours after receiving notice thereof, the Customer's Disaster Alert will be cancelled.

1.2 Disaster Declare

The Customer shall notify Agility of the occurrence and nature of a Disaster by telephoning Agility using the Hot Line. The Customer shall confirm the Disaster Declare by written notice or email to Agility within 24 (twenty-four) hours of the telephone notification. Any verbal Declare, once confirmed by Agility will be subject to the minimum Daily Usage Fee as detailed in the corresponding Schedule(s) and any incurred Other Disaster Fees. The Daily Usage Fee will continue to be charged until the Recovery System(s) are no longer required and are returned to a designated Agility location.

For a Mobile Recovery Unit Declare, Customer is responsible for all charges related to; Mobile Recovery Unit(s) installation, setup and de-installation charges, and all shipping charges to and from the Customer's Alternate Recovery Facility. Transportation charges for Mobile Recovery Unit(s) are from closest yard available at time of Declare.

Agility will provide estimate of costs for approval by Customer prior to deployment and a timeline for delivery.

2. EQUIPMENT AVAILABILITY – DISASTER OCCURRENCE

Upon receipt of a Disaster Declare from the Customer, Agility shall, deliver the Recovery System(s) to an Alternate Recovery Facility designed by the Customer or a location sourced by Agility.

The Customer will have the option of declaring on a single hardware configuration (power, communications, technology or space) as opposed to all contracted configurations. Should the Customer opt to declare on a single Recovery System configuration then only the unit's Daily Usage Fee will apply if applicable.

"Agility Technical Engineer(s) shall, upon Customer request at time of disaster for a mobile declare, be available on site, at no-charge to the Customer during the initial 48 (forty-eight) hours following the delivery of equipment to the Alternate Recovery Facility, or until completion of set-up, configuration and preparation of the Recovery System(s) for use by the Customer. Additional technical support is available at the current per diem rates and Customer is responsible for all out of pocket expenses including reasonable Travel and Living costs for Agility personnel"

The Customer may use the Recovery System(s) until the Customer no longer requires their use. The Customer shall also pay to Agility the Daily Usage Fee for the Recovery System(s) as noted in the Schedule(s) when delivered to the

Alternate Recovery Facility and/or made available to the Customer until and including the day they are returned to a designated Agility location.

3. TESTS

The Customer acknowledges that regular Testing of the recovery capability of their production environment is an important element in ensuring the validity of a business continuity plan and that inadequate Testing may result in the Customer's inability to recover in the event of a Disaster.

If the Customer requests a Test, the Customer shall pay to Agility the Daily Test Fee. The Customer will be responsible for all shipping charges associated with such Test, inclusive and including up to two days transit time.

For a QuickShip Test, Customer is responsible for all charges related to; all shipping charges to and from the Customer's Alternate Recovery Facility. Upon request an estimate of shipping costs will be provided when the Test is scheduled. Plus a one-time test event fee applies per test, unless otherwise stated in the applicable schedule.

For a Mobile Recovery Test, Customer is responsible for all charges related to; Mobile Recovery Unit(s) installation, setup and de-installation charges, and all shipping charges to and from the Customer's Alternate Recovery Facility. Upon request an estimate of shipping costs will be provided when the Test is scheduled. Transportation charges for Mobile Recovery Unit(s) are from closest yard, available at time of Test. The Customer is responsible for reasonable travel and living expenses of Agility personnel participating in the Test.

Agility will provide estimate of costs for approval by Customer prior to deployment.

Recovery System(s) Test shall be subject to immediate cancellation or termination by Agility, and shall be rescheduled as soon as possible, if the Customer or any User notifies Agility of a Disaster Declare.

If a Recovery System(s) Test needs to be rescheduled as a result of another User's Disaster the Customer will not be responsible for shipping charges associated with the cancelled Test. In addition, Agility will credit the Customer's Test account for the cancelled test.

The Customer may schedule a Test, at its convenience with a minimum of four to six weeks prior notification and is subject to availability.

If Customer fails to provide written notice at least twenty (20) business days prior to the cancellation of a previously scheduled Test, the booked Test time will be forfeited and Customer will remain liable for all out of pocket expenses incurred including reasonable Travel and Living costs for Agility personnel. Agility agrees to give Customer notice of 7 (seven) business days in the event a test needs to be cancelled for reasons other than if the Customer or any User notifies Agility of a Disaster Declare"

4. SOFTWARE

All systems and utility software which Agility owns and has installed at the Test Centre or on the equipment supplied hereunder may be used by the Customer during a Recovery System(s) Test or during a Disaster subject to the Customer complying at all times with the terms and conditions of all license agreements relating to software supplied by Agility. Customer represents that it owns, is lawfully using or may lawfully use all software that it directs Agility to install. Customer understands that it shall be responsible for ensuring and covenants that it shall ensure that Agility has permission to install and test all software requested by Customer at the Test Centre or on the equipment supplied hereunder.

5. RISK OF LOSS

When all or any part of the Recovery System(s) is at a Customer's Facility, the Customer shall bear the risk of loss of the Recovery System(s) until Agility or an Agent of Agility retakes possession of it for transportation back to a designated Agility location.

The Customer shall provide appropriate protection and security for the Recovery System(s) and other property of Agility while in the Customer's possession or under its control.

In the event that some or all of the Recovery System(s) is lost or damaged the Customer shall have the option of repairing the damage, replacing the affected units or paying Agility for the loss of any or all of the equipment.

B. MAINTENANCE OF RECOVERY SYSTEM (S)

1. MAINTENANCE

Agility shall adhere to manufacturer's recommended procedures and policies for proper maintenance of the applicable Recovery System(s) and components, including remedial maintenance as applicable and regularly scheduled preventive maintenance. Agility warrants to the Customer that: (1) the Recovery System(s) shall be maintained in a state of readiness at all times, subject to and consistent with Agility and the Customer's respective obligations under this Agreement. In the event of a Recovery System(s) malfunction at the Recovery Facility, Agility's objective is to provide on-site support within 4-6 hours for a generator, network or a mobile unit issue in a single declare event and in a regional event on-site support within a maximum of 24 (twenty-four) hours of receiving notice of the malfunction. For Technology Agility's objective is to provide telephone support within 1-2 hours in a single declare event and in a regional event, alternatively Agility will supply replacement technology within a maximum of 24 (twenty-four) hours of Agility being notified of the issue; (2) the Services will be provided in a professional and competent manner, conforming to generally accepted standards applicable to nationally recognized firms specializing in the area of services that Agility is providing under this Agreement; and (3) Agility possesses all right, power and authority to provide the Services (including, without limitation, all necessary third party software licenses).

2. HARDWARE CHANGES

Agility may upgrade and otherwise enhance the Recovery System(s) provided that the Recovery System(s) shall be equal to or better than (in all material respects, including equipment quality, operating system/network compatibility, data storage and processing capacity) the Recovery System(s) described in the Schedule(s) to this Agreement. At any time Customer may alter the recovery requirements as it pertains to technology and mobile components. Agility will re-quote monthly fees associated with the changes. If the resulting monthly fees are less than the then current fees, Customer shall continue to pay the original monthly fees to the end of the contract term, and the difference between the fees shall accrue in a pool of funds available to Customer to upgrade the contract and/or extend the contract past the original expiration date.

3. RECORDS AND AUDIT

During the Term and for a period of one (1) year thereafter, Agility will keep all usual and proper records related to the Deliverables and this Agreement. Customer may, upon one (1) weeks' notice, audit Agility's records and consult with Agility's accountants for the purpose of verifying Agility's compliance with the terms of this Agreement, provided that any such audits will be conducted during normal business hours in such a manner as to not unreasonably interfere with the normal business operations of Agility. Any such audit will be paid for by Customer unless such audit reveals an over-billing of one percent (1%) or more between amounts billed to Customer and Agility's records, in which case Agility will reimburse Customer for the costs associated with the audit. Agility agrees to promptly correct any deficiencies detected in the audit and will promptly refund any overpayments disclosed by such an audit, or Customer may, at its election, set off any such overpayment against any amounts subsequently due by Customer to Agility.

4. STANDARD PROCEDURES

Agility shall maintain, and provide in writing to the Customer, uniform rules regarding security, safety, and scheduling and other procedures for accessing and using the Recovery System(s), at Customer site or at Agility site, which may be subject to change. The rules are described in a Subscriber Manual that is supplied to the Customer after signing the Agreement. Agility and the Customer shall comply with these rules in all material respects.

Once Agility recovery space has been turned over to the Customer and Customer has possession of that space, Agility personnel who have been assigned to support that recovery space will abide by the Customer policies and standards set forth by Customer.

5. OPERATING SYSTEM(S)

The Subscription Fee(s) also includes a Start Up PC Operating System pre-load at time of Disaster or Test on PC technology provided by Agility. The Start Up Operating System will be a basic Start Up Operating System pre-load unless specified otherwise in the Schedule(s). In the case of other hardware platforms a basic operating system (excluding maintenance patches) will be pre-loaded. The Start Up Operating System is intended to validate the correct operation of the contracted configuration and provide enough functionality to provide the capability of loading the Customer's own licensed software.

6. SPECIAL PROCEDURES

Agility shall implement any written procedures specified by the Customer regarding special data protection or other security requirements. The Customer shall be responsible for any reasonable additional expenses incurred by Agility in implementing such special procedures, only upon written notification through a statement of work or change order which is mutually agreed upon and executed by both parties.

C. MULTIPLE DISASTERS

1. MULTIPLE DISASTER PROCEDURES

Agility will use commercially reasonable efforts to co-ordinate and arrange for access to and use of Recovery System(s) when a Multiple Disaster is declared. Agility, in its sole discretion, believes it to have sufficient equipment to accommodate the demand for the same asset that it reasonably anticipates. However, the availability of the Recovery System(s) shall be on a first-come, first-served basis and Agility shall not under any circumstance be liable to the Customer for any lack of availability.

2. MULTIPLE DISASTER PROTECTION

2.1 Preventative Measures

To reduce the likelihood that the Recovery System(s) may be unavailable to provide recovery services for the Customer due to Multiple Disasters, Agility agrees not to enter into a new Agreement in respect of the Recovery System(s) at a time when a prospective Customer's Facility or area housing the equipment to be replaced is then experiencing a Disaster.

2.2 Daily Usage Fee(s)

To discourage unnecessary use of the Recovery System(s), a minimum Daily Usage Fee as provided in the applicable Schedule(s) maybe be charged whenever the Customer issues a Disaster Declare. Following a Disaster Declare, should the Customer decide to acquire all or some of the units that comprise the Recovery System(s) Agility shall, in good faith, negotiate a purchase price for the applicable Recovery System(s) based on a mutually accepted quote from Agility that outlines how the final costs are derived.

Agility will provide estimate of costs for approval by Customer prior to deployment.

D. OTHER PROVISIONS

1. AGREEMENT TERM

Unless otherwise provided herein, the term of this Agreement shall continue in respect of each Schedule for the full term specified on the particular Schedule(s), notwithstanding the termination or expiry of any other Schedule(s). The Customer may not terminate this Agreement except as expressly permitted herein.

This Agreement will be automatically renewed for one year at the end of the current term or any renewal term, unless either party provides written notice of non-renewal at least 60 (sixty) days prior to the end of the then-current term. Agility reserves the right to increase fees at its sole discretion after expiry of the initial one year term.

2. FEES AND EXPENSES

Agility shall invoice monthly, in advance, all subscription fees set forth in this Agreement. Payments shall be due 30 (thirty) days after receipt of invoice. The Customer shall reimburse Agility for any applicable taxes (excluding taxes on income), customs, duties and government impositions incurred in connection with this Agreement.

Should such payment not be received by due date, the Customer will be responsible for all late payment charges, as outlined in the invoice(s). The Customer shall pay to Agility any applicable taxes, customs and duties incurred as a direct result of this Agreement.

3. TRANSITION

Agility reserves the right to take up to 45 (forty-five) days (i) after receipt of signed Schedule(s) to procure and make available any equipment identified as Hardout, and (ii) from the commencement of the term of this Agreement to develop and implement any system(s), including, without limitation, satellite and ACD systems, for which information, approvals or other assistance from Customer are required.

4. LIMITATION OF DAMAGES

Under no circumstances shall Agility be liable for special, exemplary or consequential damages (including, but not limited to, lost profits, loss of business or other economic loss) in connection with the services to be rendered under this Agreement. Agility shall not be responsible for any application or the results obtained from the use of any computer programs or for results (foreseen or unforeseen) obtained by the Customer in the use of such programs.

Agility shall have no liability for damages resulting from personal injury, or property damage except to the extent such injury or damages directly result from the gross negligence or wilful misconduct of an employee of Agility.

EXCEPT FOR THE WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE AND AS SPECIFICALLY STATED IN THIS AGREEMENT, AGILITY MAKES NO REPRESENTATIONS OR WARRANTIES EXPRESS, STATUTORY OR IMPLIED, INCLUDING WITHOUT LIMITATION IN RESPECT OF MERCHANTABILITY

5. FORCE MAJEURE

To the extent and for the period of time that Agility is delayed or prevented from performing any obligation under this Agreement because of circumstances beyond reasonable control, including but not limited to acts of God, acts of terrorism that would prevent or delay delivery, civil or military authority and severe inclement weather, such performance shall be excused. Agility is required and expected to use commercially-reasonable efforts to restore and provide contracted services under this Agreement as soon as it is feasible after an event has impacted Agility's ability to service the Customer. Agility shall provide Customer with reasonable notice of the onset and removal of any force majeure event, provided Agility discovers or is made aware of the event.

6. TERMINATION

The Customer may, upon ninety (90) days written notice to Agility terminate this Agreement, Schedule A and any other schedules then agreed to between the parties for the Customer's convenience, after the initial 12 (twelve) month term of the agreement.

In the event Agility or Customer breaches or defaults in the performance of its duties and obligations under the terms of this Agreement or any Schedule(s), and the breach or default is not be cured within seven (7) days after written notice identifying the breach or default, then the non-breaching party may terminate this Agreement by delivering a written notice of termination.

In the event the breach or default concerns Customer's payment obligations, and the breach or default is not be cured within 30 (thirty) days after written notice from Agility, then Agility may terminate this Agreement by delivering a written notice of termination.

Notwithstanding anything herein to the contrary, in the event that Agility fails to deliver services as described, Agility shall pay Member, as liquidated damages, the total value of all subscription fees paid by Member for the previous 12 (twelve) months and Member shall be entitled to end the term of this Agreement without penalty.

If Agility effects any change to the Recovery System(s) which adversely affects the Customer to the extent that, in the Customer's reasonable judgement after subsequent Testing, it cannot use the resulting configuration for the purposes of its business continuity plan, the Customer may give written notice to Agility of its intent to terminate this Agreement, together with sufficient documentation of the Customer's inability to use the configuration. If Agility fails to cure the failure described therein to Customer's satisfaction within 90 (ninety) days after it's receipt of Customer's notice, then the Customer may terminate the Agreement retroactive to the date of the Customer's notice and Agility will refund the prorated portion of any fees paid.

7. ASSIGNMENT

This Agreement may be assigned by Agility in conjunction with a sale of all or substantially all of the assets of the assigning party. Agility will notify Customer of any such assignment. Customer may, with or without cause and for any reason, terminate this Agreement within 30 (thirty) days of receiving notice of the assignment. Assignment of this agreement for any other reason by either party will need prior written agreement which shall not be unreasonably withheld. No assignment shall relieve either party of its obligations hereunder with respect to payments due prior to the assignment. This Agreement shall be binding upon the parties' respective successors and assigns. A party has the option to terminate this agreement upon notification of assignment and said assignment creates a conflict.

8. INDEMNIFICATION

Agility agrees to defend, indemnify and hold Customer and its Affiliates, and the officers, directors, employees, agents, affiliates, successors and assigns of both, harmless from and against any and all claims, demands, actions, liabilities, damages, or expenses (including reasonable attorneys' fees) arising out of or relating to: (a) Agility's or its Subcontractor's negligent performance of the Services; (b) a defect in any Work Product; (c) any breach by Agility or a Subcontractor of any of the agreements made by Agility or a Subcontractor under this Agreement; (d) any personal injury (including death) or property damage occurring wholly or in part due to acts or omissions to act by Agility or a Subcontractor or any person directly or indirectly employed by Agility or a Subcontractor in connection with the Services; or (e) any improper disclosure of Customer Information resulting from an act or omission to act by Agility or its Subcontractor and/or Agility's or its Subcontractor's breach of this Agreement. Customer agrees to give Agility prompt notice of any such claim, demand, or action and shall, to the extent Customer is not adversely affected, cooperate fully with Agility in the defense and settlement thereof. Agility shall not be liable for any settlement amount unless approved in writing by Agility.

9. INSURANCE

At its own expense Agility will maintain the following types and minimum amounts of insurance:

1. Commercial General Liability
 - a. \$1,000,000 per occurrence
 - b. \$2,000,000 general aggregate
 - c. \$2,000,000 products/completed operations aggregate
2. Workers Compensation per applicable state law(s) and Employers Liability
 - a. \$1,000,000 each accident
 - b. \$1,000,000 disease, each employee
 - c. \$1,000,000 disease policy limit
3. Commercial Umbrella Liability
 - a. \$2,000,000 each occurrence
 - b. \$10,000,000 aggregate

All insurance companies must be licensed or approved in the state(s) where the services are being performed and must maintain an A.M. Best rating of at least A-.

10. MISCELLANEOUS

10.1 Jurisdiction; Modifications; Entire Agreement; Headings; Governing Law.

This Agreement, which includes all Schedule(s), contains the entire understanding of the parties and there are no promises, covenants or undertakings other than those expressly set forth herein. This Agreement, together with any Schedule(s) attached hereto, contains the entire understanding of the parties relating to the subject matter contained herein and therein and supersedes all prior agreements and understandings relating to the subject matter hereof, including without limitation, any proposals or RFP's between the Customer and Agility.

This Agreement cannot be changed or terminated orally. This Agreement may not be modified or amended except by a written document signed by authorized representatives of both parties.

Section headings are for convenience of reference only and shall not affect the interpretation of this Agreement.

This Agreement shall be governed and construed in all respects by the laws of the State of California, without regard to conflicts of law provisions

Any action, suit or proceeding arising out of or under or in connection with this Agreement, whether brought for equitable relief or money damages, shall be brought in either state or federal court in Los Angeles County, California and no other forum. The Parties irrevocably and unconditionally submit to the exclusive jurisdiction and venue of such courts and agree to take any and all future action necessary to submit to the jurisdiction of such courts. The Parties irrevocably waive any objection they have to the venue of any suit, action or proceeding brought in any such court.

10.2 Order of Precedence

In the event of a conflict between the Master Recovery Services Agreement and a Schedule, the Schedule will have precedence.

10.3 Notices

All notices in connection with this Agreement will be deemed given: (a) three (3) days after they are deposited in the U.S. mails, postage prepaid, certified or registered, return receipt requested; (b) one (1) days after they are sent by air express courier, charges prepaid, (c) on the date sent by facsimile (with confirmation of transmission); (d) when received by the addressee if sent by a nationally recognized courier from outside the US (receipt requested), in each case to the address set forth above or to such other address as the party to receive the notice or request so designates by written notice to the other.

10.4. Use of Customer Name

Neither party shall, except as required by applicable Law or as otherwise agreed to by the other party in writing: (a) use in advertising, publicity or otherwise, the name, trade name, trademark, service mark, or logo of the other party; (b) represent, directly or indirectly, that any product or any service provided by one party has been approved or endorsed by the other party; or (c) make any information concerning this Agreement or Schedules public or available to third parties except as required by applicable Law or regulatory requirement.

10.5. Non-Solicitation

Non-Solicitation of Employees. So long as Agility shall be rendering Services to Customer under any Schedule, and for a period of twelve (12) months after Agility ceases to provide Services to Customer for any reason whatsoever, Agility shall not, directly or indirectly, recruit, solicit or hire any employee of Customer or its affiliates, or induce or attempt to induce any employee of Customer or its affiliates to terminate his or her employment with, or otherwise cease his or her relationship with, Customer or any such affiliate.

10.6. Data Use, Restrictions and Security.

Agility does not have any right in the course of providing Services to (a) access Customer networks (including without limitation, by way of data feed from or to Customer via the Internet) or facilities; (b) access or use any personal data of Customer employees other than in the normal course of providing the Services; (c) access or use any personal data of Customer customers; or (d) access or use any Customer sensitive business information. In the event that Agility gains access to any of the foregoing data/information, Agility shall not review, use, process, disclose or otherwise handle the data/information and such review, use, processing, disclosure or handling shall constitute a material breach of this Agreement. In the event that Agility gains access to any of the foregoing data/information, Agility shall immediately notify Customer of that fact.

Agility shall not utilize any information made available to it by reason of this Agreement for pecuniary gain not contemplated by the terms of this Agreement, regardless of whether Agility is or is not under contract at the time such gain is realized.

11 COMPLIANCE WITH CUSTOMER POLICIES.

11.1 Laws Defined. As may be used in this Agreement, "Laws" mean all US and non-US federal, state, provincial and local law, rules and regulations; and the term "applicable law" mean all Laws applicable to Agility's performance and or delivery of Recovery Services as noted in any Schedule. Agility represents and warrants that its performance and or delivery of Recovery Services does and will comply with all applicable federal and state privacy and data protection laws, as well as all other applicable regulations.

11.2 Other Policies. Agility shall comply, subject to applicable Law, with all additional Customer policies that the parties agree in the Schedule or applicable documentation.

11.3 Updates to Policies. Notwithstanding anything in this Agreement to the contrary, and subject to applicable Law, Customer may, at any time and in its sole discretion, update, amend or supersede any Customer Policy attached hereto or incorporated into this Agreement by reference, provided Customer notifies Agility in writing. If any updated, revised or replacement policy would require Agility to provide materially new services or additional resources under any then-current Schedule or incur any additional costs or expenses in connection therewith, the parties shall confer in good faith to address this situation.

11.4 Confidential Information.

11.4.1 Confidential Information. Agility shall treat as confidential any information made available to it by reason of this Agreement ("Confidential Information"). Such information includes, but is not limited to, data and information relating to the operations of Customer. Agility will not release or disclose any such information without the express approval of Customer. Confidential Information does not include any information that Agility is able to prove by documents or other competent evidence: (a) was or becomes publicly known and generally available in the public

domain prior to or after the time of disclosure; (b) was in its possession at the time of disclosure; (c) is obtained by Agility from a third party without a breach of such third party's obligations of confidentiality; or (d) is independently developed by Agility without use of or reference to the Confidential Information.

11.4.2 Duty to Maintain Confidentiality. Agility shall protect Customer's Confidential Information against unauthorized use or disclosure using at least those measures that it takes to protect its own Confidential Information of a similar nature, but no less than reasonable care, and shall not use or disclose the Confidential Information for any purpose except in connection with its performance of this Agreement.

11.4.3 Use and Disclosure. Notwithstanding the foregoing, Agility may disclose Confidential Information to its directors, officers, employees and agents who have a bona fide need to know to such information in order perform the Services, administer this Agreement, Schedule or any Statement of Work and/or manage the relationship between the parties; provided, however, each person to whom such Confidential Information is disclosed is subject to confidentiality obligations comparable in scope to those herein, and Agility shall be liable for any breach of confidentiality by any such person.

11.4.4 Duration of Confidentiality Obligation. The obligations of this Section 11.4 shall be continuing and binding until the earlier of: (a) three (3) years from the date Agility receives the Confidential Information; or (b) the date on which the Confidential Information is no longer confidential other than by a breach of this Agreement; provided; however, protection of trade secrets shall extend for as long as the relevant information qualifies as a trade secret under applicable Law. Absent written consent of Customer ~~the~~, the burden of proving that Confidential Information is no longer confidential or a trade secret shall be with Agility.

11.4.5 Ownership of Confidential Information. Agility acknowledges that all Confidential Information it receives from Customer, including all copies thereof in its possession or control, in any media, is proprietary to and exclusively owned by Customer, and nothing in this Agreement grants Agility any right, title or interest in or to any of Customer's Confidential Information. Agility's incorporation of the Disclosing Party's Confidential Information into any of its own Property shall not render Confidential Information non-confidential.

11.4.6 Third Party Rights. Customer represents that it may lawfully disclose its Confidential Information to Agility, and that such disclosure will not infringe, misappropriate or otherwise constitute an improper disclosure of a third party's trade secrets or confidential information.

11.4.7 Return of Confidential Information. Upon termination of this Agreement, Schedule or any Statement of Work for any reason or Customer's earlier written request, Agility promptly shall use commercially reasonable efforts to: (a) return to Customer or destroy all tangible Confidential Information of Customer in its possession or control; and (b) delete all electronic copies of the Customer's Confidential Information residing on the Agility's computers and other electronic storage devices; provided, however, Agility shall have the right, subject to its continuing confidentiality obligations, to retain copies of the Customer Confidential Information as required by applicable Law or regulatory requirement.

11.4.8 Compelled Disclosure. Should Agility be compelled by court decree, subpoena or other legal or regulatory requirement to disclose any of Customer's Confidential Information, it shall promptly notify Customer in writing, unless prohibited from doing so, and use reasonable good faith efforts to: (a) disclose only the specific Confidential Information required to be disclosed; and (b) assist Customer (if and to the extent requested by Customer) in obtaining a protective order or other appropriate assurances that the confidential nature of the Confidential Information shall be protected and preserved.

11.4.9 Remedies. Agility acknowledges that any actual or threatened violation of this Section 11 may cause irreparable, non-monetary injury to Customer the extent of which may be difficult to ascertain, and therefore agrees that Customer shall be entitled to seek injunctive relief in addition to all other remedies available at law and/or in equity.

E. CONTACT INFORMATION

Company Name:	Agility Recovery Solutions, Inc.	Customer Name:	CSURMA
Address:	2101 Rexford RD Suite 350E Charlotte, NC 28211 U.S.A.	Address:	
Attention:	Paul Sullivan	Attention:	
Telephone:	704-927-7926	Telephone :	
Fax:	704-341-9099	Fax :	
Email:	<u>Paul.Sullivan@agilityrecovery.com</u>	Email:	
Mobile	704-299-8156	Mobile:	

SCHEDULE A

As per the Master Recovery Services Agreement
California State University Risk Management Authority (CSURMA)

Summary of Fees and Term

Schedule Term:	12-MONTHS
Schedule Commencement Date:	July 1, 2015
Schedule End Date:	June 30, 2016
Total Monthly Subscription Fees:	\$5,990.00

Invoices will be sent to Customer at:

Customer Name: CSURMA
Address:

Attention:
Telephone:
Email:

By the signatures of their duly authorized representatives below, Agility and the Customer, intending to be legally bound, agree to all of the provisions of the Master Recovery Services Agreement including this schedule.

Agility Recovery Solutions, Inc.



Customer _____ CSURMA

Contact/Title ROBERT LIPPON, SECRETARY - AUDITOR

Signature [Handwritten Signature]

Date Signed 4/15/15

Bryan Bristow
Agility Representative

Signature [Handwritten Signature]

Accepted and Approved By PAUL SULLIVAN VP of G.M.

Date Signed JUNE 12, 2015

SCHEDULE A

As per the Master Recovery Services Agreement

California State University Risk Management Authority (CSURMA)

1. Summary of Services

Upon signing this Schedule, should your pool Member experience an interruption, Agility will provide the resources necessary to rescue their business providing the following capabilities:

SPACE	Office space with desks and chairs
POWER	Emergency generator for your office
COMMUNICATION	Telephone and Internet access
COMPUTER SYSTEM	Computers, printer(s) and fax machine(s)

With this Agreement Agility will work with each of the pool Members to develop a customized recovery plan via MyAgility, our secure online planning portal. The functionality of MyAgility portal will include:

PREPAREDNESS PLAN	Build an implementation plan, access via any web browser, develop a communications strategy
ALERT NOTIFICATION SYSTEM	Send text and email messages to employees and vendors
DOCUMENT MANAGEMENT SYSTEM	Store critical business documents
ASSET MANAGEMENT TOOL	Document and manage assets

**TO DECLARE A DISASTER OR PUT AGILITY ON ALERT, CUSTOMER AND/OR CSURMA CAN CALL AGILITY'S 24-HOUR RECOVERY HOTLINE: 877-364-9393
ALTERNATES: 888-242-3740 OR 866-894-3336.**

2. Mobile Recovery Equipment Chart

2.1 Facility

- Mobile Unit(s) as required
 - Wired for voice and data
 - 10/100/1000TX access layer switch for LAN connectivity
 - HVAC
 - Diesel generator(s)
 - 200 ft. Gb Fibre Connectivity between mobile units and/or hitching post.

2.2 Mobile Requirements

Total Number of Seats: 48 including

- User Seats: up to 48
 - Intel Based PC's
 - Dual-core Processor
 - 4 GB of Memory
 - 120 GB of Hard Disk
 - DVD-ROM Drive
 - 10/100/1000 Ethernet Adapter
 - Keyboard, Monitor & Mouse
 - Table, chair and phone

SCHEDULE A

As per the Master Recovery Services Agreement
California State University Risk Management Authority (CSURMA)

2.3 Network Connectivity

- 512/256 kbps of Satellite bandwidth to Teleport facility.
 - Internet access
 - VPN connectivity from teleport to Customer site.
- Up to 10 simultaneous voice services total will be support over satellite:
 - Up to 48 Desktop phones
- 4G/LTE Solution for Data:
 - As part of the recovery solution Agility will provide a CradlePoint Router with a 4G/LTE stick from one of AT&T, Verizon or Sprint, based on coverage available.
 - Speed range from 5 to 40 Mbps down and 2 to 5 Mbps up.
 - Data usage fee of \$15.00 per GB will apply.

Note: Network engineering and/or set up fees of voice and/or ACD/IVR charges will apply, based on the complexity of the required recovery environment.

3. Covered Location(s)

Customer has put in place with Agility, coverage for 114 CSURMA locations, which will be identified in a duly executed Addendum, which must be put in place no later than 30 (thirty) days after execution of this Schedule.

Agility will provide recovery services to a maximum of ten (10) CSURMA covered location(s), at any one time. Customer is responsible for managing the declaration process and identifying which locations are allowed to declare and Agility will inform CSURMA when they have reached their limit for simultaneous recoveries.

SCHEDULE A

**As per the Master Recovery Services Agreement
California State University Risk Management Authority (CSURMA)**

4. Terms & Conditions

4.1 Technology

- In the event of a disaster, there will be no daily usage fee for the first sixty (60) days. Day sixty-one (61) and each day thereafter, a daily usage fee as noted in the chart below will apply.
- The daily test fee per unit is noted in the chart below, Customer is responsible for all shipping costs related to the test.

Equipment	Daily Test/Usage	Equipment	Daily Test/Usage
Desktop PC	\$2.00	Printer/Fax Machine	\$2.00
Router	\$25.00	Switch	\$10.00

4.2 Mobile

- In the event of a disaster, there will be no daily usage charge for the first 60 (sixty) days. Day 61 (sixty-one) and each day thereafter, a daily usage fee will apply per mobile recovery unit.
- Customer may allow its individual pool Members to test the recovery solution, and a onetime test event fee will apply per pool Member’s test event.

4.3 Other

- All equipment provided will be equivalent or better, unless otherwise identified.
- For a QuickShip test Customer may allow its individual pool Members to test the recovery solution, a onetime test event fee applies per pool Member test event.
- All pricing is based on a firm term contract.
- Pricing and Terms & Conditions are valid for forty-five (45)-DAYS

SCHEDULE A

As per the Master Recovery Services Agreement
California State University Risk Management Authority (CSURMA)

Summary of Fees and Term

Schedule Term:	12-MONTHS
Schedule Commencement Date:	July 1, 2016
Schedule End Date:	June 30, 2017
This Schedule A, supersedes Schedule A dated:	July 1, 2015
Total Monthly Subscription Fees:	\$5,990.00

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Attention:
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Agility Recovery Solutions, Inc.



Customer CSURMA
 Contact/TITLE Zachary Gifford - Secretary Auditor
 Signature [Handwritten Signature]
 Date Signed 6/29/16

Bryan Bristow Josh Smith
 Agility Representative
 Signature [Handwritten Signature]
 Accepted and Approved By PAUL SULLIVAN
 Date Signed JULY 1 / 16

This contract has been reviewed and approved by the CSURMA Legal Counsel.

[Handwritten Signature]
 William Hsu, CSURMA Legal Counsel

6/23/2016
 Date

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California State University Risk Management Authority (CSURMA)

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- Pricing and Terms & Conditions are valid for forty-five (45)-DAYS

CSURMA Business Continuity

Agility Recovery Solutions

2016 Utilization Report

Term and Activity:

2016 is the first full year of partnership, which started 7/1/2015

Q1 2016- confirmed understanding that while main campuses are listed in the contract, all auxiliary campuses are covered under this program as well. Recommend listing all sites for clarity at time of disaster.

Q2 2016- cooperatively designed marketing plan to raise awareness around preparedness:

1. Email with Agility program description and 2-page flyer
2. Program Boost webinar on 6/29
3. CSURMA tri-fold print pieces of affinity relationship benefits

myAgility Usage:

myAgility is the online planning portal used to specify recovery resources, store Plans for easy maintenance and access, and communicate via emergency notifications. CSU use of myAgility is not as widespread as we'd like to see (details below), so we recommend an engagement campaign focused around the upcoming launch of the new and improved myAgility site in early Q2 2017.

Customer-Name	# Login	Last-Login-Date
CSU HUMBOLDT STATE UNIVERSITY	8	2/1/2017
CSU CHICO	1	12/6/2016
CSU STANISLAUS	12	11/14/2016
CSU LONG BEACH	3	1/15/2016
CSU SAN JOSE ST UNIV RES FOUND	1	7/22/2015

Additional Recommendations:

Based on the transition of this relationship to a new Agility Enterprise Relationship Management team led by Erin Mitchell, 2017 will be a great time to reengage your pool members with preparedness planning. Since the colleges happily avoided the need for recoveries in the past year we can instead share lessons learned and case studies from other Agility customers who have recovered from interruptions of various types.

Campus

Q5.a to Q5.g Agility Recovery Solutions, Inc. (Agility)

Analysis..: Q5.a to Q5.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	14	3.00	1	1	9	3	-
Responds promptly to inquiries and requests	2	3.00	-	-	2	-	-
Maintains contact and keeps campus apprised on important and pertinent matters	2	2.00	1	-	1	-	-
Provides high quality advice and assistance	2	3.50	-	-	1	1	-
Communicates well both orally and in writing	2	3.00	-	-	2	-	-
Handles all interactions in a professional manner	2	3.50	-	-	1	1	-
Accomplishes goals and objectives and also provides additional value	2	3.00	-	1	-	1	-
Overall level of satisfaction	2	3.00	-	-	2	-	-

Campus

Q5.a to Q5.g Agility Recovery Solutions, Inc. (Agility)

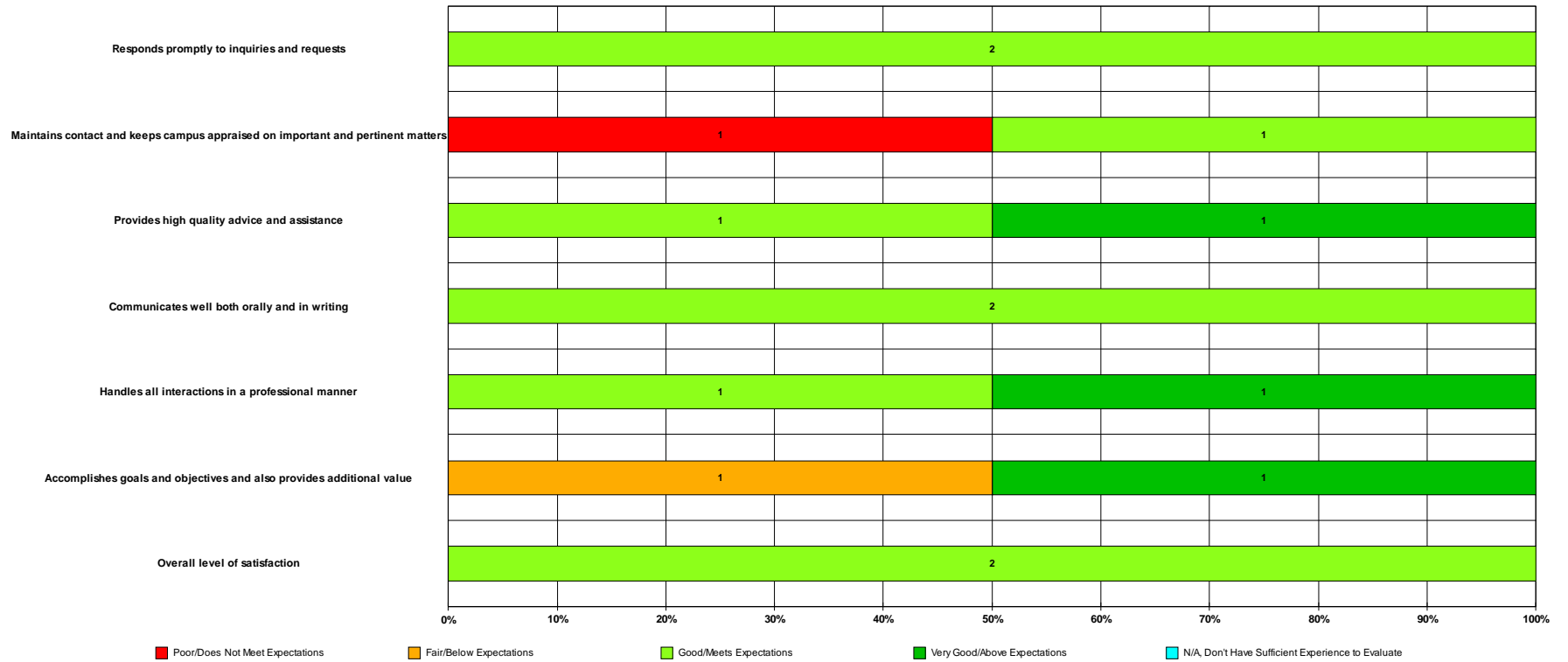
Analysis..: Q5.a to Q5.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q5.a to Q5.g Agility Recovery Solutions, Inc. (Agility)



Campus

Please use the space below to provide us with any additional comments or suggestions: Agility Recovery Solutions, Inc. (Agility)

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

When we have had questions about Agility recovery website functions and systems, we received a rapid response and helpful guidance.

PRAESIDIUM PROPOSAL

ISSUE: The contract with Praesidium for Prevention of Sexual Abuse of Minors will expire on June 30, 2017. Praesidium has provided a renewal proposal which includes the following:

1. Three-year contract (7/1/17 to 6/30/20)
2. All Praesidium products and services remain available to the campuses and auxiliaries at the same discount rates
3. CSURMA funds \$140,000 (or \$46,667 per year), which includes:
 - a. \$69,000 (\$3,000 per campus credits over the life of the contract)
 - b. Six on-site leadership training workshops (two per year, valued at \$9,000 total)
 - c. Two California-based Certified Praesidium Guardian Workshops over the life of the contract (valued at \$62,000)

RECOMMENDATION: Staff recommends discussing the renewal proposal and delegating and directing Staff as appropriate.

FISCAL IMPACT: The proposed three-year contract includes a fiscal impact of \$140,000 (\$46,667 per year). The proposed pricing of \$46,667 is lower than the pricing for FY 16/17 which was \$60,000. The services above and beyond what is listed above would be paid by the campus or auxiliary organization and would not be paid by CSURMA.

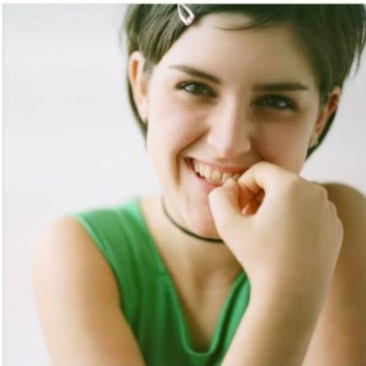
BACKGROUND: Praesidium notes that following the first leadership presentation in January 2017, they saw an increase in general conversations about abuse prevention and how to leverage the existing Praesidium partnership. Overall, campuses appeared to be very thoughtful and deliberate in the process and were taking the time to engage various stakeholders before spending their available funds. Praesidium expects to see an upward usage trend as campuses attend more events this spring and decide how to use the resources.

The cumulative *Know Your Score!* usage reflects 12 campuses that have started 90 assessments (from inception to present). Praesidium noted that in speaking with Member, they are often aware of the need to manage this risk but recognize they must first engage layers of decision makers to move forward with next steps.

PUBLICATION: When the renewal services are finalized, notice will be sent out to all members.

ATTACHMENT(S):

- a. Praesidium's Higher Education Abuse Risk Management Proposal for CSURMA – February 22, 2017
- b. Utilization Report Q3 and Q4 of 2016
- c. Vendor Survey



Proposal for
California State University
Risk Management Authority

February 22, 2017



25th
PRAESIDIUM
Anniversary

800.743.6354 • 817.261.7864 fax
www.PraesidiumInc.com

Information contained in this proposal is confidential and proprietary to Praesidium, Inc. and should not be disclosed to anyone not a designated recipient or reviewer.

INTRODUCTION

ABOUT PRAESIDIUM

Since 1991, Praesidium’s mission is “to help you protect those in your care from abuse and to help preserve trust in your organization.” Praesidium works with organizations across the world to prevent the sexual abuse of children and vulnerable adults, to prevent false allegations of abuse against innocent employees and volunteers, and to prevent the loss of reputation and revenue for organizations serving vulnerable populations. The founders of Praesidium have over 30 years of experience working in abuse risk management. For the past two decades Praesidium has served more than 4,000 clients and offers a full range of risk management and loss control services. Praesidium’s clients include higher education institutions, public and private schools, churches, camps, youth development organizations, water parks, long-term care facilities, hospitals, luxury resorts, social service programs, sports programs, fitness clubs, and child care centers.

PRAESIDIUM’S SCIENTIFIC METHODOLOGY

Using root cause analysis, Praesidium developed its own abuse risk management model, The Praesidium Safety Equation.® Root cause analyses of several thousand incidents of abuse across industries demonstrated that risks fell into eight organizational operations: Policies, Selection and Screening, Training, Monitoring and Supervision, Internal Feedback Systems, Consumer Participation, Responding, and Administrative Systems. By implementing best practices in each of these operations, Praesidium determined that risks could be reduced or eliminated.



RECOMMENDED RENEWAL CONTRACT TERMS

Building on Praesidium's knowledge and experience and CSURMA's commitment to provide risk mitigation controls to the California State University campuses and auxiliary organizations, Praesidium, CSURMA, and Alliant Insurance Services seek to continue their existing partnership. As part of this process, this proposal is designed to provide additional information on Praesidium, its products and services, optional pricing structures, and continue the discussions regarding rollout and implementation options.

- ✓ Three-year contract (7/1/2017 to 6/30/2020)
- ✓ All Praesidium products and services remain available to the campuses and auxiliaries at the same discounted rates
- ✓ CSURMA funds \$140,000 (or \$46,667 per year), which includes:
 1. \$69,000 (which CSURMA can distribute as \$3,000 per campus credits over the life of the contract)
 2. 6 On-Site Leadership Workshops (2 per year, valued at \$9,000 total)
 3. 2 California-based Certified Praesidium Guardian Workshops over the life of the contract (valued at \$62,000)

A comprehensive list of products, services, and prices is enclosed as Appendix 1 *Praesidium Price Listing*. Each of these items can be combined into additional packages at the system or campus level. Additional discounts are available for most items with packages or bulk purchases.

OVERVIEW OF PRAESIDIUM PRODUCTS AND SERVICES

Praesidium Guardian Certification. As part of the robust certification process, participants learn best practices in organizational abuse prevention, including specific steps to take to prevent incidents of abuse by employees, volunteers, or program participants, and how to respond effectively if an allegation or incident occurs. Participants also learn how to ensure that your organization stays current and consistent in the implementation of abuse prevention best practices.

Who makes a good candidate?

Good candidates may come from any number of positions in your organization: risk management, human resources, training, legal, program directors, quality assurance, compliance, etc. What's more important is that the selected individual cares deeply about the safety of those in care; be respected by colleagues; be well-organized; and have the time and flexibility to spend up to a few hours a week executing Praesidium Guardian™ responsibilities.

What are the benefits?

Your status as a Certified Praesidium Guardian™ demonstrates to consumers how seriously your organization takes the care of their loved ones, and it demonstrates to insurance carriers that it has in place the highest standards in abuse prevention. In fact, many carriers financially recognize the value of Praesidium's services. And of course, your credential is a valuable career enhancement.

The Praesidium Guardian™ experience

The Praesidium Guardian™ experience has three main components:

1. Online preparation activities;
2. A three-day instructor-led workshop; and
3. A Work and Learn Assignment, an individually designed skills-application exercise.

The online preparation activities include completing approximately 8-10 hours of online courses focusing on Praesidium's proprietary risk management model, the Praesidium Safety Equation™. This content prepares participants for the workshop. The workshop is a highly interactive experience, packed full of engaging activities, group discussions, and actual field work. You will learn best practices in organizational abuse prevention and organizational change strategies to implement and maintain the best practices. The Work and Learn Assignment involves participants completing structured activities in their own organization with guidance from Praesidium—actually applying on the job what they've learned from the workshop. Throughout all components of the certification process—and beyond—participants benefit from access to Praesidium experts and to the online Praesidium Community where they can connect with other Certified Praesidium Guardian™ colleagues from across the nation.

TRAINING SOLUTIONS

Armatus® Learn to Protect System. Adults directly involved in providing services to minors, those who supervise others directly involved with minors, and those who manage or oversee programs serving minors must know how offenders operate, how to recognize warning signs, when and how to intervene to interrupt interactions that may foretell of abuse, mandated reporting requirements, and how to manage high risk situations in their own programs. This training can be provided online where participants must demonstrate mastery and completion can be documented.

At the core of the system is a range of online courses, 25-45 minutes in length, designed to ignite the learning process and provide learners with the tools they need to implement best practices in abuse prevention. *See Appendix 3 for a sample course listing.* Armatus® online courses include actionable learning objectives, research-validated content, engaging graphics, frequent interactivity and a content mastery quiz. In addition to the online courses, learners are supported with a variety of tools including:

- *Action Plans* that are printed and used with the online course. Action Plans summarize the key learning points and prompt learners to take notes throughout the course. They provide a great reference after the course.
- *Coaching Guides* provide supervisors a high-level summary of the course, including learning objectives and key learning points. The coaching guide gives supervisors practical steps they can take to reinforce the learning, with specific things they can say, do, and reinforce.
- *Discussion Guides* are developed for small group and classroom discussions. A facilitator is able reinforce important content and remind learners of what they learned in the online course. The group is able to discuss practical application of the learning for their work group and organization.
- *Mini Minders* (coming soon!) are 30 second to 3 minute learning segments that reinforce or remind learners of content from an Armatus course. These can range from a short interactive segment, to a standalone video clip, a scenario(s) to apply skills, a PDF (Ready Reference or Pocket Card) or an offline worksheet. The goal is to remind learners of and review with them key content that they have previously learned.
- *Guide Posts* (coming soon!) are signs that you can post around your facility to remind learners of key policies, practices, and principles. Guide Posts have QR codes that can be scanned with a smart phone to pop-up a Mini Minder interaction.

Armatus® comes with a robust database that allows organizations to confirm in real time who has completed training, as well as other useful user information such as criminal background check completions. Praesidium also has the internal capability to design, program, and produce online courses to meet the specific needs of high volume usage and maintains a national network of content experts in a wide array of subjects.

On-Site Leadership Presentations. To fully integrate Minors on Campus initiatives and create cultural changes at the campus level, senior leadership on each campus should have a fundamental understanding of the scope of the risk, how abuse of minors happens in youth serving programs, and best practice standards designed to reduce the likelihood of an incident and effectively mitigate harm. Leadership should also understand and embrace their responsibilities and contributions to these initiatives. Because this information is best delivered in face-to-face meetings with leadership teams (i.e., Campus Presidents / Provosts, Cabinet Members, Vice Presidents, Department Leaders, etc.), Praesidium recommends a one-hour initial leadership meeting on each campus.

On-Site Abuse Prevention Training. To continue the blended learning environment and facilitate a campus-specific application of the key learning points, Praesidium recommends at least one on-site abuse prevention training for all campuses. Target audiences include all individuals who work with minors, including campus and auxiliary employees, staff, faculty, students, interns, volunteers, and chaperones.

Praesidium offers an array of on-site workshops and seminars for front-line employees and volunteers, supervisors, administrators, and board members covering screening and selection, best practices in abuse risk management, how to prevent peer-to-peer sexual abuse, legal issues in abuse risk management, and many others. Workshops can be tailored to meet the needs of each audience.

Your Boundaries. Your Call!TM This three-part video series teaches children between fifth and twelfth grades how to protect themselves if someone tries to violate their emotional, physical, or behavioral boundaries.

Educational Webinars and Abuse Prevention Tips/Updates. Praesidium can conduct regular abuse risk management seminars on a wide range of topics including sexual harassment, social networking, bullying, internal incident investigations, how offenders operate, reputational risk management, creating a culture of safety, quality assurance methods, employee and volunteer screening and selection for abuse risk, and others.

RISK ASSESSMENTS AND THE PATH TO ACCREDITATION

Know Your Score! Online Self Assessment. Individuals complete an online self-assessment, or in-depth questionnaire about existing policies and procedures in their program or organization. The self-assessment (available in generic or customizable versions) allows organizations to quickly and confidentially learn the strength of their policies and practices designed to keep those in their care safe from abuse. The completed self-assessment provides organizations with a blueprint and sample resources to address any potential abuse prevention gaps.

Comprehensive On-Site Risk Assessment with Praesidium Accreditation. Praesidium's Safety Analysts conduct a comprehensive risk assessment of all programs offered by the organization including a review of policies, on-site architectural inspections, interviews with employees and volunteers at all levels, interviews with administrators, analysis of claims and incident data, and direct observations of programs in operation. At the conclusion of the assessment, the organization can request The Praesidium Report,[™] which includes detailed findings and custom-tailored risk management recommendations. Upon implementation of the recommendations, the organization is eligible to attain Praesidium Accreditation status for three years and receives three random follow-up mini-audits at no additional costs (although travel may apply); a press release; a statement for parents and consumers; and, an etched-glass Praesidium award.

On-Site Management Systems Review. Praesidium's Management Systems Review identifies potential gaps in an organization's risk management practices related to preventing the sexual abuse of children or vulnerable adults by an employee, a volunteer, or by another program participant. Praesidium analyzes the organization's existing policies; interviews representatives from program, human resources, risk management, legal, and training; and reviews past incidents, allegations or litigation related to abuse. At the conclusion of this on-site review, Praesidium shares the findings with key leaders and outlines high level recommendations to address potential exposures.

Minors on Campus Survey. Praesidium's heat map process utilizes a minors on campus survey to identify all programs serving minors on campus at a higher education institution and in the community. This brief survey asks some basic questions to identify any program serving minors that an individual or department operates, sponsors, or hosts and is customizable in many respects. Among other things, this survey also identifies the number of minors served and various program characteristics, including risk level and ownership. Praesidium provides a comprehensive analysis of the data, along with recommendations in areas including policy development, training, monitoring and supervision, and relationships with third parties. The survey can also be tailored to accommodate other industries and risks.

SCREENING SOLUTIONS

Criminal Background Checks. Praesidium offers several standard and customizable criminal background check packages plus other a la carte background check services. One of our most popular packages includes comprehensive searches in the industry and includes over 305 million criminal records from county, state, national, and international sources. It includes a Social Security Number Trace and Alias Search, Multi-State Criminal Records Search, National Sex Offender Registry Search, and national and international security searches. And, at no additional charge, Praesidium is also available to discuss additional screening issues with organizations upon receipt of their results.

Screening and Selection Toolkit. Less than five percent of offenders have a criminal history. Because criminal background checks can't be relied on to screen out offenders, organizations must use other methods to prevent potentially harmful adults from gaining access to their clients. Praesidium's Screening and Selection Toolkit provides organizations with everything necessary to effectively screen and select employees and volunteers. The Toolkit includes policies, forms (applications, interviewing questions, and reference forms), and guidelines for identifying high-risk and low-risk responses during interviews, reference checks, and on applications. It also identifies six applicant characteristics that are critical for adults working with children and vulnerable adults and a scoring system to evaluate applicants on each characteristic. The complete package includes one-day intensive on-site training that teaches hiring managers how to use the screening and selection toolkit.

CONSULTATION, REPORTING MECHANISMS, AND CRISIS MANAGEMENT

Model Policies and Policy Analysis. Sound policies provide the foundation for a safe environment. They tell an organization's employees and volunteers what is and is not acceptable; they set tolerance levels; and they can protect an organization if it faces litigation. But are your policies doing their job? Do they address such ever-changing issues as whether employees can communicate with clients via email, social networking sites, or after work? Do they set limits on when and how employees or volunteers can demonstrate affection towards clients? Send the organization's policies to us, and we'll advise what works and what needs re-visiting, and why!

Online Community. Praesidium's online community allows individuals from across organizations and programs to connect and share their abuse prevention experiences, challenges, and successes. Praesidium's team of experts facilitates and monitors discussions to provide quick tips and initial consultation.

General Consultation. Does one of your campuses have concerns about a summer applicant? Does a Risk Manager need advice on how to manage a particular youth program's interactions with minors? Want to discuss their screening and selection practices? Not sure how to respond to a report of suspicious interactions between an employee and a program participant? Praesidium can be available over the phone to

discuss anything that may forewarn of an incident or lead to an abuse claim. Our experts include psychologists, social workers, attorneys, private investigators, policy analysts, doctoral level educators, and human resource professionals, all with extensive experience in organizational abuse risk management.

Toll-Free Confidential Helpline. In most cases of abuse in organizations, individuals often report having seen or heard something suspicious, inappropriate, or of concern, yet failed to take action. Praesidium’s consultation services allow your campuses a way to report concerns as well as an open line of communication in the event of an incident or crisis.

Crisis Management and On-Site Victim’s Assistance. In the event that a campus has an allegation or incident of suspicious or inappropriate interactions or suspected abuse, a member of Praesidium’s team can be available to provide a range services, including on-site consultation, response coordination, investigation, and victim’s assistance.

CONTACT

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Arlington, TX 76011
817-801-7773 main
800-743-6354 toll-free
www.PraesidiumInc.com

Appendix 1

Praesidium Price Listing

Praesidium Price Listing¹ for CSURMA Global Contract

*Additional discounts available for most items with packages,
bulk purchases, or multi-year contracts.*

Praesidium Product or Service	Pricing ¹
Praesidium Guardian Certification ²	<p>\$4,000 per individual (if attending TX classes)</p> <p style="text-align: center;">-----</p> <p>1 CA class: \$39,000 2 CA classes: \$62,000</p> <p><i>Recommend CPG workshops be split between Northern and Southern California. Recommended CPG class size is 15 attendees.</i></p>
General Consultation	<p>\$2,000 per day on-site \$250 per hour off-site</p>
<p>Regional Workshops</p> <p><i>Half-day presentation, with half-day reserved for consultation</i></p>	<p>\$1,500 per regional workshop Includes a combination of general consultation, leadership strategies, best practices, and table top exercises.</p> <p><i>Recommend workshops be split between Northern and Southern California.</i></p>
Access to Praesidium's Online Community	<i>Pricing requires additional consultation with CSURMA to further define implementation and rollout.</i>
Policy Analysis and Sample Policies	<p>Ranges from \$1,000-\$25,000 <i>Depends on the nature and extent of analysis and samples (i.e., individual program procedure versus campus-wide policy)</i></p>
Armatus® Learn to Protect System ³	\$8 per course
On-Site Campus Leadership Presentation	\$2,000 per day
On-Site Abuse Prevention Training	\$2,000 per day

Praesidium Product or Service	Pricing ¹
Educational Webinars and Abuse Prevention Tips/Updates <i>Includes regular email tips. Other topic updates, webinars, and additional content for CSU publications may also be available upon further request and discussion.</i>	<i>Praesidium can provide 2 webinars and access to Praesidium's tips/updates at no cost.</i> \$500 for each additional webinar
<i>Know Your Score!</i> Online Self Assessment	\$2,000 per campus, per year Includes: <ul style="list-style-type: none"> • 10 assessments initiated in the <i>KYS!</i> system (regardless of whether an assessment is completed or archived) • <i>KYS!</i> demonstrative and marketing webinars • Existing written sample resources Additional assessments: \$500 per assessment initiated in the <i>KYS!</i> system (regardless of whether an assessment is completed or archived)
Comprehensive On-Site Risk Assessment with Praesidium Accreditation	\$5,000+ <i>Depends on number of programs and locations</i>
On-Site Management Systems Review	Ranges from \$4,000 to \$10,000 <i>Depends on number of programs and locations. Note that in addition to discussions with leadership, pricing also includes one training for leadership during the on- site portion of the review.</i>
Minors on Campus Survey	Ranges from \$6,000+ <i>Depends on level of customization</i>
Toll-Free Confidential Helpline	\$1,000 one-time initial set up fee \$500 annual maintenance fee \$250 per call
Crisis Management and On-Site Victim's Assistance	\$2,000 per day on-site \$250 per hour for off-site consultation

Criminal Background Checks ^{4,5}	
<i>À la Carte Pricing</i>	
Employment Credit	\$7.00
Multi State Criminal Database w/Name and Address Locator	\$10.00
7 Year County Criminal Records Search: 1 County	\$7.00
7 Year County Criminal Records Search: All Counties Provided/Developed	\$25.00
County Civil Records Search (upper): 1 County	\$12.00
Statewide Criminal Search: 1 State	\$9.00
Federal Criminal Records Search: 1 State, All Districts	\$9.00
Federal Civil Records Search: 1 State, All Districts	\$12.00
DOJ National Sex Offender Registry Search	\$4.00
Motor Vehicle Records Search	\$4.00
Employment Verification: 1 Position	\$11.00
Education Verification: 1 Degree	\$10.00
Personal Reference: 1 Reference	\$13.00
Professional Reference: 1 Reference	\$14.00
Professional License Verification: 1 License	\$9.00
International Criminal Search: 1 Jurisdiction	\$25 + In country Acquisition Fee
<i>Packaged Pricing</i>	
Screening and Selection Toolkit	Available upon further consultation
	\$6,000
	<i>Price includes one day of on-site training related to screening and selection.</i>

ADDITIONAL PRICING NOTES:

1. Pricing does not include reasonable travel costs and expenses. Reasonable travel costs and expenses will be separately billed.
2. Certified Praesidium Guardian pricing for California-based classes reflects client’s responsibility to secure an on-site location for the 3-day workshop and provide on-site catering and hospitality for faculty and attendees. Praesidium anticipates participation of 3-4 faculty members with each CPG on-site workshop.
3. Pricing for Armatus® usage may be billed on a monthly or quarterly basis.
4. Third-party record keeper fees may apply and will be passed on at cost when incurred.
5. Criminal records found in the Multi State Database check are subject to verification at the source and additional costs may apply.

Appendix 2
Armatus® Learn to Protect Course Listing

CORE COURSES	
Meet Sam * ^	It Happened to Me * ^
<p>Sam molests children. Hear him tell how he gets away with it.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • The three types of offenders • The three things offenders need in order to offend • The types of boundaries offenders often violate 	<p>Anger. Failing grades. Depression. These are just some of the effects of sexual abuse.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • The long-term effects of abuse • Which children are most vulnerable to abuse • Why children don't report abuse • What to do if a child discloses abuse
Duty to Report: Mandated Reporter * ^	Abuse Risk Management for Volunteers * ^
<p>Adults have a moral responsibility—and in many cases a legal responsibility—to report suspected child abuse or neglect.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • Why reporting is critical • What their legal obligation is to report • What types of conduct must be reported • How to report • How to respond if a child discloses abuse or neglect 	<p>Volunteers give their precious time to their organization to serve others. They need to know how to protect those they serve from abuse.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • The facts about sexual abuse • Steps they can take to keep kids safe • How to protect themselves from false allegations of abuse
Preventing Sexual Activity Between Young Children *	Preventing Sexual Activity Between Adolescents
<p>Statistics show that incidents of sexual acting out between children have increased 300% in recent years.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • How – and where – sexual activity between children typically occurs • Steps to prevent sexual activity between children • How to respond if sexual activity between children occurs 	<p>When adolescents bully or act out sexually with one another, these behaviors not only violate policy, they can become abusive.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • What peer pressure and bullying can do to influence sexual behavior in adolescents • Where sexual behavior between adolescents is likely to occur • Steps they can take to prevent sexual activity between adolescents • How to respond if sexual activity between adolescents occurs

* Denotes course available in Spanish
^ Denotes course available in Canadian-French

CORE COURSES	
<div style="position: relative; height: 100px;"> NEW </div> <p>Social Media</p> <p>Social media increases opportunities for sexual abusers to communicate with their intended victims.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • The different types of abuse risks that organizations face • How to educate parents and youths on healthy social media use • How to protect themselves from false allegations of abuse • How to respond to warning signs and incidents of abuse 	<p>Preventing Bullying *</p> <p>Bullying, in some way, is a part of everybody's childhood memories. However, the severity of recent bullying incidents has shown that bullying can no longer be a "normal" part of growing up.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • What bullying is • How bullying happens • The impact of bullying • What they can do to stop bullying • What to do if they are a supervisor
<p>Abuse Prevention Refresher * ^</p> <p>Once employees and volunteers know the basics about preventing abuse in their organization, it's time for real- life application.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • The importance of acting on warning signs, and how to do so • How to keep themselves and co-workers safe from false allegations <p>How to apply their knowledge to real-life scenarios</p>	



* Denotes course available in Spanish
 ^ Denotes course available in Canadian-French

INDUSTRY-SPECIFIC COURSES	
<i>Keeping Your School Safe</i> *	<i>Keeping Your Foster Care Program Safe</i>
<p>Parents send their children to school to have fun, meet challenges, make friends, practice skills, and learn. They also expect them to be safe.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • When, where, and by whom child abuse is most likely to occur at school • Specific steps to take to keep children safe at school • How to prevent false allegations of abuse 	<p>Approximately half of the children in foster care have been sexually abused and almost a third are abused again while in care.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • Techniques to establish effective relationships with foster parents and children • What to watch for when making home visits • Six tested methods to keep foster children safe
<i>Keeping Your Foster Home Safe</i>	<i>Keeping Your Church Safe</i> * ^
<p>Foster parents open their hearts and homes to provide for those in need. But in some cases, foster parents may also be vulnerable to false allegations of abuse.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • Unique risks that exist in foster care homes • How to protect children in care from abuse, including abuse between children • How to protect foster parents from false allegations of abuse 	<p>God has entrusted church staff with something precious to Him – His children.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • Five specific actions to keep children safe • The importance of keeping a watchful eye • What to do in the case of suspicious behaviors • How to respond to inappropriate behavior
<i>Keeping Your Camp Safe</i> * ^	<i>A Day at Day Camp</i> * ^
<p>Camp can be a wonderful experience for kids – but not if they are abused by a counselor or a peer.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • Abuse risks at a residential camp • Six locations where abuse is most likely to happen at a residential camp • How all employees and volunteers can make a difference 	<p>This course spotlights various activities and associated risks in a typical day at camp.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • How to keep day campers safe from sexual abuse • How to protect themselves from false allegations of abuse • How to identify and manage high-risk situations at day camp • What to do if they see something suspicious or inappropriate

* Denotes course available in Spanish

^ Denotes course available in Canadian-French

INDUSTRY-SPECIFIC COURSES

 <i>Athlete Protection</i>	 <i>Athlete Protection: Swim Edition</i>
<p>This course teaches coaches and other adults who work in youth sports how to keep athletes safe.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • Types of offenders and how they operate • Scope and effects of abuse in sports and how to maintain a healthy coach-athlete relationship • High-risk situations and how to manage them • How to report abuse and red-flag behaviors • How to protect against false allegations of abuse 	<p>This course teaches coaches and other adults who work with youths in swim clubs and organizations how to keep athletes safe.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • Types of offenders and how they operate • Scope and effects of abuse in sports and how to maintain a healthy coach-athlete relationship • High-risk situations and how to manage them • How to report abuse and red-flag behaviors • How to protect against false allegations of abuse
<i>Preventing Elder Abuse and Neglect (USA version)</i>	<i>Preventing Abuse against Adults with Disabilities (USA version)</i>
<p>It's hard to believe that anyone would hurt the elderly. Fortunately, federal and state laws and regulations help protect vulnerable adults from abuse.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • Facts about abuse and neglect • How to recognize risk factors, warning signs, and red-flag behaviors • Steps to take to keep residents safe • Steps to protect care givers from false allegations • Steps administrators can take to prevent abuse and neglect 	<p>Providing care to people with disabilities is rewarding and challenging work. However, some caregivers psychologically abuse, physically abuse, steal from those they care for, and some even sexually abuse people in their care.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • Facts about abuse of people with disabilities • Characteristics of potential victims • Awareness of potential abusers and high-risk environments • Steps to keep clients safe • How to prevent false allegations

* Denotes course available in Spanish

^ Denotes course available in Canadian-French

INDUSTRY-SPECIFIC COURSES	
<i>Preventing Elder Abuse and Neglect (Canada version)</i> [^]	<i>Preventing Abuse against Adults with Disabilities (Canada version)</i>
<p>It's hard to believe that anyone would hurt the elderly. Fortunately, federal, provincial, and territorial laws and regulations help protect vulnerable adults from abuse.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • Facts about abuse and neglect • How to recognize risk factors, warning signs, and red-flag behaviors • Steps to take to keep residents safe • Steps to protect care givers from false allegations • Steps administrators can take to prevent abuse and neglect 	<p>Providing care to people with disabilities is rewarding and challenging work. However, some caregivers psychologically abuse, physically abuse, steal from those they care for, and some even sexually abuse people in their care.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • Facts about abuse of people with disabilities • Characteristics of potential victims • Awareness of potential abusers and high-risk environments • Steps to keep clients safe • How to prevent false allegations
<div style="position: relative;"> <div style="position: absolute; top: -10px; left: -20px; background-color: #0070c0; color: white; padding: 2px; transform: rotate(-45deg); font-size: 8px;">coming soon</div> <i>Preventing Abuse and Exploitation in Pastoral Ministry</i> </div>	
<p>When a pastoral relationship becomes sexualized or exploitative, it is harmful to the individuals involved, their families, and to the people in the church.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • Effects of sexual abuse and exploitation • Factors that contribute to abuse and exploitation • Types of offenders • Red flags in abuse and exploitation • How to prevent and respond to abuse and exploitation 	

* Denotes course available in Spanish
[^] Denotes course available in Canadian-French

INTERPERSONAL /PERSONAL SAFETY COURSES

coming soon <i>Behavior Management</i>	<i>Bloodborne Pathogens</i>
<p>Teachers, counselors, and caregivers face a daily challenge of influencing and responding to the behavior of the youths in their care. By using basic techniques to teach appropriate behaviors and eliminate negative behaviors, adults can create a positive, productive environment in the organization.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • Behavior management basics • What to do when nothing else works • How to determine if a youth should be removed from the program • Tips for self-management 	<p>Bloodborne pathogens cause diseases that are difficult to treat and cannot be cured. That’s why it is so important to know how to reduce the risk of contracting a bloodborne disease.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • What bloodborne pathogens are • Standards businesses must follow • How bloodborne pathogens might enter one’s body • Common exposures that could occur at an organization • The three most common diseases caused by bloodborne pathogens • How to protect themselves from bloodborne pathogens • What to do if they are exposed to bloodborne pathogens
new <i>Preventing Sexual Harassment: Employee Edition</i>	new <i>Supervising for a Positive Work Environment</i>
<p>All employees want to work in an environment free of sexual harassment.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • How to recognize different types of harassment • How to determine if a situation is or is not sexual harassment • How to prevent and respond to sexual harassment 	<p>Supervisors play an important role in complying with employment laws and encouraging a positive workplace environment.</p> <p>Participants learn:</p> <ul style="list-style-type: none"> • What constitutes workplace discrimination, harassment, and retaliation • What the law requires of supervisors to prevent, stop, and respond to discrimination, harassment, and retaliation • What supervisors should do if they are accused of discrimination, harassment, or retaliation

CUSTOM COURSES	
<i>Your Policies</i>	<i>Core and Advanced Courses</i>
<p>Policies allow your organization to define what’s acceptable – and what isn’t. To complete this course, users read the organization’s policies and confirm online that they understand and agree to comply with these policies.</p>	<p>Many of Praesidium’s core and advanced courses can be customized to the needs of your organization. This will allow you to include your company-specific policies, scenarios, case studies, and examples.</p> <p>Inquire with your account manager for availability and pricing.</p>

PRAESIDIUM SAFETY EQUATION® COURSES

new *The Praesidium Safety Equation Series*

The Praesidium Safety Equation® is the foundation for all of Praesidium’s abuse-prevention work. This set of nine courses provides individual focus on each operation of the Safety Equation:

- ✓ Policies
- ✓ Training
- ✓ Internal Feedback System
- ✓ Responding
- ✓ Screening and Selection
- ✓ Monitoring and Supervision
- ✓ Consumer Participation
- ✓ Administrative Practices

Participants learn:

- How and why Praesidium developed the Safety Equation
- How each of the operations help organizations decrease the risk of abuse by employees, volunteers, and program participants
- Strategies and best practices for implementation of the Safety Equation

Inquire with your account manager for availability and pricing.

Praesidium Utilization Report for California State University

Regarding Contract Period 7/1/2016 to 6/30/2017

Campus	Praesidium Services Used	Know Your Score!	Online Training	Billing Notes		
		No. Assessments Started 7/1/2016 to 2/15/2017	Q3+Q4 2016 Training Course USage <i>includes Armatus + Skillport</i>	Service Total by Campus/Auxiliary	Status of \$2,000 CSURMA Campus Credit	Additional Notes
Bakersfield	Know Your Score!	2	0	\$2,000	\$0	
Cal Poly Pomona ASI	Online Training		7	\$56	N/A	
Cal Poly Pomona Pomona			0	\$0	\$2,000	
Chancellor's Office - Risk Managent	4 On-Site Leadership Workshops 1/17/2017 hosted by CSU San Marcos 3/21/2017 hosted by Stanislaus State 4/25/2017 hosted by Cal Poly Pomona 4/27/2017 hosted by CSU East Bay		2	\$6,000 plus travel	N/A	
Channel Islands			0	\$0	\$2,000	
Chico	Know Your Score!	1	0	\$2,000	\$0	
Dominquez Hills	Online Training		1	\$8	\$1,992	
East Bay			0	\$0	\$2,000	
Fresno	Online Training		3	\$24	\$1,976	
Fullerton			1	\$8	\$1,992	
Humboldt State University			0	\$0	\$2,000	
Long Beach	Online Training		234	\$1,844	\$2,000	CSULB has a separate training contract, set to expire in February 2017.
Long Beach ASI	Online Training		96	\$768	N/A	
Los Angeles	Online Training		0	\$0	\$2,000	
Maritime Academy			0	\$0	\$2,000	

Praesidium Utilization Report for California State University

Regarding Contract Period 7/1/2016 to 6/30/2017

Campus	Praesidium Services Used	Know Your Score!	Online Training	Billing Notes		
		No. Assessments Started 7/1/2016 to 2/15/2017	Q3+Q4 2016 Training Course USage <i>includes Armatus + Skillport</i>	Service Total by Campus/Auxiliary	Status of \$2,000 CSURMA Campus Credit	Additional Notes
Monterey Bay	On-Site Leadership Presentation (9/12/2016) On-Site Risk Assessment (2017)		0	\$35,000 plus travel	\$0	CSUMB executed a contract modification for this service.
Northridge	Online Training		0	\$0	\$2,000	
Sacramento	Online Training		0	\$0	\$2,000	
San Bernardino	Online Training		20	\$160	\$1,840	
San Diego State University			0	\$0	\$2,000	
San Francisco State University			0	\$0	\$2,000	
San Jose State University			1	\$8	\$1,992	
San Luis Obispo			5	\$40	\$1,960	
San Marcos	Online Training Certified Praesidium Guardian (March 2017)		0	\$4,000	\$0	CSUSM was separately invoiced for the amount exceeding the campus credit.
Sonoma State University			0	\$0	\$2,000	
Stanislaus State	Online Training		687	\$5,488	\$0	Services in excess of credit are: \$3,488

Campus

Q31.a to Q31.g Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training

Analysis..: Q31.a to Q31.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total						
		Mean	Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	77	3.64	-	-	26	47	4
Responds promptly to inquiries and requests	11	3.56	-	-	4	5	2
Maintains contact and keeps campus apprised on important and pertinent matters	11	3.60	-	-	4	6	1
Provides high quality advice and assistance	11	3.64	-	-	4	7	-
Communicates well both orally and in writing	11	3.73	-	-	3	8	-
Handles all interactions in a professional manner	11	3.80	-	-	2	8	1
Accomplishes goals and objectives and also provides additional value	11	3.55	-	-	5	6	-
Overall level of satisfaction	11	3.64	-	-	4	7	-

Campus

Q31.a to Q31.g Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training

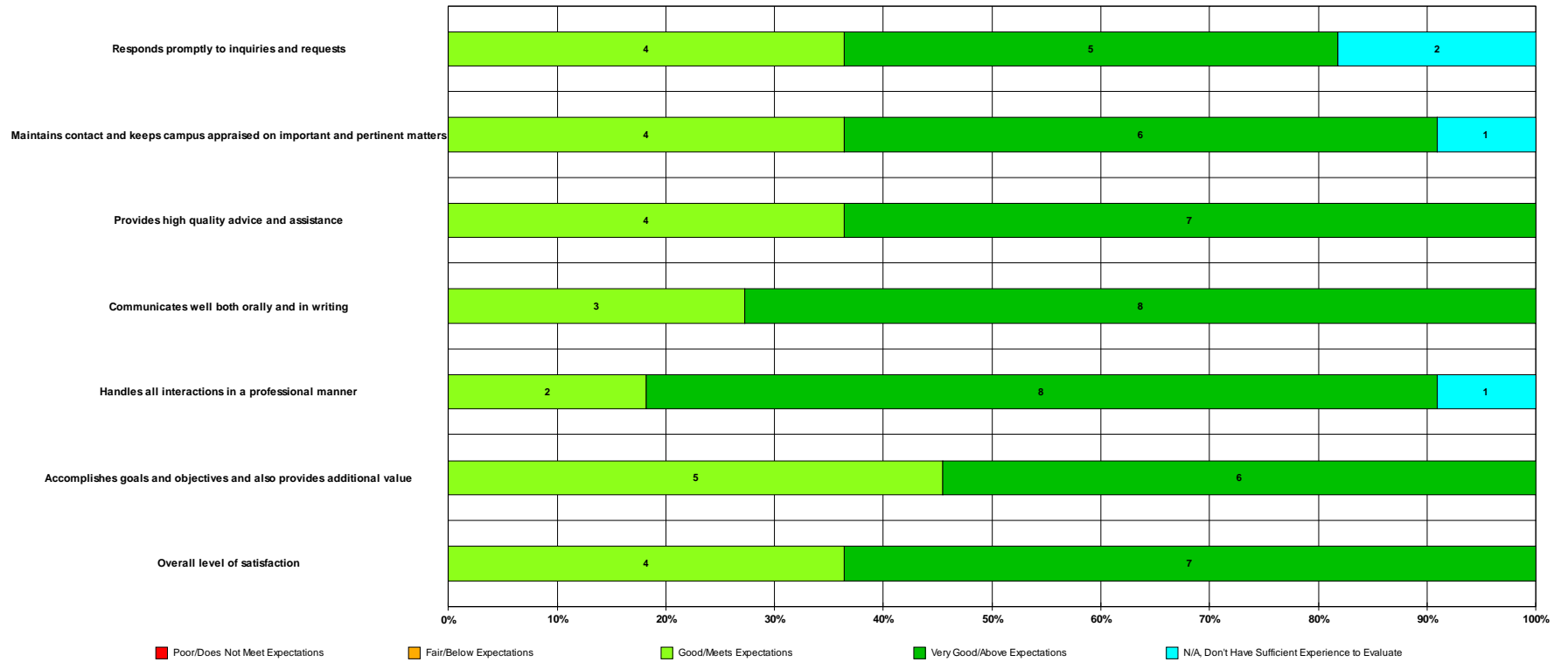
Analysis..: Q31.a to Q31.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q31.a to Q31.g Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training



Campus

Please use the space below to provide us with any additional comments or suggestions: Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Great partnership.

Candace and her staff provide great information and are very focused on customer service. The pricing seems a little bit high and lower costs/fees would help the campus get more services to help our youth and minors.

abc

Was so pleased to see that CSURMA made a commitment to this very important topic. Praesidium has proven to be of great value in assisting in creating a better culture of safety for minors.

Great partner

Candace and the crew at Praesidium are top notch! I have learned so much from them and I appreciate their attention whenever I need them. They have helped my campus to become safer for minors!

I recently attended the training at San Marcos. Candice Collins is very knowledgeable, professional and provided useful information.

Looking forward to the seminar in April.

good resource

Usually just work with the online tools, but when I have had to email with questions, they are very helpful.

I appreciate the contract coordination at the CO level.

CSURMA AUXILIARY

Q27.a to Q27.g Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training

Analysis...: Q27.a to Q27.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	84	3.68	-	-	19	41	24
Responds promptly to inquiries and requests	12	3.83	-	-	1	5	6
Maintains contact and keeps campus appraised on important and pertinent matters	12	3.60	-	-	4	6	2
Provides high quality advice and assistance	12	3.60	-	-	4	6	2
Communicates well both orally and in writing	12	3.86	-	-	1	6	5
Handles all interactions in a professional manner	12	3.67	-	-	3	6	3
Accomplishes goals and objectives and also provides additional value	12	3.75	-	-	2	6	4
Overall level of satisfaction	12	3.60	-	-	4	6	2

CSURMA AUXILIARY

Q27.a to Q27.g Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training

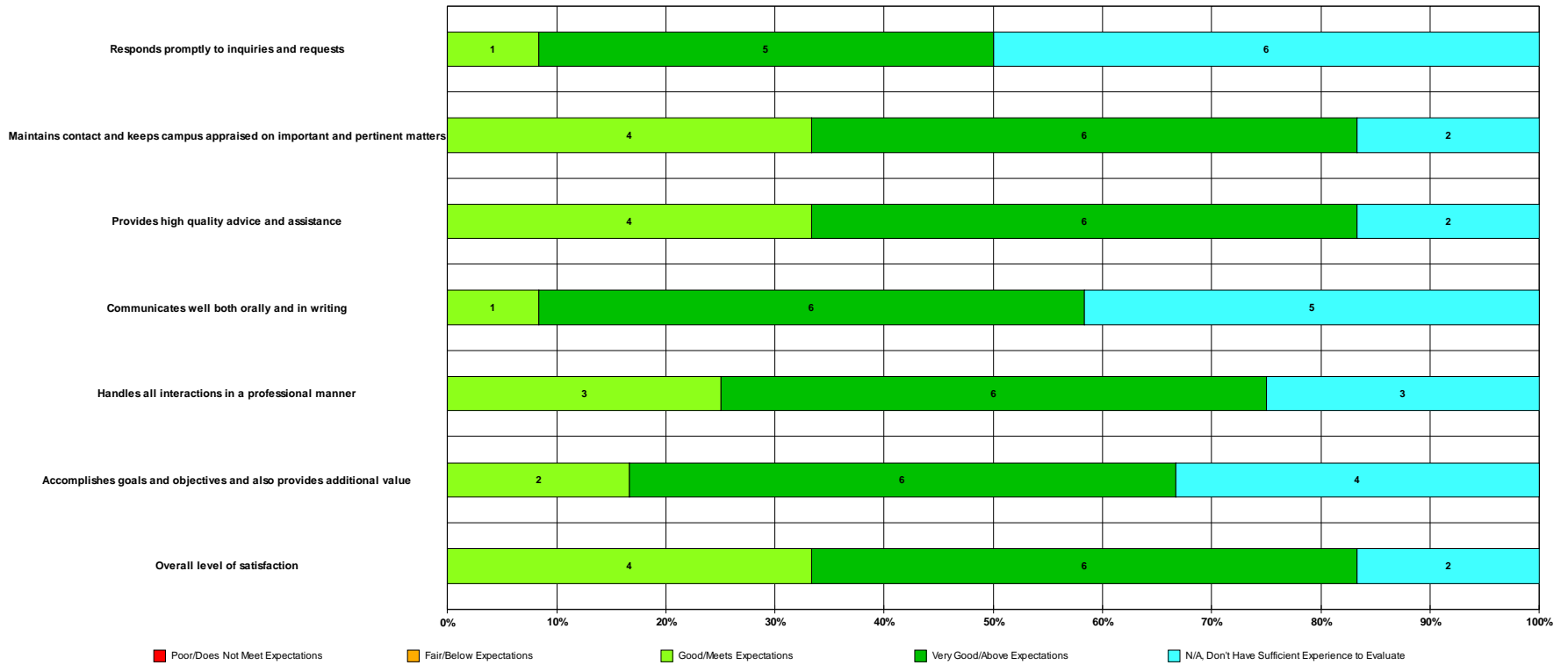
Analysis..: Q27.a to Q27.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q27.a to Q27.g Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:
<i>excellent program and allows us to be proacvtive in our approach to managing and mitigating risk.</i>
<i>At this time we are only engaging Praseidium for self evaluation of programs.</i>
<i>Too new to evaluate</i>
<i>Good support when requested</i>
<i>Timeliness of billing/invoicing was an issue. They resolved it, but the invoice was months late.</i>
<i>NA</i>
<i>n/a</i>
<i>New provider with limited interaction to date.</i>
<i>N/A</i>
<i>WE NEED TO SUPPORT THIS PROJECT! Candace has been really good to work with and I am happy CSURMA is helping in the funding.</i>
<i>New provider with limited interaction to date</i>
<i>great training</i>

CAMPUS WORKERS' COMPENSATION
EXPERIENCE MODIFICATION CALCULATION FOR FY 2018/2019

ISSUE: In accordance with the rating plan adopted by the Board of Directors, the Campus Workers' Compensation program employs an Experience Modification Factor (X-Mod) to provide incentives for members to actively manage their claims, and thereby improve the cost of claims over time. Recently, a few campuses have avoided utilizing compromise & release settlements (C&Rs) on some claims because of its consequential impact in their X-Mod. Accordingly, staff recommends a refinement to the X-Mod calculation to address the disincentive for members to negotiate claim settlements, while perpetuating incentives for members to manage claims. Staff will present several methods to adjust the impact of large C&Rs on the X-Mod for the Executive Committee's review at today's meeting.

RECOMMENDATION: The Executive Committee is asked to review staff's recommendations regarding Workers' Compensation Experience Modification Calculations, and take action as it deems appropriate.

FISCAL IMPACT: None. The rating plan serve to distribute budgeted costs to members using calculation formulae approved by the Board of Directors.

BACKGROUND: In accordance with the rating plans adopted by the Board of Directors, the Campus Workers' Compensation risk pool includes an Experience Modification Factor (X-Mod) to account for individual campus claims experience compared to systemwide claims result. Campuses whose claims experience is less than systemwide experience will develop an X-Mod below 100.00%, thereby earning a premium credit; whereas campuses whose claim experience is greater than systemwide experience will develop an X-Mod above 100.00% and incur a premium debit. By definition, the systemwide average is 100.00%.

PUBLICATIONS: None

ATTACHMENT(S):

- a. Sample Alternative Workers' Compensation X-Mod Calculations

CSURMA WORKERS' COMPENSATION PROGRAM
FY 17/18 Program Deposits (DRAFT)

	Claims Settlements As-Is		Claims Settlements Discounted by 50%				Claims Settlements Discounted by 75%				Claims Settlements Discounted by 100%			
	X-Mod Factor	Actual Deposit	X-Mod Factor	Revised Deposit	Chg from Actual	X-Mod Diff	X-Mod Factor	Revised Deposit	Chg from Actual	X-Mod Diff	X-Mod Factor	Revised Deposit	Chg from Actual	X-Mod Diff
Bakersfield	103.22%	734,465	108.91%	770,774	36,309	5.7%	112.20%	791,779	57,314	9.0%	115.84%	815,010	80,545	12.6%
Channel Islands	100.15%	702,091	104.40%	728,725	26,634	4.3%	106.84%	744,026	41,935	6.7%	109.55%	761,012	58,921	9.4%
Chico	92.19%	1,229,320	96.96%	1,285,667	56,347	4.8%	99.72%	1,318,289	88,969	7.5%	102.77%	1,354,323	125,003	10.6%
Dominguez Hills	117.81%	1,178,179	115.14%	1,153,904	(24,275)	-2.7%	113.60%	1,139,920	(38,259)	-4.2%	111.89%	1,124,379	(53,800)	-5.9%
East Bay	138.81%	1,802,027	132.87%	1,730,959	(71,068)	-5.9%	129.44%	1,689,947	(112,080)	-9.4%	125.65%	1,644,610	(157,417)	-13.2%
Fresno	82.29%	1,373,201	86.63%	1,436,491	63,290	4.3%	89.13%	1,472,970	99,769	6.8%	91.90%	1,513,371	140,170	9.6%
Fullerton	77.32%	2,098,075	79.67%	2,153,344	55,269	2.4%	81.02%	2,185,125	87,050	3.7%	82.52%	2,220,412	122,337	5.2%
Humboldt	100.63%	857,860	104.45%	886,984	29,124	3.8%	106.66%	903,846	45,986	6.0%	109.10%	922,453	64,593	8.5%
Long Beach	126.16%	3,297,593	122.28%	3,204,847	(92,746)	-3.9%	120.05%	3,151,589	(146,004)	-6.1%	117.57%	3,092,323	(205,270)	-8.6%
Los Angeles	145.06%	2,419,144	140.21%	2,344,342	(74,802)	-4.9%	137.41%	2,301,192	(117,952)	-7.6%	134.31%	2,253,392	(165,752)	-10.8%
Maritime Academy	68.77%	187,586	71.75%	194,518	6,932	3.0%	73.47%	198,522	10,936	4.7%	75.37%	202,942	15,356	6.6%
Monterey Bay	88.74%	641,241	88.60%	640,341	(900)	-0.1%	88.51%	639,772	(1,469)	-0.2%	88.42%	639,197	(2,044)	-0.3%
Northridge	106.59%	2,827,512	106.91%	2,835,118	7,606	0.3%	107.09%	2,839,438	11,926	0.5%	107.30%	2,844,443	16,931	0.7%
Pomona	154.46%	2,513,850	160.61%	2,606,779	92,929	6.2%	164.15%	2,660,309	146,459	9.7%	168.07%	2,719,554	205,704	13.6%
Sacramento	70.55%	1,500,000	74.25%	1,567,337	67,337	3.7%	76.38%	1,606,124	106,124	5.8%	78.74%	1,649,080	149,080	8.2%
San Bernardino	92.64%	1,285,608	89.87%	1,251,513	(34,095)	-2.8%	88.27%	1,231,837	(53,771)	-4.4%	86.50%	1,210,056	(75,552)	-6.1%
San Diego	109.39%	2,793,751	102.34%	2,631,266	(162,485)	-7.1%	98.28%	2,537,731	(256,020)	-11.1%	93.77%	2,433,800	(359,951)	-15.6%
San Francisco	97.29%	2,325,557	96.65%	2,311,894	(13,663)	-0.6%	96.28%	2,304,028	(21,529)	-1.0%	95.87%	2,295,285	(30,272)	-1.4%
San Jose	75.70%	1,794,650	75.04%	1,781,101	(13,549)	-0.7%	74.65%	1,773,120	(21,530)	-1.1%	74.23%	1,764,506	(30,144)	-1.5%
San Luis Obispo	87.07%	1,992,203	88.07%	2,012,320	20,117	1.0%	88.64%	2,023,815	31,612	1.6%	89.28%	2,036,699	44,496	2.2%
San Marcos	65.19%	743,163	65.48%	745,953	2,790	0.3%	65.64%	747,502	4,339	0.4%	65.83%	749,332	6,169	0.6%
Sonoma	81.53%	819,708	85.06%	850,686	30,978	3.5%	87.09%	868,512	48,804	5.6%	89.35%	888,348	68,640	7.8%
Stanislaus	93.67%	710,618	92.57%	703,202	(7,416)	-1.1%	91.94%	698,965	(11,653)	-1.7%	91.24%	694,249	(16,369)	-2.4%
Chancellor's Off.**	73.69%	510,219	73.58%	509,557	(662)	-0.1%	73.53%	509,263	(956)	-0.2%	73.46%	508,844	(1,375)	-0.2%
Totals	100.00%	36,337,621	100.00%	36,337,622	1		100.00%	36,337,621	0		100.00%	36,337,620	(1)	
X-Mod increased by 5 pts or more														
X-Mod decreased by 5 pts or more														

CAMPUS LIABILITY COVERAGE DEDUCTIBLE SELECTIONS

ISSUE: Campuses have the opportunity to select a new liability deductible for the next three coverage periods beginning FY 2017/18. The proposed liability costs have been calculated at present campus deductibles and sent to the Campus Vice Presidents for Business, Finance and Administration with a copy to the Campus Risk Managers on November 17, 2016. The letter included the campus' respective cost for each deductible option, along with an analysis and recommendation by staff. The letter also invited the campuses to call upon staff to meet on campus or via WebEx to further review deductible options and staff's recommendation. All campuses except SFSU have submitted their Liability Deductible Selection. SFSU is pending review by its new VP & CFO.

RECOMMENDATION: No action is requested. The Executive Committee is asked to hear a report on the status of the liability deductible selections by campus.

FISCAL IMPACT: No change for FY 2016/17. The new liability deductibles become effective on July 1, 2017 and the FY 2017/18 budget to be presented in March 2017 will be based on the final liability deductible selections for each campus.

BACKGROUND: Campuses have the opportunity every third year to select a new deductible for new claims occurring in the next three fiscal years. The selected deductible for this cycle begins on July 1, 2017 and will apply to new claims occurring in FY 2017/18, FY 2018/19 and FY 2019/20.

PUBLICATION: None.

ATTACHMENT(S):

- a. Campus Liability Deductible Selections for FY 2017/18, FY 2018/19, FY 2019/20

CSURMA POOLED LIABILITY PROGRAM
SELECTED DEDUCTIBLES BY PROGRAM YEAR

Campus	FY 14/15, 15/16, 16/17 Selected Deductible	FY 17/18, 18/19, 19/20 Selected Deductible
Bakersfield	35,000	35,000
Channel Islands	35,000	35,000
Chico	250,000	250,000
Dominguez Hills	100,000	100,000
East Bay	500,000	750,000
Fresno	250,000	100,000
Fullerton	250,000	250,000
Humboldt	50,000	250,000
Long Beach	250,000	250,000
Los Angeles	250,000	250,000
Maritime Academy	35,000	50,000
Monterey Bay	35,000	35,000
Northridge	750,000	750,000
Pomona	250,000	250,000
Sacramento	900,000	500,000
San Bernardino	50,000	50,000
San Diego	900,000	900,000
San Francisco	500,000	
San Jose	750,000	750,000
San Luis Obispo	250,000	250,000
San Marcos	50,000	50,000
Sonoma	100,000	50,000
Stanislaus	35,000	35,000
Chancellor's Office	100,000	100,000

Campus	FY 17/18, 18/19, 19/20 Selected Deductible
Bakersfield	35,000
Channel Islands	35,000
Monterey Bay	35,000
Stanislaus	35,000
Maritime Academy	50,000
San Bernardino	50,000
San Marcos	50,000
Sonoma	50,000
Chancellor's Office	100,000
Dominguez Hills	100,000
Fresno	100,000
Chico	250,000
Fullerton	250,000
Humboldt	250,000
Long Beach	250,000
Los Angeles	250,000
Pomona	250,000
San Luis Obispo	250,000
Sacramento	500,000
East Bay	750,000
Northridge	750,000
San Jose	750,000
San Diego	900,000
San Francisco	

increased
decreased

REVIEW OF THE CSURMA'S CONFLICT OF INTEREST CODE

ISSUE: The Committee will be asked to review and approve revisions to its current Conflict of Interest Code.

RECOMMENDATION: Staff recommends that the Committee approve the revisions to the CSURMA Conflict of Interest Code, with additional changes as appropriate.

FISCAL IMPACT: None.

BACKGROUND: CSURMA is required to review and approve its Conflict of Interest Code every even numbered year. The FPPC rejected CSURMA's last filing because it did not include within each Disclosure Category, the statement, "investments and business positions in and income (including the receipt of loans, gifts, and travel payment from sources of ..."

The Conflict of Interest Code has been updated to include these changes.

PUBLICATION: None at this time; but will be distributed and uploaded into the CSURMA website once approved by the FPPC.

ATTACHMENT(S):

- a. Revised Conflict of Interest Code for the CSURMA

CONFLICT OF INTEREST CODE FOR THE CALIFORNIA STATE UNIVERSITY RISK MANAGEMENT AUTHORITY

The Political Reform Act (Cal. Gov. Code Sect. 81000, *et seq.*) requires that state and local government agencies adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Sec. 18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest of code of the CALIFORNIA STATE UNIVERSITY RISK MANAGEMENT AUTHORITY (CSURMA).

Designated positions shall file their statements with the California State University Risk Management Authority who will make the statements available for public inspection and reproduction. (Cal. Gov. Code Sect. 8100~~08~~). Statements for all designated positions will be retained by the CALIFORNIA STATE UNIVERSITY MANAGEMENT AUTHORITY. Upon receipt of the statements, the ~~Authority~~ CSURMA shall make and retain copies and forward the originals to the **Fair Political Practices Commission**. All original statements will be retained by the **Fair Political Practices Commission**.

Note: CSURMA cited: Sections 81008, 87300, 87306, Government Code. Reference: Section 87302, Government Code.

**APPENDIX TO
CONFLICT OF INTEREST CODE OF THE
CALIFORNIA STATE UNIVERSITY RISK MANAGEMENT AUTHORITY**

<u>Designated Positions* *:</u>	<u>Disclosure Category:</u>
Members of the AORMA Committee	All
Attorney	All
Risk Management Consultant***	All
Secretary-Auditor	All
Claims Administrators* * *	All
Other Consultants * * *	All

Officials who manage public investments**:

It has been determined that the positions listed below manage public investments and will file a Statement of Economic Interest pursuant to California Government Code Section 87200:

- Members of Board of Directors
- Alternate Members of Board of Directors
- Members of Executive Committee
- Chair
- Vice-Chair
- Program Director* * *
- Treasurer

**Certain CSURMA employees and officers may hold more than one position. In the case of an employee or officer who holds two designated positions, that person need file only one economic disclosure statement covering both/all designated positions. In the case of an employee or official who holds a designated position or positions and is also classified as an official who manages public investments, that person need file only the Statement of Economic Disclosure required under California Government Code Section 587200 for both/all of his or her positions.

* * * With respect to consultants, the Chair of the CSURMA may determine in writing whether a particular consultant is hired to perform a range of duties which are limited in scope, and thus, is not required to comply with the disclosure requirements described in these categories. Such determination shall include a description of the consultant's duties, and, based on that description, a statement of the extent of disclosure requirements. The Chair shall forward a copy of this determination to the Fair Political Practices Commission. Nothing herein excuses any such consultant from any other provisions of this Conflict of Interest Code. (Government Code Section 81008.)

If these positions are held by business firms, the statement shall be filed by the individual in the firm who has primary responsibility for conducting the firm's business activities for the CSURMA.

Disclosure Categories

Persons designated to report in any of the following categories shall disclose relevant information concerning:

- ~~(a) Investments in—~~
- ~~(b) Sources of income from— or~~
- ~~(c) His or her status as a director, officer, partner, trustee, employee or any position of management in any business entities hereafter described.—~~

Category 1. ~~Investments and business positions in B~~business entities, ~~and income (including the receipt of loans, gifts, and travel payments), from sources of —which are—~~ the type to ~~contract with~~supply the CSURMA ~~to supply~~ materials, goods, products, supplies, ~~services,~~ commodities or equipment, ~~or lease space~~ utilized by the CSURMA.

Category 2. ~~Investments and business positions in b~~Business entities, ~~and income (including the receipt of loans, gifts, and travel payments), from contractors engaged in the performance of work or services of the —which are the type to supply—~~utilized by the CSURMA ~~services,~~ including professional services, ~~utilized by the CSURMA.~~

Category 3. ~~Investments and B~~business positions in ~~business~~ entities, ~~and income (including the receipt of loans, gifts, and travel payments), from contractors~~ engaged in the business of insurance including, but not limited to, insurance companies, carriers, holding companies, underwriters, brokers, solicitors, agents, adjusters, claims managers and actuaries.

Category 4. ~~Investments and business positions in F~~financial institutions, ~~and income (including the receipt of loans, gifts, and travel payments)~~ including, but not limited to, banks, savings and loans associations and credit unions in which the CSURMA has deposited or invested funds during the year preceding the filing of the statement.

Category 5. ~~Investments and business positions in b~~Business entities, ~~and income (including the receipt of loans, gifts, and travel payments) from~~ which either have claims pending or during the year preceding the filing of the statement, filed a claim against the CSURMA or any member of the CSURMA.

AIME PROGRAMS UPDATE

ISSUE: The Athletic Injury Medical Expense (AIME) program continues to address the insurance and risk management needs of its members.

The Executive Committee Liaison for AIME, will report on the activities of the AIME Committee.

RECOMMENDATION: This item is for information only; no action is required on this item at today's meeting.

FISCAL IMPACT: None.

BACKGROUND: AIME is designed to cover medical expenses arising from injuries to student athletes while practicing or competing in inter-collegiate sports programs of the university.

PUBLICATION: None.

ATTACHMENT(S): None.

AORMA PROGRAMS UPDATE

ISSUE: The Auxiliary Organizations Risk Management Alliance (AORMA) continues to address the insurance and risk management needs of its members. All Auxiliary Organizations in Good Standing purchase insurance coverage through the AORMA.

The AORMA Chair, will report on the activities of the AORMA Committee.

RECOMMENDATION: No action is required on this item at today's meeting.

FISCAL IMPACT: None.

BACKGROUND: The AORMA was first marketed to CSU Auxiliary Organizations in 1998. Since that time, the program has grown from 12 members to 86 members, and represents 100% participation.

PUBLICATION: None.

ATTACHMENT(S): None.

**SERVICE PROVIDER PERFORMANCE EVALUATION OF
CSURMA VENDORS**

ISSUE: CSURMA strives to provide consistency and reliability over time. One key component to accomplishing this goal is evaluating those organizations that provide services to CSURMA. On an annual basis CSU Systemwide Risk Management contacts CSURMA members who regularly use vendor services and asks them to complete an on-line vendor survey.

The complete 2016 Vendor Survey Report will be posted on the CSURMA website.

RECOMMENDATION: This is an information only item; no action is recommended at this time.

FISCAL IMPACT: None.

BACKGROUND: The Service Provider Performance evaluation will assist CSURMA with additional information to support strategic planning. The evaluation is tailored to meet the requirements of CSURMA members and maintain respondent confidentiality in order to elicit candid comments.

PUBLICATION: None.

ATTACHMENT(S):

- a. CSURMA 2016 Annual Vendor Survey Report

Campus

Q3.a to Q3.g AG Administrators AIME Claims Administrator

Analysis...: Q3.a to Q3.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					N/A, Don't Have Sufficient Experience to Evaluate
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	
Base	70	3.16	5	9	23	30	3
Responds promptly to inquiries and requests	10	3.00	1	2	3	4	-
Maintains contact and keeps campus apprised on important and pertinent matters	10	3.00	1	1	5	3	-
Provides high quality advice and assistance	10	3.20	1	1	3	5	-
Communicates well both orally and in writing	10	3.22	1	1	2	5	1
Handles all interactions in a professional manner	10	3.33	-	1	4	4	1
Accomplishes goals and objectives and also provides additional value	10	3.22	-	2	3	4	1
Overall level of satisfaction	10	3.20	1	1	3	5	-

Campus

Q3.a to Q3.g AG Administrators AIME Claims Administrator

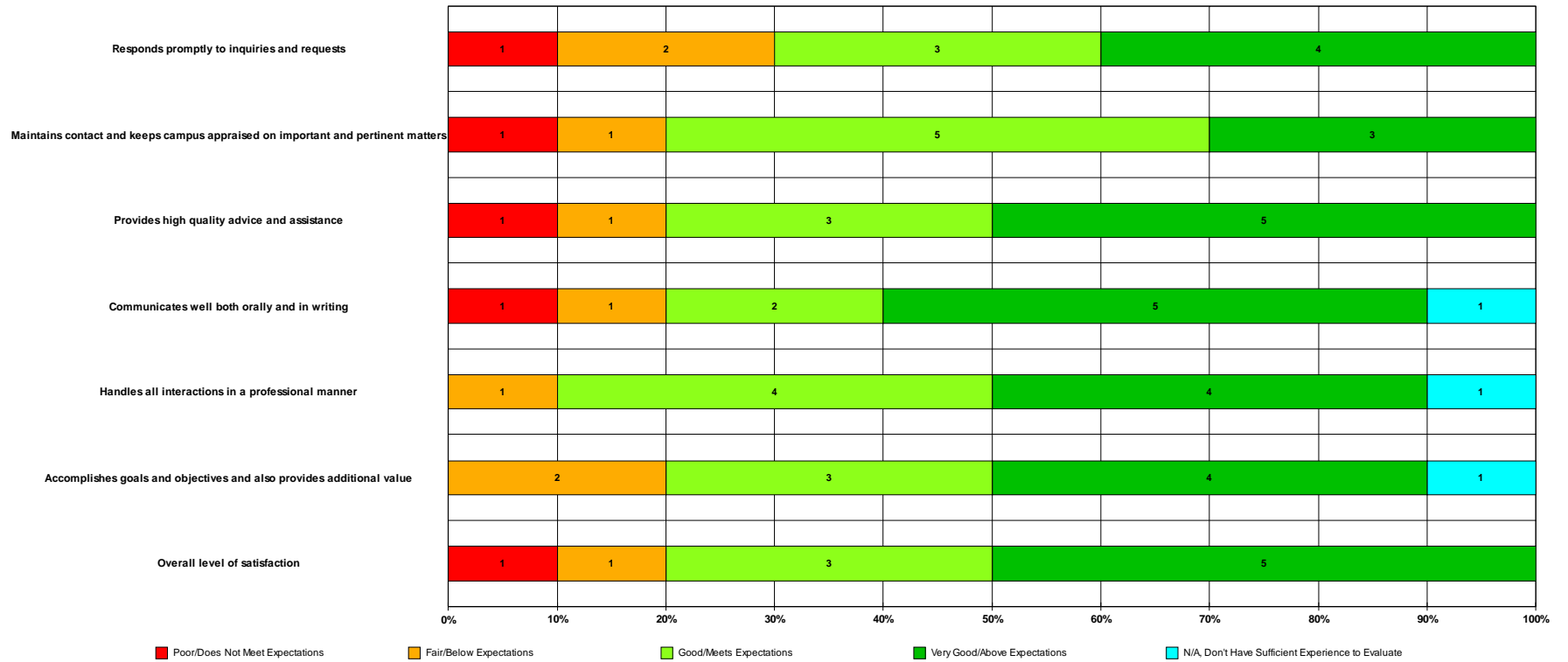
Analysis...: Q3.a to Q3.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q3.a to Q3.g AG Administrators AIME Claims Administrator



Campus

Please use the space below to provide us with any additional comments or suggestions: AG Administrators AIME Claims Administrator

Analysis..: Please use the space below to provide us with any additional comments or suggestions:
Filter.....: All Respondents
Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:
<i>It would be very helpful if A-G notified us when a claim has been filed, and provide the claim number. Inevitably I am asked for this number by injured students trying to submit medical invoices. Copies of claim-generated letters would be very helpful (example: claim accepted, denied, paid, closed). Brief communication with A-G reps has not been pleasant.</i>
<i>Really enjoy working with AG. They are professional and handle claims quickly.</i>
<i>na</i>
<i>Do not have as much interaction this past year as years in the past</i>
<i>N/A</i>
<i>Good to see there was the transition to HSR</i>
<i>None</i>
<i>I enjoy working with A-G.</i>
<i>Dan Beery has always been excellent in helping with our claims.</i>
<i>lk</i>

Campus

Q5.a to Q5.g Agility Recovery Solutions, Inc. (Agility)

Analysis...: Q5.a to Q5.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	14	3.00	1	1	9	3	-
Responds promptly to inquiries and requests	2	3.00	-	-	2	-	-
Maintains contact and keeps campus apprised on important and pertinent matters	2	2.00	1	-	1	-	-
Provides high quality advice and assistance	2	3.50	-	-	1	1	-
Communicates well both orally and in writing	2	3.00	-	-	2	-	-
Handles all interactions in a professional manner	2	3.50	-	-	1	1	-
Accomplishes goals and objectives and also provides additional value	2	3.00	-	1	-	1	-
Overall level of satisfaction	2	3.00	-	-	2	-	-

Campus

Q5.a to Q5.g Agility Recovery Solutions, Inc. (Agility)

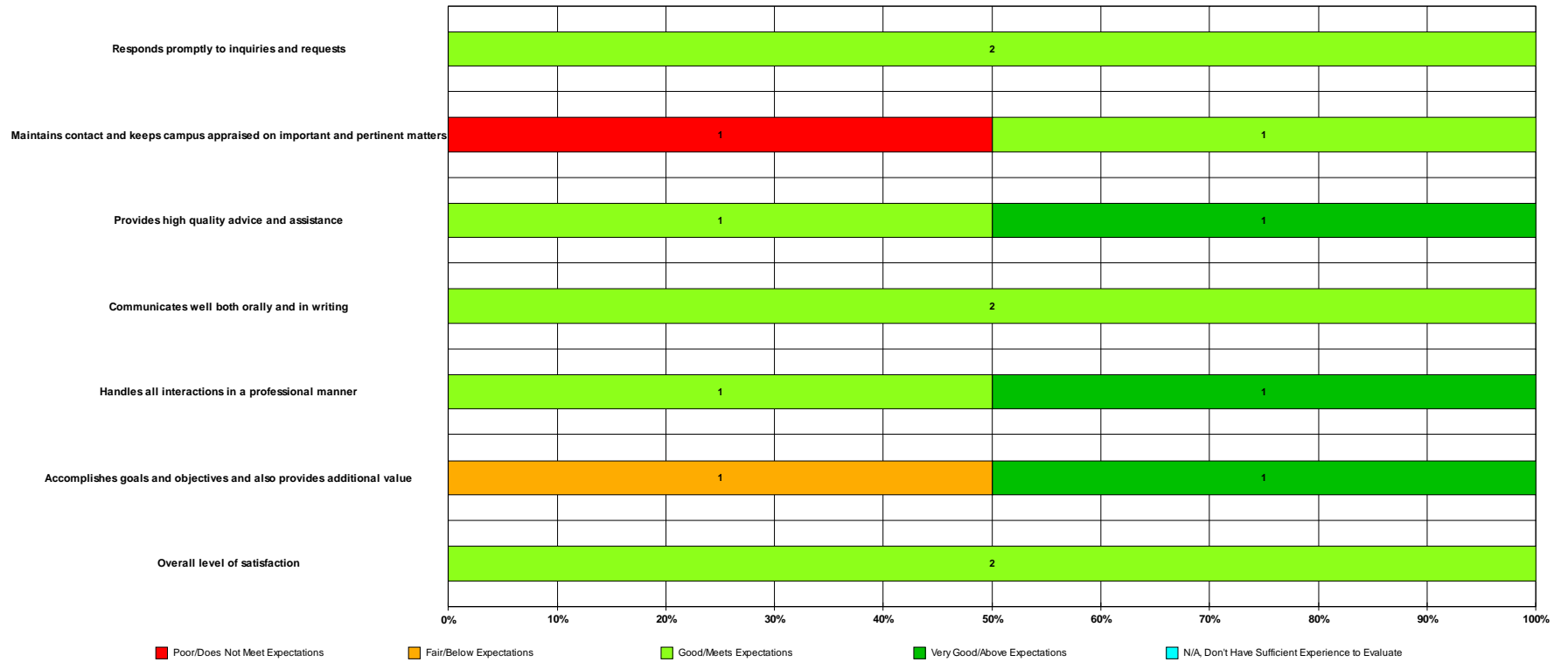
Analysis..: Q5.a to Q5.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q5.a to Q5.g Agility Recovery Solutions, Inc. (Agility)



Campus

Please use the space below to provide us with any additional comments or suggestions: Agility Recovery Solutions, Inc. (Agility)

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

When we have had questions about Agility recovery website functions and systems, we received a rapid response and helpful guidance.

Campus

Q7.a to Q7.g Alliant Insurance Services CSURMA Program Administrator

Analysis...: Q7.a to Q7.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	196	3.61	1	8	56	129	2
Responds promptly to inquiries and requests	28	3.43	1	2	9	16	-
Maintains contact and keeps campus apprised on important and pertinent matters	28	3.64	-	1	8	19	-
Provides high quality advice and assistance	28	3.64	-	1	8	19	-
Communicates well both orally and in writing	28	3.64	-	1	8	19	-
Handles all interactions in a professional manner	28	3.71	-	1	6	21	-
Accomplishes goals and objectives and also provides additional value	28	3.62	-	-	10	16	2
Overall level of satisfaction	28	3.61	-	2	7	19	-

Campus

Q7.a to Q7.g Alliant Insurance Services CSURMA Program Administrator

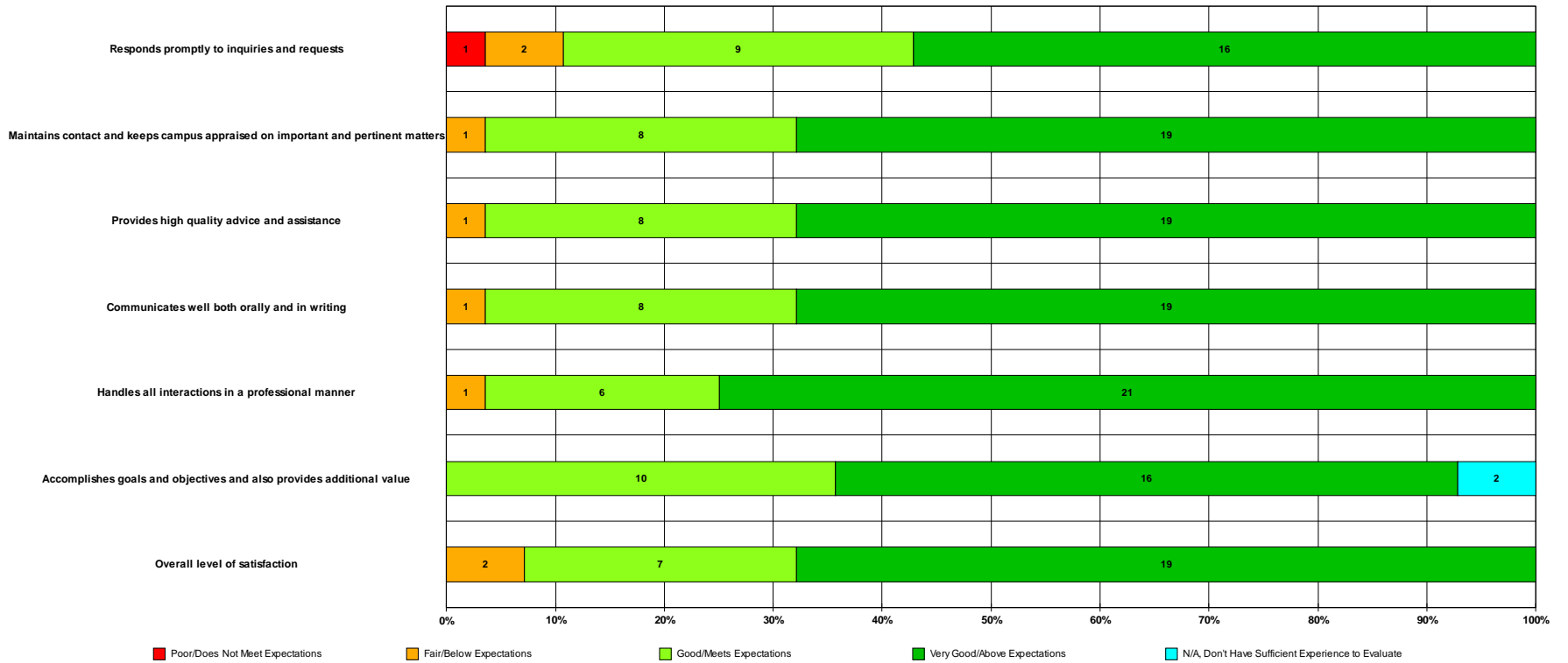
Analysis..: Q7.a to Q7.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q7.a to Q7.g Alliant Insurance Services CSURMA Program Administrator



Campus

Please use the space below to provide us with any additional comments or suggestions: Alliant Insurance Services CSURMA Program Administrator

Analysis...: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Very hard to get responses from some people at Alliant. Front line staff (Van, Hsan, etc.) are very responsive, but Rob and Mimi (1) often require multiple emails to get an answer (2) often don't answer the question that was asked. (Jackie Graff and Stacey Weeks are responsive.)

I think additional webinars and seminars would be helpful. As new staff members come on board, i'd like to be able to direct them to pre-recorded webinars regarding the structure and services provided by CSURMA>

None at this time

Always helpful, expedient and professional.

Alliant is very professional and has a good understanding of what we (AIME) do.

na

.

Alliant provides prompt service. They are always professional and extremely helpful.

n/a

Very happy with service and assistance.

N/A

Alliant has been fantastic to work with.

Dan's the man.

I have nothing additional to add.

appreciate them always being there when i have a question or need assistance!

Excellent group/team there in SF. No real complaints.

We love each of our CSURMA program administrator staff. They are always friendly, understanding, and informative.

Very good experience with the program administrators.

N/A

Campus

Please use the space below to provide us with any additional comments or suggestions: Alliant Insurance Services CSURMA Program Administrator

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Both programs are well coordinated.

N/A

I enjoy working with Alliant.

Their scope is so broad that I'm guessing that is why they are very slow to understand the area of intercollegiate athletics and what goes on at the base level. Very nice, I enjoy them as people, but we spend a lot of time explaining our environment to them. In my opinion, this is difficult because they cannot see where our TPA struggles.

Responds quickly most of the time, however, there are instances where I have had to follow up after not receiving an answer within a couple of days. Sometimes I have had to follow up multiple times.

They have answered my questions promptly.

Lack of prompt responses to email, no out of office replies when staff are out , we are left hanging out to dry many times...but when we do get info it's reliable and helpful...just need to work on consistency!

na

n/a

Campus

Q9.a to Q9.g Alliant Insurance Services CSURMA Insurance Brokerage/Consulting

Analysis...: Q9.a to Q9.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	126	3.73	-	-	32	86	8
Responds promptly to inquiries and requests	18	3.65	-	-	6	11	1
Maintains contact and keeps campus apprised on important and pertinent matters	18	3.76	-	-	4	13	1
Provides high quality advice and assistance	18	3.71	-	-	5	12	1
Communicates well both orally and in writing	18	3.76	-	-	4	13	1
Handles all interactions in a professional manner	18	3.76	-	-	4	13	1
Accomplishes goals and objectives and also provides additional value	18	3.69	-	-	5	11	2
Overall level of satisfaction	18	3.76	-	-	4	13	1

Campus

Q9.a to Q9.g Alliant Insurance Services CSURMA Insurance Brokerage/Consulting

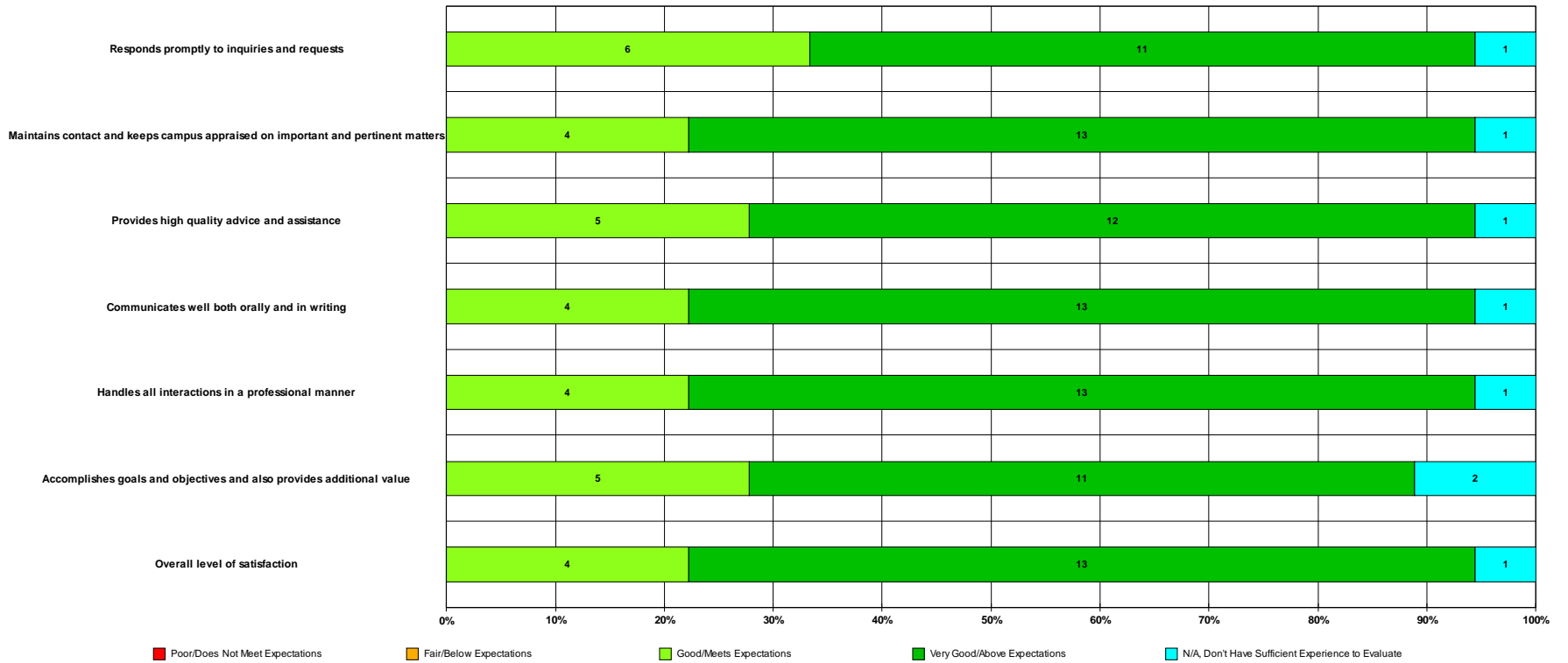
Analysis..: Q9.a to Q9.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q9.a to Q9.g Alliant Insurance Services CSURMA Insurance Brokerage/Consulting



Campus

Please use the space below to provide us with any additional comments or suggestions: Alliant Insurance Services CSURMA Insurance Brokerage/Consulting

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Last responses were related to whether dealing with Alliant as CSURMA or as brokerage.

Very pleased with the brokerage and consulting services provided.

None at this time

Nothing to add

Rob has always been very kind and a pleasure to work with.

.

They have done a wonderful job working to provide services and to educate us about the services acquired.

n/a

Fully satisfied with contact - oral and written and assistance. Always pleasant and patient.

Van's always great! Sorry to see Hsan go!

A leader in the public sector industry and their service bears this out. Excellent team.

always a high level of service and rapid response

Van Rin is excellent. A pleasure to work with.

In one instance, was not prepared well for the meeting but provided the data quickly after the meeting.

na

Especially helpful with insurance policies presented in other languages

Always helpful and knowledgeable.

It would be helpful to have periodic (annual?) reviews of our various insurance programs. Program summaries are helpful, but I find we often need further clarification which results in much more communication than may be necessary.

Campus

Q11.a to Q11.g Alliant Insurance Services Workers' Compensation Consulting

Analysis.: Q11.a to Q11.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

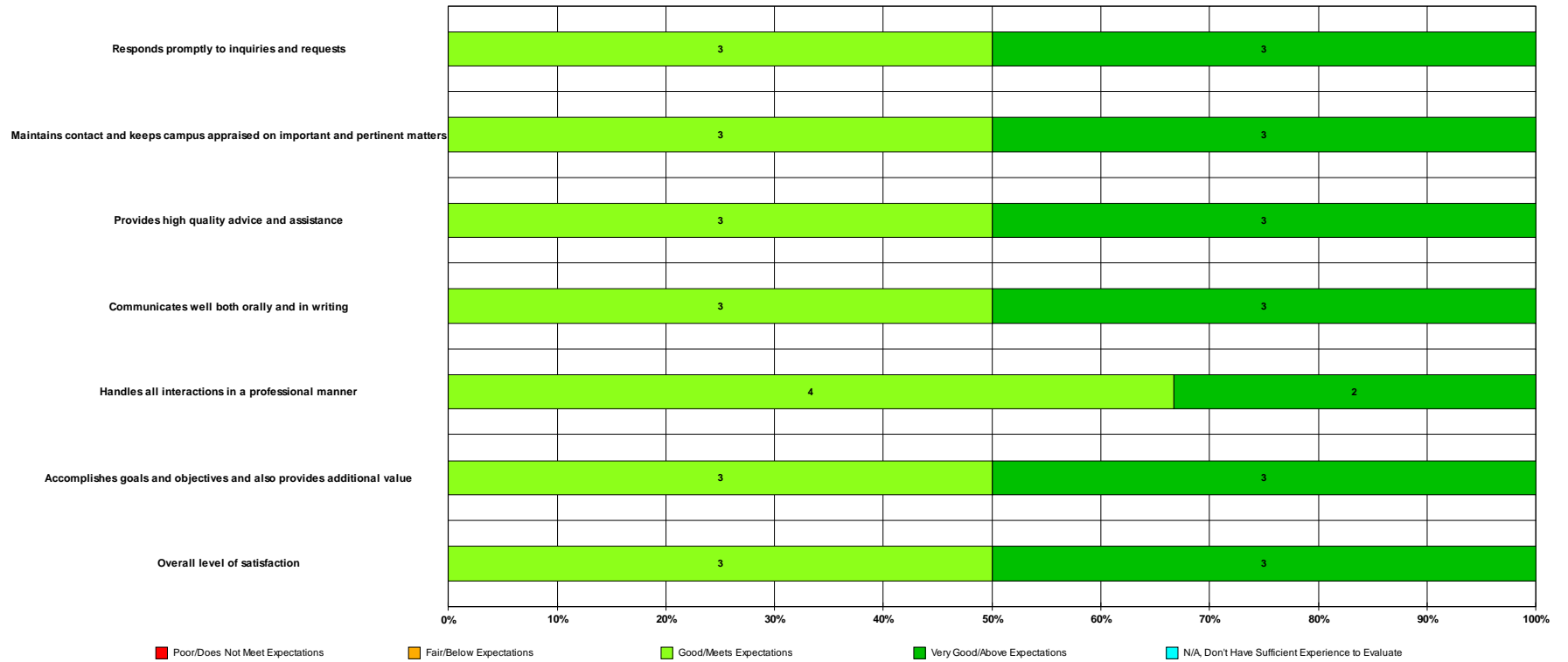
	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	42	3.48	-	-	22	20	-
Responds promptly to inquiries and requests	6	3.50	-	-	3	3	-
Maintains contact and keeps campus apprised on important and pertinent matters	6	3.50	-	-	3	3	-
Provides high quality advice and assistance	6	3.50	-	-	3	3	-
Communicates well both orally and in writing	6	3.50	-	-	3	3	-
Handles all interactions in a professional manner	6	3.33	-	-	4	2	-
Accomplishes goals and objectives and also provides additional value	6	3.50	-	-	3	3	-
Overall level of satisfaction	6	3.50	-	-	3	3	-

Campus

Q11.a to Q11.g Alliant Insurance Services Workers' Compensation Consulting

Analysis..: Q11.a to Q11.g
 Filter.....: All Respondents
 Options.. : Transposed
 Cells.....: Counts, Respondents

Q11.a to Q11.g Alliant Insurance Services Workers' Compensation Consulting



Please use the space below to provide us with any additional comments or suggestions: Alliant Insurance Services Workers' Compensation Consulting

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Jackie is very helpful.

I know my colleague Victoria is pleased with the services provided.

Jacki is always helpful and very knowledgeable.

na

n/a

Ms. Graf is wonderful to work with. Encyclopedic knowledge of W/C and if she does not know the answer, she will find it in short order.

Campus

Q13.a to Q13.g Alliant Insurance Services CSURMA Property/Crime Claims Consulting

Analysis..: Q13.a to Q13.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	63	3.95	-	-	3	53	7
Responds promptly to inquiries and requests	9	3.88	-	-	1	7	1
Maintains contact and keeps campus apprised on important and pertinent matters	9	3.88	-	-	1	7	1
Provides high quality advice and assistance	9	4.00	-	-	-	8	1
Communicates well both orally and in writing	9	4.00	-	-	-	8	1
Handles all interactions in a professional manner	9	4.00	-	-	-	8	1
Accomplishes goals and objectives and also provides additional value	9	3.88	-	-	1	7	1
Overall level of satisfaction	9	4.00	-	-	-	8	1

Campus

Q13.a to Q13.g Alliant Insurance Services CSURMA Property/Crime Claims Consulting

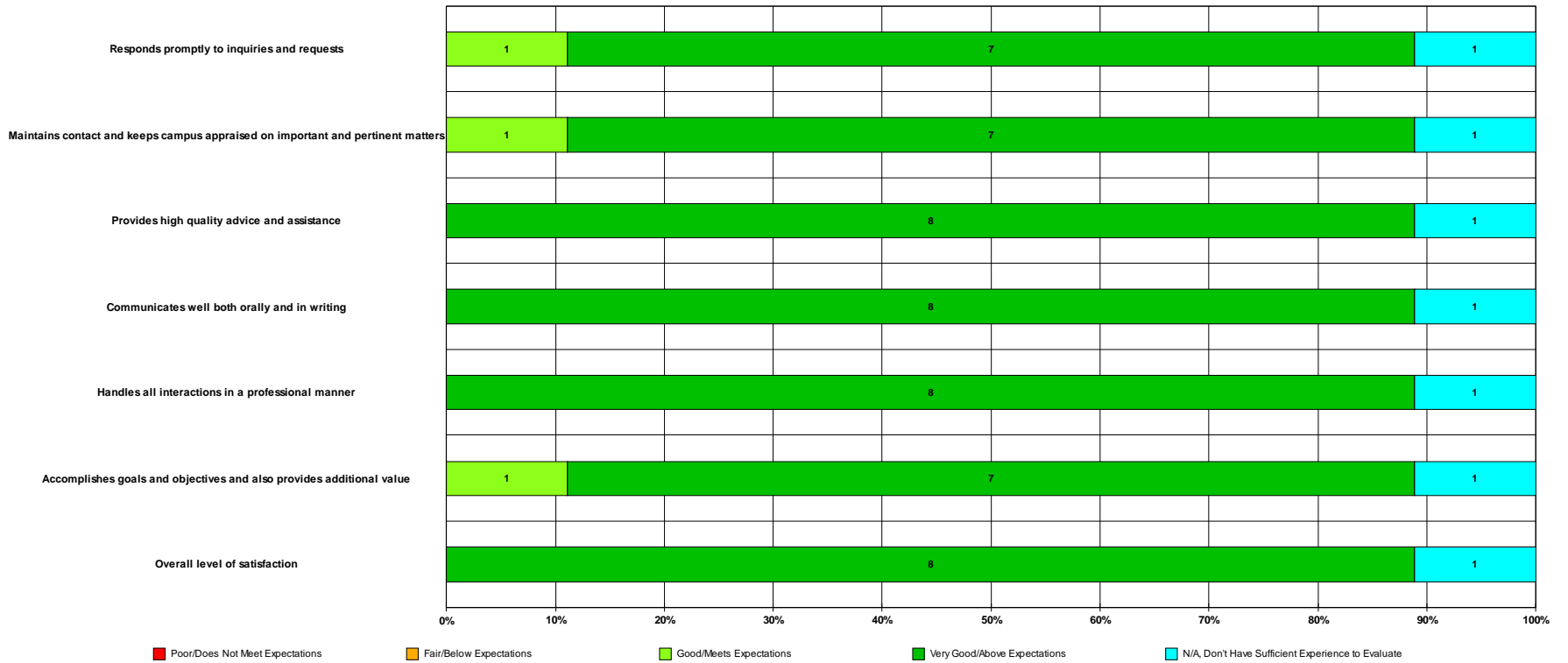
Analysis..: Q13.a to Q13.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q13.a to Q13.g Alliant Insurance Services CSURMA Property/Crime Claims Consulting



Campus

Please use the space below to provide us with any additional comments or suggestions: Alliant Insurance Services CSURMA Property/Crime Claims Consulting

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Bob, Rob and Van are awesome.

Our one crime claim was tendered to two different policies, one of which we knew would not be of benefit due to the size of the loss versus the size of the deductible. The unnecessary tendering caused redundant requests for information. Otherwise assistance with property losses has been terrific, historically.

We had a few losses last year and the property claims consulting was great.

.

Hate to say it, but the less we have to talk to Rob, the better things are!

Bob Frey is great, though it seems he could use a bench to help out with the work load. He is a victim of his own skill set and terrific customer service.

Previously handled by Mark Loftus (retired) during most recent cycle.

none

Very responsive.

Campus

Q15.a to Q15.g Ventiv / Aon e-Solutions (Valley Oak Systems) - WC/Liability Claims System Software

Analysis..: Q15.a to Q15.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	7	3.00	-	-	6	-	1
Responds promptly to inquiries and requests	1	3.00	-	-	1	-	-
Maintains contact and keeps campus apprised on important and pertinent matters	1	-	-	-	-	-	1
Provides high quality advice and assistance	1	3.00	-	-	1	-	-
Communicates well both orally and in writing	1	3.00	-	-	1	-	-
Handles all interactions in a professional manner	1	3.00	-	-	1	-	-
Accomplishes goals and objectives and also provides additional value	1	3.00	-	-	1	-	-
Overall level of satisfaction	1	3.00	-	-	1	-	-

Campus

Q15.a to Q15.g Ventiv / Aon e-Solutions (Valley Oak Systems) - WC/Liability Claims System Software

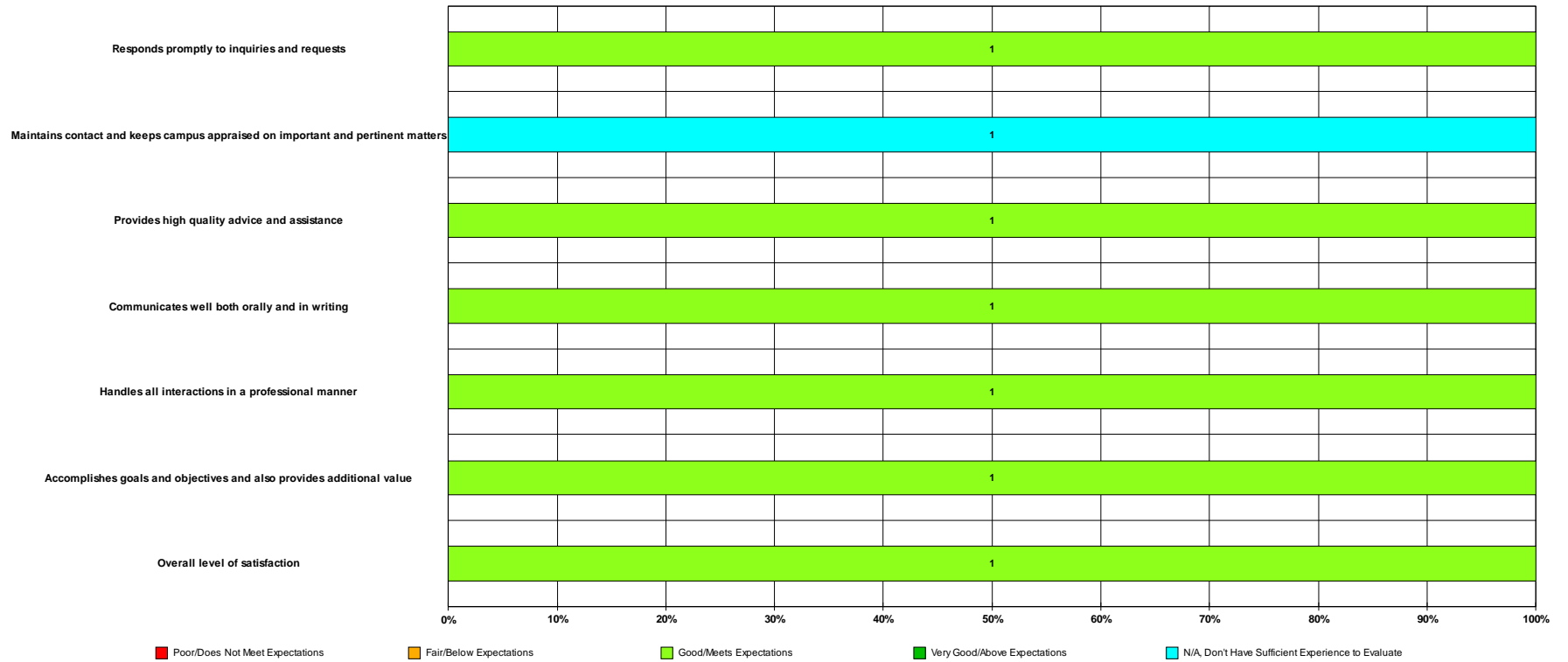
Analysis..: Q15.a to Q15.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q15.a to Q15.g Ventiv / Aon e-Solutions (Valley Oak Systems) - WC/Liability Claims System Software



Campus

Please use the space below to provide us with any additional comments or suggestions: Ventiv / Aon e-Solutions (Valley Oak Systems) - WC/Liability Claims System Software

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Generally good. Appears better now that they split from iVOS.

Campus

Q17.a to Q17.g Belfor - Property Loss Mitigation & Restoration

Analysis..: Q17.a to Q17.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean	Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	91	3.78	-	-	19	68	4
Responds promptly to inquiries and requests	13	3.92	-	-	1	12	-
Maintains contact and keeps campus apprised on important and pertinent matters	13	3.67	-	-	4	8	1
Provides high quality advice and assistance	13	3.83	-	-	2	10	1
Communicates well both orally and in writing	13	3.67	-	-	4	8	1
Handles all interactions in a professional manner	13	3.77	-	-	3	10	-
Accomplishes goals and objectives and also provides additional value	13	3.75	-	-	3	9	1
Overall level of satisfaction	13	3.85	-	-	2	11	-

Campus

Q17.a to Q17.g Belfor - Property Loss Mitigation & Restoration

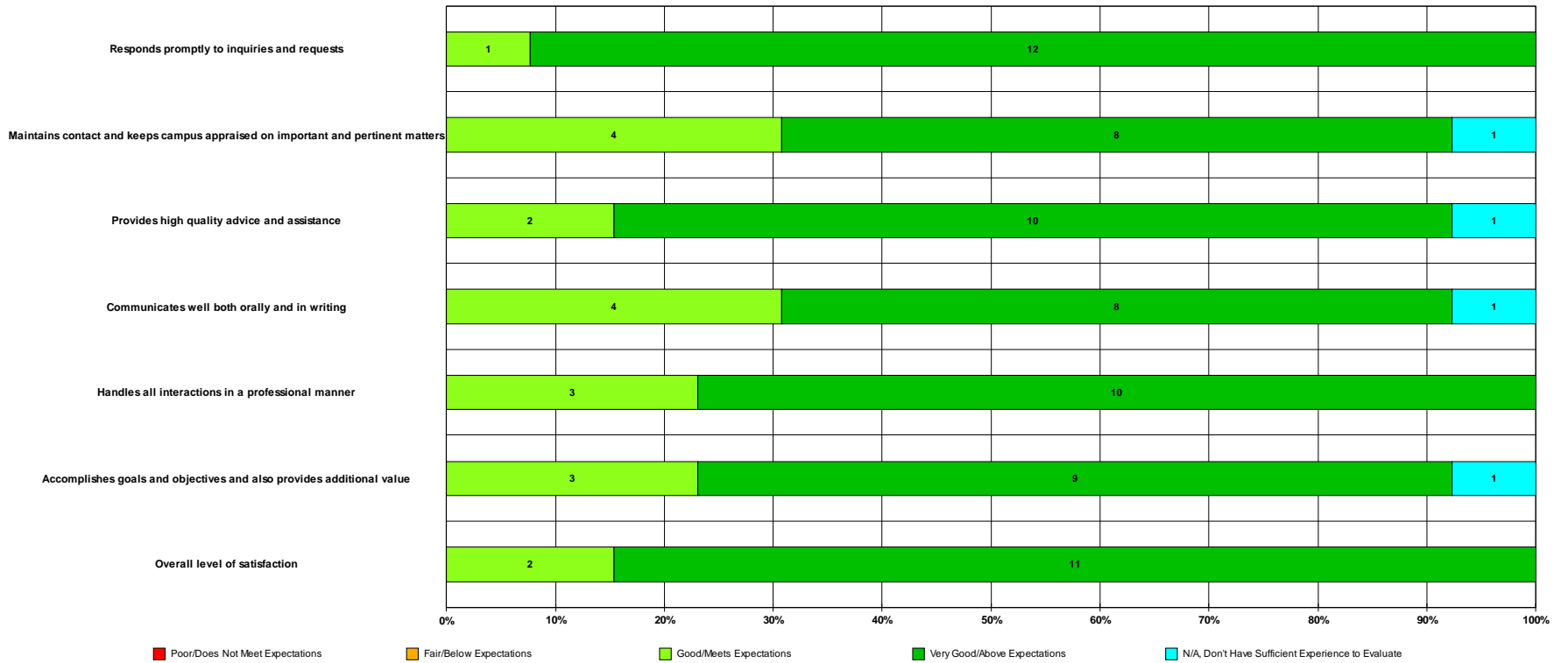
Analysis...: Q17.a to Q17.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q17.a to Q17.g Belfor - Property Loss Mitigation & Restoration



Campus

Please use the space below to provide us with any additional comments or suggestions: Belfor - Property Loss Mitigation & Restoration

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:
<i>Steve Starr is very accessible and responsive.</i>
<i>Belfor has done good work for CI.</i>
<i>Did a great job when we had a fire on campus.</i>
<i>They were a wonderful team to work with.</i>
.
<i>abcdefg</i>
<i>Belfor is quite good. Though they need to better understand JOC and respect campus decisions, when applicable, to go with JOC.</i>
<i>Belfor provided us with a lunch and learn in 2016. It was helpful to update everyone with their services per the CSU contract.</i>
<i>n/a</i>
<i>No additional comments</i>
<i>N/A</i>
<i>no comment.</i>
<i>No comments.</i>

Campus

Q19.a to Q19.g CO Office of Risk Management CSURMA Liability Claims Administrator

Analysis..: Q19.a to Q19.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	119	3.89	-	-	13	106	-
Responds promptly to inquiries and requests	17	3.94	-	-	1	16	-
Maintains contact and keeps campus apprised on important and pertinent matters	17	3.88	-	-	2	15	-
Provides high quality advice and assistance	17	3.88	-	-	2	15	-
Communicates well both orally and in writing	17	3.88	-	-	2	15	-
Handles all interactions in a professional manner	17	3.88	-	-	2	15	-
Accomplishes goals and objectives and also provides additional value	17	3.88	-	-	2	15	-
Overall level of satisfaction	17	3.88	-	-	2	15	-

Campus

Q19.a to Q19.g CO Office of Risk Management CSURMA Liability Claims Administrator

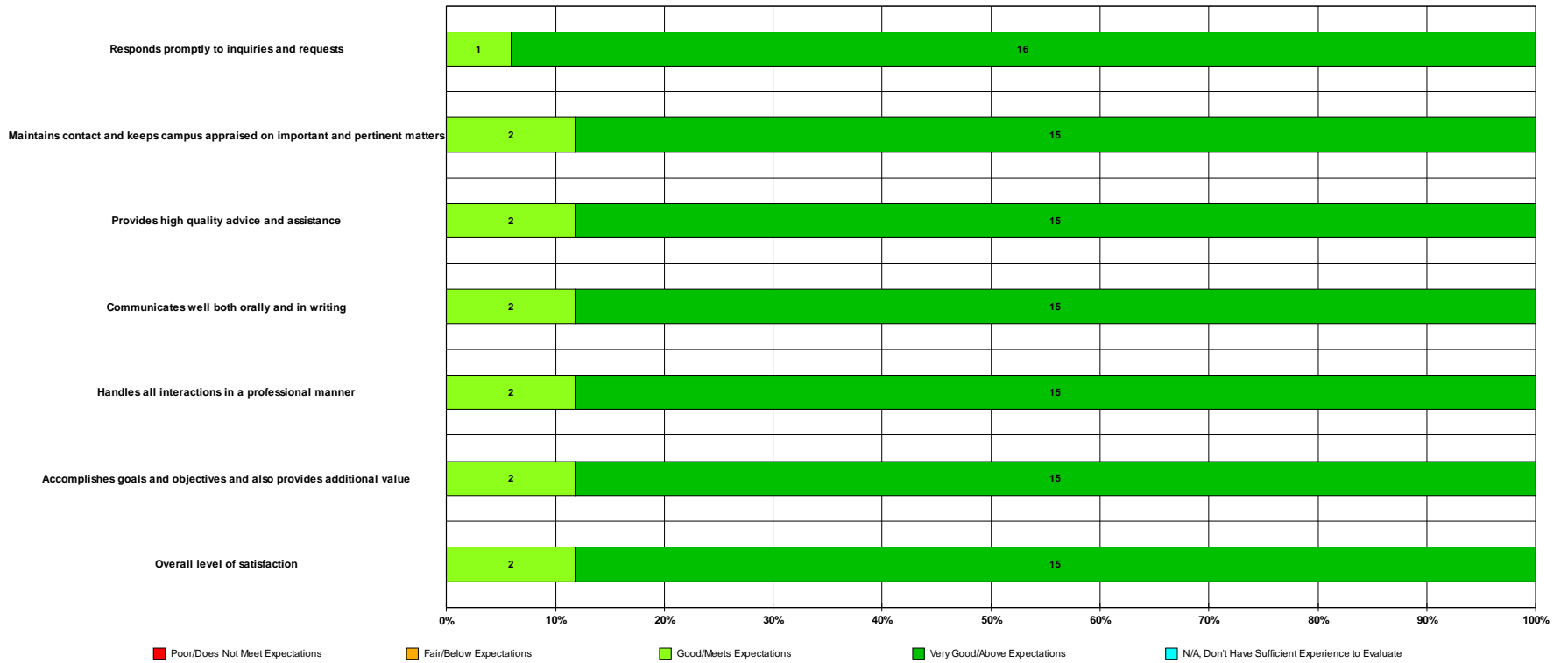
Analysis..: Q19.a to Q19.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q19.a to Q19.g CO Office of Risk Management CSURMA Liability Claims Administrator



Campus

Please use the space below to provide us with any additional comments or suggestions: CO Office of Risk Management CSURMA Liability Claims Administrator

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

I like receiving the monthly liability loss runs, but additional benchmarking analysis (similar to what the WC Program puts out monthly) would be helpful.

Martha and Zachary manage our liability claims very well.

Zachary and his team are excellent to work with and they prompt, informative and exceptional at assisting our campus.

.

n/a

Zachary, Rebecca, Martha and Leona are great!

I have nothing additional to add.

always helpful

Martha and Zach are really nice people to work with and they help us mitigate the exposure on claims. They are responsive and provide well above average counsel to us.

Bob is the best! I always feel much better when I get a prompt call from him after notice of potential loss of any kind. He's a wealth of info and always at the ready to respond with help and advice.

Martha Guiditta is very helpful, professional and a pleasure to work with.

N/A

They are very prompt to any request.

Martha is a consummate professional and we appreciate how responsive and helpful she is.

Always willing to provide advice and assistance, which is very much appreciated.

Great group.

Zach and Martha provide sound advice and always professional and helpful.

Campus

Q21.a to Q21.g CO Office of Risk Management Risk Consulting

Analysis.: Q21.a to Q21.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean	Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	133	3.90	1	-	10	122	-
Responds promptly to inquiries and requests	19	3.95	-	-	1	18	-
Maintains contact and keeps campus apprised on important and pertinent matters	19	3.95	-	-	1	18	-
Provides high quality advice and assistance	19	3.89	-	-	2	17	-
Communicates well both orally and in writing	19	3.95	-	-	1	18	-
Handles all interactions in a professional manner	19	3.95	-	-	1	18	-
Accomplishes goals and objectives and also provides additional value	19	3.74	1	-	2	16	-
Overall level of satisfaction	19	3.89	-	-	2	17	-

Campus

Q21.a to Q21.g CO Office of Risk Management Risk Consulting

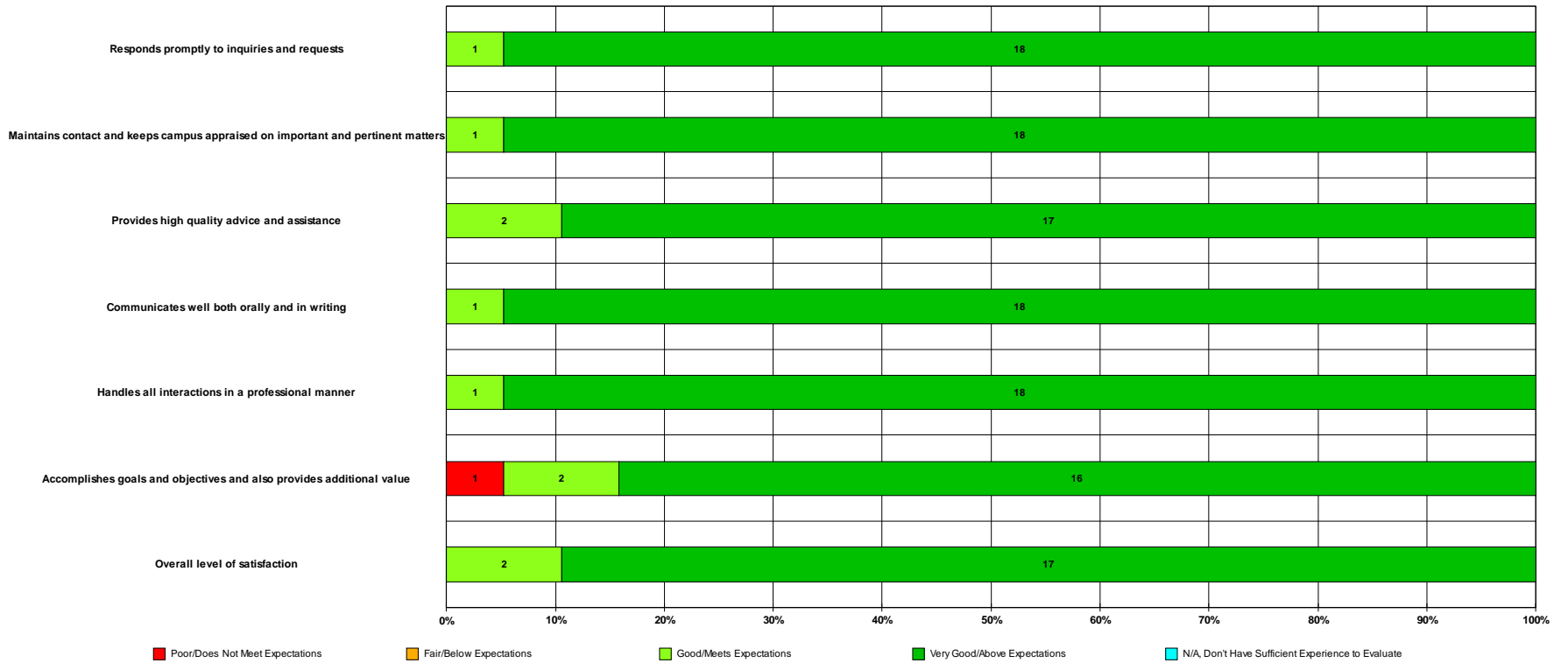
Analysis..: Q21.a to Q21.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q21.a to Q21.g CO Office of Risk Management Risk Consulting



Campus

Please use the space below to provide us with any additional comments or suggestions: CO Office of Risk Management Risk Consulting

Analysis...: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Very easy to work with. Provides timely and valuable insight.

SRM staff is very responsive and always has the right answer!

Always provided with fast answers and helpful guidance.

Exceptional! They handle all questions with tact and professionalism.

Amazing! These folks are always here for us.

n/a

I have nothing additional to add.

The whole team is AWESOME! Always going above and beyond.

The whole team there is really good. They are timely and will find answers to inquiries if they don't already know. Provide very good resource materials and are excellent in problem solving. They are a key resource to us.

Zach, Rebecca and the crew at the "mother ship" are terrific (as Zach would say). I always appreciate their sound advice and direction.

Zachary Gifford and Rebecca Skidmore are very helpful and a pleasure to work with.

Wonderful!

Zachary Gifford has been a pleasure to work with on various requests. He is so professional and is very quick to respond.

No complaints.

We don't feel like we are heard. Great on the top-down direction, but bottom-up feedback is either ignored or simply declined. Although we are captive clients we need responsive and innovative insurance products and programs that keep up with changing times, needs, and issues at the various campuses. Those sorts of requests feel like they mostly fall on deaf ears.

na

Usually gives me a call to discuss those activities that are outside the norm, which is really helpful.

Again, great group of professionals.

Please use the space below to provide us with any additional comments or suggestions: CO Office of Risk Management Risk Consulting

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Appreciate the guidance, advice, and collaboration.

Campus

Q23.a to Q23.g CO Enterprise Accounting Services

Analysis...: Q23.a to Q23.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					N/A, Don't Have Sufficient Experience to Evaluate
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	
Base	21	4.00	-	-	-	21	-
Responds promptly to inquiries and requests	3	4.00	-	-	-	3	-
Maintains contact and keeps campus apprised on important and pertinent matters	3	4.00	-	-	-	3	-
Provides high quality advice and assistance	3	4.00	-	-	-	3	-
Communicates well both orally and in writing	3	4.00	-	-	-	3	-
Handles all interactions in a professional manner	3	4.00	-	-	-	3	-
Accomplishes goals and objectives and also provides additional value	3	4.00	-	-	-	3	-
Overall level of satisfaction	3	4.00	-	-	-	3	-

Campus

Q23.a to Q23.g CO Enterprise Accounting Services

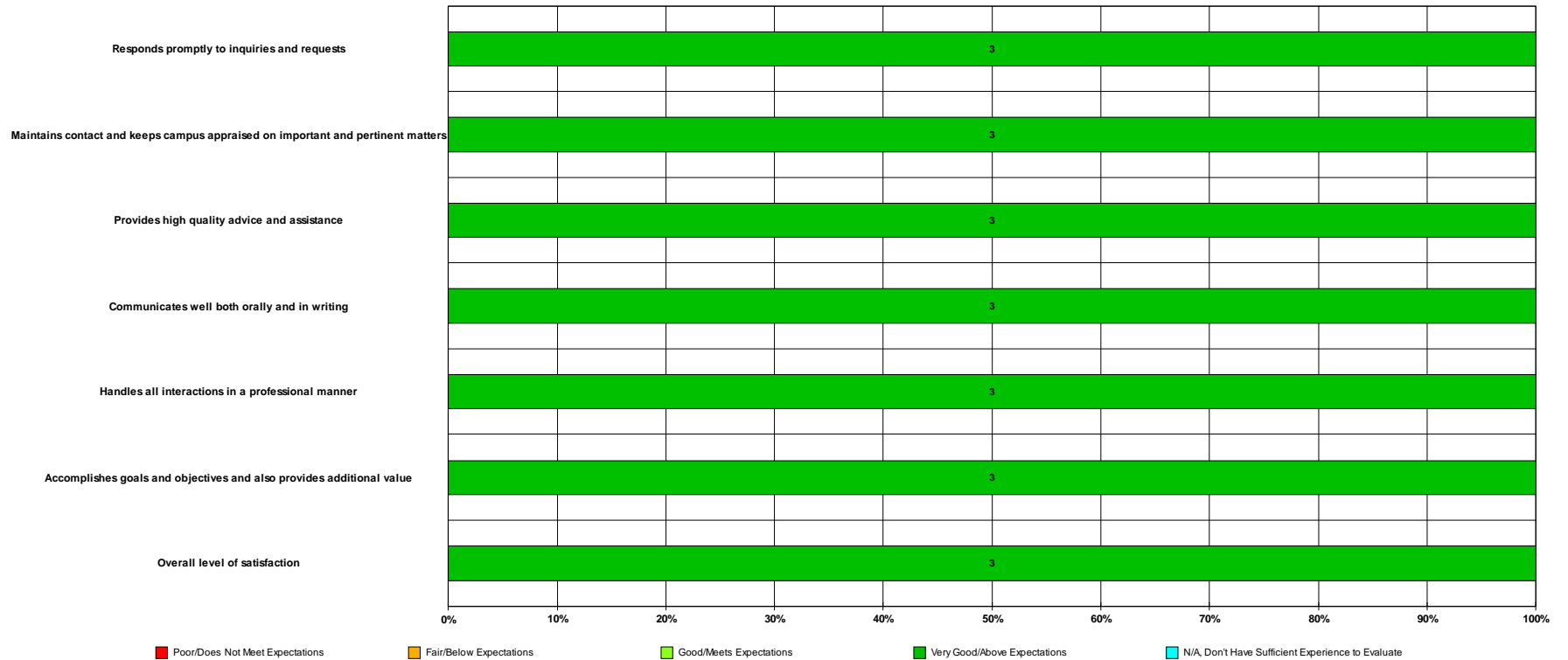
Analysis..: Q23.a to Q23.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q23.a to Q23.g CO Enterprise Accounting Services



Campus

Please use the space below to provide us with any additional comments or suggestions: CO Enterprise Accounting Services

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

very diligent and detailed

This group is really easy to work with, detailed, timely and are an asset to the large CSURMA operation. Top notch.

Very helpful team.

Campus

Q25.a to Q25.g Equifax Workforce Solutions (formerly TALX-UCeXpress) Unemployment Claims Administrator

Analysis..: Q25.a to Q25.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

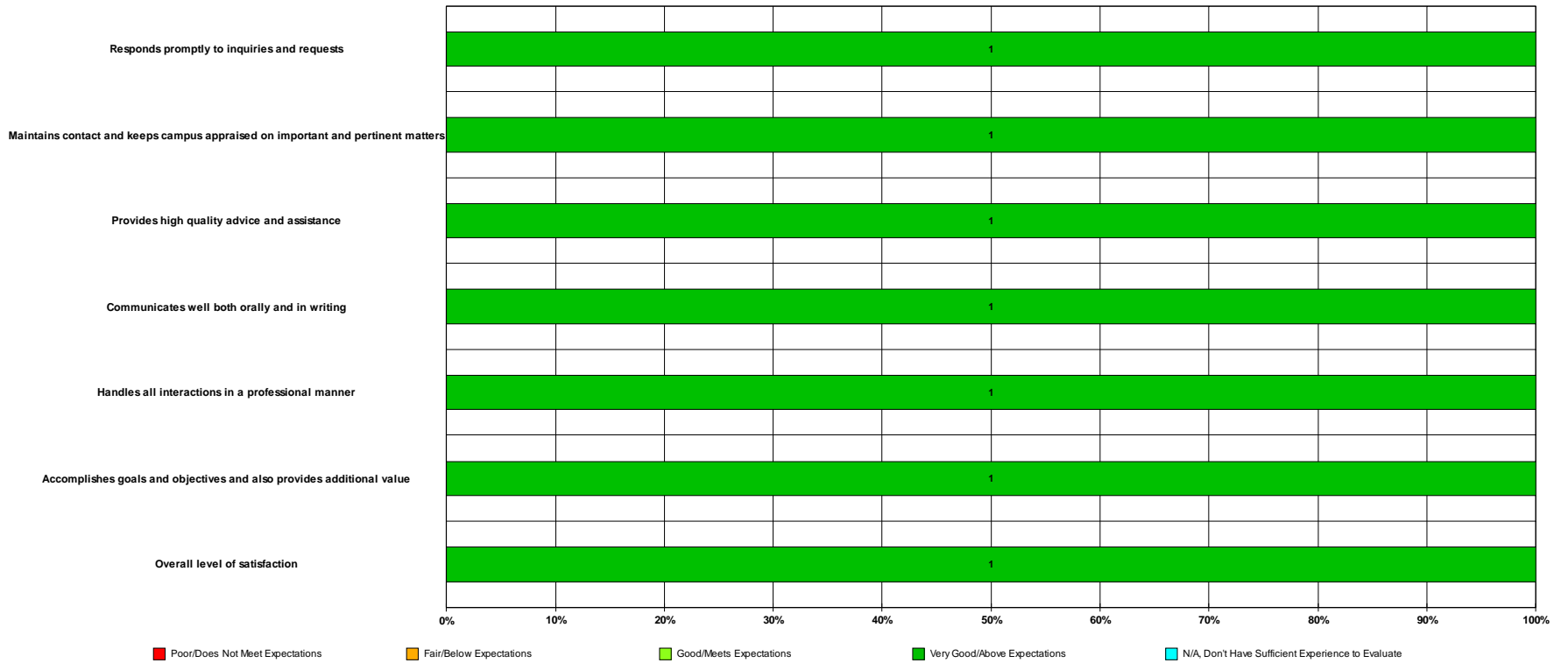
	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	7	4.00	-	-	-	7	-
Responds promptly to inquiries and requests	1	4.00	-	-	-	1	-
Maintains contact and keeps campus apprised on important and pertinent matters	1	4.00	-	-	-	1	-
Provides high quality advice and assistance	1	4.00	-	-	-	1	-
Communicates well both orally and in writing	1	4.00	-	-	-	1	-
Handles all interactions in a professional manner	1	4.00	-	-	-	1	-
Accomplishes goals and objectives and also provides additional value	1	4.00	-	-	-	1	-
Overall level of satisfaction	1	4.00	-	-	-	1	-

Campus

Q25.a to Q25.g Equifax Workforce Solutions (formerly TALX-UCeXpress) Unemployment Claims Administrator

Analysis..: Q25.a to Q25.g
 Filter.....: All Respondents
 Options.. : Transposed
 Cells.....: Counts, Respondents

Q25.a to Q25.g Equifax Workforce Solutions (formerly TALX-UCeXpress) Unemployment Claims Administrator



Campus

Please use the space below to provide us with any additional comments or suggestions: Equifax Workforce Solutions (formerly TALX-UCeXpress) Unemployment Claims Administrator

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Quite simply, Rosie is the best!

Campus

Q27.a to Q27.g Health Special Risk, Inc. - AIME Claims Administrator

Analysis.: Q27.a to Q27.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total						
		Mean	Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	105	3.27	1	17	37	47	3
Responds promptly to inquiries and requests	15	3.47	-	2	4	9	-
Maintains contact and keeps campus apprised on important and pertinent matters	15	3.07	-	4	5	5	1
Provides high quality advice and assistance	15	3.20	1	2	5	7	-
Communicates well both orally and in writing	15	3.14	-	4	4	6	1
Handles all interactions in a professional manner	15	3.64	-	-	5	9	1
Accomplishes goals and objectives and also provides additional value	15	3.13	-	3	7	5	-
Overall level of satisfaction	15	3.27	-	2	7	6	-

Campus

Q27.a to Q27.g Health Special Risk, Inc. - AIME Claims Administrator

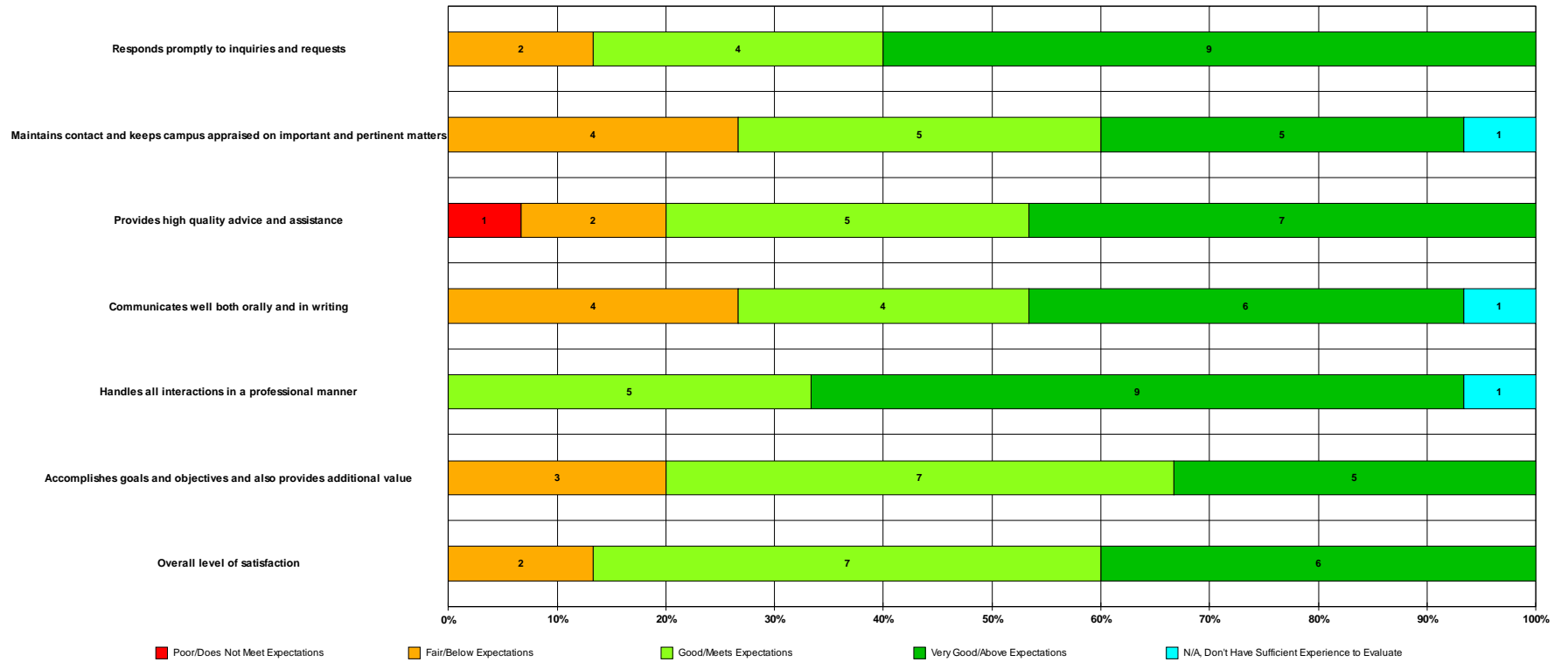
Analysis.: Q27.a to Q27.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q27.a to Q27.g Health Special Risk, Inc. - AIME Claims Administrator



Campus

Please use the space below to provide us with any additional comments or suggestions: Health Special Risk, Inc. - AIME Claims Administrator

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Overall HSR does a good job. I would like for them to be a little more proactive in helping with contracts and contacting vendors on our behalf to get us discounts.

They worked pretty well with me this first year. I think it will take time to really get everything situated with different issues. Every time I needed help they were there. Sometime they are not pro-active about issues but I think that will get better in time.

They continue to make improvements on the product they are providing to CSURMA-AIME

N/A

online platform lacking functionality; Poor customer service in regard to returning calls when issues arise. does not provide support in contacting provider to obtains bills or EOBs which adds an increased burden on our end

Since July 2016, our service has improved when we began working with a different representative. Prior to that, the service was very poor in all areas.

None

n/a

They are addressing needs as they arise being new to the AIME program.

na

I like the website and being to upload documents, but getting claims paid has been much more cumbersome then previously.

No problems so far.

HSR responds extremely quickly, but most often it is only because the speed is important. A recent example is one of our providers sent a bill directly to them by mistake. They emailed me right away to ask me for a claim form. I told them I wanted to wait to see the EOB and amount before I sent to them and they said that was fine since they just wanted to send me a denial because they didn't have the EOB yet...it was more about quickness than substance. I know AG had issues, but there is no way HSR is doing the work in person of getting good deals and it appears we are paying out much more to the repricing networks. They are always courteous and nice to work with, but the substance seems to be off.

none

..

Campus

Q29.a to Q29.g LawRoom - Campus Web-based Training (HR Required Training)

Analysis.: Q29.a to Q29.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

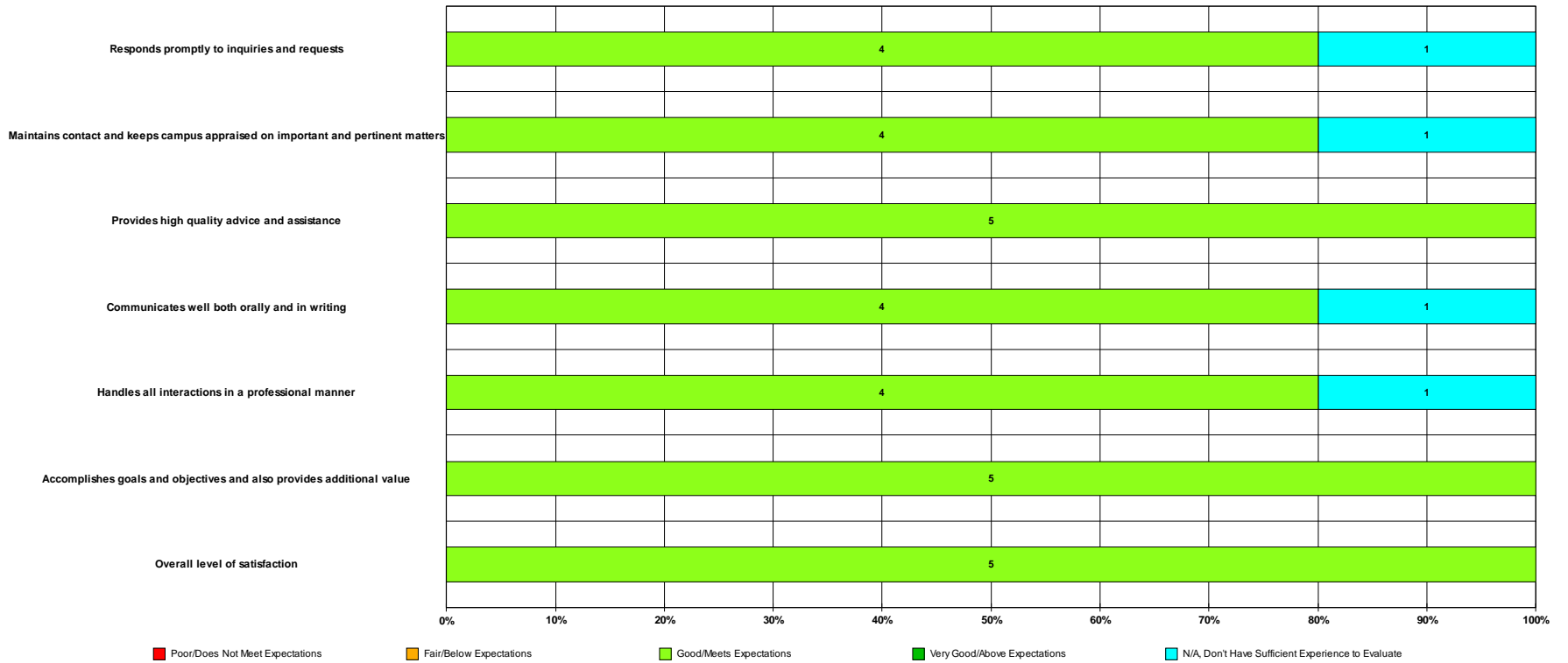
	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	35	3.00	-	-	31	-	4
Responds promptly to inquiries and requests	5	3.00	-	-	4	-	1
Maintains contact and keeps campus apprised on important and pertinent matters	5	3.00	-	-	4	-	1
Provides high quality advice and assistance	5	3.00	-	-	5	-	-
Communicates well both orally and in writing	5	3.00	-	-	4	-	1
Handles all interactions in a professional manner	5	3.00	-	-	4	-	1
Accomplishes goals and objectives and also provides additional value	5	3.00	-	-	5	-	-
Overall level of satisfaction	5	3.00	-	-	5	-	-

Campus

Q29.a to Q29.g LawRoom - Campus Web-based Training (HR Required Training)

Analysis..: Q29.a to Q29.g
 Filter.....: All Respondents
 Options.. : Transposed
 Cells.....: Counts, Respondents

Q29.a to Q29.g LawRoom - Campus Web-based Training (HR Required Training)



Campus

Please use the space below to provide us with any additional comments or suggestions: LawRoom - Campus Web-based Training (HR Required Training)

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:
<i>Good training.</i>
<i>na</i>
<i>I like the quality of lawroom materials and training.</i>
<i>na</i>
<i>Reference is made to W/C claims admin above, but my responses are related to the required on-line HR training.</i>

Campus

Q31.a to Q31.g Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training

Analysis..: Q31.a to Q31.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean	Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	77	3.64	-	-	26	47	4
Responds promptly to inquiries and requests	11	3.56	-	-	4	5	2
Maintains contact and keeps campus apprised on important and pertinent matters	11	3.60	-	-	4	6	1
Provides high quality advice and assistance	11	3.64	-	-	4	7	-
Communicates well both orally and in writing	11	3.73	-	-	3	8	-
Handles all interactions in a professional manner	11	3.80	-	-	2	8	1
Accomplishes goals and objectives and also provides additional value	11	3.55	-	-	5	6	-
Overall level of satisfaction	11	3.64	-	-	4	7	-

Campus

Q31.a to Q31.g Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training

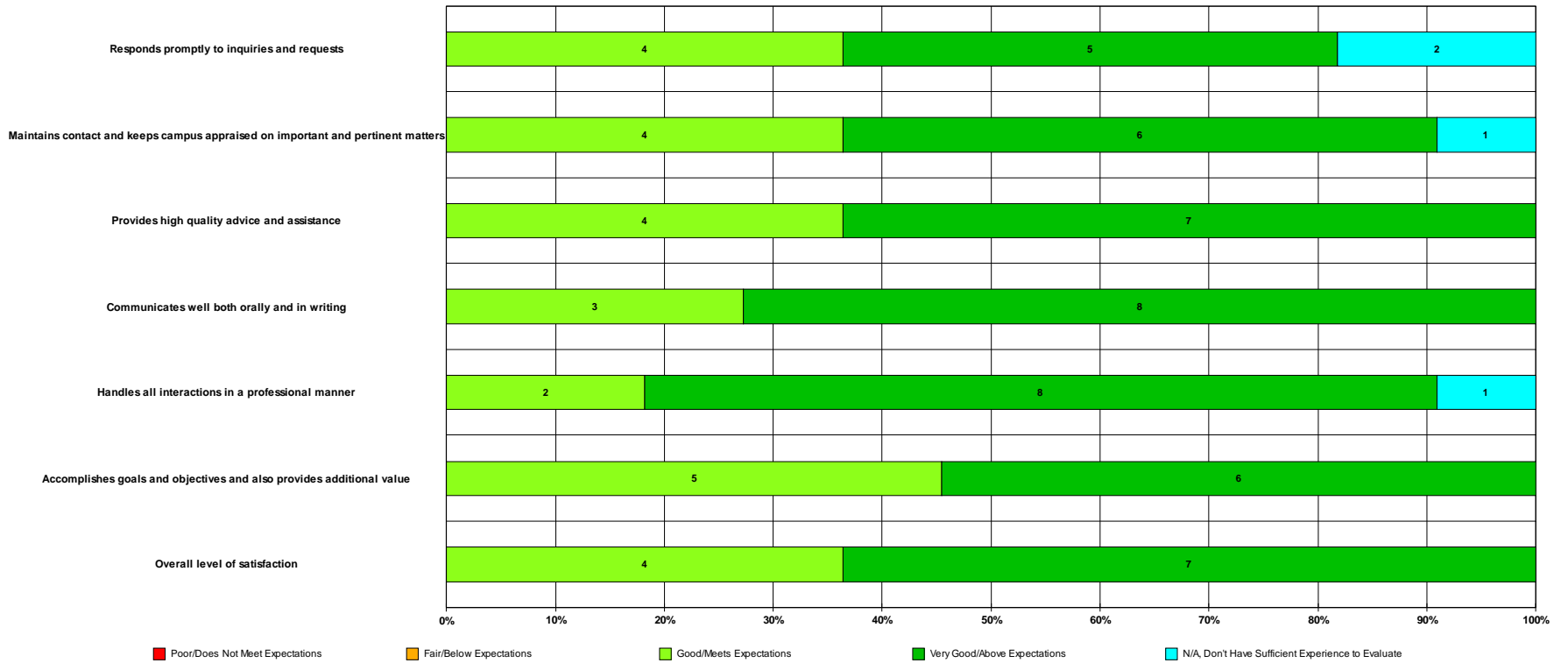
Analysis..: Q31.a to Q31.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q31.a to Q31.g Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training



Campus

Please use the space below to provide us with any additional comments or suggestions: Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Great partnership.

Candace and her staff provide great information and are very focused on customer service. The pricing seems a little bit high and lower costs/fees would help the campus get more services to help our youth and minors.

abc

Was so pleased to see that CSURMA made a commitment to this very important topic. Praesidium has proven to be of great value in assisting in creating a better culture of safety for minors.

Great partner

Candace and the crew at Praesidium are top notch! I have learned so much from them and I appreciate their attention whenever I need them. They have helped my campus to become safer for minors!

I recently attended the training at San Marcos. Candice Collins is very knowledgeable, professional and provided useful information.

Looking forward to the seminar in April.

good resource

Usually just work with the online tools, but when I have had to email with questions, they are very helpful.

I appreciate the contract coordination at the CO level.

Campus

Q33.a to Q33.g Risk Management Design (Joseph C. Risser)

Analysis...: Q33.a to Q33.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean	Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	75	3.62	-	-	28	46	1
Responds promptly to inquiries and requests	10	3.67	-	-	3	6	1
Maintains contact and keeps campus apprised on important and pertinent matters	10	3.60	-	-	4	6	-
Provides high quality advice and assistance	11	3.73	-	-	3	8	-
Communicates well both orally and in writing	11	3.55	-	-	5	6	-
Handles all interactions in a professional manner	11	3.64	-	-	4	7	-
Accomplishes goals and objectives and also provides additional value	11	3.55	-	-	5	6	-
Overall level of satisfaction	11	3.64	-	-	4	7	-

Campus

Q33.a to Q33.g Risk Management Design (Joseph C. Risser)

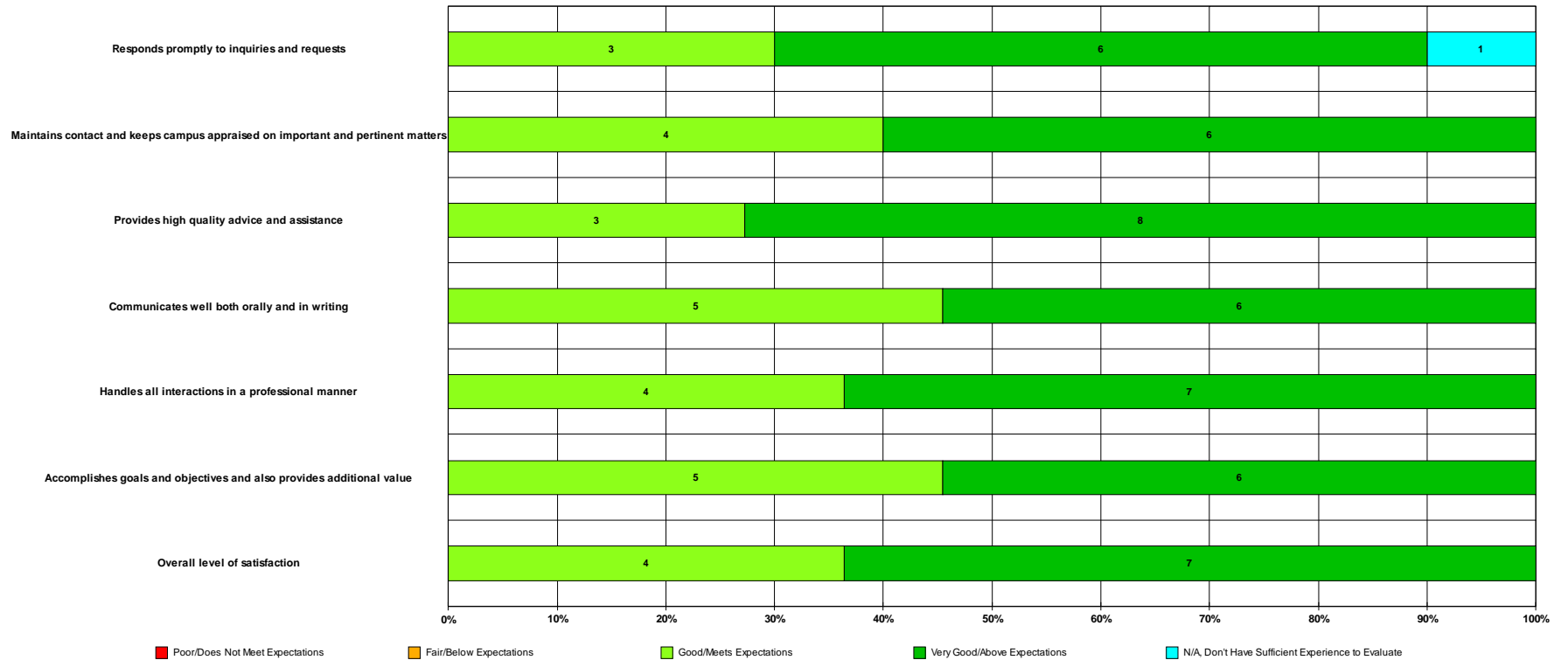
Analysis..: Q33.a to Q33.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q33.a to Q33.g Risk Management Design (Joseph C. Risser)



Campus

Q35.a to Q35.g Sedgwick CMS CSURMA Workers' Compensation Claims Administrator

Analysis..: Q35.a to Q35.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean	Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	63	3.49	-	-	30	29	4
Responds promptly to inquiries and requests	9	3.44	-	-	5	4	-
Maintains contact and keeps campus apprised on important and pertinent matters	9	3.38	-	-	5	3	1
Provides high quality advice and assistance	9	3.50	-	-	4	4	1
Communicates well both orally and in writing	9	3.63	-	-	3	5	1
Handles all interactions in a professional manner	9	3.67	-	-	3	6	-
Accomplishes goals and objectives and also provides additional value	9	3.38	-	-	5	3	1
Overall level of satisfaction	9	3.44	-	-	5	4	-

Campus

Q35.a to Q35.g Sedgwick CMS CSURMA Workers' Compensation Claims Administrator

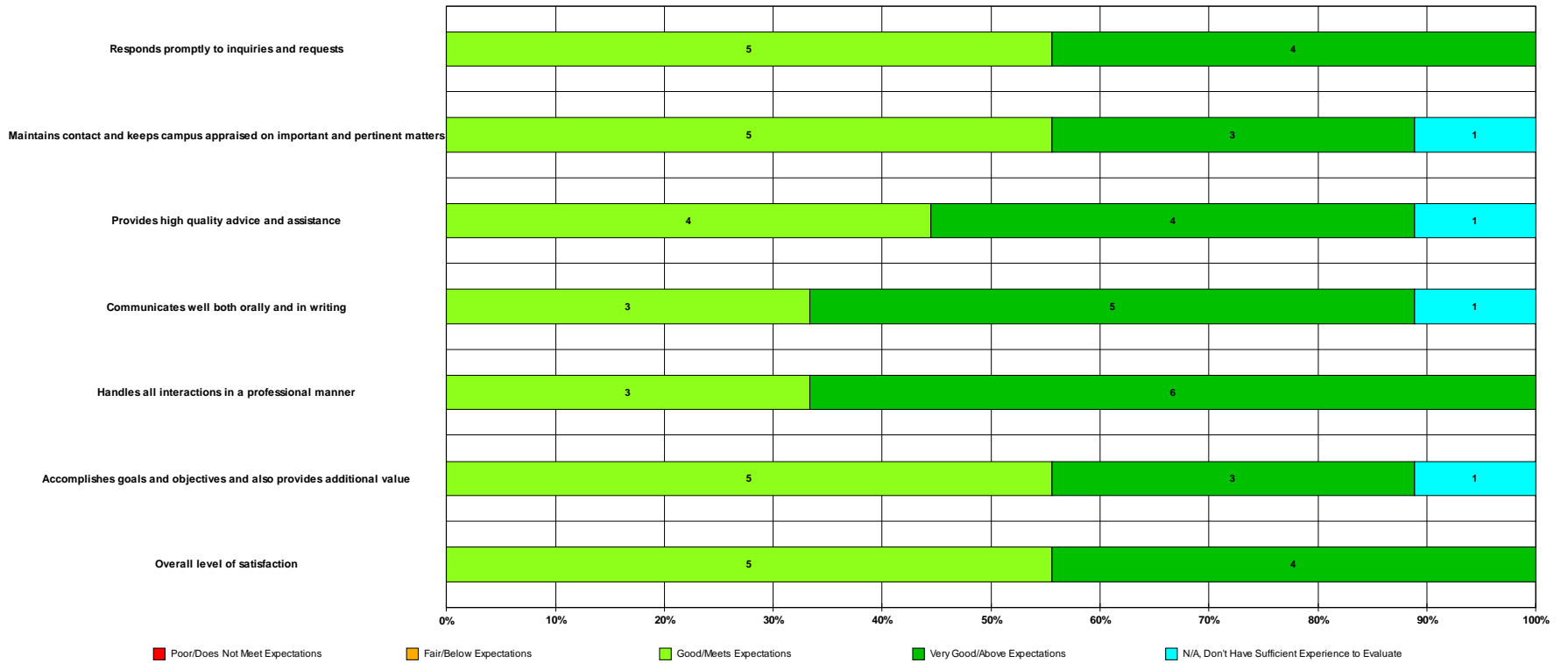
Analysis..: Q35.a to Q35.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q35.a to Q35.g Sedgwick CMS CSURMA Workers' Compensation Claims Administrator



Campus

Please use the space below to provide us with any additional comments or suggestions: Sedgwick CMS CSURMA Workers' Compensation Claims Administrator

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Sedgwick does a great job for us!

Our WC Claims Coordinator is very pleased with Sedgwick's services especially since they have helped with our initiative to get more claims closed out.

None at this time

Joanne Michaels provides excellent claim management.

Great to work with.

na

n/a

It appears at times that the management team is a bit overwhelmed or overtaxed. My examiner is terrific however, though there can be delays when I understand an issue needs to go "up the ladder".

Some claims administration has felt like the claims administrator has assumed the role of broker rather than agent on our behalf, focusing more on protecting the interests of insurer than insured.

Campus

Q37.a to Q37.g Witt O'Brien's, LLC (formally Witt Group Holdings, LLC)

Analysis...: Q37.a to Q37.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	14	4.00	-	-	-	14	-
Responds promptly to inquiries and requests	2	4.00	-	-	-	2	-
Maintains contact and keeps campus apprised on important and pertinent matters	2	4.00	-	-	-	2	-
Provides high quality advice and assistance	2	4.00	-	-	-	2	-
Communicates well both orally and in writing	2	4.00	-	-	-	2	-
Handles all interactions in a professional manner	2	4.00	-	-	-	2	-
Accomplishes goals and objectives and also provides additional value	2	4.00	-	-	-	2	-
Overall level of satisfaction	2	4.00	-	-	-	2	-

Campus

Q37.a to Q37.g Witt O'Brien's, LLC (formally Witt Group Holdings, LLC)

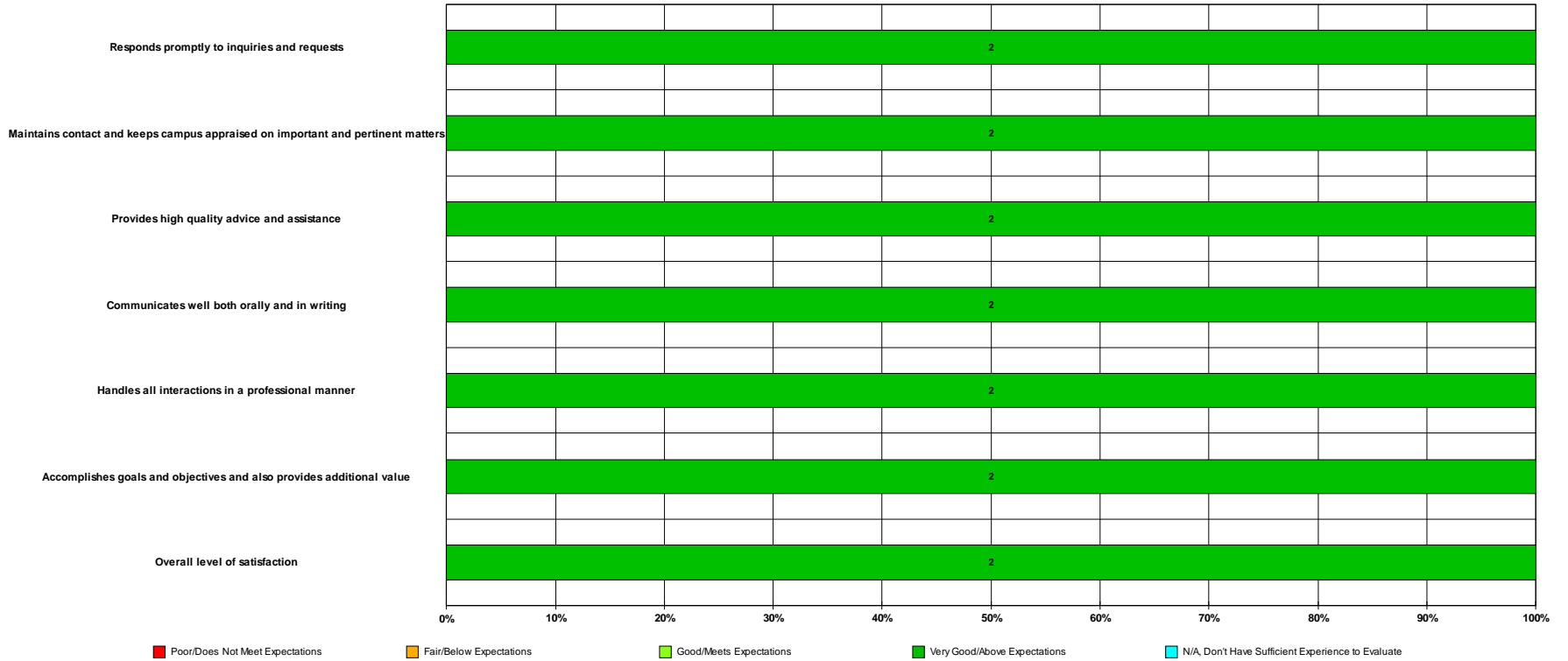
Analysis...: Q37.a to Q37.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q37.a to Q37.g Witt O'Brien's, LLC (formally Witt Group Holdings, LLC)



Campus

Please use the space below to provide us with any additional comments or suggestions: Sedgwick CMS CSURMA Workers' Compensation Claims Administrator

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

No complaints.

Frank Castro-Wehr and Suzanne Blake are excellent! They came to my campus in 2016 to provide executive EOC training to our president and VPs. They were just what we needed to help educate a highly educated group! I really enjoyed working with them leading up to the event, and anytime after.

Campus

Q39.a to Q39.g Workplace Answers

Analysis...: Q39.a to Q39.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	14	3.00	-	-	14	-	-
Responds promptly to inquiries and requests	2	3.00	-	-	2	-	-
Maintains contact and keeps campus apprised on important and pertinent matters	2	3.00	-	-	2	-	-
Provides high quality advice and assistance	2	3.00	-	-	2	-	-
Communicates well both orally and in writing	2	3.00	-	-	2	-	-
Handles all interactions in a professional manner	2	3.00	-	-	2	-	-
Accomplishes goals and objectives and also provides additional value	2	3.00	-	-	2	-	-
Overall level of satisfaction	2	3.00	-	-	2	-	-

Campus

Q39.a to Q39.g Workplace Answers

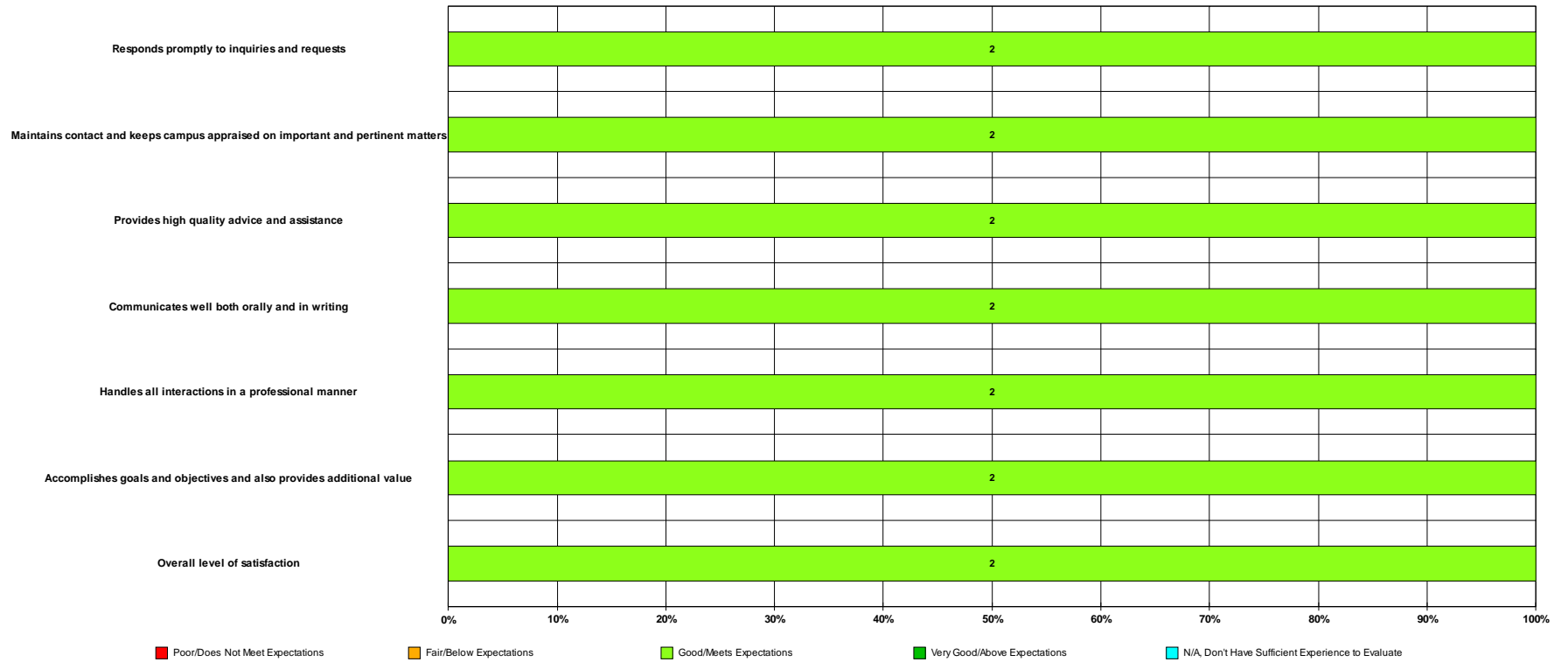
Analysis...: Q39.a to Q39.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q39.a to Q39.g Workplace Answers



Please use the space below to provide us with any additional comments or suggestions: Workplace Answers

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

na

Workplace answers training is good.

CSURMA AUXILIARY

Q3.a to Q3.g Agility Recovery Solutions, Inc. (Agility)

Analysis...: Q3.a to Q3.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	-	-	-	-	-	-	-
Responds promptly to inquiries and requests	-	-	-	-	-	-	-
Maintains contact and keeps campus apprised on important and pertinent matters	-	-	-	-	-	-	-
Provides high quality advice and assistance	-	-	-	-	-	-	-
Communicates well both orally and in writing	-	-	-	-	-	-	-
Handles all interactions in a professional manner	-	-	-	-	-	-	-
Accomplishes goals and objectives and also provides additional value	-	-	-	-	-	-	-
Overall level of satisfaction	-	-	-	-	-	-	-

CSURMA AUXILIARY

Q3.a to Q3.g Agility Recovery Solutions, Inc. (Agility)

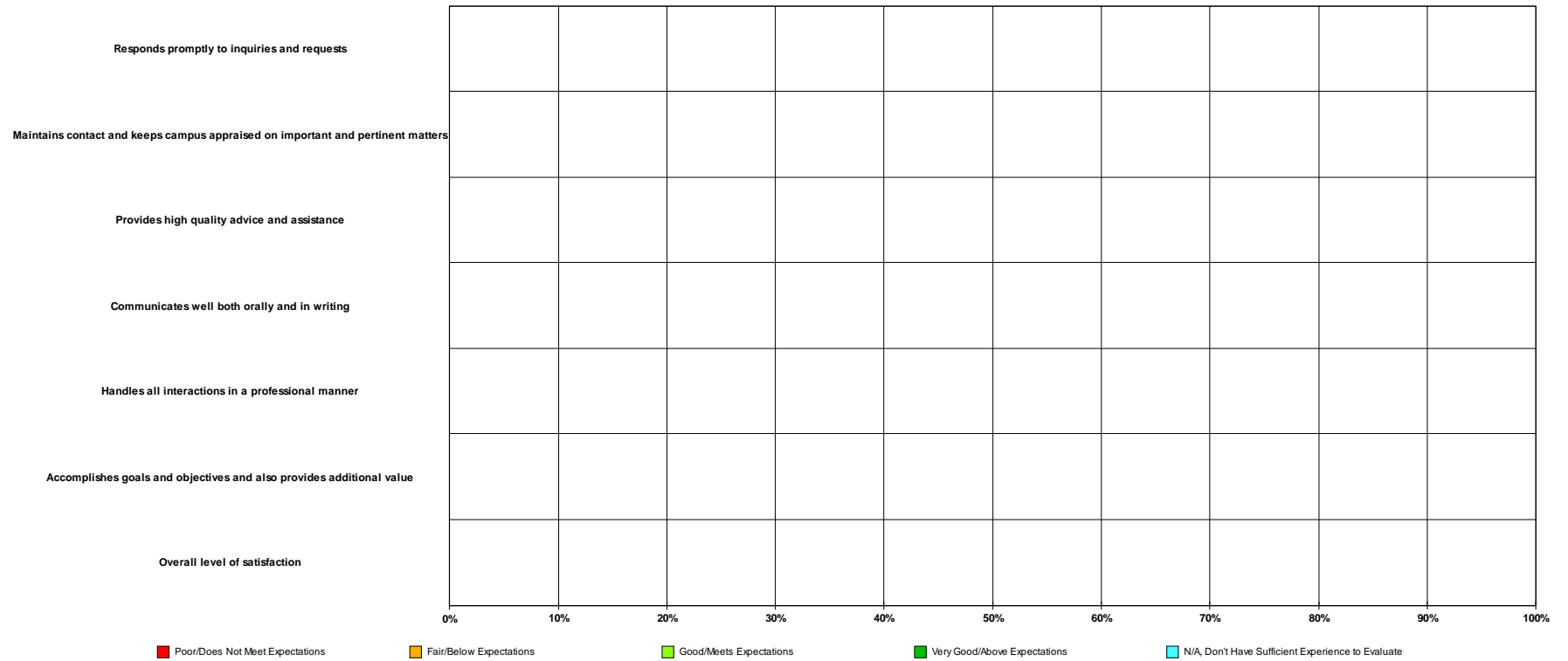
Analysis..: Q3.a to Q3.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q3.a to Q3.g Agility Recovery Solutions, Inc. (Agility)



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Agility Recovery Solutions, Inc. (Agility)

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

|

CSURMA AUXILIARY

Q5.a to Q5.g Alliant Insurance Services - AORMA Program Administrator

Analysis..: Q5.a to Q5.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	306	3.75	-	9	57	238	2
Responds promptly to inquiries and requests	44	3.66	-	2	11	31	-
Maintains contact and keeps campus apprised on important and pertinent matters	44	3.70	-	2	9	33	-
Provides high quality advice and assistance	44	3.82	-	1	6	37	-
Communicates well both orally and in writing	43	3.77	-	1	8	34	-
Handles all interactions in a professional manner	44	3.82	-	1	6	37	-
Accomplishes goals and objectives and also provides additional value	44	3.71	-	1	10	31	2
Overall level of satisfaction	43	3.79	-	1	7	35	-

CSURMA AUXILIARY

Q5.a to Q5.g Alliant Insurance Services - AORMA Program Administrator

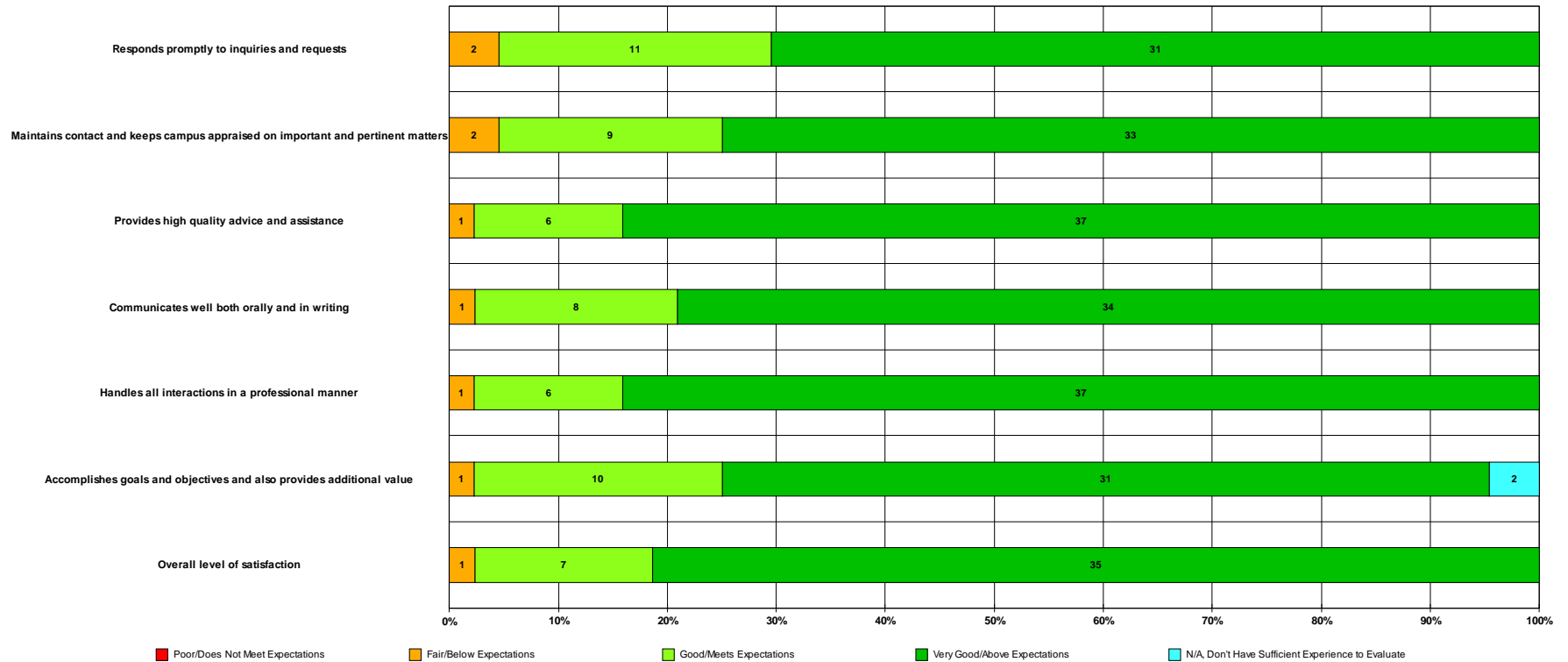
Analysis..: Q5.a to Q5.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q5.a to Q5.g Alliant Insurance Services - AORMA Program Administrator



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Alliant Insurance Services - AORMA Program Administrator

Analysis..: Please use the space below to provide us with any additional comments or suggestions:
Filter.....: All Respondents
Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:
<i>na</i>
<i>Program Administrator provides several key contacts with team members being equally responsive.</i>
<i>N/A</i>
<i>Consistently courteous and professional.</i>
<i>They are very professional in monitoring our policies and always help us renewing our policies on time.</i>
<i>Very happy with this team. Sorry to see Hsan go.</i>
<i>none</i>
<i>Consistently courteous and professional</i>

CSURMA AUXILIARY

Q7.a to Q7.g Alliant Insurance Services - AORMA Insurance Brokerage/Consulting

Analysis..: Q7.a to Q7.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	175	3.75	-	3	37	132	3
Responds promptly to inquiries and requests	25	3.68	-	1	6	18	-
Maintains contact and keeps campus apprised on important and pertinent matters	25	3.76	-	-	6	19	-
Provides high quality advice and assistance	25	3.76	-	1	4	20	-
Communicates well both orally and in writing	25	3.68	-	1	6	18	-
Handles all interactions in a professional manner	25	3.84	-	-	4	21	-
Accomplishes goals and objectives and also provides additional value	25	3.77	-	-	5	17	3
Overall level of satisfaction	25	3.76	-	-	6	19	-

CSURMA AUXILIARY

Q7.a to Q7.g Alliant Insurance Services - AORMA Insurance Brokerage/Consulting

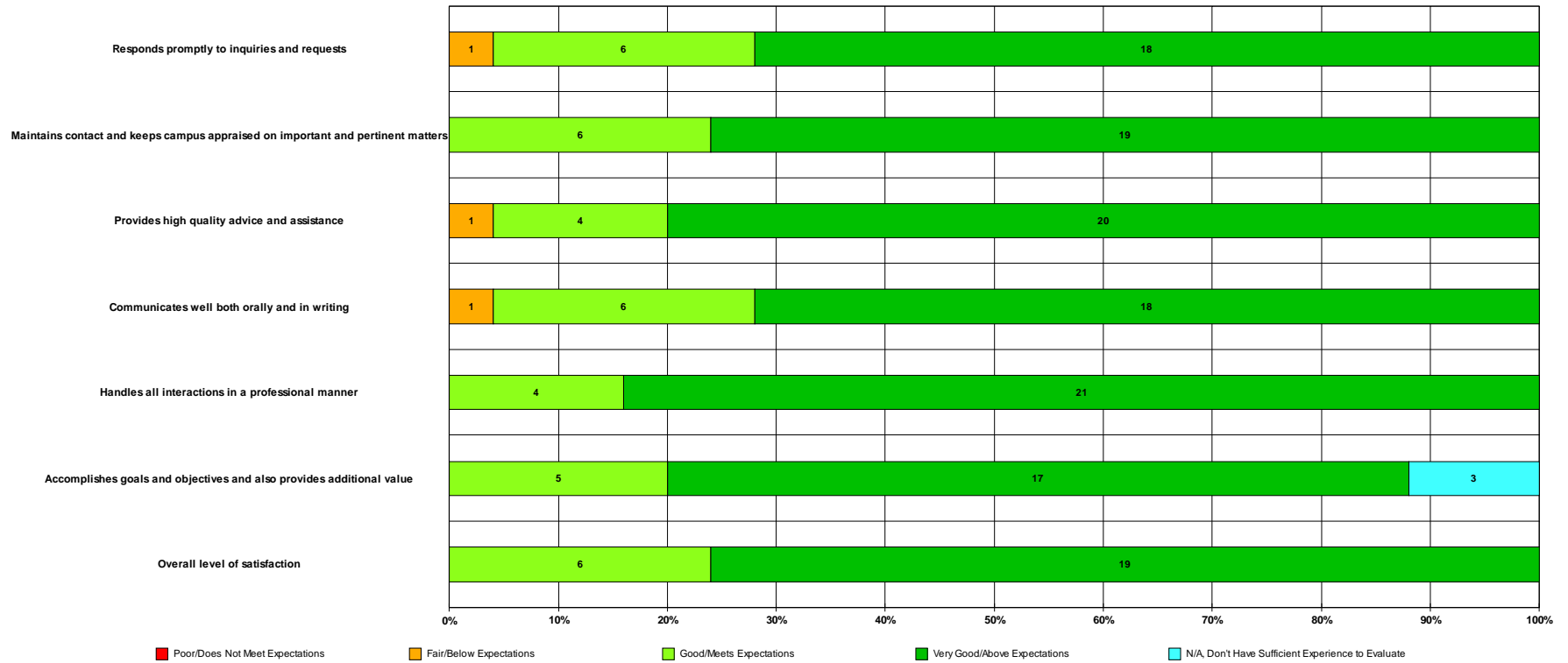
Analysis..: Q7.a to Q7.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q7.a to Q7.g Alliant Insurance Services - AORMA Insurance Brokerage/Consulting



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Alliant Insurance Services - AORMA Insurance Brokerage/Consulting

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:
<i>good service</i>
<i>Always great to work with and provides awesome insight and knowledge to us.</i>
<i>Good group to deal with.</i>
<i>Sometimes it seems that projects are dropped we do not get updates regularly, had to keep internal reminders to follow up</i>
<i>--</i>
<i>n/a</i>
<i>NO comments</i>
<i>Team is very response to inquiries and provides sound advice</i>
<i>N/A</i>
<i>ok</i>
<i>None</i>
<i>None</i>
<i>none</i>
<i>Unaware of specific goals</i>
<i>N/A</i>
<i>n/a</i>
<i>They always provide us the best quotes for any additions or new policies. For example, our child care center received the best quote for our earthquake insurance.</i>
<i>N/A</i>
<i>Tough year with some recent losses that paid out apparently, so I am happy we did not necessarily get gored on renewal.</i>
<i>Always gets back to me within 24 hours/usually 2-3 hours.</i>

CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Alliant Insurance Services - AORMA Insurance Brokerage/Consulting

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

None

unaware of specific goals

Better special events insurance quoting

N/A

I appreciate the quick responses I get from Alliant.

CSURMA AUXILIARY

Q9.a to Q9.g Alliant Loss Control & Safety Services

Analysis...: Q9.a to Q9.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	119	3.69	-	4	25	76	14
Responds promptly to inquiries and requests	17	3.67	-	-	5	10	2
Maintains contact and keeps campus apprised on important and pertinent matters	17	3.40	-	2	5	8	2
Provides high quality advice and assistance	17	3.80	-	-	3	12	2
Communicates well both orally and in writing	17	3.80	-	-	3	12	2
Handles all interactions in a professional manner	17	3.80	-	-	3	12	2
Accomplishes goals and objectives and also provides additional value	17	3.60	-	2	2	11	2
Overall level of satisfaction	17	3.73	-	-	4	11	2

CSURMA AUXILIARY

Q9.a to Q9.g Alliant Loss Control & Safety Services

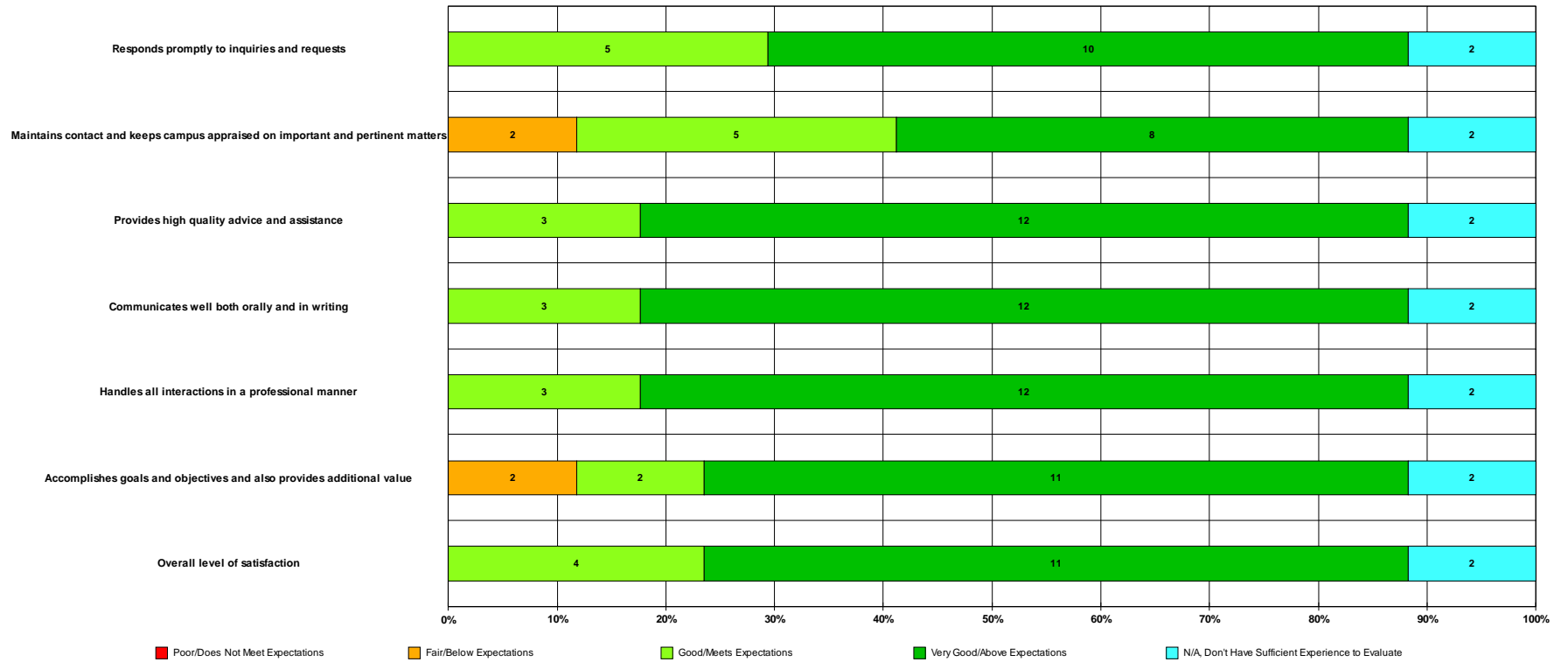
Analysis...: Q9.a to Q9.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q9.a to Q9.g Alliant Loss Control & Safety Services



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Alliant Loss Control & Safety Services

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:
<i>n/a</i>
<i>none at this time</i>
<i>Provided wonderful consultative services.</i>
<i>NA</i>
<i>Limited use resource but available and responsive when needed.</i>
<i>Unless I have a need to interact with them I do not necessarily hear from them. When I have contacted them, they are always very nice and helpful.</i>
<i>ok</i>
<i>-</i>
<i>none</i>
<i>Highly knowledgeable team members.</i>
<i>Bret(?) is a really good asset to have. Glad he is on the AORMA team.</i>
<i>Thanks for all of your assistance.</i>
<i>Nothing additional</i>
<i>none</i>
<i>Highly knowledgeable team members</i>
<i>NONE</i>
<i>When I have questions that need to be answered, I always receive quick responses and provided with valuable information. I would like to be aware of opportunities to attend conference training and safety days.</i>

CSURMA AUXILIARY

Q11.a to Q11.g Alliant Insurance Services - AORMA Property/Crime Claims Administrator

Analysis.: Q11.a to Q11.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

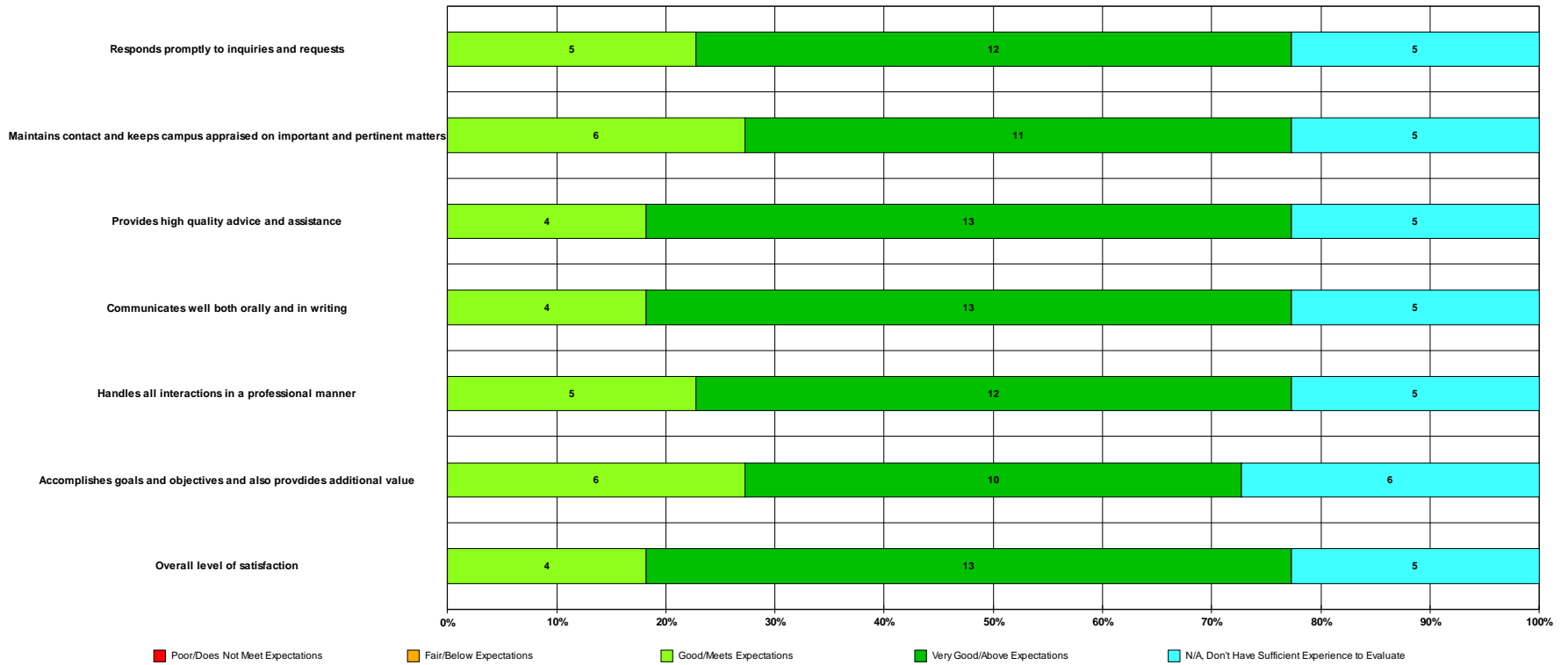
	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	154	3.71	-	-	34	84	36
Responds promptly to inquiries and requests	22	3.71	-	-	5	12	5
Maintains contact and keeps campus apprised on important and pertinent matters	22	3.65	-	-	6	11	5
Provides high quality advice and assistance	22	3.76	-	-	4	13	5
Communicates well both orally and in writing	22	3.76	-	-	4	13	5
Handles all interactions in a professional manner	22	3.71	-	-	5	12	5
Accomplishes goals and objectives and also provides additional value	22	3.63	-	-	6	10	6
Overall level of satisfaction	22	3.76	-	-	4	13	5

CSURMA AUXILIARY

Q11.a to Q11.g Alliant Insurance Services - AORMA Property/Crime Claims Administrator

Analysis..: Q11.a to Q11.g
 Filter.....: All Respondents
 Options.. : Transposed
 Cells.....: Counts, Respondents

Q11.a to Q11.g Alliant Insurance Services - AORMA Property/Crime Claims Administrator



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Alliant Insurance Services - AORMA Property/Crime Claims Administrator

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:
<i>n/a</i>
<i>N/A</i>
<i>--</i>
<i>Always responsive and easy to work with</i>
<i>Always very responsive</i>
<i>n/a</i>
<i>Very responsive to recent inquiries and claims</i>
<i>selected Alliant Prop/Crime Claims on accident - no experience with this entity (sorry!)</i>
<i>n/a</i>
<i>-</i>
<i>n/a</i>
<i>.</i>
<i>None</i>
<i>N/A</i>
<i>I'm working with Alliant on a claim due to property. It would be helpful to have some of the legal vernacular explained when receiving court documents.</i>
<i>We were able to have our claim processed on time.</i>
<i>N/A</i>
<i>Other than being overworked, Mr. Frey really is a good contact to have.</i>
<i>Thanks for the great service. Glad you are there for us.</i>
<i>None</i>

CSURMA AUXILIARY

**Please use the space below to provide us with any additional comments or suggestions: Alliant Insurance Services - AORMA
Property/Crime Claims Administrator**

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

none

NONE AT THIS TIME

CSURMA AUXILIARY

Q13.a to Q13.g AON (ARM Tech)

Analysis...: Q13.a to Q13.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	7	3.75	-	-	1	3	3
Responds promptly to inquiries and requests	1	4.00	-	-	-	1	-
Maintains contact and keeps campus apprised on important and pertinent matters	1	-	-	-	-	-	1
Provides high quality advice and assistance	1	-	-	-	-	-	1
Communicates well both orally and in writing	1	-	-	-	-	-	1
Handles all interactions in a professional manner	1	4.00	-	-	-	1	-
Accomplishes goals and objectives and also provides additional value	1	3.00	-	-	1	-	-
Overall level of satisfaction	1	4.00	-	-	-	1	-

CSURMA AUXILIARY

Q13.a to Q13.g AON (ARM Tech)

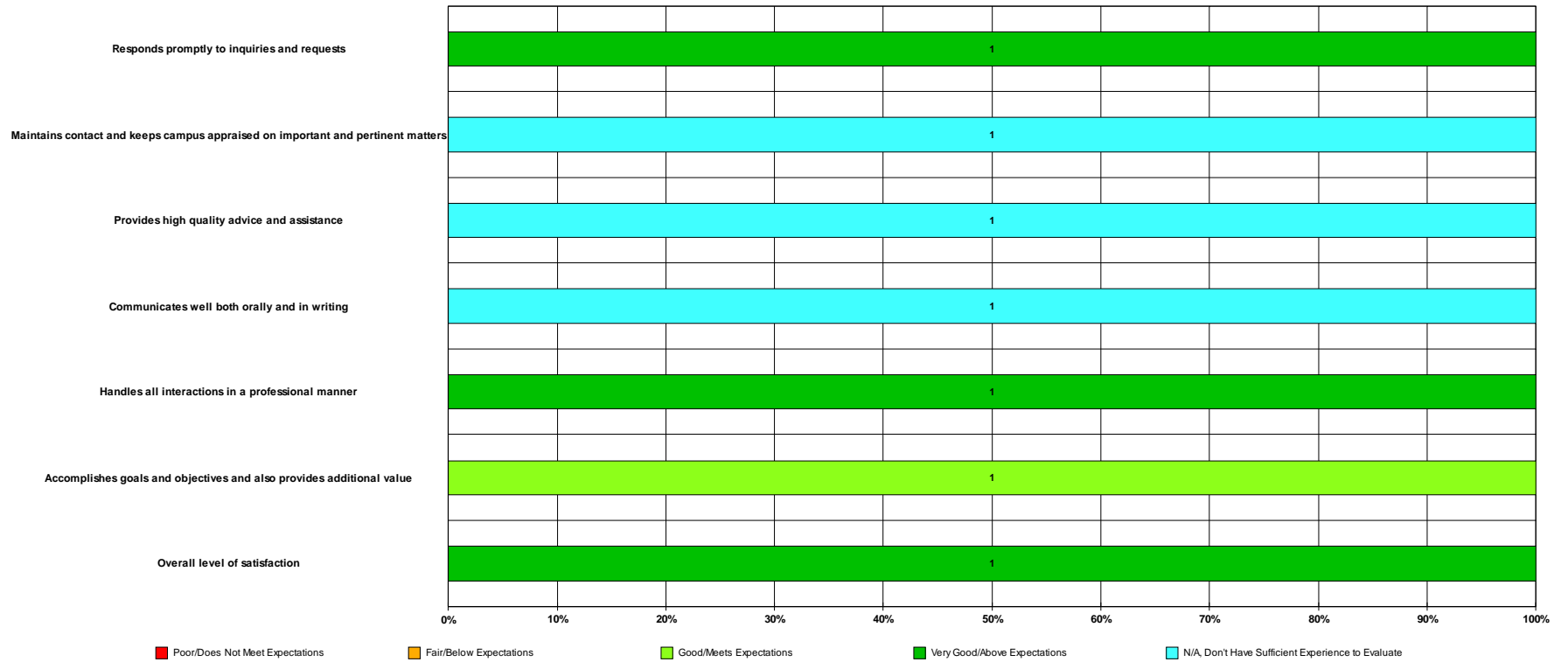
Analysis..: Q13.a to Q13.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q13.a to Q13.g AON (ARM Tech)



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: AON (ARM Tech)

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Responses apply to AON Actuarial Services

CSURMA AUXILIARY

Q15.a to Q15.g Belfor

Analysis.: Q15.a to Q15.g

Filter.....: All Respondents

Score.....: Weight WT1

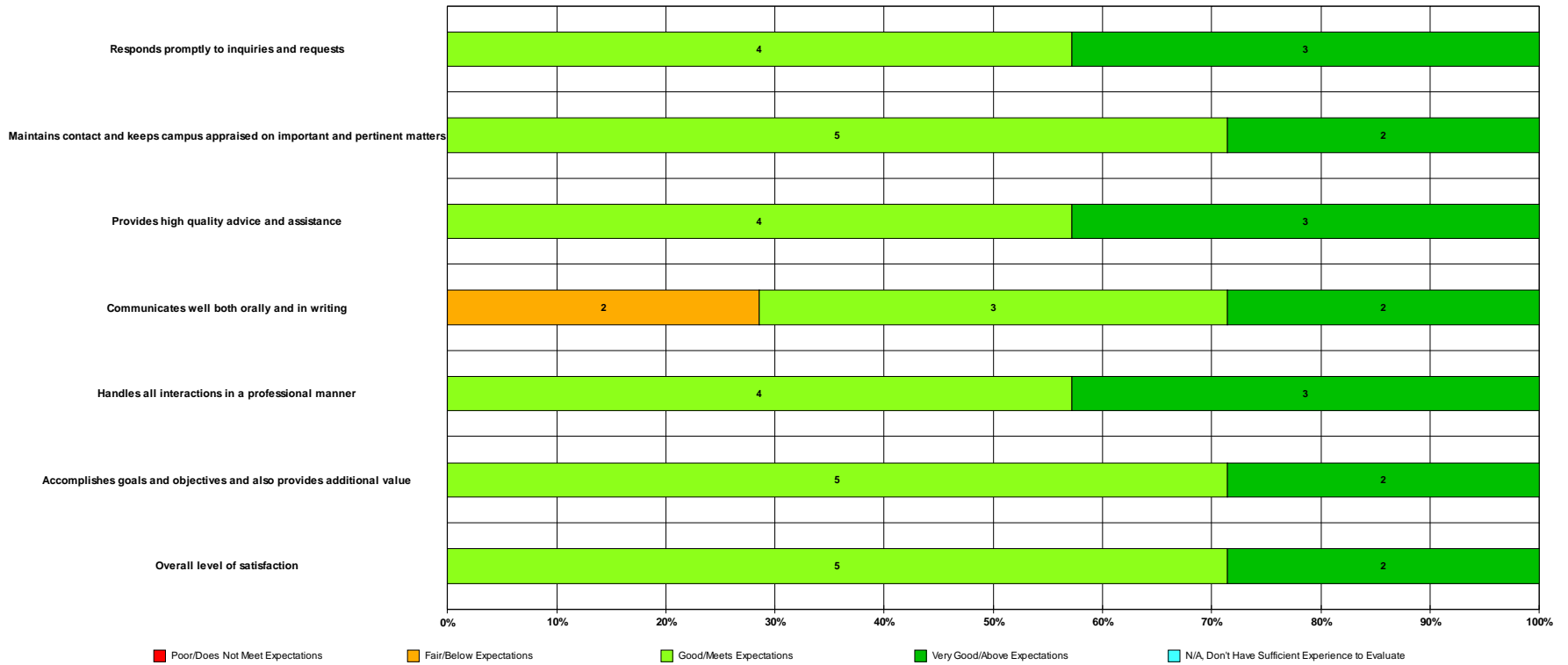
Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	49	3.31	-	2	30	17	-
Responds promptly to inquiries and requests	7	3.43	-	-	4	3	-
Maintains contact and keeps campus apprised on important and pertinent matters	7	3.29	-	-	5	2	-
Provides high quality advice and assistance	7	3.43	-	-	4	3	-
Communicates well both orally and in writing	7	3.00	-	2	3	2	-
Handles all interactions in a professional manner	7	3.43	-	-	4	3	-
Accomplishes goals and objectives and also provides additional value	7	3.29	-	-	5	2	-
Overall level of satisfaction	7	3.29	-	-	5	2	-

CSURMA AUXILIARY

Q15.a to Q15.g Belfor
 Analysis...: Q15.a to Q15.g
 Filter.....: All Respondents
 Options.. : Transposed
 Cells.....: Counts, Respondents

Q15.a to Q15.g Belfor



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Belfor

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Belfor mobilizing with great efficiency and is always kind and prepared to help. They are a great company to work with.

--

Only complaint is that post loss there was an issue with prevailing wage that I thought did not need to be an issue. Anyway, really good work and very fast response.

CSURMA AUXILIARY

Q17.a to Q17.g Carl Warren & Co - Liability Claims Administrator

Analysis.: Q17.a to Q17.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	173	3.68	-	1	49	110	13
Responds promptly to inquiries and requests	25	3.65	-	-	8	15	2
Maintains contact and keeps campus apprised on important and pertinent matters	25	3.61	-	1	7	15	2
Provides high quality advice and assistance	25	3.70	-	-	7	16	2
Communicates well both orally and in writing	25	3.70	-	-	7	16	2
Handles all interactions in a professional manner	25	3.74	-	-	6	17	2
Accomplishes goals and objectives and also provides additional value	25	3.65	-	-	8	15	2
Overall level of satisfaction	23	3.73	-	-	6	16	1

CSURMA AUXILIARY

Q17.a to Q17.g Carl Warren & Co - Liability Claims Administrator

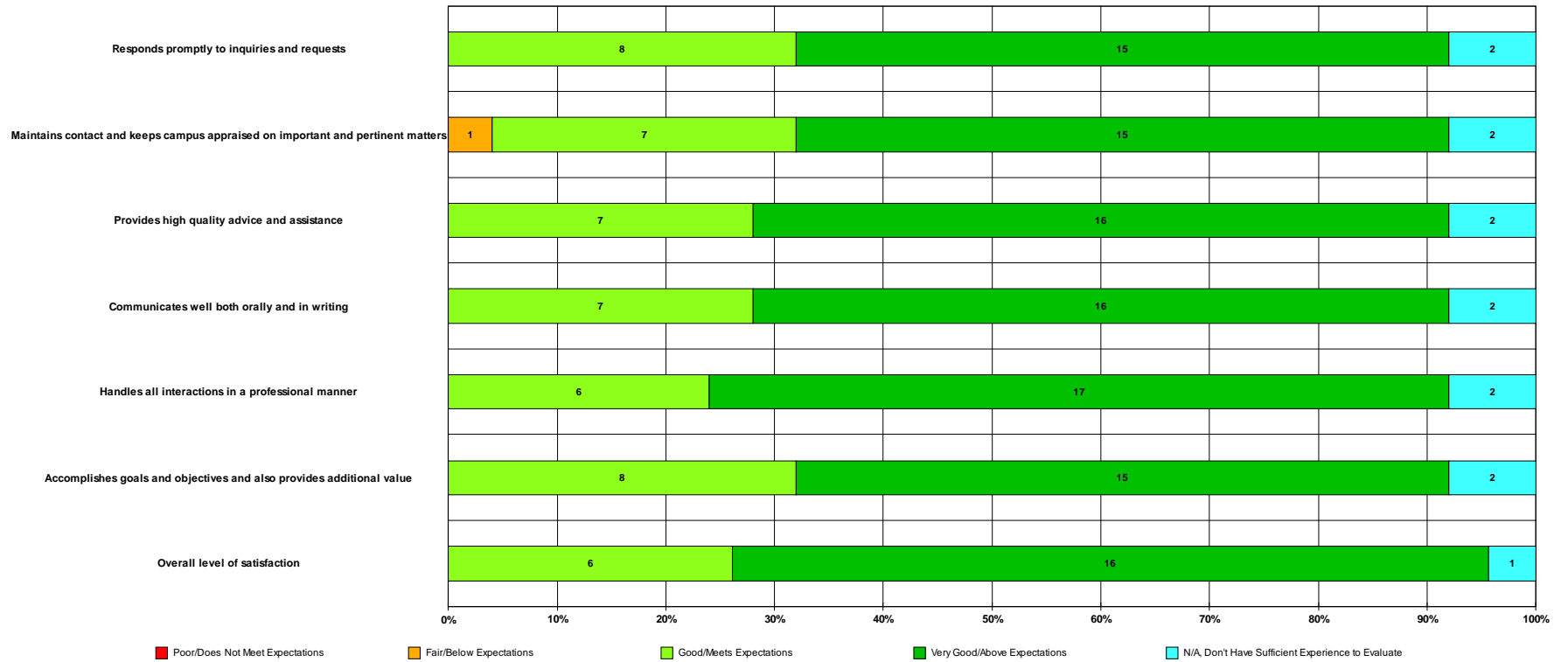
Analysis...: Q17.a to Q17.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q17.a to Q17.g Carl Warren & Co - Liability Claims Administrator



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Carl Warren & Co - Liability Claims

Administrator

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:
<i>always efficient with claims and very detailed in their approach.</i>
<i>I usually deal with Mauri. Very knowldgable and very helpful</i>
<i>Mauri Maguire provides excellent claim management and guidance.</i>
--
<i>Always responsive and easy to work with</i>
<i>Very positive and efficient experience</i>
<i>great.</i>
-
<i>ok</i>
<i>N/A</i>
<i>Seems like there has been some changes and I am not always sure who is handling my one claim. Though, all-in-all I am pleased with their work.</i>
<i>Sometimes a gap between handling the claim and what is the current status. So a report if claim is pending or "completed and closed out" would be great.</i>
<i>We have used their services in past years but I am fortunate that we did not need their service last year.</i>
<i>I've only had to use them once and they were great at communication.</i>
<i>Very professional</i>
<i>NONE AT THIS TIME</i>

CSURMA AUXILIARY

Q19.a to Q19.g CO Office of Risk Management - Risk Consulting

Analysis..: Q19.a to Q19.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	119	3.72	-	2	29	86	2
Responds promptly to inquiries and requests	17	3.76	-	-	4	13	-
Maintains contact and keeps campus apprised on important and pertinent matters	17	3.59	-	1	5	11	-
Provides high quality advice and assistance	17	3.82	-	-	3	14	-
Communicates well both orally and in writing	17	3.76	-	-	4	13	-
Handles all interactions in a professional manner	17	3.82	-	-	3	14	-
Accomplishes goals and objectives and also provides additional value	17	3.56	-	1	5	10	1
Overall level of satisfaction	17	3.69	-	-	5	11	1

CSURMA AUXILIARY

Q19.a to Q19.g CO Office of Risk Management - Risk Consulting

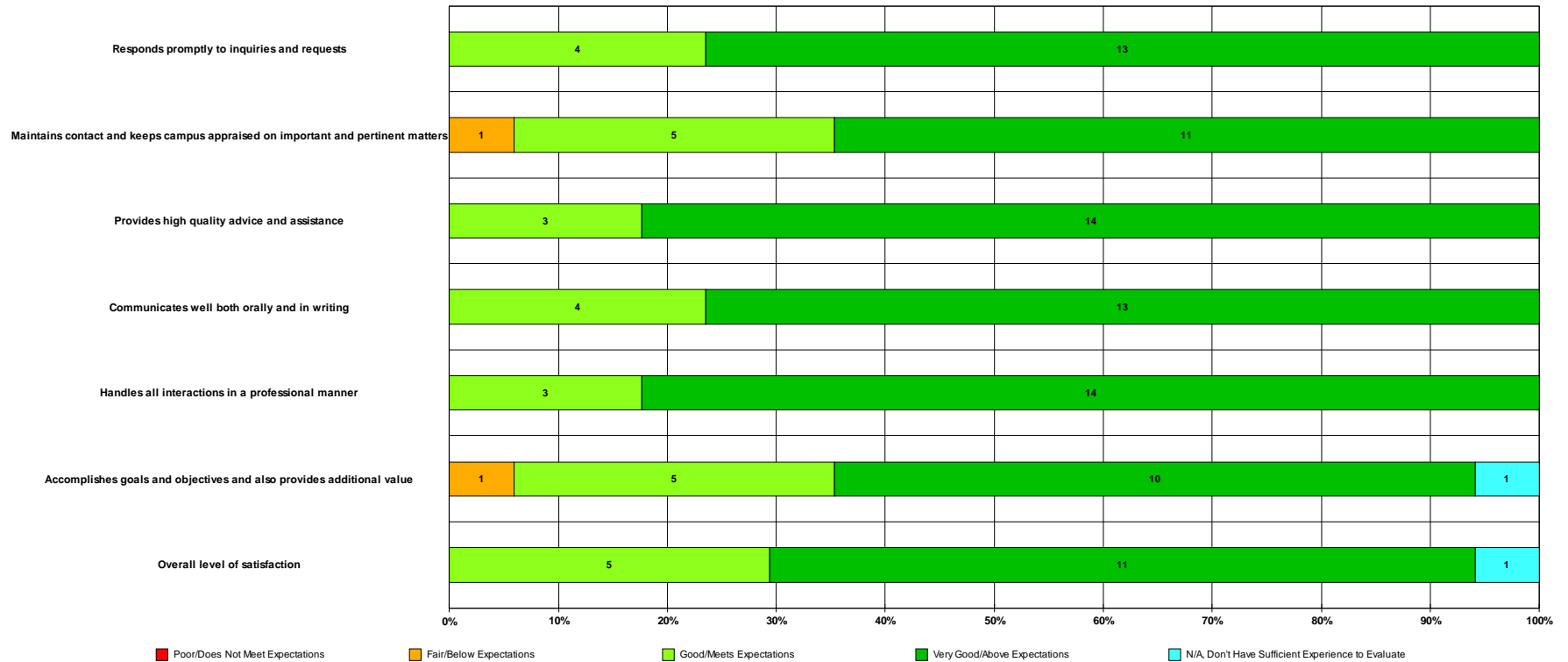
Analysis...: Q19.a to Q19.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q19.a to Q19.g CO Office of Risk Management - Risk Consulting



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: CO Office of Risk Management - Risk Consulting

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:
<i>On the campus level we could not do all that we do in the world of risk without this spectacular group of people at the Co. Zachary and his team should be applauded and congratulated on another wonderful year of well don work. Thank you for your patience and your consulting with our campus!</i>
<i>n/a</i>
<i>Provides great consultative services</i>
<i>Great to work with</i>
<i>Limited contact other than conferences and news letter but very informative</i>
<i>Zachary Gifford is an outstanding resource</i>
<i>The whole team is AWESOME!</i>
<i>Members of SRM are awesome!</i>
<i>.</i>
<i>None</i>
<i>n/a</i>
<i>Though I do not contact Zach and Rebecca often, when I do, they give me really outstanding and timely service. Keep up the good work!</i>
<i>Again - issue of final notification of status of incident or claim would be good.</i>
<i>none</i>
<i>None</i>
<i>none at this time</i>
<i>I have had to consult with the office of risk management on a few issues. I am not contacted or receive information from the department on a regular basis</i>

CSURMA AUXILIARY

Q21.a to Q21.g CO Enterprise Accounting - Accounting Services

Analysis.: Q21.a to Q21.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	56	3.44	-	10	10	34	2
Responds promptly to inquiries and requests	8	3.63	-	-	3	5	-
Maintains contact and keeps campus apprised on important and pertinent matters	8	3.29	-	2	1	4	1
Provides high quality advice and assistance	8	3.63	-	-	3	5	-
Communicates well both orally and in writing	8	3.38	-	2	1	5	-
Handles all interactions in a professional manner	8	3.38	-	2	1	5	-
Accomplishes goals and objectives and also provides additional value	8	3.43	-	2	-	5	1
Overall level of satisfaction	8	3.38	-	2	1	5	-

CSURMA AUXILIARY

Q21.a to Q21.g CO Enterprise Accounting - Accounting Services

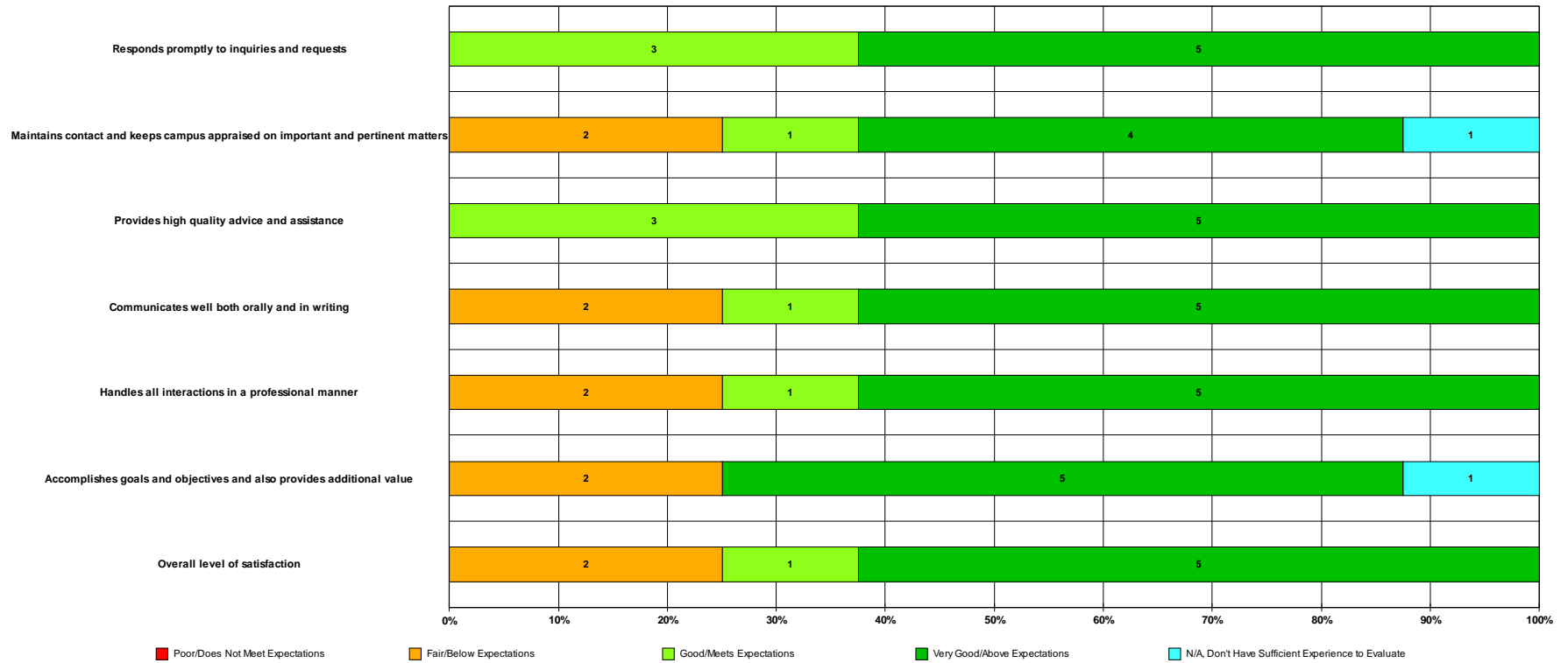
Analysis..: Q21.a to Q21.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q21.a to Q21.g CO Enterprise Accounting - Accounting Services



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: CO Enterprise Accounting - Accounting Services

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

very diligent and detailed

CSURMA Accounting is great!

.

None

n/a

No complaints.

None

none at this time

CSURMA AUXILIARY

Q23.a to Q23.g Employers Edge - Unemployment Claims Administrator

Analysis.: Q23.a to Q23.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	126	3.28	-	15	59	49	3
Responds promptly to inquiries and requests	18	3.33	-	1	10	7	-
Maintains contact and keeps campus apprised on important and pertinent matters	18	3.06	-	5	6	6	1
Provides high quality advice and assistance	18	3.22	-	2	10	6	-
Communicates well both orally and in writing	18	3.33	-	1	10	7	-
Handles all interactions in a professional manner	18	3.50	-	-	9	9	-
Accomplishes goals and objectives and also provides additional value	18	3.31	-	3	5	8	2
Overall level of satisfaction	18	3.17	-	3	9	6	-

CSURMA AUXILIARY

Q23.a to Q23.g Employers Edge - Unemployment Claims Administrator

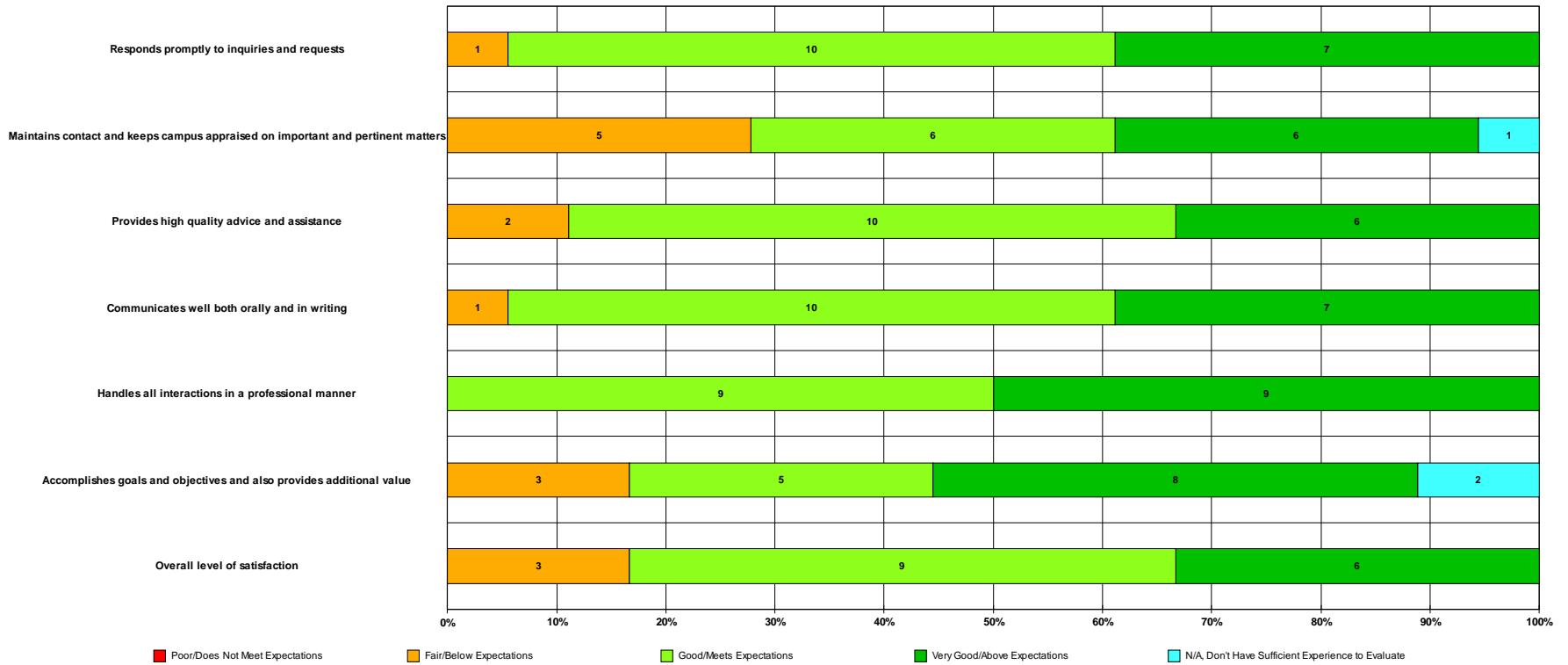
Analysis...: Q23.a to Q23.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q23.a to Q23.g Employers Edge - Unemployment Claims Administrator



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Employers Edge - Unemployment Claims Administrator

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

N/A

N/A

Employers Edge Unemployment Claims processing saves us time and is a quick & easy process.

--

I don't think they understand our student employment business well enough to provide the level of support / representation that we need.

Great work

In some cases, maybe they could do more to contest a claim when an employee was separated for cause.

Very good to work with. Our representative, Reina is great!

good.

Didn't provide much value.

.

Overall satisfied

I wish they would do more follow up on claim status.

Only responds via email. Wish they would call or return calls to handle issues more efficiently.

Their services meets the company's expectations.

Overall satisfaction can be improved greatly if we are consistently notified of the outcome of an unemployment claim. We have had some claims we had to follow up on because we never heard from Employers Edge on the outcome even if it was in our favor.

The communication is very one-sided. We don't get prompt responses if at all both phone and email. No confirmations when we sent items, we usually have to call or email and again we don't get prompt responses.

Unemployment claims training would be helpful.

CSURMA AUXILIARY

Q25.a to Q25.g Employers Group - HR Consulting Services

Analysis.: Q25.a to Q25.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	154	3.51	-	3	66	78	7
Responds promptly to inquiries and requests	22	3.43	-	1	10	10	1
Maintains contact and keeps campus apprised on important and pertinent matters	22	3.45	-	-	12	10	-
Provides high quality advice and assistance	22	3.52	-	1	8	12	1
Communicates well both orally and in writing	22	3.57	-	-	9	12	1
Handles all interactions in a professional manner	22	3.55	-	1	7	12	2
Accomplishes goals and objectives and also provides additional value	22	3.60	-	-	8	12	2
Overall level of satisfaction	22	3.45	-	-	12	10	-

CSURMA AUXILIARY

Q25.a to Q25.g Employers Group - HR Consulting Services

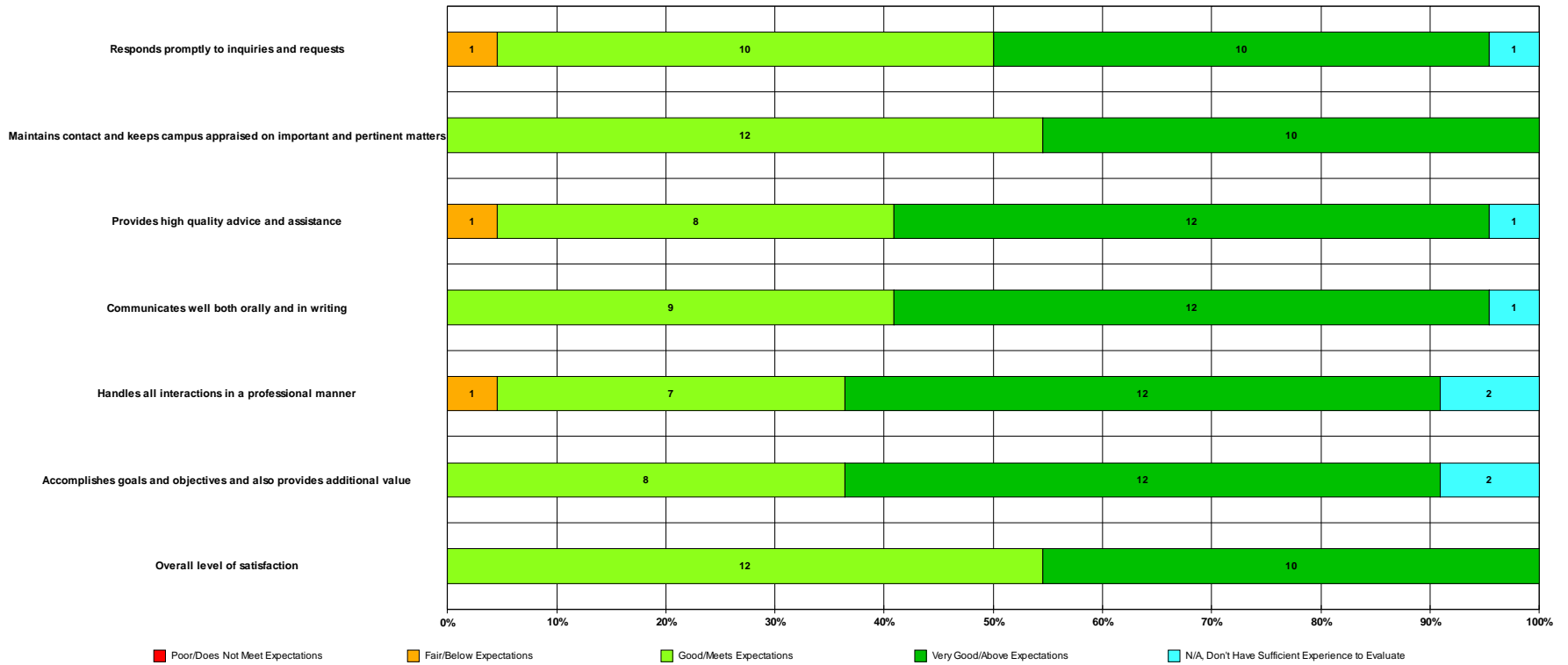
Analysis...: Q25.a to Q25.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q25.a to Q25.g Employers Group - HR Consulting Services



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Employers Group - HR Consulting Services

Analysis.: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:
<i>easy to work with and great advising and information</i>
<i>N/A</i>
<i>--</i>
<i>I have spoken to their consultants on several occassions. They are prompt, professional and always provide me with information and resources to assist me. Their reference libriarn is awesome too.</i>
<i>This year WELU - end of the year workshop was not handled as smoothly as before. The result for us - we did not go.</i>
<i>Limited regular contact but newsletter is very informative and timely regarding ongoing HR laws and changes</i>
<i>N/A</i>
<i>Very good about keeping us up to date on new regulations and laws. The hotline is very easy to use and very responsive.</i>
<i>nice to work with them</i>
<i>excellent!</i>
<i>None</i>
<i>none</i>
<i>None</i>
<i>Our HR Manager works directly with Employers Group. She always provides me with information and updates received from this source.</i>
<i>Love Employers Group. Our rep- Bill- sends us timely legal updates to keep us up to date. When we call their hotline, they are very helpful. Money well spent on this vendor.</i>
<i>Need more information on how to access their different services.</i>
<i>None</i>
<i>last few times I called help line, no one was available until the next day. Bill Stephens email updates are very timely, informative and well written.</i>
<i>Love their publication</i>
<i>The level of contact is very minimal, company receive emails twice a week on updates.</i>

CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Employers Group - HR Consulting Services

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

It took some to understand how to best use the services.

This is a valuable resource for Auxiliaries.

CSURMA AUXILIARY

Q27.a to Q27.g Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training

Analysis...: Q27.a to Q27.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean	Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	84	3.68	-	-	19	41	24
Responds promptly to inquiries and requests	12	3.83	-	-	1	5	6
Maintains contact and keeps campus appraised on important and pertinent matters	12	3.60	-	-	4	6	2
Provides high quality advice and assistance	12	3.60	-	-	4	6	2
Communicates well both orally and in writing	12	3.86	-	-	1	6	5
Handles all interactions in a professional manner	12	3.67	-	-	3	6	3
Accomplishes goals and objectives and also provides additional value	12	3.75	-	-	2	6	4
Overall level of satisfaction	12	3.60	-	-	4	6	2

CSURMA AUXILIARY

Q27.a to Q27.g Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training

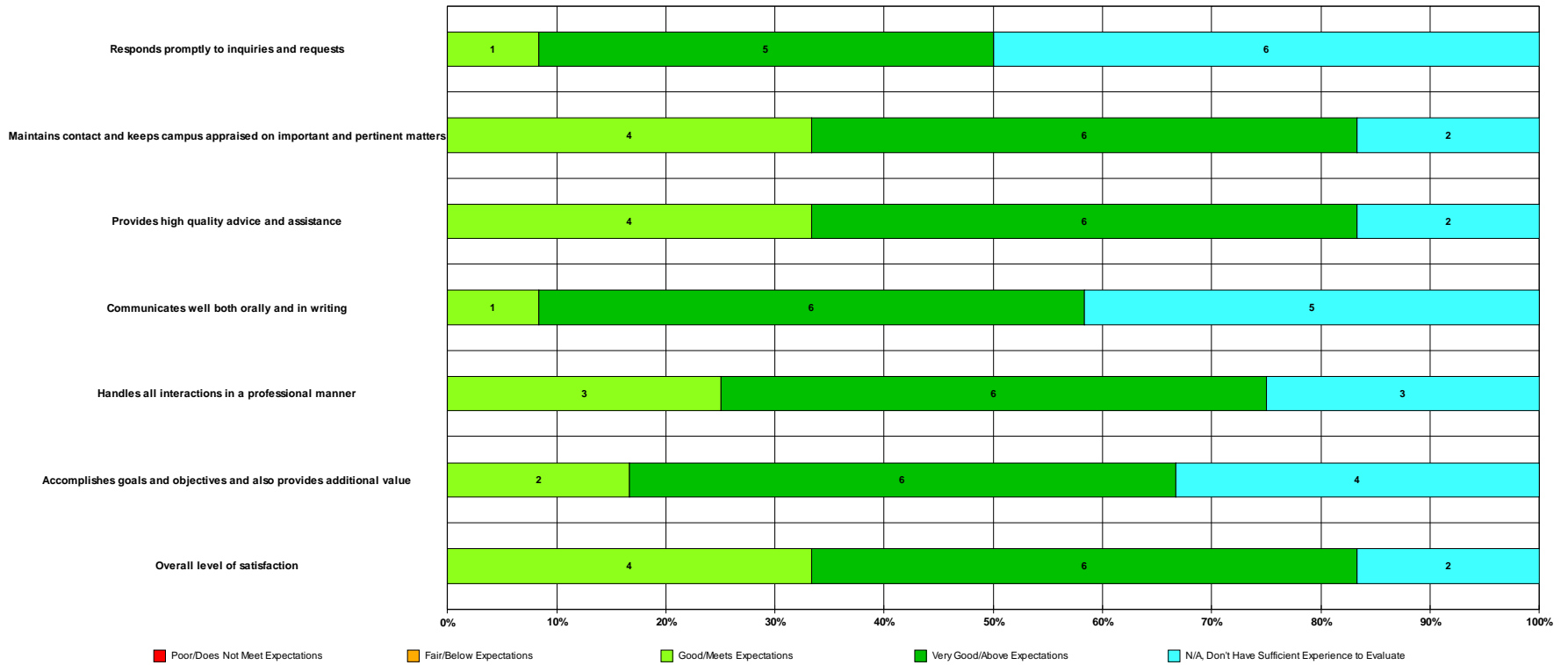
Analysis..: Q27.a to Q27.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q27.a to Q27.g Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Praesidium, Inc. - Consultant - Minors on Campus Online self assessment training

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:
<i>excellent program and allows us to be proactive in our approach to managing and mitigating risk.</i>
<i>At this time we are only engaging Praseidium for self evaluation of programs.</i>
<i>Too new to evaluate</i>
<i>Good support when requested</i>
<i>Timeliness of billing/invoicing was an issue. They resolved it, but the invoice was months late.</i>
<i>NA</i>
<i>n/a</i>
<i>New provider with limited interaction to date.</i>
<i>N/A</i>
<i>WE NEED TO SUPPORT THIS PROJECT! Candace has been really good to work with and I am happy CSURMA is helping in the funding.</i>
<i>New provider with limited interaction to date</i>
<i>great training</i>

CSURMA AUXILIARY

Q29.a to Q29.g Sedgwick CMS - AORMA Workers' Compensation Claims Administrator

Analysis.: Q29.a to Q29.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean	Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	224	3.71	2	1	55	156	10
Responds promptly to inquiries and requests	32	3.68	1	-	7	23	1
Maintains contact and keeps campus apprised on important and pertinent matters	32	3.61	1	-	9	21	1
Provides high quality advice and assistance	32	3.77	-	-	7	23	2
Communicates well both orally and in writing	32	3.70	-	-	9	21	2
Handles all interactions in a professional manner	32	3.77	-	-	7	23	2
Accomplishes goals and objectives and also provides additional value	32	3.71	-	-	9	22	1
Overall level of satisfaction	32	3.71	-	1	7	23	1

CSURMA AUXILIARY

Q29.a to Q29.g Sedgwick CMS - AORMA Workers' Compensation Claims Administrator

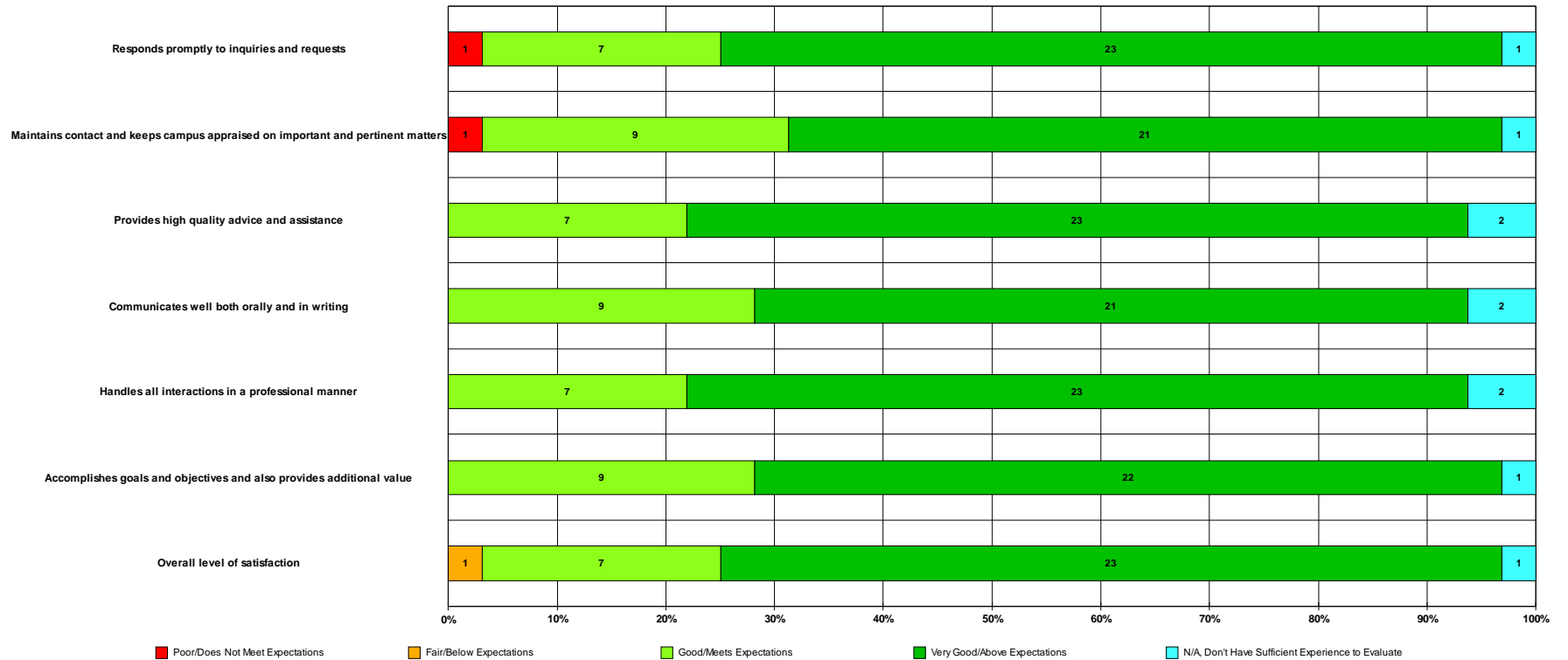
Analysis..: Q29.a to Q29.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q29.a to Q29.g Sedgwick CMS - AORMA Workers' Compensation Claims Administrator



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Sedgwick CMS - AORMA Workers' Compensation Claims Administrator

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:
N/A
<i>Sedgwick workers compensation program is AWESOME. They provide all the follow up and tracking on claims. Great time saver, excellent communication and saves us money overall.</i>
<i>Sedgwick was always very informative and worked well in administering our wc cases.</i>
<i>always easy to work with</i>
<i>Very good communication. Personable.</i>
<i>Maintains regular contact and ongoing reporting</i>
<i>prompt, efficient and supportive</i>
NA
<i>They do a great job in managing the claims.</i>
<i>Sedgwick is great. Katie knows her stuff and is great to work with. I have always received great customer service from all Sedgwick staff.</i>
<i>Van, Tevia, Shane and the rest are super. Mimi is excellent! I'm very pleased.</i>
<i>always helpful</i>
<i>The Financial Reporting department leaves much to be desired. All other departments are competent and responsive.</i>
<i>Katie is a valuable resource and responds promptly. Great to work with on claims.</i>
<i>Katie Brant is an outstanding representative of Sedgwick.</i>
N/A
<i>I'm copied on monthly emails from our claims administrator. Sometimes we receive the report from another CSU rather than from Northridge. It's always a quick fix however.</i>
<i>They have always been helpful in processing our claims for the worker's comp.</i>
.

CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Sedgwick CMS - AORMA Workers' Compensation Claims Administrator

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

Katie is a true pro.

Very good at giving us status reports. This was a tough year for us due to loss and they handled the claim very well. Thanks again.

I am happy with the timeliness of set up for claims and the responsiveness from Matt and Brian. Both are very helpful. For non litigated and/or minor claims their service is fine. My low ratings are because of the adjuster we have assigned to us for other claims. Our adjuster seems experienced but I like to know what is going on with my claims. With my previous adjuster I was always in the loop and had regular contact. I got updates and she was responsive. It worked well. I no longer feel this way. I recently talked to Trish at Sedgwick and was told that I needed to work with this adjuster because she handles our campus. Really hope things change but as of right now I am very dissatisfied.

We have amazing representatives who are great at communicating.

Katie is awesome! :)

Katie Brant is an outstanding representative of Sedgwick

none

I don't handle WC claims

Enjoy working with Sedgwick, they have provided great service and is always very responsive.

The adjusters assigned to our account are very helpful, knowledgeable, and consistent in their communications with our office.

Our representative Katie Brant is very responsive. She does her research and is very proactive in our needs. When we reach out, we are comfortable in knowing she will get back to us in a timely manner.

All interactions have been positive.

I work very well with our WC claims administrators. They are always knowledgeable and respond quickly to my inquiries. I wish I could receive updates on claims that are slow to close.

CSURMA AUXILIARY

Q31.a to Q31.g Target Safety - Web-based Training

Analysis...: Q31.a to Q31.g

Filter.....: All Respondents

Score.....: Weight WT1

Cells.....: Counts, Respondents

	Total	Mean					
			Poor/Does Not Meet Expectations	Fair/Below Expectations	Good/Meets Expectations	Very Good/Above Expectations	N/A, Don't Have Sufficient Experience to Evaluate
Base	161	3.26	7	6	66	55	27
Responds promptly to inquiries and requests	23	3.32	1	1	8	9	4
Maintains contact and keeps campus appraised on important and pertinent matters	23	3.26	1	1	9	8	4
Provides high quality advice and assistance	23	3.20	1	1	11	7	3
Communicates well both orally and in writing	23	3.32	1	1	8	9	4
Handles all interactions in a professional manner	23	3.32	1	-	10	8	4
Accomplishes goals and objectives and also provides additional value	23	3.17	1	1	10	6	5
Overall level of satisfaction	23	3.25	1	1	10	8	3

CSURMA AUXILIARY

Q31.a to Q31.g Target Safety - Web-based Training

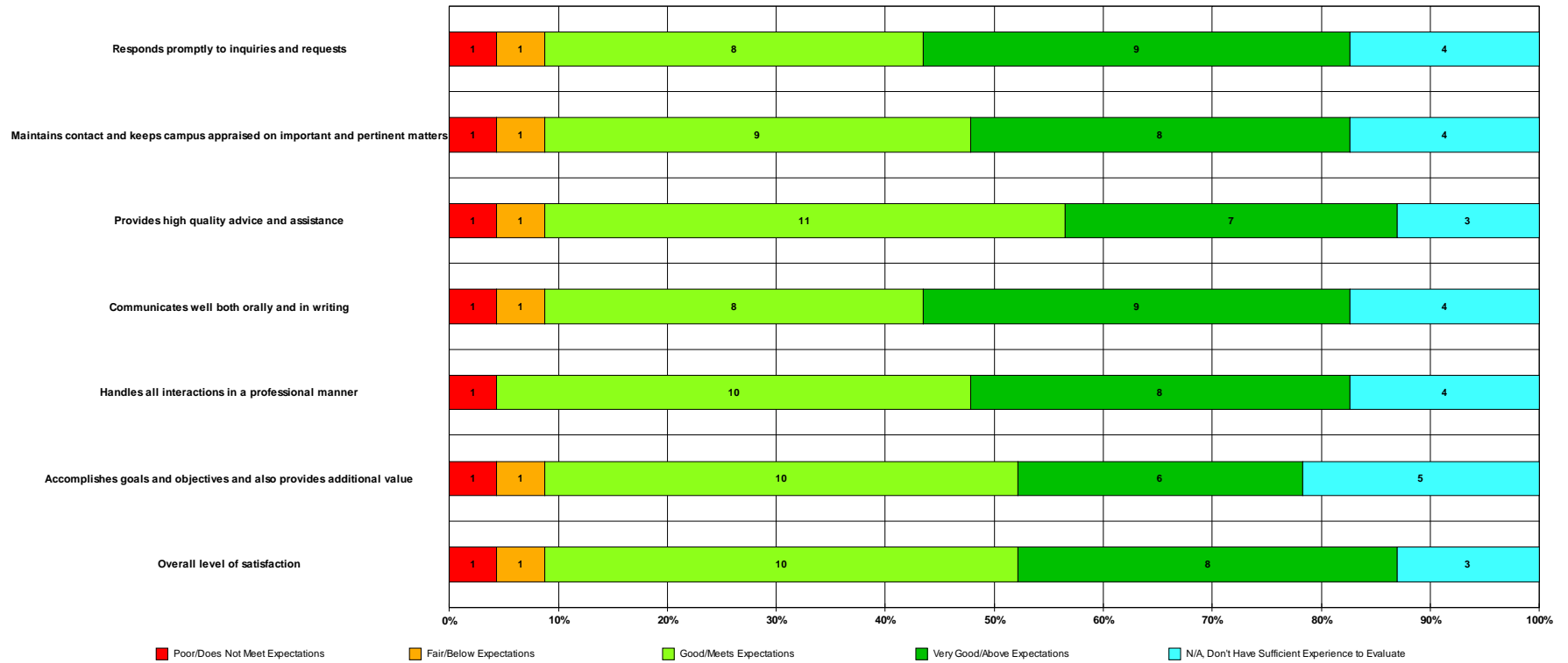
Analysis..: Q31.a to Q31.g

Filter.....: All Respondents

Options.. : Transposed

Cells.....: Counts, Respondents

Q31.a to Q31.g Target Safety - Web-based Training



CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Target Safety - Web-based Training

Analysis..: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

great program our entire staff uses it for training purposes.

N/A

Counting the moments until campus opens SkillPort for us to utilize and we can get off of Target Safety. Worst service ever! Most unfriendly system around!

some one else in our office handles all risk management issues, safety prevention etc.

It's a training tool and does the job

N/A

Target Safety is good. We do not have too much need to contact the staff at Target Safety. Majority of the coursework scheduling and set up is through the website.

ok

None

ok

I don't really interact much with the administrator for this, but the training is great.

None

Although I don't have direct contact, our HR Manager (who reports to me) keeps me apprised of all information and updates which seem ongoing and accurate.

*.
Solid service. Sad we won't be able to use it without us having a separate contract. We still have not been able to get Skillport to work for us.*

None

couldn't help with a question for a few days

none at this time

There is a quick turn around in responses and they provide the organization with contact information, which is helpful to us.

CSURMA AUXILIARY

Please use the space below to provide us with any additional comments or suggestions: Target Safety - Web-based Training

Analysis.: Please use the space below to provide us with any additional comments or suggestions:

Filter.....: All Respondents

Options.. : Transposed

Please use the space below to provide us with any additional comments or suggestions:

I really have had minimal contact with our account representative, but when I have needed to contact her, she is quick to respond and provide resources.

Although not too many interactions, each time we reached out they were very responsive and helpful to the issues we were having.

I appreciate the service and the extra effort made when I have need of a training that is not listed.

Overall, I feel Target Solutions has been a good web based training system although I feel most of their training is focused for towards emergency response teams or K-12. Their reporting is ok. I wish I could look up employee individually do see if they completed training, rather than having to pull a report of all employees.

2017 CSURMA MEETING CALENDAR

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

RECOMMENDATION: No action is requested on this item.

FISCAL IMPACT: None.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S):

- a. CSURMA – 2017 Meeting Calendar



2017 CSURMA MEETING CALENDAR

California State University Risk Management Authority

JANUARY				FEBRUARY				MARCH			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
8	3:00 PM	EC (AOA Conference)	San Diego	23	9:00 AM	PC	San Francisco	9	10:00 AM	AORMA	San Diego
8 - 11		AOA Annual Conference	San Diego					9	2:00 PM	EC	San Diego
11	10:30 AM	AIME	San Diego					10	8:30 AM	EC LRP	San Diego
APRIL				MAY				JUNE			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
				1	10:30 AM	AIME	San Francisco	TBD		AOA EC	TBD
				3	2:00 PM	BOD Orientation	Teleconference	22	1:00 PM	PC	Teleconference
				4	10:00 AM	AORMA	Long Beach				
				5	8:30 AM	EC	Long Beach				
				5	10:30 AM	BOD	Long Beach				
JULY				AUGUST				SEPTEMBER			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
TBD	11:00 AM	AORMA Officers Retreat	TBD	TBD		AOA EC	TBD	6	9:00 AM	AORMA New Member	TBD
								6	10:00 AM	AORMA LRP	TBD
								7	9:00 AM	AORMA	TBD
								7	4:00 PM	EC Orientation	TBD
								8	8:30 AM	EC	TBD
								28	1:00 PM	PC	Teleconference
OCTOBER				NOVEMBER				DECEMBER			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
16	10:30 AM	AIME	Fullerton	TBD		AOA EC	TBD	7	10:00 AM	AORMA	TBD
18	2:00 PM	BOD Orientation	Teleconference	30	8:00 AM	PC	San Francisco	8	8:30 AM	EC	TBD
19	10:00 AM	AORMA	Long Beach					7	8:00 AM	PC	San Francisco
20	8:30 AM	EC	Long Beach								
20	10:30 AM	BOD	Long Beach								

AORMA = Auxiliary Organizations Risk Management Alliance Committee
AIME = Athletic Injury Medical Expense Committee
MSLCTC = AORMA Member Services, Loss Control & Training Committee

PC = AORMA Programs Committee
AORMA LRP = AORMA Long Range Planning Meeting
AOA = CSU Auxiliary Organizations Association

EC = CSURMA Executive Committee
EC LRP = EC Long Range Planning Meeting
BOD = CSURMA Board of Directors

CSURMA ADMINISTRATIVE SERVICE CALENDAR

ISSUE: This item is provided as information to advise the Executive Committee of the various recurring administrative activities and when they take place over the course of the year. It includes items noting when they appear before the Executive Committee and Board of Directors. It is to be provided for information with each agenda packet.

RECOMMENDATION: It is recommended that the Executive Committee review the CSURMA Administrative Service Calendar and provide direction to staff as appropriate.

FISCAL IMPACT: No direct fiscal impact is expected.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S):

- a. CSURMA Administrative Service Calendar

CSURMA AORMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
JANUARY 2016				
01/02/16	FORM 700 - JPA ADMIN finalizes current year member listing	Alliant Staff	Tevea Him	Completed
01/06/16	Statement of Facts – Roster of Public Agencies - file with Secretary of State	Alliant Staff	Tevea Him	Completed
01/07/16	Announce the new AORMA Committee Vice Chair as well as open seats on the AORMA Committee	Nominations Committee	Mimi Long	Completed
<i>01/10/16</i>	<i>CSURMA AOA CONFERENCE</i>	<i>Alliant Staff</i>	<i>Mimi Long</i>	<i>Completed</i>
<i>01/10/16</i>	<i>CSURMA EC Meeting</i>	<i>Alliant Staff</i>	<i>Mimi Long</i>	<i>Completed</i>
<i>01/11/16</i>	<i>AIME Committee Meeting</i>	<i>Alliant Staff</i>	<i>Stacey Weeks</i>	<i>Completed</i>
01/15/16	FORM 700 - JPA ADMIN sends Form 700 to CSURMA FILERS, including EC, BOD, AORMA, Standing Committees, and designated consultants, including identified Alliant personnel	Alliant Staff	Tevea Him	Completed
01/31/16	Final premium / rate letter to all AORMA members	Alliant Staff	Mimi Long	Completed
01/31/16	Workers' Compensation Scorecard - Receive report from Sedgwick and distribute	Alliant Staff / Sedgwick	Tevea Him	Completed
FEBRUARY 2016				
02/01/16	FORM 700 - Follow up No. 1 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
02/01/16	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 12/31	Alliant Staff	Tevea Him	Completed
02/01/16	UIP - Send EDD Claims Information to Individual Members	Alliant Staff	Tevea Him	Completed
02/01/16	Campus Liability Risk Pool claims audit (every odd year)	Alliant Staff	Mimi Long	---
02/01/16	Campus Workers' Compensation Risk Pool claims audit (every odd year)	Alliant Staff	Jacki Graf	---
02/01/16	AORMA Workers' Compensation program claims administration audit (every even year)	Alliant Staff	Jacki Graf	Completed
02/01/16	AIME Risk Pool claims audit (every odd year)	Alliant Staff	Mimi Long	---
02/01/16	AORMA Liability Program claims audit (every odd year)	Alliant Staff	Mimi Long	---
02/15/16	FORM 700 - Follow up No. 2 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
<i>02/25/16</i>	<i>AORMA Program Committee Meeting (Teleconference)</i>	<i>Alliant Staff</i>	<i>Mimi Long</i>	<i>Completed</i>
MARCH 2016				
03/01/16	Annual Review of (1) Data Security Policies and (2) the Integrated CSU Administration Manual	Alliant Staff	Mimi Long	Completed
03/01/16	AORMA Liability Program - Reinsurance Recovery (verify w/ Mauri)	Carl Warren	Mimi Long	Completed
03/01/16	Approval by EC Resolution allowing Treasurer to invest or reinvest funds (annual approval required - see Res 01-15 BOD)	BOD and Alliant Staff	Tevea Him	Completed
03/01/16	Approval of Conflict of Interest Code by BOD every even-number year - File with FPPC as required.	BOD and Alliant Staff	Tevea Him	Completed
03/01/16	Chancellor's Office Services Budget Proposals	Alliant Staff	Mimi Long	Completed
03/01/16	CSURMA Budget	Alliant Staff	Robert Leong	Completed
03/01/16	CSURMA Master Investment Policy and Investment Policy for the Fixed Income Portfolio	Alliant Staff	Mimi Long	Completed
03/01/16	CSURMA Mid-Term Budget Amendments	Alliant Staff	Robert Leong	Completed
03/01/16	FORM 700 - Follow up No. 3 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
03/01/16	Review the Auxiliary Service Provider Report	Alliant Staff	Mimi Long	Completed
03/01/16	Appointment of the Campus Programs RPTG - Spring 2016 (FY 2017/2018)	Alliant Staff	Robert Leong	Completed
03/01/16	Appointment of the Student Insurance Programs RPTG - Spring 2016 (FY 2017/2018)	Alliant Staff	Robert Leong	Completed
<i>03/10/16</i>	<i>AORMA Committee Meeting</i>	<i>Alliant Staff</i>	<i>Mimi Long</i>	<i>Completed</i>
<i>03/10/16</i>	<i>CSURMA EC Meeting</i>	<i>Alliant Staff</i>	<i>Mimi Long</i>	<i>Completed</i>

CSURMA AORMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
03/11/16	CSURMA EC LRP Meeting	Alliant Staff	Mimi Long	Completed
03/15/16	FORM 700 - Follow up - JPA ADMIN follows up with FILER, prepares status report for CSURMA EC review at Long Range Planning meeting	Alliant Staff	Tevea Him	Completed
03/15/16	Quarterly Risk Management Report	Alliant Staff	Mimi Long	Completed
03/19/16	CSURMA Policies and Procedures (odd in odd years / even in even years)	Alliant Staff	Robert Leong	Completed
03/20/16	Forward slate of nominees to fill the open seats on the AORMA Committee	Alliant Staff	Mimi Long	Completed
03/31/16	Approval by BOD Resolution allowing Treasurer to invest or reinvest funds (annual approval required - see Res 01-15 BOD)	BOD and Alliant Staff	Tevea Him	Completed
03/31/16	Completion of the Form 700 – Statement of Economic Interest	BOD and Alliant Staff	Tevea Him	Completed
03/31/16	CSURMA Quarterly EPL Deductible Recoverys	Alliant Staff	Van Rin	Completed
APRIL 2016				
04/01/16	Campus Risk Pool Administrator verifies Campus Primary and Alternate representative remain in place by contacting campus representatives (i.e. ensure no leave of absence, retirement, change in duties, etc.)	Alliant Staff	Tevea Him	Completed
04/01/16	FORM 700 - JPA ADMIN sends all forms received to FPPC for processing	Alliant Staff	Tevea Him	Completed
04/01/16	Send out ballot for AORMA Committee term beginning on July 1, 2016	Alliant Staff	Tevea Him	Completed
04/30/16	Workers' Compensation Scorecard - Receive report from Sedgwick and distribute	Alliant Staff / Sedgwick	Tevea Him	Completed
MAY 2016				
05/02/16	AIME Committee Meeting	Alliant Staff	Stacey Weeks	Completed
05/06/16	Receive back all AORMA Committee ballots for the term beginning on July 1, 2016	Alliant Staff	Tevea Him	Completed
05/05/16	AORMA Committee Meeting	Alliant Staff	Mimi Long	Completed
05/05/16	CSURMA BOD NMO Meeting via Teleconference	Alliant Staff	Mimi Long	Completed
05/06/16	CSURMA EC Meeting	Alliant Staff	Mimi Long	Completed
05/06/16	CSURMA BOD Meeting	Alliant Staff	Mimi Long	Completed
05/11/16	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	Completed
05/15/16	FORM 700 - Follow up No. 1 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
05/30/16	Send out appointment letters to the newly appointed AORMA Standing Committee Chairs for the term beginning on July 1, 2016	AORMA Chair/Alliant Staff	Tevea Him	Completed
05/30/16	Send out appointment letters to the newly elected AORMA Committee members for the term beginning on July 1, 2016	AORMA Chair/Alliant Staff	Tevea Him	Completed
05/30/16	Send out appointment letters to the newly elected Executive Committee members for the term beginning on July 1, 2016	AORMA Chair/Alliant Staff	Tevea Him	Completed
05/30/16	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 3/31/16	Alliant Staff	Tevea Him	Completed
05/30/16	Update the AORMA Committee and Standing Committee Org Chart for the term beginning July 1, 2016	Alliant Staff	Tevea Him	Completed
05/30/16	Update the AORMA Committee and Standing Committee Roster for the term beginning July 1, 2016	Alliant Staff	Mimi Long	Completed
JUNE 2016				

CSURMA AORMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
06/01/16	AORMA Liability Program - Reinsurance Recovery (verify w/ Mauri)	Carl Warren	Mimi Long	Completed
06/01/16	FORM 700 - Follow up No. 2 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
06/23/16	AORMA Program Committee Meeting (Teleconference)	Alliant Staff	Mimi Long	Completed
06/30/16	CSURMA Quarterly EPL Deductible Recoverys	Alliant Staff	Van Rin	Completed
06/30/16	<i>Expiring Contract: Carl Warren & Company - July 1, 2011 to June 30, 2016</i>	Alliant Staff	Mimi Long	Completed
06/30/16	<i>Expiring Contract: CO Enterprise Accounting / Financial Services - July 1, 2015 to June 30, 2016</i>	Alliant Staff	Mimi Long	Completed
06/30/16	<i>Expiring Contract: UC Office of Risk Services Performing Arts Center of Excellence - November 1, 2013 to June 30, 2017</i>	Alliant Staff	Mimi Long	Completed
06/30/16	<i>Expiring Contract: A-G Administrator (AIME) - July 1, 2009 to June 30, 2017</i>	Alliant Staff	Mimi Long	Completed
06/30/16	<i>Expiring Contract: Alliant Loss Control Services - July 1, 2014 to June 30, 2015</i>	Alliant Staff	Mimi Long	Completed
06/30/16	<i>Expiring Contract: CO OGC / Legal - July 1, 2014 to June 30, 2015</i>	Alliant Staff	Mimi Long	Completed
06/30/16	<i>Expiring Contract: CO Risk Management - July 1, 2014 to June 30, 2015</i>	Alliant Staff	Mimi Long	Completed
06/30/16	<i>Expiring Contract: Praesidium - July 1, 2014 to June 30, 2015</i>	Alliant Staff	Mimi Long	Completed
06/30/16	<i>Expiring Contract: Target Safety dba Target Solutions - July 1, 2012 to June 30, 2015</i>	Alliant Staff	Mimi Long	Completed
06/30/16	<i>Expiring Contract: Employers Group - July 1, 2014 to June 30, 2017</i>	Alliant Staff	Mimi Long	Completed
06/30/16	<i>Expiring Contract: Employers Risk - July 1, 2013 to June 30, 2018</i>	Alliant Staff	Mimi Long	Completed
06/30/16	<i>Expiring Contract: HSR - July 1, 2015 to June 30, 2019</i>	Alliant Staff	Mimi Long	Completed
06/30/16	<i>Expiring Contract: Agility - July 1, 2015 to June 30, 2016</i>	Alliant Staff	Mimi Long	Completed
06/30/16	<i>Expiring Contract: Sedgwick - July 1, 2013 to June 30, 2018</i>	Alliant Staff	Mimi Long	Completed
06/30/16	Government Compensation Report (request from CSU Accounting and post on CSURMA website)	Accounting	Tevea Him	No Action
06/30/16	Request COI from all vendor's contract	Alliant Staff	Hsan Htein	In Process
JULY 2016				
07/01/16	<i>Expiring Contract: Witt O'Brien's, LLC (formally Witt Group Holdings, LLC) - July 1, 2014 to July 1, 2016</i>	Alliant Staff	Mimi Long	Completed
07/01/16	Financial audit prep with KPMG	Alliant Staff / RM	Van Rin	Completed
07/01/16	Send to CSU Accounting the approved dividends and allocation of program costs for invoicing	Alliant Staff	Van Rin	Completed
07/04/16	Send out AORMA binder, insurance summary and invoice to all members	Alliant Staff	Van Rin	Completed
07/05/16	Request a review of the claims activity within the UIP – claims activity variations of more than 10% above or below pricing levels used will resulting in a pricing adjustment	Alliant Staff	Mimi Long	Completed
07/05/16	Request Workers' Compensation and Liability loss runs @ 6/30 – Forward to Actuary	Alliant Staff	Mimi Long	Completed
07/07/16	Request Liability (EPL check register) for minimum EPL deductible calculation for upcoming fiscal year	Alliant Staff	Tevea Him	Completed
07/14/16	FORM 700 - Follow up No. 1 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
07/15/16	Final FY Payroll - request from Chancellor's Office	Alliant Staff	Robert Leong	Completed
07/15/16	Process the Liability and Workers' Compensation dividend checks and forward to Alliant for distribution	CSU Accounting	Van Rin	Completed
7/19-20/2016	AORMA Officers Retreat – San Francisco, CA	AORMA Officers	Mimi Long	Completed
07/21/16	FORM 700 - Follow up No. 2 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed

CSURMA AORMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
07/21/16	Upon receipt of loss data begin semi-annual loss charts for RM meeting in October and to be sent to members	Alliant Staff	Robert Leong	Completed
07/28/16	FORM 700 - FORMS DUE TO FPPC ON THIS DATE [ASSUMING/LEAVING]	Alliant Staff	Tevea Him	Completed
07/31/16	Actuarial Study - receive draft and forward to RM	Alliant Staff	Robert Leong	Completed
07/31/16	Campus Workers' Compensation Program Safety National Aggregate Stop Loss Report - Present to EC in Sept	Alliant Staff	Robert Leong	Completed
07/31/16	Distribute the Liability and Workers' Compensation dividend checks	Alliant Staff	Van Rin	Completed
07/31/16	Request final audited payroll from all Workers' Compensation program members for expired year	Alliant Staff	Hsan Htein	Completed
07/31/16	Survey legal counsel compensation and recommend to AORMA a fair and equitable maximum allowable hourly rate (every three years)	Liability TPA	Mimi Long	Completed
07/31/16	Workers' Compensation Scorecard - Receive report from Sedgwick and distribute	Alliant Staff / Sedgwick	Tevea Him	Completed
07/31/16	Appointment of the Campus Programs RPTG - Spring 2016 (FY 2017/2018)	Alliant Staff	Robert Leong	Completed
07/31/16	Appointment of the Student Insurance Programs RPTG - Spring 2017 (FY 2018/2019)	Alliant Staff	Robert Leong	No Action
AUGUST				
08/01/16	FORM 700 - JPA ADMIN sends entering and leaving office notices to AORMA FILERS who will be taking office on AORMA and Standing Committees	Alliant Staff	Tevea Him	Completed
08/01/16	Send out letter regarding Campus Appointment of CSURMA Board of Directors Members and Alternate	Alliant Staff	Tevea Him	Completed
08/01/16	Send out letter to regarding Claims Settlement Authority Annual Confirmation	Alliant Staff	Tevea Him	Completed
08/01/16	Send out letter to regarding Foreign Travel Authority Confirmation	Alliant Staff	Tevea Him/ Stacey Weeks	Completed
08/01/16	Completion of draft actuarial studies for Workers' Compensation and Liability programs	Actuary	Mimi Long	Completed
08/01/16	AOA EC Meeting: Send out AORMA Summary	Alliant Staff	Mimi Long	Completed
08/11/16	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	Completed
08/15/16	AOA EC Meeting - San Diego	Alliant Staff	Mimi Long	Completed
08/31/16	Calculate additional premium or return premium for each Workers' Compensation program member based on the audited payroll	Alliant Staff	Mimi Long	Completed
08/31/16	Calculate each member's minimum EPL deductible for the upcoming program term	Alliant Staff	Mimi Long	Completed
08/31/16	Complete Target Surplus Funding Report	Alliant Staff	Mimi Long	Completed
08/31/16	Completion of Financial Audit	CSU Accounting	Mimi Long	Completed
08/31/16	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 6/30	Alliant Staff	Tevea Him	Completed
Begin Task	Completion of the Public Self-Insurer's Annual Report for CSURMA (must be filed with the state by Oct 1st.)	Alliant Staff	Mimi Long	Completed
Begin Task	AORMA Workers' Compensation Desk Audit	Alliant Staff	Mimi Long	Completed
SEPTEMBER				
09/01/16	AORMA Liability Program - Reinsurance Recovery (verify w/ Mauri)	Carl Warren	Mimi Long	
09/01/16	Stewardship Report	Alliant Staff	Mimi Long	Completed
09/07/16	<i>AORMA Long Range Plan meeting</i>	<i>Alliant Staff</i>	<i>Mimi Long</i>	<i>Completed</i>
09/07/16	<i>AORMA New Committee Member Orientation meeting</i>	<i>Alliant Staff</i>	<i>Mimi Long</i>	<i>Completed</i>

CSURMA AORMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
09/08/16	<i>AORMA Committee Meeting</i>	Alliant Staff	Mimi Long	Completed
09/13/16	<i>CAJPA Fall Conference and Training Seminar -South Lake Tahoe</i>	Alliant Staff	Mimi Long	Completed
09/14/16	CAJPA Standards review (2014 and every 3 years thereafter)	Alliant Staff	Mimi Long	No Action
09/15/16	Prepare invoices or checks for the Workers' Compensation payroll audit	CSU Accounting	Van Rin	In Process
09/15/16	Quarterly Risk Management Report for Systemwide Risk Management	Alliant Staff	Dan Howell	In Process
09/23/16	<i>CSURMA EC Meeting</i>	Alliant Staff	Mimi Long	Completed
09/23/16	<i>CSURMA EC Orientation Meeting</i>	Alliant Staff	Mimi Long	Completed
09/29/16	<i>AORMA Program Committee Meeting (Teleconference)</i>	Alliant Staff	Mimi Long	Completed
09/30/16	CSURMA Quarterly EPL Deductible Recoverys ending September 30 (Begin Task)	Alliant Staff	Van Rin	
09/30/16	Completion of the AORMA Committee (September Letter) updating all AORMA members on the funding and dividends approved for the upcoming fiscal year	Alliant Staff/AORMA Chair	Mimi Long	Completed
OCTOBER				
10/01/16	Request completion of the Liability application	Alliant Staff	Mimi Long	Completed
10/01/16	Request estimated Workers' Compensation payroll	Alliant Staff	Mimi Long	Completed
10/15/16	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	Completed
10/15/16	Poll eligible AORMA Committee members to determine which members are willing to be nominated for the Vice Chair position	Nominations Committee	Mimi Long	Completed
10/17/16	<i>AIME Committee Meeting</i>	Alliant Staff	Stacey Weeks	Completed
10/20/16	<i>AORMA Committee Meeting</i>	Alliant Staff	Mimi Long	CANCELED
10/31/16	Create Government Compensation Report page on CSURMA website for public viewing	Alliant Staff	Tevea Him	
10/31/16	<i>Expiring Contract: Praesidium - October 31, 2015 to October 1, 2016</i>	Alliant Staff	Mimi Long	Completed
10/31/16	Government Compensation Report (request from CSU Accounting)	Accounting	Tevea Him	
10/31/16	Workers' Compensation Scorecard - Receive report from Sedgwick and distribute	Alliant Staff / Sedgwick	Tevea Him	
10/TBD/2016	<i>CSURMA BOD NMO Meeting via Teleconference</i>	Alliant Staff	Mimi Long	Completed
NOVEMBER				
11/01/16	FORM 700 - Campus Risk Pool Administrator sends request to campus president to confirm appointments of primary and alternate representative to BOD (Note: AORMA Representatives are maintained through their election process)	Alliant Staff	Tevea Him	Completed
11/02/16	<i>CSURMA BOD Meeting</i>	Alliant Staff	Mimi Long	Completed
11/02/16	<i>CSURMA EC Meeting</i>	Alliant Staff	Mimi Long	Completed
11/28/16	Campus Risk Pool Deductible - Confirm (every 3 years - 2014, 2017, 2020)	Alliant Staff	Robert Leong	In Process
11/28/16	Send campus risk pool renewal budget (Budget)	Alliant Staff	Robert Leong	Completed
11/28/16	Send campus risk pool renewal budget (Early Bird Renewal Letter)	Alliant Staff	Robert Leong	Completed
11/30/16	Review volunteer losses within the Workers' Compensation program	Alliant Staff	Mimi Long	Completed
11/30/16	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 9/30	Alliant Staff	Tevea Him	Completed
11/30/16	Research the single bond approach & report back at the September meeting	Alliant Staff	Rob Leong	In Process
DECEMBER				

CSURMA AORMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
12/01/16	2016 Vendor Survey - Review List of Vendors and Work on Recipients	Risk Management	Rebecca Skidmore	Completed
12/01/16	AORMA Committee Meeting	Alliant Staff	Mimi Long	Completed
12/01/16	AORMA Liability Program - Reinsurance Recovery (verify w/ Mauri)	Carl Warren	Mimi Long	
12/02/16	CSURMA EC Meeting	Alliant Staff	Mimi Long	CANCELED
12/08/16	AORMA Program Committee Meeting	Alliant Staff	Mimi Long	Completed
12/15/16	FORM 700 - Campus Risk Pool Administrator sends revised Campus Primary and Alternate CSURMA BOD member listing to JPA ADMIN	Alliant Staff	Tevea Him	Completed
12/15/16	Quarterly Risk Management Report for Systemwide Risk Management	Alliant Staff	Dan Howell	
12/30/16	Financial Audit - mail to Secretary of State and County Auditor	Alliant Staff/Accounting	Tevea Him	In Process
12/31/16	CSURMA Quarterly EPL Deductible Recoverys	Alliant Staff	Van Rin	
12/31/19	Expiring Contract: Alliant Insurance Services (Brokerage Agreement) - December 31, 2019	Alliant Staff	Mimi Long	Completed
12/31/19	Expiring Contract: Alliant Insurance Services (Brokerage Agreement OCIP) - December 31, 2019	Alliant Staff	Mimi Long	Completed
12/31/19	Expiring Contract: Alliant Insurance Services (Program Admin Agreement) - December 31, 2019	Alliant Staff	Mimi Long	Completed
12/31/16	Expiring Contract: Enterprises Rent A Car - January 1, 2015 - December 31, 2015	Alliant Staff	Mimi Long	Completed

CSURMA EXECUTIVE COMMITTEE AND STAFF CONTACT LIST

ISSUE: Attached is a list of CSURMA Executive Committee members and the Program Administrators.

RECOMMENDATION: It is recommended that members review the list at each meeting for accuracy, making revisions as appropriate. If there are any changes, please contact Tevea Him at thim@alliant.com.

FISCAL IMPACT: None.

BACKGROUND: An accurate and current contact list facilitates better communication among Committee Members and Staff.

PUBLICATION: None.

ATTACHMENT(S):

- a. CSURMA Executive Committee and Staff Contact List

CSURMA EXECUTIVE COMMITTEE MEMBERS
Effective at July 1, 2016

Seat	Member	Position	Campus	Organization	E-Mail	Telephone Number
Chair	Ming Tung (Mike) Lee	Vice President, Administration and Chief Financial Officer	Sacramento	California State University Sacramento	mikelee@csus.edu	916-278-6312
Vice Chair	Lisa Chavez	Vice-President, Administration and Chief Financial Officer	Los Angeles	California State University Los Angeles	lisa.chavez@calstatela.edu	323-343-3500
CSU Seat #1	Thom Davis	Vice President for Business and Administrative Services	Bakersfield	California State University, Bakersfield	tdavis31@sub.edu	661-654-2287
CSU Seat #2	Jody Van Leuven	Executive Director	San Bernardino	California State University San Bernardino	jody.vanleuven@csusb.edu	909-537-3939
CSU Seat #3	Scott Apel	Associate Vice President	Long Beach	California State University Long Beach	scott.apel@csulb.edu	562-985-8716
CSU Seat #4	Kevin Saunders	VP Administration & Finance	Monterey Bay	California State University Monterey Bay	kesaunders@csumb.edu	831-582-3397
AORMA Seat #5 - Chair	Frank Mumford	Executive Director	Fullerton	CSU Fullerton Auxiliary Services Corporation	fmumford@fullerton.edu	657-278-4101
AORMA Seat #6 - V Chair						
Treasurer	Robert Eaton	Assistant Vice Chancellor, Financing, Treasury, and Risk Management	Chancellor's Office	California State University, Office of the Chancellor	reaton@calstate.edu	562-951-4572
Secretary Auditor	Zachary Gifford	Director of Systemwide Risk Management and Public Safety	Chancellor's Office	California State University, Office of the Chancellor	zgifford@calstate.edu	562-951-4580



California State University Risk Management Authority

CONTACT LIST

Coverage	Contact	E-Mail Address	Office	Fax
JPA Program Administrator – Alliant Insurance Services, Inc.				
Certificate of Insurance Requests	Van Rin	vrin@alliant.com	415-403-1408	415-874-4810
General CSURMA Coverage Questions	Robert Leong Van Rin Amy Lightner Daniel Howell	rleong@alliant.com vrin@alliant.com amy.lightner@alliant.com dhowell@alliant.com	415-403-1423 415-403-1408 415-403-1457 415-403-1426	415-874-4810 415-874-4810 415-874-4810 415-874-4810
General AORMA Coverage Questions	Mimi Long Van Rin Amy Lightner Daniel Howell	mlong@alliant.com vrin@alliant.com amy.lightner@alliant.com dhowell@alliant.com	415-403-1423 415-403-1408 415-403-1457 415-403-1426	415-874-4810 415-874-4810 415-874-4810 415-874-4810
Inland Marine	Van Rin Mimi Long	vrin@alliant.com mlong@alliant.com	415-403-1408 415-403-1423	415-874-4810 415-874-4810
Participant Accident Insurance (PAI)	Van Rin Tevea Him	vrin@alliant.com thim@alliant.com	415-403-1408 415-403-1416	415-874-4810 415-874-4810
Special Events Insurance	Van Rin	vrin@alliant.com	415-403-1408	415-874-4810
Foreign Travel Program	Stacey Weeks Van Rin	sweeks@alliant.com vrin@alliant.com	415-403-1448 415-403-1408	415-874-4810 415-874-4810
General Risk Management Questions	Mimi Long Van Rin Amy Lightner Daniel Howell	mlong@alliant.com vrin@alliant.com amy.lightner@alliant.com dhowell@alliant.com	415-403-1423 415-403-1408 415-403-1457 415-403-1426	415-874-4810 415-874-4810 415-874-4810 415-874-4810
Workers' Compensation Claims Consultant	Jacki Graf	jgraf@alliant.com	415-403-1438	415-874-4810
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Form 700	Tevea Him	thim@alliant.com	415-403-1416	415-402-0773
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378



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