



# 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: October 23, 2015  
Time: 9:00 AM

Primary Location: CSU Chancellor’s Office  
401 Golden Shore, Munitz Room  
Long Beach, CA 90802

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

### A. CALL TO ORDER

- 1. **Approval of the Agenda** **A** p. 3

### B. PUBLIC COMMENTS

### C. CONSENT CALENDAR

*The Committee will be asked to take action on the consent calendar items as a group; however, a member may request that an item be withdrawn from the Consent Calendar for discussion and action.*

- 1. **Approval of Minutes – September 11, 2015** **A** p. 4  
*The Committee will be asked to approve the minutes from its last meeting.*
- 2. **Financial Report**
  - a. Receipt and Review of the draft financial statement at September 30, 2015 **A** p. 20
  - b. Treasurer’s Certification dated October 12, 2015 **A** p. 31
- 3. **Cancellation of December 4, 2015 CSURMA Executive Committee Meeting** **A** p. 33  
*The Committee will be asked to approve the cancellation of the December 4, 2015 meeting.*

### D. GENERAL ADMINISTRATION

- 1. **Report on Independent Auditor’s Financial Audit as of June 30, 2015** **A** p. 36  
*The Committee will receive a report on the fiscal year 2014/2015 Financial Audit, taking action as appropriate*

2.	<b>CSU International Programs Funding</b> <i>The Committee will be asked to discuss the status of IP FTIP and take action on the funding and rates</i>	A	p. 79
E.	<b>OTHER PROGRAMS</b>		
1.	<b>AORMA Programs Update</b> <i>The Committee will receive a verbal report on the AORMA programs</i>	I	p. 81
2.	<b>AIME Program Update</b> <i>The Committee will receive a verbal report on the AIME</i>	I	p. 82
F.	<b>CLOSED SESSION Pursuant to Cal. Gov. Code Sec. 11126(e)(1) &amp; 11126(f)(1) – Action may be taken per Government Code Section 11126(e)(1) &amp; 11126(f)(1). The matters below may be discussed. The Committee may take action or provide direction to Staff regarding the matters.</b>	A	
1.	Butts v. CSU Dominguez Hills		
G.	<b>INFORMATION ITEMS</b>		
1.	<b>Review of FY 2015/2016 Long Range Planning Goals</b>	I	p. 83
2.	<b>CSURMA Administrative Service Calendar</b>	I	p. 87
3.	<b>CSURMA Executive Committee &amp; Staff Contact List</b>	I	p. 93
4.	<b>2016 CSURMA Meeting Calendar</b>	I	p. 97
H.	<b>ADJOURNMENT</b>		

**The next CSURMA Executive Committee meeting is scheduled for Sunday, January 10, 2016 in Sacramento, CA during the AOA Conference.**

*If you have questions regarding the agenda package, please contact Mimi Long at [mimilong@alliant.com](mailto:mimilong@alliant.com) / (415) 403-1423 or Tevea Him at [them@alliant.com](mailto:them@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 – SEPTEMBER 11, 2015**

**ISSUE:** The Committee will be asked to review and approve the draft minutes from its September 11, 2015 meeting.

**RECOMMENDATION:** It is recommended that the Committee approve the minutes from its September 11, 2015 meeting, including corrections as necessary.

**FISCAL IMPACT:** None.

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

**PUBLICATION:** The approved minutes will be uploaded to the CSURMA website.

**ATTACHMENT(S):**

- a. CSURMA Executive Committee Meeting Minutes – September 11, 2015

**MINUTES OF THE  
CSURMA EXECUTIVE COMMITTEE MEETING  
SEPTEMBER 11, 2015  
ALLIANT INSURANCE SERVICES  
2180 Harvard Street, Suite 460 • Sacramento, CA  
8:30 AM**

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**MEMBERS PRESENT**

Lisa Chavez, California State University Los Angeles  
 Guy Dalpe (AORMA Vice-Chair), Associated Students, Inc., San Francisco State University  
 Robert Eaton (Treasurer), California State University, Office of the Chancellor *(via Teleconference)*  
 Ming Tung (Mike) Lee, California State University Sacramento  
 Frank Mumford (AORMA Chair), CSU Fullerton Auxiliary Services Corp. *(arrived at 9:09 AM)*  
 Kevin Saunders, California State University Monterey Bay  
 Jody Van Leuven, California State University San Bernardino

**MEMBERS ABSENT**

Lori Gentles, California State University Fullerton  
 Linda Hawk (Chair), California State University San Marcos

**STAFF, GUESTS & CONSULTANTS**

Zachary Gifford (Secretary/Auditor), California State University, Office of the Chancellor  
 Daniel Howell, Alliant Insurance Services, Inc.  
 William Hsu, California State University, Office of General Counsel  
 Rob Leong, Alliant Insurance Services, Inc.  
 Mimi Long, Alliant Insurance Services, Inc.

**A. CALL TO ORDER**

The meeting was called to order by the Vice-Chair, Mike Lee at 8:32 AM. To facilitate speed of the meeting due to roll call requirements, Robert Eaton, attending by phone, elected to abstain on votes until such time as he wished to vote on an item.

**A1. Approval of the Agenda**

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

MOTION: Kevin Saunders  
 SECOND: Lisa Chavez

NAME	AYE	ABSTAIN	NAY	ABSENT
Lisa Chavez	X			
Guy Dalpe	X			

Robert Eaton		X		
Lori Gentles				X
Linda Hawk				X
Mike Lee	X			
Frank Mumford				X
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

**B. PUBLIC COMMENTS**

There were no comments from members of the public.

**C. CONSENT CALENDAR**

- C1. Approval of Minutes – May 8, 2015**
- C2a. Receipt and Review of the Draft Financial Statements at June 30, 2015**
- C2b. Treasurer’s Report at June 30, 2015**
- C3. AIME Claims Administration Service Agreement**
- C4. Adoption of CSURMA Executive Committee and Board of Directors 2016 Meeting Calendar**
- C5. Appointment of CSURMA Secretary-Auditor**

MOTION: Guy Dalpe  
 SECOND: Jody Van Leuven

NAME	AYE	ABSTAIN	NAY	ABSENT
Lisa Chavez	X			
Guy Dalpe	X			
Robert Eaton		X		
Lori Gentles				X
Linda Hawk				X
Mike Lee	X			
Frank Mumford				X
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

**D. GENERAL ADMINISTRATION**

- D1. Insurance and Reinsurance Renewal Report**

Daniel Howell provided a recap of CSURMA's insurance and reinsurance programs that renewed on July 1<sup>st</sup>. At its May 19, 2015 meeting the CSURMA Executive Committee delegated authority to renew the insurance and reinsurance programs as appropriate and within the budgeted amounts of the FY 15/16 Budget adopted by the CSURMA Board of Directors in at their April 27, 2015 meeting.

The liability renewal faced two significant complications, the withdrawal of CV Starr from the California marketplace which removed \$20 million of capacity from CSURMA's program and the requirement of some underwriters for an exclusion of concussive injuries. In the end, CV Starr's capacity was replaced on favorable terms on the \$10 million xs \$35 million layer by Alteris. For the \$50 million xs \$50 million layer, CSU leadership chose Lexington (AIG) who did not include a concussive injury exclusion but included an aggregate limit of \$100 million for all claims in this catastrophic layer. The medical malpractice coverage for student health centers (\$5 million xs \$5 million layer) was renewed as expiring.

CSU and the auxiliary organizations have had excellent property loss results in recent years, but a recent major loss will impact future renewals. The property market remains soft. Despite pending losses, the renewal was achieved at rates close to expiring.

For workers' compensation, The Executive Committee took action in December to bind an 18 month reinsurance program via the CSAC Excess Insurance Authority that will guarantee most of the program costs at the July 1 renewal. EIA obtained terms as expiring terms from Safety National Casualty Corp., our incumbent excess insurer, which solidifies the 18 month program for the term.

Beazley continues as the Cyber Liability lead provider. We negotiated an increase in sublimits to \$2.5 million for legal and forensic costs and also removed the exclusion of claims where a mobile device (phone, tablet or laptop) was not encrypted. CSU leadership selected a renewal option that increases total limits to \$10 million by adding a \$5 million xs \$5 million layer, and also adds an additional \$2.5 million xs of \$2.5 million limit for coverage of legal and forensic costs. CSU and the auxiliary organizations continue to share a notification limit of 2 million affected individuals.

The SPLIP and SAFECLIP programs continue to have excellent results and we achieved a rate reduction on the SPLIP renewal. For SAFECLIP, CSU leadership selected an option that increased the limits from \$2 million per claim with a \$10 million annual aggregate to \$5 million per claim with a \$20 million annual aggregate. This change was accomplished for a small increase (to just less than our original program rate of \$6), and it will satisfy major host partners who have been asking for an increase in limits.

The campus program has a fidelity loss reported, but we obtained a flat rate renewal overall for the programs.

The systemwide FTIP policy had a significant loss during FY 13/14 and a large rate increase last year. The CSU International Programs also had increased loss activity. The Executive Committee approved a rate increase plan for IP last year that will resolve funding differences. We replaced the claims intake provider to reduce claim costs this year. Rates increased at renewal and we will

be implementing a new rating plan for January 1, 2016 to allocate the costs. Also, the Executive Committee will need to consider a new plan relative to the cost of the CSU IP travelers as the current plan is not meeting expectations due to increased rates.

**D2a. Campus Risk Pools Actuarial Reports**

Rob Leong provided an overview of the actuarial reports. The information provided by the actuary is used to establish fiscal year-end financial reports, and serves as the starting point to develop rates and funding for FY 16/17 as well as evaluating potential dividends or assessments. The Projected Ultimate Limited Losses within the liability program decreased 0.5% for FY 16/17. Loss Funding at 70% actuarial confidence decreased from \$14,117,400 (FY 15/16) to \$14,045,000 (FY 16/17). The Projected Ultimate Limited Losses within the workers’ compensation program increased by 9.7% for FY 16/17. Loss Funding at 70% actuarial confidence increased from \$28,819,350 (FY 15/16) to \$31,607,000 (FY 16/17). The Projected Ultimate Limited Losses within AIME increased by 7.0% for FY 16/17. Loss Funding at 70% actuarial confidence increased from \$3,300,000 (FY 15/16) to \$3,529,000 (FY 16/17).

Leong noted that the loss rates within the liability program are based on FTE. These rates are now flattening out. There was an increase between FY 14/15 to FY 15/16. The claim frequency between FY 13/14 and FY 14/15 was flat; however, the claim severity increased slightly. Within the workers’ compensation program, the recommended loss rate of \$0.94 is a slight increase from FY 15/16; however, this rate is substantially lower than the WCIRB rate for the same class code. The TPA has been aggressive in settling claims through Compromise and Release or Stipulation which might result in a claim cost spike. The TPA settled 317 claims in FY 14/15. The claim frequency between FY 13/14 and FY 14/15 is down significantly; however, the claim severity increased.

Leong explained that the CSURMA Executive Committee has delegated authority to the AIME Committee to accept its actuarial report.

A motion was made to accept the liability and workers’ compensation campus risk pool actuarial reports.

MOTION: Kevin Saunders

SECOND: Guy Dalpe

NAME	AYE	ABSTAIN	NAY	ABSENT
Lisa Chavez	X			
Guy Dalpe	X			
Robert Eaton		X		
Lori Gentles				X
Linda Hawk				X
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			

Jody Van Leuven	X			
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**MOTION CARRIED**

**D2b. FY 2016/17 Rates and Gross Funding Campus Coverage Programs**

Rob Leong explained that upon recommendation of the Executive Committee, the Board of Directors adopts rates and funding for the upcoming fiscal year at its October meeting. The Program Administrator has prepared the FY 16/17 draft calculations using the draft actuarial reports dated July 31, 2015.

Leong summarized the estimated program costs shown below. The General Liability program costs include premium deposits for Student Professional Liability Insurance Program and Student Academic Field Experience for Credit Liability Insurance Program. Campus Property Program costs include Blanket Employee Fidelity coverage and Cyber Risk insurance. Auto Liability is covered by the State Vehicle Liability Self-Insurance Program; its cost is determined by the Office of Risk and Insurance Management and issued in March 2016. The costs for the purchased insurance programs are estimated at this time since actual rates will not be known until negotiations are finalized in June 2016.

Rob Leong summarized the proposed funding recommendations as shown below.

<b>Program</b>	<b>FY 15/16 <i>Actual</i></b>	<b>FY 16/17 <i>Proposed</i></b>	<b>\$ Change</b>	<b>% Change</b>
Liability	\$13,514,960	\$14,240,860	\$725,900	5.4%
Workers' Comp	37,744,986	37,823,215	78,229	0.2%
IDL NDI UI	13,500,000	13,500,000	0	0.0%
Property	8,000,000	8,250,000	250,000	3.1%
Auto Liability	688,468	845,823	157,355	22.9%
AIME	3,897,503	3,897,503	0	0.0%
<b>Total</b>	<b>\$77,345,917</b>	<b>\$78,557,401</b>	<b>\$1,211,484</b>	<b>1.6%</b>

The recommended Campus Liability Risk Pool funding for FY 16/17 includes a 5.4% increase. This is due to a rise in payroll. The Campus Property Program recommended funding for FY 16/17 includes additional costs for the proposed fine arts program. ORIM will issue the final costs for the auto liability for FY 16/17 in March 2016. Leong noted that the AIME Committee will be asked to review and recommend approval of its rates and funding at its next meeting.

A motion was made to recommend to the Board of Directors adoption of the rates and funding for FY 16/17 as shown above.

MOTION: Guy Dalpe

SECOND: Lisa Chavez

NAME	AYE	ABSTAIN	NAY	ABSENT
Lisa Chavez	X			
Guy Dalpe	X			
Robert Eaton		X		
Lori Gentles				X
Linda Hawk				X
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

**D3a. Campus Risk Pools Funding Status at June 30, 2015**

Rob Leong reviewed the Campus Risk Pools’ Funding Status reports. The unencumbered funds within the Campus Liability Risk Pool decreased about \$8,000,000. This amount corresponds with the dividend that was paid in FY 14/15. The unencumbered funds within the Campus Workers’ Compensation Risk Pool increased due to the reinsurance program with CSAC EIA which essentially locked in losses below the campus deposit.

**D3b. Evaluation of Potential Campus Risk Pool Dividends and Assessments**

Rob Leong noted that according to CSURMA Policy and Procedure No. 14, the Executive Committee evaluates and approves dividends and assessments for the Campus Risk Pools. The practice has been to declare a dividend of up to fifty percent (50%) of the unencumbered program funds where available and an assessment to cover existing and anticipated funding shortfalls for funds that have a negative fund balance.

The Committee reviewed the recommended dividends at shown below:

Program	FY 14/15 Dividend (Assessment)	FY 15/16 Dividend (Assessment)
Liability	\$8,677,518	\$5,038,862
Workers’ Compensation	0	\$3,461,497
IDL/NDI/UI	0	0
<b>Total</b>	<b>\$8,677,518</b>	<b>\$8,500,359</b>

Leong explained that CSURMA adopted three ratios which are used to guide decisions on the dividend available to be released. The Premium to Surplus ratio is a measure of how surplus is leveraged against possible pricing inaccuracies. The Surplus to Retention ratio is a measure of the maximum amount that surplus could decline due to a single loss. The Outstanding Reserves to

Surplus ratio is a measure of how surplus is leveraged against possible reserve inaccuracies. Based on these ratios, the IDL/NDL/UI program does not have enough surplus to recommend a dividend. Within the liability and workers’ compensation programs, there is an opportunity to release a dividend.

A motion was made to recommend to the CSURMA Board of Directors a liability dividend in the amount of \$5,038,862 and a workers’ compensation dividend in the amount of \$3,461,497.

MOTION: Kevin Saunders  
 SECOND: Jody Van Leuven

NAME	AYE	ABSTAIN	NAY	ABSENT
Lisa Chavez	X			
Guy Dalpe		X		
Robert Eaton		X		
Lori Gentles				X
Linda Hawk				X
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

**D4. Risk Management Innovation Grant Program**

The Committee reviewed and discussed the five Innovation Grant Applications submitted by four different campuses as shown below:

1. CSU Channel Islands – Web-based ergonomics training and assessment
2. CSU Long Beach – Preventive office ergonomics / workstations assessment and guidance
3. CSU Long Beach – Chemistry lab alcohol thermometers
4. SJSU – Ergonomic stretch back software
5. SJSU – Workstation and laptop encryption

The Committee felt the three ergonomics related applications fit within the criteria of the grant program, but that the chemistry lab thermometers and the encryption software represented items that are standard for the operations of the campus and therefore are not considered innovative in nature. Zachary Gifford noted that he has been encouraging prospective ergonomic evaluations rather than post injury assessments. Clerical repetitive motion losses are a high exposure for the CSU.

As three different ergonomics software solutions will be purchased, Gifford confirmed that he would solicit feedback from the three campuses within six to nine months and provide a report to the Executive Committee.

A motion was made to approve the three grant applications for ergonomics software, training and assessments.

MOTION: Lisa Chavez  
 SECOND: Guy Dalpe

NAME	AYE	ABSTAIN	NAY	ABSENT
Lisa Chavez	X			
Guy Dalpe	X			
Robert Eaton		X		
Lori Gentles				X
Linda Hawk				X
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

**D5. Prevention of the Sexual Abuse of Minors Consulting Services**

As explained by Zachary Gifford, at the last meeting, the Executive Committee extended the existing contract with Praesidium to November 1, 2015. It was recommended that the CSU CABO group should discuss the services provided and provide a recommendation as to whether the program services should be expanded or continued. CABO wasn't able to include Praesidium's presentation on the September agenda, but has agreed to add Praesidium to the November meeting agenda. Gifford mentioned that a survey was sent out to all campuses asking for input as to the effectiveness of the services provided by Praesidium. Positive input was received.

A motion was made to delegate authority to the CSURMA Secretary-Auditor to extend the existing contract with Praesidium until June 30, 2016.

MOTION: Frank Mumford  
 SECOND: Lisa Chavez

NAME	AYE	ABSTAIN	NAY	ABSENT
Lisa Chavez	X			
Guy Dalpe	X			
Robert Eaton		X		
Lori Gentles				X
Linda Hawk				X
Mike Lee	X			
Frank Mumford	X			

Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

**D6. Form 700 Electronic Filing**

Mimi Long noted that proposals were received from two companies who provide a paperless filing solution for the Statement of Economic Interests Form 700 – NetFile and SouthTech Systems. The initial pricing obtained from the companies is noted below:

1. SouthTech Systems (Rental of Software) – Monthly software subscription - \$211 monthly / \$2,531 annually
2. SouthTech Systems – (Purchase of Software) – One time purchase fee - \$6,158.78, plus hosting fee and software support and maintenance - \$1,402 annually
3. NetFile (Rental of Software) – Quarterly software subscription - \$750 quarterly / \$3,000 annually

Long contacted CSAC EIA who has been using SouthTech Systems software for the past two years. They report that they are extremely happy with the product. The Committee felt that renting the software from SouthTech Systems was the best option.

A motion was made to delegate authority to the CSURMA Secretary-Auditor to negotiate an agreement with SouthTech Systems for the monthly software subscription.

MOTION: Lisa Chavez  
 SECOND: Kevin Saunders

NAME	AYE	ABSTAIN	NAY	ABSENT
Lisa Chavez	X			
Guy Dalpe	X			
Robert Eaton		X		
Lori Gentles				X
Linda Hawk				X
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

**D7. Draft Policy and Procedure No. 23 - Additional Covered Party Endorsement**

Daniel Howell noted that the procedures outlined in Policy and Procedure No. 23 are the steps that are already being followed when issuing an additional insured endorsement. The draft policy and

procedure does not change the current procedures; it just confirms the current practice. The new policy and procedure is intended to address those situations where the CSURMA Program Administrators or Systemwide Risk Management is not comfortable with the request for additional insured coverage. It outlines the review, denial and appeal process.

A motion was made to recommend adoption by the CSURMA Board of Directors of Policy and Procedure No. 23 Additional Covered Party Endorsements.

MOTION: Frank Mumford  
 SECOND: Guy Dalpe

NAME	AYE	ABSTAIN	NAY	ABSENT
Lisa Chavez	X			
Guy Dalpe	X			
Robert Eaton		X		
Lori Gentles				X
Linda Hawk				X
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

**D8. Student Placement Agreement**

Daniel Howell noted that he and Zachary Gifford have been meeting with the leadership of three Northern California Joint Powers Authorities to develop student teaching placement agreement templates that are acceptable for all parties involved. These K-12 and community college JPAs cover over 50 different districts. Draft agreements have been exchanged and negotiations are in ongoing. At the next meeting in October, Howell anticipates having approved master insurance and indemnity language available, as well as a summary of which entities are using the master agreement. Staff will announce the existence of this master agreement to Contracts & Procurement, Campus Risk Managers and Provosts once the master agreement is approved.

**D9. Insurance Policy Database**

Daniel Howell explained that at its March 2015 long range planning meeting, the CSURMA Executive Committee determined that CSURMA should evaluate establishing a database of insurance policy records for the California State University and participating auxiliary organizations. Staff continues to investigate products specifically designed for insurance policy management. Howell anticipates having a recommendation as to proposed software procurement and implementation at the next meeting in October.

**D10. Campus Risk Pool Rating Plan for Bond Funded Facilities**

As explained by Daniel Howell, currently certain bond funded facilities are separated from the Campus Liability and Property Risk Pools for premium rating purposes. CSURMA’s rating plan applies a premium for these bond funded facilities to be paid by “Systemwide”. New capital financing legislation eliminated the annual adjustments for debt service or cost for State Public Works Board (SPWB) bond funded facilities. Therefore “Systemwide” will be allocated a fixed amount going forward, and the difference becomes an added burden for CSU.

Staff has developed suggested modifications to the rating plan as follows:

- To the extent premium costs are payable from a central sinking fund (i.e., “Systemwide”) –

For designated bond funded facilities (PWB, SRB, Def Maint) where there has been set up a central sinking fund to pay for the insurance, these structures will be rated separately from the campus’ other structures and funded by the “Systemwide” account. They will have a \$100K deductible and will have contents covered if it was included in the “E” money of the bond.

Remaining costs that are in excess of the premium payable by Systemwide shall be charged to the campus in proportion Total Insured Value (TIV) for designated bond funded facilities for that campus bears to the total TIV for designated bond funded facilities for all campuses.

- If costs are not payable from a central sinking fund –

For bonds such as newer SRB, etc., where there is not a central sinking fund to pay for the insurance, the structures will be listed on the campus’ schedule and premiums charged to the campus. Contents will be scheduled if there was “E” money in the bond funding.

**D11a. Development of Optional Coverage for the University’s Business Personal Property (Campus 86)**

Rob Leong discussed the development of Campus 86, an optional plan that allows Members to insure its higher-valued Business Personal Property with a lower deductible. Since inception of the Campus Property Program, the University has chosen to insure its buildings only for property coverage, and to self-insure its building contents. Currently, the Campus Property Program is offered at a minimum \$100,000 deductible. (A few campuses have chosen to schedule portions of its personal property, but the \$100,000 deductible does apply.) Campus 86 is the proposed program to cover loss to the University’s business personal property at lower deductibles. Campus 99 was created to cover loss to State-owned buildings occupied by auxiliary organizations at lower deductibles.

Leong discussed the idea of providing blanket coverage for Business Personal Property for losses between \$100,000 and \$1,000,000. For coverage excess of \$1,000,000, the property would need to be scheduled. The losses within this layer will need to be reviewed in order to determine an appropriate cost.

At the next meeting, Staff will bring back for the Committee’s review estimated cost for provide the blanket coverage. If the change is added mid-term, it was suggested that the Property Program surplus could be used to off-set those additional losses being paid through the Property Risk Pool.

**D11b. Development of Fine Arts, Archives and Artifacts Program**

Daniel Howell provided an overview of the proposed Fine Arts, Archives and Artifacts Program (FAAAP). CSU has historically self-insured its personal property and as necessary has purchased separate “fine arts” coverage. The fall 2015 launch of the New University Museum at San Francisco State University has highlighted the need for CSU to evaluate how to protect its fine arts. With the support of the CSU Systemwide Office of Risk Management, SFSU worked with the Program Administrator to create FAAAP. The program provides broad coverage, including earthquake and water damage, very low deductibles (\$10,000 or lower) and automatic coverage for incoming and outgoing exhibitions. For the initial mid-year launch, FAAAP would not be blanket coverage for all campuses. A campus would need to be added to the program schedule.

For the FY 16/17 launch, the FAAAP would be classified as a subprogram of the Property Insurance Program, similar to the treatment of the Fidelity Insurance Program.

A motion was made to approve the launch of the Fine Arts, Archives and Artifacts Program on a scheduled basis in order to allow San Francisco State University to join the Program.

MOTION: Guy Dalpe  
 SECOND: Frank Mumford

NAME	AYE	ABSTAIN	NAY	ABSENT
Lisa Chavez	X			
Guy Dalpe	X			
Robert Eaton		X		
Lori Gentles				X
Linda Hawk				X
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

**D12. CSURMA Operational Review Report**

Daniel Howell reviewed the Operational Review Matrix and noted that, with one exception, all recommended action had been taken and all items had been closed out. One of the recommendations, within the Finance and Accounting section, was that the independent financial auditor’s report, include separate statements for the major self-insured funds. Mr. Johnson, the

Operational Review Auditor, acknowledges that the separate statements are not required for compliance, but indicated that the additional information might be helpful to the CSURMA members. The Program Administrator reviewed this recommendation with CSURMA Accounting and concluded that the additional statements are not necessary. CSURMA regularly provides information to the members of this nature. In today’s agenda packet, for example, the Executive Committee received separate statements for each fund, in the June 30, 2015 financial reports, and also a separate program funding status report. The CSURMA Board and AORMA Committee also receive this information. For consistency, the Program Administrator believes that following this recommendation would add at least five additional sub-statements to the independent financial audit.

A motion was made to accept Operational Review Response Status matrix as completion of all the recommended items.

MOTION: Frank Mumford  
 SECOND: Kevin Saunders

NAME	AYE	ABSTAIN	NAY	ABSENT
Lisa Chavez	X			
Guy Dalpe	X			
Robert Eaton		X		
Lori Gentles				X
Linda Hawk				X
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

**E. OTHER PROGRAMS**

**E1. AIME Programs Update**

Rob Leong provided an update as to the recent activities of the AIME Committee. The AIME Rating Task Force met in May, 2015 to review the AIME rating plan. Changes will be made to stabilize loss costs and to reward those campuses with good loss experience by expanding the rating collars from 85% - 150% to 50% - 200%. The AIME Committee elected four new committee members to service two-year terms beginning July 1, 2015 - Kellie Eberlein – CSU Fresno, Ruem Malasarn – Cal Poly Pomona, Cindy Masner – CSU Long Beach, and Kristal Slover – San Luis Obispo. The AIME Committee conducted a RFP in April-June, 2015 for a claims administrator. Six firms submitted proposals. The three finalists were interviewed by the AIME Committee. Health Special Risk, Inc. (HSR) was selected to commence services on July 1, 2015. To assist in the transition, AG Administrators agreed to service the claims that were submitted to AG prior to July 1, 2015.

**E2. AORMA Programs Update**

Frank Mumford, the AORMA Committee Chair, reported on the recent activities of the AORMA Committee. Three new members joined the AORMA Committee effective July 1, 2015 – Jim Reinhart, University Enterprises, Inc. CSU Sacramento, Cheree Aguilar – SJSU Research Foundation, and Dave Nakamura – HSU Center. Two risk management sessions were chosen for the 2016 AOA Conference – AORMA Big Picture and What Generates AORMA’s Claim Costs. AORMA will also provide a session for the Research Administration Committee. 100% of the Auxiliary Organizations have been visited in 2015. The actuarial reports were reviewed and accepted. A workers’ compensation dividend of \$300,000 was approved; the decision regarding the liability dividend has been tabled to the next meeting in October. The workers’ compensation scorecard was presented by Sedgwick and AORMA has approved nine items to be added to its long range action plan for FY 15/16.

**F. CLOSED SESSION**

A motion was made to enter closed session at 11:47 AM.

MOTION: Frank Mumford

SECOND: Guy Dalpe

NAME	AYE	ABSTAIN	NAY	ABSENT
Lisa Chavez	X			
Guy Dalpe	X			
Robert Eaton		X		
Lori Gentles				X
Linda Hawk				X
Mike Lee	X			
Frank Mumford	X			
Kevin Saunders	X			
Jody Van Leuven	X			

MOTION CARRIED

The committee returned from Closed Session at 12:04 PM.

The Chair reported that no action had been taken during closed session.

**G. INFORMATION ITEMS**

**G1. Workers’ Compensation Program Claims Closure Initiative Update – Status Update**

Zachary Gifford updated the Committee on the progress of the claims closure initiative.

**G2. CSURMA Support of Systemwide Efforts Related to Mitigation of Concussive Injuries – Progress Report**

Zachary Gifford let the Committee know that the systemwide training regarding mitigation of concussive injuries is extremely close to rolling out.

**G3. CSU / UC Workers' Compensation Summit**

As explained by Zachary Gifford, the Workers' Compensation Examiners from both CSU and UC meet on August 27, 2015, to share ideas, practices and trends. Gifford and Kevin Confetti, from UC Office of Risk Management continue to plan the one and one-half day symposium to be held in February or March, 2016. Gifford expects there to be 75 to 100 participants.

**G4. On-Line Education Multi-State Surety Initiative**

Dan Howell noted that this project is ongoing and expects to report additional information at the next meeting in October.

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

- G5. Review of FY 2015/2016 Long Range Planning Goals**
- G6. CSURMA Administrative Service Calendar**
- G7. CSURMA Executive Committee & Staff Contact List**

**H. ADJOURNMENT**

The meeting was adjourned at 12:15 PM.

**FINANCIAL REPORT**  
**DRAFT FINANCIAL STATEMENT AT SEPTEMBER 30, 2015**

**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 September 30, 2015 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 September 30, 2015

**California State University Risk Management Authority  
Member Aged Accounts Receivable  
As of 10/09/2015**

Client Name	Current	31-60 Days	61-90 Days	Balance
c Associated Students Inc, CPSU San Luis Obispo	(593.00)	0.00	0.00	(593.00)
a Associated Students Inc, CSPU Pomona	0.00	0.00	20,562.00	20,562.00
a Associated Students Inc, CSU Dominguez Hills	1,454.00	0.00	1,678.00	3,132.00
c Associated Students Inc, CSU East Bay	(1,215.00)	0.00	0.00	(1,215.00)
a Associated Students Inc, CSU Long Beach	13,600.00	378.56	0.00	13,978.56
Associated Students Inc, CSU Northridge	4,702.00	0.00	0.00	4,702.00
Associated Students Inc, CSU Sacramento	943.00	0.00	0.00	943.00
Associated Students Inc, CSU San Bernardino	167.00	0.00	0.00	167.00
c Associated Students Inc, CSU Stanislaus	(2,434.00)	0.00	0.00	(2,434.00)
c Associated Students Inc, San Francisco State University	(13,659.00)	0.00	0.00	(13,659.00)
c Associated Students of CSU Chico	(16,517.00)	0.00	0.00	(16,517.00)
c Associated Students of Humboldt State University	(307.00)	0.00	0.00	(307.00)
Associated Students of Sonoma State University	5,530.00	0.00	0.00	5,530.00
a Associated Students, CSU Fullerton	8,577.00	0.00	72,865.00	81,442.00
a Associated Students, CSU Los Angeles	0.00	0.00	7,267.00	7,267.00
Associated Students, San Diego State University	13,264.00	0.00	0.00	13,264.00
a Associated Students, San Jose State University	5,017.00	0.00	50,840.00	55,857.00
b Cal Poly Corporation	30,311.00	3.00	0.00	30,314.00
a Cal Poly Pomona Foundation, Inc.	75,954.00	0.00	81,690.00	157,644.00
Cal State LA University Auxiliary Services Inc	13,331.00	0.00	0.00	13,331.00
b California Maritime Academy Associated Students	0.00	0.00	4,225.00	4,225.00
b California Maritime Academy Foundation	0.00	0.00	3,626.00	3,626.00
a Capital Public Radio, Inc.	0.00	0.00	29,007.00	29,007.00
c CSU Bakersfield Foundation	(3,096.00)	0.00	0.00	(3,096.00)
a CSU Bakersfield, Auxiliary for Sponsored Programs Admin	2,494.00	0.00	5,145.00	7,639.00
CSU Channel Islands Site Authority	95,761.00	0.00	0.00	95,761.00
c CSU Chico Research Foundation	(6,124.00)	0.00	0.00	(6,124.00)
CSU Dominguez Hills Foundation	6,347.00	0.00	0.00	6,347.00
c CSU East Bay Foundation	(1,433.00)	0.00	0.00	(1,433.00)
CSU Fresno Association	6,917.00	0.00	0.00	6,917.00
CSU Fresno Athletic Corporation	5,702.00	0.00	0.00	5,702.00
a CSU Fullerton Univ Auxiliary Services Corporation	0.00	0.00	54,940.00	54,940.00
a CSU Northridge Foundation	0.00	0.00	14,186.00	14,186.00
CSU Stanislaus Stockton Center Site Authority	31,049.00	0.00	0.00	31,049.00
c CSULB Research Foundation	(2,570.00)	0.00	0.00	(2,570.00)
b CSUSB Philanthropic Foundation	0.00	0.00	12,559.00	12,559.00
a Donald P. & Katherine B. Loker University Student Union, Inc.	2,960.00	0.00	5,684.00	8,644.00
Forty-Niner Shops Inc, CSU Long Beach	12,948.00	0.00	0.00	12,948.00
c Humboldt State Univ Sponsored Programs Foundation	(9,472.00)	0.00	0.00	(9,472.00)
Humboldt State University Advancement Foundation	4,040.00	0.00	0.00	4,040.00
c Humboldt State University Center	(76,186.00)	0.00	0.00	(76,186.00)
a San Jose State University Research Foundation	0.00	0.00	3,045.00	3,045.00
a San Marcos University Corporation	44,175.00	0.00	25,241.00	69,416.00
Santos Manuel Student Union, CSU San Bernardino	2,089.00	0.00	0.00	2,089.00
Spartan Shops Inc., San Jose State University	54,791.00	0.00	0.00	54,791.00
Student Union Inc, San Jose State University	4,292.00	0.00	0.00	4,292.00
Student Union of CSU Bakersfield	11,668.00	0.00	0.00	11,668.00
c The Tower Foundation, San Jose State University	(33,603.00)	0.00	0.00	(33,603.00)
c The University Corporation at Monterey Bay	(3,154.00)	0.00	0.00	(3,154.00)
The University Corporation, CSU Northridge	26,140.00	0.00	0.00	26,140.00
b The University Corporation, San Francisco State	0.00	0.00	25,609.00	25,609.00
Univ Auxiliary & Research Services Corp, San Marcos	6,831.00	0.00	0.00	6,831.00
University Enterprises Corporation at CSUSB	11,230.00	0.00	0.00	11,230.00
b University Enterprises Inc. CSU Sacramento	90,633.00	15,648.18	0.00	106,281.18
University Glen Corporation, CSU Channel Islands	18,438.00	0.00	0.00	18,438.00
c University Student Union Board, CSU Los Angeles	(5,629.00)	0.00	0.00	(5,629.00)
c University Student Union, CSU Northridge	(6,498.00)	0.00	0.00	(6,498.00)
University Student Union, CSU Stanislaus	70.00	0.00	0.00	70.00
<b>Totals:</b>	<b>\$428,935.00</b>	<b>\$16,029.74</b>	<b>\$418,169.00</b>	<b>\$863,133.74</b>

- a Member indicated that payment for invoices will be received in October 2015.
- b CSURMA accounting has been working with members to collect outstanding balances.
- c FY 14/15 AORMA Workers' Compensation Final Audit credit amounts will be refunded in October 2015.

**California State University Risk Management Authority  
Outstanding Member Loan Status  
As of 9/30/2015**

**Loan Pool: 15% of the overall average cash and investment for the preceding 12 months (Oct 2014 - Sep 2015)**

**\$ 26,077,936.11**

Member Name	Maturity Date	Original Issue Date	Original Issue Amount	Outstanding Loan Balance 9/30/2015	Outstanding Loan Balance 6/30/2015
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	\$ 1,028,216.52	\$ 1,028,216.52
CSU Sacramento	Jun 2019	May 2014	\$ 4,000,000.00	\$ 3,339,839.00	\$ 2,339,839.00
<b>Total Loans</b>			<b>\$ 11,035,000.00</b>	<b>\$ 6,368,055.52</b>	<b>\$ 5,368,055.52</b>

**Remaining Amount Available for Member Loans**

*(The remaining amount reflects CSU Sacramento Line of credit balance of \$660,161)*

**\$ 19,049,719.59**

**\*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 investment for the preceding 12 months Oct 2014 - Sep 2015)

**\$ 8,692,645.37**

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

Processed from July 1, 2015 to September 30, 2015

Dates of Travel	Traveler	Location	Purpose	Lodging	Meals & Incidentals	Transportation & Business Expenses	Total Amount
07/07 - 07/09/2015	Zachary Gifford	San Francisco, Redwood City	AORMA Officer's Retreat & LRP, K-12 JPA meeting	\$ 425.36	\$ 14.00	\$ 565.49	\$ 1,004.85
07/15 - 07/17/2015	Zachary Gifford	Reno, NV	PRIMA ISO 31000 Workshop	\$ 96.06	\$ 49.06	\$ 281.30	\$ 426.42
08/11/2015	Rebecca Skidmore	Van Nuys	ACP (Association of Contingency Planners) Business Continuity Meeting	\$ -	\$ -	\$ 79.45	\$ 79.45
08/12 - 08/13/2015	Zachary Gifford	Oakland	Annual Workers' Compensation Stewardship Meetings at Alliant, WC Double Play year-in-review and planning meeting	\$ 240.97	\$ 13.93	\$ 359.54	\$ 614.44
08/18/2015	Zachary Gifford	Oakland	Calderon Mediation	\$ -	\$ -	\$ 234.73	\$ 234.73
08/27/2015	Zachary Gifford	Oakland	UC/CSU WC Claims Examiners Summit at UCOP	\$ -	\$ 6.85	\$ 231.15	\$ 238.00
08/31 - 09/02/2015	Rebecca Skidmore	Chicago, IL	Ventiv Tech Experience 2015 Conference - iVOS Training	\$ 440.00	\$ 74.45	\$ 1,586.72	\$ 2,101.17
09/08 - 09/11/2015	Zachary Gifford	Sacramento	AORMA LRP, AORMA Committee, and CSURMA EC Meetings at Alliant	\$ 292.14	\$ 63.77	\$ 362.60	\$ 718.51
09/28/2015	Zachary Gifford	San Jose	JAL v. SJSU Mediation	\$ -	\$ 5.45	\$ 193.50	\$ 198.95
<b>Total Travel Expenses Processed from 07/01/2015 to 09/30/2015</b>				<b>\$ 1,494.53</b>	<b>\$ 227.51</b>	<b>\$ 3,894.48</b>	<b>\$ 5,616.52</b>

# California State University Risk Management Authority

## Balance Sheet - Campus Programs as of 9/30/2015

(Unaudited)

		Workers'				Auto	Total Campus
	Liability	Compensation	IDL/NDI/UI	Property	AIME	Liability	Programs as of 9/30/2015
<b>Assets:</b>							
Cash and Investments	13,575,401	30,945,349	4,752,090	3,290,176	1,800,270	688,468	55,051,753
Other long-term investments	29,990,109	67,561,625	10,361,363	7,175,479	3,927,465	0	119,016,040
Accounts receivable	773,082	0	0	496,194	0	0	1,269,276
Loan receivable	0	0	0	0	0	0	0
Accrued interest receivable	2,882	6,517	1,000	692	379	0	11,470
Prepaid insurance	2,946,983	19,580,402	1,625	779,826	11,670	516,351	23,836,857
Prepaid expense	372,306	2,357,140	2,280	329,610	75,251	0	3,136,587
<b>Total assets:</b>	<b>47,660,763</b>	<b>120,451,033</b>	<b>15,118,357</b>	<b>12,071,977</b>	<b>5,815,034</b>	<b>1,204,819</b>	<b>202,321,983</b>
<b>Liabilities:</b>							
Accounts payable	(2,295)	612,536	5,466,749	208,166	68,118	688,468	7,041,743
Unearned revenue	10,005,687	28,308,740	10,125,000	3,250,762	2,923,127	516,351	55,129,666
SELF assessment liability	0	9,545,359	0	0	0	0	9,545,359
Reported claims	10,153,055	36,241,586	0	0	137,137	0	46,531,778
Claims incurred but not reported	8,276,122	24,758,890	0	0	1,828,498	0	34,863,510
<b>Total liabilities:</b>	<b>28,432,569</b>	<b>99,467,111</b>	<b>15,591,749</b>	<b>3,458,928</b>	<b>4,956,880</b>	<b>1,204,819</b>	<b>153,112,056</b>
Fund balance	19,228,194	20,983,922	(473,392)	8,613,049	858,154	0	49,209,927
<b>Total liabilities and fund balance</b>	<b>47,660,763</b>	<b>120,451,033</b>	<b>15,118,357</b>	<b>12,071,977</b>	<b>5,815,034</b>	<b>1,204,819</b>	<b>202,321,983</b>

# California State University Risk Management Authority

## Balance Sheet - AORMA Programs as of 9/30/2015

(Unaudited)

	AORMA Liability	AORMA Workers' Comp	AORMA Property	AORMA Crime	Total AORMA AORMA UIP	Programs as of 9/30/2015
<b>Assets:</b>						
Cash and Investments	888,813	3,201,595	743,964	123,873	1,630,174	6,588,419
Other long-term investments	1,980,274	7,021,072	1,628,791	270,139	3,556,626	14,456,903
Accounts receivable	179,502	187,330	67,324	22,019	37,795	493,970
Loan receivable	0	0	0	0	0	0
Accrued interest receivable	190	676	157	26	343	1,392
Prepaid insurance	245,689	2,226,774	62,709	148,115	360	2,683,647
Prepaid expense	3,436,108	389,716	52,235	14,450	8,054	3,900,562
<b>Total assets:</b>	<b>6,730,576</b>	<b>13,027,164</b>	<b>2,555,180</b>	<b>578,622</b>	<b>5,233,352</b>	<b>28,124,894</b>
<b>Liabilities:</b>						
Accounts payable	18,637	533,143	92,337	(2,729)	287,605	928,992
Unearned revenue	2,066,470	34,564	729,655	233,042	0	3,063,732
SELF assessment liability	0	0	0	0	0	0
Reported claims	1,283,240	4,399,377	0	0	0	5,682,617
Claims incurred but not reported	962,176	4,594,927	0	0	0	5,557,103
<b>Total liabilities:</b>	<b>4,330,523</b>	<b>9,562,010</b>	<b>821,992</b>	<b>230,313</b>	<b>287,605</b>	<b>15,232,444</b>
Fund balance	2,400,053	3,465,153	1,733,188	348,309	4,945,747	12,892,450
<b>Total liabilities and fund balance</b>	<b>6,730,576</b>	<b>13,027,164</b>	<b>2,555,180</b>	<b>578,622</b>	<b>5,233,352</b>	<b>28,124,894</b>

# California State University Risk Management Authority

## Balance Sheet - Miscellaneous Programs as of 9/30/2015

(Unaudited)

	Misc Purchased	OCIP	Club Sports	Loans	Total Misc Programs as of 9/30/2015	Grand Total All Programs as of 9/30/2015
<b>Assets:</b>						
Cash and Investments	(71,928) <sup>1</sup>	990,918	4,426	(2,011,243)	(1,087,827)	60,552,345
Other long-term investments	(156,106) <sup>1</sup>	2,141,539	9,352	(4,356,813)	(2,362,028)	131,110,915
Accounts receivable	9,109	0	0	0	9,109	1,772,355
Loan receivable	0	0	0	6,368,056	6,368,056	6,368,056
Accrued interest receivable	0	0	1	0	1	12,863
Prepaid insurance	0	916,812	137,854	0	1,054,666	27,575,170
Prepaid expense	0	120,282	6,846	0	127,127	7,164,276
<b>Total assets:</b>	<b>(218,926)</b>	<b>4,169,550</b>	<b>158,479</b>	<b>0</b>	<b>4,109,103</b>	<b>234,555,980</b>
<b>Liabilities:</b>						
Accounts payable	(1,791)	5,328	168	0	3,705	7,974,440
Unearned revenue	0	0	0	0	0	58,193,398
SELF assessment liability	0	0	0	0	0	9,545,359
Reported claims	0	0	0	0	0	52,214,395
Claims incurred but not reported	0	0	0	0	0	40,420,613
<b>Total liabilities:</b>	<b>(1,791)</b>	<b>5,328</b>	<b>168</b>	<b>0</b>	<b>3,705</b>	<b>168,348,205</b>
Fund balance	(217,135)	4,164,222	158,311	0	4,105,398	66,207,775
<b>Total liabilities and fund balance</b>	<b>(218,926)</b>	<b>4,169,550</b>	<b>158,479</b>	<b>0</b>	<b>4,109,103</b>	<b>234,555,980</b>

<sup>1</sup> Deficit due to timing issues, which will be recouped once billing for International Programs is processed.

# California State University Risk Management Authority

## Income Statement - Campus Programs as of 9/30/2015

(Unaudited)

	Liability	Workers' Compensation	IDL/NDI/UI	Property	AIME	Auto Liability	Total Campus Programs
<b>OPERATING REVENUES:</b>							
Contributions	3,384,759	9,436,247	3,375,000	2,186,893	974,376	172,117	19,529,391
Reinsurance premiums	(45,518)	0	0	(1,103,305)	0	0	(1,148,823)
<b>Total operating revenues:</b>	<b>3,339,242</b>	<b>9,436,247</b>	<b>3,375,000</b>	<b>1,083,587</b>	<b>974,376</b>	<b>172,117</b>	<b>18,380,568</b>
<b>OPERATING EXPENSES:</b>							
<b>DIRECT PROGRAM EXPENSES:</b>							
Claims payment & legal expenses	1,163,858	4,036,755	5,530,843 <sup>2</sup>	384,458	1,042,409	0	12,158,323
Deductible recoveries	(773,082)	0	0	0	0	0	(773,082)
Claims administrators	21,514	953,377	17,575	0	63,750	0	1,056,216
Claims management information system	8,820	0	0	0	0	0	8,820
Program administrator	51,043	103,853	43,780	52,044	2,531	0	253,251
Brokerage commissions	83,769	103,415	58	125,498	432	0	313,173
Insurance premiums	989,319	6,525,287	0	275,038	3,746	172,117	7,965,506
Miscellaneous program services	1,404	697	0	0	0	0	2,101
Workshops/training	10,401	2,960	1,123	828	0	0	15,313
Loss control	27,526	15,226	0	14,196	0	0	56,948
Reinsurance/excess recovery	0	(1,365,237)	0	0	0	0	(1,365,237)
Program committee	0	0	0	0	1,533	0	1,533
Dividend distributions	0	0	0	0	0	0	0
<b>Total direct program expenses:</b>	<b>1,584,572</b>	<b>10,376,333</b>	<b>5,593,379</b>	<b>852,063</b>	<b>1,114,401</b>	<b>172,117</b>	<b>19,692,864</b>
<b>GENERAL &amp; ADMINISTRATIVE EXPENSES:</b>							
Financial audit	4,200	11,727	4,194	2,487	1,113	0	23,721
Executive committee & board expenses	279	780	279	165	74	0	1,578
JPA insurance	542	1,514	542	321	144	0	3,063
Memberships, associations & dues	701	1,956	699	415	186	0	3,956
Chancellor's office accounting services	12,075	33,715	12,058	7,150	3,200	0	68,198
Risk management expenses	36,043	100,630	35,993	21,344	9,549	0	203,558
Miscellaneous indirect services	616	1,587	579	374	159	0	3,315
<b>Total general &amp; administrative expenses:</b>	<b>54,457</b>	<b>151,909</b>	<b>54,344</b>	<b>32,256</b>	<b>14,424</b>	<b>0</b>	<b>307,390</b>
<b>Total operating expenses:</b>	<b>1,639,028</b>	<b>10,528,242</b>	<b>5,647,723</b>	<b>884,319</b>	<b>1,128,825</b>	<b>172,117</b>	<b>20,000,254</b>
<b>NON-OPERATING REVENUES:</b>							
Investment income	238,753	538,825	83,109	57,133	31,388	0	949,208
<b>Total non-operating revenues:</b>	<b>238,753</b>	<b>538,825</b>	<b>83,109</b>	<b>57,133</b>	<b>31,388</b>	<b>0</b>	<b>949,208</b>
<b>BEGINNING RETAINED EARNINGS</b>	<b>17,289,228</b>	<b>21,537,093</b>	<b>1,716,222</b>	<b>8,356,648</b>	<b>981,214</b>	<b>0</b>	<b>49,880,404</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>1,938,967</b>	<b>(553,171)</b>	<b>(2,189,614)</b>	<b>256,401</b>	<b>(123,061)</b>	<b>0</b>	<b>(670,477)</b>
<b>ENDING RETAINED EARNINGS</b>	<b>19,228,194</b>	<b>20,983,922</b>	<b>(473,392)</b>	<b>8,613,049</b>	<b>858,154</b>	<b>0</b>	<b>49,209,927</b>

<sup>2</sup> Unemployment Insurance claims expenses were accrued based on the trend that they are consistently higher in the 1st quarter. We expect expenses to be in line with the budget by year-end.

# California State University Risk Management Authority

## Income Statement - AORMA Programs as of 9/30/2015

(Unaudited)

	AORMA Liability	AORMA Workers' Comp	AORMA Property	AORMA Crime	AORMA UIP	Total AORMA Programs
<b>OPERATING REVENUES:</b>						
Contributions	913,407	1,118,772	593,627	77,681	697,161	3,400,649
Reinsurance premiums	(222,233)	0	(350,409)	0	0	(572,641)
<b>Total operating revenues:</b>	<b>691,175</b>	<b>1,118,772</b>	<b>243,218</b>	<b>77,681</b>	<b>697,161</b>	<b>2,828,007</b>
<b>OPERATING EXPENSES:</b>						
<b>DIRECT PROGRAM EXPENSES:</b>						
Claims payment & legal expenses	559,101	518,931	72,760	0	196,382	1,347,174
Deductible recoveries	(12,500)	0	0	0	0	(12,500)
Claims administrators	3,500	53,864	0	0	7,511	64,875
Claims management information system	0	0	0	0	0	0
Program administrator	149,058	87,909	63,707	6,108	11,819	318,601
Brokerage commissions	16,130	13,731	46,930	3,798	13	80,602
Insurance premiums	81,746	742,078	20,994	49,359	0	894,177
Miscellaneous program services	0	0	0	0	0	0
Workshops/training	1,087	396	298	31	271	2,083
Loss control	16,695	19,476	3,774	0	0	39,945
Reinsurance/excess recovery	0	(76,430)	0	0	0	(76,430)
Program committee	907	1,086	571	75	725	3,365
Dividend distributions	0	296,664 <sup>3</sup>	0	0	0	296,664
<b>Total direct program expenses:</b>	<b>815,724</b>	<b>1,657,706</b>	<b>209,032</b>	<b>59,371</b>	<b>216,722</b>	<b>2,958,556</b>
<b>GENERAL &amp; ADMINISTRATIVE EXPENSES:</b>						
Financial audit	1,164	1,395	732	96	930	4,317
Executive committee & board expenses	77	93	49	6	62	287
JPA insurance	150	180	95	12	120	557
Memberships, associations & dues	17	21	11	1	14	65
Chancellor's office accounting services	3,347	4,011	2,105	276	2,674	12,411
Risk management expenses	9,984	11,968	6,297	814	7,976	37,040
Miscellaneous indirect services	168	197	120	14	133	632
<b>Total general &amp; administrative expenses:</b>	<b>14,908</b>	<b>17,865</b>	<b>9,408</b>	<b>1,221</b>	<b>11,908</b>	<b>55,310</b>
<b>Total operating expenses:</b>	<b>830,632</b>	<b>1,675,571</b>	<b>218,440</b>	<b>60,592</b>	<b>228,630</b>	<b>3,013,865</b>
<b>NON-OPERATING REVENUES:</b>						
Investment income	15,598	55,717	12,981	2,150	28,282	114,729
<b>Total non-operating revenues:</b>	<b>15,598</b>	<b>55,717</b>	<b>12,981</b>	<b>2,150</b>	<b>28,282</b>	<b>114,729</b>
<b>BEGINNING RETAINED EARNINGS</b>	<b>2,523,912</b>	<b>3,966,235</b>	<b>1,695,428</b>	<b>329,070</b>	<b>4,448,934</b>	<b>12,963,580</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(123,859)</b>	<b>(501,082)</b>	<b>37,759</b>	<b>19,239</b>	<b>496,813</b>	<b>(71,130)</b>
<b>ENDING RETAINED EARNINGS</b>	<b>2,400,053</b>	<b>3,465,153</b>	<b>1,733,188</b>	<b>348,309</b>	<b>4,945,747</b>	<b>12,892,450</b>

<sup>3</sup> Dividends were accrued as declared and approved in the September 2015 EC Meeting. They will be distributed in July 2016.

**California State University Risk Management Authority**  
**Income Statement - Miscellaneous Programs as of 9/30/2015**

(Unaudited)

	Misc Purchased	OCIP	Club Sports	Total Misc Programs	Grand Total All Programs
<b>OPERATING REVENUES:</b>					
Contributions	178,060 <sup>4</sup>	1,387,892	24,492	1,590,444	24,520,483
Reinsurance premiums	0	0	0	0	(1,721,464)
<b>Total operating revenues:</b>	<b>178,060</b>	<b>1,387,892</b>	<b>24,492</b>	<b>1,590,444</b>	<b>22,799,019</b>
<b>OPERATING EXPENSES:</b>					
<b>DIRECT PROGRAM EXPENSES:</b>					
Claims payment & legal expenses	0	0	0 <sup>5</sup>	0	13,505,497
Deductible recoveries	0	0	0	0	(785,582)
Claims administrators	0	0	0 <sup>5</sup>	0	1,121,091
Claims management information system	0	0	0	0	8,820
Program administrator	0	68,125	0	68,125	639,977
Brokerage commissions	67,092	6,128	1,928	75,147	468,921
Insurance premiums	385,559	106,421	41,779	533,759	9,393,442
Miscellaneous program services	0	0	0	0	2,101
Workshops/training	0	0	0	0	17,396
Loss control	0	0	0	0	96,893
Reinsurance/excess recovery	0	0	0	0	(1,441,667)
Program committee	0	0	0	0	4,897
Dividend distributions	0	0	0	0	296,664
<b>Total direct program expenses:</b>	<b>452,651</b>	<b>180,674</b>	<b>43,707</b>	<b>677,031</b>	<b>23,328,451</b>
<b>GENERAL &amp; ADMINISTRATIVE EXPENSES:</b>					
Financial audit	0	1,902	60	1,962	30,000
Executive committee & board expenses	0	127	4	131	1,996
JPA insurance	0	246	8	253	3,874
Memberships, associations & dues	0	29	1	29	4,050
Chancellor's office accounting services	0	5,468	173	5,641	86,250
Risk management expenses	0	16,327	517	16,845	257,443
Miscellaneous indirect services	0	271	9	280	4,228
<b>Total general &amp; administrative expenses:</b>	<b>0</b>	<b>24,370</b>	<b>771</b>	<b>25,141</b>	<b>387,840</b>
<b>Total operating expenses:</b>	<b>452,651</b>	<b>205,043</b>	<b>44,478</b>	<b>702,172</b>	<b>23,716,291</b>
<b>NON-OPERATING REVENUES:</b>					
Investment income	0	0	62	62	1,063,999
<b>Total non-operating revenues:</b>	<b>0</b>	<b>0</b>	<b>62</b>	<b>62</b>	<b>1,063,999</b>
<b>BEGINNING RETAINED EARNINGS</b>	<b>57,457</b>	<b>2,981,373</b>	<b>178,234</b>	<b>3,217,064</b>	<b>66,061,048</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(274,591)</b>	<b>1,182,849</b>	<b>(19,923)</b>	<b>888,334</b>	<b>146,727</b>
<b>ENDING RETAINED EARNINGS</b>	<b>(217,135)</b>	<b>4,164,222</b>	<b>158,311</b>	<b>4,105,398</b>	<b>66,207,775</b>

<sup>4</sup> Contributions for International Programs have not yet been recorded. Billing to the CO-International Program department is still pending from Alliant.

<sup>5</sup> CSURMA will communicate with Alliant to determine whether reclassification is necessary to record claims expenses and claims administration fees for the Club Sports program.

**California State University Risk Management Authority**  
**Income Statement as of 9/30/2015**  
(Unaudited)

	<b>Budget vs. Actual</b>		<b>Variance</b>	<b>Percent of Budget</b>
	<b>FY 2015/2016 Budget</b>	<b>Year-to-Date Ending 9/30/2015</b>		
<b>OPERATING REVENUES:</b>				
Contributions	97,680,474	24,520,483	73,159,991	25.10%
Reinsurance premiums	(7,114,006)	(1,721,464)	(5,392,542)	24.20%
<b>Total operating revenues:</b>	<b>90,566,468</b>	<b>22,799,019</b>	<b>67,767,449</b>	<b>25.17%</b>
<b>OPERATING EXPENSES:</b>				
<b>DIRECT PROGRAM EXPENSES:</b>				
Claims payment & legal expenses	58,174,536	13,505,497	44,669,039	23.22%
Deductible recoveries	(4,050,000)	(785,582)	(3,264,418)	19.40%
Claims administrators	4,658,683	1,121,091	3,537,592	24.06%
Claims management information system	35,000	8,820	26,180	25.20%
Program administrator	2,559,903	639,977	1,919,927	25.00%
Brokerage commissions	877,158	468,921	408,237	53.46%
Insurance premiums	37,870,088	9,393,442	28,476,646	24.80%
Taxes, assessments & fees	265,500	0	265,500	0.00%
Actuarial services	26,000	0	26,000	0.00%
Claims audit	22,000	0	22,000	0.00%
Coverage counsel	16,000	0	16,000	0.00%
Program legal	2,500	0	2,500	0.00%
Miscellaneous program services	161,755	2,101	159,654	1.30%
Workshops/training	189,000	17,396	171,604	9.20%
Loss control	930,399	96,893	833,506	10.41%
Reinsurance/excess recovery	(12,058,283)	(1,441,667)	(10,616,616)	11.96%
Program committee	30,688	4,897	25,791	15.96%
Dividend distributions	1,823,733	296,664	1,527,069	16.27%
<b>Total direct program expenses:</b>	<b>91,534,660</b>	<b>23,328,451</b>	<b>68,206,209</b>	<b>25.49%</b>
<b>GENERAL &amp; ADMINISTRATIVE EXPENSES:</b>				
Financial audit	43,000	30,000	13,000	69.77%
Executive committee & board expenses	34,000	1,996	32,004	5.87%
JPA insurance	27,500	3,874	23,626	14.09%
Memberships, associations & dues	7,450	4,050	3,400	54.36%
Chancellor's office accounting services	345,000	86,250	258,750	25.00%
Risk management expenses	1,004,914	257,443	747,471	25.62%
JPA legal	105,000	0	105,000	0.00%
Miscellaneous indirect services	15,000	4,228	10,772	28.18%
<b>Total general &amp; administrative expenses:</b>	<b>1,581,864</b>	<b>387,840</b>	<b>1,194,024</b>	<b>24.52%</b>
<b>Total operating expenses:</b>	<b>93,116,524</b>	<b>23,716,291</b>	<b>69,400,233</b>	<b>25.47%</b>
<b>NON-OPERATING REVENUES:</b>				
Investment income	2,500,000	1,063,999	1,436,001	42.56%
<b>Total non-operating revenues:</b>	<b>2,500,000</b>	<b>1,063,999</b>	<b>1,436,001</b>	<b>42.56%</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(50,056)</b>	<b>146,727</b>	<b>(196,783)</b>	<b>(293.13)%</b>

**FINANCIAL REPORT**  
**TREASURER'S CERTIFICATION**

**ISSUE:** California Government Code Section 53646(b)(1) requires that the CSURMA Treasurer submit a quarterly report stating that all investments are in compliance with the current investment policy and that CSURMA has the ability to meet its expenditure requirements for the next six months. The CSURMA Treasurer will be available to address questions.

**RECOMMENDATION:** It is recommended that the Executive Committee review and accept the Treasurer's quarterly report letter dated October 12, 2015 as part of the Consent Calendar.

**FISCAL IMPACT:** None.

**BACKGROUND:** None.

**PUBLICATION:** None.

**ATTACHMENT(S):**

- a. Treasurer's Certification Letter dated October 12, 2015



California State University Risk Management Authority

**Officers**

Linda Hawk  
Chair - 760-750-4950

Ming Tung (Mike) Lee  
Vice Chair

Robert Eaton  
Treasurer - 562-951-4572

Zachary Gifford  
Secretary-Auditor - 562-951-4568

To: Executive Committee  
CSU Risk Management Authority

From: Robert Eaton  
Treasurer of CSU Risk Management Authority

Re: Treasurer's Certification

Date: October 12, 2015

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

A handwritten signature in blue ink, appearing to read "Robert Eaton". The signature is fluid and cursive, with a long horizontal line extending to the right.

Robert Eaton  
Treasurer  
CSU Risk Management Authority

**CANCELLATION OF DECEMBER 4, 2015**  
**CSURMA EXECUTIVE COMMITTEE MEETING**

**ISSUE:** The CSURMA meeting calendar includes a CSURMA Executive Committee meeting scheduled for December 4, 2015. After reviewing the pending items and in consideration of the proximity to the January 10, 2016, CSURMA Executive Committee meeting, the Program Administrator recommends that the December meeting be cancelled and items deferred to the January, 2016 meeting.

**RECOMMENDATION:** It is recommended that the CSURMA Executive Committee take action to cancel the scheduled December 4, 2015 meeting.

**FISCAL IMPACT:** Cancellation of the meeting will result in a small cost savings by eliminating meeting expenses.

**BACKGROUND:** The CSURMA Executive Committee has recently adopted a practice of meeting in January in conjunction with the CSU Auxiliary Organizations Association annual conference which is held each January. As a result, the December meeting has become somewhat unnecessary following the October meeting.

**PUBLICATION:** Any change to the meeting calendar will be published on the CSURMA website.

**ATTACHMENT(S):**

- a. CSURMA 2015 Meeting Calendar

## 2015 CSURMA • AORMA MEETING CALENDAR

JANUARY, 2015		FEBRUARY, 2015		MARCH, 2015	
12	AIME: Northridge: 10:30 a.m.	8	EC: Pasadena: 3:00 p.m.	19	AORMA: Newport Beach: 10:00 a.m.
		8	<del>MSLCTC: Pasadena: 4:30 p.m.</del>	19	EC: Newport Beach: 2:30 p.m.
		8-11	AOA Conference: Pasadena	20	EC LRP: Newport Beach: 8:00 a.m.
		26	PC: Teleconference: 1:00 p.m.		
APRIL, 2015		MAY, 2015		JUNE, 2015	
20	MSLCTC: Teleconference: 10:00 a.m.	7	AORMA: Long Beach; 10:00 a.m	25	PC: Teleconference: 1:00 p.m.
23	<del>BOD Orientation: Teleconference: 2:00 p.m.</del>	8	EC: Long Beach: 8:00 a.m	29	MSLCTC: Teleconference: 10:00 a.m.
27	BOD: San Diego: 4:00 p.m.	<del>14</del>	<del>BOD Orientation: Teleconference: 10:30 a.m</del>		
28-29	Fitting the Pieces Conference: San Diego	<del>18</del>	<del>AIME: TBD — 10:30 a.m.</del>		
		27	AIME: Sacramento; 10:00 a.m.		

AORMA = Auxiliary Organizations Risk Management Alliance Committee	PC = AORMA Programs Committee	EC = CSURMA Executive Committee
AIME = Athletic Injury Medical Expense Committee	AORMA LRP = AORMA Long Range Planning Meeting	EC LRP = EC Long Range Planning Meeting
MSLCTC = AORMA Member Services, Loss Control & Training Committee	AOA = CSU Auxiliary Organizations Association	BOD = CSURMA Board of Directors

## 2015 CSURMA • AORMA MEETING CALENDAR

JULY, 2015	AUGUST, 2015	SEPTEMBER, 2015
7-8 AORMA Officers Retreat, San Francisco		9 AORMA New Member Orientation: 9:00am 9 AORMA LRP: <b>Sacramento</b> : 10:00 a.m. 10 AORMA: <b>Sacramento</b> : 9:00 a.m. 10 EC Orientation: <b>Sacramento</b> : 4:00 pm 11 EC: <b>Sacramento</b> : 8:30 a.m.
OCTOBER, 2015	NOVEMBER, 2015	DECEMBER, 2015
<del>4 PC: Teleconference: 1:00 p.m.</del> <del>5 MSLCTC: Teleconference: 10:00 a.m.</del> 22 AORMA: Long Beach: 10:00 a.m. <b>22 AIME: Long Beach: 10:30 a.m</b> 22 BOD Orientation: Teleconference: 2:00 p.m. 23 EC: Long Beach: 9:00 a.m. 23 BOD: Long Beach: 10:30 a.m.		3 AORMA: Long Beach: 10:00 a.m. 4 EC: Long Beach: 8:30 a.m. 10 PC: Teleconference: 1:00 p.m

AORMA = Auxiliary Organizations Risk Management Alliance Committee	PC = AORMA Programs Committee	EC = CSURMA Executive Committee
AIME = Athletic Injury Medical Expense Committee	AORMA LRP = AORMA Long Range Planning Meeting	EC LRP = EC Long Range Planning Meeting
MSLCTC = AORMA Member Services, Loss Control & Training Committee	AOA = CSU Auxiliary Organizations Association	BOD = CSURMA Board of Directors

**INDEPENDENT AUDITOR’S FINANCIAL AUDIT  
AS OF JUNE 30, 2015**

**ISSUE:** Pursuant to Section 16(d) of the CSURMA Joint Exercise of Powers Agreement, CSURMA contracted the independent audit firm KPMG to conduct an annual fiscal year audit (as of June 30, 2015) of the financial position of CSURMA. The CSURMA Treasurer and Accounting Staff will be present at today’s meeting to review the report.

**RECOMMENDATION:** It is recommended that the Executive Committee review and discuss the audited financial report, taking action as necessary.

**FISCAL IMPACT:** None.

**BACKGROUND:** Section 16(d) of the California State University Risk Management Authority Joint Exercise of Power Agreement requires that an annual audit be completed for all accounts and financial statements of CSURMA.

**PUBLICATION:** The Financial Audit will be uploaded to the CSURMA website.

**ATTACHMENT(S):**

- a. The Independent Auditor’s Financial Audit Report as of June 30, 2015



*cutting through complexity*

# ***California State University Risk Management Authority Audit Results June 30, 2015***

This presentation to the Audit Committee is intended solely for the information and use of the Audit Committee and management and is not intended to be and should not be used by anyone other than these specified parties. This presentation is not intended for general use, circulation or publication and should not be published, circulated, reproduced or used for any purpose without our prior written permission in each specific instance.

## KPMG Team:

- Mark Thomas, Systemwide Engagement Partner
- Chris Ray, Audit Engagement Partner
- Liezl Sangalang, Engagement Senior Manager
- Pablo Cora, Engagement Senior

## Audit Scope:

- Audit of California State University Risk Management Authority's Financial Statements as of and for the years ended June 30, 2015 and 2014
  - Independent Auditors' Report
    - Unmodified opinion on financial statements
    - Other matters – supplementary information
  - Financial Statements:
    - Statements of Net Position
    - Statements of Changes in Revenues, Expenses and Changes in Net Position
    - Statements of Cash Flows
    - Notes to Financial Statements
  - Supplementary Information

## Areas of Audit Emphasis:

- Member contribution revenues
- Claims losses and loss adjustment expenses (including underlying claims data testwork)
- Investments
- Claims liability for losses and loss adjustment expenses (including claims incurred but not reported)
- Accounts payable and operating expenses

## Required Communications to Governing Boards:

- Our responsibilities under professional standards
- Significant accounting policies - included in note 2 to the financial statements
- Qualitative aspects of accounting practices - no unusual transactions and/or those for which there is no authoritative literature
- Management's judgments and accounting estimates
  - Fair value of investments
  - Claims liability for losses and loss adjustment expense

## Required Communications to Governing Boards, cont'd.

- Other information in documents containing audited financial statements
- Uncorrected audit misstatements – none
- Corrected audit misstatements – none
- No disagreements with management or significant difficulties encountered during the audit
- No knowledge of consultation with other accountants
- Significant issues discussed, or subject to correspondence with management
  - Engagement letter
  - Representation letter
- No other significant findings or issues
- Independence



**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Financial Statements and Supplementary Schedules

June 30, 2015 and 2014

(With Independent Auditors' Report Thereon)

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

**Table of Contents**

	<b>Page(s)</b>
Independent Auditors' Report	1–2
Basic Financial Statements:	
Statements of Net Position	3
Statements of Revenues, Expenses, and Changes in Net Position	4
Statements of Cash Flows	5
Notes to Financial Statements	6–23
<b>Supplementary Information</b>	
Schedule 1 – Reconciliation of Workers' Compensation Claims Liabilities	24
Schedule 2 – Reconciliation of General Liability Claims Liabilities	25
Schedule 3 – Reconciliation of Industrial Disability, Nonindustrial Disability, and Unemployment Insurance (IDL/NDL/UI) Claims Liabilities	26
Schedule 4 – Reconciliation of Property Claims Liabilities	27
Schedule 5 – Reconciliation of Athletic Injury Medical Expense (AIME) Claims Liabilities	28
Schedule 6 – Reconciliation of AORMA Workers' Compensation Claims Liabilities	29
Schedule 7 – Reconciliation of AORMA General Liability Claims Liabilities	30
Schedule 8 – Reconciliation of AORMA Property Claims Liabilities	31
Schedule 9 – Reconciliation of AORMA Unemployment Insurance Program (UIP) Claims Liabilities	32
Schedule 10 – Schedule of Net Position	33
Schedule 11 – Schedule of Revenues, Expenses, and Changes in Net Position	34
Schedule 12 – Other Information	35
<b>Required Supplementary Information</b>	
Schedule 13 – Claims Development Information (unaudited)	36



KPMG LLP  
Suite 700  
20 Pacifica  
Irvine, CA 92618-3391

## Independent Auditors' Report

The Board of Directors  
California State University Risk Management Authority:

### Report on the Financial Statements

We have audited the accompanying financial statements of the California State University Risk Management Authority (the Authority), a component unit of the California State University, as of and for the years ended June 30, 2015 and 2014, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with U.S. generally accepted accounting principles; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of statements that are free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### *Opinion*

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the California State University Risk Management Authority as of June 30, 2015 and 2014, and the changes in its net position and its cash flows for the years then ended, in accordance with U.S. generally accepted accounting principles.



***Other Matters***

*Required Supplementary Information*

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

U.S. generally accepted accounting principles require that the claims development information on Schedule 13 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

*Supplementary and Other Information*

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the California State University Risk Management Authority's basic financial statements. The supplementary information included in schedules 1 through 12 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Schedules 1 through 12 are the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, Schedules 1 through 12 are fairly stated in all material respects in relation to the basic financial statements as a whole.

**KPMG LLP**

Irvine, California  
September 25, 2015

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of California State University

Statements of Net Position

June 30, 2015 and 2014

	<b>2015</b>	<b>2014</b>
<b>Assets:</b>		
Current assets:		
Investments (note 3)	\$ 6,904,000	38,118,000
Accounts receivable	800,000	294,000
Loans receivable from affiliates, current portion (note 4)	1,136,000	1,778,000
Interest receivable	4,000	8,000
Prepaid expenses	30,704,000	4,197,000
Reinsurance recoverable – workers’ compensation	753,000	752,000
Total current assets	40,301,000	45,147,000
Noncurrent assets:		
Loans receivable from affiliates, net of current portion (note 4)	4,232,000	3,228,000
Other long-term investments (note 3)	130,108,000	128,713,000
Total assets	174,641,000	177,088,000
<b>Liabilities:</b>		
Current liabilities:		
Accounts payable	4,999,000	5,601,000
Unearned revenues	37,000	33,000
SELF assessment liability, current portion (note 8)	1,364,000	1,363,000
Claims liability for losses and loss adjustment expenses – current portion (note 5):		
Reported claims	15,058,000	19,214,000
Claims incurred but not reported	11,657,000	13,742,000
Total current liabilities	33,115,000	39,953,000
Noncurrent liabilities:		
SELF assessment liability, net of current portion (note 8)	9,545,000	10,906,000
Claims liability for losses and loss adjustment expenses – noncurrent portion (note 5)		
Reported claims	37,156,000	38,183,000
Claims incurred but not reported	28,764,000	27,310,000
Total liabilities	108,580,000	116,352,000
<b>Net position:</b>		
Unrestricted	66,061,000	60,736,000
Total net position	\$ 66,061,000	60,736,000

See accompanying notes to financial statements.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of California State University

Statements of Revenues, Expenses, and Changes in Net Position

Years ended June 30, 2015 and 2014

	<b>2015</b>	<b>2014</b>
Operating revenues:		
Member contributions (note 6)	\$ 95,248,000	90,181,000
Reinsurance premiums (note 7)	(6,872,000)	(11,626,000)
Total operating revenues	88,376,000	78,555,000
Operating expenses:		
Claim losses and loss adjustment expenses (note 5)	39,922,000	53,198,000
Claims administration	9,000,000	8,004,000
Insurance premiums	23,877,000	10,949,000
Dividend distributions (note 6)	9,857,000	8,921,000
General and administrative	1,142,000	1,421,000
Miscellaneous services	1,002,000	821,000
Total operating expenses	84,800,000	83,314,000
Operating income (loss)	3,576,000	(4,759,000)
Nonoperating revenues:		
Investment income, net	1,664,000	3,663,000
Interest income from loans	85,000	91,000
Total nonoperating revenues	1,749,000	3,754,000
Change in net position	5,325,000	(1,005,000)
Net position, beginning of year	60,736,000	61,741,000
Net position, end of year	\$ 66,061,000	60,736,000

See accompanying notes to financial statements.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of California State University

Statements of Cash Flows

Years ended June 30, 2015 and 2014

	<b>2015</b>	<b>2014</b>
Cash flows from operating activities:		
Receipts of member contributions	\$ 94,745,000	90,197,000
Payments to providers	(69,717,000)	(34,330,000)
Payments of claims	(45,737,000)	(40,533,000)
Dividend distribution to pool participants	(10,501,000)	(8,800,000)
Net cash (used in) provided by operating activities	(31,210,000)	6,534,000
Cash flows from noncapital and related financing activities:		
Loans disbursed to related entities	(2,339,000)	—
Payments received on loans to related entities	1,979,000	3,136,000
Loan interest income received	89,000	87,000
Net cash (used in) provided by noncapital and related financing activities	(271,000)	3,223,000
Cash flows from investing activities:		
Proceeds from sales and maturities of investments	653,665,000	482,679,000
Purchases of investments	(624,206,000)	(495,149,000)
Investment income, net	1,664,000	3,663,000
Unrealized (gains) losses	358,000	(1,213,000)
Net cash provided by (used in) investing activities	31,481,000	(10,020,000)
Net change in cash and cash equivalents	—	(263,000)
Cash and cash equivalents at beginning of year	—	263,000
Cash and cash equivalents at end of year	\$ —	—
Reconciliation of operating income (loss) to net cash provided by operating activities:		
Operating income (loss)	\$ 3,576,000	(4,759,000)
Adjustments to reconcile net operating income (loss) to net cash (used in) provided by operating activities:		
Depreciation	—	12,000
Changes in assets and liabilities:		
(Increase) decrease in prepaid expenses	(26,507,000)	462,000
Increase in accounts receivable	(506,000)	(4,000)
Increase in reinsurance recoverable – workers' compensation	(1,000)	(35,000)
Decrease in accounts payable	(602,000)	(498,000)
Increase in unearned revenues	4,000	19,000
Decrease in SELF assessment liability	(1,360,000)	(1,363,000)
(Decrease) increase in claims liability for losses and loss adjustment expenses	(5,814,000)	12,700,000
Net cash (used in) provided by operating activities	\$ (31,210,000)	6,534,000

See accompanying notes to financial statements.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

**(1) Organization**

On January 1, 1997, the California State University (the CSU or University) and certain Auxiliary Organizations of the University established the California State University Risk Management Authority (the Authority) pursuant to the provisions of Section 6500 et seq. of the California Government Code (the Code). The Code authorizes the CSU and Auxiliary Organizations to establish and operate pooled coverage programs and to provide related services. The Authority provides entity risk pooling programs for workers' compensation, general liability, industrial and nonindustrial disability, unemployment insurance coverage, property, construction, and other risk-related programs for its member organizations (the Members). Members participating in the Authority's coverage programs at June 30, 2015 and 2014 are as follows:

<u>Campus Location</u>	<u>Members</u>
Bakersfield	California State University, Bakersfield
Bakersfield	Associated Students, California State University, Bakersfield, Inc.
Bakersfield	California State University, Bakersfield Auxiliary for Sponsored Programs Administration
Bakersfield	California State University, Bakersfield Foundation
Bakersfield	California State University, Bakersfield Student Union, Inc.
Chancellor's Office	Office of the Chancellor
Chancellor's Office	California State University Foundation
Chancellor's Office	California State University Institute
Channel Islands	California State University, Channel Islands
Channel Islands	Associated Students of California State University, Channel Islands, Inc.
Channel Islands	California State University Channel Islands Foundation
Channel Islands	University Glen Corporation
Chico	California State University, Chico
Chico	Associated Students of California State University, Chico
Chico	Auxiliary Organization Associations
Chico	The CSU, Chico Research Foundation
Chico	The University Foundation, California State University, Chico
Dominguez Hills	California State University, Dominguez Hills
Dominguez Hills	Associated Students, California State University, Dominguez Hills
Dominguez Hills	California State University, Dominguez Hills Foundation
Dominguez Hills	Loker University Student Union, Incorporated
East Bay	California State University, East Bay
East Bay	Associated Students, California State University, East Bay
East Bay	Cal State East Bay Educational Foundation
East Bay	California State University, East Bay Foundation, Inc.
Fresno	California State University, Fresno
Fresno	Associated Students, Inc. of California State University, Fresno

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

<b>Campus Location</b>	<b>Members</b>
Fresno	California State University, Fresno Association, Inc.
Fresno	California State University, Fresno Foundation
Fresno	Fresno State Programs for Children, Inc.
Fresno	The Agricultural Foundation of California State University, Fresno
Fresno	The California State University, Fresno Athletic Corporation
Fullerton	California State University, Fullerton
Fullerton	Associated Students, California State University, Fullerton, Inc.
Fullerton	Cal State Fullerton Philanthropic Foundation
Fullerton	CSU Fullerton Auxiliary Services Corporation
Humboldt	Humboldt State University
Humboldt	Associated Students, Humboldt State University
Humboldt	Humboldt State University Advancement Foundation
Humboldt	Humboldt State University Center Board of Directors
Humboldt	Humboldt State University Sponsored Programs Foundation
Long Beach	California State University, Long Beach
Long Beach	Associated Students, California State University, Long Beach
Long Beach	California State University, Long Beach Research Foundation
Long Beach	CSULB 49er Foundation
Long Beach	Forty-Niner Shops, Inc., CSU Long Beach
Los Angeles	California State University, Los Angeles
Los Angeles	Associated Students, California State University, Los Angeles, Inc.
Los Angeles	Cal State L.A. University Auxiliary Services, Inc.
Los Angeles	California State University, Los Angeles Foundation
Los Angeles	University-Student Union Board, California State University, Los Angeles
Maritime Academy	California Maritime Academy
Maritime Academy	California Maritime Academy Foundation, Inc.
Maritime Academy	The Associated Students of the California Maritime Academy
Monterey Bay	California State University, Monterey Bay
Monterey Bay	Foundation of California State University, Monterey Bay
Monterey Bay	The University Corporation at Monterey Bay
Northridge	California State University, Northridge
Northridge	Associated Students, California State University, Northridge, Inc.
Northridge	California State University, Northridge Foundation
Northridge	North Campus University Park Development Corporation
Northridge	The University Corporation, CSU Northridge
Northridge	University Student Union of California State University, Northridge
Pomona	California State Polytechnic University, Pomona
Pomona	Associated Students Inc., California State Polytechnic University, Pomona
Pomona	The Cal Poly Pomona Foundation, Inc.
Sacramento	California State University, Sacramento
Sacramento	Associated Students of California State University, Sacramento

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

<u>Campus Location</u>	<u>Members</u>
Sacramento	Capital Public Radio, Inc., CSU Sacramento
Sacramento	The University Foundation at Sacramento State
Sacramento	University Enterprises, Inc., CSU Sacramento
Sacramento	University Union Operation of CSUS, Inc.
San Bernardino	California State University, San Bernardino
San Bernardino	Associated Students Inc., California State University, San Bernardino
San Bernardino	CSUSB Philanthropic Foundation
San Bernardino	Santos Manuel Student Union of California State University, San Bernardino
San Bernardino	University Enterprises Corporation at CSUSB
San Diego	San Diego State University
San Diego	Associated Students, San Diego State University
San Diego	Aztec Shops, Ltd., San Diego State University
San Diego	San Diego State University Research Foundation
San Diego	The Campanile Foundation
San Francisco	San Francisco State University
San Francisco	Associated Students, Inc., San Francisco State University
San Francisco	San Francisco State University Foundation
San Francisco	The University Corporation, San Francisco State
San Jose	San Jose State University
San Jose	Associated Student, San Jose State University
San Jose	San Jose State University Research Foundation
San Jose	Spartan Shops, Inc., San Jose State University
San Jose	The Student Union of San Jose State University
San Jose	The Tower Foundation, San Jose State University
San Luis Obispo	California Polytechnic State University, San Luis Obispo
San Luis Obispo	Associated Students, Inc., California Polytechnic State University at San Luis Obispo
San Luis Obispo	Cal Poly Corporation
San Luis Obispo	California Polytechnic State University Foundation
San Marcos	California State University, San Marcos
San Marcos	California State University San Marcos Foundation
San Marcos	San Marcos University Corporation
San Marcos	The Associated Students of California State University, San Marcos
San Marcos	University Auxiliary and Research Services Corporation
Sonoma	Sonoma State University
Sonoma	Associated Students of Sonoma State University
Sonoma	Sonoma State Enterprises, Inc.
Sonoma	Sonoma State University Academic Foundation, Inc.
Stanislaus	California State University, Stanislaus

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

<u>Campus Location</u>	<u>Members</u>
Stanislaus	Associated Students, Inc., California State University, Stanislaus
Stanislaus	California State University, Stanislaus Auxiliary and Business Services
Stanislaus	California State University, Stanislaus Foundation
Stanislaus	University Student Union of California State University, Stanislaus

The accompanying financial statements are also included in the CSU financial statements.

The Authority is managed by a board of directors, which is composed of 30 directors appointed by the CSU Executive Vice Chancellor, Business and Finance, and 10 directors elected by the Auxiliary Organizations, which are members of the Authority. The Executive Vice Chancellor may also appoint alternate representatives who shall serve in the absence of the primary representatives. Directors elected by the Auxiliary Organizations serve subject to terms and conditions adopted by the Auxiliary Organizations for election and replacement of the same. Each director of the Authority must be an officer, director, or employee of the University or an Auxiliary Organization.

The Authority assumed the losses of the University's risk pool on January 1, 1997 (inception date) in exchange for a commitment from the University to fund incurred losses. In addition, the University has made the commitment to provide sufficient cash flows to the Authority to meet its operating needs.

All post-development costs of the Authority's programs are funded by annual premiums charged to members participating in the program each policy year and by interest earnings on the accumulated funds. Premiums are based on a cost allocation plan and rating formula developed by the Authority with the assistance of an actuary, risk management consultant, and other qualified persons. The premium for each member participating in the shared risk programs includes the member's share of expected program losses, program reinsurance costs, and program administrative costs for the year. If the Authority experiences unusually large losses in one of the aforementioned programs during a policy year, those pooled funds for the program may be exhausted or depleted before the next annual premiums are due. The board of directors may, upon consultation with an actuary, impose assessments on all participating members in the respective program, which in total amount, will assure adequate funds to the Authority for the payment of all incurred losses.

The Authority coordinates the claims process in conjunction with various agencies actually processing the claims. These agencies include the State of California Attorney General's Office (AG), Sedgwick Claims Management Services, Inc. (Sedgwick), Carl Warren & Company, CSU's Office of General Counsel, Systemwide Risk Management, Alliant Insurance Services (Alliant), the CSU Office of the Chancellor, and the 23 CSU campuses. Sedgwick is the third-party administrator (TPA) for all workers' compensation claims involving campuses and auxiliary organizations. Carl Warren & Company is the TPA for auxiliary organization liability claims. AG Administrator is the TPA for Athletic Injury Medical Expense (AIME) and Club Sports Insurance Program (CSIP) claims. Alliant administers all entity risk pooling programs provided by the Authority.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

**(2) Summary of Significant Accounting Policies**

**(a) Basis of Presentation**

The accompanying financial statements for the Authority have been prepared under the standards promulgated by the Governmental Accounting Standards Board (GASB) using the accrual basis of accounting and economic resources measurement focus. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

The financial statements include the Statements of Net Position, Statements of Revenues, Expenses, and Changes in Net Position, and Statements of Cash Flows. The Authority is considered a special-purpose government. The Authority records revenues primarily from fees collected from the campuses and auxiliary organizations and, accordingly, has chosen to present its financial statements using the reporting model for special-purpose governments engaged only in business-type activities. This model allows all financial information for the Authority to be reported in a single column in each of the financial statements.

**(b) Classification of Current and Noncurrent Assets (Other than Investments) and Liabilities**

The Authority considers assets to be current when they can be reasonably expected, as part of its normal business operations, to be converted to cash and be available for liquidation of current liabilities within 12 months of the Statements of Net Position date. Liabilities that can be reasonably expected, as part of normal Authority business operations, to be liquidated within 12 months of the Statements of Net Position date are considered to be current. All other assets and liabilities are considered to be noncurrent. For classification of current and noncurrent investments, refer to footnote (2)(d).

**(c) Cash and Cash Equivalents and Statements of Cash Flows**

The Authority considers all highly liquid investments with an original maturity date of three months or less to be cash and cash equivalents. The Authority considers amounts included in the CSU Risk Management Authority of SB FAM Program and CSU Consolidated Investment Pool to be investments. Certain transactions recorded as revenue or expenses in the accompanying Statements of Revenues, Expenses and Changes in Net Position include transactions between entities that are also participants in the Investment Pool. The Authority considers changes in the respective participants' equity in the Investment Pool resulting from these transactions to represent cash flows of the Authority in the accompanying Statements of Cash Flows.

**(d) Investments**

Investments are reflected at fair value using quoted market prices. Realized and unrealized gains and losses are included in the accompanying Statements of Revenues, Expenses, and Changes in Net Position as a component of investment income, net.

Investments that are used for current operations are classified as short-term investments. Investments that are restricted for withdrawal or use for other than current operations, designated or restricted for

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

the acquisition or construction of noncurrent assets, designated or restricted for the liquidation of the noncurrent portion of long-term debt, or restricted as to the liquidity of the investments are classified as other long-term investments.

The Authority changed its interest rate risk measurement from weighted average maturity to duration as of fiscal year 2014–2015 for its consolidated investment pool as allowed by Statement No. 40 of Governmental Accounting Standards Board (GASB 40), *Deposit and Investment Risk Disclosures*. Duration is an accepted method of measuring interest rate risk for investment portfolios that contain bonds with embedded options such as calls, puts, or prepayments. This change more closely aligns to the CSU's approach to managing interest rate risk inherent in its investment pool, which contains bonds with embedded options. There was no effect on beginning net position.

**(e) *Accounts Receivable***

Accounts receivable represents amounts due from the members as of June 30, 2015 and 2014.

**(f) *Reinsurance Recoverable***

Reinsurance recoverable represents estimated amounts due from reinsurers, who reinsured the CSU's workers' compensation claims liability for claims incurred during the fiscal year. The reported amounts represent recoverable estimates related to paid claims and claim adjustment expenses as of June 30, 2015 and 2014. The estimated amounts recoverable from the reinsurers that are related to the liabilities for unpaid claims and claim adjustment expenses are deducted from those claims liabilities for losses and loss adjustment expenses; refer to footnote (2)(h).

**(g) *Member Contributions***

The Authority reports contributions in the Statements of Revenues, Expenses, and Changes in Net Position for those revenues received from its members. The contribution calculation for the campuses is based on program funding policies and procedures, and a rating plan to meet their pro rata share of the anticipated claims liabilities for losses and loss adjustment expenses. The contribution calculation for auxiliary organizations is based on various rating plans, such as the actuary's projections and loss rates. Contributions are recorded as revenues for the policy year in which coverage is provided.

**(h) *Claims Liability for Losses and Loss Adjustment Expenses***

The claims liability for losses and loss adjustment expenses included in the accompanying financial statements reflects the estimated ultimate cost of settling claims relating to events that have occurred on or before June 30, 2015 and 2014. The liability includes the estimated amount that will be required for future payments of claims that have been reported and claims related to events that have occurred but have not been reported. The liability is also reduced by estimated amounts recoverable from the reinsurer that are related to the liabilities for unpaid claims and claim adjustment expenses. The liability is estimated through an actuarial calculation using individual case basis valuations and statistical analyses. The liability is not discounted.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

Claims liabilities are recomputed periodically using a variety of actuarial and statistical techniques to produce current estimates that reflect recent settlements, claim frequency, and other economic and social factors. Adjustments to claim liabilities are charged or credited to expense in the periods in which they are made.

In estimating unpaid losses and loss adjustment expenses, the Authority has employed methods and assumptions considered reasonable and appropriate given the information currently available. Given the inherent uncertainty in the nature of such estimates, future losses may deviate from those estimates.

**(i) Dividend Distributions**

The Authority reports dividends in the Statements of Revenues, Expenses, and Changes in Net Position for the return of contributions to members. Dividends to CSU campuses are based on the review of the funding status report by the Executive Committee and are distributed to each member by their pro rata contributions over the past five completed fiscal years. Dividends to any participating auxiliary organization are calculated and distributed in accordance with the Dividends and Assessment Policy. Dividend distributions are accrued as dividend expense once they are approved and declared by the Executive Committee and the Auxiliary Organizations Risk Management Alliance (AORMA) Committee.

**(j) Net Position**

The Authority's net position is classified as unrestricted. Unrestricted net position may be designated for use by the Authority. The Authority has adopted a policy of utilizing restricted funds, when available, prior to unrestricted funds.

**(k) Classification of Revenues and Expenses**

The Authority considers operating revenues and expenses in the Statements of Revenues, Expenses, and Changes in Net Position to be those revenues and expenses that result from exchange transactions or other activities that are connected directly to the Authority's primary functions. Certain other transactions are reported as nonoperating revenues and expenses in accordance with GASB requirements. These nonoperating activities include the Authority's investment income, net, and interest income from loans.

**(l) Income Taxes**

The Authority was formed pursuant to California Government Code Section 6500 et seq. and, as a governmental entity, is not subject to federal or state income taxes under §115 of the Internal Revenue Code of 1986.

**(m) Use of Estimates**

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual amounts could differ from those estimates.

**(3) Cash and Cash Equivalents, Investments, and Investment Income, Net**

The Authority's cash, cash equivalents, and investments as of June 30, 2015 and 2014 are classified in the accompanying Statements of Net Position as follows:

	<b>2015</b>	<b>2014</b>
Short-term investments	\$ 6,904,000	38,118,000
Other long-term investments	130,108,000	128,713,000
Total investments	\$ 137,012,000	166,831,000

**(a) Cash and Cash Equivalents**

The Authority maintains centralized management for substantially all of its cash and cash equivalents. Cash in demand deposit accounts is minimized by sweeping available cash balances into the CSU Consolidated Investment Pool on a daily basis.

At June 30, 2015 and 2014, the Authority's cash and cash equivalents consist of demand deposits and money market funds held at a financial institution. There were no cash or cash equivalents for the Authority. The carrying amount of the cash in demand deposit accounts were \$178,000 and \$193,000 at June 30, 2015 and 2014, respectively. The primary difference between the book and bank balance is due to outstanding checks and cash awaiting investment in the CSU Consolidated Investment Pool.

**(b) Investments**

At June 30, 2015 and 2014, the Authority's investment portfolio consists of investments held in the CSU Consolidated Investment Pool and CSU Risk Management Authority of SB FAM Program. Separate accounting is maintained as to the amounts allocable to the various funds and programs.

***Investment Policy***

State law and regulations require that surplus monies of the Authority must be invested. The primary objective of the Authority's investment policy is to safeguard the principal. The secondary objective is to meet the liquidity needs of the Authority. The third objective is to return an acceptable yield.

The Authority's investment policy authorizes funds held in local trust accounts under Education Code Sections 89721 and 89724 to be invested in any of the securities authorized by Government Code Sections 16430 and 53601, and Education Code Section 89724, subject to certain limitations. In general, the Authority's investment policy permits investments in obligations of the Federal and

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

California state governments, certificates of deposit, high-quality domestic corporate and fixed income securities, and certain other investment instruments.

***Custodial Credit Risk***

Custodial credit risk is the risk that in the event of the failure of the custodian the investments or deposits may not be returned to the Authority. Substantially all of the Authority's securities are registered in the Authority's name by the custodial bank as an agent for the Authority. The Authority's deposits are maintained at financial institutions that are FDIC insured. As a result, custodial credit risk for such investments and deposits is remote.

***Interest Rate Risk***

Interest rate risk is the risk that fluctuations in interest rates will adversely affect the fair market value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair market value to fluctuations in market interest rates. The Authority's investment guidelines measure interest rate risk by limiting an eligible investment to a maximum effective maturity and by limiting the average duration of the portfolio. The effective maturity date reflects a bond with embedded options such as a call, put, or reset date, and prepayment speed resulting in the maturity of a bond being less than its final maturity date. Duration is a measure of the sensitivity of the price of an investment relative to fluctuations in market interest rates.

Durations of the Authority's investment portfolio for each investment type as of June 30, 2015 are presented in the table below.

<u>Investment type</u>	<u>Fair value</u>	<u>Duration (in years)</u>
Asset-backed securities	\$ 10,252,000	0.67187
Certificates of deposit	320,000	0.19372
Corporate bonds	27,680,000	3.52937
Money market funds	6,879,000	—
Mortgage-backed securities	15,908,000	4.00097
Municipal bonds	2,110,000	1.97063
Repurchase agreements	18,000	0.00274
U.S. Agency securities	24,487,000	2.55879
U.S. Treasury securities	48,107,000	3.88601
International government	1,251,000	6.69269
Total investments	<u>\$ 137,012,000</u>	

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

Durations of the Authority's investment portfolio for each investment type as of June 30, 2014 are presented in the table below.

<b>Investment type</b>	<b>Fair value</b>	<b>Duration (in years)</b>
Asset-backed securities	\$ 6,722,000	0.43369
Certificates of deposit	2,500,000	0.18786
Commercial paper	51,000	0.02466
Corporate bonds	34,838,000	3.17638
Money market funds	4,095,000	—
Mortgage-backed securities	16,118,000	5.03513
Municipal bonds	5,696,000	4.31356
Repurchase agreements	31,000	0.00274
U.S. Agency securities	55,441,000	1.28548
U.S. Treasury securities	40,068,000	3.06200
International government	1,271,000	7.35935
Total investments	<u>\$ 166,831,000</u>	

Another way the Authority manages its exposure to interest rate risk is by purchasing a combination of short-term and long-term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or nearing maturity evenly over time as necessary to provide cash flow and liquidity needed for operations.

***Credit Risk***

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This risk is measured by the assignment of a rating by a nationally recognized statistical rating organization.

By law, the Authority invests in low credit risk securities such as: U.S. government securities; securities of federally sponsored agencies; highly rated domestic corporate bonds; prime-rated commercial paper, repurchase and reverse repurchase agreements; banker's acceptances; and negotiable certificates of deposit. Therefore, occurrence of credit risk is remote.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

Ratings of the Authority's investment portfolio for each investment type as of June 30, 2015 are presented in the table below.

Investment type	Fair value	Rating as of year-end					
		AAA	AA	A	BBB	BB	Not rated
Asset-backed securities	\$ 10,252,000	10,007,000	245,000	—	—	—	—
Certificates of deposit	320,000	—	23,000	297,000	—	—	—
Corporate bonds	27,680,000	2,684,000	2,388,000	12,027,000	7,250,000	576,000	2,755,000
Money market funds	6,879,000	—	—	—	—	—	6,879,000
Mortgage-backed securities	15,908,000	—	15,908,000	—	—	—	—
Municipal bonds	2,110,000	—	1,551,000	559,000	—	—	—
Repurchase agreements	18,000	—	—	11,000	—	—	7,000
U.S. Agency securities	24,487,000	—	14,574,000	7,970,000	—	—	1,943,000
U.S. Treasury securities	48,107,000	—	—	—	—	—	48,107,000
International government	1,251,000	—	1,251,000	—	—	—	—
<b>Total investments</b>	<b>\$ 137,012,000</b>	<b>12,691,000</b>	<b>35,940,000</b>	<b>20,864,000</b>	<b>7,250,000</b>	<b>576,000</b>	<b>59,691,000</b>

Ratings of the Authority's investment portfolio for each investment type as of June 30, 2014 are presented in the table below.

Investment type	Fair value	Rating as of year-end					
		AAA	AA	A	BBB	BB	Not rated
Asset-backed securities	\$ 6,722,000	6,128,000	594,000	—	—	—	—
Certificates of deposit	2,500,000	—	251,000	2,249,000	—	—	—
Commercial paper	51,000	—	—	51,000	—	—	—
Corporate bonds	34,838,000	2,950,000	6,017,000	16,748,000	8,645,000	478,000	—
Money market funds	4,095,000	—	—	—	—	—	4,095,000
Mortgage backed securities	16,118,000	—	16,118,000	—	—	—	—
Municipal bonds	5,696,000	—	3,733,000	1,530,000	433,000	—	—
Repurchase agreements	31,000	—	—	28,000	—	—	3,000
U.S. Agency securities	55,441,000	—	22,598,000	32,843,000	—	—	—
U.S. Treasury securities	40,068,000	—	—	—	—	—	40,068,000
International government	1,271,000	—	1,271,000	—	—	—	—
<b>Total investments</b>	<b>\$ 166,831,000</b>	<b>9,078,000</b>	<b>50,582,000</b>	<b>53,449,000</b>	<b>9,078,000</b>	<b>478,000</b>	<b>44,166,000</b>

**(c) Concentration Risk**

Concentration risk rises as investments become concentrated relative to a portfolio characteristic such as issuance, issuer, market sector, counter-party, or sovereign nation and is best mitigated by diversification. The Authority's investment policy has concentration limits that provide sufficient diversification. As a result, the occurrence of concentration risk is remote.

As of June 30, 2015, the following investments of the CSU Consolidated Investment Pool and CSU Risk Management Authority of SB FAM Program (other than U.S. Treasury securities, mutual funds, and external investment pools) represented 5% or more of the Authority's total investment portfolio: Federal National Mortgage Association (Fannie Mae) totaling \$11,283,000, or 8%; and Federal Home

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

Loan Banks totaling \$9,641,000, or 7%. As of June 30, 2014, the following investments of the CSU Consolidated Investment Pool and CSU Risk Management Authority of SB FAM Program (other than U.S. Treasury securities, mutual funds, and external investment pools) represented 5% or more of the Authority's total investment portfolio: Federal National Mortgage Association (Fannie Mae) totaling \$17,452,000, or 10%; Federal Home Loan Mortgage Corporation (Freddie Mac) totaling \$11,660,000, or 7%; and Federal Home Loan Banks Office of Finance totaling \$32,439,000, or 19%.

**(d) Investment Income, Net**

Investment income, net, included within the Statements of Revenues, Expenses, and Changes in Net Position is comprised of unrealized gains and losses of \$ (358,000) and \$1,213,000, realized gains of \$169,000 and \$428,000, and interest and dividend income of \$1,853,000 and \$2,022,000 for the years ended June 30, 2015 and 2014, respectively.

**(4) Loans Receivable from Affiliates**

In May 2010, the Authority entered into a loan agreement with California State University, Northridge in the amount of \$5,000,000. The nonamortizing loan term is for a 5-year period with interest due and payable quarterly, payable 30 days following the end of each calendar quarter. The interest rate is equal to the stated CSU Consolidated Investment Pool rate of return earned by the Authority (0.066% at June 30, 2015). The maturity date of the loan was June 1, 2015, and the remaining loan balances with interest were paid off in February 2015.

In November 2008, the Authority entered into a loan agreement with California State University, Fresno, in the amount of \$4,500,000. The loan term is for a 5-year period that amortizes based on a 20-year amortization schedule, with principal and interest due and payable quarterly, payable 30 days following the end of each calendar quarter. The interest rate is equal to the stated CSU Consolidated Investment Pool rate of return earned by the Authority (0.066% at June 30, 2015). The initial maturity date of the loan was October 31, 2013. On September 12, 2013, Executive Members approved California State University, Fresno's loan extension request in the amount of \$2,542,000 for an additional 5 years. The new extended maturity date of the loan is September 30, 2018.

In August 2008, the Authority entered into a loan agreement with Humboldt State University Advancement Foundation in the amount of \$2,535,000. The loan is nonamortizing, with interest due and payable quarterly, payable 30 days following the end of each calendar quarter. The interest rate is equal to the stated CSU Consolidated Investment Pool rate of return earned by the Authority (0.066% at June 30, 2015). The initial maturity date of the loan was October 31, 2013. On December 6, 2012, Executive Members approved Humboldt State University Advancement Foundation's loan extension request for an additional 5 years in the amount of \$2,000,000. The new extended maturity date of the loan is October 31, 2017.

In May 2014, the Authority entered into a line-of-credit agreement with California State University, Sacramento in the amount of \$4,000,000, and \$2,340,000 of which was drawn against the line as of June 30, 2015. The line of credit will be available for a 5-year period with principal and interest due and payable quarterly, payable 30 days following the end of each calendar quarter. The interest rate is equal to the stated

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

CSU Consolidated Investment Pool rate of return earned by the Authority (0.066% at June 30, 2015). The maturity date of the line of credit is June 1, 2019.

The following table summarizes the Authority's loans receivable from affiliates as of June 30, 2015 and 2014:

	<b>2015</b>	<b>2014</b>
California State University, Northridge	\$ —	1,514,000
California State University, Fresno	1,028,000	1,492,000
Humboldt State University Advancement Foundation	2,000,000	2,000,000
California State University, Sacramento	2,340,000	—
Total loans receivable from affiliates	5,368,000	5,006,000
Less current portion	(1,136,000)	(1,778,000)
Loans receivable from affiliates, net of current portion	\$ 4,232,000	3,228,000

**(5) Claims Liability for Losses and Loss Adjustment Expenses**

The Authority establishes a liability for both reported and unreported events, which includes estimates of both future payments of losses and related loss adjustment expenses. Although considerable variability is inherent in such estimates, Management believes that the liability is reasonable at June 30, 2015 and 2014.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

Changes in the Authority's claims liability for the years ended June 30, 2015 and 2014 are as follows:

Claims liability for losses and loss adjustment expenses, June 30, 2013	\$ 85,749,000
Incurred claims for losses and loss adjustment expenses:	
Provision for insured events of the current fiscal year	59,313,000
Decrease in provision for insured events of prior fiscal years	<u>(6,115,000)</u>
Total incurred claims for losses and loss adjustment expenses	<u>53,198,000</u>
Payments:	
Claims and claim adjustment expenses attributable to insured events of the current fiscal year	(20,672,000)
Claims and claim adjustment expenses attributable to recoveries from reinsured events of the current fiscal year	7,653,000
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	<u>(27,479,000)</u>
Total payments	<u>(40,498,000)</u>
Claims liability for losses and loss adjustment expenses, June 30, 2014	98,449,000
Incurred claims for losses and loss adjustment expenses:	
Provision for insured events of the current fiscal year	60,386,000
Decrease in provision for reinsured events of the current fiscal year	(14,527,000)
Decrease in provision for insured events of prior fiscal years	<u>(5,937,000)</u>
Total incurred claims for losses and loss adjustment expenses	<u>39,922,000</u>
Payments:	
Claims and claim adjustment expenses attributable to insured events of the current fiscal year	(20,478,000)
Claims and claim adjustment expenses attributable to recoveries from reinsured events of the current fiscal year	6,178,000
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	<u>(31,436,000)</u>
Total payments	<u>(45,736,000)</u>
Claims liability for losses and loss adjustment expenses, June 30, 2015	92,635,000
Less current portion	<u>(26,715,000)</u>
Claims liability for losses and loss adjustment expenses, June 30, 2015, net of current portion	<u>\$ 65,920,000</u>

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

**(6) Related-Party Transactions**

The following represents a summary of the accounts receivable, contributions (premiums), dividends distribution, for the years ended June 30, 2015 and 2014, and general liability insurance deductibles for the policy period detailed by campus:

<b>June 30, 2015</b>				
<b>Members</b>	<b>Accounts receivable</b>	<b>Contributions for the fiscal year</b>	<b>Dividend distribution</b>	<b>General liability insurance deductibles per occurrence</b>
Bakersfield	\$ —	1,431,000	(256,000)	35,000
California Maritime Academy	—	561,000	(80,000)	35,000
Chancellor's Office	—	9,827,000	(157,000)	100,000
Channel Islands	—	1,533,000	(153,000)	35,000
Chico	—	2,543,000	(354,000)	250,000
Dominguez Hills	—	2,566,000	(425,000)	100,000
East Bay	—	2,975,000	(191,000)	500,000
Fresno	—	3,900,000	(1,050,000)	250,000
Fullerton	—	3,993,000	(363,000)	250,000
Humboldt	—	2,101,000	(339,000)	50,000
Long Beach	—	5,808,000	(700,000)	250,000
Los Angeles	—	3,590,000	(320,000)	250,000
Monterey Bay	—	1,310,000	(263,000)	35,000
Northridge	—	4,580,000	(392,000)	750,000
Pomona	—	3,929,000	(352,000)	250,000
Sacramento	—	3,547,000	(377,000)	900,000
San Bernardino	—	2,411,000	(446,000)	50,000
San Diego	—	4,909,000	(380,000)	900,000
San Francisco	—	4,752,000	(563,000)	500,000
San Jose	—	4,745,000	(444,000)	750,000
San Luis Obispo	—	3,990,000	(264,000)	250,000
San Marcos	—	1,563,000	(340,000)	50,000
Sonoma	—	1,957,000	(310,000)	100,000
Stanislaus	—	1,653,000	(158,000)	35,000
Auxiliary Organizations	490,000	15,074,000	(1,180,000)	—
	<u>\$ 490,000</u>	<u>95,248,000</u>	<u>(9,857,000)</u>	

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

<b>June 30, 2014</b>				
<b>Members</b>	<b>Accounts receivable</b>	<b>Contributions for the fiscal year</b>	<b>Dividend distribution</b>	<b>General liability insurance deductibles per occurrence</b>
Bakersfield	\$ —	1,384,000	(209,000)	35,000
California Maritime Academy	—	475,000	(59,000)	35,000
Channel Islands	—	1,440,000	(108,000)	35,000
Chico	—	2,489,000	(307,000)	100,000
Chancellor's Office	—	8,078,000	(123,000)	100,000
Dominguez Hills	—	2,426,000	(320,000)	100,000
East Bay	—	2,686,000	(153,000)	500,000
Fresno	—	4,231,000	(785,000)	250,000
Fullerton	—	3,679,000	(304,000)	250,000
Humboldt	—	2,087,000	(296,000)	35,000
Long Beach	—	5,030,000	(608,000)	250,000
Los Angeles	—	3,349,000	(299,000)	250,000
Monterey Bay	—	1,322,000	(216,000)	35,000
Northridge	—	4,330,000	(320,000)	500,000
Pomona	—	3,571,000	(281,000)	250,000
Sacramento	—	3,578,000	(281,000)	250,000
San Bernardino	—	2,550,000	(342,000)	50,000
San Diego	—	4,662,000	(299,000)	900,000
San Francisco	—	4,586,000	(533,000)	500,000
San Jose	—	4,590,000	(346,000)	500,000
San Luis Obispo	—	3,698,000	(233,000)	250,000
San Marcos	—	1,411,000	(319,000)	50,000
Sonoma	—	2,021,000	(230,000)	100,000
Stanislaus	—	1,658,000	(126,000)	35,000
Auxiliary Organizations	294,000	14,850,000	(1,824,000)	—
	<u>\$ 294,000</u>	<u>90,181,000</u>	<u>(8,921,000)</u>	

**(7) Excess Insurance and Reinsurance**

**(a) Excess Insurance**

For the years ended June 30, 2015 and 2014, the Authority purchased excess insurance to protect the members from catastrophic losses. The Authority maintained excess public entity liability insurance coverage provided by School Excess Liability Fund (SELF), a Joint Powers Authority, with coverage for individual claims above \$5,000,000 and up to \$45,000,000 per occurrence until December 2009.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

The Authority maintained excess general liability insurance coverage provided by Ironshore Specialty Insurance Company and various other insurers with coverage for individual claims above \$5,000,000 up to \$200,000,000 per occurrence. The Authority purchased excess workers' compensation insurance provided by the Safety National to statutory limits in excess of the \$2,500,000 self-insured retention for the years ended June 30, 2015 and 2014. For the AORMA workers' compensation program, the Authority purchased excess workers' compensation insurance provided by Safety National for the years ended June 30, 2015 and 2014 to statutory limits in excess of the \$500,000 self-insured retention. There have been no settlements in the most recent three fiscal years that have exceeded insurance limits.

Effective January 1, 2015, the Authority joined the CSAC Excess Insurance Authority (the EIA) Excess Workers' Compensation Program, covered pursuant to the memorandum of coverage issued by the EIA. The EIA is responsible for all covered losses within the amount of the self-insured retention layer of \$2,500,000 for the Campus workers' compensation program and \$500,000 for the AORMA workers' compensation program. The estimated amounts that are recoverable from the EIA and that reduce the liabilities as of June 30, 2015 were \$12,362,000 for the Campus workers' compensation program and \$1,248,000 for the AORMA workers' compensation program.

**(b) Reinsurance**

For the years ended June 30, 2015 and 2014, the Authority did not enter into the CSU's workers' compensation reinsurance contract. From the years ended June 30, 2008 through June 30, 2012, the Authority entered into a reinsurance contract with the Insurance Company of the State of Pennsylvania (the Reinsurer). This transaction reinsured the CSU's workers' compensation claims liability for claims incurred within the \$2,500,000 self-insured retention up to aggregate limits. The estimated amounts that are recoverable from the reinsurer and that reduce the liabilities as of June 30, 2015 and 2014 were \$26,145,000 and \$32,466,000, respectively. While such losses are reinsured, the Authority will not be relieved of its primary obligations to the policyholder in this reinsurance transaction.

For the years ended June 30, 2015 and 2014, the Authority purchased reinsurance for the Campus and AORMA liability programs provided by the General Reinsurance Corporation. This transaction reinsured the AORMA claims liability for individual claims incurred in excess of \$350,000 and up to \$5,000,000 per occurrence. The reinsurance premiums for the years ended June 30, 2015 and 2014 were \$1,020,000 and \$990,000, respectively. There have been no settlements in the most recent three fiscal years that have exceeded insurance limits.

For the years ended June 30, 2015 and 2014, the Authority purchased reinsurance for the campus and AORMA property programs provided by the Public Entity Property Insurance Program (the PEPPIP). This transaction reinsured the Campus and AORMA property programs for individual claims in excess of \$100,000 for the AORMA program and \$1,000,000 for the Campus program and up to \$1,000,000,000 per occurrence. The reinsurance premiums for the years ended June 30, 2015 and 2014 were \$5,852,000 and \$10,636,000, respectively. The coverage terms and conditions are the same as provided by the PEPPIP in prior years.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

A Discretely Presented Component Unit of  
the California State University

Notes to Financial Statements

June 30, 2015 and 2014

**(8) SELF Assessment Liability**

Prior to July 1, 2004, the Authority maintained excess workers' compensation insurance coverage provided by SELF, a public entity risk pool. The Authority remains liable for assessments from SELF in settlement of claims incurred prior to July 1, 2004. The assessment liabilities as of June 30, 2015 and 2014 were \$10,909,000 and \$12,269,000, respectively.

**(9) Subsequent Event**

Subsequent events have been evaluated through September 25, 2015, which corresponds to the date when the financial statements were issued. There are no subsequent events that require disclosure.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

Supplementary Information

**Reconciliation of Workers' Compensation Claims Liabilities**

The schedule below presents the changes in claims liabilities for the Authority's Workers' Compensation contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ 65,301,000	54,567,000
Incurring claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	28,840,000	27,757,000
Decrease in provision for reinsured events of current fiscal year	(13,185,000)	—
Decrease in provision for insured events of prior fiscal years	<u>(8,084,000)</u>	<u>(5,615,000)</u>
Total incurred claims and claim adjustment expenses	<u>7,571,000</u>	<u>22,142,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	(2,120,000)	(3,187,000)
Claims and claim adjustment expenses attributable to recoveries from reinsured events of current fiscal year	6,084,000	7,653,000
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	<u>(15,836,000)</u>	<u>(15,874,000)</u>
Total payments	<u>(11,872,000)</u>	<u>(11,408,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ 61,000,000</u>	<u>65,301,000</u>

See accompanying independent auditors' report.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

Supplementary Information

**Reconciliation of General Liability Claims Liabilities**

The schedule below presents the changes in claims liabilities for the Authority's General Liability contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ 19,038,000	18,044,000
Incurred claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	7,496,000	8,197,000
Increase (decrease) in provision for insured events of prior fiscal years	<u>71,000</u>	<u>(628,000)</u>
Total incurred claims and claim adjustment expenses	<u>7,567,000</u>	<u>7,569,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	—	—
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	<u>(8,176,000)</u>	<u>(6,575,000)</u>
Total payments	<u>(8,176,000)</u>	<u>(6,575,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ 18,429,000</u>	<u>19,038,000</u>

See accompanying independent auditors' report.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

Supplementary Information

**Reconciliation of Industrial Disability, Nonindustrial Disability, and Unemployment  
Insurance (IDL/NDL/UI) Claims Liabilities**

The schedule below presents the changes in claims liabilities for the Authority's IDL/NDL/UI contracts for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ —	—
Incurring claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	<u>12,774,000</u>	<u>12,793,000</u>
Total incurred claims and claim adjustment expenses	<u>12,774,000</u>	<u>12,793,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	<u>(12,774,000)</u>	<u>(12,793,000)</u>
Total payments	<u>(12,774,000)</u>	<u>(12,793,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ —</u>	<u>—</u>

See accompanying independent auditors' report.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

Supplementary Information

**Reconciliation of Property Claims Liabilities**

The schedule below presents the changes in claims liabilities for the Authority's Property contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ —	—
Incurred claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	<u>2,465,000</u>	<u>1,269,000</u>
Total incurred claims and claim adjustment expenses	<u>2,465,000</u>	<u>1,269,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	<u>(2,465,000)</u>	<u>(1,269,000)</u>
Total payments	<u>(2,465,000)</u>	<u>(1,269,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ —</u>	<u>—</u>

See accompanying independent auditors' report.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

Supplementary Information

**Reconciliation of Athletic Injury Medical Expense (AIME) Claims Liabilities**

The schedule below presents the changes in claims liabilities for the Authority's AIME contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ 1,912,000	2,056,000
Incurred claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	3,010,000	2,870,000
Decrease in provision for insured events of prior fiscal years	<u>(78,000)</u>	<u>—</u>
Total incurred claims and claim adjustment expenses	<u>2,932,000</u>	<u>2,870,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	(1,416,000)	(1,348,000)
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	<u>(1,462,000)</u>	<u>(1,666,000)</u>
Total payments	<u>(2,878,000)</u>	<u>(3,014,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ 1,966,000</u>	<u>1,912,000</u>

See accompanying independent auditors' report.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

Supplementary Information

**Reconciliation of AORMA Workers' Compensation Claims Liabilities**

The schedule below presents the changes in claims liabilities for the AORMA Workers' Compensation contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ 9,070,000	8,219,000
Incurred claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	3,321,000	2,831,000
Decrease in provision for reinsured events of current fiscal year	(1,342,000)	—
Increase in provision for insured events of prior fiscal years	45,000	303,000
Total incurred claims and claim adjustment expenses	<u>2,024,000</u>	<u>3,134,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	(238,000)	(259,000)
Claims and claim adjustment expenses attributable to recoveries from reinsured events of current fiscal year	94,000	—
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	<u>(1,955,000)</u>	<u>(2,024,000)</u>
Total payments	<u>(2,099,000)</u>	<u>(2,283,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ 8,995,000</u>	<u>9,070,000</u>

See accompanying independent auditors' report.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

Supplementary Information

**Reconciliation of AORMA General Liability Claims Liabilities**

The schedule below presents the changes in claims liabilities for the AORMA General Liability contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ 3,128,000	2,863,000
Incurred claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	1,124,000	1,895,000
Increase (decrease) in provision for insured events of prior fiscal years	<u>2,109,000</u>	<u>(175,000)</u>
Total incurred claims and claim adjustment expenses	<u>3,233,000</u>	<u>1,720,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	(109,000)	(115,000)
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	<u>(4,007,000)</u>	<u>(1,340,000)</u>
Total payments	<u>(4,116,000)</u>	<u>(1,455,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ 2,245,000</u>	<u>3,128,000</u>

See accompanying independent auditors' report.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

Supplementary Information

**Reconciliation of AORMA Property Claims Liabilities**

The schedule below presents the changes in claims liabilities for the AORMA Property contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ —	—
Incurred claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	<u>252,000</u>	<u>210,000</u>
Total incurred claims and claim adjustment expenses	<u>252,000</u>	<u>210,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	<u>(252,000)</u>	<u>(210,000)</u>
Total payments	<u>(252,000)</u>	<u>(210,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u><u>\$ —</u></u>	<u><u>—</u></u>

See accompanying independent auditors' report.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

Supplementary Information

**Reconciliation of AORMA Unemployment Insurance Program (UIP) Claims Liabilities**

The schedule below presents the changes in claims liabilities for the AORMA UIP contract for the year ended June 30:

	<u>2015</u>	<u>2014</u>
Claims liability for losses and loss adjustment expenses, beginning of year	\$ —	—
Incurred claims and claim adjustment expenses:		
Provision for insured events of current fiscal year	<u>1,104,000</u>	<u>1,491,000</u>
Total incurred claims and claim adjustment expenses	<u>1,104,000</u>	<u>1,491,000</u>
Payments:		
Claims and claim adjustment expenses attributable to insured events of current fiscal year	<u>(1,104,000)</u>	<u>(1,491,000)</u>
Total payments	<u>(1,104,000)</u>	<u>(1,491,000)</u>
Claims liability for losses and loss adjustment expenses, end of year	<u>\$ —</u>	<u>—</u>

See accompanying independent auditors' report.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

Schedule of Net Position

June 30, 2015

(for inclusion in the California State University)

Assets:	
Current assets:	
Short-term investments	\$ 6,903,934
Accounts receivable, net	1,557,059
Notes receivable, current portion	1,135,724
Prepaid expenses and other assets	<u>30,703,808</u>
Total current assets	<u>40,300,525</u>
Noncurrent assets:	
Notes receivable, net of current portion	4,232,332
Other long-term investments	<u>130,108,243</u>
Total noncurrent assets	<u>134,340,575</u>
Total assets	<u>174,641,100</u>
Liabilities:	
Current liabilities:	
Accounts payable	6,363,154
Unearned revenue	36,531
Claims liability for losses and LAE – current portion	<u>26,715,497</u>
Total current liabilities	<u>33,115,182</u>
Noncurrent liabilities:	
Claims liability for losses and LAE, net of current portion	65,919,511
Other liabilities	<u>9,545,359</u>
Total noncurrent liabilities	<u>75,464,870</u>
Total liabilities	<u>108,580,052</u>
Net position:	
Unrestricted	<u>66,061,048</u>
Total net position	<u>\$ 66,061,048</u>

See accompanying independent auditors' report.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

Schedule of Revenues, Expenses, and Changes in Net Position

Year Ended June 30, 2015

(for inclusion in the California State University)

Revenues:		
Operating revenues:		
Other operating revenues	\$	88,375,632
Total operating revenues		<u>88,375,632</u>
Expenses:		
Operating expenses:		
Instruction		12,691,533
Research		152,203
Public service		185,831
Academic support		2,891,677
Student services		2,964,531
Institutional support		53,619,281
Operation and maintenance of plant		1,805,420
Auxiliary enterprise expenses		631,984
Total operating expenses		<u>74,942,460</u>
Operating income		<u>13,433,172</u>
Nonoperating revenues (expenses):		
Investment income, net		1,749,523
Other nonoperating expenses		<u>(9,857,407)</u>
Net nonoperating expenses		<u>(8,107,884)</u>
Increase in net position		<u>5,325,288</u>
Net position:		
Net position, beginning of year		<u>60,735,760</u>
Net position, end of year	\$	<u><u>66,061,048</u></u>

See accompanying independent auditors' report.

**CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY**

Other Information

June 30, 2015

(for inclusion in the California State University)

	<b>Current unrestricted</b>	<b>Total current</b>	<b>Noncurrent unrestricted</b>	<b>Total noncurrent</b>	<b>Total</b>
Composition of investments:					
Asset-backed securities	\$ 465,071	465,071	9,787,104	9,787,104	10,252,175
Certificates of deposit	320,294	320,294	—	—	320,294
Corporate bonds	2,017,129	2,017,129	25,663,055	25,663,055	27,680,184
Money market funds	55,882	55,882	6,823,631	6,823,631	6,879,513
Mortgage-backed securities	3,442	3,442	15,904,269	15,904,269	15,907,711
Municipal bonds	48,087	48,087	2,062,144	2,062,144	2,110,231
Repurchase agreements	17,696	17,696	—	—	17,696
U.S. agency securities	2,422,844	2,422,844	22,064,054	22,064,054	24,486,898
U.S. Treasury securities	1,553,489	1,553,489	46,553,292	46,553,292	48,106,781
Other major investments:					
International government	—	—	1,250,694	1,250,694	1,250,694
Total investments	\$ 6,903,934	6,903,934	130,108,243	130,108,243	137,012,177

See accompanying independent auditors' report.

CALIFORNIA STATE UNIVERSITY  
RISK MANAGEMENT AUTHORITY

Claims Development Information  
(In thousands)  
(Unaudited)

	Policy year end June 30									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Net earned required Contribution and investment revenues:										
Earned	\$ 97,427	101,489	92,065	85,769	90,247	96,364	104,726	91,560	93,935	96,997
Ceded	—	—	—	18,469	19,024	18,879	16,149	3,005	11,626	6,872
Net earned	\$ 97,427	101,489	92,065	67,300	71,223	77,485	88,577	88,555	82,309	90,125
Unallocated expenses	\$ 42,950	31,358	49,872	43,306	52,578	39,257	48,776	41,755	30,116	44,878
Estimated incurred claims and expenses, end of policy year:										
Incurred	\$ 41,041	41,023	41,474	28,604	57,959	63,416	57,994	59,095	59,313	60,386
Ceded	—	—	—	17,996	17,118	19,834	19,575	—	—	14,527
Total	\$ 41,041	41,023	41,474	46,600	75,074	83,250	77,569	59,095	59,313	74,913
Paid (cumulative) as of:										
End of policy year	\$ 11,067	12,032	12,301	12,022	18,615	18,972	20,541	11,400	13,019	14,300
One year later	16,356	20,627	19,767	14,801	22,697	20,457	22,295	28,965	27,549	—
Two years later	21,878	28,585	25,324	20,511	23,082	23,664	23,833	35,942	—	—
Three years later	24,902	34,565	28,175	19,458	24,863	28,733	25,063	—	—	—
Four years later	26,092	36,060	28,667	20,063	25,943	29,004	—	—	—	—
Five years later	26,421	34,064	28,062	20,385	29,061	—	—	—	—	—
Six years later	22,807	35,201	29,240	20,624	—	—	—	—	—	—
Seven years later	23,579	35,983	30,032	—	—	—	—	—	—	—
Eight years later	25,813	36,373	—	—	—	—	—	—	—	—
Nine years later	26,300	—	—	—	—	—	—	—	—	—
Reestimated ceded claims and expenses	\$ —	—	—	18,767	17,996	22,643	21,685	—	—	14,527
Reestimated incurred claims and expenses:										
End of policy year	\$ 41,041	41,023	41,474	10,608	40,841	43,582	38,419	59,095	59,313	45,859
One year later	34,756	40,392	38,704	23,692	34,160	30,986	27,064	50,697	48,463	—
Two years later	33,116	41,336	38,858	24,655	29,484	28,962	27,864	50,636	—	—
Three years later	32,527	42,254	38,264	20,456	28,725	30,268	26,082	—	—	—
Four years later	31,727	42,727	33,533	20,742	28,024	30,168	—	—	—	—
Five years later	31,258	38,318	33,778	20,858	32,595	—	—	—	—	—
Six years later	26,657	38,458	34,125	21,110	—	—	—	—	—	—
Seven years later	28,205	38,643	—	—	—	—	—	—	—	—
Eight years later	28,494	38,873	—	—	—	—	—	—	—	—
Nine years later	28,892	—	—	—	—	—	—	—	—	—
Increase (decrease) in estimated incurred claims and expenses from end of policy year	\$ (12,149)	(2,150)	(6,147)	10,502	(8,246)	(13,414)	(12,337)	(8,459)	(10,850)	—

See accompanying independent auditors' report.

**CSU INTERNATIONAL PROGRAMS FUNDING**

**ISSUE:** Chancellor’s Office International Programs (IP) selected CSURMA’s Foreign Travel Insurance Program (FTIP) in 2012 to provide coverage for students who study abroad. The decision resulted in broader coverage for its students, including coverage for liability while in foreign countries. Because of FTIP’s broader coverage, FTIP’s rates were more than IP’s insurance rates at the time. The Executive Committee therefore approved a funding strategy for the Campus Liability program to subsidize the additional cost for the enhanced coverage, along with a strategy for IP to increase the rate it charges students over time.

Currently, the insurance rate is more than the rate IP is charging its students for the insurance. Also, FTIP’s insurer (ACE) has been increasing rates for IP due to claims experience, including two large medical evacuation claims and heavy use of the travel assist benefit for routine medical referrals. The fiscal impact is summarized as follows:

**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
1/15/12 - 6/30/13	\$132,400	\$95,710	(\$36,690)	563	\$170	\$235
7/1/13 - 6/30/14	\$125,000	\$89,250	(\$35,750)	525	\$170	\$238
7/1/14 - 6/30/15	\$209,250	\$119,050	(\$90,200)	530	\$225	\$395
7/1/15 - 6/30/16	\$277,983	\$145,750	(\$132,233)	530	\$275	\$524
<b>TOTAL</b>	<b>\$744,633</b>	<b>\$449,760</b>	<b>(\$294,873)</b>	<b>2,148</b>	<b>\$209</b>	<b>\$347</b>

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

**RECOMMENDATION:** The Executive Committee is asked to provide direction regarding the rate deficits and subsidies for International Program’s FTIP.

**FISCAL IMPACT:** To Be Determined. This is dependent on any action to be taken by the Executive Committee.

**BACKGROUND:** CSU International Programs has a comprehensive travel insurance program for all staff and students in Study Abroad programs. Coverage include: Primary General Liability, Contingent Auto Liability, Employer's Responsibility Voluntary Compensation, Employer's Liability, Primary Accident or Sickness, Emergency Medical, Emergency Medical Evacuation, Repatriation of Remains, Emergency Reunion, Accidental Death & Dismemberment, Trip Cancellation, Trip Interruption, and Travel Assistance.

**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 87+ members, and represents 100% participation.

**PUBLICATION:** None.

**ATTACHMENT(S):** None.

## **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.

## **REVIEW OF FY 2015/2016 LONG RANGE PLANNING GOALS**

**ISSUE:** Each year the Executive Committee conducts a Long Range Action Plan meeting to gauge progress and to re-evaluate where efforts should be focused. The Committee will review and discuss the FY 2015/2016 Long Range Planning Goals.

**RECOMMENDATION:** This item is for information only; no action is requested.

**FISCAL IMPACT:** No fiscal impact is expected from today's meeting.

**BACKGROUND:** The CSURMA Executive Committee adopts the FY 2015/2016 Long Range Planning goals to be accomplished. The Committee will receive a report from Staff on the assigned responsibilities and deadlines of the FY 2015/2016 Long Range Planning goals.

**PUBLICATION:** None.

**ATTACHMENT(S):**

- a. FY 2015/2016 CSURMA Long Range Action Plan

## FY 2015/16 CSURMA LONG RANGE ACTION PLAN

**Approved**

GOAL	ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS
<b>LRP-1 FORM 700 ELECTRONIC FILING</b>				
<b>Research the ability to electronically file the CSURMA Form 700's</b>	1 Confirm if CSURMA is able to file its Form 700's electronically	PA	May, 2015	Completed
	2 Evaluate available software options	PA, SRM	August, 2015	Completed
	3 Select appropriate software	EC	September, 2015	Completed
	4 Develop implementation plan and communications	PA	November, 2015	
	5 Implement electronic filing of form 700's	PA	January, 2016	
	6 Monitor roll out and report to CSURMA EC	PA	March, 2016	
<b>LRP-2 WORKERS' COMPENSATION CLAIMS CLOSURE INITIATIVE</b>				
<b>Develop and implement plan to reduce WC claims liability, with specific goal to</b>	1 Report on program Progress to CSURMA Board	PA, SRM	April, 2015	Completed
	2 Identify additional claims for action, adopt strategy	PA, SRM, Sedgwick, Consultant	May, 2015	Completed
	3 Implement transition to claim filing billing of project costs	PA, SRM, Sedgwick, Consultant	July, 2015	Completed
	4 Status report to CSURMA EC	PA, SRM	September, 2015	Completed
	5 Status report to CSURMA EC, continuation evaluation	PA, SRM	May, 2016	
<b>LRP-3 AGILITY RECOVERY PROPERTY LOSS RECOVERY PROGRAM</b>				
<b>Agility Recovery Program</b>	1 Advise CSURMA BOD of Program Development	PA, SRM	April, 2015	Completed
	2 Negotiate and bind the Agility Recovery Program services as an added feature of the Campus and AORMA property Programs	PA, SRM	July, 2015	Completed
	3 Announce the roll out Agility Recovery Program through a bulletin to campus and auxiliary organization staff	PA, SRM	July, 2015	Completed
	4 Develop loss event protocol to trigger use of Agility services	PA, SRM	July, 2015	Completed
	5 Report on usage and outcomes	PA, SRM	March, 2016	
	6 Determine whether to continue the program for FY 16/17	EC	March, 2016	
<b>LRP-4 ADDITIONAL COVERED PARTY - POLICY AND PROCEDURE</b>				
<b>Develop a Policy and Procedure that describes the underwriting criteria for granting additional insured status</b>	1 Develop a Policy and Procedure describing the underwriting criteria for granting additional insured status, prepare draft MOC, endorsement and certificate changes	PA, SRM, OGC	September, 2015	Completed
	2 CSURMA EC review and recommendation to the BOD	EC	September, 2015	Completed
	3 CSURMA BOD review, approval and adoption	BOD	October, 2015	
<b>LRP-5 ON-LINE EDUCATION MULTI-STATE SURETY INITIATIVE</b>				
<b>Place a blanket surety bond for all</b>	1 Determine scope of on-line programs and jurisdictions, research if placement of a blanket bond, or alternative Systemwide placement approach, is feasible	PA, SRM, OGC	August, 2015	Pending

## FY 2015/16 CSURMA LONG RANGE ACTION PLAN

**Approved**

GOAL	ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS	
<b>CSU campuses and auxiliary organizations that provide on-line university courses</b>	2	Present information to the CSURMA EC for direction	PA, SRM, OGC	September, 2015	Completed
	3	Report on project to CSURMA BOD	PA, SRM, OGC	October, 2015	
	4	Approval of blanket or alternative surety program as appropriate	EC	December, 2015	
	5	Implement program and communicate with campus stakeholders	PA	January, 2016	
<b>LRP-6 STUDENT PLACEMENT AGREEMENTS</b>					
<b>Implement more master insurance and indemnity agreements with key hosting partners</b>	1	Research existing placement agreements for student internships, particularly in Teaching, Nursing/Allied Health, and Service Learning programs to identify key hosting partners	PA, SRM	August, 2015	On-going
	2	Present list of key target hosts to CSURMA EC	PA, SRM	September, 2015	Moved to October, 2016 meeting
	3	Draft proposed master insurance and indemnity language for student placement agreements and contact key hosting partners	PA, SRM, OGC	October, 2015	
	4	Update CSURMA BOD on progress	PA, SRM	October, 2015	
	5	Report to EC on Progress of Master Insurance and Indemnity Agreements	SRM	March, 2016	
<b>LRP-7 CSU / UC WORKERS' COMPENSATION SUMMIT</b>					
<b>Plan a CSU / UC Workers' Compensation Summit to share claim strategies and best practices</b>	1	Plan the CSU / UC Workers' Compensation Summit agenda	SRM	September, 2015	On-going
	2	Update the CSURMA EC on status of the Summit development	SRM, EC	September, 2015	
	3	Send out Workers' Compensation Summit invitations	PA, SRM	November, 2015	
	4	Conduct the Summit	SRM	February, 2016	
	5	Report back to the CSURMA EC as to the Summit take-aways	SRM, EC	March, 2016	
<b>LRP-8 CAMPUS AND AORMA RISK PROGRAM BENCHMARKING AND TREND ANALYSIS</b>					
<b>Develop a Workers' Compensation statistical industry benchmarking operation</b>	1	Research benchmarking resources available	PA	April, 2015	Completed
	2	Develop conceptual proposal for short and long term benchmarking	PA, SRM	May, 2015	Completed
	3	Approval of initial benchmarking project scope and costs	EC	May, 2015	Completed
	4	Implement initial project	PA, SRM	September, 2015	
	5	Initial report to CSURMA EC and BOD, and CSU CABO	PA, SRM	October, 2015	
	6	Report to AORMA Membership at AOA Conference	PA, SRM	February, 2016	
	7	Presentation of sustainable long term benchmarking program	PA, SRM	March, 2016	
	8	Approval of long term benchmarking project scope and costs	EC	March, 2016	
<b>LRP-9 SPECIAL EVENTS RISK MANAGEMENT MANUAL</b>					
<b>Creation of a Special Events</b>	1	Identify and engage consultant to develop Special Events Risk Management Manual and training modules	SRM	August, 2015	Completed

## FY 2015/16 CSURMA LONG RANGE ACTION PLAN

**Approved**

GOAL	ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS	
<b>Manual</b>	2	Oversee the creation of a special events risk management manual	SRM	June, 2016	
	3	Roll out manual to all campus and auxiliary organization staff	SRM	July, 2016	
	4	Post manual on the CSURMA website	PA	July, 2016	
	5	Present the Special Events Risk Management Training at Fitting the Pieces Together Conference	SRM	November, 2016	
	6	Roll out special events training on the CSU learning management system	SRM	July, 2017	

<b>LRP-10</b>	<b>INSURANCE POLICY DATABASE</b>
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<b>Implementation of an Insurance Policy Database to assist with litigation</b>	1	Research and identify viable software products	PA, SRM	September, 2015	Completed
	2	Approve selection of software product	EC	September, 2015	
	3	Project overview report to CSURMA BOD and CABO	SRM, PA	October, 2015	
	4	Populate database with Phase 1 data	PA	February, 2016	
	5	Present Phase 1 project results and recommendations for Phase 2	SRM, PA	March, 2016	
	6	Approve Phase 2 and ongoing database maintenance plan	EC	March, 2016	

**BOD:** CSURMA Board of Directors  
**CABO:** CSU Chief Administrators and Business Officers  
**CO:** Chancellor's Office  
**CPDC:** CO Capital Planning Design & Construction

**EC:** CSURMA Executive Committee  
**OGC:** CSU Office of General Counsel  
**PA:** CSURMA Program Administrator  
**SRM:** CSU Systemwide Risk Management

## **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 SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
<b>JANUARY 2015</b>				
01/02/15	FORM 700 - JPA ADMIN finalizes current year member listing	Alliant Staff	Tevea Him	Completed
01/06/15	Statement of Facts – Roster of Public Agencies - file with State & County	Alliant Staff	Tevea Him	Completed
<b>01/07/15</b>	<b>AORMA Program Committee Meeting (Teleconference)</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>Completed</b>
01/07/15	Announce the new AORMA Committee Vice Chair as well as open seats on the AORMA Committee	Nominations Committee	Mimi Long	Completed
<b>01/12/15</b>	<b>AIME Committee Meeting</b>	<b>Alliant Staff</b>	<b>Stacey Weeks</b>	<b>Completed</b>
01/15/15	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
01/31/15	Final premium / rate letter to all AORMA members	Alliant Staff	Mimi Long	Completed
01/31/15	Workers' Compensation Scorecard - Receive report from Sedgwick and distribute	Alliant Staff / Sedgwick	Tevea Him	Completed
<b>FEBRUARY 2015</b>				
02/01/15	FORM 700 - Follow up No. 1 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
02/01/15	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 12/31	Alliant Staff	Tevea Him	Completed
02/01/15	Campus Liability Risk Pool claims audit (every odd year)	Alliant Staff	Mimi Long	Completed
02/01/15	Campus Workers' Compensation Risk Pool claims audit (every odd year)	Alliant Staff	Jacki Graft	Completed
02/01/15	AORMA Workers' Compensation program claims administration audit (every even year)	Alliant Staff	Jacki Graft	Completed
02/01/15	AIME Risk Pool claims audit (every odd year)	Alliant Staff	Mimi Long	N/A
02/01/15	AORMA Liability Program claims audit (every odd year)	Alliant Staff	Mimi Long	Completed
<b>02/08/15</b>	<b>AORMA MSLCTC Meeting (Teleconference)</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>CANCELED</b>
<b>02/08/15</b>	<b>CSURMA AOA CONFERENCE</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>Completed</b>
<b>02/08/15</b>	<b>CSURMA EC Meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>Completed</b>
02/11/15	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	Completed
02/15/15	FORM 700 - Follow up No. 2 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
<b>02/26/15</b>	<b>AORMA Program Committee Meeting (Teleconference)</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>Completed</b>
<b>MARCH 2015</b>				
03/01/15	CSURMA Master Investment Policy and Investment Policy for the Fixed Income Portfolio	Alliant Staff	Mimi Long	Completed
03/01/15	Mid-Term Budget Amendments	Alliant Staff	Robert Leong	Completed
03/01/15	Chancellor's Office Services Budget Proposal	Alliant Staff	Mimi Long	Completed
03/01/15	FY 15/16 Operation Budget	Alliant Staff	Robert Leong	Completed
03/01/15	Review the Auxiliary Service Provider Report	Alliant Staff	Mimi Long	Completed
03/01/15	Annual Review of (1) Data Security Policies and (2) the Integrated CSU Administration Manual	Alliant Staff	Mimi Long	Completed
03/15/15	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
<b>03/19/15</b>	<b>AORMA Committee Meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>Completed</b>
<b>03/19/15</b>	<b>CSURMA EC Meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>Completed</b>
03/19/15	CSURMA Policies and Procedures (odd in odd years / even in even years)	Alliant Staff	Robert Leong	Completed
03/20/15	Forward slate of nominees to fill the open seats on the AORMA Committee	Alliant Staff	Mimi Long	Completed
<b>03/20/15</b>	<b>CSURMA EC LRP Meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>Completed</b>
03/31/15	CSURMA Quarterly EPL Deductible Recovery	Alliant Staff	Van Rin	Completed
03/31/15	Completion of the Form 700 – Statement of Economic Interest	BOD and Alliant Staff	Tevea Him	Completed
03/31/15	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
03/31/15	Approval of Conflict of Interest Code by BOD every even-number year - File with FPCC as required.	BOD and Alliant Staff	Tevea Him	on going

## CSURMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
<b>APRIL 2015</b>				
04/01/15	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
04/01/15	FORM 700 - JPA ADMIN sends all forms received to FPPC for processing	Alliant Staff	Tevea Him	Completed
04/01/15	Send out ballot for AORMA Committee term beginning on July 1, 2015	Alliant Staff	Tevea Him	Completed
04/30/15	Workers' Compensation Scorecard - Receive report from Sedgwick and distribute	Alliant Staff / Sedgwick	Tevea Him	Completed
04/20/15	<b>AORMA MSLCTC Meeting (Teleconference)</b>	Alliant Staff	Mimi Long	Completed
04/27/15	<b>CSURMA BOD Meeting</b>	Alliant Staff	Mimi Long	Completed
04/28/15	<b>Fitting the Pieces Conference</b>	Alliant Staff	Mimi Long	Completed
<b>MAY 2015</b>				
05/06/15	Receive back all AORMA Committee ballots for the term beginning on July 1, 2015	Alliant Staff	Tevea Him	Completed
05/07/15	<b>AORMA Committee Meeting</b>	Alliant Staff	Mimi Long	Completed
05/08/15	<b>CSURMA EC Meeting</b>	Alliant Staff	Mimi Long	Completed
05/01/15	Develop a benchmarking project for the EC to review	Alliant Staff	Jacki Graf	Completed
05/11/15	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	Completed
05/14/15	<b>CSURMA BOD NMO Meeting via Teleconference</b>	Alliant Staff	Mimi Long	Completed
05/15/15	FORM 700 - Follow up No. 1 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
05/27/15	<b>AIME Committee Meeting</b>	Alliant Staff	Stacey Weeks	Completed
05/30/15	Send out appointment letters to the newly appointed AORMA Standing Committee Chairs for the term beginning on July 1, 2015	AORMA Chair/Alliant Staff	Tevea Him	Completed
05/30/15	Send out appointment letters to the newly elected AORMA Committee members for the term beginning on July 1, 2015	AORMA Chair/Alliant Staff	Tevea Him	Completed
05/30/15	Send out appointment letters to the newly elected Executive Committee members for the term beginning on July 1, 2015	AORMA Chair/Alliant Staff	Tevea Him	Completed
05/30/15	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 3/31/15	Alliant Staff	Tevea Him	Completed
05/30/15	Update the AORMA Committee and Standing Committee Org Chart for the term beginning July 1, 2015	Alliant Staff	Tevea Him	Completed
05/30/15	Update the AORMA Committee and Standing Committee Roster for the term beginning July 1, 2015	Alliant Staff	Mimi Long	Completed
<b>JUNE 2015</b>				
06/01/15	FORM 700 - Follow up No. 2 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
06/25/15	<b>AORMA Program Committee Meeting (Teleconference)</b>	Alliant Staff	Mimi Long	Completed
06/29/15	<b>AORMA MSLCTC Meeting (Teleconference)</b>	Alliant Staff	Mimi Long	Completed
06/30/15	CSURMA Quarterly EPL Deductible Recoverys	Alliant Staff	Mimi Long	Completed
06/30/15	<b>Expiring Contract: Genesis Reinsurance Corp - July 1, 2010 to June 30, 2015</b>	Alliant Staff	Mimi Long	Completed
06/30/15	<b>Expiring Contract: UC Office of Risk Services Performing Arts Center of Excellence - November 1, 2013 to June 30, 2015</b>	Alliant Staff	Mimi Long	Completed
06/30/15	<b>Expiring Contract: A-G Administrator (AIME) - July 1, 2009 to June 30, 2015</b>	Alliant Staff	Mimi Long	Completed
06/30/15	<b>Expiring Contract: Alliant Loss Control Services - July 1, 2014 to June 30, 2015</b>	Alliant Staff	Mimi Long	Completed
06/30/15	<b>Expiring Contract: CO Enterprise Accounting / Financial Services - July 1, 2014 to June 30, 2015</b>	Alliant Staff	Mimi Long	Completed
06/30/15	<b>Expiring Contract: CO OGC / Legal - July 1, 2014 to June 30, 2015</b>	Alliant Staff	Mimi Long	Completed
06/30/15	<b>Expiring Contract: CO Risk Management - July 1, 2014 to June 30, 2015</b>	Alliant Staff	Mimi Long	Completed
06/30/15	<b>Expiring Contract: Praesidium - July 1, 2014 to June 30, 2015</b>	Alliant Staff	Mimi Long	Completed
06/30/15	<b>Expiring Contract: Target Safety dba Target Solutions - July 1, 2012 to June 30, 2015</b>	Alliant Staff	Mimi Long	Completed

## CSURMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
06/30/15	Request COI from all vendor's contract	Alliant Staff	Mimi Long	Completed
<b>JULY 2015</b>				
07/01/15	Financial audit prep with KPMG	Alliant Staff / RM	Van Rin	Completed
07/01/15	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
07/01/15	Send to CSU Accounting the approved dividends and allocation of program costs for invoicing	Alliant Staff	Van Rin	Completed
07/04/15	Send out AORMA binder, insurance summary and invoice to all members	Alliant Staff	Van Rin	Completed
07/05/15	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
07/05/15	Request Workers' Compensation and Liability loss runs @ 6/30 – Forward to Actuary	Alliant Staff	Mimi Long	Completed
07/07/15	Request Liability (EPL check register) for minimum EPL deductible calculation for upcoming fiscal year	Alliant Staff	Tevea Him	Completed
<b>07/07/15</b>	<b>AORMA Officers Retreat – San Francisco, CA</b>	<b>AORMA Officers</b>	<b>Mimi Long</b>	<b>Completed</b>
07/14/15	FORM 700 - Follow up No. 1 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
07/15/15	Final FY Payroll - request from Chancellor's Office	Alliant Staff	Robert Leong	Completed
07/15/15	Process the Liability and Workers' Compensation dividend checks and forward to Alliant for distribution	CSU Accounting	Van Rin	Completed
07/21/15	FORM 700 - Follow up No. 2 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	Completed
07/21/15	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	In Progress
07/28/15	FORM 700 - FORMS DUE TO FPPC ON THIS DATE [ASSUMING/LEAVING]	Alliant Staff	Tevea Him	Completed
07/31/15	Actuarial Study - receive draft and forward to RM	Alliant Staff	Robert Leong	Completed
07/31/15	Distribute the Liability and Workers' Compensation dividend checks	Alliant Staff	Van Rin	Completed
07/31/15	Request final audited payroll from all Workers' Compensation program members for expired year	Alliant Staff	Hsan Htein	Completed
07/31/15	Workers' Compensation Scorecard - Receive report from Sedgwick and distribute	Alliant Staff / Sedgwick	Tevea Him	Completed
<b>AUGUST 2015</b>				
08/01/15	Send out letter regarding Campus Appointment of CSURMA Board of Directors Members and Alternate	Alliant Staff	Tevea Him	Completed
08/01/15	Research the single bond approach & report back at the September meeting	Alliant Staff	Dan Howell	In Progress
08/01/15	Send out letter to regarding Claims Settlement Authority Annual Confirmation	Alliant Staff	Tevea Him	Completed
08/01/15	Send out letter to regarding Foreign Travel Authority Confirmation	Alliant Staff	Tevea Him/Stacey	Completed
08/01/15	Completion of draft actuarial studies for Workers' Compensation and Liability programs	Actuary	Mimi Long	Completed
08/01/15	AOA EC Meeting: Send out AORMA Summary	Alliant Staff	Mimi Long	Completed
08/11/15	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	Completed
08/15/15	AOA EC Meeting - San Diego	Alliant Staff	Mimi Long	Completed
08/31/15	Calculate additional premium or return premium for each Workers' Compensation program member based on the audited payroll	Alliant Staff	Mimi Long	Completed
08/31/15	Calculate each member's minimum EPL deductible for the upcoming program term	Alliant Staff	Mimi Long	Completed
08/31/15	Complete Target Surplus Funding Report	Alliant Staff	Mimi Long	Completed
08/31/15	Completion of Financial Audit	CSU Accounting	Mimi Long	Completed
08/31/15	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 6/30	Alliant Staff	Tevea Him	Completed
Begin Task	Campus Workers' Compensation Program Safety National Stop Loss Report (Valued at June 30, 2015)	Alliant Staff	Robert Leong	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	

## CSURMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
<b>SEPTEMBER 2015</b>				
09/01/15	Annual Report of Financial Transactions - start process	Alliant Staff / Accounting	Van Rin	
09/01/15	Stewardship Report	Alliant Staff	Robert Leong	In Progress
<b>09/09/15</b>	<b>AORMA Long Range Plan meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>Completed</b>
<b>09/09/15</b>	<b>AORMA New Committee Member Orientation meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>Completed</b>
<b>09/10/15</b>	<b>AORMA Committee Meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>Completed</b>
<b>09/10/15</b>	<b>CSURMA EC Orientation Meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>Completed</b>
<b>09/11/15</b>	<b>CSURMA EC Meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>Completed</b>
09/13/15	Create UI White Paper for Steve Relyea to discuss Techniques to lower UI cost & Resources available to CSU	Alliant Staff	Dan Howell	
09/14/15	CAJPA Standards review (2014 and every 3 years thereafter)	Alliant Staff	Mimi Long	Completed
09/15/15	Prepare invoices or checks for the Workers' Compensation payroll audit	CSU Accounting	Mimi Long	In Progress
09/15/15	Quarterly Risk Management Report	Alliant Staff	Mimi Long	
09/30/15	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	
<b>09/15/15</b>	<b>CAJPA Fall Conference and Training Seminar - Lake Tahoe Resort, Harrah's and Harveys</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	
<b>OCTOBER 2015</b>				
<b>10/01/15</b>	<b>Expiring Contract: Praseidium - October 1, 2014 to October 1, 2015</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	
10/01/15	Annual Report of Financial Transactions - File	Alliant Staff / Accounting	Van Rin	
10/01/15	Request completion of the Liability application	Alliant Staff	Mimi Long	In Progress
10/01/15	Request estimated Workers' Compensation payroll	Alliant Staff	Mimi Long	In Progress
<b>10/01/15</b>	<b>AORMA Program Committee Meeting (Teleconference)</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>CANCELED</b>
<b>10/05/15</b>	<b>AORMA MSLCTC Meeting (Teleconference)</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	<b>CANCELED</b>
08/11/15	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	In Progress
10/15/15	Poll eligible AORMA Committee members to determine which members are willing to be nominated for the Vice Chair position	Nominations Committee	Mimi Long	Completed
10/22/15	Campus Workers' Compensation Program Safety National Stop Loss Report (Valued at June 30, 2015)	Alliant Staff	Rob Leong	
10/31/15	Workers' Compensation Scorecard - Receive report from Sedgwick and distribute	Alliant Staff / Sedgwick	Tevea Him	
<b>10/22/15</b>	<b>AORMA Committee Meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	
<b>10/22/15</b>	<b>AIME Committee Meeting</b>	<b>Alliant Staff</b>	<b>Stacey Weeks</b>	
<b>10/22/15</b>	<b>CSURMA BOD NMO Meeting via Teleconference</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	
<b>10/23/15</b>	<b>CSURMA BOD Meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	
<b>10/23/15</b>	<b>CSURMA EC Meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	
10/31/15	CSURMA Quarterly EPL Deductible Recoverys ending September 30 (Begin Task)	Alliant Staff	Van Rin	
<b>10/31/15</b>	<b>Expiring Contract: Praseidium - July 1, 2014 to October 31, 2015</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	
10/31/15	Government Compensation Report (request from CSU Accounting and post on CSURMA website)	Accounting	Tevea Him	
10/31/15	Create Government Compensation Report page on CSURMA website for public viewing	Alliant Staff	Tevea Him	
<b>NOVEMBER 2015</b>				
11/01/15	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	
11/28/15	Campus Risk Pool Deductible - Confirm (every 3 years - 2014, 2017, 2020)	Alliant Staff	Robert Leong	
11/28/15	Send campus risk pool renewal budget	Alliant Staff	Robert Leong	



# CSURMA SERVICE CALENDAR

DRAFT  
10/12/2015

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
11/30/15	Review volunteer losses within the Workers' Compensation program	Alliant Staff	Mimi Long	
11/30/15	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 9/30/13	Alliant Staff	Tevea Him	
<b>DECEMBER 2015</b>				
12/01/15	2015 Vendor Survey - Review List of Vendors and Work on Recipients	Risk Management	Rebecca Skidmore	
12/01/15	P & P Outlining Underwriting Guidelines for Granting Additional Insured Status	Alliant Staff	Dan Howell	
<b>12/03/15</b>	<b>AORMA Committee Meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	
<b>12/04/15</b>	<b>CSURMA EC Meeting</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	
<b>12/10/15</b>	<b>AORMA Program Committee Meeting (Teleconference)</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	
12/15/15	FORM 700 - Campus Risk Pool Administrator sends revised Campus Primary and Alternate CSURMA BOD member listing to JPA ADMIN	Alliant Staff	Tevea Him	
12/15/15	Quarterly Risk Management Report	Alliant Staff	Mimi Long	
12/30/15	Financial Audit - mail to Secretary of State and County of Official Address	Alliant Staff/Accounting	Tevea Him	
12/31/15	CSURMA Quarterly EPL Deductible Recoverys	Alliant Staff	Mimi Long	
<b>12/31/15</b>	<b>Expiring Contract: Alliant Insurance Services (Brokerage Agreement) - January 1, 2014 to December 31, 2015</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	
<b>12/31/15</b>	<b>Expiring Contract: Alliant Insurance Services (Program Admin Agreement) - January 1, 2014 to December 31, 2015</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	
<b>12/31/15</b>	<b>Expiring Contract: Enterprises Rent A Car - January 1, 2015 - December 31, 2015</b>	<b>Alliant Staff</b>	<b>Mimi Long</b>	

## **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](mailto: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, 2015**

Seat	Member	Position	Campus	Organization	E-Mail	Telephone Number
Chair	Linda Hawk	Vice President, Finance & Administrative Services	San Marcos	California State University San Marcos	lhawk@csusm.edu	760-750-4950
Vice Chair	Ming Tung (Mike) Lee	Vice President, Administration and Chief Financial Officer	Sacramento	California State University Sacramento	mikelee@csus.edu	916-278-6312
CSU Seat #1	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 #2	Jody Van Leuven	Executive Director	San Bernardino	California State University San Bernardino	jody.vanleuven@csusb.edu	909-537-3939
CSU Seat #3	Lori Gentles	Vice President, Human Resources	Fullerton	California State University Fullerton	lgentles@fullerton.edu	657-278-2560
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	Guy Dalpe	Managing Director	San Francisco	Associated Students, Inc., San Francisco State University	gdalpe@sfsu.edu	415-338-1044
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



## CONTACT LIST

Coverage	Contact	E-Mail Address	Office	Fax
<b>JPA Program Administrator – Alliant Insurance Services, Inc.</b>				
<b>Certificate of Insurance Requests</b>	<b>Hsan Htein Van Rin</b>	hhhtein@alliant.com vrin@alliant.com	415-403-1452 415-403-1408	415-874-4810 415-874-4810
<b>General CSURMA Coverage Questions</b>	<b>Robert Leong Van Rin Hsan Htein Daniel Howell</b>	rleong@alliant.com vrin@alliant.com hhhtein@alliant.com dhowell@alliant.com	415-403-1423 415-403-1408 415-403-1452 415-403-1426	415-874-4810 415-874-4810 415-874-4810 415-874-4810
<b>General AORMA Coverage Questions</b>	<b>Mimi Long Van Rin Hsan Htein Daniel Howell</b>	mlong@alliant.com vrin@alliant.com hhhtein@alliant.com dhowell@alliant.com	415-403-1423 415-403-1408 415-403-1452 415-403-1426	415-874-4810 415-874-4810 415-874-4810 415-874-4810
<b>Inland Marine</b>	<b>Van Rin Hsan Htein Mimi Long</b>	vrin@alliant.com hhhtein@alliant.com mlong@alliant.com	415-403-1408 415-403-1452 415-403-1423	415-874-4810 415-874-4810 415-874-4810
<b>Participant Accident Insurance (PAI)</b>	<b>Van Rin</b>	vrin@alliant.com	415-403-1408	415-874-4810
<b>Special Events Insurance</b>	<b>Van Rin</b>	vrin@alliant.com	415-403-1408	415-874-4810
<b>Foreign Travel Program</b>	<b>Stacey Weeks Van Rin</b>	sweeks@alliant.com vrin@alliant.com	415-403-1448 415-403-1408	415-874-4810 415-874-4810
<b>General Risk Management Questions</b>	<b>Mimi Long Van Rin Hsan Htein Daniel Howell</b>	mlong@alliant.com vrin@alliant.com hhhtein@alliant.com dhowell@alliant.com	415-403-1423 415-403-1408 415-403-1452 415-403-1426	415-874-4810 415-874-4810 415-874-4810 415-874-4810
<b>Workers' Compensation Claims Consultant</b>	<b>Jacki Graf</b>	jgraf@alliant.com	415-403-1438	415-874-4810
<b>Alliant Claims Consulting</b>	<b>Robert Frey Diana Walizada Michelle Maffei Martin Fox-Foster Elaine Kim</b>	rfrey@alliant.com dwalizada@alliant.com mmaffei@alliant.com martin.fox-foster@alliant.com ekim@alliant.com	415-403-1445 415-403-1453 415-403-1418 415-403-1417 415-403-1458	415-403-1466 415-403-1466 415-403-1466 415-403-1466 415-403-1466
<b>Form 700</b>	<b>Tevea Him</b>	thim@alliant.com	415-403-1416	415-402-0773
<b>Website and Technology Questions</b>	<b>Tevea Him Myron Leavell</b>	thim@alliant.com mleavell@alliant.com	415-403-1416 415-403-1404	415-874-4810 415-874-4810

CSU Chancellor's Office				
CSU Chancellor's Office	Zachary Gifford	zgifford@calstate.edu	562-951-4568	562-951-4859
	Rebecca Skidmore	rskidmore@calstate.edu	562-951-4574	562-951-4859
	Leona Ching	lching@calstate.edu	562-951-4580	562-951-4859
	Alice Kim	akim@calstate.edu	562-951-4627	562-951-4865
	Kelly Cox	kcox@calstate.edu	562-951-4611	562-951-4865
	Mandy Wong	mwong@calstate.edu	562-951-4578	562-951-4865
	Rima Tanuwidjaja	rtanuwidjaja@calstate.edu	562-951-4621	562-951-4856
	Robert Eaton	reaton@calstate.edu	562-951-4572	562-951-4971
	Audra Reed	areed@calstate.edu	562-951-4564	562-951-4971
	William Hsu	whsu@calstate.edu	562-951-4500	562-951-4956
	Steve Relyea	srelya@calstate.edu	562-951-4600	562-951-4971
	Martha Guiditta	mguiditta@calstate.edu	562-951-4557	562-951-4859
	Michael Clements	mclements@calstate.edu	562-951-4091	

## **2016 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 – 2016 Meeting Calendar



California State University Risk Management Authority

## 2016 CSURMA MEETING CALENDAR

JANUARY				FEBRUARY				MARCH			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
9		AOA EC	Sacramento					10	10:00 AM	AORMA	Long Beach
10	3:00 PM	EC (AOA Conference)	Sacramento					10	2:00 PM	EC	Long Beach
10 - 13		AOA Annual Conference	Sacramento					11	8:30 AM	EC LRP	Long Beach
11		AIME	San Jose					18		AOA EC	
APRIL				MAY				JUNE			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
				5	10:00 AM	AORMA	Long Beach	17		AOA EC	TBD
				5	2:00 PM	BOD Orientation	Teleconference				
				6	9:00 AM	EC	Long Beach				
				6	10:30 AM	BOD	Long Beach				
				TBD		AIME	TBD				
JULY				AUGUST				SEPTEMBER			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
12 - 13	11:00 AM	AORMA Officers Retreat	TBD	19		AOA EC	TBD	7	9:00 AM	AORMA New Member	Long Beach
								7	10:00 AM	AORMA LRP	Long Beach
								8	9:00 AM	AORMA	Long Beach
								8	4:00 PM	EC Orientation	Long Beach
								9	8:30 AM	EC	Long Beach
OCTOBER				NOVEMBER				DECEMBER			
Date	Time	Committee	Location	Date	Time	Committee	Location	Date	Time	Committee	Location
17		AIME	San Francisco	18		AOA EC	TBD	1	10:00 AM	AORMA	Long Beach
20	10:00 AM	AORMA	TBD	TBD		TBD EC (FTPT Conference)	Northern CA	2	8:30 AM	EC	Long Beach
				TBD		TBD BOD (FTPT Conference)	Northern CA				

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