



**APPROVED**

**MINUTES OF THE  
CSURMA AORMA COMMITTEE MEETING**

**OCTOBER 26, 2017**

**CSU CHANCELLOR'S OFFICE, ANACAPA ROOM  
401 GOLDEN SHORE • LONG BEACH, CA  
3:00 PM**

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**MEMBERS PRESENT**

Dwayne Brummett, Associated Students, Inc., Cal Poly State University at San Luis Obispo  
Trina Knight, University Enterprises, Inc., CSU Sacramento  
Starr Lee, The University Corporation at Monterey Bay (*via Teleconference*)  
Frank Mumford (AORMA Chair), CSU Fullerton Auxiliary Services Corporation  
Dave Nakamura, Humboldt State University Center Board of Directors  
Bella Newberg California State University San Marcos Corporation (*via Teleconference*)  
Bill Olmsted, University Union Operation of CSU Sacramento  
Todd Summer, Aztec Shops, Ltd. at San Diego State University

**MEMBERS ABSENT**

None

**STAFF, GUESTS AND CONSULTANTS**

Yumi Augustus, Carl Warren and Company (*via Teleconference*)  
Katie Brandt, Sedgwick (*via Teleconference*)  
Patricia Daniels, Sedgwick (*via Teleconference*)  
Andrew Gaspari, Alliant Insurance Services, Inc. (*via Teleconference*)  
Zachary Gifford, CSU Office of the Chancellor – Systemwide Risk Management  
Tevea Him, Alliant Insurance Services, Inc.  
Daniel Howell, Alliant Insurance Services, Inc.  
William Hsu, General Counsel  
Robert Leong, Alliant Insurance Services, Inc.  
Mimi Long, Alliant Insurance Services, Inc.  
Amy Lightner, Alliant Insurance Services, Inc.  
Brian Montagnese, Sedgwick (*via Teleconference*)  
Brandon Schlenker, Carl Warren and Company

**A. CALL TO ORDER**

The meeting was called to order by the Chair, Frank Mumford at 3:02 PM.

**A1. Approval of the Agenda**

Bella Newberg and Starr Lee agreed to abstain from all votes.

A motion was made to approve the agenda.

Motion: Dwayne Brummett  
Second: Todd Summer

NAME	AYE	ABSTAIN	NAY	ABSENT
Bella Newberg		X		
Bill Olmsted	X			
Dave Nakamura	X			
Dwayne Brummett	X			
Frank Mumford	X			
Starr Lee		X		
Todd Summer	X			
Trina Knight	X			

**MOTION CARRIED**

**B. PUBLIC COMMENTS**

There were no comments from the public.

**C. STANDING COMMITTEE REPORTS**

**C1. Programs Committee Report**

Mimi Long provided a brief report of the Program Committee’s recent activities.

**C2. AOA Executive Committee Report**

Frank Mumford reported there was no AOA Executive Committee meeting since the last AORMA meeting.

**D. CONSENT CALENDAR**

**D1. Approval of Minutes – September 6, 2017 and September 7, 2017**

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

Motion: Bill Olmsted  
Second: Dwayne Brummett

NAME	AYE	ABSTAIN	NAY	ABSENT
Bella Newberg		X		
Bill Olmsted	X			
Dave Nakamura	X			
Dwayne Brummett	X			
Frank Mumford	X			
Starr Lee		X		
Todd Summer	X			
Trina Knight	X			

**MOTION CARRIED**

**E. CLOSED SESSION**

A motion was made to enter closed session at 3:05 PM.

Motion: Dave Nakamura  
Second: Trina Knight

NAME	AYE	ABSTAIN	NAY	ABSENT
Bella Newberg		X		
Bill Olmsted	X			
Dave Nakamura	X			
Dwayne Brummett	X			
Frank Mumford	X			
Starr Lee		X		
Todd Summer	X			
Trina Knight	X			

**MOTION CARRIED**

1. Jose Flores v. Cal Poly Corporation
2. Albert Houston v. Fullerton ASC
3. William Nguyen v. SJSU Student Union, Inc
4. Arce v CSUN ASI
5. Diane Adams v Sacramento State ASI
6. Grajeda v Cal Poly Pomona Foundation
7. Donnelly v San Marco Research Services Corp
8. Ratchford v. CSU San Diego Research Foundation
9. Apodaca v. ASI and CSU (San Marcos)
10. HSU Appeal re: CalPERS
11. CNA v. California State University Fullerton Auxiliary Services

The Committee left closed session at 4:08 PM and the chair reported that action was taken on Jose Flores v. Cal Poly Corporation, Albert Houston v. Fullerton ASC, William Nguyen v. SJSU Student Union, Inc, Grajeda v. Cal Poly Pomona Foundation, and Ratchford v. CSU San Diego Research Foundation during closed session.

## **F. GENERAL ADMINISTRATION**

### **F1. AORMA's Long Range Action Plan for FY 17/18**

At its September 6, 2017 Long Range Planning meeting, the AORMA Committee reviewed the long range goals of AORMA. The Committee proposed the following items for the FY 17/18 long range action plan:

1. Workers' Compensation Program Growth
2. Formation of a Student Clubs Insurance Program
3. Determination of AORMA's participation in the CSU Captive Vehicle
4. Development of Recreation Center Good Practices
5. Formation of the AORMA Benefits Program
6. Preparation and Distribution of the CSURMA 20<sup>th</sup> Anniversary Report
7. Dissemination of the CSAC-EIA Risk Management / Safety Services

Mimi Long updated the Committee steps taken to complete the long range goals. The Committee will be asked to approve its FY 17/18 Long Range Action Plan at the December 2017 meeting.

### **F2. Unemployment Insurance Program Claims Administrator**

The AORMA Unemployment Insurance Program (UIP) has a five-year contract with the Employers Group (Employers Edge) for the UIP claims administration. The contract will expire on June 30, 2018. A Request for Proposal was sent out to three different claims administrators. The Programs Committee formed the UIP ad hoc Committee to review the responses.

The UIP ad hoc Committee met on Friday, September 22, 2018 and reviewed the three responses. All three companies provide training options, have online access to claim reports, and offer I-9 management services. The Committee did not feel ADP was a viable option as their pricing was not competitive. The UIP members have not been satisfied with the services provided by Employers Edge. The Committee was hesitant to recommend Equifax due to the recent data breach; however, the Committee still felt that Equifax was the best option out of the three companies responding to the RFP.

A motion was made to delegate authority to the CSURMA Secretary-Auditor to finalize the contract with Equifax for claims administration of the unemployment insurance program.

Motion: Dwayne Brummett

Second: Bill Olmsted

NAME	AYE	ABSTAIN	NAY	ABSENT
Bella Newberg		X		
Bill Olmsted	X			
Dave Nakamura	X			
Dwayne Brummett	X			
Frank Mumford	X			
Starr Lee		X		
Todd Summer	X			
Trina Knight	X			

**MOTION CARRIED**

**F3. Development of CSURMA Earthquake Coverage Program**

CSURMA’s long range plan included directing staff to evaluate potential for CSURMA to launch an earthquake insurance program using non-traditional approaches. At the September 6<sup>th</sup> AORMA Committee meeting, the Committee took action to delegate authority to the CSURMA Executive Committee and the Chancellor’s Office to purchase the coverage if it is determined to be prudent. Coverage has been bound effective October 1, 2017 at a premium of \$1,550,000, which is a reduction from the indicated pricing of \$1,625,000 to \$1,700,000.

Staff will work with the Programs Committee to design the member allocation formula for the additional EQ insurance costs.

The cost of earthquake coverage will be allocated to the campus and AORMA property funds and premiums for the upcoming FY 18/19 will include a charge for coverage. Approximately, 10% of the total costs (or \$155,000) will be allocated to the AORMA members.

**G. INFORMATION ITEMS**

- G1. Praesidium Contract**
- G2. CSURMA AORMA 2017 Meeting Calendar**
- G3. CSURMA AORMA Program Administrator’s Contact Lists**
- G4. AORMA’s Travel Reimbursement Policy**
- G5. AORMA Committee Members - Effective 7/01/17**
- G6. CSURMA Administrative Service Calendar**

**H. ADJOURNMENT**

The meeting was adjourned at 4:44 PM.