

**MINUTES OF THE CSURMA
AIME COMMITTEE MEETING
MAY 19, 2014
SACRAMENTO, CALIFORNIA**

MEMBERS PRESENT

Dan Bridges, CSU Los Angeles (Teleconference)
Kelli Eberlein, CSU Fresno (Teleconference)
Ruem Malasarn, CSPU, Pomona
Cindy Masner, CSU Long Beach
Joe Ramos, CSU Sacramento
Scott Shaw, San Jose State University
Kristal Slover, CPSU, San Luis Obispo (Teleconference)
Jackie Steigeward, San Diego State University (Teleconference)
Michael Thorpe, CSU Chico – Executive Committee Liaison

MEMBERS ABSENT

Ashlie Kite, CSU Northridge (Teleconference)

STAFF, GUESTS & CONSULTANTS

Dan Berry, A-G Administrator
Zachary Gifford, CSU Chancellor's Office (Teleconference)
Dixon Gillis, A-G Administrator
Elizabeth Larsen, Humboldt State University
Robert Leong, Alliant Insurance Services
Dr. Justus Ortega, Humboldt State University
Brandon Padilla, CSU Sacramento
James Shipp, A-G Administrator
Stacey Weeks, Alliant Insurance Services

A. CALL TO ORDER

The meeting was called to order at 10:39 a.m. by the Chair, Joe Ramos. Joe explained the teleconference procedure, per Bagley-Keene where roll call voting is required and introductions were made.

B. PUBLIC COMMENTS

There were no public comments.

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C. GENERAL ADMINISTRATION

1. Approval of Meeting Minutes – January 28, 2014

A motion was made to accept the meeting minutes of January 28, 2014 as provided at today's meeting with the correction as stated above.

MOTION: Cindy Masner **SECOND:** Ruem Malasarn **MOTION CARRIED**

NAME	AYES	ABSTAIN	NAYS	ABSENT
Dan Bridges				X
Kelli Eberlein (Telecon)	X			
Ashlie Kite	X			
Cindy Masner	X			
Ruem Malasarn	X			
Joe Ramos	X			
Scott Shaw	X			
Kristal Slover (Telecon)	X			
Jackie Steigeward		X		

C2. CSURMA Executive Committee Report

Mike Thorpe presented the following Executive Committee report:

- Discussion regarding Campus loans and procedure
- Four Executive Committee up for re-election and all were re-elected up for re-elected
- Discussed the Student Insurance Rating Task Group reviewing the SPLIP/SAFECLIP; Student Travel Accident; FTIP CSURMA programs. All programs reviewed meet the needs of CSU Students. The Foreign Travel program will implement a new "Overlay" coverage part for those Study Abroad programs that mandate purchasing foreign travel coverage other than CSURMA.
- Extended the vendor contract of Witt-O'Brien's business continuity contract
- The Committee received an update on Praesidium Training for programs involving Minors on Campus
- The Committee received an update on the evaluation of insurable Cyber Risk exposures
- Reviewed the 2014-2015 Long Range Action Plan specifically discussed workers' compensation claims and the influx in the summer; discussed Capital Construction
- The Fitting the Pieces Together conference will be held in San Diego on April 27-29, 2015.

C3. AIME Loss Reports and Claim Trends

Dixon Gillis reviewed the loss data and summary of claims where claims are broken out by med pay/discounts/CSU payments by plan year for 12 months. The Plan provides for

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a two year benefit period. The current year total amount provides for a 40% completed at April 30th and the amount will more than likely double down the road and AIME will be on track to have approximately \$3 million in paid claims. The campuses were applauded for working on discounted rates with providers.

C4. AIME Financial Statements at November 30, 2013

The Financial Statement at April 30, 2014 was discussed with the Committee. Total amount of fund at \$178,000, and funded at a 75% confidence level. The Claim Paid / Legal is under \$2.5 million and represents current year expectation.

C5. Renewal of Travel Accident Insurance

The Committee reviewed the renewal proposal for the Travel Accident Insurance and noted the proposal is at the \$25,000 coverage limit and \$25,000 medical deductible with AXIS Insurance Company rather than the incumbent Mutual of Omaha. The Committee directed Staff to confirm the term Athlete Trainer be revised to state Athlete Trainers. In addition, Staff will confirm in writing that the term “bank members” refers to “all AIME members”.

A motion was made to approve the renewal of the Travel Accident Insurance with AXIS Insurance Company at the proposed coverage limit of \$25,000 and Medical Deductible at \$25,000 and the premium of \$16,650, as presented at today’s meeting.

MOTION: Cindy Masner **SECOND:** Scott Shaw **MOTION CARRIED**

NAME	AYES	ABSTAIN	NAYS	ABSENT
Dan Bridges				X
Kelli Eberlein (Telecon)	X			
Ashlie Kite	X			
Cindy Masner	X			
Ruem Malasarn	X			
Joe Ramos	X			
Scott Shaw	X			
Kristal Slover (Telecon)	X			
Jackie Steigeward		X		

C6. Claims Administrator Report

A-G Administrators discussed at length the following with the Committee:

- Claims Administration Process – how A-G investigates claims for legitimacy, and how “gray areas” can be best handled. The Impact of President Obama’s Affordable Care Act – A-G reported on the differences of the three different types of benefits offered through the Affordable Care Act

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- NCAA/NAIA Census Information – what’s required to be declared (sports, cheerleaders, band, etc)
- Foreign Territories – how does NCAA/NAIA cover teams for exhibitions/matches in foreign countries? AIME provides coverage if the competition or practice meets the definition of Covered Event.
- Online Claims System – set up a live demo for all members of claims MIS from user perspective; timetable for roll out of enhanced software; highlight improvements and how that is beneficial to members – A-G will provide “GoToMeeting” sessions where all members can participate in updates of the Online Claims system
- Injury Management Software – online resource for Trainers on-the-field/site/office to manage injury by type (e.g. concussions). Fee based on the number of licenses. A-G partner with providers but has no vested interest – Staff directed A-G to research additional Injury Management Software vendors and to report back to the Committee on their findings

No action at this meeting

C7. Claims Administrator Service Agreement

The Committee received a detailed report from A-G Administrator’s regarding their proposed Claims Administration Services proposal for AIME. A-G is proposing a fee for the 2014-2015 plan year of \$150,000 or approximately a 3.0% increase, with a four year extension and 3.05 – 3.44% increase for the four years.

The Committee moved into Closed Session at 12:20 p.m.

The Committee moved back into Open Session at 1:30 p.m.

The Chair reported the Committee will table A-G’s proposal and formulate a Sub-Committee to address issues/concerns for A-G to address. The Committee will provide a report to A-G regarding the Claims Administration Services proposal for AIME.

No action was taken at today’s meeting as the Committee will discuss this item and report back to A-G.

C8. 2014 Risk Management Training

The Committee received a report from the Sub-Committee regarding concussion training and forwarded an article from the “trainers/attorneys” regarding the proposed concussion training. The Committee directed the Sub-Committee to provide additional information and possibly set up concussion training “webinars”.

No action taken at today’s meeting.

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C9. Service Provider Performance Evaluation

Periodic comments from CSURMA membership concerning the management of CSURMA and the quality of services provided by its Staff and Service Providers presents opportunities for program enhancements beneficial to all members. An on-line Service Provider Performance Questionnaire was developed and completed by campuses and auxiliary organizations. The Committee received a report regarding the vendor survey results.

C10. Committee Nominations and Elections

Four Committee seats are up for election to serve two-year terms beginning July 1, 2014. The current Chair's term ends June 30, 2014. The Committee discussed the appointment of potential members to fill the open seats.

A motion was made to nominate the following to fill the four Committee seats up for election to serve two-year terms beginning July 1, 2014:

Kellie Eberlein – CSU Fresno
Ruem Malasarn - Pomona
Cindy Masner – CSU Long Beach
Kristal Slover – San Luis Obispo

A motion was made to appoint Kellie Eberlein, Ruem Malasarn, Cindy Masner, and Kristal Slover to serve two-year terms beginning July 1, 2014.

MOTION: Scott Shaw **SECOND:** Dan Bridges **MOTION CARRIED**

NAME	AYES	ABSTAIN	NAYS	ABSENT
Dan Bridges				X
Kelli Eberlein (Telecon)	X			
Ashlie Kite	X			
Cindy Masner	X			
Ruem Malasarn	X			
Joe Ramos	X			
Scott Shaw	X			
Kristal Slover (Telecon)	X			
Jackie Steigeward		X		

A motion to be re-elected Joe Ramos as Chair to serve a one year term beginning July 1, 2014.

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MOTION: Cindy Masner **SECOND:** Scott Shaw **MOTION CARRIED**

NAME	AYES	ABSTAIN	NAYS	ABSENT
Dan Bridges				X
Kelli Eberlein (Telecon)	X			
Ashlie Kite	X			
Cindy Masner	X			
Ruem Malasarn	X			
Joe Ramos	X			
Scott Shaw	X			
Kristal Slover (Telecon)	X			
Jackie Steigeward		X		

C11. Update on Concussive Injuries Initiatives

The Committee received a report from Dr. Justus Ortega and Elizabeth Larson on how Humboldt who has a process in place, assist the CSU Systemwide with respect to Concussion Management and NCAA standards. The Committee will continue to work with the Chancellor's Office Risk Management and Humboldt State (Dr. Ortega and Elizabeth Larson) to develop policies and critical starting points in implementing a Systemwide Concussive Injuries Initiative.

No action was taken at today's meeting.

D. CLOSED SESSION

A-G Administrators proposal was discussed.

E. INFORMATION ITEMS

E1. 2014 CSURMA Meeting Calendar

Staff confirmed the November 3rd meeting to be held at the Alliant Insurance Services Office in San Francisco.

E2. AIME Committee and Staff Directory

Please provide revisions and updates to Stacey Weeks.

The Committee directed Staff to report on the Mental Health research at its November 2014 meeting.

F. Adjournment

A motion was made to adjourn the meeting at 2:22 p.m.

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MOTION: Cindy Masner **SECOND:** Scott Shaw **MOTION CARRIED**

NAME	AYES	ABSTAIN	NAYS	ABSENT
Dan Bridges				X
Kelli Eberlein (Telecon)	X			
Ashlie Kite	X			
Cindy Masner	X			
Ruem Malasarn	X			
Joe Ramos	X			
Scott Shaw	X			
Kristal Slover (Telecon)	X			
Jackie Steigeward		X		

The meeting was adjourned at 2:22 p.m.