



APPROVED

**MINUTES OF THE CSURMA AORMA
COMMITTEE MEETING**

SEPTEMBER 11, 2014

ALLIANT INSURANCE SERVICES

1301 DOVE STREET, 2ND FLOOR • NEWPORT BEACH, CA

9:00 AM

MEMBERS PRESENT

Kurt Borsting, Associated Students, Inc., CSU Fullerton
Dwayne Brummett, Associated Students, Cal Poly San Luis Obispo
Melinda Coil, San Diego State University Research Foundation
Guy Dalpe, Cesar Chaves Student Center, San Francisco State University
Leslie Davis, University Union Operation of CSUS, Inc., Sacramento State University
Mark Day, Santos Manuel Student Union of CSU San Bernardino
Robert de Wit, Forty-Niner Shops, Inc., CSU Long Beach
Gigi Kiama, University Corporation, CSU Monterey Bay
Keith Kompsi, Fresno Association, Inc., CSU Fresno
Haleh Minakary, The Cal Poly Pomona Foundation, Inc., Cal Poly Pomona
Frank Mumford, CSU Fullerton Auxiliary Services Corporation, CSU Fullerton
Brian Nowlin, CSULB Foundation, CSU Long Beach

STAFF, GUESTS AND CONSULTANTS

Katie Brant, Sedgwick
Trish Daniels, Sedgwick
Melissa Diaz, Alliant Insurance Services, Inc.
Zachary Gifford, CSU Office of the Chancellor – Systemwide Risk Management
Daniel Howell, Alliant Insurance Services, Inc.
Willy Hsu, CSU Office of the Chancellor – Office of General Counsel
Mimi Long, Alliant Insurance Services, Inc.
Mauri McGuire, Carl Warren & Company

A. CALL TO ORDER

The meeting was called to order by the Chair, Robert de Wit at 9:05 AM.

A1. Approval of the Agenda

A motion was made to approve the agenda.

Motion: Frank Mumford

Second: Leslie Davis

NAME	AYE	ABSTAIN	NAY	ABSENT
Melinda Coil	X			
Guy Dalpe	X			
Leslie Davis	X			
Mark Day	X			
Robert de Wit	X			
Gigi Kiama	X			
Keith Kompsi	X			
Haleh Minakary	X			
Frank Mumford	X			
Brian Nowlin	X			
AORMA Committee Alternates Vote Only When Committee Members are Absent				
Kurt Borsting - Alternate				
Dwayne Brummett - Alternate				

The motion carried.

B. PUBLIC COMMENTS

There were no comments from the public.

C. CONSENT CALENDAR

C1. Acceptance of the FY 15/16 AORMA Liability and Workers' Compensation Program Actuarial Reports

C2. Approval of Minutes – June 30, 2014

A motion was made to accept the FY 15/16 AORMA Liability and Workers' Compensation Program Actuarial Reports and approve the minutes of the June 30, 2014 AORMA Committee meeting.

Motion: Frank Mumford

Second: Leslie Davis

NAME	AYE	ABSTAIN	NAY	ABSENT
Melinda Coil	X			
Guy Dalpe	X			
Leslie Davis	X			
Mark Day	X			
Robert de Wit	X			

Gigi Kiama	X			
Keith Kompsi	X			
Haleh Minakary	X			
Frank Mumford	X			
Brian Nowlin	X			
AORMA Committee Alternates				
Vote Only When Committee Members are Absent				
Kurt Borsting - Alternate				
Dwayne Brummett - Alternate				

The motion carried.

D1. CLOSED SESSION

1. Jesus Clemente vs. The University Corporation at Monterey Bay
2. Juan Alonso vs. Forty-Niner Shops, Inc., CSU Long Beach
3. Natasha Hancock vs. CSU, East Bay Foundation, Inc.
4. Luis Vazquez vs. CSU Fullerton Auxiliary Services Corporation
5. Cahuilla Band of Indians vs. SDSU Research Foundation
6. Arce vs. Associated Students, CSU, Northridge, Inc.
7. LaShonna Goodman vs. The University Corporation, CSU Northridge
8. Lujan vs. CSU, Long Beach Research Foundation
9. Doerr vs. The Cal Poly Pomona Foundation, Inc.
10. Mendocino College Fund and The Charles & Margaret Dexter Charitable Remainder Unitrust vs. Sonoma State University Academic Foundation, Inc.
11. Lyons vs. The CSU, Chico Research Foundation
12. Caroline Calderon vs. Cesar Chavez Student Center, San Francisco State University
13. Estate of Michael Jabali vs. University Student Union of California State University, Northridge
14. Albert Torres vs. University Student Union of California State University, Northridge
15. Finley vs. The CSU, Chico Research Foundation
16. Trapper vs. Associated Students, CSU, Long Beach
17. Robert Brown vs. San Diego State University Research Foundation
18. Immigration & Customs Enforcement vs. San Diego State University Research Foundation
19. Gonzalez vs. The CSU, Chico Research Foundation
20. Unknown Child vs. Associated Students, CSU, Fullerton, Inc.
21. Bhatka vs. University Union Operation of CSUS, Inc.
22. Goodman vs. University Student Union of CSU, Stanislaus
23. Unknown Director of Sponsored Projects vs. San Marcos University Auxiliary and Research Services Corporation

A motion was made to enter closed session.

Motion: Keith Kompsi
Second: Frank Mumford

NAME	AYE	ABSTAIN	NAY	ABSENT
Melinda Coil	X			
Guy Dalpe	X			
Leslie Davis	X			
Mark Day	X			
Robert de Wit	X			
Gigi Kiama	X			
Keith Kompsi	X			
Haleh Minakary	X			
Frank Mumford	X			
Brian Nowlin	X			
AORMA Committee Alternates Vote Only When Committee Members are Absent				
Kurt Borsting - Alternate				
Dwayne Brummett - Alternate				

The motion carried.

The chair reported that action was taken during closed session.

E. STANDING COMMITTEE REPORTS

E1. Programs Committee Report

Guy Dalpe the Programs Committee Chair provided a brief report of the committee’s recent activities. The committee reviewed Policy and Procedure WC-1 – Deposit Development Plan and decided to table the item until the workers’ compensation member allocation was approved in December. The committee continues to evaluate the liability program member allocation.

E2. Member Services, Loss Control and Training Committee Report

Melinda Coil the Member Services, Loss Control and Training Committee Chair provided a brief report of the committee’s recent activities. The committee reviewed the services provided by Alliant Risk Control Consulting and reviewed an analysis tool for the SkillSoft / LawRoom previewers to complete. The committee also heard an update regarding the Praesidium contract.

E3. AOA Executive Committee Report

Robert de Wit provided a report of the recent activities of the AOA Executive Committee. The committee had a tour of the new SDSU Rec Center which cost \$102MM. The AOA has few dollars in reserve at this point. AOA proved VEBA with an interest fee loaned of \$27,000 for start-up costs. This loan has now been paid off. The AOA contract with Richard Bromley has been renewed for an additional year. The AOA also discussed member operations. Each campus has a bookstore. Only six out of the 23 bookstores are operated by the Auxiliary. In contrast, 16 campuses have food services operated by the Auxiliary and seven contract the services to an outside vendor. The AOA also review their Relationship policy with AORMA and their committee guidelines.

F. GENERAL ADMINISTRATION

F1. Insurance Renewal Report

Daniel provided an overview of the FY 14/15 insurance renewals. **Reinsurance (\$4,530,000 xs \$350,000)** – The reinsurance agreement with Genesis renewed with a 3% increase. This is the first year Genesis has asked for an increase and this is due to AORMA’s large losses which have incurred amounts in excess of \$350,000. Staff expects that Genesis may insist on a higher self-insured retention for FY 15/16.

Excess Liability (Excess of \$5,000,000) – The program renewed with incumbent underwriters though there was a slight shuffling and increase in the upper layers to maintain the \$100 million coverage for claims involving traumatic brain injury (TBI). Coverage for small UAV (drones) was added to \$20 million. Overall, the excess premium cost increased 3%, with half of that increase due to the cost to add the UAV coverage. Daniel noted that the UAV coverage does not include coverage for rockets. Staff is looking into coverage for this exposure.

Property – CSURMA has had excellent results. Staff was successful in obtaining proposals from competing markets. The decision was made to remain with the incumbent underwriters at a savings of 38% which will be reflected in FY 15/16 program costs.

Cyber – CSURMA increased Cyber coverage with the addition of comprehensive coverage including the Breach Response services from Beazley underwriters of Lloyds. The program now includes notification coverage for up to 2 million persons affected by a breach. The cost of the increased coverage is included with the Property Program. Daniel reiterated the importance of immediate reporting should a breach occur. The Cyber carrier, Beazley has an 800 number to call in case of breach.

Workers’ Compensation – the California Workers’ Compensation Insurance market is steadily firming. Safety National increased its rate by 7.5% but agreed to retained the same self-insured retention of \$500,000. After payroll increases, the cost of the AORMA program increased by 8.5%. We are looking at options for FY 15/16 as the State Fund is a pending new market entrant for excess workers’ compensation. Also, there may be a possibility to reinstate the primary layer



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reinsurance program via the Excess Insurance Authority program, which is currently under evaluation.

Fidelity – The program remains stable with incumbent underwriters who have recently approved amendments to accommodate research foundation grant funding exposures. The Campus Risk Pool program premium decreased 5% and the AORMA program increased 5% on renewal.

Foreign Travel – The systemwide FTIP policy has an increased loss ratio and the premium was adjusted up 12% accordingly. Fortunately, member rates were maintained at a stable cost due to the travel utilization rate increase. Also, the Rating Plans Task Group proposed an overlay program for the rates that allows a reduced rate for students and other travelers who are required to purchase accident and health coverage via another program such as USAC.

F2. Target Surplus Funding Report and Dividend Calculation

The committee reviewed the Target Surplus Funding Reports. With regard to the liability program, because Staff believes that Genesis will require AORMA to increase its retention for FY 15/16, Staff is recommending that the committee approve 25% of the maximum dividend available. Based on the report option with a \$500,000 retention, the recommended dividend would be \$464,087. Staff recommends returning 33% of the maximum dividend available within the workers’ compensation program, or \$715,802.

A motion was made to approve a dividend of \$715,802 within the workers’ compensation program and \$464,087 within the liability program.

Motion: Guy Dalpe

Second: Mark Day

NAME	AYE	ABSTAIN	NAY	ABSENT
Melinda Coil	X			
Guy Dalpe	X			
Leslie Davis	X			
Mark Day	X			
Robert de Wit	X			
Gigi Kiama	X			
Keith Kompsi	X			
Haleh Minakary	X			
Frank Mumford	X			
Brian Nowlin	X			
AORMA Committee Alternates				
Vote Only When Committee Members are Absent				
Kurt Borsting - Alternate				
Dwayne Brummett - Alternate				

The motion carried.

F3. Review and Approval of the FY 15/16 – Total Funding

Mimi discussed the FY 15/16 funding options for the liability program. Four different options were presented to the committee. The exhibits show the pooled layer funding requirements along with the costs for the claims administration, program administration and excess insurance at both a 70% and 80% confidence level as well as two different pooled layer limits - \$350,000 and \$500,000.

Total Estimated Funding Options for FY 15/16			
\$350,000 Pooled Layer			
Expense Item	Forecasted for FY 14/15 – 70%	Proposed FY 15/16 – 80%	Proposed FY 15/16 – 70%
Actuarial Recommended Pooled Layer Funding	\$1,675,550	\$1,910,250	\$1,627,250
Claims Administration	\$12,600	\$12,600	\$12,600
Program Administration	\$730,000	\$730,000	\$730,000
Excess insurance	\$1,226,444	\$1,350,000	\$1,350,000
Total liability program funding	\$3,644,594	\$4,002,850	\$3,719,850

Total Estimated Funding Options for FY 15/16			
\$500,000 Pooled Layer			
Expense Item	Forecasted for FY 14/15 – 70%	Proposed FY 15/16 – 80%	Proposed FY 15/16 – 70%
Actuarial Recommended Pooled Layer Funding	\$1,675,550	\$2,094,115	\$1,774,778
Claims Administration	\$12,600	\$12,600	\$12,600
Program Administration Fee	\$730,000	\$730,000	\$730,000
Excess insurance	\$1,226,444	\$1,230,000	\$1,230,000
Total liability program funding	\$3,644,594	\$4,066,715	\$3,747,378

Because the liability program is adequately funded and because Genesis may require that AORMA increase its FY 15/16 retention to \$400,000 or \$500,000, Staff recommended approving the FY 15/16 liability program total costs at a 70% confidence level and funding for a \$500,000 retention. This would result in a 3% increase over the forecasted FY 14/15 liability costs. Staff also believes that the Reinsurance / Excess Liability will increase 10% if the \$350,000 retention is maintained, and that the costs will remain stable if the retention is increased to \$500,000.

Mimi discussed the funding options for the workers' compensation program. Staff has prepared two funding options which show the pooled layer funding requirements along with the costs for the claims administration, program administration and excess insurance at both a 70% and 80% confidence level. Because the surplus within the workers' compensation program is adequate but not as ample as within the liability program, Staff recommended approving the FY 15/16 workers' compensation program costs at an 80% confidence level rather than a 70% confidence level. This results in a 3% increase over the forecasted FY 14/15 workers' compensation costs. Because only one workers' compensation claim has pierced the \$500,000 retention, Staff does not anticipate that the excess carrier will request an increase to the retention amount. However, Staff does expect the excess premium to increase. Therefore a 10% increase is included in the proposed funding.

Total Estimated Funding Options for FY 15/16			
Expense Item	Forecasted for FY 14/15 – 80%	Proposed FY 15/16 – 80%	Proposed FY 15/16 – 70%
Recommended Pooled Layer Funding	\$3,108,750	\$3,208,750	\$2,952,050
Claims Administration	\$208,000	\$208,000	\$208,000
Program Administration Fee	\$540,000	\$540,000	\$540,000
Excess insurance	\$483,420	\$530,000	\$530,000
Total liability program funding	\$4,340,170	\$4,486,750	\$4,230,050

The committee reviewed the proposed property program costs for FY 15/16 as noted below.

Pooled Layer Funding:	\$350,000
Administrative Costs:	\$307,000
Excess Insurance Premium:	\$1,700,000
 Total Proposed Costs:	 \$2,357,000

Because the actual excess insurance premiums for FY 14/15 were significantly lower than what was estimated and paid (\$1,600,000 vs. \$2,500,000), the property program has, at 6/30/14, a surplus of \$891,988. The marketing of the excess property placement resulted in a 38% reduction in premium for the FY 14/15 policy term. Therefore, the FY 15/16 excess premium estimate is \$1,600,000 which is significantly lower than last year's estimate of \$2,500,000. Staff expects that the property carrier might slowly increase AORMA premium year after year; therefore, Staff has increased the excess premium 9% over the amount actually paid for FY 14/15.

The committee reviewed the proposed crime program costs for FY 15/16 as noted below:

Pooled Layer Funding:	\$50,000
Administrative Costs:	\$30,000



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Excess Insurance Premium: \$230,000

Total Crime Program Expenses: \$310,000

AORMA does not fund the entire \$100,000 pooled layer because AORMA has never reach the aggregate limit of \$100,000 or four claims exceeding \$25,000 in any one year. At June 30, 2014, the crime program has a fund balance of \$124,002 which is enough to fund the aggregate pooled layer limit. Therefore, \$50,000 is being proposed for the pooled layer funding in order to maintain a surplus in the program. Staff suspects that the excess carrier may increase premiums again for FY 15/16 in order to recoup the claim costs that have been paid.

A motion was made approve the FY 15/16 liability program funding of \$3,747,378, the workers' compensation program funding of \$4,486,750, the property program funding of \$2,357,000 and the crime program funding of \$310,000.

Motion: Frank Mumford

Second: Gigi Kiama

NAME	AYE	ABSTAIN	NAY	ABSENT
Melinda Coil	X			
Guy Dalpe	X			
Leslie Davis	X			
Mark Day	X			
Robert de Wit	X			
Gigi Kiama	X			
Keith Kompasi	X			
Haleh Minakary	X			
Frank Mumford	X			
Brian Nowlin	X			
AORMA Committee Alternates Vote Only When Committee Members are Absent				
Kurt Borsting - Alternate				
Dwayne Brummett - Alternate				

The motion carried.

F4. Maximum Allowable Hourly Rate for Legal Counsel

Zachary Gifford explained that at the AOA HR Committee met in August, 2014 it was suggested that the AORMA Committee discuss the current \$225 maximum allowable hourly rate for legal counsel. AORMA has been using the same maximum hourly rate for the past eight years. Mauri stated that she believes AORMA has an acceptable list of employment attorneys at who are willing to work at a rate of \$225 per hour. Currently, most non-employment attorneys are billing \$185 per hour. Mauri also received attorney recommendations from Sue Westover. These

attorneys have provided exceptional representation and their rates are below AORMA’s \$225 maximum.

A motion was made maintain the AORMA maximum allowable hourly rate for legal counsel at \$225.

Motion: Keith Kompsi
Second: Frank Mumford

NAME	AYE	ABSTAIN	NAY	ABSENT
Melinda Coil	X			
Guy Dalpe			X	
Leslie Davis	X			
Mark Day	X			
Robert de Wit	X			
Gigi Kiama	X			
Keith Kompsi	X			
Haleh Minakary	X			
Frank Mumford	X			
Brian Nowlin	X			
AORMA Committee Alternates Vote Only When Committee Members are Absent				
Kurt Borsting - Alternate				
Dwayne Brummett - Alternate				

The motion carried.

F5. AORMA Workers’ Compensation Program Claims Administration Audit Report

In accordance with Policy and Procedure A-5, Jacki Graf, CSURMA’s workers’ compensation claims consultant, has completed an independent claims administration audit of Sedgwick, CSURMA AORMA’s workers’ compensation third party claims administrator. Jacki Graf presented the results of her audit. 25 workers’ compensation files were audited in March 2014. The claim files were viewed on-line in the iVOS claims management system and documentation compared, as needed, to the scanned paper file in SIR (Scanned Information Retrieval). The files were selected from the following claim populations, new claims, high dollar value claims, disability management claims and complex claims. Sedgwick’s audit score for this review was 86% overall. This is an increase of 6% over the 2011 audit and a return to the performance level documented in the 2009 audit. The audit results are summarized in three categories: Initial Contact/Documentation, Claims Management and Process Control. Jacki explained the chart comparisons and findings.

A motion was made to accept the workers’ compensation audit.

Motion: Guy Dalpe
Second: Gigi Kiama

NAME	AYE	ABSTAIN	NAY	ABSENT
Melinda Coil	X			
Guy Dalpe	X			
Leslie Davis	X			
Mark Day	X			
Robert de Wit	X			
Gigi Kiama	X			
Keith Kompsi	X			
Haleh Minakary	X			
Frank Mumford	X			
Brian Nowlin	X			
AORMA Committee Alternates Vote Only When Committee Members are Absent				
Kurt Borsting - Alternate				
Dwayne Brummett - Alternate				

The motion carried.

F6. Carl Warren & Company Claims Administration – Extension of Agreement

Mimi explained that the liability program claims administration agreement with Carl Warren & Company for the term July 1, 2011 to June 30, 2014, included a provision that allowed CSURMA the option of renewing the contract for two additional years. The contract was extended to June 30, 2016, per the authority delegated to the CSURMA Secretary-Auditor in 2011. Staff recommends that the AORMA Committee ratify the action taken by the CSURMA Secretary-Auditor in exercising the two one-year contract options.

A motion was made to ratify the two year extension of the Carl Warren & Company liability claims administration contract to expire on June 30, 2016.

Motion: Keith Kompsi
Second: Leslie Davis

NAME	AYE	ABSTAIN	NAY	ABSENT
Melinda Coil	X			
Guy Dalpe	X			
Leslie Davis	X			
Mark Day	X			
Robert de Wit	X			
Gigi Kiama	X			
Keith Kompsi	X			

Haleh Minakary	X			
Frank Mumford	X			
Brian Nowlin	X			
AORMA Committee Alternates Vote Only When Committee Members are Absent				
Kurt Borsting - Alternate				
Dwayne Brummett - Alternate				

The motion carried.

F7. Approval of Policy and Procedure Review Schedule

Mimi noted that in accordance with Policy and Procedure A-5 – Annual Calendar of Reports, Audits and Filings, all of AORMA’s policies and procedures need to be reviewed at least every two years.

The following policies and procedures are due for review in 2014 or 2015:

- A-3 Target Surplus Funding Policy
- A-4 Dividends and Assessments
- A-7 Travel Reimbursement Policy
- L-1 Claims Reporting
- L-2 Liability Claims Administration and Litigation Management
- L-3 Legal Counsel Selection (including Carl Warren retention letters, legal bill suspension letter and maximum allowable hourly rate for legal counsel)
- L-4 Employee Driving Standards
- L-5 Guidelines for Extending Liability Coverage to Non-Auxiliary Organizations
- L-6 Requirement to Purchase PAI for all Activities Involving Minors
- L-7 Employment Practices Deductible Options

A motion was made to approve the policy and procedure review schedule:

Motion: Keith Kompsi

Second: Leslie Davis

NAME	AYE	ABSTAIN	NAY	ABSENT
Melinda Coil	X			
Guy Dalpe	X			
Leslie Davis	X			
Mark Day	X			
Robert de Wit	X			
Gigi Kiama	X			
Keith Kompsi	X			
Haleh Minakary	X			

Frank Mumford	X			
Brian Nowlin	X			
AORMA Committee Alternates				
Vote Only When Committee Members are Absent				
Kurt Borsting - Alternate				
Dwayne Brummett - Alternate				

The motion carried.

F8. Adoption of CSURMA AORMA 2015 Meeting Calendar

The committee reviewed the proposed AORMA Committee meeting dates.

Description	Date	Day	Time	Location
AORMA Committee	3/19	Thursday	10:00 AM	TBD
AORMA Committee	5/07	Thursday	10:00 AM	Long Beach
New Member Orientation	9/09	Wednesday	9:00 AM	TBD
AORMA Committee – LRP	9/09	Wednesday	10:00 AM	TBD
AORMA Committee	9/10	Thursday	9:00 AM	TBD
AORMA Committee	10/22	Thursday	10:00 AM	Long Beach
AORMA Committee	12/03	Thursday	10:00 AM	TBD

A motion was made to approve the following AORMA Committee meeting dates as noted above.

Motion: Brian Nowlin
Second: Gigi Kiama

NAME	AYE	ABSTAIN	NAY	ABSENT
Melinda Coil	X			
Guy Dalpe	X			
Leslie Davis	X			
Mark Day	X			
Robert de Wit	X			
Gigi Kiama	X			
Keith Kompsi	X			
Haleh Minakary	X			
Frank Mumford	X			
Brian Nowlin	X			
AORMA Committee Alternates				
Vote Only When Committee Members are Absent				
Kurt Borsting - Alternate				
Dwayne Brummett - Alternate				

The motion carried.

F9. 2015 AOA Conference Sponsorship Amount and Attendees

The annual Auxiliary Organizations Association (AOA) Conference will be held February 8 - 11, 2015 in Pasadena, CA. CSURMA AORMA provided sponsorship in the amount of \$20,000 for the 2014 conference. Staff also recommended approving who would receive the six free registrations available. Mimi explained that historically four of the registrations go to the AORMA officers and two go to staff members from the Systemwide Risk Management.

A motion was made to approve AOA sponsorship of \$20,000 and to revise AORMA’s policies and procedures to indicate that the free conference registrations will always be given to the four AORMA officers and two Systemwide Risk Management staff members.

Motion: Keith Kompsi

Second: Leslie Davis

NAME	AYE	ABSTAIN	NAY	ABSENT
Melinda Coil	X			
Guy Dalpe	X			
Leslie Davis	X			
Mark Day	X			
Robert de Wit	X			
Gigi Kiama	X			
Keith Kompsi	X			
Haleh Minakary	X			
Frank Mumford	X			
Brian Nowlin	X			
AORMA Committee Alternates Vote Only When Committee Members are Absent				
Kurt Borsting - Alternate				
Dwayne Brummett - Alternate				

The motion carried.

F10. Employment Litigation Proposal from Nixon Peabody

Daniel discussed the proposal received from Richard Bromley of Nixon Peabody for employment litigation. He proposes to charge a flat fee of \$100,000 per single plaintiff employment litigation. All fees in excess of \$110,000, would be billed at 80% of his agreed client rate. Richard Bromley’s rate would be \$380 per hour. The committee was not in favor of accepting this proposal and asked Daniel to inform Richard of its decision.

A motion was made to not approve the Employment Litigation Proposal from Nixon Peabody.

Motion: Frank Mumford
Second: Keith Kompsi

NAME	AYE	ABSTAIN	NAY	ABSENT
Melinda Coil	X			
Guy Dalpe		X		
Leslie Davis	X			
Mark Day	X			
Robert de Wit	X			
Gigi Kiama	X			
Keith Kompsi	X			
Haleh Minakary	X			
Frank Mumford	X			
Brian Nowlin	X			
AORMA Committee Alternates Vote Only When Committee Members are Absent				
Kurt Borsting - Alternate				
Dwayne Brummett - Alternate				

The motion carried.

G. INFORMATION ITEMS

The committee reviewed the following information items.

- G1. CSURMA AORMA 2014 Meeting Calendar**
- G2. CSURMA AORMA Program Administrator's Contact Lists**
- G3. AORMA's Travel Reimbursement Policy**
- G4. AORMA Committee Members - Effective 7/01/14**

H. ADJOURNMENT

The meeting was adjourned at 11:57 AM.