

**MINUTES OF THE
CSURMA EXECUTIVE COMMITTEE MEETING
SEPTEMBER 6, 2019
ALLIANT INSURANCE SERVICES
701 B STREET, 6TH FLOOR • SAN DIEGO, CA
8:30 AM**

MEMBERS PRESENT

Scott Apel, California State University Long Beach
Dwayne Brummett (AORMA Chair), Associated Students, Inc. at San Luis Obispo
Lisa Chavez (Chair), California State University Los Angeles
Thom Davis, California State University, Bakersfield
Robert Eaton (Treasurer), California State University, Office of the Chancellor
Lisa Kao, California State University, Fresno
Dave Nakamura (AORMA First Vice Chair), Humboldt State University Center
Kevin Saunders (Vice-Chair), California State University, Monterey Bay
Amy Thomas, California State University, Monterey Bay

MEMBERS ABSENT

None

STAFF, GUESTS & CONSULTANTS

Zachary Gifford, CSU Office of the Chancellor – Systemwide Risk Management
Tevea Him, Alliant Insurance Services, Inc.
Jim Holobaugh, Alliant Insurance Services, Inc. (*via Teleconference*)
Daniel Howell, Alliant Insurance Services, Inc.
Robert Leong, Alliant Insurance Services, Inc.
Susan Leung, Alliant Insurance Services
Amy Lightner, Alliant Insurance Services, Inc.
Mimi Long, Alliant Insurance Services, Inc.
Pam Quiroz, Alliant Insurance Services, Inc. (*via Teleconference*)
Jim Sowerbrower, CSU Office of the Chancellor, CPDC (*via Teleconference*)
Jody Van Leuven, CSU Office of the Chancellor
Robin Webb, CSU Office of General Counsel

A. CALL TO ORDER

The meeting was called to order by the Chair, Lisa Chavez at 8:30 AM.

A1. Approval of the Agenda

Item D2 was removed from the agenda.

A motion was made to approve the agenda with the one revision noted above.

Motion: Scott Apel
Second: Kevin Saunders

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Dwayne Brummett	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Lisa Kao	X			
Dave Nakamura	X			
Kevin Saunders	X			
Amy Thomas	X			

MOTION CARRIED

B. PUBLIC COMMENTS

Zachary Gifford informed the Committee that the liability claims administration audit of both the Campus liability and AORMA liability programs had been completed and both received very favorable results.

C. CONSENT

- C1. Approval of Minutes – May 3, 2019**
- C2. Adoption of CSURMA Executive Committee and Board of Directors 2020 Meeting Calendar**
- C3. Draft Financial Statements at June 30, 2019**

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

Motion: Scott Apel
Second: Kevin Saunders

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

Dave Nakamura	X			
Kevin Saunders	X			
Amy Thomas	X			

MOTION CARRIED

D. GENERAL ADMINISTRATION

D1. Treasurer’s Report at June 30, 2019

Robert Eaton provided an overview of the revisions to the CSURMA Master Investment Policy. Due to the workers’ compensation reinsurance agreement with CSAC EIA and to a lesser degree the OCIP II administrative and funding policy, CSURMA has been out of compliance with its investment policy. Eaton indicated that he continues to work with staff and Alliant on the cash flow forecast process, and proposed that the target range on the investment portfolio be revised as follows:

<u>Portfolio</u>	<u>Current Target Range</u>	<u>Revised Target Range</u>
Short-Term	25% to 33%	15% to 40%
Long-Term	67% to 75%	60% to 85%
Loan Portfolio	0% to 15%	No change

The loan portfolio counts against the short-term investment range. The revised short-term target range was changed to 15% to 40% because of the greater variability due to the workers’ compensation reinsurance contract with CSAC EIA.

The remaining revisions to the Master Investment Policy are ministerial; the only substantive change is to the portfolio target range.

A motion was made to approve the revisions to the CSURMA Master Investment Policy.

Motion: Robert Eaton

Second: Thom Davis

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Dwayne Brummett	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Lisa Kao	X			
Dave Nakamura	X			
Kevin Saunders	X			
Amy Thomas	X			

MOTION CARRIED

D2. CSURMA Cash Flow Projection

The Cash Flow Projection was removed from the meeting agenda.

D3. Excess Insurance Renewal Report

Daniel Howell provided a brief overview of the CSURMA major renewals. FY 19/20 was even more challenging than expected as the property and casualty market became extremely firm during the second quarter.

Renewal Cost Change Estimates

Program	AORMA % Change	Campus % Change
Excess Liability	3%	+19%
Property	+16%	+26%
Worker’s Compensation	-8.6%	+5.1%
Builder’s Risk	N/A	Flat Rate
Fine Arts	N/A	0%
SPLIP & SAFECLIP	N/A	-5%
FTIP	N/A	+30%
Aviation	N/A	+10%
Medical Malpractice	N/A	0%
Fidelity	0%	0%

The Excess Liability program has seen loss development in the first excess layers for both the AORMA and Campus programs. AORMA was spared an increase in the primary layer; however, the general market for public entities has seen substantial increases mainly driven by employment practices and police professional exposures. Catastrophic verdicts have underwriters concerned about California public entity risks. Staff will be going in the market early for the July 2020 renewal as we expect further fallout due to general loss development and underwriters may pull back, increase rates or reduce coverages – or all three. Property losses to both the AORMA and Campus programs have increased the past three years. While CSU performed well in the wet winter and recent wildfires, related losses and other losses continue to mount. Significant rate decreases in recent years were again partially eroded by increases at this renewal. The outlook for next year will not be known until the end of the calendar year.

Workers’ Compensation has been a bright spot in the California market as a whole and especially for CSU due to improved loss experience. CSURMA agreed to a two-year rate agreement with EIA on favorable terms. The Builders Risk program is stable and the program received a flat renewal. The Fine Arts program received a flat renewal as well.

SPLIP & SAFECLIP perform exceptionally well with no losses and rates dropped by 5%. The Foreign Travel Insurance Program loss ratio has stabilized at a level acceptable to underwriters.

A flat rate renewal was received; however, travel exposure increase which increase the overall program costs. Also, one of the coverage parts within FTIP is a three-year prepaid policy and it was renewed and invoiced this year which resulted in a premium increase.

The aviation programs have had no losses but the market has firmed and the programs settled with a 10% rate increase. The medical malpractice program is at minimum premium and we received a flat rate renewal despite a firming market. Fidelity claims have remained low but a claim in the fourth quarter resulted in a flat renewal rather than an expected reduction.

D4. Actuarial Reports for Campus Liability, Campus Workers’ Compensation, and Athletic Injury Medical Expense Programs

Rob Leong provided a summary of the key findings and exhibits within the actuarial reports for the Campus Liability, Campus Workers’ Compensation and Athletic Injury Medical Expense programs. Leong also presented the liability deductible credits for FY 20/21, FY 21/22 and FY 22/23.

A motion was made to accept the actuarial reports for the Campus Liability, Campus Workers’ Compensation and Athletic Injury Medical Expense programs as well as the liability deductible credits for FY 20/21, FY 21/22 and FY 22/23.

Motion: Thom Davis
 Second: Kevin Saunders

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Dwayne Brummett	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Lisa Kao	X			
Dave Nakamura	X			
Kevin Saunders	X			
Amy Thomas	X			

MOTION CARRIED

D5a. Campus Risk Pools Funding - Risk Pools Funding Status at June 30, 2019

Robert Leong discussed the Estimated Risk Pool Funding Status exhibit at June 30, 2019. The retained funds in the workers’ compensation program are increasing. It appears the AIG and CSAC EIA reinsurance contracts are starting to show positive results and CSURMA is now able to recoup funds from the reinsurers.

D5b. Campus Risk Pools Funding - 2019 Proposed Campus Dividends and 2018 Corrections

Robert Leong provided an overview of the Target Surplus Funding Analysis report. Funding in excess of the Target Funding levels indicate an opportunity to return dividends to campus members. Dividends declared by the Executive Committee are allocated to the campuses as a percentage of each campus’ total five year deposit contribution in relation to the group’s total deposit contribution for the same period. Last year’s dividend distribution errantly reversed the allocation percentages for the Liability and Workers’ Compensation funds. Although the total distribution was correct, the allocation among campuses should be corrected as some members received less than what they have earned, while others received more. Staff recommends the correction be applied to the 2019 dividend distribution by netting the differences (+/-) by campus as shown in the attachment.

A motion was made to approve a workers’ compensation dividend at 50% (\$7,219,917) of the maximum dividend available as well as the correction for last year’s dividend misallocation.

Motion: Thom Davis
 Second: Kevin Saunders

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Dwayne Brummett	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Lisa Kao	X			
Dave Nakamura	X			
Kevin Saunders	X			
Amy Thomas	X			

MOTION CARRIED

D6. FY 2020/21 Rates and Gross Funding Campus Coverage Programs

Rob Leong summarized the FY 20/21 proposed gross funding as shown in the table below. Upon the recommendation of the Executive Committee, the Board of Directors adopts rates and funding for the upcoming fiscal year at its fall meeting. Staff has prepared FY 20/21 funding recommendations for the Campus coverage programs using the draft actuarial reports completed August 2019.

As summarized by Leong, Campus Liability include premium deposits for the Student Professional Liability Insurance Program (*SPLIP*), Student Academic Field Experience for Credit Liability Insurance Program (*SAFECLIP*) and the new Club Liability Insurance Program (*CLIP*). Campus Property include premium deposits for Blanket Employee Fidelity, Cyber Risk, Fine Arts Artifacts

& Archives (*FAAAP*), and Earthquake insurance. Automobile Liability is self-insured by the State Motor Vehicle Insurance Account (*MVIA*), whose cost is determined by the Office of Risk and Insurance Management (*ORIM*). The costs for the purchased insurance programs (*SPLIP, SAFECLIP, Property, Fidelity, and Cyber*) are estimates at this time since actual rates will not be known until negotiations are finalized in June 2020. The Campus Liability Program rates are undiscounted for anticipated investment income, whereas the funding of the Workers' Compensation program includes discounted rates, with authority delegated by the Board of Directors for the Executive Committee to finalize funding on either a discounted or undiscounted basis when it meets in the spring.

The following summarizes total program costs:

**Campus Coverage Programs
FY 2020/21 Proposed Gross Funding**

Coverage Program	FY 19/20 Approved	FY 20/21 Proposed	\$ Chg	% Chg
Liability	\$18,605,268	\$23,335,193	\$4,729,925	25.4%
Workers' Compensation	40,781,992	40,946,923	164,931	0.4%
IDL/NDI/UI	16,800,000	17,304,000	504,000	3.0%
Property	11,381,659	13,962,468	2,580,809	22.7%
AIME	4,760,949	4,965,335	204,386	4.3%
Automobile Liability	1,408,547	1,055,497	(353,050)	-25.1%
Total	\$93,738,415	\$101,569,416	\$7,831,001	8.4%
Liability funding is undiscounted for anticipated investment income.				
Workers' Compensation is discounted for anticipated investment income.				

A motion was made to recommend acceptance of the proposed gross funding for FY 20/21 as presented in the table above to the Board of Directors.

Motion: Thom Davis

Second: Kevin Saunders

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Dwayne Brummett	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Lisa Kao	X			
Dave Nakamura	X			
Kevin Saunders	X			

Amy Thomas	X			
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MOTION CARRIED

D7. Campus Risk Pools Rating Plans Task Group

The Executive Committee established the Rating Plans Task Groups (*RPTG*) to review and recommend refinements to the cost allocation formulas for the Campus risk pools, if any. Additionally, the RPTG was tasked to review the recommendations produced by the coverage counsel hired by CSURMA, whose objective was to ensure CSURMA’s Memorandums of Liability Coverage (*MOCs*) remain responsive to member needs.

The RPTG met on July 29, 2019 and August 20, 2019. Rob Leong provided an overview of the RPTG’s recommendations as shown below.

1. Continue all rating plans without alteration.
2. Delegate authority to the AIME Committee to review and manage the AIME risk pool rating plan.
3. Approve the liability deductible credit factors per the actuary’s letter date August 13, 2019.
4. Consider increasing the minimum deductible option from \$35,000 each occurrence to \$50,000 each occurrence.
5. Approve edits to the campus liability MOC and the liability reinsurance MOC with additional revisions as appropriate.
6. Forward all proposed changes to the Board for adoption.

With regard to the liability deductible, it was also suggested that the minimum deductible be increased to \$100,000 in another three years.

The Committee discussed the revisions to the MOC’s. Robin Webb pointed out that the definition of damages is extremely broad as it includes attorney’s fee. A demand for reimbursement of attorney’s fee may trigger coverage as the MOC reads now. Also, coverage for emotional distress without bodily injury may be covered. This is broader than typical insurance industry policies, as most policy forms require the emotional stress to emanate from the bodily injury sustained.

A motion was made to approve the RPTG’s six recommendations as noted above and to delegate authority to OGC to evaluate with the Secretary-Auditor and Program Administrator the additional revisions proposed by OGC to the MOCs prior to final Board approval.

Motion: Kevin Saunders
 Second: Scott Apel

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Dwayne Brummett	X			

Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Lisa Kao	X			
Dave Nakamura	X			
Kevin Saunders	X			
Amy Thomas	X			

MOTION CARRIED

D8. Delegation of Authority to Negotiate and Execute Program Administration and Brokerage Services Agreements Extensions

Daniel Howell provided an overview of the Alliant Insurance Services CSURMA service agreements for Program Administrator and Brokerage Services. The current agreements expire at December 31, 2019; however, the agreements include up to four one-year extensions through December 31, 2023. The expiring service agreements include compensation based on a combination of set fees and percentage commissions. The expiring service agreements included a service fee increase of 2.5% for CY 2016 and 1.5% for CY’s 2017, 2018 and 2019. Alliant has proposed the following:

- Maintain a service fee annual increase of 1.5% for CY’s 2020, 2021 and 2022 where flat fees apply;
- Change all programs other than Liability, Property and Workers’ Compensation to an agreed upon commission schedule;
- Align OCIP administration and brokerage compensation with rates established by CPDC under CSURMA P&P No. 20; and
- Maintain the current AORMA Benefits Program compensation.

Alliant’s proposal would result in an increase of \$41,795 (1.5%) for Program Administration services and \$68,944 (4.9%) for Brokerage Services for FY 20/21 based on FY 19/20 basis.

The last RFP process for property and casualty services was conducted in 2013 and the current compensation agreement expires at December 31, 2019. The current agreements may be terminated by either party upon 90 days written notice.

A motion was made to approve a four year extension for both the Program Administration and the Brokerage Services agreements and to delegate authority to the Secretary-Auditor and the Treasurer to finalize the agreement extensions, subject to General Counsel’s review as to form, and to direct the Secretary-Auditor to begin the request for proposal process in two years.

Motion: Scott Apel
 Second: Amy Thomas

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Dwayne Brummett	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Lisa Kao	X			
Dave Nakamura	X			
Kevin Saunders	X			
Amy Thomas	X			

MOTION CARRIED

D9. Owner Controlled Insurance Program (OCIP) Policy and Procedure No. 20

This item was discussed after Item D13.

D10. Continuation of Support for Visual Compliance Software

Zachary Gifford provided an overview of the request for continued support of the Visual Compliance Software. CSURMA is asked to continue its one-third cost support at \$61,446 (for 2018/19) and in total for the remaining two-years of the contract. Currently, the cost is shared by Contracts, Risk Management and Grants – 1/3 each.

A motion was made to approve the one-third cost support of the Visual Compliance Software (\$61,446) for the three-year duration of the new term.

Motion: Kevin Saunders

Second: Thom Davis

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Dwayne Brummett	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Lisa Kao	X			
Dave Nakamura	X			
Kevin Saunders	X			
Amy Thomas	X			

MOTION CARRIED

D11. Proposed Amendments to the Campus Liability Program Memorandums of Coverage

There was no further discussion. The MOCs were discussed and direction was given during the discussion of Item D7.

D12. CSU International Programs Funding

The Committee members discussed the CSU International Programs (CSU IP). In January 2012 the CSU IP joined the CSU FTIP to obtain broader coverage and to facilitate services provided to Participants. At the time, FTIP was more expensive than the insurance purchased directly by CSU IP, however it was determined that FTIP offered significant advantages that reduce risk to the CSU. In addition, the new program included liability protection for the University. To ease the cost burden on Participants, the Executive Committee adopted a plan to moderately increase the rate charged to Participants over time. However, CSU IP’s claims unexpectedly increased, which necessitated further premium increases. As a result, actual costs escalated faster than the planned rate increases. This is recapped as follows:

**CSU International Programs
Foreign Travel Insurance Program**

Coverage Period	Premium Expense	CSU IP Contribution	Deficit	# Participants	CSU IP Paid per Participant	Actual Cost per Participant
01/15/12 - 06/30/13	\$132,400	\$95,710	(\$36,690)	563	\$170	\$235
07/01/13 - 06/30/14	\$125,000	\$89,250	(\$35,750)	525	\$170	\$238
07/01/14 - 06/30/15	\$209,250	\$119,050	(\$90,200)	530	\$225	\$395
07/01/15 - 06/30/16	\$277,983	\$137,225	(\$140,758)	500	\$274	\$556
07/01/16 - 06/30/17	\$289,135	\$187,500	(\$101,635)	500	\$375	\$578
07/01/17 - 06/30/18	\$310,929	\$214,800	(\$96,129)	537	\$400	\$579
07/01/18 - 06/30/19	\$291,225	\$214,800	(\$76,425)	500	\$430	\$582
Total Deficits			(\$577,587)			
<i>Estimated Renewal Terms:</i>						
07/01/19 – 06/30/20	\$291,225	\$214,800	(\$76,425)	500	\$430	\$582

Participants is total number of Staff (Resident Directors) and Students.

The Committee agreed to approve the current program cost deficit, but directed the FTIP task group to review the per participant cost as it has been flat for two years and to devise a plan to reduce the deficit.

A motion was made to (1) agree that the existing deficit of \$76,425 will be absorbed by the FTIP program fund reserve in the Liability Program Fund, (2) delegate authority to the Secretary-Auditor to bind the renewal program selected by the Director of CSU IP, (3) agree to change the CSU IP coverage period reflect a 10 month program period rather than a 12 month program period, and (4) decrease the number of participants to 430 rather than 500, taking into account that the

policy is auditable and should participation for the year be greater than 430, a premium adjustment will be provided at renewal for the following year.

Motion: Thom Davis
 Second: Scott Apel

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Dwayne Brummett	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Lisa Kao	X			
Dave Nakamura	X			
Kevin Saunders	X			
Amy Thomas	X			

MOTION CARRIED

D13. Policy and Procedure No. 27 – Process for Approving New Programs, Services or Funding Support

Daniel Howell reviewed the draft Policy and Procedure No. 27 – Process for Approving New Programs, Services or Funding Support.

The Committee directed Staff to amend the policy and procedure as follows:

Add 5. Any renewal of a previously approved program service or funding support will be subject to review as outlined in Procedures 1 through 4.

Add 1.g. Operating expense on campus as well as impact to the campus budget.

Motion: Kevin Saunders
 Second: Robert Eaton

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Dwayne Brummett	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Lisa Kao	X			
Dave Nakamura	X			
Kevin Saunders	X			

Amy Thomas	X			
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MOTION CARRIED

D9. Owner Controlled Insurance Program (OCIP) – Policy and Procedure No. 20

Jim Sowerbrower, Jim Holobaugh and Pam Quiroz joined the meeting via teleconference. CSURMA agreed to pay insurance premiums for campus construction projects that are enrolled in the Owner Controlled Insurance Program (OCIP) managed by the Chancellor’s Office (CPDC). Previously, the OCIP premiums were paid by campus projects. The change in procedure enabled construction projects enrolled in OCIP to realize the savings expected to be derived by OCIP. The changes also serve to facilitate premium payments, including project audits and premium adjustments. OCIP premiums paid by CSURMA are to be reimbursed by the projects via CPDC. The new procedures are to apply beginning with OCIP 2. CPDC, OCIP broker, and CSURMA staff met on August 22, 2019 to iron out details for Policy and Procedure No. 20, which serves to memorialize the understanding and responsibilities of CPDC and CSURMA.

Original contractors bid net projects paying premium and collateral. 2nd quarter of 2019, the new procedures begin. Old Republic will invoice 40% of the total premium up front and 60% of collateral.

The Committee directed Staff to provide regular reports on OCIP IIa so that CSURMA knows how the cash recovery has progressed through change orders.

A motion was made to approve the revisions to Policy and Procedure No. 20.

Motion: Robert Eaton
 Second: Kevin Saunders

NAME	AYE	ABSTAIN	NAY	ABSENT
Amy Thomas	X			
Dave Nakamura	X			
Dwayne Brummett	X			
Kevin Saunders	X			
Lisa Chavez	X			
Lisa Kao	X			
Robert Eaton	X			
Scott Apel	X			
Thom Davis	X			

MOTION CARRIED

D14. Office of General Counsel Cost Adjustment

Daniel Howell explained that as a part of the annual budget, the office of general counsel proposed a cost to CSURMA of \$502,594. This represents approximately the services of two full time litigators working on matters that are covered as CSURMA Campus Liability program claims (approximately 75% of the allocated cost) and also for the time spent serving as CSURMA General Counsel (approximately 25% of the allocated cost). OGC adopted a new compensation plan effective July 1 that results in an allocated cost increase of \$105,769 to CSURMA.

A motion was made to approve the revised allocation resulting in a new annual cost to CSURMA of \$608,363.

Motion: Scott Apel
 Second: Amy Thomas

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Dwayne Brummett	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Lisa Kao	X			
Dave Nakamura	X			
Kevin Saunders	X			
Amy Thomas	X			

MOTION CARRIED

D15. Risk Management Innovation Grant Program – Lab Safety Response Training

Amy Thomas discussed the grant proposal. Vance Kekoa who currently works at CSU San Marcos in the Office of Safety, Health and Sustainability has agreed to provide three two-day training sessions in Northern, Central and Southern California. Day 1 of the training will be reserved for expanded lab safety training with an emphasis on the spill response. Day 2 will include an interactive presentation with faculty and EH&S staff on practices and strategies that shape acceptable risk in the academic laboratory.

A motion was made to approve the grant proposal and provide funding of \$75,000.

Motion: Kevin Saunders
 Second: Scott Apel

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Dwayne Brummett	X			
Lisa Chavez	X			

Thom Davis	X			
Robert Eaton	X			
Lisa Kao	X			
Dave Nakamura	X			
Kevin Saunders	X			
Amy Thomas	X			

MOTION CARRIED

D16. CSURMA Critical Events Toolkit

Mimi Long provided an overview of the new CSURMA Critical Events Toolkit which resides on the CSURMA website in the Risk Management Resources. This toolkit will continue to be improved.

D17. Foreign Travel Program Review Update

Jody Van Leuven provided an update regarding the Foreign Travel Insurance Program (FTIP). The FTIP working group has met twice. The goal of the working group is to streamline the FTIP process and make the tools currently being used more effective.

D18. CSURMA Master Calendar for Upcoming Trainings, Conferences and Events

Mimi Long provided an overview of the new CSURMA Master Calendar for Upcoming, Trainings, Conferences and Events which now resides on the CSURMA website homepage.

The Committee directed Staff to send out email blasts monthly reminding Campus and Auxiliary members of upcoming training.

E. OTHER PROGRAMS

E1. AORMA Programs Update

Dwayne Brummett reported on the recent activities of the AORMA Committee.

E2. AIME Program Update

Lisa Kao reported on the recent activities of the AIME Committee.

F. CLOSED SESSION

1. Moed adv. CSU San Francisco
2. John Doe (Class Action) v. CSU Fullerton
3. Herington (Class Action) v. CSU Fresno
4. Apodaca v. CSU San Marcos

5. Jane Doe (K.G.) v. CSU Sonoma
6. Freeman v. CSU San Bernardino
7. Burns v. CSU San Diego
8. In re: SF Science Building Coverage Dispute
9. Chavez v. CSU Northridge

A motion was made to enter closed session at 11:14 AM.

Motion: Kevin Saunders
Second: Robert Eaton

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Dwayne Brummett	X			
Lisa Chavez	X			
Thom Davis	X			
Robert Eaton	X			
Lisa Kao	X			
Dave Nakamura	X			
Kevin Saunders	X			
Amy Thomas	X			

MOTION CARRIED

The Committee came out of closed session at 11:38 PM. The Chair reported that direction was given regarding John Doe v. CSU Fullerton.

G. INFORMATION ITEMS

The Committee reviewed and discussed the information items.

- G1. Witt O’Brien’s Scope of Work and Project Outline – July 1, 2019 to June 30, 2020
- G2. Campus Workers' Compensation Program Aggregate Stop Loss Coverage Status (PARCEL)
- G3. CSURMA Committee Member Professional Development
- G4. FY 2019/20 Long Range Planning Goals – Update on Completion Status
- G5. CSURMA Administrative Service Calendar
- G6. 2019 CSURMA Meeting Calendar
- G7. CSURMA Executive Committee & Staff Contact List

H. ADJOURNMENT

The meeting was adjourned at 11:39 PM.