



**APPROVED**

**MINUTES OF THE CSURMA AORMA  
COMMITTEE MEETING**

**MAY 09, 2013**

**CSU OFFICE OF THE CANCELLOR  
Munitz Room • 401 Golden Shore • Long Beach, CA**

**10:00 AM**

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**MEMBERS PRESENT**

Kurt Borsting, Associated Students, Inc., CSU Fullerton  
Dwayne Brummett, Associated Students, Cal Poly San Luis Obispo  
Patricia Worley, Associated Students Inc., Sacramento State University  
David Prenovost, Cal Poly Pomona Foundation, Cal Poly Pomona Foundation, Inc.  
Frank Mumford, CSU Fullerton Auxiliary Services Corporation, CSU Fullerton  
Gigi Kiama, University Corporation, CSU Monterey Bay  
Guy Dalpe, Cesar Chaves Student Center, San Francisco State University  
Leslie Davis, University Union Operation of CSUS, Inc., Sacramento State University  
Keith Kompasi, Fresno Association, Inc., CSU Fresno  
Peter Neville, Sonoma Student Union Corporation, Sonoma State University  
Robert de Wit, Forty-Niner Shops, Inc., CSU Long Beach  
Brian Nowlin, CSULB Foundation, CSU Long Beach

**STAFF, GUESTS AND CONSULTANTS**

Daniel Howell, Alliant Insurance Services, Inc.  
Mimi Long, Alliant Insurance Services, Inc.  
Tevea Him, Alliant Insurance Services, Inc.  
Brent Escoubas, Alliant Insurance Services, Inc.  
Charlene Minnick, CSU Office of the Chancellor  
Zachary Gifford, CSU Office of the Chancellor  
William Hsu, CSU Office of General Counsel  
Brandon Schlenker, Carl Warren & Company  
Melinda Coil, San Diego State University Research Foundation

**A. CALL TO ORDER**

The meeting was called to order by the AORMA Committee Chair, Kurt Borsting at 10:05 AM.

**B. PUBLIC COMMENTS**

There were no public comments.

**C. CONSENT CALENDAR**

- C1. Approval of the Agenda**
- C2. Approval of Minutes – March 21, 2013**

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

**MOTION: Robert de Wit**  
**SECOND: Leslie Davis**

**MOTION CARRIED**

<b>NAME</b>	<b>AYE</b>	<b>ABSTAIN</b>	<b>NAY</b>	<b>ABSENT</b>
Kurt Borsting	X			
Brian Nowlin	X			
Dwayne Brummett	X			
Frank Mumford	X			
Gigi Kiama	X			
Guy Dalpe	X			
Keith Kompsi	X			
Leslie Davis	X			
Peter Neville	X			
Robert de Wit	X			
<b>AORMA Committee Alternates</b>				
<b>Vote Only When Committee Members are Absent</b>				
Pat Worley - Alternate				
David Prenovost - Alternate				

**D. CLOSED SESSION**

A motion was made to enter closed session.

**MOTION: Frank Mumford**  
**SECOND: Robert de Wit**

**MOTION CARRIED**

<b>NAME</b>	<b>AYE</b>	<b>ABSTAIN</b>	<b>NAY</b>	<b>ABSENT</b>
Kurt Borsting	X			
Brian Nowlin	X			
Dwayne Brummett	X			
Frank Mumford	X			
Gigi Kiama	X			
Guy Dalpe	X			
Keith Kompsi	X			

Leslie Davis	<b>X</b>			
Peter Neville	<b>X</b>			
Robert de Wit	<b>X</b>			
<b>AORMA Committee Alternates Vote Only When Committee Members are Absent</b>				
Pat Worley - Alternate				
David Prenovost – Alternate				

A motion was made to end closed session.

**MOTION: Frank Mumford**

**SECOND: Leslie Davis**

**MOTION CARRIED**

<b>NAME</b>	<b>AYE</b>	<b>ABSTAIN</b>	<b>NAY</b>	<b>ABSENT</b>
Kurt Borsting	<b>X</b>			
Brian Nowlin	<b>X</b>			
Dwayne Brummett	<b>X</b>			
Frank Mumford	<b>X</b>			
Gigi Kiama	<b>X</b>			
Guy Dalpe	<b>X</b>			
Keith Kompsi	<b>X</b>			
Leslie Davis	<b>X</b>			
Peter Neville	<b>X</b>			
Robert de Wit	<b>X</b>			
<b>AORMA Committee Alternates Vote Only When Committee Members are Absent</b>				
Pat Worley - Alternate				
David Prenovost - Alternate				

The AORMA Chair reported that no action was taken in the closed session.

**E. STANDING COMMITTEE REPORTS**

**E1. Programs Committee Report**

Guy Dalpe provided a brief review of the last Programs Committee meeting.

**E2. Member Services, Loss Control and Training Committee Report**

No MSLCTC report was given as the committee had not met since the last AORMA Committee meeting on March 21, 2013.

**F. GENERAL ADMINISTRATION**

**F1. Approval of Alliant Loss Control Services Renewal Contract for FY 13-14.**

Mimi Long and Brent Escoubas explained that the current contract with Alliant Loss Control Services (ALCS) is due to expire on June 30, 2013. At its last meeting on March 21, 2013, the AORMA Committee approved a mid-term increase to this contract. The demand for the services provided by ALCS had greatly exceeded the contract amount of 50 safety days, and therefore, the FY 12/13 contract was amended to include 62.5 safety days with an annual fee of \$90,625, up from \$72,500. For FY 13/14, ALCS has proposed 60 safety days at \$1,450 per safety day for a total annual fee of \$87,000. The annual contract fee is actually decreasing because Brent is moving to Northern California and anticipates that his travel time will decrease in FY 13/14.

Brent demonstrated the ASI van safety video and the free inspection application that he downloaded onto his iPhone. The inspection application is a basic compliance template that can be modified and customized for an auxiliary's operations. Brent is working on a one minute video involving chemical storage. Charlene Minnick suggested that members take pictures or videos of their chemical storage to be sent to Brent for review. Brent can suggest modifications if applicable. Brent can also send the member pictures of good storage example.

A motion was made to approve the renewal contract for FY 13/14.

**MOTION: Keith Kompsi**

**SECOND: Brian Nowlin**

**MOTION CARRIED**

NAME	AYE	ABSTAIN	NAY	ABSENT
Kurt Borsting	X			
Brian Nowlin	X			
Dwayne Brummett	X			
Frank Mumford	X			
Gigi Kiama	X			
Guy Dalpe	X			
Keith Kompsi	X			
Leslie Davis	X			
Peter Neville	X			
Robert de Wit	X			
<b>AORMA Committee Alternates</b>				
<b>Vote Only When Committee Members are Absent</b>				
Pat Worley - Alternate				
David Prenovost - Alternate				

**F2. Approval of Policy and Procedure A-6 - Risk Reduction Matching Grant Program**

Mimi Long explained that the AORMA Committee reviewed Policy & Procedure A-6 – Risk Reduction Matching Grant Program at its last meeting on March 21, 2013. The Committee asked that the Policy & Procedure be revised to include project timeline wording. The following wording was added to the Policy & Procedure:

1. To access funds under the **Program**, a **Member** must complete the grant application which will include;
  - a. A description of the proposed risk reduction project
  - b. The anticipated timeline for completion of the risk reduction project.
  - c. An estimate of the total costs for the proposed risk reduction project.
  
2. The **Member** will be expected to complete the proposed risk reduction project within the timeline provided within the grant application. The MSLCTC may rescind the grant if the **Member** has not started, or completed, the risk reduction project within the timeframe proposed.

A motion was made to adopt the amended Policy & Procedure A-6.

**A MOTION: Peter Neville**

**SECOND: Guy Dalpe**

**MOTION CARRIED**

NAME	AYE	ABSTAIN	NAY	ABSENT
Kurt Borsting	X			
Brian Nowlin	X			
Dwayne Brummett	X			
Frank Mumford	X			
Gigi Kiama	X			
Guy Dalpe	X			
Keith Kompsi	X			
Leslie Davis	X			
Peter Neville	X			
Robert de Wit	X			
<b>AORMA Committee Alternates Vote Only When Committee Members are Absent</b>				
Pat Worley - Alternate				
David Prenovost - Alternate				

**F3. AORMA Committee Election Result**

Mimi Long reported that 23 ballots were received on the day of the agenda mailing. 30 ballots were received in total as of the date of the meeting. Kurt Borsting announced the results of the election. Brian Nowlin, Gigi Kiama and Guy Dalpe were reelection to serve another term on the Committee. Haleh Minakary and Melinda Coil were elected to serve their first two-year term on the AORMA Committee effective July 1, 2013.

**F4. Update of Excess Insurance Renewals and Approval of Binding Authority**

Daniel Howell reports that he, Charlene Minnick and Tim White met with the excess liability underwriters. Worldwide jurisdiction is being negotiated and may increase the premium costs. Dan expects the first \$5M xs \$5M layer premium to increase 2% to 2.5%. This increase will have an effect on the higher layers as well. The AORMA reinsurance agreement with Genesis will renew flat.

The foreign travel premium will be increasing due to claims activity.

The crime premium will increase approximately 10% due to claims activity. Dan is working with underwriters to revise the policy wording to cover fraudulent salary payments and disallowed expenses fraudulently incurred.

The excess workers' compensation insurance rate was increased by 5%. The AORMA Officers just settled a \$1.9M claim. Charlene Minnick talked about a new crisis response service that she is currently negotiating.

The property premium continues to rise due to the claims activity within the program. The lower program deductibles keep the rate very high.

Because this Committee will not meet again until after the July 1, 2013, program renewal date a motion was made to give authority to the CSURMA Secretary to negotiate, finalize and bind the renewal insurance policies.

**MOTION: Guy Dalpe**  
**SECOND: Frank Mumford**

**MOTION CARRIED**

NAME	AYE	ABSTAIN	NAY	ABSENT
Kurt Borsting	X			
Brian Nowlin	X			
Dwayne Brummett	X			
Frank Mumford	X			
Gigi Kiama	X			
Guy Dalpe	X			
Keith Kompsi	X			

Leslie Davis	<b>X</b>			
Peter Neville	<b>X</b>			
Robert de Wit	<b>X</b>			
<b>AORMA Committee Alternates Vote Only When Committee Members are Absent</b>				
Pat Worley - Alternate				
David Prenovost - Alternate				

**F5. Review of New CSURMA Website**

Tevea Him showed a demonstration of the new CSURMA Website to the members. The new website will be up and running effective July 1, 2013.

**G. INFORMATION ITEMS**

The Committee Members reviewed the following information items:

- G1. CSURMA AORMA 2013 Meeting Calendar**
- G2. CSURMA AORMA Program Administrator’s Contact Lists**
- G3. AORMA Committee Member – Effective 7/01/12 & Effective 07/01/13**
- G4. AORMA’s Travel Reimbursement Policy**

**F. ADJOURNMENT**

The meeting was adjourned at 12:20 PM.