

**MINUTES OF THE CSURMA AORMA
PROGRAMS COMMITTEE MEETING
FEBRUARY 26, 2015
TELECONFERENCE MEETING
1:00 PM**

MEMBERS PRESENT

Guy Dalpe, Associated Students, Inc., San Francisco State University
Mark Day, Santos Manuel Student Union of CSU San Bernardino
Jason Porth, The University Corporation, San Francisco State
Jun Reina, Capital Public Radio, Inc., CSU Sacramento

ABSENT MEMBERS

Haleh Minakary, The Cal Poly Pomona Foundation, Inc.
Gigi Kiama, The University Corporation at Monterey Bay

STAFF, GUESTS AND CONSULTANTS

Tevea Him, Alliant Insurance Services, Inc.
Mimi Long, Alliant Insurance Services, Inc.
Melinda Coil, SDSU Research Foundation

A. CALL TO ORDER

The meeting was called to order by Guy Dalpe at 1:03 PM.

B. PUBLIC COMMENTS

There were no public comments.

C. GENERAL ADMINISTRATION

C1. Approval of the Agenda Order

A motion was made to approve the order of the agenda as presented.

First: Mark Day
Second: Jun Reina

NAME	AYE	ABSTAIN	NAY	ABSENT
Guy Dalpe	X			
Gigi Kiama				X
Haleh Minakary				X
Mark Day	X			
Jun Reina	X			
Jason Porth	X			

Motion carried.

C2. Approval of Minutes – November 4, 2014

A motion was made to approve the minutes of the November 4, 2014 meeting.

First: Jun Reina
Second: Mark Day

NAME	AYE	ABSTAIN	NAY	ABSENT
Guy Dalpe	X			
Gigi Kiama				X
Haleh Minakary				X
Mark Day	X			
Jun Reina	X			
Jason Porth		X		

Motion carried.

C3. FY 14/15 AORMA Liability Program Memorandum of Coverage

Mimi Long explained that the Programs Committee is being asked to consider three changes to the AORMA Liability Program Memorandum of Coverage (MOC). The AORMA Liability Program was designed to provide Broadcaster’s and Publisher’s Liability coverage. The coverage has existed within the liability program because it was not specifically excluded. In order to further clarify the intent of the liability MOC, a definition for media wrongful act, as well as specific exclusions, has been included in the MOC. The Programs Committee reviewed these changes and noted that Section VI, L. 6. included a typo. Beach should be Breach.

The AORMA Liability Program adds back medical malpractice coverage for specific types of medical personnel. The Medical Malpractice Exclusion was revised so that it adds back coverage for phlebotomists.

Exclusion A, within the Domestic Hired Automobile Physical Damage endorsement, has been revised to remove 15-Passenger Vans as an excluded type of vehicle. The liability MOC does not exclude auto liability coverage when driving a 15-Passenger Van; however, the Domestic

Hired Automobile Physical Damage endorsement excludes physical damage coverage for any rented 15-Passenger Van.

Mimi let the Programs Committee members know that Steven Karp, who is a part of the AOA Research Administration Committee (RAC), asked that the Programs Committee reconsider physical damage coverage for off-road operations of rented vehicles in violation of a rental car agreement. At HSU vehicles are rented and driven on non-paved roads to conduct required research or campus field trips. The use of rented vehicles on non-paved roads appears to be a CSU systemwide practice and is not contained to just the research auxiliaries. Jun Reina noted that his staff may need to drive vehicles on non-paved roads as well.

After much discussion, the committee directed staff to revise Section 3, Exclusion G as follows:

CSURMA AORMA will not pay for loss arising out of any violation of the rental car agreement. This exclusion does not apply to off-road operation of a vehicle on non-paved, ~~dirt or gravel official city, county, state or federal~~ roads.

The committee noted that the non-paved road may also be a private road. It was agreed that the type of non-paved road was not necessary within the endorsement wording. The committee also asked that Section 3, Exclusion N be revised to include wording which notes that the type of vehicle rented for use on a non-paved road must be appropriate for the road condition. The committee also recommended that “non-paved” rather than “off-road” be used in Exclusion N.

A motion was made to recommend approval to the AORMA Committee of the revisions suggested by Staff as well as the additional changes:

1. Correction to the MOC, Section VI, L. 6. - Beach should be Breach
2. Deletion from the MOC, Endt. #1, Exclusion G – Delete “dirt or gravel official city, county, state or federal”
3. Amendment of the MOC, Endt. #1, Exclusion N – Change “off-road” to “non-paved” and add wording which requires the vehicle rented for use on a non-paved road to be appropriate for the road condition

First: Mark Day

Second: Jun Reina

NAME	AYE	ABSTAIN	NAY	ABSENT
Guy Dalpe	X			
Gigi Kiama				X
Haleh Minakary				X
Mark Day	X			
Jun Reina	X			
Jason Porth	X			

Motion carried.

C4. FY 15/16 AORMA Liability Program Member Allocation

Mimi explained that the FY 15/16 Liability Program premiums for two Sonoma auxiliary organizations are artificially high due to the collaring of the FY 14/15 premiums. If the premiums were not collared the FY 15/16 premium would be \$20,769 lower.

Auxiliary	FY 14/15	FY 15/16 w/o Collars	FY 15/16 w/ Collars	Diff Between Collared and Uncollared
Sonoma State University Academic Foundation, Inc.	15,384	2,800	13,384	10,584
Associated Students of Sonoma State University	15,839	3,595	13,780	10,185

The square footage used in the FY 14/15 premium calculation was not the current square footage for both auxiliaries. The ISO based FY 14/15 allocation formula included premium collars to limit fluctuations. The allocation limited increases to 10% and decreases to 5%, the goal being to foster premium stability over time. Because premiums were collared, even if the member had a major exposure change, the premium increase or decrease would be collared. This practice resulted in premiums being charges against out-of-date exposures.

Auxiliary	FY 14/15 Square Footage	Actual Square Footage
Sonoma State University Academic Foundation, Inc.	90,500	12,800
Associated Students of Sonoma State University	65,109	5,000

Mimi requested the ability to rerate the two Sonoma auxiliary organizations based on current exposure information. Mimi did note that there were other auxiliaries who may have this same situation.

In order to be fair and equitable to all AORMA members, the committee directed Staff to audit those members whose collared FY 15/16 premiums are substantially higher than the non-collared FY 15/16 premiums. The committee would like to review the audit information before making a decision.

A motion was made to table this item until the June 25, 2015 meeting when additional information is available so the committee can make an informed decision.

First: Jason Porth
Second: Jun Reina

NAME	AYE	ABSTAIN	NAY	ABSENT
Guy Dalpe	X			
Gigi Kiama				X
Haleh Minakary				X
Mark Day	X			
Jun Reina	X			
Jason Porth	X			

Motion carried.

C5. FY 15/16 AORMA Crime Program Member Allocation

Mimi explained that because ASI does not have employees, a minimum premium based on expenses is charged. When including the CSU Bakersfield referendum expenses, the minimum premium is \$1,517. Based on just ASI’s expenses, the minimum premium is \$517. Because ASI never has access to the referendum funds, they requested that their premium be based on just their own expenses.

The committee reviewed the breakdown of expenses for ASI.

Entity	Expense
Associated Students, CSU Bakersfield, Inc.	360,654
CSU Bakerfield - Referendum Activities	2,893,422
Activity	Expense
ASI Administration	360,654
Athletic Referendum	467,045
Children's Center Referendum	135,225
NCAA Referendum	2,188,605
Club Referendum	36,199
AVC Referendum	66,348
Total	3,254,076

The committee discussed approving a change to the FY 15/16 AORMA Crime Program Member Allocation for Associated Students, CSU Bakersfield, Inc., but didn’t feel they had enough information to make a fair and equitable decision. They felt that other auxiliaries may be in this same situation with their financials and expenses. The committee directed to Staff to gather more information from those auxiliaries with no employees who are subject to the minimum premium based on expenses.

A motion was made to table this item until the June 25, 2015 meeting when additional information is available so the committee can make an informed decision.

First: Mark Day

Second: Jun Reina

Motion carried.

NAME	AYE	ABSTAIN	NAY	ABSENT
Guy Dalpe	X			
Gigi Kiama				X
Haleh Minakary				X
Mark Day	X			
Jun Reina	X			
Jason Porth	X			

D. INFORMATION ITEMS

The information items were reviewed, but there was no discussion.

- D1. 2015 CSURMA AORMA Meeting Calendar**
- D2. FY 14/15 Long Range Action Plan**
- D3. CSURMA AORMA Committee and Standing Committee Roster**

E. ADJOURNMENT

A motion was made to adjourn the meeting at 2:17 PM