APPROVED

MINUTES OF THE CSURMA EXECUTIVE COMMITTEE MEETING

ALLIANT SACRAMENTO OFFICE
2180 HARVARD STREET, SUITE 380 • SACRAMENTO, CA

MARCH 6, 2024 AT 2:30 PM
MARCH 7, 2024 AT 8:30 AM

MEMBERS PRESENT
Scott Apel (Chair), California State University, Long Beach
Michael Beatty, San Francisco State University
Colin Donahue, California State University, Northridge *(joined at 2:49pm Day 1)*
Robert Eaton (Treasurer), CSU Office of the Chancellor, Financing, Treasury & Risk Management *(left at 9am Day 2)*
Rose McAuliffe, California State University, Stanislaus
Bill Olmsted, University Union Operation of CSUS, Inc.
Lynniece Warren, California State University, San Bernardino *(joined at 3:00pm Day 1)*

MEMBERS ABSENT
Chuck Kissel, CSU Fullerton Auxiliary Services Corporation

STAFF, GUESTS & CONSULTANTS
Scott Bourdon, CSU Office of the Chancellor *(Day 2)*
Smey Chum, CSU Office of the Chancellor, Financial Services
Bryan Cogliano, Evident ID
David Gee, CSU Office of the Chancellor, Procurement Systems & Technology
Zachary Gifford, CSU Office of the Chancellor, Risk Management *(Day 2)*
Tevea Him, Alliant Insurance Services, Inc.
Daniel Howell, Alliant Insurance Services, Inc.
William Hsu, CSU Office of the Chancellor, Office of General Counsel
Deanna Jacona, Hudson Claims Consulting
Alice Kim, CSU Office of the Chancellor, Financial Services
Amy Lightner, Alliant Insurance Services, Inc.
Mimi Long, Alliant Insurance Services, Inc.
Jaime Thompson, CSU Office of the Chancellor, Office of General Counsel
Jody Van Leuven, CSU Office of the Chancellor, Risk Management
Robin Webb, CSU Office of the Chancellor, Office of General Counsel

A. CALL TO ORDER

The meeting was called to order at 2:34 PM by the Chair, Scott Apel.

A1. Approval of the Agenda

The following changes were made to the agenda:

- Move Item G3, Evident ID Presentation to Thursday at 3:00 PM,
- Move Closed Session to Thursday immediately following Item G3.

A motion was made to approve the revised agenda.

MOTION: Bill Olmstead
SECOND: Rose McAuliffe

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Mike Beatty	X			
Colin Donahue				X
Robert Eaton	X			
Chuck Kissel				X
Rose McAuliffe	X			
Bill Olmsted	X			
Lynniece Warren				X

Motion carried.

B. PUBLIC COMMENTS

Scott Apel announced his decision to appoint Rose McAuliffe to the Vice Chair seat as the seat was vacated by Thom Davis.

There were no comments from members of the public.

C. CONSENT CALENDAR

C1. Approval of Minutes – January 13, 2025
C2a. Financial Reports: Draft Financial Statement at December 31, 2024
C2b. Financial Reports: Treasurer's Quarterly Investment Report at December 31, 2024
C3. Annual Review of the CSURMA's Data Security Policies
C4. Annual Review of the Applicable CSU Policies within the Business and Finance Section of the CSU Policy Library
C5. CSURMA Master Investment Policy and Related Investment Policies
C6. Chancellor's Office Overhead Costs for FY 25/26

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

MOTION: Michael Beatty

SECOND: Robert Eaton

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Mike Beatty	X			
Colin Donahue				X
Robert Eaton	X			
Chuck Kissel				X
Rose McAuliffe	X			
Bill Olmsted	X			
Lynniece Warren				X

Motion carried.

G3. Evident ID

David Gee and Bryan Cogliano provided a presentation on the services included within Evident ID as well as pricing options.

The Committee agreed to discuss this item again during tomorrow's meeting.

F. CLOSED SESSION

1. CSU v. SELF
2. Rogers/Weber v. CSU (San B.), et al.
3. McAuliffe v. CSU (MB)
4. Ramos/Paredes adv. CSU (SJSU)
5. Coverage re: Athletics Participation Proceedings
6. Vakilzadeh v. CSU

A motion was made to enter closed session at 3:16 AM.

MOTION: Michael Beatty
SECOND: Bill Olmstead

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Mike Beatty	X			
Colin Donahue	X			
Robert Eaton	X			
Chuck Kissel				X
Rose McAuliffe	X			
Bill Olmsted	X			
Lynniece Warren	X			

Motion carried.

The Committee came out of closed session at 3:48 PM. The Chair reported that no action was taken during closed session.

D. GENERAL ADMINISTRATION

D1. CSURMA Budget Variance Report at December 31, 2024

The Executive Committee reviewed the CSURMA Variance Report at December 31, which compares the actual expenditures and anticipated expenditures to the approved budget.

D2. FY 2025/26 CSURMA Operating Budget

The Executive Committee reviewed the draft FY 2025/26 CSURMA Operating Budget.

A motion was made to recommend to the Board of Directors adoption of the FY 2025/26 CSURMA Budget.

MOTION: Colin Donahue
SECOND: Bill Olmsted

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Mike Beatty	X			
Colin Donahue	X			
Robert Eaton	X			
Chuck Kissel				X
Rose McAuliffe	X			
Bill Olmsted	X			
Lynniece Warren	X			

Motion carried.

D3. Excess Insurance Renewals and Underwriter Meetings Report

Amy Lightner provided a summary of the expected reinsurance and excess insurance costs for the FY 25/26 CSURMA coverage programs.

D4. Review of Odd-Numbered CSURMA Policies and Procedures

The Committee reviewed all of CSURMA's odd-numbered Policies & Procedures and no revisions were recommended.

D5. Campus Liability Risk Pool Coverage and Funding for Claims Designated Systemwide and Extension Matters

Policy and Procedure No. 8 – Coverage Determinations and Administration Process for Claims Designated "Systemwide" or "Extension", requires that the CSURMA Claims Manager annually prepare a report summarizing the number of Systemwide and Extension claims, including the total paid and total incurred. The Committee reviewed the report showing the following:

1. All Claims
2. All Systemwide Claims
3. All Extension Claims
4. All Systemwide that are also Extension Claims

D6. Combat Sports Claim Review

The Committee reviewed the Combat Sport census which shows that seven CSU campuses have a Combat Sports program. The Committee discussed the potential exposure to CSURMA from these programs and directed Staff add Combat Sports to the 2025/26 Long Range Action Plan.

D7. Appointment of 2025 Rating Plan Task Group

The Chair appointed Lynniece Warren, Rose McAuliffe, Colin Donahue and Zachary Gifford to serve on the RPTG. The first meeting of the RPTG will be in July, in-person, at a location to be determined. The RPTG will evaluate the rating plans for the following coverage programs:

1. Workers' Compensation
2. General Liability, Errors & Omissions Liability, Employment Practices Liability
3. Property
4. Industrial Disability Leave, Non-Industrial Disability Insurance, Unemployment Insurance (IDL/NDI/UI)
5. Automobile Liability
6. Athletic Injury Medical Expense (AIME)

D8. PRISM Workers' Compensation Renewal

No action was taken as the amended rates for a new two-year commitment were not received prior to this meeting. The amended rates will be presented at the May Executive Committee meeting.

This item is tabled to the May 2025 Executive Committee meeting.

D9. Liability Claims Administration Audit Services

In accordance with Policy and Procedure No. 5, CSURMA's third-party claims administrators are audited periodically to ensure members receive high quality claims services. Policy and Procedure No. 5 specifies that the audits are to be conducted biennially.

The pricing for the Campus and AORMA liability claim audits will remain the same at $5,000 and $6,500, respectively. The cost for the AIME claims audit is expected to be no more than $11,000.

A motion was made to approve funding of the audit of the claims administration for the Campus Liability Program, AORMA Liability Program and AIME Medical Expense Programs at a cost not to exceed $22,500.

MOTION: Robert Eaton
SECOND: Bill Olmsted

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Mike Beatty	X			
Colin Donahue	X			
Robert Eaton	X			
Chuck Kissel				X
Rose McAuliffe	X			
Bill Olmsted	X			
Lynniece Warren	X			

Motion carried.

E. STANDING COMMITTEE REPORTS

E1. AIME Program Update

Michael Beatty provided an overview of the current activity within the AIME program.

E2. AORMA Programs Update

Bill Olmsted noted AORMA Committee had not met since the last Executive Committee meeting.

The meeting was adjourned for the day at 4:40 PM.

The meeting was reconvened and called to order at 8:31 AM on March 7, 2025.

G. LONG RANGE ACTION PLANNING

G1. Review of CSURMA FY 2024/25 Long Range Action Plan

The Executive Committee reviewed the items on the FY 2024/25 Long Range Action Plan.

LRP-1: Injunctive Relief. Completed

LRP-2: Property Underwriting Process to Increase Deductibles for Repeat Claims (based on type of claim or at the same facility). Completed

LRP-3: International Program Student Health. Completed

LRP-4: Energized Equipment. Move to the FY 25/26 Long Range Action Plan

LRP-5: Analysis of Retained Property Losses to Prevent/Mitigate Future Losses. Completed

LRP-6: CSURMA Communication of Risk Management Available Resources. Completed

LRP-7: Create Acceptance of Risk / Informed Consent Document to be Use When Students are Engaged in Experiential Learning. Move to the FY 25/26 Long Range Action Plan

LRP-8: Property and Casualty - Identify the Top Good Things Impacting Risk and Top Wish List. Completed

G2. Campus Risk Pools Funding Status

The Committee reviewed the Risk Pools Funding Status report. The Program Administrator was directed to provide this report based on a "cash basis" as well as a "fund balance basis".

G3. Evident ID

After discussing this item in more detail, the Committee directed the Program Administrator to add the Evident ID costs to the FY 25/26 CSURMA Budget, allocating the cost between the Campus Liability Program and the AORMA Liability Program, based on each program's percentage of the total CSURMA Liability Program contributions.

G4. CSURMA Property Program (Campus and AORMA) Third-Party Claims Administration

The Campus and AORMA Property Program risk pool limits have increased which results in the majority of all claim costs being paid by the risk pools rather than by excess insurers. Because of this, the excess insurers have stopped paying for the claims administration and instead are billing CSURMA directly.

Within the past seven months, July 1, 2024 to January 30, 2025, CSURMA Financial Services has paid property program claims administration fees totaling $232,000; that is an average of $33,143 per month. The actual paid costs are $205,230 for Campus and $26,770 for AORMA. Within the CSURMA budget a cost of $397,716 is anticipated for FY 24/25 and budgeted for FY 25/26. The fee is split by 75% for Campus and 25% for AORMA.

A motion was made to direct the Program Administrator to send out an RFP for claims administration of the property program.

MOTION: Scott Apel
SECOND: Rose McAuliffe

NAME	AYE	ABSTAIN	NAY	ABSENT
Scott Apel	X			
Mike Beatty	X			
Colin Donahue	X			
Robert Eaton				X
Chuck Kissel				X
Rose McAuliffe	X			
Bill Olmsted	X			
Lynniece Warren	X			

Motion carried.

G5. Development of New Programs, Services and Projects
G6. Development of CSURMA Goals for Next One to Three Years

The Executive Committee identified the following projects to add to the FY 25/26 Long Range Action Plan:

1. Energized Equipment
2. Create Acceptance of Risk / Informed Consent Document to be Use When Students are Engaged in Experiential Learning.
3. Evident ID
4. Combat Sports
5. AI Campus Security Survey
6. Process for Identifying Complex Claims Process

H. INFORMATION ITEM

H1. CSURMA Committee Member Professional Development
H2. CSURMA Meeting Calendars
H3. CSURMA Administrative Service Calendar
H4. CSURMA Executive Committee & Staff Contact List

I. ADJOURNMENT

The meeting was adjourned at 9:33 AM.