

**MINUTES OF THE CSURMA AORMA
COMMITTEE MEETING
DECEMBER 4, 2025 @ 10:00 AM**

VIA ZOOM

MEMBERS PRESENT

Keith Crawford, Associated Students of CSU, Chico
Ian Hannah, Sonoma State University Foundation
Rosa Hernandez, Forty-Niner Shops, Inc. & Associated Students, Inc.
Chuck Kissel, CSU Fullerton Auxiliary Services Corporation
Leslie Levinson, San Diego State University Research Foundation
Bill Olmsted, University Union Operation of CSUS, Inc.
Cecilia Ortiz, University Student Union, Inc. at CSUN
Barnaby Peake, Associated Students, Inc., CSU Los Angeles
Raven Tyson, Associated Students, San Diego State University

MEMBERS ABSENT

Jennifer Puccinelli, Santos Manuel Student Union of CSU, San Bernardino

STAFF, GUESTS, AND CONSULTANTS

Katie Brant, Sedgwick CMS
Smey Chum, CSU Office of the Chancellor, Financial Services
Daniel Howell, Alliant Insurance Services, Inc.
William Hsu, CSU Office of the Chancellor, Office of General Counsel
Deanna Jacona, Hudson Claims Consulting
Amy Lightner, Alliant Insurance Services, Inc.
Mimi Long, Alliant Insurance Services, Inc.
Brian Montagnese, Sedgwick CMS
Jullia Perancullo, CSU Office of the Chancellor, Financial Services
Jaime Thompson, CSU Office of the Chancellor, Office of General Counsel

A. CALL TO ORDER

The meeting was called to order by the Chair, Chuck Kissel, at 10:00 AM.

A1. Approval of the Agenda

A motion was made to approve the agenda.

Motion: Bill Olmsted

Second: Barnaby Peake

NAME	AYE	ABSTAIN	NAY	ABSENT
Keith Crawford	X			
Ian Hannah	X			
Rosa Hernandez	X			
Chuck Kissel	X			
Leslie Levinson	X			
Bill Olmsted	X			
Cecilia Ortiz	X			
Barnaby Peake	X			
Jennifer Puccinelli				X
Raven Tyson	X			

Motion carried.

B. PUBLIC COMMENTS

C. CONSENT CALENDAR

C1. Approval of Minutes – September 3-4, 2025

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

Motion: Bill Olmsted

Second: Rosa Hernandez

NAME	AYE	ABSTAIN	NAY	ABSENT
Keith Crawford	X			
Ian Hannah		X		
Rosa Hernandez	X			
Chuck Kissel	X			
Leslie Levinson	X			
Bill Olmsted	X			
Cecilia Ortiz	X			
Barnaby Peake	X			
Jennifer Puccinelli				X
Raven Tyson	X			

Motion carried.

D. STANDING COMMITTEE REPORTS

D1. CSURMA AORMA Benefits Committee Update

No formal report was presented. It was noted that the Alliant Benefits Team will host a breakfast session during the AOA Conference, and all attendees are invited to participate.

E. CLOSED SESSION

1. William Cochran v. SJSU Research Foundation (WC)
2. Muell v. CSU Fresno Foundation
3. Saleah Schaub v. CSU Fullerton Auxiliary Services Corp

A motion was made to enter closed session at 10:04 AM.

Motion: Raven Tyson

Second: Rosa Hernandez

NAME	AYE	ABSTAIN	NAY	ABSENT
Keith Crawford	X			
Ian Hannah	X			
Rosa Hernandez	X			
Chuck Kissel	X			
Leslie Levinson	X			
Bill Olmsted	X			
Cecilia Ortiz	X			
Barnaby Peake	X			
Jennifer Puccinelli				X
Raven Tyson	X			

Motion carried.

The Committee reconvened in open session at 10:35 AM. The Chair reported that action was taken on William Cochran v. SJSU Research Foundation during closed session.

F. GENERAL ADMINISTRATION

F1. FY 2025/26 CSURMA AORMA Long-Range Action Plan

The Committee received a report on the items included in the FY 2025/26 Long Range Action Plan:

- LRP-1: Resolve the Evidence of Auto Liability Insurance issue with the DMV (carried over from FY 2024/25)
- LRP-2: Launch the Automated COI Tracking Platform through Evident ID

- LRP-3: Evaluate the layers of Workers' Compensation Reinsurance purchased through PRISM
- LRP-4: Analyze the Property Program's water damage claims
- LRP-5: Survey the Auxiliary Organizations for all major exposure and operational changes

Regarding LRP-2, this project is currently on hold while the CSU Chancellor's Office-appointed working group evaluates options for a systemwide automated certificate of insurance (COI) tracking system. The Program Administrator has been directed to distribute the working group's initial presentation, which outlines the proposed actions and next steps.

Regarding LRP-5, it was recommended that the Program Administrator review the CSU Auxiliary Control Self-Assessment. This is a newly issued risk management survey from the CSU Office of Audit and Advisory Services that was completed by all CSU Auxiliary Organizations. Given the scope of the assessment, it may include overlapping information that could be beneficial for CSURMA's use.

A motion was made to approve the FY 2025/26 Long Range Action Plan as presented.

Motion: Rosa Hernandez

Second: Barnaby Peake

NAME	AYE	ABSTAIN	NAY	ABSENT
Keith Crawford	X			
Ian Hannah	X			
Rosa Hernandez	X			
Chuck Kissel	X			
Leslie Levinson	X			
Bill Olmsted	X			
Cecilia Ortiz	X			
Barnaby Peake	X			
Jennifer Puccinelli				X
Raven Tyson	X			

Motion carried.

F2. Workers' Compensation Program Member Allocation for FY 2026/27

The Committee reviewed the AORMA Workers' Compensation Program Member Allocation for FY 2026/27. Total program costs were allocated to members in accordance with the approved allocation formula outlined in Policy and Procedure W-1.

A motion was made to approve the FY 2026/27 Workers' Compensation Program Member Allocation and to authorize the Program Administrator to revise individual member allocations should members provide updated payroll information.

Motion: Bill Olmsted

Second: Raven Tyson

NAME	AYE	ABSTAIN	NAY	ABSENT
Keith Crawford	X			
Ian Hannah	X			
Rosa Hernandez	X			
Chuck Kissel	X			
Leslie Levinson	X			
Bill Olmsted	X			
Cecilia Ortiz	X			
Barnaby Peake	X			
Jennifer Puccinelli				X
Raven Tyson	X			

Motion carried.

F3. Liability Program Member Allocation for FY 2026/27

The Committee reviewed the final member allocation and the associated allocation factors for the FY 2026/27 Liability Program Member Allocation. Total program costs were assigned to members in accordance with the allocation formula outlined in Policy and Procedure L-8.

A motion was made to approve the FY 2026/27 Liability Program Member Allocation, including the allocation factors, and to authorize the Program Administrator to revise individual member allocations should members provide updated exposure or rating information.

Motion: Cecilia Ortiz

Second: Barnaby Peake

NAME	AYE	ABSTAIN	NAY	ABSENT
Keith Crawford	X			
Ian Hannah	X			
Rosa Hernandez	X			
Chuck Kissel	X			
Leslie Levinson	X			
Bill Olmsted	X			
Cecilia Ortiz	X			

NAME	AYE	ABSTAIN	NAY	ABSENT
Barnaby Peake	X			
Jennifer Puccinelli				X
Raven Tyson	X			

Motion carried.

F4. Property Program Member Allocation for FY 2026/27

The Committee reviewed the final member allocation and the allocation factors for the FY 2026/27 Property Program Member Allocation. Total program costs were distributed to members in accordance with the approved allocation methodology outlined in Policy and Procedure P-1.

A motion was made to approve the FY 2026/27 Property Program Member Allocation, including the allocation factors, and to authorize the Program Administrator to revise individual member allocations should members provide updated exposure or rating information.

Motion: Leslie Levinson

Second: Bill Olmsted

NAME	AYE	ABSTAIN	NAY	ABSENT
Keith Crawford	X			
Ian Hannah	X			
Rosa Hernandez	X			
Chuck Kissel	X			
Leslie Levinson	X			
Bill Olmsted	X			
Cecilia Ortiz	X			
Barnaby Peake	X			
Jennifer Puccinelli				X
Raven Tyson	X			

Motion carried.

F5. Crime Program Member Allocation for FY 2026/27

The Committee reviewed the final member allocation and the allocation factors for the FY 2026/27 Crime Program Member Allocation. Total program costs were allocated to members based on the approved allocation formula outlined in Policy and Procedure C-1.

A motion was made to approve the FY 2026/27 Crime Program Member Allocation as presented.

Motion: Keith Crawford

Second: Barnaby Peake

NAME	AYE	ABSTAIN	NAY	ABSENT
Keith Crawford	X			
Ian Hannah	X			
Rosa Hernandez	X			
Chuck Kissel	X			
Leslie Levinson	X			
Bill Olmsted	X			
Cecilia Ortiz	X			
Barnaby Peake	X			
Jennifer Puccinelli				X
Raven Tyson	X			

Motion carried.

F6. Workers' Compensation Coverage for Volunteers

The Committee reviewed the AORMA Workers' Compensation Program volunteer claims. Policy and Procedure W-5 confirms that Workers' Compensation Program members may elect to provide workers' compensation coverage for their volunteers. The policy further specifies that volunteer losses may be reviewed annually to ensure the rating integrity of the program.

The Committee directed the Program Administrator to research and provide a conclusion regarding whether an AORMA Workers' Compensation Program member can adopt a board resolution to extend coverage to only certain volunteers, rather than all volunteers.

Upon resolution of the question regarding the separation of volunteers, the Program Administrator is further directed to distribute guidance to all AORMA Workers' Compensation Program members on volunteer coverage options which may allow for selective coverage, along with recommended actions to implement such coverage.

F7. AORMA Property Program - Water Damage Repeat Claims and Deductible Options

The Program Administrator reviewed AORMA Property Program claims over the past 10 years and identified several members who have experienced repeat water damage losses at the same locations or involving the same building systems, potentially indicating underlying maintenance or infrastructure issues. Currently, AORMA applies a standard property deductible with no mechanism to address repeat losses.

To reduce recurring claims and encourage timely corrective action, the Chair directed the Rating Plans Task Group to review the issue and provide a formal recommendation to the AORMA Committee on addressing repeat water damage claims.

F8. Policy and Procedure A-10, Resolution of Coverage Disputes

AORMA currently does not have a policy addressing the resolution of claims and coverage disputes. While CSURMA maintains a similar policy for campuses, no equivalent guidance exists for auxiliary organizations, creating potential inconsistencies in how disputes are evaluated and resolved.

As part of ongoing efforts to align AORMA governance with CSURMA standards, while addressing auxiliary-specific considerations, the Program Administrator drafted a new Policy and Procedure. The proposed policy is modeled after the CSURMA policy, with revisions tailored to AORMA operations and member needs. It defines the dispute process, clarifies roles, and promotes consistent, transparent decision-making.

A motion was made to approve to adopt Policy and Procedure A-10, establishing a formal process and outlining responsibilities for handling claims and coverage disputes within the AORMA programs.

Motion: Leslie Levinson

Second: Cecilia Ortiz

NAME	AYE	ABSTAIN	NAY	ABSENT
Keith Crawford	X			
Ian Hannah	X			
Rosa Hernandez	X			
Chuck Kissel	X			
Leslie Levinson	X			
Bill Olmsted	X			
Cecilia Ortiz	X			
Barnaby Peake	X			
Jennifer Puccinelli				X
Raven Tyson	X			

Motion carried.

F9. AORMA Programs Participation Agreements

The AORMA Participation Agreement has been amended to include all four AORMA coverage programs that include a risk pool and to clarify Program Participant responsibilities. Members of the AORMA Property and Crime Programs have not previously signed a participation agreement,

as none existed for those programs. The amended agreement is intended to become effective July 1, 2026.

The Program Administrator conducted a comprehensive review to ensure consistency across all programs and alignment with CSURMA standards. The revised agreement consolidates all four coverage programs into a single document and strengthens language regarding Program Participant responsibilities, including cooperation in claims investigations and coverage determinations. Amendments also update definitions, modernize terminology, and improve clarity. Pending Committee approval, the amended agreement will be forwarded to the CSURMA Executive Committee before distribution.

A motion was made to approve and adopt the amended AORMA Participation Agreement and authorize its distribution to all Program Participants for execution.

Motion: Keith Crawford

Second: Bill Olmsted

NAME	AYE	ABSTAIN	NAY	ABSENT
Keith Crawford	X			
Ian Hannah	X			
Rosa Hernandez	X			
Chuck Kissel	X			
Leslie Levinson	X			
Bill Olmsted	X			
Cecilia Ortiz	X			
Barnaby Peake	X			
Jennifer Puccinelli				X
Raven Tyson	X			

Motion carried.

F10. Appointment of the Rating Plans Task Group

Policy and Procedure A-5 requires the AORMA Committee to review coverage program allocation formulas every three years. The next review by the Rating Plans Task Group (RPTG) is scheduled for July 2026 and will cover the Liability, Workers' Compensation, Property, Crime, and Unemployment Insurance Programs. All recommended changes will become effective July 1, 2027. The proposed timeline includes RPTG meetings in July and August 2026, Committee review in September 2026, and distribution of updated pricing to members in January 2027.

The Chair appointed Chuck Kissel as Chair of the Rating Plans Task Group (RPTG), with Cecilia Ortiz, Keith Crawford, Rosa Hernandez, and Barnaby Peake serving as members.

F11. Assessment to be Paid in FY 26/27 for CSU Institute

The California State University Institute was dissolved effective June 30, 2025. Policy and Procedure A-4, Dividends and Assessments, states that assessments remain valid for members who participated in the program during the assessed period, even if they have since left the program. However, because the Institute is no longer in existence, it was recommended that its assessment be waived. The assessment allocated to the CSU Institute is \$769.

The Committee did not approve waiving the CSU Institute assessment.

The Committee directed the Program Administrator to research successor agreements for terminated CSU Auxiliary Organizations in relation to any potential future assessments.

G. INFORMATIONAL ITEMS

- G1. Professional Development**
- G2. CSURMA AORMA Meeting Calendar**
- G3. CSURMA AORMA Program Administrator's Contact Lists**
- G4. AORMA's Travel Reimbursement Policy**
- G5. AORMA Committee Roster**
- G6. CSURMA Administrative Service Calendar**

The Committee reviewed the informational items, but there was no discussion.

H. ADJOURNMENT

The meeting was adjourned at 12:09 PM.