



CSURMA EXECUTIVE COMMITTEE MEETING AGENDA
“This is an Open Public Meeting”

In accordance with the requirements of the Bagley-Keene Open Meeting Act, notice of this meeting must be posted in publicly accessible places, including the Internet, at least ten (10) days in advance of the meeting.

Per Government Code section 54954.2, persons requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, are requested to contact Alliant at (415) 403-1400 twenty-four hours in advance of the meeting. Entrance to the meeting location requires routine provision of identification to building security. However, CSURMA does not require any member of the public to register his or her name, or to provide other information, as a condition to attendance at any public meeting and will not inquire of building security concerning information so provided. See Government Code section 54953.3.

1. Teleconference Location - CSU Chancellor’s Office, 401 Golden Shore, Long Beach, CA
2. Dr. Ming-Tung “Mike” Lee, California State University Sacramento, 6000 J Street, Sacramento, CA

Meeting Date:	March 19, 2015	Primary Location:	Alliant Insurance Services
Time:	2:30 PM		1301 Dove Street, 2 nd Floor
			Newport Beach, CA 92660

Reconvene: March 20, 2015
8:00 AM

Legend: **A** = Action
I = Information
V = Verbal
S = Separate

A. CALL TO ORDER

1. **Approval of the Agenda** **A** p. 4

B. PUBLIC COMMENTS

C. CONSENT CALENDAR **A**

The Committee is asked to take action on the Consent Calendar items as a group, except that a member may request that an item be withdrawn from the Consent Calendar for discussion and action.

1. **Approval of Minutes – February 8, 2015** p. 5
The Committee will be asked to approve the minutes from their last meeting
2. **Financial Report** p. 15
 - a. Treasurer’s Report
3. **CSURMA Master Investment Policy and Related Investment Policies and Adoption of Resolution No. 03-15 (EC)** p. 22
The Committee will be asked to approve the CSURMA Master Investment Policy and Related Investment Policies and adopt Resolution 03-15 (EC)
4. **FY 2014/2015 Midterm Budget Amendments and Adoption of Resolution No. 02-15 (EC)** p. 27
The Committee will be asked to approve the mid-term amendments to the FY 14/15 budget and to adopt of Resolution 02-15 (EC)

D. GENERAL ADMINISTRATION

- | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1. Chancellor’s Office Services Budget Proposal for FY 15/16 | A | <i>p. 71</i> |
| <i>The Committee will be asked to approve the Chancellor’s Office Services budget proposal for FY 15/16, taking action as appropriate</i> | | |
| 2. Delegation of Authority to Renew Insurance Programs | A | <i>p. 79</i> |
| <i>The Committee will receive a report on the CSURMA insurance program renewals for the FY 15/16, taking action as appropriate</i> | | |
| 3. FY 2015/2016 Operating Budget | A | <i>p. 97</i> |
| <i>The Committee will be asked to review and recommend approval for the FY 15/16 budget to the Board of Directors, with revisions as necessary</i> | | |
| 4. Campus Coverage Programs FY 2015/2016 Rates and Gross Funding | A | <i>p. 139</i> |
| <i>The Committee will be asked to review proposed changes to the FY 15/16 Premium Deposits, with revisions as necessary</i> | | |
| 5. Report of Nominating Committee on Executive Committee Elections | I | <i>p. 149</i> |
| <i>The Committee will receive a report from the Nominating Committee for Executive Committee elections</i> | | |
| 6. Presentation of CSURMA Operational Review Report | A | <i>p. 153</i> |
| <i>*** TIME CERTAIN – Thursday, March 19, 2015 8:30 a m ***</i> | | |
| <i>The Committee will be asked to review the consultant’s report, taking action as appropriate.</i> | | |
| 7. Review of Policies and Procedures (Odd Numbered) | A | <i>p. 155</i> |
| <i>The Committee will be asked to review the odd-numbered Policies and Procedures approving revisions as appropriate</i> | | |
| <ul style="list-style-type: none"> • No. 1 - Assessments and Disbursements • No. 3 - Records Retention • No. 5 - Claims Audits • No. 7 - Self-Insured Program Funding • No. 9 - Property Coverage for State-Owned Buildings Leased to Auxiliary Organizations • No. 11 - CSURMA Operating Budget Process • No. 13 - Campus Risk Pool Target Reserve Funding Policy • No. 15 - Responsibilities of Treasurer and Auditor • No. 17 - Reimbursement of Travel Expenses • No. 19 - Campus Risk Pool Claims Settlement Authority • No. 21 - Campus Risk Management Innovation Grant Program | | |

E. COMMITTEE UPDATES



California State University Risk Management Authority

- | | | | |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| 1. | AIME Program Update
<i>The Committee will receive a verbal report of the AIME programs</i> | I | <i>p. 181</i> |
| 2. | AORMA Programs Update
<i>The Committee will receive a verbal report on the AORMA programs</i> | I | <i>p. 182</i> |
| F. | CLOSED SESSION Pursuant to Cal. Gov. Code Sec. 11126(e)(1) & 11126(f)(1) –
<i>Action may be taken per Government Code Section 11126(e)(1) & 11126(f)(1). The matters below may be discussed. The Committee may take action or provide direction to Staff regarding the matters.</i>
None | A | |
| G. | INFORMATION ITEMS | | |
| 1. | Fitting the Pieces Together Conference - 2015 | I | <i>p. 183</i> |
| 2. | Review of FY 14/15 Long Range Planning Goals | I | <i>p. 190</i> |
| 3. | 2015 CSURMA Meeting Calendar | I | <i>p. 194</i> |
| 4. | CSURMA Administrative Service Calendar | I | <i>p. 197</i> |
| 5. | CSURMA Executive Committee & Staff Contact List | I | <i>p. 202</i> |
| H. | ADJOURNMENT | A | |

The next CSURMA Executive Committee meeting is scheduled for Friday, May 8, 2015 at 8:00am at the Chancellor's Office in Long Beach, CA. If you have questions regarding the agenda package, please contact Mimi Long at mlong@alliant.com / (415) 403-1423 or Tevea Him at thim@alliant.com / (415) 403-1416

APPROVAL OF THE AGENDA

ISSUE: The Committee will be asked to approve the agenda for today's meeting.

RECOMMENDATION: Staff recommends that the Committee approve the agenda as presented.

FISCAL IMPACT: None.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S): None.

APPROVAL OF MINUTES – FEBRUARY 8, 2015

ISSUE: The Committee will be asked to review and approve the draft minutes from its February 8, 2015 meeting.

RECOMMENDATION: It is recommended that the Committee approve the minutes from its February 8, 2015 meeting, including corrections as necessary.

FISCAL IMPACT: None.

BACKGROUND: The minutes reflect the actions taken by the Executive Committee at its last meeting.

PUBLICATION: None.

ATTACHMENT(S):

- a. CSURMA Executive Committee Meeting Minutes – February 8, 2015

**MINUTES OF THE
CSURMA EXECUTIVE COMMITTEE MEETING**

FEBRUARY 8, 2015

**THE LANGHAM HUNTINGTON
1401 South Oak Knoll • Pasadena, CA**

3:00 PM

MEMBERS PRESENT

George V. Ashkar (Treasurer) – CSU, Office of the Chancellor
 Robert de Wit (AORMA Chair) - Forty-Niner Shops, Inc., CSULB
 Lori Gentles – CSU, Fullerton
 Linda Hawk (Acting Chair) – CSU, San Marcos
 Mike Lee (Vice-Chair) – CSU, Sacramento
 Frank Mumford (AORMA Vice-Chair) – CSU, Fullerton
 Mike Thorpe – CSU, Chico

MEMBERS ABSENT

None

STAFF, GUESTS & CONSULTANTS

Ron Cortez - San Francisco State University
 Robert Eaton (Secretary/Auditor) – CSU, Office of the Chancellor
 Zachary Gifford – CSU, Office of the Chancellor
 Daniel Howell - Alliant Insurance Services, Inc.
 William Hsu – CSU, Office of General Counsel
 Rob Leong - Alliant Insurance Services, Inc.
 Mimi Long - Alliant Insurance Services, Inc.

A. CALL TO ORDER

The meeting was called to order by the Acting Chair, Linda Hawk at 3:07 PM.

A1. Approval of the Agenda

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

MOTION: George Ashkar

SECOND: Mike Lee

NAME	AYE	ABSTAIN	NAY	ABSENT
George Ashkar	X			
Lisa Chavez	X			

Robert de Wit	X			
Lori Gentles	X			
Linda Hawk	X			
Mike Lee	X			
Frank Mumford	X			
Mike Thorpe	X			

MOTION CARRIED

B. PUBLIC COMMENTS

There were no comments from the public.

C. CONSENT CALENDAR

- C1. Approval of Minutes – December 5, 2014**
- C2a. Financial Information - Draft Financial Statement at December 31, 2014**
- C2b. Financial Information - Treasurer’s Certification Letter**
- C3. Resolution 01-15 (EC) Delegating Authority of CSURMA Secretary-Auditor to act on behalf of CSURMA relative to the CSAC Insurance Authority**

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

MOTION: George Ashkar
SECOND: Mike Thorpe

NAME	AYE	ABSTAIN	NAY	ABSENT
George Ashkar	X			
Lisa Chavez	X			
Robert de Wit	X			
Lori Gentles	X			
Linda Hawk	X			
Mike Lee	X			
Frank Mumford	X			
Mike Thorpe	X			

MOTION CARRIED

D. GENERAL ADMINISTRATION

D1. Evaluation of Campus Climate Reporting

Daniel Howell and Zachary Gifford summarized their recent activities in evaluating the options for a campus climate reporting platform. The CSU Chancellor’s Office (Academic Affairs) is currently working on a project that may indirectly address the goal of creating a campus climate

reporting portal. Gifford is in contact with the CSU Chancellor's Office staff and will keep the Executive Committee members apprised as the project parameters are finalized.

D2. High Hazard International Travel Approval Process Update

Zachary Gifford summarized the new High Hazard International Travel Approval Process steps noted below:

1. Go to www.csurma.org. Click the *Request for Foreign Travel* link.
2. Complete the *Travel Request Form*
 - A. Item No. 7 – High Hazardous/War Country Information - allows the Requestor to view and confirm if the destination appears on the High Hazardous List, the War Risk List or the US Travel Warning List.
 - 1) High Hazardous List – Requires Campus President approval
 - 2) War Risk List – Requires Campus President and Chancellor's Office approvals
 - 3) US Travel Warning List - Requires Campus President approval
 - B. The Requestor can attach up to three documents to the “Request for Foreign Travel” on-line form (i.e. President's approval; itinerary; participant list with several travelers, etc.)
3. After clicking *Submit* the Requestor will receive confirmation, via email, that the completed Travel Request Form has been forwarded to Alliant
4. Alliant reviews the form and if it is in order confirms coverage, provides the premium, and forwards the travel assist card for the participant to carry while traveling
5. If traveler's destination appears on the War Risk List, Alliant will forward the completed *Travel Request Form* and attachments to the Chancellor's Office for approval
6. Upon receipt of the Chancellor's Office approval, Alliant forwards confirmation of coverage, premium information, and the travel assist card to the Requestor

Gifford noted that the new website access still has some minor glitches, but they are currently being remedied. Gifford confirmed that Alliant will be responsible for forwarding the completed Travel Request Form to the Chancellor's Office for approval should the foreign destination appear on the War Risk list. CSURMA Staff will continue to provide training to campus staff. Gifford also noted that Auxiliary Organizations are being asked to follow the same practice when planning international travel.

D3. Executive Committee Nominations

Daniel Howell noted that as documented in Policy and Procedure No. 18, the Executive Committee members are nominated by a Nominating Committee, which is appointed by the CSURMA Chair. Elections are then held by CSURMA the Board of Directors. The Board of Directors will meet next on Monday, April, 27 at 4:00 PM in San Diego during the “Fitting the Pieces” systemwide risk management conference.

The Executive Committee currently has one vacant seat due to the departure of Cynthia Teniente-Matson and a second seat will become available July 1, 2015 because Mike Thorpe will have served his maximum three consecutive two-year terms. As provided in the Joint Powers Agreement, prior to the election by the Board of Directors, the CSURMA Vice-Chair, Linda Hawk, will serve as the Acting Chair.

Policy and Procedure No. 18 delegates authority to the CSURMA Executive Committee Chair to appoint a Nominating Committee. Linda Hawk appointed George Ashkar, Lori Gentles and Michael Thorpe to serve as the Nominating Committee. All three accepted the appointment.

D4. 2015 Long Range Planning Meeting Date, Location, and Agenda

The CSURMA Executive Committee has scheduled a Long Range Planning meeting on March 19-20, 2015 at the Alliant Office in Newport Beach. Staff recommends that the meeting be held in two sessions, as noted below:

- The Executive Committee regular business meeting from 2:30 p.m. to 5:00 p.m. on Thursday, March 19, 2015 and
- The Long Range Planning meeting from 8:00 a.m. to 2:00 p.m. on Friday, March 20, 2015.

A motion was made to approve the Long Range Planning meeting date and location.

MOTION: Lisa Chavez

SECOND: Mike Lee

NAME	AYE	ABSTAIN	NAY	ABSENT
George Ashkar	X			
Lisa Chavez	X			
Robert de Wit	X			
Lori Gentles	X			
Linda Hawk	X			
Mike Lee	X			
Frank Mumford	X			
Mike Thorpe	X			

MOTION CARRIED

D5. OCIP Renewal and Savings Matrix

Daniel Howell provided information regarding the OCIP renewal and program cost savings. The CSURMA established, effective January 1, 2012, an Owner Controlled Insurance Program (OCIP) providing casualty coverages for CSU's major capital outlay projects with a constructed value exceeding \$10 million. The initial three year term program expired December 31, 2014, and the Executive Committee delegated renewal authority to CPDC acting through the CSURMA Secretary-Auditor. The OCIP was renewed for an additional three years. Despite generally rising rates in the construction casualty market, especially for California workers' compensation risks, the program was renewed at the same rates and terms as expiring due to CSU's excellent loss performance to date.

At the request of CSU's CABO group, staff prepared a savings matrix specific to the CSU, Bakersfield projects. There was some concern that the campus was not receiving the full credit for insurance deductions and that the contractors may be reporting claims under their separate insurance programs. The claims exhibits provided by Old Republic, the General Liability and Workers' Compensation insurer for CSU's OCIP, confirm that the contractors working on the CSU Bakersfield projects had made claims under the CSU OCIP. Howell also noted that workers' compensation programs for contractors include a standard clause which states that if there is an OCIP in place, the contractor's program will automatically exclude coverage for claims otherwise covered under an OCIP. After a thorough review of the major subcontractors' insurance programs and rates, it was calculated that the premium savings is \$363,472 (2.352%) for the Art Center project and \$387,387 (1.217%) for the Student Housing project. The savings do not include any additional savings from the expected CSURMA OCIP dividend if the program continues to perform as it has to date.

The CSU OCIP includes a stop-loss limit of \$7,000,000. To date, the OCIP has incurred claims in the amount of \$400,000. The OCIP may receive a dividend of \$2,000,000, if CSU maintains its exceptional loss performance. Under the direction of the CSURMA Executive Committee, the dividend will be retained by the OCIP fund which will result in lower rates going forward.

Gifford noted in closing that the OCIP program provides for a very robust safety inspection and remediation program that appears to have had a substantive positive affect on the to date, low loss rates.

D6. Student Placement Agreement Language

As summarized by Daniel Howell, the Executive Committee directed staff to review the recommended insurance and indemnity language with the student placement agreements with the third party host organizations and to specifically review the need to cover students for workers' compensation. Staff and CSURMA General Counsel, William Hsu, researched specific case law regarding workers' compensation coverage. According to Hsu, there is specific case law that requires students to be covered under workers' compensation for certain placements. This case

law; however, may not apply to all placements including service learning, and CSU's default is that the host is in the best position to direct the student and prevent injuries.

Staff's recommendation is to continue with the current practice regarding workers' compensation requirement within the placement agreements. The Executive Committee directed Staff to close out this item on the Long Range Action plan for 2014.

D7. Unmanned Aerial Vehicle and Rocketry Insurance Update

Rob Leong discussed that G. Andrew Jones, Associate Vice Chancellor and Deputy General Counsel issued a memo to the CSU Presidents dated December 17, 2014 regarding Unmanned Aerial Vehicles (aka Drones). The memo summarized the current FAA regulations regarding UAV use. William Hsu is working on a second memo which will also be sent out to the Campus Presidents. It will give campuses procedures to follow in order to receive an FAA Certificate of Authorization (COA). It will reiterate that use of drones without an FAA COA is prohibited and that the scope of use within the FAA COA application may need to be revised to apply for all operations. The Executive Committee requested that CABO and the HRO's receive a copy of Hsu's memo as well.

D8. Review of Campus Risk Pool Rating Plan for Bond Funded Facilities

Robert Eaton and Daniel Howell summarized this item. The Campus Liability and Campus Property Risk Pools allocate the cost of coverage to bond funded facilities where the premiums are recoverable from the State of California Department of Finance (DOF). This is because these Risk Pool programs replaced the traditional insurance coverage that was formerly purchased for these facilities. The DOF maintains a budget for insurance premiums as required under bond covenants. The availability of DOF funding relieves the campus of the cost of obtaining property and liability coverage.

Now that CSU has been delegated authority to establish its own capital financing program, Eaton pointed out that there will not be any recourse to the DOF for payment of liability and property insurance premiums for debt financed facilities in the future.

Linda Hawk, the CSURMA Executive Committee Chair appointed a task group, consisting of Lisa Chavez, Mike Lee, Linda Hawk and Robert Eaton, to review the affected plans and recommend any necessary rating plan changes to the Executive Committee and Board of Directors. Their report is due for the September 2015 CSURMA Executive Committee meeting.

D9. Underwriter Meetings Report

Robert Eaton and Daniel Howell summarized the underwriter meetings which took place in New York on January 21-23, 2015. CSURMA was represented by Robert Eaton, Zachary Gifford, and Daniel Howell. The main goals of the meetings were:

- Demonstration of CSU leadership's commitment to risk management

- Update on CSU’s financial and operational outlook
- Evaluation of the state of the insurance market and how changes may impact CSURMA’s placements;
- Discussion of pending claims matters; and,
- Discussion on technical points of insurance placements and renewal expectations

Over the two day period there were eight meetings with 14 market participants. The meetings were primarily focused on CSURMA’s Excess Liability Insurance Program. CV Starr, who currently writes the \$10MM xs \$35MM layer and the \$10MM xs \$75MM layer, has decided to stop writing California public entity liability business. These layers will need to be replaced. Ironshore, who currently writes the \$5MM xs \$5MM layer, announced that they may not attach under \$10MM at renewal, which means CSURMA may need to secure a new lead underwriter for the excess liability program.

Zachary Gifford has been appointed to the CSAC EIA Underwriting Committee and confirmed that the entire public entity market for California public entities is in a state of change.

D10. Concussion Mitigation Training Program Status

Zachary Gifford summarized the status of the Systemwide concussion mitigation training program. Materials for webcast training “Best Practices in University-Wide Concussion Management are in development. David Kervella at the Chancellor’s Office is assisting with organizing the training modules in the systemwide Learning Management System. The University of Michigan has been contacted regarding licensing of their training modules as an alternative to development of CSU specific modules. Gifford is hopeful that online training materials will be available in September, 2015.

D11. Review of Policies and Procedures (Odd Numbered)

Daniel Howell noted that the Executive Committee resolved to review the CSURMA’s policies and procedures on a regular basis - even-numbered policies and procedures in even-numbered calendar years, and odd-numbered policies and procedures in odd-numbered calendar years - to ensure administrative policies and procedures of CSURMA remain relevant and effective. Staff reviewed all of the odd-numbered policies and procedures and has suggested revisions to Nos. 5, 7 and 13.

In response to the ongoing servicing issues with the AIME program claims administrators, Staff added suggested language to Policy and Procedure No. 5 which allows the audit schedule to be adjusted in accordance with CSURMA’s business schedules, i.e., issuance of RFP’s, vendor service performance reviews, etc. Staff recommends removing legacy language from Policy and Procedure No. 7, which notes transitioning from a cash funding basis to an accrual funding basis which was completed in 2008. Within Policy and Procedure No. 13, staff recommends adding separate “Unencumbered Reserve to Pool Retention Ratios” for the liability and workers’ compensation programs because each program has a separate retention. It was noted that Policy

and Procedure No. 17 has a typo in the Procedures Section. AUHORIZED should be AUTHORIZED.

The Executive Committee tabled this item until the March 19th meeting.

E. AUXILIARY ORGANIZATIONS INSURANCE PROGRAMS

E1. AIME Programs Update

Mike Thorpe, the Executive Committee Liaison for the AIME program, reported on the activities of the AIME Committee. The AIME Committee has eight members who are trainers and/or athletic directors. Similar to workers’ compensation insurance, the AIME program is experiencing a rise in claim costs due to the increasing cost of medical care and prescription medications. The AIME program provides medical expense coverage for students participating in intercollegiate sports or try-outs for intercollegiate sports. The AIME program pays a maximum of \$90,000 per accident. The AIME program is still having issues with the current claims administrator and therefore an RFP will be sent out in the spring.

E2. AORMA Programs Update

Robert de Wit, the AORMA Committee Chair, noted that the AORMA Committee has not met since the last Executive Committee meeting; therefore, de Wit did not have any recent updates to provide to the Executive Committee.

F. CLOSED SESSION Pursuant to Cal. Gov. Code Sec. 11126(e)(1) & 11126(f)(1)

F1. SFSU Science Building

F2. CSU v SELF

A motion was made at 4:48 AM to enter closed session.

MOTION: Frank Mumford

SECOND: Lori Gentles

NAME	AYE	ABSTAIN	NAY	ABSENT
George Ashkar	X			
Lisa Chavez	X			
Robert de Wit	X			
Lori Gentles	X			
Linda Hawk	X			
Mike Lee	X			
Frank Mumford	X			
Mike Thorpe	X			

MOTION CARRIED

The Executive Committee came out of closed session at 5:47 PM. The CSURMA Executive Committee Chair, Linda Hawk, reported that action was taken during closed session.

G. INFORMATION ITEMS

- G1. Review of FY 2014/2015 Long Range Planning Goals**
- G2. 2015 CSURMA Meeting Calendar**
- G3. CSURMA Administrative Service Calendar**
- G4. CSURMA Executive Committee & Staff Contact List**

The Executive Committee reviewed the information items. There was no discussion.

H. ADJOURNMENT

A motion was made to adjourn the meeting at 5:48 PM.

MOTION: Frank Mumford

SECOND: Lisa Chavez

NAME	AYE	ABSTAIN	NAY	ABSENT
George Ashkar	X			
Lisa Chavez	X			
Robert de Wit	X			
Lori Gentles	X			
Linda Hawk	X			
Mike Lee	X			
Frank Mumford	X			
Mike Thorpe	X			

MOTION CARRIED

**FINANCIAL REPORT:
TREASURER'S REPORT AT DECEMBER 31, 2014**

ISSUE: California Government Code Section 53646(b)(1) requires that the CSURMA Treasurer submit a Quarterly Investment Report stating that all investments are in compliance with the current investment policy and that CSURMA has sufficient funds to meet its expenditure requirements for the next six months. The CSURMA Treasurer will be on hand to address questions.

RECOMMENDATION: It is recommended that the Executive Committee review the Treasurer's Report ending December 31, 2014 as part of the Consent Calendar.

FISCAL IMPACT: None.

BACKGROUND: The objective of ensuring that CSURMA has sufficient funds is to assure that policies and procedures are in effect and followed to protect and preserve the JPA's financial assets.

PUBLICATION: None.

ATTACHMENT(S):

- a. Certification of Funds Letter dated March 4, 2015
- b. CSURMA Investment Report as of December 31, 2014

Officers

Linda Hawk
Acting Chair

George V. Ashkar
Treasurer

Robert Eaton
Secretary-Auditor

To: Executive Committee
CSU Risk Management Authority

From: George V. Ashkar
Treasurer
CSU Risk Management Authority

Re: Quarterly Investment Report
Ending December 31, 2014

Date: March 4, 2015

Government Code Section 53646(b)(1) requires the Authority's Treasurer to submit to the legislative body (Executive Committee), a quarterly investment report. Attached is the quarterly investment report ending December 31, 2014. The report contains a portfolio summary which includes market value, return, yield, weighted average to maturity (WAM), and duration for each of CSURMA Investment Portfolios: Fixed Income Portfolio with Morgan Stanley-Smith Barney and CSU's Consolidated Investment Pool.

The funds held in investments are sufficient to meet the Authority's cash-flow needs for the following six (6) months. The investments are in accordance with the investment policy of the Authority, as duly authorized by the Executive Committee.



George V. Ashkar
Treasurer
CSU Risk Management Authority

CSURMA

Quarterly Investment Report

October 1, 2014 - December 31, 2014

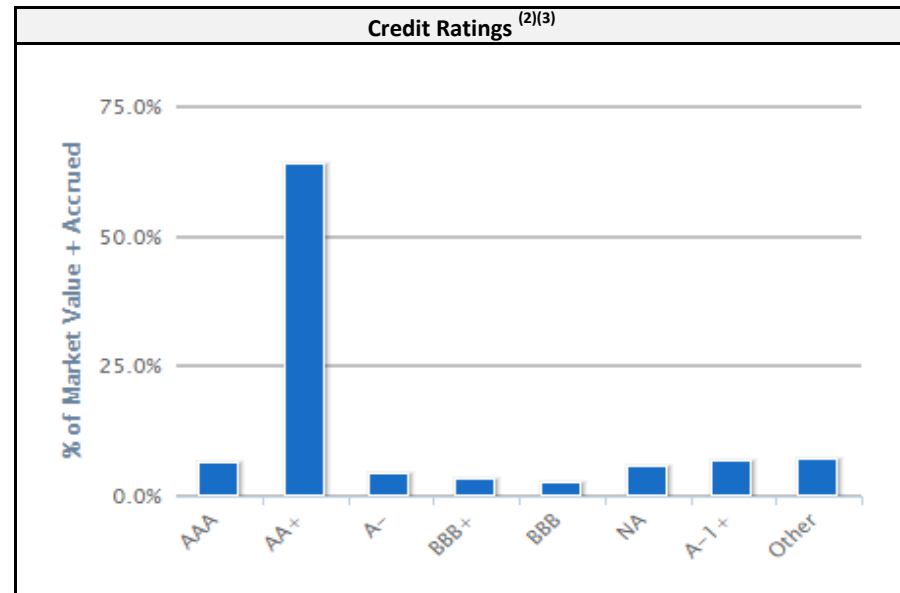
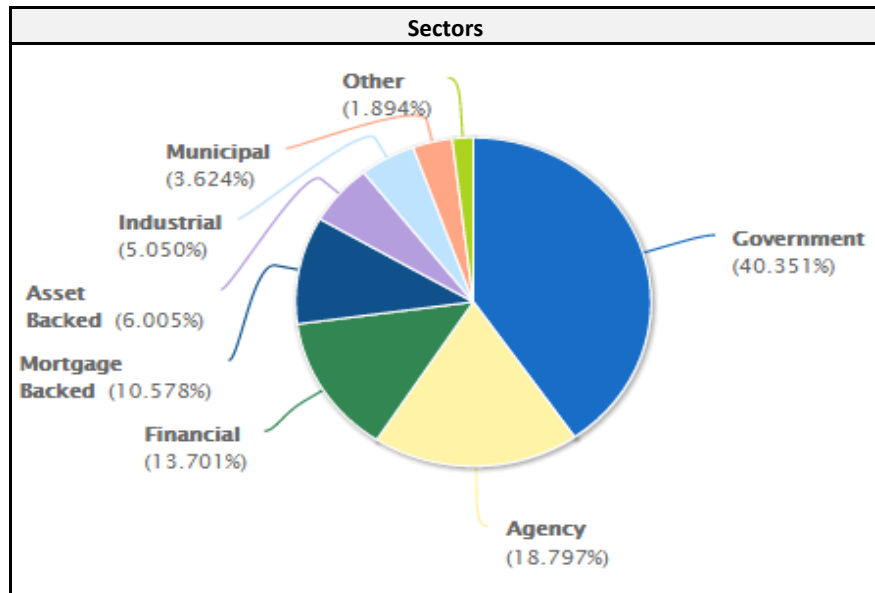
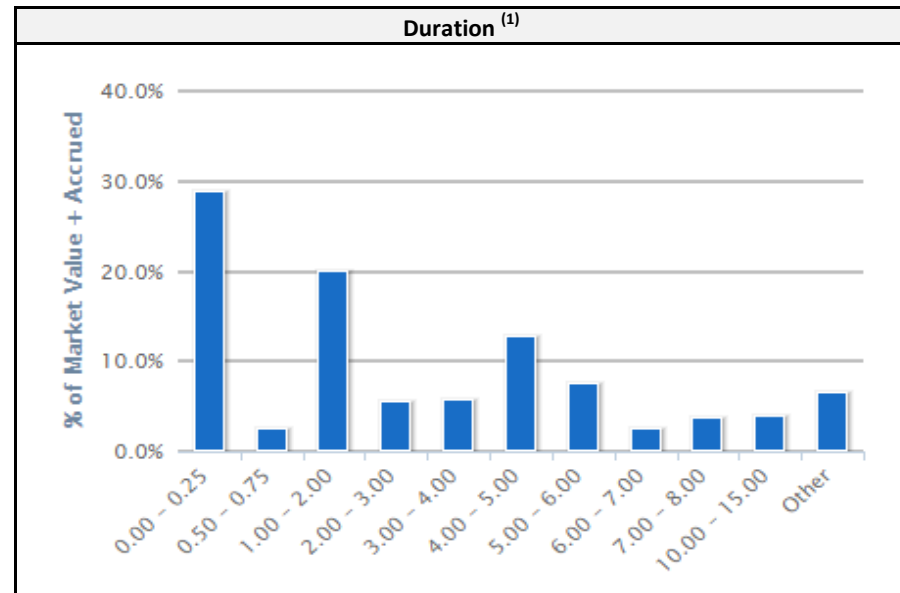
Prepared by Treasury

California State University Risk Management Authority

Fixed Income Portfolio (Auxiliary Investment Platform)

As of 12/31/2014

Portfolio Summary Total	
Total Assets	129,736,795
Duration	2.931
Yield	1.399
Avg Credit Rating	AA-/Aa3
QE Performance	0.730%



(1) The other category combines duration ranges and in aggregate equal 6.588% of the portfolio

(2) The other category contains assets that do not fall within the top seven credit ratings. These assets make up 5.348% of the portfolio

(3) Clearwater grouped short term A-1+ securities with long term securities into the AAA which they deemed comparable credit rating groupings. This has been requested to be parsed out for future reports

California State University Risk Management Authority

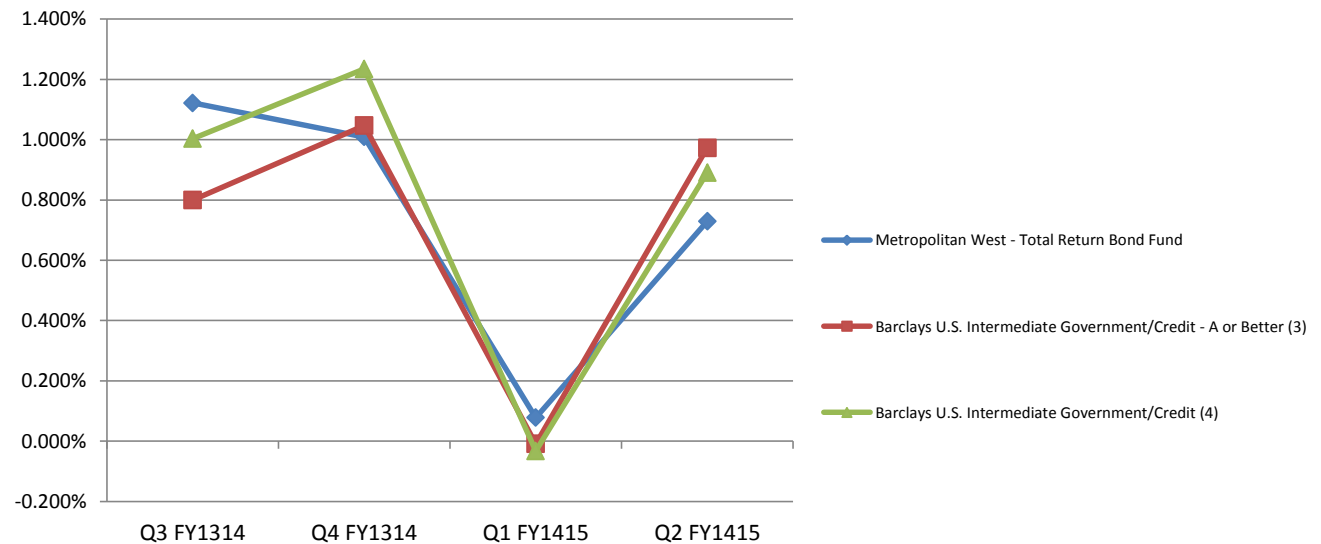
Fixed Income Portfolio (Auxiliary Investment Platform)

Performance Summary

Period Ending 12/31/2014

Account / Index	Market Value	3 Month ⁽¹⁾	Trailing 12 Month ⁽¹⁾	Trailing 3 Year ⁽¹⁾	Trailing 5 Year ⁽¹⁾	Since Inception ⁽¹⁾	Yield	WAM ⁽²⁾	Duration
	12/31/2014	10/01/14 - 12/31/14	01/01/14 - 12/31/14	01/01/12 - 12/31/14	01/01/10 - 12/31/14	07/01/08 - 12/31/14			
Metropolitan West - Total Return Bond Fund	129,736,795	0.730%	2.968%	1.866%	3.308%	4.498%	1.399	6.361	2.931
Barclays U.S. Intermediate Government/Credit - A or Better ⁽³⁾		0.973%	2.840%	1.639%	3.197%	3.332%	1.445	4.030	3.760
Barclays U.S. Intermediate Government/Credit ⁽⁴⁾		0.891%	3.128%	2.029%	3.538%	3.768%	1.680	3.890	4.220

Account / Index	Q3 FY1314	Q4 FY1314	Q1 FY1415	Q2 FY1415	Trailing 12 Month ⁽¹⁾
	01/01/14 - 03/31/14	04/01/14 - 06/30/14	07/01/14 - 09/30/14	10/01/14 - 12/31/14	01/01/14 - 12/31/14
Metropolitan West - Total Return Bond Fund	1.122%	1.009%	0.078%	0.730%	2.968%
Barclays U.S. Intermediate Government/Credit - A or Better ⁽³⁾	0.800%	1.047%	-0.009%	0.973%	2.840%
Barclays U.S. Intermediate Government/Credit ⁽⁴⁾	1.003%	1.235%	-0.032%	0.891%	3.128%



(1) Represents Total Return on the portfolio (Income Return plus Price Return)

(2) Weighted Average Maturity

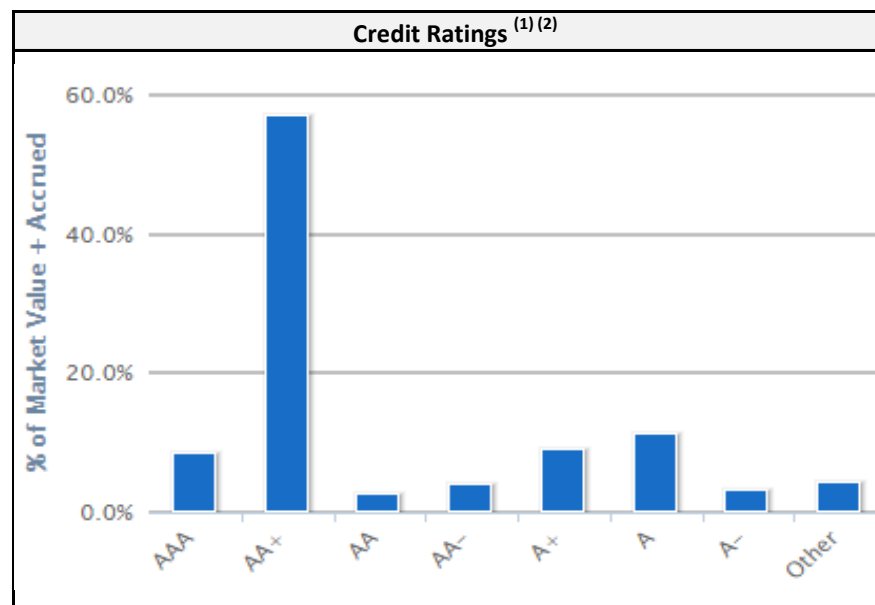
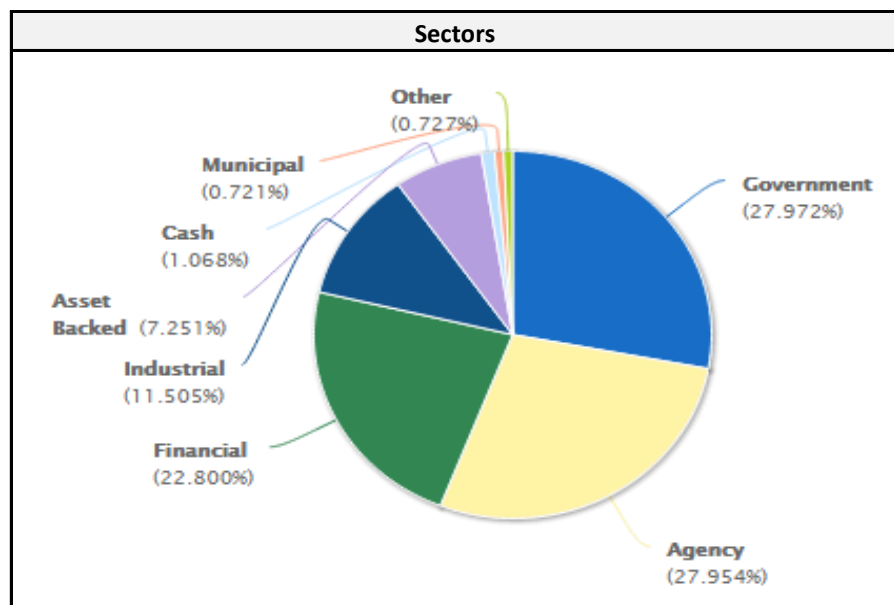
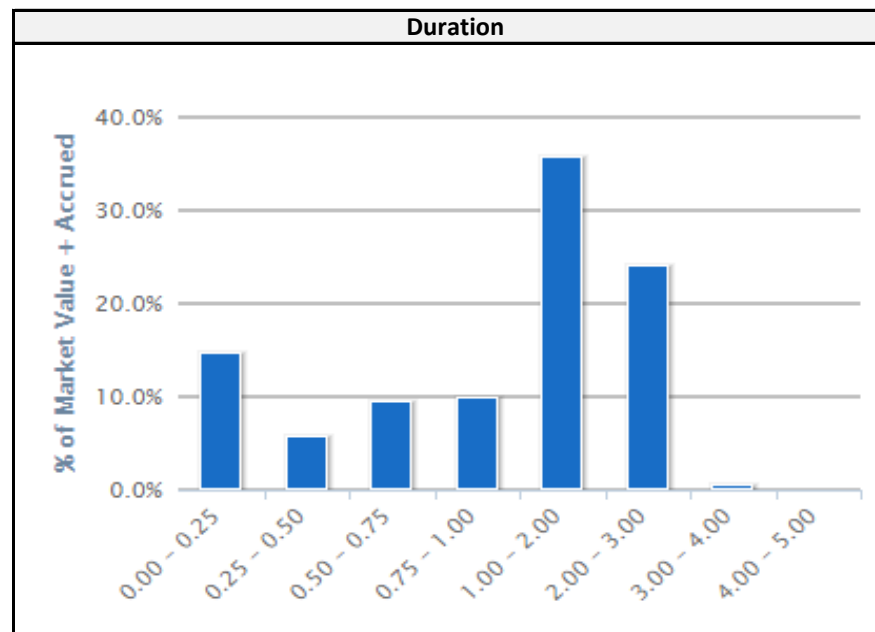
(3) Portfolio Benchmark as of 05/2014.

(4) Portfolio Benchmark prior to 05/2014.

California State University SWIFT Portfolio

As of 12/31/2014

Portfolio Summary Total	
Total Assets	67,718,340
Duration	1.322
Yield	0.658
Avg Credit Rating	AA-/Aa3
QE Performance	0.156%



⁽¹⁾ The other bucket contains assets that do not fall within the top seven credit ratings. These assets make up 4.321% of the portfolio

⁽²⁾ Clearwater grouped short term A-1+ securities with long term securities into the AAA which they deemed comparable credit rating groupings. This has been requested to be parsed out for future reports

California State University Risk Management Authority

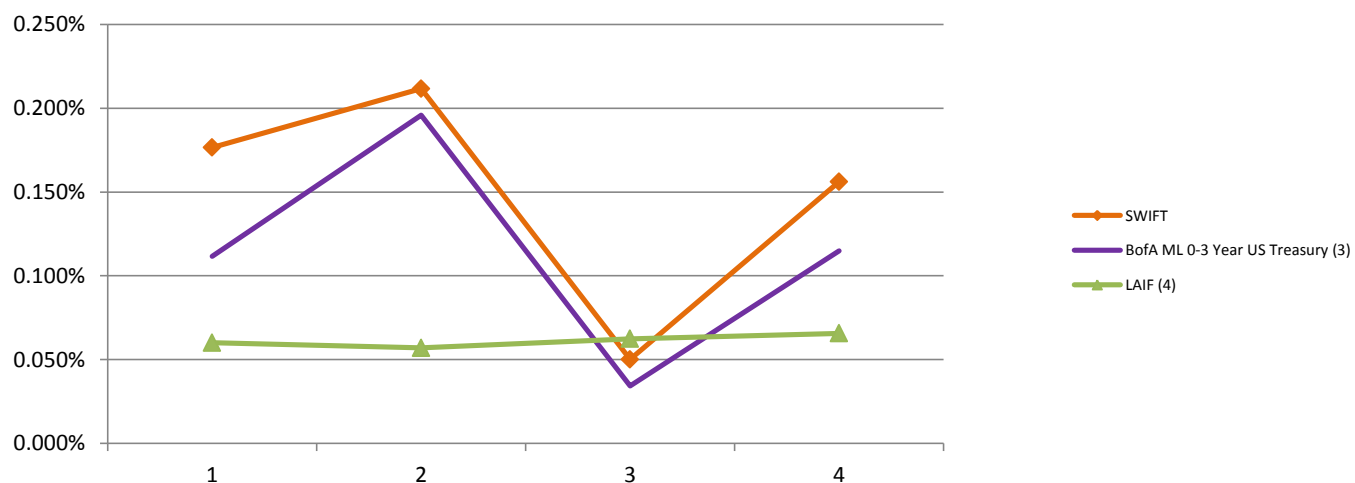
SWIFT Portfolio

Performance Summary

Period Ending 12/31/2014

Account / Index	Market Value	3 Month ⁽¹⁾	Trailing 12 Month ⁽¹⁾	Trailing 3 Year ⁽¹⁾	Trailing 5 Year ⁽¹⁾	Since Inception ⁽¹⁾	Yield	WAM ⁽²⁾	Duration
	12/31/14	10/01/14 - 12/31/14	01/01/14 - 12/31/14	01/01/12 - 12/31/14	01/01/10 - 12/31/14	07/01/07 - 12/31/14			
SWIFT - CSU Systemwide Investment Fund Trust	67,718,340	0.156%	0.596%	0.650%	0.593%	1.400%	0.658	1.624	1.322
BofA ML 0-3 Year US Treasury ⁽³⁾		0.115%	0.457%	0.368%	0.819%	1.905%	0.513	1.479	1.450
LAIF - Local Agency Investment Fund ⁽⁴⁾		0.066%	0.245%	0.291%	0.369%	1.171%	0.263		

Account / Index	Q3 FY1314	Q4 FY1314	Q1 FY1415	Q2 FY1415	Trailing 12 Month ⁽¹⁾
	01/01/14 - 03/31/14	04/01/14 - 06/30/14	07/01/14 - 09/30/14	10/01/14 - 12/31/14	01/01/14 - 12/31/14
SWIFT	0.177%	0.212%	0.050%	0.156%	0.596%
BofA ML 0-3 Year US Treasury ⁽³⁾	0.112%	0.196%	0.034%	0.115%	0.457%
LAIF ⁽⁴⁾	0.060%	0.057%	0.062%	0.066%	0.245%



(1) Represents Total Return on the portfolio (Income Return plus Price Return)

(2) Weighted Average Maturity

(3) SWIFT Portfolio Benchmark

(4) LAIF returns calculated by CSUCO Treasury

**CSURMA MASTER INVESTMENT POLICY AND RELATED
INVESTMENT POLICIES AND
ADOPTION OF RESOLUTION NO. 03-15 (EC)**

ISSUE: The Treasurer of CSURMA is directed to adopt the CSURMA Investment Policy and related policies, as the Master Investment Policy of the CSURMA. As noted within Resolution 02-14 (BOD), the Executive Committee will annually review the Master Investment Policy and approve amendments as necessary.

RECOMMENDATION: It is recommended that the Committee review and approve the amendments to the Master Investment Policy.

FISCAL IMPACT: None.

BACKGROUND: None.

PUBLICATION: The approved Resolution and Master Investment Policy will be uploaded into the CSURMA website.

ATTACHMENT(S):

- a. Master Investment Policy and related investment policies (*this will be sent as a separate handout*)
- b. Resolution 03-15 (EC) – CSURMA Master Investment Policy and Related Investment Policies
- c. Resolution 02-14 (BOD) – Resolution to Adopt the CSURMA Master Investment Policy and Investment Policy for the Fixed Income Portfolio

CALIFORNIA STATE UNIVERSITY RISK MANAGEMENT AUTHORITY

**EXECUTIVE COMMITTEE
RESOLUTION NO. 03-15 (EC)**

Resolution to Adopt the California State University Risk Management Authority Master Investment Policy and Related Investment Policies

The Executive Committee of the California State University Risk Management Authority (CSURMA) finds and determines as follows:

- (a) Section 4.3 of the Bylaws of the CSURMA provides that the Executive Committee establish policies and procedures to implement the Agreement, the Bylaws and the operation of specific programs.
- (b) It is the desire of the Executive Committee that, when investing funds, the investment objectives, in order of importance, shall be to safeguard the principal through sufficient number and diversity of investments; provide adequate liquidity to meet normal cash needs, scheduled extraordinary cash needs, and unforeseen cash needs; and maintain a constant rate of return representative of current market yield direction.
- (c) Significant effort and energy has been expended in the creation and maintenance of the investment policies of the CSURMA, which is designed to meet those objectives.
- (d) Pursuant to California Government Code Section 53646(a)(2) the Treasurer of the CSURMA shall annually render to the Executive Committee an Investment Policy for review.
- (e) The Executive Committee has reviewed the CSURMA Master Investment Policy and related policies and finds that they reasonably set forth the procedure, guidelines, and criteria for the operation of the investment program of the CSURMA.

In consideration of the foregoing findings and determinations, IT IS RESOLVED by the Executive Committee of the California State University Risk Management Authority as follows:

- (1) Treasurer of the California State University Risk Management Authority is directed to adopt the California State University Risk Management Authority Master Investment Policy and related policies, including changing the benchmark of the Fixed Income Portfolio from Barclay's U.S. Intermediate Government-Credit Index to Barclay's U.S. Intermediate Government-Credit – A or Better Index, as the Investment Policies of the California State University Risk Management Authority per the attached documents and annually present them to the Executive Committee for review and amendment as necessary.

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted and passed at a meeting of the Executive Committee of the California State University Risk Management Authority held on the 19th day of March, 2015 which was approved by the following vote:

AYES, and in favor thereof, members: George Ashkar, Lisa Chavez, Robert de Wit, Lori Gentles, Linda Hawk, Frank Mumford

NOES, members: None

ABSTAIN, members: None

ABSENT, members: Mike Lee, Mike Thorpe

Acting Chair
Linda Hawk

ATTEST:

Secretary-Auditor

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

**BOARD OF DIRECTORS
RESOLUTION NO. 02-14 (BOD)**

**Resolution to Adopt the California State University Risk Management Authority Master
Investment Policy and Investment Policy for the Fixed Income Portfolio**

The Board of Directors of the California State University Risk Management Authority (CSURMA) finds and determines as follows:

- (a) Section 4.3 of the Bylaws of the CSURMA provides that the Executive Committee establish policies and procedures to implement the Agreement, the Bylaws and the operation of specific programs.
- (b) It is the desire of the CSURMA Board of Directors that, when investing funds, the investment objectives, in order of importance, shall be to safeguard the principal through sufficient number and diversity of investments; provide adequate liquidity to meet normal cash needs, scheduled extraordinary cash needs, and unforeseen cash needs; and maintain a constant rate of return representative of current market yield direction.
- (c) Significant effort and energy has been expended in the creation and maintenance of the investment policies of the CSURMA, which is designed to meet those objectives.
- (d) Pursuant to California Government Code Section 53646(a)(2) the Treasurer of the CSURMA shall annually render to the Executive Committee an Investment Policy for review.
- (e) The Executive Committee has reviewed the California State University Risk Management Authority Master Investment Policy and Investment Policy for the Fixed Income Portfolio and finds that they reasonably set forth the procedure, guidelines, and criteria for the operation of the investment program of the California State University Risk Management Authority.

In consideration of the foregoing findings and determinations, IT IS RESOLVED by the Board of Directors of the California State University Risk Management Authority as follows:

- (1) The Treasurer of the California State University Risk Management Authority is directed to adopt the California State University Risk Management Authority Master Investment Policy and related policies, including changing the benchmark of the Fixed Income Portfolio from Barclay's U.S. Intermediate Government-Credit Index to Barclay's U.S. Intermediate Government-Credit – A or Better Index, as the Investment Policies of the California State University Risk Management Authority per the attached documents and annually present them to the Executive Committee for review and amendment as necessary.

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted and passed at a meeting of the Board of Directors of the California State University Risk Management Authority held on the 9th day of May, 2014 which was approved by the following vote:

AYES, and in favor thereof, members:

NOES, members:

ABSTAIN, members:

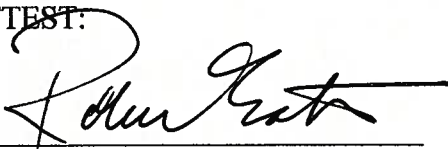
ABSENT, members:



Chair

Cynthia Teniente-Matson

ATTEST:



Secretary-Auditor

Robert Eaton

**FY 2014/2015 MIDTERM BUDGET AMENDMENT AND
ADOPTION OF RESOLUTION NO. 02-15 (EC)**

ISSUE: The Board of Directors adopted the FY 2014/15 Budget at its meeting on May 9, 2014. Upon review of the Financial Statements at December 31, 2014 (unaudited), Staff recommends the Executive Committee adopt Resolution No. 02-15 (EC) amending the FY 2014/15 Budget as follows:

Campus Risk Pools:

1. Decrease Liability Contributions by \$949,284 for member deductible selections effective July 1, 2014 to June 30, 2017.
2. Increase Reinsurance Premiums (negative revenue) to reclassify Property reinsurance (\$4,415,006).
3. Adjust Claim Payments & Legal Expenses and Reinsurance Recovery in Liability and Workers' Compensation per final actuary reports dated September 15, 2014, and AIME draft report dated July 31, 2014.
4. Increase Liability Insurance Premiums by \$18,187 (inclusive of 10% brokerage commission) for new Rocketry Liability insurance effective December 8, 2014 to June 30, 2016 (18 months). Cost is pro-rated for FY 14/15 and FY 15/16.
5. Increase Liability Workshop/Training Expenses by \$25,000 for portion of SkillSoft online library. Total cost is \$50,000; the \$25,000 remaining balance is allocated among the risk pools as applicable.
6. Increase Liability Loss Control by \$25,000 for additional consulting services.
7. Increase Liability Dividend Distribution by \$8,677,518 for amounts paid to campuses in November 2014.
8. Increase Workers' Compensation Premiums by \$12,073,333 for new CSAC-EIA WC program.

AORMA Risk Pools:

1. Increase Reinsurance Premiums (negative revenue) to reclassify Property reinsurance (\$1,546,476).
2. Adjust Claim Payments & Legal Expenses and Reinsurance Recovery in Liability and Workers' Compensation risk pools per updated actuary reports dated September 15, 2014.
3. Increase Workers' Compensation Taxes, Assessments & Fees to \$63,003 for total amount paid to DIR OSIP for FY 2014/15 self-insurers' assessments.
4. Increase Workers' Compensation Premiums by \$1,241,707 for new CSAC-EIA WC program.

Additional budget adjustments may be identified at today's Executive Committee meeting for review and adoption as appropriate.

RECOMMENDATION: It is recommended the Executive Committee adopt Resolution No. 02-15 (EC) including the budget amendment described above and any additional amendments approved at today's meeting.

FISCAL IMPACT: The effect of the above adjustments decreases Total Revenue by \$6,910,766, increases Total Expenses by \$20,520,540, resulting Total Operating Revenue of \$86,920,561 (net of reinsurance premiums), Total Operating Expenses of \$99,322,346, and Non-Operating Income of \$2,500,000, resulting in a Net Deficit of \$9,901,785. The Ending Balance at June 30, 2015 is estimated to be \$50,833,976.

BACKGROUND: None.

PUBLICATION: The revised FY 14/15 Budget and Resolution 02-15 (EC) will be uploaded onto the CSURMA website.

ATTACHMENT(S):

- a. Draft FY 2014/15 CSURMA Proposed Midterm Budget Amendments
- b. Draft Resolution No. 02-15 (EC)

CSURMA

**Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015**

MID YEAR BUDGET AMENDMENT

Draft 2

**Executive Committee
March 19, 2015**

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

TOTAL: ALL FUNDS

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	94,821,327	93,872,043	-949,284
Reinsurance Premiums	-990,000	-6,951,482	-5,961,482
Total Operating Revenues	<u>93,831,327</u>	<u>86,920,561</u>	<u>-6,910,766</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	55,968,669	61,588,447	5,619,778
Deductible Recoveries	-4,050,000	-4,050,000	0
Claims Administrators	4,661,895	4,661,895	0
Claims Management Information System	35,000	35,000	0
Program Administrators	2,449,686	2,449,686	0
Brokerage Commissions & Fees	1,333,557	1,334,227	670
Insurance Premiums (net of brokerage)	20,097,163	27,456,751	7,359,588
Taxes, Assessments & Fees	235,000	263,003	28,003
Actuarial Services	26,000	26,000	0
Claims Audit	22,000	22,000	0
Coverage Counsel	16,000	16,000	0
Program Legal	2,500	2,500	0
Miscellaneous Program Services	11,755	11,755	0
Workshop/Training Expenses	109,988	159,988	50,000
Loss Control Expenses	793,154	818,154	25,000
Appraisals	0	0	0
Reinsurance Recovery	-6,161,932	-7,401,949	-1,240,017
Program Committee	30,688	30,688	0
Dividend Distributions	1,823,733	10,501,251	8,677,518
Total Direct Program Expenses	<u>77,404,856</u>	<u>97,925,396</u>	<u>20,520,540</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

TOTAL: ALL FUNDS

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
General & Administrative Expenses			
Financial Audit	48,000	48,000	0
Executive Committee & Board Expenses	34,000	34,000	0
JPA Insurance	27,500	27,500	0
Memberships, Associations & Dues	7,450	7,450	0
Chancellor's Office Accounting Services	325,000	325,000	0
Chancellor's Office Risk Management Service	935,000	935,000	0
JPA Accreditation	0	0	0
JPA Legal	5,000	5,000	0
Miscellaneous Expenses	15,000	15,000	0
Total General & Administrative Expenses	<u>1,396,950</u>	<u>1,396,950</u>	<u>0</u>
Total Operating Expenses	<u>78,801,806</u>	<u>99,322,346</u>	<u>20,520,540</u>
Non-Operating Revenues			
Investment Income	2,500,000	2,500,000	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,500,000</u>	<u>2,500,000</u>	<u>0</u>
Net Surplus (Deficit)	<u>17,529,521</u>	<u>-9,901,785</u>	
Beginning Retained Earnings	60,735,761	60,735,761	
Ending Retained Earnings	78,265,282	50,833,976	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

GENERAL FUND

To allocate General Expenses
across All Program Funds

<i>Adopted</i>	<i>Proposed</i>	
FY 14/15	FY 14/15	Budget
<u>Budget</u>	<u>Amendment</u>	<u>Change</u>

Operating Revenues

Contributions	0	0	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	0	0	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>0</u>	<u>0</u>	<u>0</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

GENERAL FUND

To allocate General Expenses
across All Program Funds

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
General & Administrative Expenses			
Financial Audit	48,000	48,000	0
Executive Committee & Board Expenses	34,000	34,000	0
JPA Insurance	27,500	27,500	0
Memberships, Associations & Dues	7,450	7,450	0
Chancellor's Office Accounting Services	325,000	325,000	0
Chancellor's Office Risk Management Service	935,000	935,000	0
JPA Accreditation	0	0	0
JPA Legal	5,000	5,000	0
Miscellaneous Expenses	15,000	15,000	0
Total General & Administrative Expenses	<u>1,396,950</u>	<u>1,396,950</u>	<u>0</u>
Total Operating Expenses	<u>1,396,950</u>	<u>1,396,950</u>	<u>0</u>
Non-Operating Revenues			
Investment Income	2,500,000	2,500,000	0
Interest Income - Loans (separate fund)	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,500,000</u>	<u>2,500,000</u>	<u>0</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

TOTAL: CAMPUS PROGRAMS

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
Operating Revenues			
Contributions	73,346,561	72,397,277	-949,284
Reinsurance Premiums	-165,000	-4,580,006	-4,415,006
Total Operating Revenues	<u>73,181,561</u>	<u>67,817,271</u>	<u>-5,364,290</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	49,268,350	54,858,242	5,589,892
Deductible Recoveries	-4,000,000	-4,000,000	0
Claims Administrators	4,404,795	4,404,795	0
Claims Management Information System	35,000	35,000	0
Program Administrators	964,190	964,190	0
Brokerage Commissions & Fees	920,500	921,170	670
Insurance Premiums (net of brokerage)	13,774,417	21,438,774	7,664,357
Taxes, Assessments & Fees	200,000	200,000	0
Actuarial Services	15,000	15,000	0
Claims Audit	12,000	12,000	0
Coverage Counsel	10,000	10,000	0
Program Legal	0	0	0
Miscellaneous Program Services	11,500	11,500	0
Workshop/Training Expenses	81,828	124,155	42,326
Loss Control Expenses	519,041	544,041	25,000
Appraisals	0	0	0
Reinsurance Recovery	-6,161,932	-7,177,318	-1,015,386
Program Committee	2,000	2,000	0
Dividend Distributions	0	8,677,518	8,677,518
Total Direct Program Expenses	<u>60,056,689</u>	<u>81,041,067</u>	<u>20,984,378</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

TOTAL: CAMPUS PROGRAMS

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	37,222	37,222	0
Executive Committee & Board Expenses	26,365	26,365	0
JPA Insurance	21,325	21,325	0
Memberships, Associations & Dues	5,777	5,777	0
Chancellor's Office Accounting Services	252,022	252,022	0
Chancellor's Office Risk Management Service	725,047	725,047	0
JPA Accreditation	0	0	0
JPA Legal	3,877	3,877	0
Miscellaneous Expenses	11,632	11,632	0
Total General & Administrative Expenses	<u>1,083,266</u>	<u>1,083,266</u>	<u>0</u>
Total Operating Expenses	<u>61,139,956</u>	<u>82,124,333</u>	<u>20,984,378</u>
Non-Operating Revenues			
Investment Income	2,144,274	2,144,274	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,144,274</u>	<u>2,144,274</u>	<u>0</u>
Net Surplus (Deficit)	<u>14,185,880</u>	<u>-12,162,788</u>	
Beginning Retained Earnings	48,190,979	48,190,979	
Ending Retained Earnings	62,376,859	36,028,191	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

CAMPUS LIABILITY PROGRAM

(Fund 10)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
Operating Revenues			
Contributions	14,384,185	13,434,901	-949,284
Reinsurance Premiums	-165,000	-165,000	0
Total Operating Revenues	<u>14,219,185</u>	<u>13,269,901</u>	<u>-949,284</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	9,584,898	14,862,413	5,277,515
Deductible Recoveries	-4,000,000	-4,000,000	0
Claims Administrators	81,909	81,909	0
Claims Management Information System	35,000	35,000	0
Program Administrators	181,097	181,097	0
Brokerage Commissions & Fees	316,000	316,670	670
Insurance Premiums (net of brokerage)	3,674,955	3,680,985	6,030
Taxes, Assessments & Fees	200,000	200,000	0
Actuarial Services	6,000	6,000	0
Claims Audit	10,000	10,000	0
Coverage Counsel	10,000	10,000	0
Program Legal	0	0	0
Miscellaneous Program Services	1,000	1,000	0
Workshop/Training Expenses	12,874	37,874	25,000
Loss Control Expenses	409,535	434,535	25,000
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	8,677,518	8,677,518
Total Direct Program Expenses	<u>10,523,267</u>	<u>24,535,000</u>	<u>14,011,733</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

CAMPUS LIABILITY PROGRAM

(Fund 10)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
General & Administrative Expenses			
Financial Audit	7,369	7,369	0
Executive Committee & Board Expenses	5,220	5,220	0
JPA Insurance	4,222	4,222	0
Memberships, Associations & Dues	1,144	1,144	0
Chancellor's Office Accounting Services	49,893	49,893	0
Chancellor's Office Risk Management Service	143,538	143,538	0
JPA Accreditation	0	0	0
JPA Legal	768	768	0
Miscellaneous Expenses	2,303	2,303	0
Total General & Administrative Expenses	<u>214,455</u>	<u>214,455</u>	<u>0</u>
Total Operating Expenses	<u>10,737,723</u>	<u>24,749,455</u>	<u>14,011,733</u>
Non-Operating Revenues			
Investment Income	673,276	673,276	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>673,276</u>	<u>673,276</u>	<u>0</u>
Net Surplus (Deficit)	<u>4,154,739</u>	<u>-10,806,278</u>	
Beginning Retained Earnings	24,390,297	24,390,297	
Ending Retained Earnings	28,545,036	13,584,019	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

CAMPUS WORKERS' COMPENSATION PROGRAM

(Fund 11)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	33,196,159	33,196,159	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>33,196,159</u>	<u>33,196,159</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	21,403,909	21,760,273	356,364
Deductible Recoveries	0	0	0
Claims Administrators	4,132,886	4,132,886	0
Claims Management Information System	0	0	0
Program Administrators	417,939	417,939	0
Brokerage Commissions & Fees	160,000	160,000	0
Insurance Premiums (net of brokerage)	1,629,995	13,703,328	12,073,333
Taxes, Assessments & Fees	0	0	0
Actuarial Services	6,000	6,000	0
Claims Audit	2,000	2,000	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	8,500	8,500	0
Workshop/Training Expenses	29,711	40,227	10,516
Loss Control Expenses	109,506	109,506	0
Appraisals	0	0	0
Reinsurance Recovery	-6,161,932	-7,177,318	-1,015,386
Program Committee	0	0	0
Dividend Distributions	0	0	0

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

CAMPUS WORKERS' COMPENSATION PROGRAM

(Fund 11)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget <u>Change</u>
Total Direct Program Expenses	<u>21,738,514</u>	<u>33,163,342</u>	<u>11,424,827</u>
General & Administrative Expenses			
Financial Audit	17,006	17,006	0
Executive Committee & Board Expenses	12,046	12,046	0
JPA Insurance	9,743	9,743	0
Memberships, Associations & Dues	2,639	2,639	0
Chancellor's Office Accounting Services	115,144	115,144	0
Chancellor's Office Risk Management Service	331,261	331,261	0
JPA Accreditation	0	0	0
JPA Legal	1,771	1,771	0
Miscellaneous Expenses	5,314	5,314	0
Total General & Administrative Expenses	<u>494,925</u>	<u>494,925</u>	<u>0</u>
Total Operating Expenses	<u>22,233,439</u>	<u>33,658,266</u>	<u>11,424,827</u>
Non-Operating Revenues			
Investment Income	1,174,521	1,174,521	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>1,174,521</u>	<u>1,174,521</u>	<u>0</u>
Net Surplus (Deficit)	<u>12,137,241</u>	<u>712,414</u>	
Beginning Retained Earnings	13,919,640	13,919,640	
Ending Retained Earnings	26,056,881	14,632,054	

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CAMPUS WORKERS' COMPENSATION PROGRAM

(Fund 11)

<i>Adopted</i>	<i>Proposed</i>	
FY 14/15	FY 14/15	Budget
<u>Budget</u>	<u>Amendment</u>	<u>Change</u>

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

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CAMPUS IDL NDL UI PROGRAM *

(Fund 12)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
Operating Revenues			
Contributions	12,500,000	12,500,000	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>12,500,000</u>	<u>12,500,000</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	12,000,000	12,000,000	0
Deductible Recoveries	0	0	0
Claims Administrators	60,000	60,000	0
Claims Management Information System	0	0	0
Program Administrators	157,375	157,375	0
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	0	0	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	1,000	1,000	0
Workshop/Training Expenses	11,188	15,147	3,960
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>12,229,562</u>	<u>12,233,522</u>	<u>3,960</u>

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

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CAMPUS IDL NDL UI PROGRAM *

(Fund 12)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
General & Administrative Expenses			
Financial Audit	6,404	6,404	0
Executive Committee & Board Expenses	4,536	4,536	0
JPA Insurance	3,669	3,669	0
Memberships, Associations & Dues	994	994	0
Chancellor's Office Accounting Services	43,357	43,357	0
Chancellor's Office Risk Management Service	124,736	124,736	0
JPA Accreditation	0	0	0
JPA Legal	667	667	0
Miscellaneous Expenses	2,001	2,001	0
Total General & Administrative Expenses	<u>186,364</u>	<u>186,364</u>	<u>0</u>
Total Operating Expenses	<u>12,415,926</u>	<u>12,419,886</u>	<u>3,960</u>
Non-Operating Revenues			
Investment Income	150,522	150,522	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>150,522</u>	<u>150,522</u>	<u>0</u>
Net Surplus (Deficit)	<u>234,596</u>	<u>230,636</u>	
Beginning Retained Earnings	2,290,907	2,290,907	
Ending Retained Earnings	2,525,503	2,521,543	

* Industrial Disability, Non-industrial Disability, Unemployment Insurance

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

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CAMPUS PROPERTY PROGRAM

(Fund 13)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	<u>Budget</u> <u>Change</u>
Operating Revenues			
Contributions	9,000,000	9,000,000	0
Reinsurance Premiums	0	-4,415,006	-4,415,006
Total Operating Revenues	<u>9,000,000</u>	<u>4,584,994</u>	<u>-4,415,006</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	3,363,266	3,363,266	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	198,145	198,145	0
Brokerage Commissions & Fees	442,500	442,500	0
Insurance Premiums (net of brokerage)	7,761,199	3,346,193	-4,415,006
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	1,000	1,000	0
Workshop/Training Expenses	8,055	10,906	2,851
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

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CAMPUS PROPERTY PROGRAM

(Fund 13)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget <u>Change</u>
Total Direct Program Expenses	<u>11,774,165</u>	<u>7,362,010</u>	<u>-4,412,155</u>
General & Administrative Expenses			
Financial Audit	4,611	4,611	0
Executive Committee & Board Expenses	3,266	3,266	0
JPA Insurance	2,641	2,641	0
Memberships, Associations & Dues	716	716	0
Chancellor's Office Accounting Services	31,217	31,217	0
Chancellor's Office Risk Management Service	89,810	89,810	0
JPA Accreditation	0	0	0
JPA Legal	480	480	0
Miscellaneous Expenses	1,441	1,441	0
Total General & Administrative Expenses	<u>134,182</u>	<u>134,182</u>	<u>0</u>
Total Operating Expenses	<u>11,908,347</u>	<u>7,496,192</u>	<u>-4,412,155</u>
Non-Operating Revenues			
Investment Income	94,128	94,128	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>94,128</u>	<u>94,128</u>	<u>0</u>
Net Surplus (Deficit)	<u>-2,814,219</u>	<u>-2,817,070</u>	
Beginning Retained Earnings	7,093,740	7,093,740	
Ending Retained Earnings	4,279,521	4,276,670	

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CAMPUS PROPERTY PROGRAM

(Fund 13)

<i>Adopted</i>	<i>Proposed</i>	
FY 14/15	FY 14/15	Budget
<u>Budget</u>	<u>Amendment</u>	<u>Change</u>

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Cash Flow Budget of Revenues and Expenses
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CAMPUS ATHLETIC INJURY MEDICAL EXPENSE

(Fund 14)

<i>Adopted</i>	<i>Proposed</i>	
FY 14/15	FY 14/15	Budget
<u>Budget</u>	<u>Amendment</u>	<u>Change</u>

Operating Revenues

Contributions	3,577,749	3,577,749	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>3,577,749</u>	<u>3,577,749</u>	<u>0</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	2,916,277	2,872,290	-43,987
Deductible Recoveries	0	0	0
Claims Administrators	130,000	130,000	0
Claims Management Information System	0	0	0
Program Administrators	9,635	9,635	0
Brokerage Commissions & Fees	2,000	2,000	0
Insurance Premiums (net of brokerage)	19,800	19,800	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	3,000	3,000	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	20,000	20,000	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	2,000	2,000	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>3,102,712</u>	<u>3,058,725</u>	<u>-43,987</u>

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Cash Flow Budget of Revenues and Expenses
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CAMPUS ATHLETIC INJURY MEDICAL EXPENSE

(Fund 14)

<i>Adopted</i>	<i>Proposed</i>	
FY 14/15	FY 14/15	Budget
<u>Budget</u>	<u>Amendment</u>	<u>Change</u>

General & Administrative Expenses

Financial Audit	1,833	1,833	0
Executive Committee & Board Expenses	1,298	1,298	0
JPA Insurance	1,050	1,050	0
Memberships, Associations & Dues	284	284	0
Chancellor's Office Accounting Services	12,410	12,410	0
Chancellor's Office Risk Management Services	35,702	35,702	0
JPA Accreditation	0	0	0
JPA Legal	191	191	0
Miscellaneous Expenses	573	573	0
Total General & Administrative Expenses	<u>53,341</u>	<u>53,341</u>	<u>0</u>
Total Operating Expenses	<u>3,156,053</u>	<u>3,112,066</u>	<u>-43,987</u>

Non-Operating Revenues

Investment Income	51,826	51,826	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>51,826</u>	<u>51,826</u>	<u>0</u>

Net Surplus (Deficit) **473,523** **517,510**

Beginning Retained Earnings 496,395 496,395

Ending Retained Earnings 969,918 1,013,905

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Cash Flow Budget of Revenues and Expenses
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CAMPUS AUTO LIABILITY PROGRAM *

(Fund 15)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	688,468	688,468	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>688,468</u>	<u>688,468</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	688,468	688,468	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>688,468</u>	<u>688,468</u>	<u>0</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

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CAMPUS AUTO LIABILITY PROGRAM *

(Fund 15)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
General & Administrative Expenses			
Financial Audit	0	0	0
Executive Committee & Board Expenses	0	0	0
JPA Insurance	0	0	0
Memberships, Associations & Dues	0	0	0
Chancellor's Office Accounting Services	0	0	0
Chancellor's Office Risk Management Service	0	0	0
JPA Accreditation	0	0	0
JPA Legal	0	0	0
Miscellaneous Expenses	0	0	0
Total General & Administrative Expenses	<u>0</u>	<u>0</u>	<u>0</u>
Total Operating Expenses	<u>688,468</u>	<u>688,468</u>	<u>0</u>
Non-Operating Revenues			
Investment Income	0	0	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Net Surplus (Deficit)	<u>0</u>	<u>0</u>	
Beginning Retained Earnings	0	0	
Ending Retained Earnings	0	0	

* Vehicle Liability Self-Insurance Program
 State Motor Vehicle Self-Insurance Account

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

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TOTAL: AORMA PROGRAMS

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
Operating Revenues			
Contributions	14,716,434	14,716,434	0
Reinsurance Premiums	-825,000	-2,371,476	-1,546,476
Total Operating Revenues	<u>13,891,434</u>	<u>12,344,958</u>	<u>-1,546,476</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	6,595,737	6,625,623	29,886
Deductible Recoveries	-50,000	-50,000	0
Claims Administrators	252,100	252,100	0
Claims Management Information System	0	0	0
Program Administrators	1,212,996	1,212,996	0
Brokerage Commissions & Fees	360,400	360,400	0
Insurance Premiums (net of brokerage)	3,482,715	3,177,946	-304,769
Taxes, Assessments & Fees	35,000	63,003	28,003
Actuarial Services	11,000	11,000	0
Claims Audit	10,000	10,000	0
Coverage Counsel	6,000	6,000	0
Program Legal	2,500	2,500	0
Miscellaneous Program Services	255	255	0
Workshop/Training Expenses	28,160	35,833	7,673
Loss Control Expenses	274,113	274,113	0
Appraisals	0	0	0
Reinsurance Recovery	0	-224,632	-224,632
Program Committee	28,688	28,688	0
Dividend Distributions	1,823,733	1,823,733	0
Total Direct Program Expenses	<u>14,073,397</u>	<u>13,609,559</u>	<u>-463,838</u>

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

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TOTAL: AORMA PROGRAMS

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
General & Administrative Expenses			
Financial Audit	7,539	7,539	0
Executive Committee & Board Expenses	5,340	5,340	0
JPA Insurance	4,319	4,319	0
Memberships, Associations & Dues	1,170	1,170	0
Chancellor's Office Accounting Services	51,045	51,045	0
Chancellor's Office Risk Management Service	146,854	146,854	0
JPA Accreditation	0	0	0
JPA Legal	785	785	0
Miscellaneous Expenses	2,356	2,356	0
Total General & Administrative Expenses	<u>219,409</u>	<u>219,409</u>	<u>0</u>
Total Operating Expenses	<u>14,292,806</u>	<u>13,828,968</u>	<u>-463,838</u>
Non-Operating Revenues			
Investment Income	355,726	355,726	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>355,726</u>	<u>355,726</u>	<u>0</u>
Net Surplus (Deficit)	<u>-45,646</u>	<u>-1,128,284</u>	
Beginning Retained Earnings	12,944,533	12,944,533	
Ending Retained Earnings	12,898,887	11,816,249	

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

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AORMA LIABILITY PROGRAM

(Fund 21)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
Operating Revenues			
Contributions	3,823,115	3,823,115	0
Reinsurance Premiums	-825,000	-825,000	0
Total Operating Revenues	<u>2,998,115</u>	<u>2,998,115</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	1,580,961	1,585,983	5,022
Deductible Recoveries	-50,000	-50,000	0
Claims Administrators	15,000	15,000	0
Claims Management Information System	0	0	0
Program Administrators	557,137	557,137	0
Brokerage Commissions & Fees	60,000	60,000	0
Insurance Premiums (net of brokerage)	529,115	529,115	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	5,000	5,000	0
Claims Audit	5,000	5,000	0
Coverage Counsel	5,000	5,000	0
Program Legal	2,500	2,500	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	8,098	9,309	1,211
Loss Control Expenses	127,714	127,714	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	8,619	8,619	0
Dividend Distributions	978,346	978,346	0
Total Direct Program Expenses	<u>3,832,490</u>	<u>3,838,723</u>	<u>6,233</u>

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

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AORMA LIABILITY PROGRAM

(Fund 21)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	1,959	1,959	0
Executive Committee & Board Expenses	1,387	1,387	0
JPA Insurance	1,122	1,122	0
Memberships, Associations & Dues	304	304	0
Chancellor's Office Accounting Services	13,261	13,261	0
Chancellor's Office Risk Management Service	38,150	38,150	0
JPA Accreditation	0	0	0
JPA Legal	204	204	0
Miscellaneous Expenses	612	612	0
Total General & Administrative Expenses	<u>56,999</u>	<u>56,999</u>	<u>0</u>
Total Operating Expenses	<u>3,889,490</u>	<u>3,895,723</u>	<u>6,233</u>
Non-Operating Revenues			
Investment Income	118,735	118,735	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>118,735</u>	<u>118,735</u>	<u>0</u>
Net Surplus (Deficit)	<u>-772,640</u>	<u>-778,873</u>	
Beginning Retained Earnings	4,356,346	4,356,346	
Ending Retained Earnings	3,583,706	3,577,473	

Includes Cyber Risk Liability

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Cash Flow Budget of Revenues and Expenses
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AORMA WORKERS' COMPENSATION PROGRAM

(Fund 22)

<i>Adopted</i>	<i>Proposed</i>	
FY 14/15	FY 14/15	Budget
<u>Budget</u>	<u>Amendment</u>	<u>Change</u>

Operating Revenues

Contributions	4,382,449	4,382,449	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>4,382,449</u>	<u>4,382,449</u>	<u>0</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	2,360,173	2,385,037	24,864
Deductible Recoveries	0	0	0
Claims Administrators	205,000	205,000	0
Claims Management Information System	0	0	0
Program Administrators	293,581	293,581	0
Brokerage Commissions & Fees	51,700	51,700	0
Insurance Premiums (net of brokerage)	465,300	1,707,007	1,241,707
Taxes, Assessments & Fees	35,000	63,003	28,003
Actuarial Services	6,000	6,000	0
Claims Audit	5,000	5,000	0
Coverage Counsel	1,000	1,000	0
Program Legal	0	0	0
Miscellaneous Program Services	255	255	0
Workshop/Training Expenses	8,071	10,671	2,600
Loss Control Expenses	146,399	146,399	0
Appraisals	0	0	0
Reinsurance Recovery	0	-224,632	-224,632
Program Committee	9,906	9,906	0
Dividend Distributions	845,387	845,387	0
Total Direct Program Expenses	<u>4,432,771</u>	<u>5,505,314</u>	<u>1,072,542</u>

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Cash Flow Budget of Revenues and Expenses
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AORMA WORKERS' COMPENSATION PROGRAM

(Fund 22)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
General & Administrative Expenses			
Financial Audit	2,245	2,245	0
Executive Committee & Board Expenses	1,590	1,590	0
JPA Insurance	1,286	1,286	0
Memberships, Associations & Dues	348	348	0
Chancellor's Office Accounting Services	15,201	15,201	0
Chancellor's Office Risk Management Service	43,732	43,732	0
JPA Accreditation	0	0	0
JPA Legal	234	234	0
Miscellaneous Expenses	702	702	0
 Total General & Administrative Expenses	 <u>65,338</u>	 <u>65,338</u>	 <u>0</u>
 Total Operating Expenses	 <u>4,498,110</u>	 <u>5,570,652</u>	 <u>1,072,542</u>
Non-Operating Revenues			
Investment Income	177,657	177,657	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
 Total Non-Operating Revenues	 <u>177,657</u>	 <u>177,657</u>	 <u>0</u>
 Net Surplus (Deficit)	 <u>61,996</u>	 <u>-1,010,546</u>	
 Beginning Retained Earnings	 4,800,263	 4,800,263	
Ending Retained Earnings	4,862,259	3,789,717	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

AORMA PROPERTY PROGRAM *

(Fund 23)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
Operating Revenues			
Contributions	3,179,019	3,179,019	0
Reinsurance Premiums	0	-1,546,476	-1,546,476
Total Operating Revenues	<u>3,179,019</u>	<u>1,632,543</u>	<u>-1,546,476</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	350,000	350,000	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	254,983	254,983	0
Brokerage Commissions & Fees	225,000	225,000	0
Insurance Premiums (net of brokerage)	2,275,000	728,524	-1,546,476
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	5,855	7,741	1,886
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	5,707	5,707	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>3,116,545</u>	<u>1,571,954</u>	<u>-1,544,590</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

AORMA PROPERTY PROGRAM *

(Fund 23)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
General & Administrative Expenses			
Financial Audit	1,629	1,629	0
Executive Committee & Board Expenses	1,154	1,154	0
JPA Insurance	933	933	0
Memberships, Associations & Dues	253	253	0
Chancellor's Office Accounting Services	11,027	11,027	0
Chancellor's Office Risk Management Service	31,723	31,723	0
JPA Accreditation	0	0	0
JPA Legal	170	170	0
Miscellaneous Expenses	509	509	0
 Total General & Administrative Expenses	 <u>47,396</u>	 <u>47,396</u>	 <u>0</u>
 Total Operating Expenses	 <u>3,163,941</u>	 <u>1,619,351</u>	 <u>-1,544,590</u>
Non-Operating Revenues			
Investment Income	16,143	16,143	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
 Total Non-Operating Revenues	 <u>16,143</u>	 <u>16,143</u>	 <u>0</u>
 Net Surplus (Deficit)	 <u>31,221</u>	 <u>29,335</u>	
 Beginning Retained Earnings	 896,974	 896,974	
Ending Retained Earnings	928,195	926,309	

* AORMA Property includes Cyber Risk and ID Fraud; AORMA Fidelity is Crime only.

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

AORMA CRIME PROGRAM *

(Fund 24)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	337,000	337,000	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>337,000</u>	<u>337,000</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	50,000	50,000	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	25,295	25,295	0
Brokerage Commissions & Fees *	23,700	23,700	0
Insurance Premiums	213,300	213,300	0
Taxes, Assessments & Fees *	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	621	821	200
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	394	394	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>313,310</u>	<u>313,509</u>	<u>200</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

AORMA CRIME PROGRAM *

(Fund 24)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	173	173	0
Executive Committee & Board Expenses	122	122	0
JPA Insurance	99	99	0
Memberships, Associations & Dues	27	27	0
Chancellor's Office Accounting Services	1,169	1,169	0
Chancellor's Office Risk Management Service	3,363	3,363	0
JPA Accreditation	0	0	0
JPA Legal	18	18	0
Miscellaneous Expenses	54	54	0
 Total General & Administrative Expenses	 <u>5,024</u>	 <u>5,024</u>	 <u>0</u>
 Total Operating Expenses	 <u>318,334</u>	 <u>318,534</u>	 <u>200</u>
Non-Operating Revenues			
Investment Income	2,220	2,220	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
 Total Non-Operating Revenues	 <u>2,220</u>	 <u>2,220</u>	 <u>0</u>
 Net Surplus (Deficit)	 <u>20,886</u>	 <u>20,686</u>	
 Beginning Retained Earnings	 234,669	 234,669	
Ending Retained Earnings	255,555	255,355	

* AORMA Crime separated from AORMA Property beginning July 1, 2011

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

AORMA UNEMPLOYMENT INSURANCE PROGRAM

(Fund 25)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
Operating Revenues			
Contributions	2,994,851	2,994,851	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>2,994,851</u>	<u>2,994,851</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	2,254,603	2,254,603	0
Deductible Recoveries	0	0	0
Claims Administrators	32,100	32,100	0
Claims Management Information System	0	0	0
Program Administrators	82,000	82,000	0
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	0	0	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	5,515	7,292	1,777
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	4,063	4,063	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>2,378,281</u>	<u>2,380,058</u>	<u>1,777</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

AORMA UNEMPLOYMENT INSURANCE PROGRAM

(Fund 25)

<i>Adopted</i>	<i>Proposed</i>	
FY 14/15	FY 14/15	Budget
<u>Budget</u>	<u>Amendment</u>	<u>Change</u>

General & Administrative Expenses

Financial Audit	1,534	1,534	0
Executive Committee & Board Expenses	1,087	1,087	0
JPA Insurance	879	879	0
Memberships, Associations & Dues	238	238	0
Chancellor's Office Accounting Services	10,388	10,388	0
Chancellor's Office Risk Management Service	29,885	29,885	0
JPA Accreditation	0	0	0
JPA Legal	160	160	0
Miscellaneous Expenses	479	479	0
Total General & Administrative Expenses	<u>44,651</u>	<u>44,651</u>	<u>0</u>
Total Operating Expenses	<u>2,422,931</u>	<u>2,424,708</u>	<u>1,777</u>

Non-Operating Revenues

Investment Income	40,971	40,971	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>40,971</u>	<u>40,971</u>	<u>0</u>

Net Surplus (Deficit) 612,891 611,114

Beginning Retained Earnings 2,656,281 2,656,281
Ending Retained Earnings 3,269,172 3,267,395

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

PURCHASED INSURANCE PROGRAM *

(Fund 20)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
Operating Revenues			
Contributions	435,000	435,000	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>435,000</u>	<u>435,000</u>	<u>0</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	43,500	43,500	0
Insurance Premiums (net of brokerage)	391,500	391,500	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

PURCHASED INSURANCE PROGRAM *

(Fund 20)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget Change
Total Direct Program Expenses	<u>435,000</u>	<u>435,000</u>	<u>0</u>
General & Administrative Expenses			
Financial Audit	0	0	0
Executive Committee & Board Expenses	0	0	0
JPA Insurance	0	0	0
Memberships, Associations & Dues	0	0	0
Chancellor's Office Accounting Services	0	0	0
Chancellor's Office Risk Management Service	0	0	0
JPA Accreditation	0	0	0
JPA Legal	0	0	0
Miscellaneous Expenses	0	0	0
Total General & Administrative Expenses	<u>0</u>	<u>0</u>	<u>0</u>
Total Operating Expenses	<u>435,000</u>	<u>435,000</u>	<u>0</u>
Non-Operating Revenues			
Investment Income	0	0	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Net Surplus (Deficit)	<u>0</u>	<u>0</u>	
Beginning Retained Earnings	58,051	58,051	
Ending Retained Earnings	58,051	58,051	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

PURCHASED INSURANCE PROGRAM *

(Fund 20)

<i>Adopted</i>	<i>Proposed</i>	
FY 14/15	FY 14/15	Budget
<u>Budget</u>	<u>Amendment</u>	<u>Change</u>

* Participant Accident Insurance (PAI), Auto Physical Damage (APD)

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

OWNER CONTROLLED INSURANCE PROGRAM

(Fund 16)

<i>Adopted</i>	<i>Proposed</i>	
FY 14/15	FY 14/15	Budget
<u>Budget</u>	<u>Amendment</u>	<u>Change</u>

Operating Revenues

Contributions	6,118,518	6,118,518	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>6,118,518</u>	<u>6,118,518</u>	<u>0</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	272,500	272,500	0
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	2,366,117	2,366,117	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>2,638,617</u>	<u>2,638,617</u>	<u>0</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

OWNER CONTROLLED INSURANCE PROGRAM

(Fund 16)

<i>Adopted</i>	<i>Proposed</i>	
FY 14/15	FY 14/15	Budget
<u>Budget</u>	<u>Amendment</u>	<u>Change</u>

General & Administrative Expenses

Financial Audit	3,134	3,134	0
Executive Committee & Board Expenses	2,220	2,220	0
JPA Insurance	1,796	1,796	0
Memberships, Associations & Dues	486	486	0
Chancellor's Office Accounting Services	21,223	21,223	0
Chancellor's Office Risk Management Service	61,056	61,056	0
JPA Accreditation	0	0	0
JPA Legal	327	327	0
Miscellaneous Expenses	980	980	0
Total General & Administrative Expenses	<u>91,222</u>	<u>91,222</u>	<u>0</u>
Total Operating Expenses	<u>2,729,839</u>	<u>2,729,839</u>	<u>0</u>

Non-Operating Revenues

Investment Income	0	0	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>

Net Surplus (Deficit)	<u>3,388,679</u>	<u>3,388,679</u>
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Beginning Retained Earnings	-546,239	-546,239
Ending Retained Earnings	2,842,440	2,842,440

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

CLUB SPORTS INSURANCE PROGRAM

(Fund 17)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	204,814	204,814	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>204,814</u>	<u>204,814</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	104,582	104,582	0
Deductible Recoveries	0	0	0
Claims Administrators	5,000	5,000	0
Claims Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	9,157	9,157	0
Insurance Premiums (net of brokerage)	82,413	82,413	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>201,153</u>	<u>201,153</u>	<u>0</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2014 to June 30, 2015

Draft 2

CLUB SPORTS INSURANCE PROGRAM

(Fund 17)

	<i>Adopted</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 14/15 <u>Amendment</u>	<u>Budget</u> <u>Change</u>
General & Administrative Expenses			
Financial Audit	105	105	0
Executive Committee & Board Expenses	74	74	0
JPA Insurance	60	60	0
Memberships, Associations & Dues	16	16	0
Chancellor's Office Accounting Services	710	710	0
Chancellor's Office Risk Management Service	2,044	2,044	0
JPA Accreditation	0	0	0
JPA Legal	11	11	0
Miscellaneous Expenses	33	33	0
Total General & Administrative Expenses	<u>3,054</u>	<u>3,054</u>	<u>0</u>
Total Operating Expenses	<u>204,206</u>	<u>204,206</u>	<u>0</u>
Non-Operating Revenues			
Investment Income	0	0	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Net Surplus (Deficit)	<u>607</u>	<u>607</u>	
Beginning Retained Earnings	88,437	88,437	
Ending Retained Earnings	89,044	89,044	

Launched beginning August 1, 2012

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

**EXECUTIVE COMMITTEE
RESOLUTION NO. 02-15 (EC)**

Resolution Approving CSURMA Midterm Budget Amendment for FY 2014/15

The Executive Committee of the California State University Risk Management Authority finds and determines that the FY 2014/15 operating budget shall be amended as follows:

Campus Risk Pools:

1. Decrease Liability Contributions by \$949,284 for member deductible selections effective July 1, 2014 to June 30, 2017.
2. Increase Reinsurance Premiums (negative revenue) to reclassify Property reinsurance (\$4,415,006).
3. Adjust Claim Payments & Legal Expenses and Reinsurance Recovery in Liability and Workers' Compensation per final actuary reports dated September 15, 2014, and AIME draft report dated July 31, 2014.
4. Increase Liability Insurance Premiums by \$18,187 (inclusive of 10% brokerage commission) for new Rocketry Liability insurance effective December 8, 2014 to June 30, 2016 (18 months). Cost is pro-rated for FY 14/15 and FY 15/16.
5. Increase Liability Workshop/Training Expenses by \$25,000 for portion of SkillSoft online library. Total cost is \$50,000; the \$25,000 remaining balance is allocated among the risk pools as applicable.
6. Increase Liability Loss Control by \$25,000 for additional consulting services.
7. Increase Liability Dividend Distribution by \$8,677,518 for amounts paid to campuses in November 2014.
8. Increase Workers' Compensation Premiums by \$12,073,333 for new CSAC-EIA WC program.

AORMA Risk Pools:

1. Increase Reinsurance Premiums (negative revenue) to reclassify Property reinsurance (\$1,546,476).
2. Adjust Claim Payments & Legal Expenses and Reinsurance Recovery in Liability and Workers' Compensation risk pools per updated actuary reports dated September 15, 2014.
3. Increase Workers' Compensation Taxes, Assessments & Fees to \$63,003 for total amount paid to DIR OSIP for FY 2014/15 self-insurers' assessments.
4. Increase Workers' Compensation Premiums by \$1,241,707 for new CSAC-EIA WC program.

The effect of the above adjustments decreases Total Revenue by \$6,910,766, increases Total Expenses by \$20,520,540, resulting Total Operating Revenue of \$86,920,561 (net of reinsurance premiums), Total Operating Expenses of \$99,322,346, and Non-Operating Income of \$2,500,000, resulting in a Net Deficit of \$9,901,785. The Ending Balance at June 30, 2015 is estimated to be \$50,833,976.

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

In consideration of the foregoing findings and determinations,

IT IS RESOLVED by the Executive Committee of the California State University Risk Management Authority as follows:

The California State University Risk Management Authority does hereby amend the FY 2014/15 operating budget as presented herein.

* * * * *

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted and passed at a meeting of the Executive Committee of the California State University Risk Management Authority held on March 19, 2015 which was approved by the following votes:

AYES, and in favor thereof, members: George Ashkar, Lisa Chavez, Robert de Wit, Lori Gentles, Linda Hawk, Frank Mumford

NOES, members: None.

ABSTAIN, members: None.

ABSENT, members: Mike Thorpe, Mike Lee

Acting Chair
Linda Hawk

ATTEST:

Secretary-Auditor
Robert Eaton

CHANCELLOR'S OFFICE SERVICES BUDGET PROPOSAL
FOR FY 15/16

ISSUE: CSURMA obtains services from the Chancellor's Office under three memoranda of understanding. Each year, the CSURMA Executive Committee considers the services and budget proposal as a part of the budget adoption process. Following are the highlights of the attached memoranda proposals.

- Systemwide Risk Management – has proposed an increase of \$100,000 to allow for the potential to hire a new position. Last year the Systemwide Office of Risk Management was down one FTE due to a retirement.
- Accounting – has proposed an increase of \$20,000 based on the calculations directed in ICSUAM Section 3551.01. CSURMA's fee had remained unchanged at \$325,000 for many years prior.
- Office of General Counsel – CSURMA supports two litigators who serve on litigation of matters covered under the Campus Risk Pool Liability Program. CSURMA would otherwise have to engage outside counsel for these matters handled in house. OGC has proposed a budget of \$438,043. \$338,043 is allocated to the Campus Risk Pool Liability Program and \$100,000 is allocated across all funds within the budget.

RECOMMENDATION: It is recommended that the Executive Committee consider the proposed services and budget for FY 15/16 and take action on the proposals as necessary.

FISCAL IMPACT: The amounts proposed are included in the draft CSURMA FY 15/16 Budget. The Systemwide Risk Management and Accounting costs are allocated pro rata to the funds. For OGC, \$338,043 is allocated to the Campus Risk Pool Liability Program and \$100,000 is allocated across all funds.

BACKGROUND: Please refer to the attachments for further information on the issues address in this agenda item.

ATTACHMENT(S):

- a) Memorandum of Understanding from Systemwide Risk Management and Public Safety
- b) Memorandum of Understanding from Office of General Counsel
- c) Memorandum of Understanding from Financial Services

MEMORANDUM

Date: March 10, 2015
To: CSURMA Executive Committee
From: Robert Eaton, Assistant Vice Chancellor, Financing, Treasury and Risk Management
Subject: **Annual Risk Management Overhead Costs for CSURMA**

The following services (costs) are assigned to the CSU Risk Management Authority

CSURMA Risk Management & Public Safety Services

Annual cost of staff, benefits, space and operation costs for CSURMA – Risk Management which provides the following services:

- **Oversight of CSURMA:** Works directly with CSURMA program administrator and broker in administration and development of the self-insurance and insurance programs.
- **Insurance Placement:** Key participant in the placement of the 16+ insurance placements, including underwriter meetings, insurance program review, analysis and development.
- **Risk Consultation:** Provides daily risk management, loss control, emergency preparedness, workers compensation and public safety consultation with a myriad of campus representatives.
- **General Liability Claims Handling and Litigation Support:** Adjusts claims from notice of incident through the filing and adjustment of the claim and when applicable, monitors and collaborates with legal counsel on litigated matters. Maintains the general liability database.
- **Workers' Compensation, Environmental Health & Safety, Risk Management and Emergency Preparedness Systemwide Oversight:** Provides systemwide guidance, oversight and the development of policy and procedures systemwide.
- **Police Services (Public Safety):** CSURMA provides partial funding for police services related to training and systemwide oversight expense.

The proposed annual cost of providing the services identified above is \$815,000 (Risk Management) and \$220,000 (Public Safety/Police Services). The CSURMA program is billed monthly. The above would be effective for the fiscal period beginning July 1, 2015 through June 30, 2016.

If there are any questions, please contact me at reaton@calstate.edu or by calling (562) 951-4580.

MEMORANDUM

March 9, 2015

To: CSURMA Executive Committee

From: William Hsu, OGC

Re: CSURMA – OGC
Proposed Overhead Funding for FY 2015/2016

The allocation of overhead costs for FY 2012-2013 and FY 2013-2014 is set out in the April 29, 2013 “Memorandum Re: CSURMA -OGC Relationship and Cost Sharing.” For FY 2015-2016, OGC proposes that CSURMA will provide overhead funding in the amount of \$438,043, allocated as follows: \$100,000 to CSURMA General Counsel legal services and \$338,043 to Campus Liability Claims legal services.

MEMORANDUM

February 28, 2014

To: CSURMA Executive Committee

From: William Hsu, OGC

Re: CSURMA – OGC
Proposed Overhead Funding for FY 2014/2015 and FY 2015/2016

The allocation of overhead costs for FY 2012-2013 and FY 2013-2014 is set out in the April 29, 2013 “Memorandum Re: CSURMA -OGC Relationship and Cost Sharing.” For FY 2014-2015 and FY 2015-2016, OGC proposes the following:

- (1) For FY 2014-2015, CSURMA will provide overhead funding in the amount of \$366,514.
- (2) For FY 2015-2016, CSURMA will provide overhead funding in the amount of \$384,840. Please note this is an estimated amount based on currently available information. It is, therefore, subject to possible change.
- (3) For FY 2014-2015 and FY 2015-2016, CSURMA will continue to provide \$5,000 in annual funding to OGC to assist with the ongoing training of OGC attorneys.

MEMORANDUM

Date: March 3, 2014

To: CSURMA Executive Committee

From: George V. Ashkar
Assistant Vice Chancellor/Controller, Financial Services

Subject: **FY 2015/16 Financial Services Overhead Costs for CSURMA**

Per ICSUAM 3552.01, it is the policy of the CSU that costs incurred by one fund for providing services to another fund are recovered with cash or a documented exchange of value. In accordance with this policy and as approved by the CSURMA Executive Committee annual budget process, \$345,000 needs to be recovered from the CSU Risk Management Authority. This amount represents the annual cost of providing the services identified below. The Authority will be charged quarterly installments of \$86,250 for a total annual amount of \$345,000. This cost allocation/reimbursement plan is effective for the fiscal period beginning July 1, 2016 through June 30, 2016. The increase for fiscal year 2015/16 takes into account the 3% salary increase for fiscal year 2014/15 and the 2% salary increase for fiscal year 2015/16, as well as any other estimated adjustments in cost recovery.

The cost allocation/reimbursement was determined by evaluating Business and Finance employees' time and effort worked on the program. At this time, the program consumes 2.75 Full Time Employee(s) (FTEs) at an estimated average salary and benefit rate of \$112,434 and an estimated average operating expense amount of \$12,524 (based on the total Financial Services Department's budgeted operating expenses divided by the total Financial Services Department's FTE).

Services (Costs) allocated to the Authority:

Financial Services Administration

A portion of the cost of staff, benefits, space, and operating expenses for the Financial Services Administration department, which provides the following services:

- Fiscal management and reporting oversight by the Assistant Vice Chancellor;
- Certification of compliance with CSU policies, procedures, and regulations.

Financial Services Accounting

A portion of the cost of staff, benefits, space, and operating expenses for the Financial Services Accounting department which provides the following services:

- Process bi-weekly and emergency disbursements for vendor payments, settlements, legal bills, and reimbursements to the members through the Accounts Payable department;
- Produce on-demand, quarterly, and annual billing invoices/CPOs to CSURMA members;
- Manage collection efforts on all CSURMA accounts and collect member payments on a daily basis;
- Facilitate member disputes through the Accounts Receivable department;
- Produce financial reporting package, annual external audit, bond audited financial statements, and on-demand reporting requests;
- Manage financial data to maintain electronic records and information in accordance with CSURMA's Policy;
- Maintain Accounts Payable, Accounts Receivable, Audit Reporting, Banking, and financial reporting records and information in accordance with CSURMA's Policy.

Treasury Operations

A portion of the cost of staff, benefits, space, and operating expenses for the Financing and Treasury department, which provides the following services:

- **Planning and Forecasting:** Project cash inflows/outflows;
- **Data Collection and Recordkeeping:** Collect and maintain within a central database items such as daily bank transactions, monthly bank statements; quarterly interest distributions;
- **Investment Reporting and Advising:** Produce quarterly investment reporting package and advising services.

If you have any questions, please contact me at 562-951-4671.

The above has been reviewed and approved by the CSURMA Executive Committee;

Steve Relyea
Vice Chancellor for Business and Finance

Date

Linda Hawk
CSURMA Executive Committee, Acting Chair

Date

GVA: KC; MC

cc: Robert Eaton, Assistant Vice Chancellor, Financing, Treasury, and Risk Management
Jean L. Gill, Assistant Controller, Financial Services Accounting
Kelly Cox, Associate Director, Financial Services Accounting
Alice Kim, Senior Manager, Financial Services Accounting

DELEGATION OF AUTHORITY TO RENEW INSURANCE PROGRAMS

ISSUE: CSURMA's insurance and reinsurance programs mostly renew on July 1. The CSURMA Program Administrator is actively marketing the programs to ensure competitive rates and terms. Underwriting meetings are scheduled throughout the spring and final negotiations are scheduled for the week of June 1, 2015, with key markets, including presentations to underwriters by the CSU Chancellor, EVC/CFO and General Counsel.

RECOMMENDATION: It is recommended that the Executive Committee delegate authority to the CSURMA Secretary-Auditor to negotiate and bind insurance renewals as appropriate and within the budgeted amounts of the FY 15/16 Budget to be adopted by the Board of Directors at their April 27, 2015 meeting.

FISCAL IMPACT: No direct fiscal impact is expected from action at today's meeting. The negotiated insurance and reinsurance costs will be included in the CSURMA budget which will be an action item for the CSURMA Board of Directors at their spring meeting.

BACKGROUND: The insurance market for CSU's risks is a global one that passes through soft and hard markets. The market remains relatively soft for property risks, but casualty risks, especially in California are seeing some firming. Attached to this item is the 2014 Q4 rate survey report showing that rate increases have appeared across all commercial lines. Following are some comments specific to CSURMA's Programs:

- **Liability** – Underwriting meetings were held in New York on January 21 – 23. Over the two day period there were eight meetings with 14 market participants. The meetings were primarily focused on CSURMA's Excess Liability Insurance Program. CV Starr, who currently writes the \$10MM xs \$35MM layer and the \$10MM xs \$75MM layer, has decided to stop writing California public entity liability business. These layers will need to be replaced. Ironshore, who currently writes the \$5MM xs \$5MM layer, announced that they may not attach under \$10MM at renewal; however, staff received notification on March 2nd that Ironshore will provide a quote for the \$5MM xs \$5MM layer. In addition, the underwriter for AORMA's liability program primary excess layer has announced his retirement and staff is working with his successor to develop renewal terms. The liability programs will be marketed extensively.
- **Property** – CSU and the auxiliary organizations have had excellent property loss results in recent years, but with some upward trend in losses. The property market remains soft.

We are actively marketing the property risks and expect the renewal rates to decrease at least 5%.

- **Workers' Compensation** – the California Workers' Compensation Insurance market is hardening. The Executive Committee took action in December to bind an 18 month reinsurance program via the CSAC Excess Insurance Authority that will guarantee most of the program costs at the July 1 renewal. EIA is marketing the excess workers' compensation and will report on those efforts to the Director of Systemwide Risk Management.
- **SPLIP & SAFECLIP** – Last year we negotiated a streamlined policy form that incorporates the many endorsements added to the current policy. These programs continue to have excellent results and no rate increase is expected.
- **Fidelity** – The campus program has had a loss reported, but we are expecting a flat rate renewal overall for the programs. We will discuss in detail with the underwriters the first week of June. Are expecting a rate decrease for the campus program of 5%; however, the AORMA program had a large loss that caused prior rate increases to that program. We expect a flat renewal for AORMA this year.
- **Foreign Travel** – The systemwide FTIP policy had a significant loss during FY 13/14 and a large rate increase last year. The CSU International Programs also had increased loss activity. We are expecting renewal cost to be near expiring this year. Due to quality of coverage and services, loss experience and change logistics, we do not recommend marketing the renewal this year.
- **Athletic Injury Medical Expense** – AIME is fully self-insured up to the NCAA attachment. NCAA has projected increasing their excess attachment point to \$100,000 up from the current \$90,000, but allowed CSU campuses to stay at \$90,000. The AIME Committee is conducting an RFP for its claims administration.

PUBLICATION: None.

ATTACHMENT(S):

- a) Council of Insurance Agents and Brokers Q4 2014 Rate Survey Report



THE COUNCIL'S COMMERCIAL MARKET SURVEY

NEWS RELEASE – FOR IMMEDIATE RELEASE

Contact: Sean Mitchell
 Industry Affairs Associate
 202.662.4305
 sean.mitchell@ciab.com

COMMERCIAL P/C PRICING LOWERED SLIGHTLY IN FOURTH QUARTER OF 2014, ACCORDING TO CIAB SURVEY

WASHINGTON, D.C. – January 27, 2015 – Premium pricing for the commercial property/casualty market was slightly lower in the fourth quarter of 2014, according to The Council of Insurance Agents & Brokers' quarterly Commercial P/C Market Index Survey.

On average, large, medium and small accounts declined by a meager 0.7 percent, compared with a small increase of 0.1 percent in the third quarter of 2014. Large accounts experienced the largest pricing drop of -2.2 percent. Medium accounts dropped -0.9 percent, while small accounts rose 1.1 percent in the last quarter as the Barclays Research chart below shows.

“Changes weren’t particularly dramatic last quarter and capacity remained ample for good accounts and new business -- very similar to what we saw in the previous quarter,” said Ken A. Crerar, president/CEO of The Council. “Congress’ dithering over TRIA reauthorization caused some unease in that market, but the passage of the TRIA extension should settle those concerns,” Crerar said.

Average Fourth Quarter 2014 Commercial Rates Stabilized

	Small Accounts	Medium Accounts	Large Accounts	Avg
Fourth Quarter 2014	1.1%	-0.9%	-2.2%	-0.7%
Third Quarter 2014	1.1%	0.3%	-1.1%	0.1%
Second Quarter 2014	1.2%	-0.2%	-2.6%	-0.5%
First Quarter 2014	3.0%	1.6%	-0.1%	1.5%
Fourth Quarter 2013	2.6%	2.4%	1.4%	2.1%
High (4Q01)	20.8%	31.7%	33.0%	28.5%
Low (3Q07)	-10.0% (1Q08)	-15.0%	-15.9%	-13.6%

Source: The Council of Insurance Agents & Brokers. Chart prepared by Barclays Research.

Most of the brokers surveyed reported no significant changes in the market, however, results varied somewhat by line, region and loss experience. If anything, there was a trend towards market softening in the fourth quarter.

Competition clearly was a factor in keeping rates down. Brokers in the Northeast reported “fierce competition.” One noted that there was a “feeding frenzy at the end of the year to write new premium.” A similar story played

out in the Southeast. “Overall, pricing being pushed lower, especially as competition has been introduced.” In the Midwest, “Terms are easier to negotiate, price continues to be driven by competition,” another broker said.

As in past quarters, carriers were more aggressive on new business, while trying to hold the line on renewals with good loss experience. In the Northeast, “Carriers seem to be holding to strict underwriting guidelines on one hand, but on the other they want to write business. There is more flexibility on larger accounts.” Carriers were also looking for renewals with a good loss history. A Midwest broker said, “Generally more aggressive on new business and renewals with a clean loss history.”

Wind and hail losses continued to be a problem for some regions of the country. In the Pacific Northwest, brokers have seen “increased scrutiny on property risks given recent hail activity. Many carriers are pushing separate/higher wind/hail deductibles, while maintaining relatively flat rates.” In the Southwest carriers tightened property underwriting and increased the use of wind and hail deductibles.

Demand for commercial insurance generally was up in the fourth quarter, according to 90 percent of those surveyed – a stark contrast to the dramatic drop in demand during the 2007 recession. In particular, brokers saw an up-tick in interest in cyber risk coverage, no doubt piqued by recent high-profile hacking attacks, such as the one against Sony by North Korea.

The Council’s survey is the oldest source of commercial property-casualty market conditions, pricing practices and trends, dating back to 1999.

The Council of Insurance Agents & Brokers is the premier association for the top regional, national and international commercial insurance and employee benefits intermediaries worldwide. Council members are market leaders who annually place 85 percent of U.S. commercial property/casualty insurance premiums and administer billions of dollars in employee benefits accounts. With expansive international reach, The Council fosters industry wide relationships around the globe by engaging lawmakers, regulators and stakeholders to promote the interests of its members and the valuable role they play in the mitigation of risk for their clients. Founded in 1913, The Council is based in Washington, D.C.

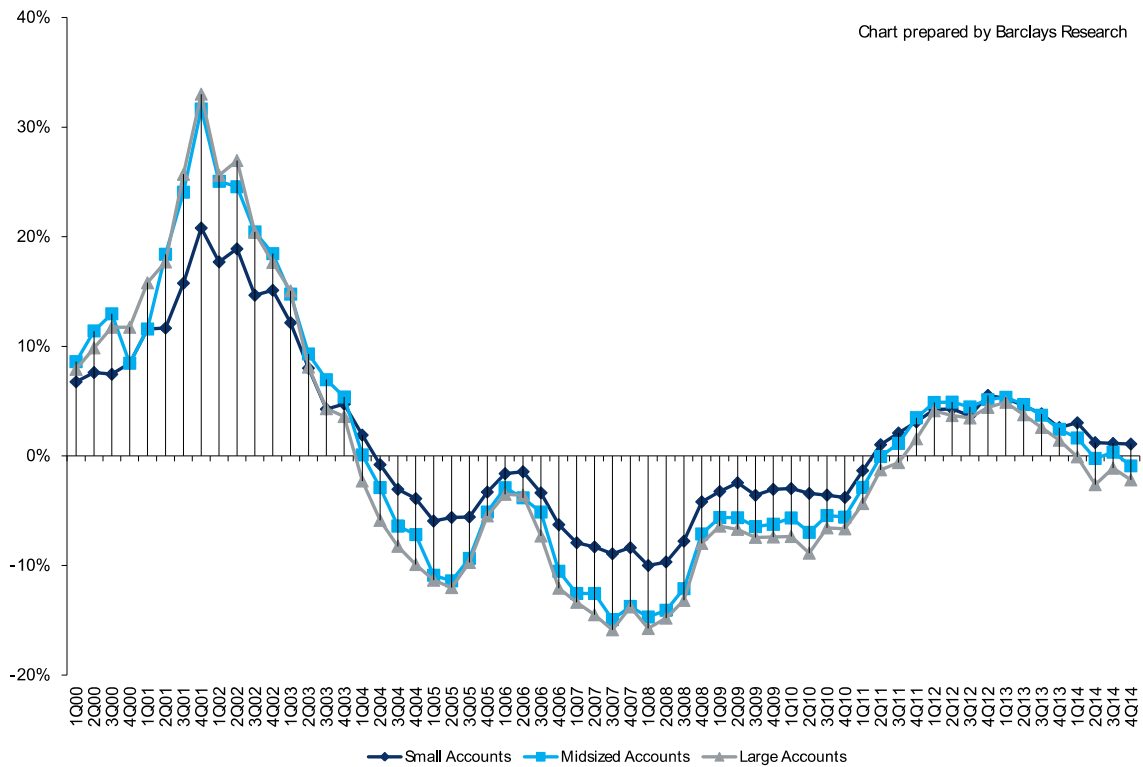
www.ciab.com

Average Fourth Quarter 2014 Commercial Pricing Declines

	Small Accounts	Medium Accounts	Large Accounts	Avg
Fourth Quarter 2014	1.1%	-0.9%	-2.2%	-0.7%
Third Quarter 2014	1.1%	0.3%	-1.1%	0.1%
Second Quarter 2014	1.2%	-0.2%	-2.6%	-0.5%
First Quarter 2014	3.0%	1.6%	-0.1%	1.5%
Fourth Quarter 2013	2.6%	2.4%	1.4%	2.1%
High (4Q01)	20.8%	31.7%	33.0%	28.5%
Low (3Q07)	-10.0% (1Q08)	-15.0%	-15.9%	-13.6%

Source: The Council of Insurance Agents & Brokers. Chart prepared by Barclays Research.

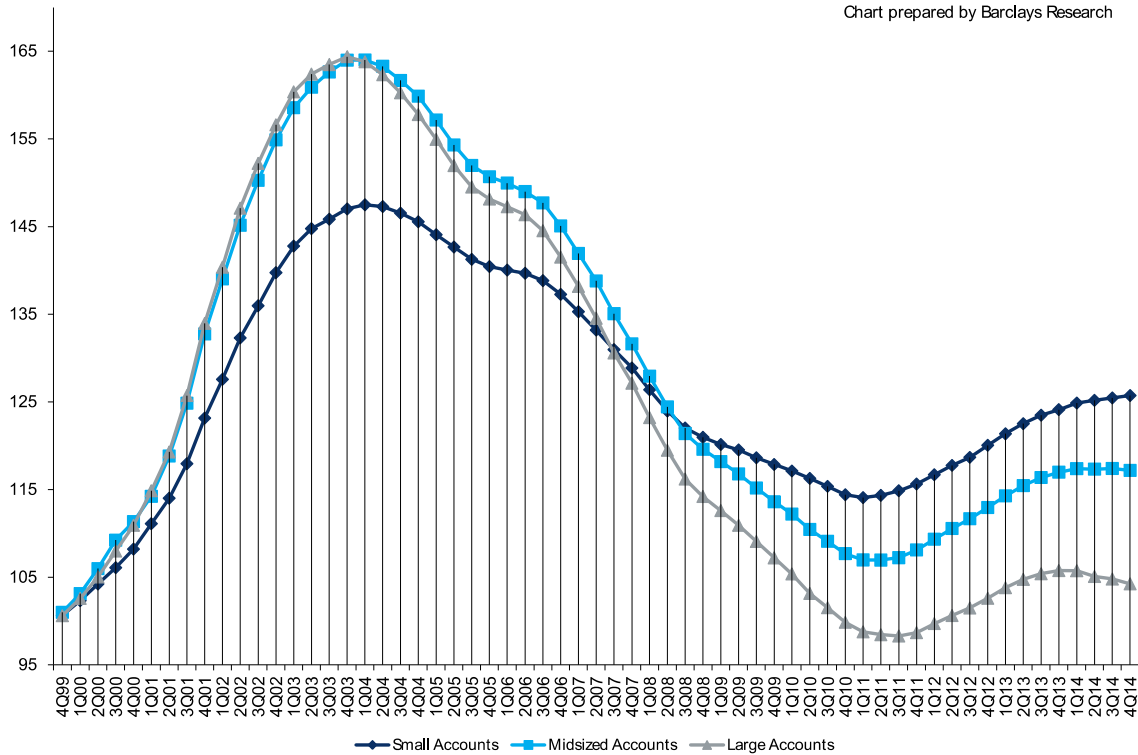
Average Commercial Premium Rate Changes by Account Size



Source: The Council of Insurance Agents & Brokers. Chart prepared by Barclays Research.

Cumulative Quarterly Rate Increases by Account Size

Chart prepared by Barclays Research



Source: The Council of Insurance Agents & Brokers. Chart prepared by Barclays Research.

By-Line Fourth Quarter 2014 Rate Changes Ranged From -2.2% to +3.0%

	Comm'l Auto	Workers' Comp	Comm'l Property	Gen'l Liability	Umbrella	Average
Fourth Quarter 2014	3.0%	0.7%	-2.2%	-0.4%	-0.3%	0.1%
Third Quarter 2014	2.6%	2.3%	-1.6%	0.6%	0.6%	0.9%
Second Quarter 2014	1.7%	3.1%	-2.6%	0.1%	0.3%	0.5%
First Quarter 2014	3.3%	4.1%	0.0%	1.5%	1.7%	2.1%
Fourth Quarter 2013	3.0%	4.9%	2.1%	2.3%	2.3%	2.9%
High	28.6%	24.9%	45.4%	26.0%	51.9%	35.3%
Low	-11.6%	-12.3%	-15.0%	-13.6%	-13.5%	-13.2%

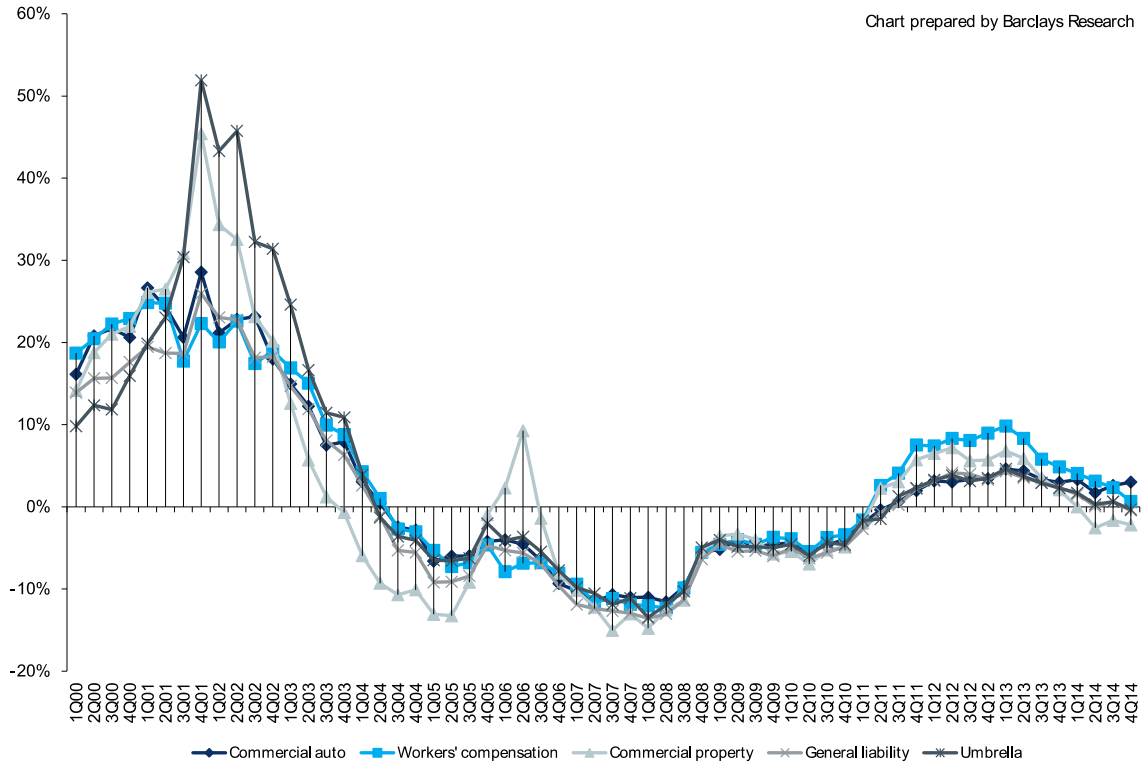
Source: The Council of Insurance Agents & Brokers. Chart prepared by Barclays Research.

Rate Changes in Other Lines

Fourth Quarter 2014 Rate Changes in Other Lines	4Q14	High	Low
Business interruption	-1.3%	28.8%	-10.2%
Construction	0.0%	38.7%	-10.7%
D&O liability	2.3%	32.4%	-8.7%
Employment practices	2.8%	21.9%	-8.1%
Surety bonds	0.1%	11.2%	-2.3%

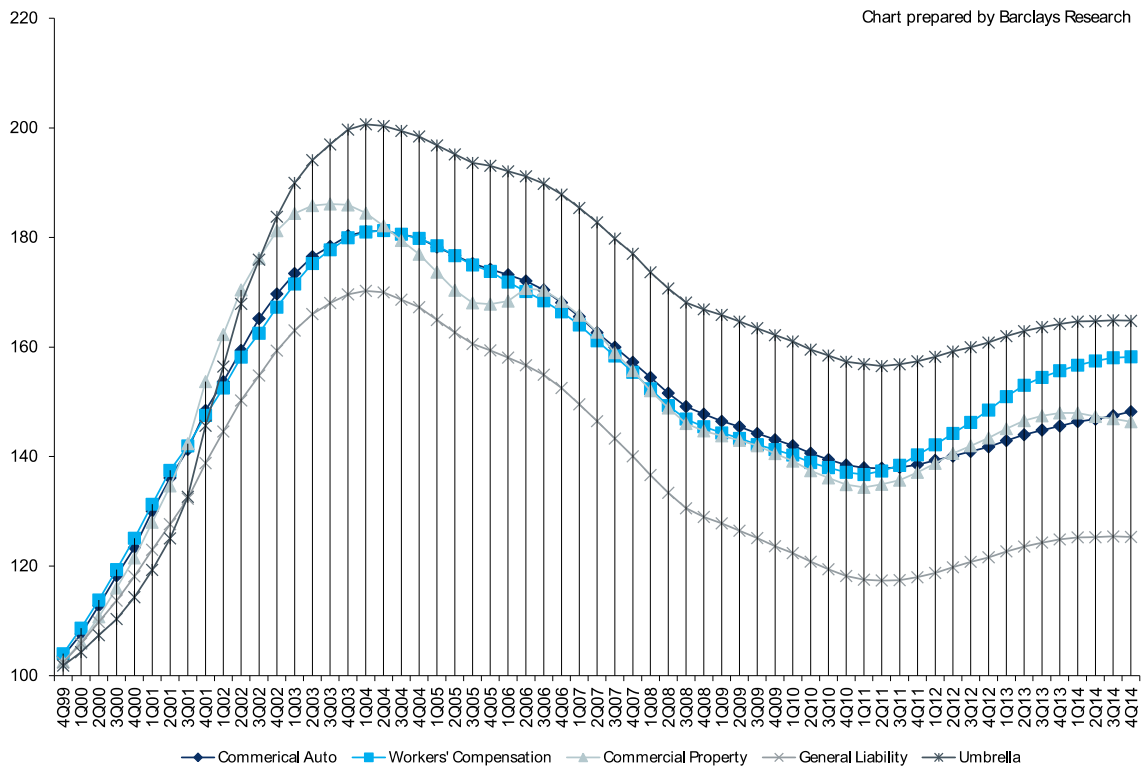
Source: The Council of Insurance Agents & Brokers. Chart prepared by Barclays Research.

Average Commercial Rate Increases by Line



Source: The Council of Insurance Agents & Brokers. Chart prepared by Barclays Research.

Cumulative Quarterly Rate Increases by Line

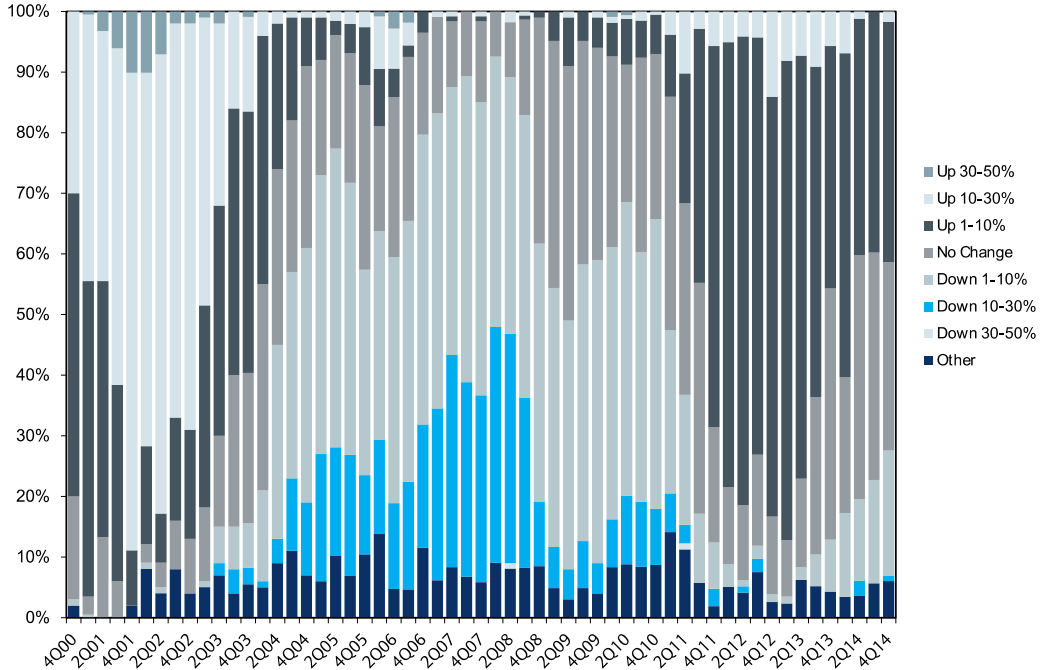


Source: The Council of Insurance Agents & Brokers. Chart prepared by Barclays Research.

Insurance Rate Changes, Small Commercial Accounts*

Percentage of Survey Respondents

Rate Increases Reported by Agents & Brokers in CIAB Survey
 (* Accounts generating <\$25,000 in annual commissions & fees)

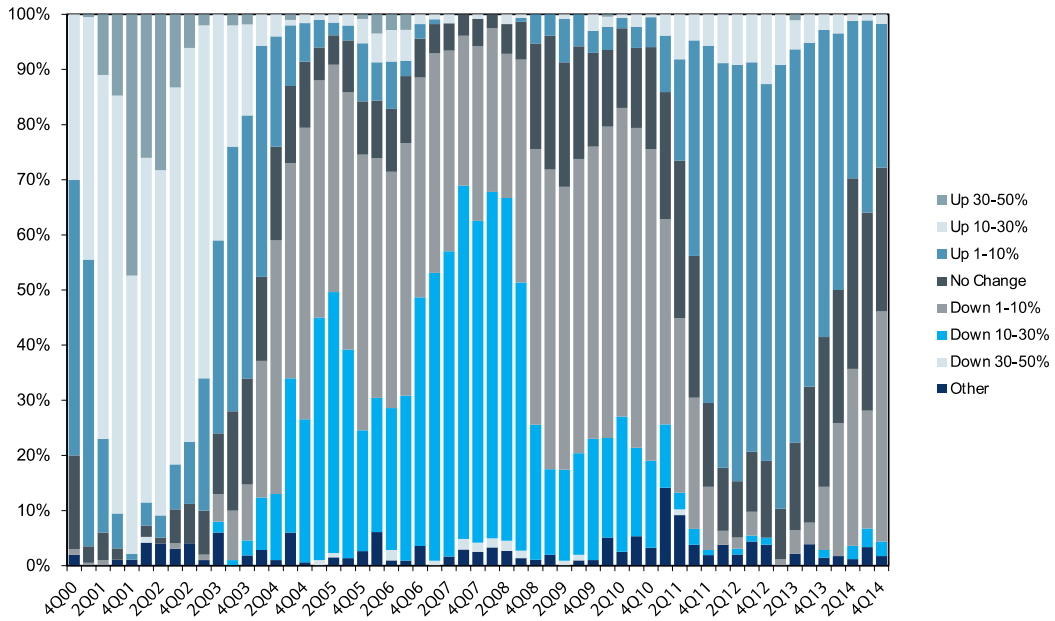


Source: The Council of Insurance Agents & Brokers. Chart prepared by Barclays Research.

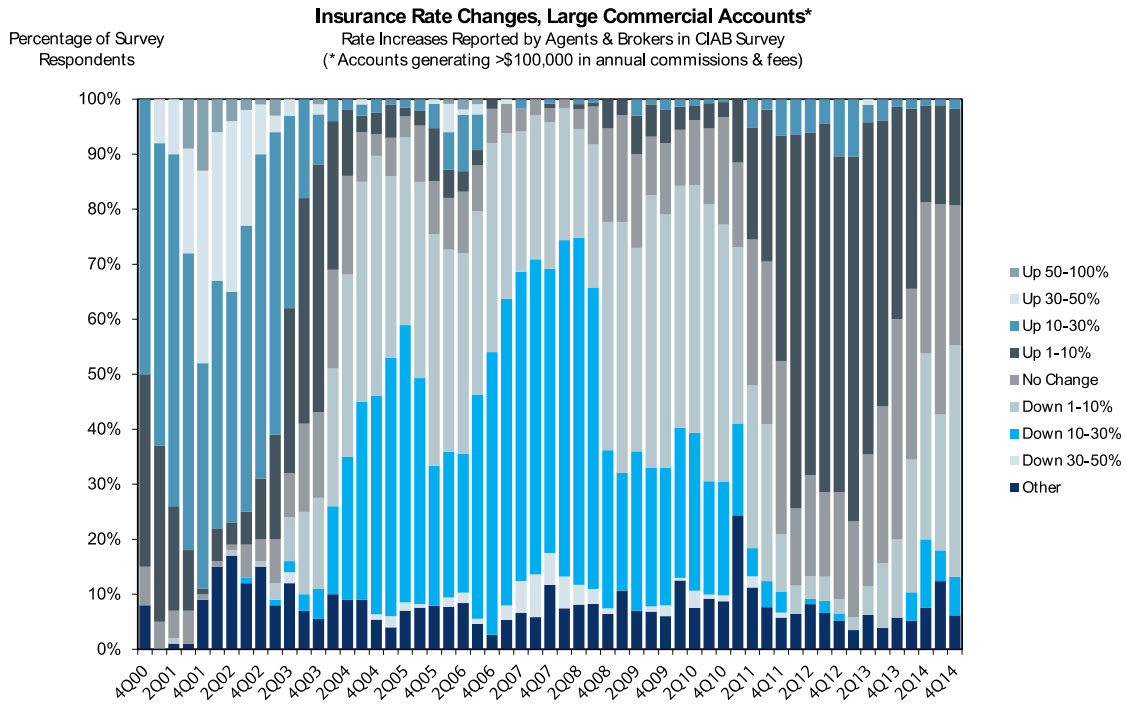
Insurance Rate Changes, Medium Commercial Accounts*

Percentage of Survey Respondents

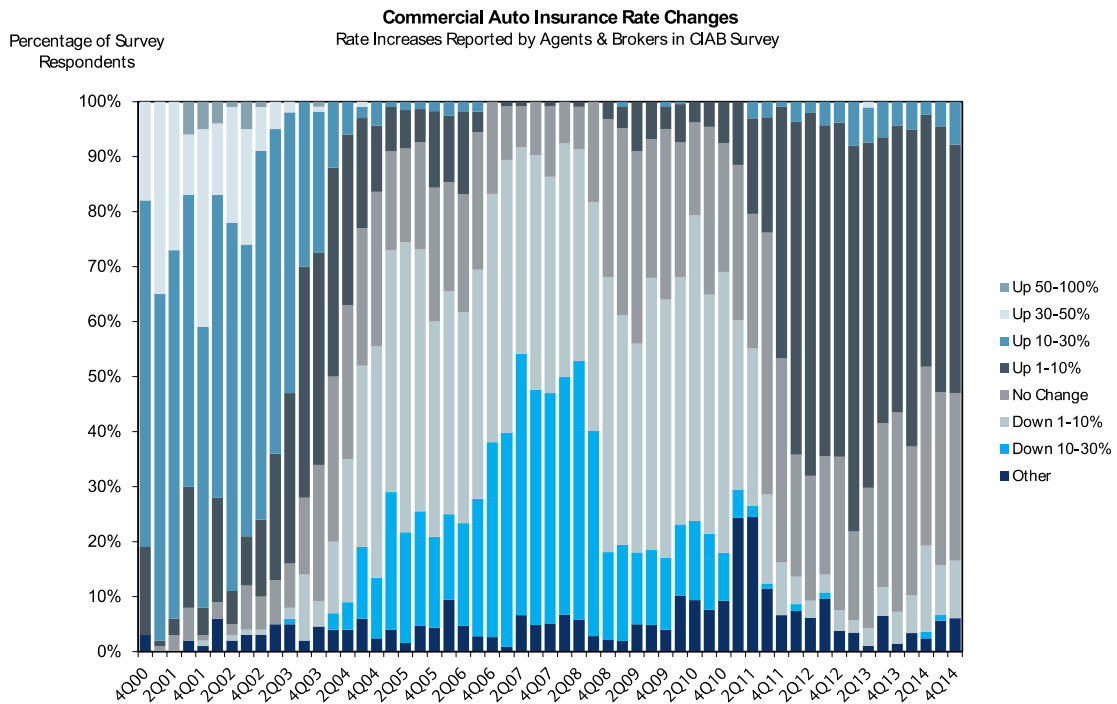
Rate Increases Reported by Agents & Brokers in CIAB Survey
 (* Accounts generating \$25,000-\$100,000 in annual commissions & fees)



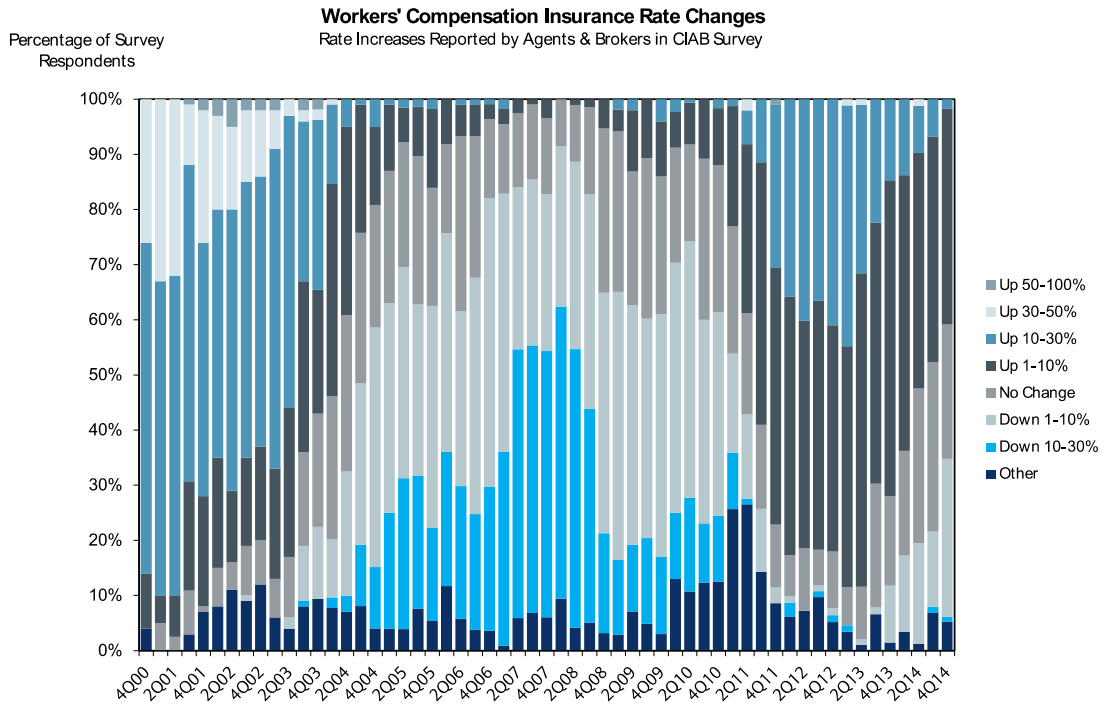
Source: The Council of Insurance Agents & Brokers. Chart prepared by Barclays Research.



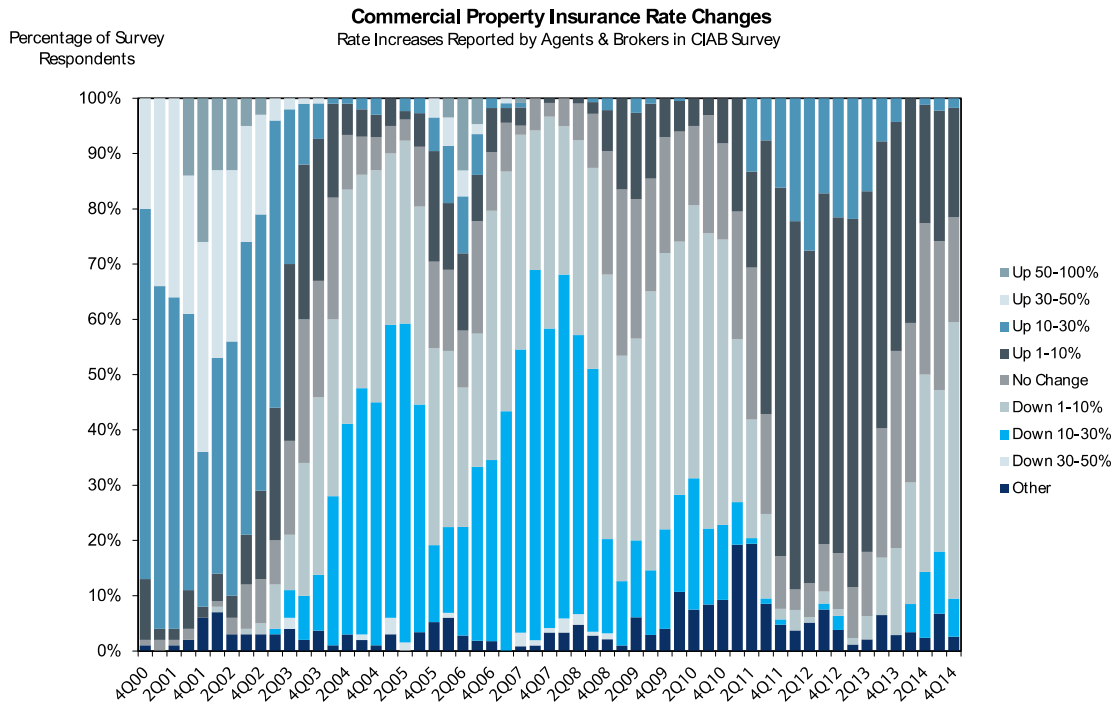
Source: The Council of Insurance Agents & Brokers. Chart prepared by Barclays Research.



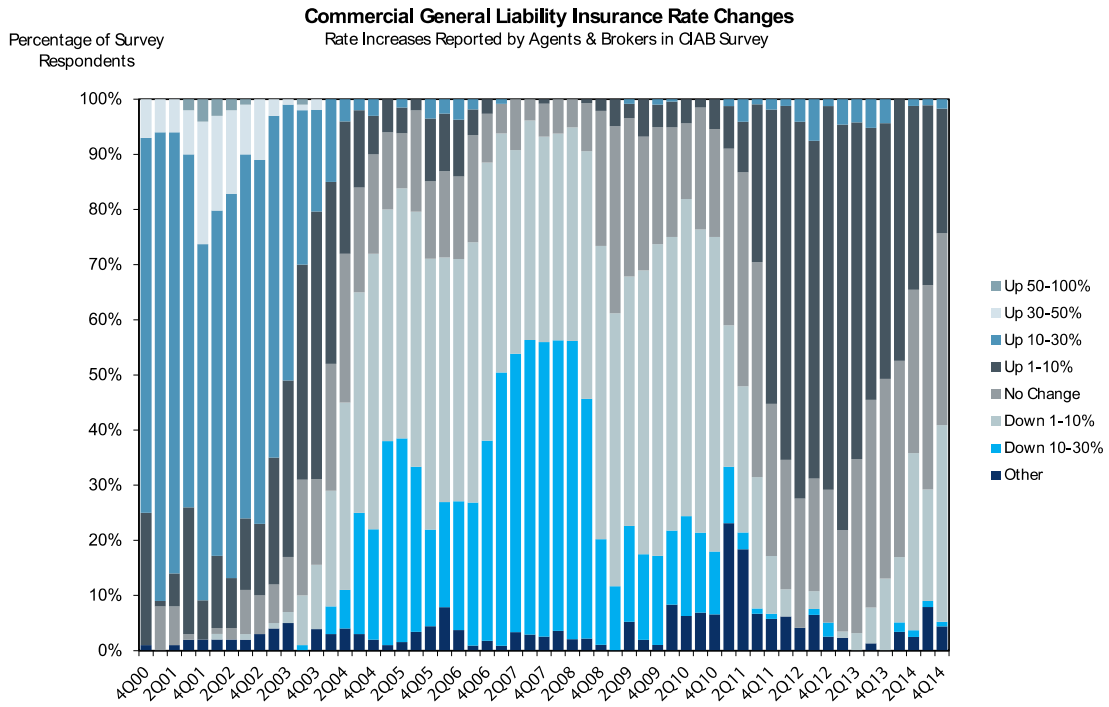
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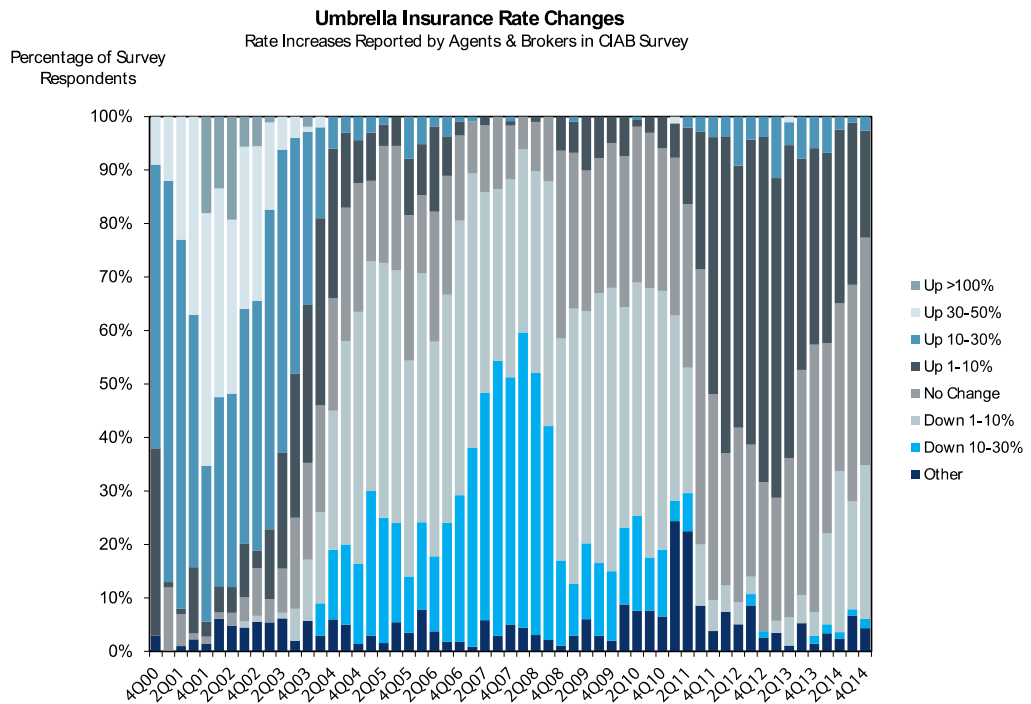
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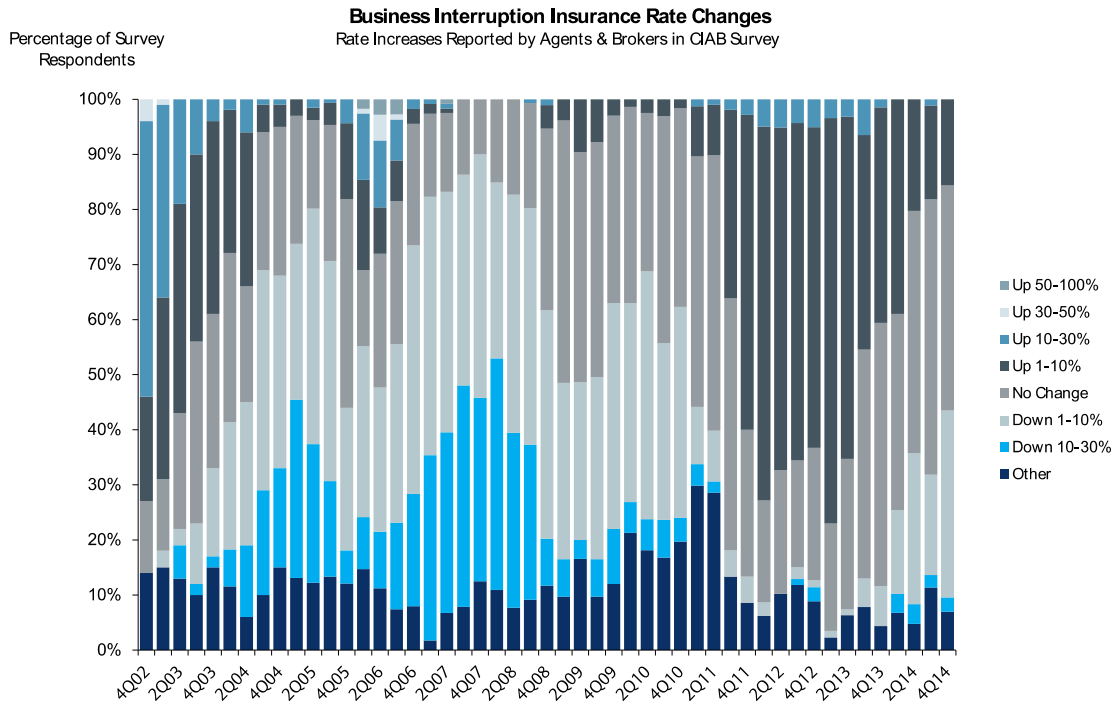
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Source: The Council of Insurance Agents & Brokers. Chart prepared by Barclays Research.

Commercial Property – Casualty Market Survey 4th Quarter 2014 Released: January 2015

Below are the survey results for: ALL REGIONS

1. On average, how have premium rates changed over the last three months (October 1, 2014 - December 31, 2014) for the following accounts? Please check N/A if you don't know or don't handle the type of account.

	1 Down 30-40%	2 Down 20-30%	3 Down 10-20%	4 Down 1-10%	5 No Change	6 Up 1-10%	7 Up 10-20%	8 Up 20-30%	9 Up 30-50%	10 Up 50- 100%	N/A
Small (<\$25K Comm. & Fees)	0.00%	0.00%	0.86%	20.69%	31.03%	39.66%	1.72%	0.00%	0.00%	0.00%	6.04%
Medium (\$25K – \$100K)	0.00%	0.00%	2.61%	41.74%	26.08%	26.09%	1.74%	0.00%	0.00%	0.00%	1.74%
Large (>\$100K)	0.00%	1.75%	5.26%	42.11%	25.44%	17.54%	1.75%	0.00%	0.00%	0.00%	6.15%

2. How much have premium rates changed over the last three months (October 1, 2014 - December 31, 2014) for the following lines? Please check N/A if you don't know or don't handle the line.

	1 Down 30-40%	2 Down 20-30%	3 Down 10-20%	4 Down 1-10%	5 No Change	6 Up 1-10%	7 Up 10- 20%	8 Up 20- 30%	9 Up 30- 50%	10 Up 50- 100%	N/A
Business Interruption	0.00%	0.00%	2.61%	33.91%	40.87%	15.65%	0.00%	0.00%	0.00%	0.00%	6.96%
Commercial Auto	0.00%	0.00%	0.00%	10.43%	30.43%	45.22%	6.96%	0.87%	0.00%	0.00%	6.09%
Commercial Property	0.00%	0.00%	6.90%	50.00%	18.97%	19.83%	0.86%	0.86%	0.00%	0.00%	2.58%
Construction Risks	0.00%	0.00%	1.75%	22.81%	37.72%	21.93%	1.75%	0.00%	0.00%	0.00%	14.04%
D & O	0.00%	0.00%	0.00%	10.43%	35.65%	36.52%	6.96%	0.00%	0.00%	0.00%	10.44%
Flood Insurance	0.00%	0.00%	1.77%	8.85%	52.21%	17.70%	2.65%	1.77%	0.00%	0.00%	15.05%
Employment Practices	0.00%	0.00%	0.00%	6.90%	39.66%	37.07%	8.62%	0.00%	0.00%	0.00%	7.75%
General Liability	0.00%	0.00%	0.87%	35.65%	34.78%	22.61%	0.87%	0.87%	0.00%	0.00%	4.35%
Marine	0.00%	0.00%	0.00%	23.68%	44.74%	9.65%	0.88%	0.00%	0.00%	0.00%	21.05%
Medical Malpractice	0.00%	0.00%	0.88%	13.16%	29.82%	8.77%	1.75%	0.00%	0.00%	0.00%	45.62%
Surety Bonds	0.00%	0.00%	0.00%	7.01%	47.37%	6.14%	0.88%	0.00%	0.00%	0.00%	38.60%
Terrorism	0.00%	0.88%	0.00%	7.89%	53.51%	13.16%	3.50%	0.00%	0.88%	0.00%	20.18%
Umbrella	0.00%	0.00%	1.74%	28.70%	42.61%	20.00%	2.61%	0.00%	0.00%	0.00%	4.35%
Workers' Compensation	0.00%	0.00%	0.87%	28.70%	24.35%	39.13%	1.74%	0.00%	0.00%	0.00%	5.21%
Broker E&O	0.00%	0.00%	0.00%	6.14%	38.60%	12.28%	1.75%	0.00%	0.00%	0.00%	41.23%

Commercial Property – Casualty Market Survey 4th Quarter 2014 Released: January 2015

Below are the survey results for: **NORTHEAST**
(CT, DE, DC, MA, ME, MD, NH, NJ, NY, PA, RI)

1. On average, how have premium rates changed over the last three months (October 1, 2014 - December 31, 2014) for the following accounts? Please check N/A if you don't know or don't handle the type of account.

	1 Down 30-40%	2 Down 20-30%	3 Down 10-20%	4 Down 1-10%	5 No Change	6 Up 1-10%	7 Up 10-20%	8 Up 20-30%	9 Up 30-50%	10 Up 50- 100%	N/A
Small (<\$25K Comm. & Fees)	0.00%	0.00%	0.00%	25.00%	21.43%	39.29%	3.57%	0.00%	0.00%	0.00%	10.71%
Medium (\$25K – \$100K)	0.00%	0.00%	0.00%	46.43%	14.29%	35.71%	3.57%	0.00%	0.00%	0.00%	0.00%
Large (>\$100K)	0.00%	0.00%	7.15%	32.14%	32.14%	17.86%	0.00%	0.00%	0.00%	0.00%	10.71%

2. How much have premium rates changed over the last three (October 1, 2014 - December 31, 2014) for the following lines? Please check N/A if you don't know or don't handle the line.

	1 Down 30-40%	2 Down 20-30%	3 Down 10-20%	4 Down 1-10%	5 No Change	6 Up 1-10%	7 Up 10- 20%	8 Up 20- 30%	9 Up 30- 50%	10 Up 50- 100%	N/A
Business Interruption	0.00%	0.00%	7.14%	32.14%	39.29%	17.86%	0.00%	0.00%	0.00%	0.00%	3.57%
Commercial Auto	0.00%	0.00%	0.00%	14.29%	35.71%	35.71%	7.14%	0.00%	0.00%	0.00%	7.15%
Commercial Property	0.00%	0.00%	7.14%	46.43%	17.86%	25.00%	3.57%	0.00%	0.00%	0.00%	0.00%
Construction Risks	0.00%	0.00%	7.41%	14.82%	33.33%	29.63%	0.00%	0.00%	0.00%	0.00%	14.81%
D & O	0.00%	0.00%	0.00%	3.57%	42.86%	35.72%	7.14%	0.00%	0.00%	0.00%	10.71%
Flood Insurance	0.00%	0.00%	7.14%	7.14%	46.43%	14.29%	0.00%	3.57%	0.00%	0.00%	21.43%
Employment Practices	0.00%	0.00%	0.00%	7.14%	42.86%	32.14%	3.57%	0.00%	0.00%	0.00%	14.29%
General Liability	0.00%	0.00%	0.00%	32.14%	28.57%	28.57%	3.57%	0.00%	0.00%	0.00%	7.15%
Marine	0.00%	0.00%	0.00%	25.00%	32.14%	14.29%	0.00%	0.00%	0.00%	0.00%	28.57%
Medical Malpractice	0.00%	0.00%	0.00%	14.29%	35.71%	10.71%	0.00%	0.00%	0.00%	0.00%	39.29%
Surety Bonds	0.00%	0.00%	0.00%	3.57%	50.00%	14.29%	0.00%	0.00%	0.00%	0.00%	32.14%
Terrorism	0.00%	3.57%	0.00%	10.71%	46.43%	17.86%	7.14%	0.00%	0.00%	0.00%	14.29%
Umbrella	0.00%	0.00%	0.00%	32.14%	28.57%	25.00%	7.14%	0.00%	0.00%	0.00%	7.15%
Worker's Compensation	0.00%	0.00%	0.00%	17.86%	25.00%	42.86%	7.14%	0.00%	0.00%	0.00%	7.14%
Broker E&O	0.00%	0.00%	0.00%	3.57%	42.86%	17.86%	3.57%	0.00%	0.00%	0.00%	32.14%

Commercial Property – Casualty Market Survey 4th Quarter 2014 Released: January 2015

Below are the survey results for: **SOUTHEAST**
(AL, FL, GA, KY, LA, MS, NC, SC, TN, VA, WV)

1. On average, how have premium rates changed over the last three (October 1, 2014 - December 31, 2014) for the following accounts? Please check N/A if you don't know or don't handle the type of account.

	1 Down 30-40%	2 Down 20-30%	3 Down 10-20%	4 Down 1-10%	5 No Change	6 Up 1-10%	7 Up 10-20%	8 Up 20-30%	9 Up 30-50%	10 Up 50- 100%	N/A
Small (<\$25K Comm. & Fees)	0.00%	0.00%	0.00%	26.92%	26.92%	42.31%	3.85%	0.00%	0.00%	0.00%	0.00%
Medium (\$25K – \$100K)	0.00%	0.00%	3.85%	38.46%	34.61%	23.08%	0.00%	0.00%	0.00%	0.00%	0.00%
Large (>\$100K)	0.00%	3.85%	3.85%	46.15%	23.07%	19.23%	3.85%	0.00%	0.00%	0.00%	0.00%

2. How much have premium rates changed over the last three months (October 1, 2014 - December 31, 2014) for the following lines? Please check N/A if you don't know or don't handle the line.

	1 Down 30- 40%	2 Down 20-30%	3 Down 10-20%	4 Down 1-10%	5 No Change	6 Up 1-10%	7 Up 10- 20%	8 Up 20- 30%	9 Up 30- 50%	10 Up 50- 100%	N/A
Business Interruption	0.00%	0.00%	4.00%	40.00%	44.00%	12.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Commercial Auto	0.00%	0.00%	0.00%	3.84%	30.77%	50.00%	11.54%	3.85%	0.00%	0.00%	0.00%
Commercial Property	0.00%	0.00%	15.39%	46.15%	19.23%	19.23%	0.00%	0.00%	0.00%	0.00%	0.00%
Construction Risks	0.00%	0.00%	0.00%	38.46%	30.77%	19.23%	3.85%	0.00%	0.00%	0.00%	7.69%
D & O	0.00%	0.00%	0.00%	8.00%	40.00%	44.00%	4.00%	0.00%	0.00%	0.00%	4.00%
Flood Insurance	0.00%	0.00%	0.00%	12.00%	60.00%	16.00%	4.00%	0.00%	0.00%	0.00%	8.00%
Employment Practices	0.00%	0.00%	0.00%	7.69%	46.15%	42.31%	3.85%	0.00%	0.00%	0.00%	0.00%
General Liability	0.00%	0.00%	0.00%	26.92%	38.46%	34.62%	0.00%	0.00%	0.00%	0.00%	0.00%
Marine	0.00%	0.00%	0.00%	19.23%	53.85%	11.54%	0.00%	0.00%	0.00%	0.00%	15.38%
Medical Malpractice	0.00%	0.00%	0.00%	3.85%	19.23%	15.38%	0.00%	0.00%	0.00%	0.00%	61.54%
Surety Bonds	0.00%	0.00%	0.00%	7.69%	46.15%	3.85%	0.00%	0.00%	0.00%	0.00%	42.31%
Terrorism	0.00%	0.00%	0.00%	0.00%	57.69%	11.54%	3.85%	0.00%	0.00%	0.00%	26.92%
Umbrella	0.00%	0.00%	0.00%	30.77%	38.46%	30.77%	0.00%	0.00%	0.00%	0.00%	0.00%
Workers' Compensation	0.00%	0.00%	0.00%	42.31%	26.92%	30.77%	0.00%	0.00%	0.00%	0.00%	0.00%
Broker E&O	0.00%	0.00%	0.00%	3.85%	38.46%	7.69%	0.00%	0.00%	0.00%	0.00%	50.00%

Commercial Property – Casualty Market Survey 4th Quarter 2014 Released: January 2015

Below are the survey results for: **MIDWEST**
(AR, IL, IN, IA, KS, MI, MO, MN, NE, ND, SD, OH, WI)

1. On average, how have premium rates changed over the last three months (October 1, 2014 - December 31, 2014) for the following accounts? Please check N/A if you don't know or don't handle the type of account.

	1 Down 30-40%	2 Down 20-30%	3 Down 10-20%	4 Down 1-10%	5 No Change	6 Up 1-10%	7 Up 10-20%	8 Up 20-30%	9 Up 30-50%	10 Up 50- 100%	N/A
Small (<\$25K Comm. & Fees)	0.00%	0.00%	2.63%	21.05%	34.21%	36.84%	0.00%	0.00%	0.00%	0.00%	5.27%
Medium (\$25K – \$100K)	0.00%	0.00%	2.63%	39.47%	34.21%	18.42%	0.00%	0.00%	0.00%	0.00%	5.27%
Large (>\$100K)	0.00%	2.70%	5.41%	45.94%	29.73%	8.11%	0.00%	0.00%	0.00%	0.00%	8.11%

2. How much have premium rates changed over the last three (October 1, 2014 - December 31, 2014) for the following lines? Please check N/A if you don't know or don't handle the line.

	1 Down 30-40%	2 Down 20-30%	3 Down 10-20%	4 Down 1-10%	5 No Change	6 Up 1-10%	7 Up 10- 20%	8 Up 20- 30%	9 Up 30- 50%	10 Up 50- 100%	N/A
Business Interruption	0.00%	0.00%	0.00%	36.84%	34.21%	10.53%	0.00%	0.00%	0.00%	0.00%	18.42%
Commercial Auto	0.00%	0.00%	0.00%	10.81%	27.03%	45.95%	2.70%	0.00%	0.00%	0.00%	13.51%
Commercial Property	0.00%	0.00%	2.63%	60.53%	15.79%	13.16%	0.00%	0.00%	0.00%	0.00%	7.89%
Construction Risks	0.00%	0.00%	0.00%	21.05%	47.37%	13.16%	0.00%	0.00%	0.00%	0.00%	18.42%
D & O	0.00%	0.00%	0.00%	15.79%	31.58%	31.58%	5.26%	0.00%	0.00%	0.00%	15.79%
Flood Insurance	0.00%	0.00%	0.00%	10.53%	47.37%	21.05%	2.63%	0.00%	0.00%	0.00%	18.42%
Employment Practices	0.00%	0.00%	0.00%	7.89%	42.11%	31.58%	5.26%	0.00%	0.00%	0.00%	13.16%
General Liability	0.00%	0.00%	2.63%	42.11%	39.47%	7.89%	0.00%	0.00%	0.00%	0.00%	7.90%
Marine	0.00%	0.00%	0.00%	31.58%	44.74%	5.26%	0.00%	0.00%	0.00%	0.00%	18.42%
Medical Malpractice	0.00%	0.00%	2.63%	18.42%	31.58%	2.63%	2.63%	0.00%	0.00%	0.00%	42.11%
Surety Bonds	0.00%	0.00%	0.00%	7.90%	52.63%	0.00%	2.63%	0.00%	0.00%	0.00%	36.84%
Terrorism	0.00%	0.00%	0.00%	13.16%	47.37%	10.52%	0.00%	0.00%	2.63%	0.00%	26.32%
Umbrella	0.00%	0.00%	2.70%	29.73%	51.35%	5.41%	2.70%	0.00%	0.00%	0.00%	8.11%
Workers' Compensation	0.00%	0.00%	2.63%	23.68%	26.32%	36.84%	0.00%	0.00%	0.00%	0.00%	10.53%
Broker E&O	0.00%	0.00%	0.00%	5.26%	44.74%	5.26%	2.63%	0.00%	0.00%	0.00%	42.11%

Commercial Property – Casualty Market Survey 4th Quarter 2014 Released: January 2015

Below are the survey results for: **SOUTHWEST (So. CA, AZ, NM, OK, TX)**

1. On average, how have premium rates changed over the last three months (October 1, 2014 - December 31, 2014) for the following accounts? Please check N/A if you don't know or don't handle the type of account.

	1 Down 30-40%	2 Down 20-30%	3 Down 10-20%	4 Down 1-10%	5 No Change	6 Up 1-10%	7 Up 10-20%	8 Up 20-30%	9 Up 30-50%	10 Up 50- 100%	N/A
Small (<\$25K Comm. & Fees)	0.00%	0.00%	0.00%	10.00%	20.00%	60.00%	0.00%	0.00%	0.00%	0.00%	10.00%
Medium (\$25K – \$100K)	0.00%	0.00%	0.00%	44.45%	0.00%	44.44%	11.11%	0.00%	0.00%	0.00%	0.00%
Large (>\$100K)	0.00%	0.00%	11.11%	22.22%	11.11%	33.34%	11.11%	0.00%	0.00%	0.00%	11.11%

2. How much have premium rates changed over the last three months (October 1, 2014 - December 31, 2014) for the following lines? Please check N/A if you don't know or don't handle the line.

	1 Down 30-40%	2 Down 20-30%	3 Down 10-20%	4 Down 1-10%	5 No Change	6 Up 1-10%	7 Up 10- 20%	8 Up 20- 30%	9 Up 30- 50%	10 Up 50- 100%	N/A
Business Interruption	0.00%	0.00%	0.00%	30.00%	30.00%	40.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Commercial Auto	0.00%	0.00%	0.00%	20.00%	20.00%	60.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Commercial Property	0.00%	0.00%	10.00%	10.00%	40.00%	30.00%	0.00%	10.00%	0.00%	0.00%	0.00%
Construction Risks	0.00%	0.00%	0.00%	22.22%	0.00%	55.56%	11.11%	0.00%	0.00%	0.00%	11.11%
D & O	0.00%	0.00%	0.00%	10.00%	30.00%	50.00%	10.00%	0.00%	0.00%	0.00%	0.00%
Flood Insurance	0.00%	0.00%	0.00%	10.00%	70.00%	20.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Employment Practices	0.00%	0.00%	0.00%	10.00%	20.00%	50.00%	20.00%	0.00%	0.00%	0.00%	0.00%
General Liability	0.00%	0.00%	0.00%	40.00%	20.00%	30.00%	0.00%	10.00%	0.00%	0.00%	0.00%
Marine	0.00%	0.00%	0.00%	11.11%	55.56%	11.11%	11.11%	0.00%	0.00%	0.00%	11.11%
Medical Malpractice	0.00%	0.00%	0.00%	22.22%	22.22%	11.11%	0.00%	0.00%	0.00%	0.00%	44.45%
Surety Bonds	0.00%	0.00%	0.00%	22.22%	33.33%	0.00%	0.00%	0.00%	0.00%	0.00%	44.45%
Terrorism	0.00%	0.00%	0.00%	0.00%	77.78%	11.11%	0.00%	0.00%	0.00%	0.00%	11.11%
Umbrella	0.00%	0.00%	10.00%	10.00%	60.00%	20.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Workers' Compensation	0.00%	0.00%	0.00%	40.00%	0.00%	60.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Broker E&O	0.00%	0.00%	0.00%	22.22%	33.34%	22.22%	0.00%	0.00%	0.00%	0.00%	22.22%

Commercial Property – Casualty Market Survey 4th Quarter 2014 Released: January 2015

Below are the survey results for: **PACIFIC NW**
(No. CA, AK, CO, HI, ID, MT, NV, OR, UT, WA, WY)

1. On average, how have premium rates changed over the last three months (October 1, 2014 - December 31, 2014) for the following accounts? Please check N/A if you don't know or don't handle the type of account.

	1 Down 30-40%	2 Down 20-30%	3 Down 10-20%	4 Down 1-10%	5 No Change	6 Up 1-10%	7 Up 10-20%	8 Up 20-30%	9 Up 30-50%	10 Up 50- 100%	N/A
Small (<\$25K Comm. & Fees)	0.00%	0.00%	0.00%	7.14%	57.15%	28.57%	0.00%	0.00%	0.00%	0.00%	7.14%
Medium (\$25K – \$100K)	0.00%	0.00%	7.14%	42.86%	28.57%	21.43%	0.00%	0.00%	0.00%	0.00%	0.00%
Large (>\$100K)	0.00%	0.00%	0.00%	57.14%	14.29%	28.57%	0.00%	0.00%	0.00%	0.00%	0.00%

2. How much have premium rates changed over the last three months (October 1, 2014 - December 31, 2014) for the following lines? Please check N/A if you don't know or don't handle the line.

	1 Down 30-40%	2 Down 20-30%	3 Down 10-20%	4 Down 1-10%	5 No Change	6 Up 1-10%	7 Up 10- 20%	8 Up 20- 30%	9 Up 30- 50%	10 Up 50- 100%	N/A
Business Interruption	0.00%	0.00%	0.00%	21.43%	64.28%	14.29%	0.00%	0.00%	0.00%	0.00%	0.00%
Commercial Auto	0.00%	0.00%	0.00%	7.14%	35.71%	42.86%	14.29%	0.00%	0.00%	0.00%	0.00%
Commercial Property	0.00%	0.00%	0.00%	64.29%	14.28%	21.43%	0.00%	0.00%	0.00%	0.00%	0.00%
Construction Risks	0.00%	0.00%	0.00%	14.29%	57.14%	14.29%	0.00%	0.00%	0.00%	0.00%	14.28%
D & O	0.00%	0.00%	0.00%	14.29%	28.57%	28.57%	14.29%	0.00%	0.00%	0.00%	14.28%
Flood Insurance	0.00%	0.00%	0.00%	0.00%	50.00%	16.67%	8.33%	8.33%	0.00%	0.00%	16.67%
Employment Practices	0.00%	0.00%	0.00%	0.00%	28.57%	42.86%	28.57%	0.00%	0.00%	0.00%	0.00%
General Liability	0.00%	0.00%	0.00%	38.46%	38.46%	23.08%	0.00%	0.00%	0.00%	0.00%	0.00%
Marine	0.00%	0.00%	0.00%	15.39%	46.15%	7.69%	0.00%	0.00%	0.00%	0.00%	30.77%
Medical Malpractice	0.00%	0.00%	0.00%	7.69%	38.46%	7.69%	7.69%	0.00%	0.00%	0.00%	38.47%
Surety Bonds	0.00%	0.00%	0.00%	0.00%	38.46%	15.39%	0.00%	0.00%	0.00%	0.00%	46.15%
Terrorism	0.00%	0.00%	0.00%	7.69%	61.54%	15.39%	7.69%	0.00%	0.00%	0.00%	7.69%
Umbrella	0.00%	0.00%	0.00%	28.57%	42.86%	28.57%	0.00%	0.00%	0.00%	0.00%	0.00%
Workers' Compensation	0.00%	0.00%	0.00%	30.77%	30.77%	38.46%	0.00%	0.00%	0.00%	0.00%	0.00%
Broker E&O	0.00%	0.00%	0.00%	7.69%	15.38%	23.08%	0.00%	0.00%	0.00%	0.00%	53.85%

FY 2015/2016 OPERATING BUDGET

ISSUE: CSURMA's next fiscal year begins on July 1, 2015. The FY 2015/16 operating budget is to be approved by the Board of Directors at its April 27, 2015 meeting. The Chancellor's Office Enterprise Accounting Services and the Program Administrators worked together to develop a draft FY 2015/16 budget for the Executive Committee to review at today's meeting.

AORMA separately develops a budget for its coverage programs. The AORMA Committee will meet earlier today to finalize its proposed budget for FY 2015/16 and will make a recommendation to the Executive Committee to include its budget in the CSURMA operating budget for adoption by the Board of Directors. AORMA Committee members will be present at today's meeting to discuss any changes to its draft budget for FY 2015/16.

Major features of the proposed **Campus Programs** budget include:

- Projected increase in Total contributions from \$72,397,277 to \$77,026,163.
- Projected increase in Liability contributions from \$13,434,901 to \$13,514,960 due to actuarial projected claim trend.
- Projected increase in Workers' Compensation contributions from \$33,196,159 to \$37,744,986 due to actuarial projected claim trend.
- Projected increase in IDL/NDL/UI contributions from \$12,500,000 to \$13,500,000 due to claims trend.
- Projected decrease in Property contributions from \$9,000,000 to \$8,000,000 due to change in Property rates. Premiums are subject to adjustment based on final reported total insured values (TIV).
- No change in AIME contributions of \$3,577,749 - pending recommendation of the AIME Committee.
- No change in Auto Liability contributions of \$648,727 - pending memo from DGS advising 2015/16 Motor Vehicle Self-Insurance Account allocation.

The proposed Campus programs operating budget would develop Total Revenues of \$72,441,157 (net of reinsurance premiums), Total Operating Expenses of \$76,584,035, and Total Non-Operating Revenues of \$2,155,798, generating Net Deficit of \$1,987,080 to be funded by retained earnings. *The preceding does not include projected Dividend Distributions during FY 2015/16, which, if any, will increase expenditures and decrease fund reserves.*

Major features of the proposed **AORMA Programs** budget include:

- Projected decrease in Total contributions from \$14,716,434 to \$13,895,979.

- Projected decrease in Liability contributions from \$3,823,115 to \$3,747,378 due to actuarial projected claim trend and projected reinsurance premiums.
- Projected increase in Workers' Compensation contributions from \$4,382,449 to \$4,486,750 due to actuarial projected claim trend and projected excess insurance premium.
- Projected decrease in Property contributions from \$3,179,019 to \$2,357,000 due to change in total insured values and expected insurance premiums. Premiums are subject to adjustment based on final reported total insured values (TIV) and final negotiated rates.
- Projected decrease in Crime from \$337,000 to \$310,000 due to claims experience.
- No change in Unemployment Insurance contributions of \$2,994,851 – pending AORMA Committee recommendation.

The proposed AORMA programs operating budget would develop Total Operating Revenues of \$11,366,979 (net of reinsurance premiums), Total Operating Expenses of \$13,158,799, and Total Non-Operating Revenues of \$342,933, generating a deficit \$1,448,887 to be funded by retained earnings.

Staff will be present at today's meeting to review the proposed budget.

RECOMMENDATION: The Executive Committee is asked to review the draft proposed budget for FY 2015/16 and make a recommendation to the Board of Directors for adoption with changes as appropriate.

FISCAL IMPACT: The proposed operating budget would develop Total Operating Revenues of \$90,566,468 (net of reinsurance premiums), Total Operating Expenses of \$93,121,524, and Total Non-Operating Revenues of \$2,500,000, generating Net Deficit of \$55,057 to be funded by retained earnings. *The preceding does not include projected Campus Dividend Distributions during FY 2015/16, which, if any, will increase expenditures and decrease fund reserves.*

BACKGROUND: The proposed budget is detailed by program in the draft document included with the agenda packet.

PUBLICATION: None.

ATTACHMENT(S):

- a. Draft FY 2015/16 CSURMA Budget of Revenues and Expenses

CSURMA

Cash Flow Budget of Revenues and Expenses Fiscal Year July 1, 2015 to June 30, 2016

Draft 2

**Executive Committee
March 19, 2015**

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

Draft 2

TOTAL: ALL FUNDS

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	93,872,043	97,680,474	3,808,431
Reinsurance Premiums	-6,951,482	-7,114,006	-162,524
Total Operating Revenues	<u>86,920,561</u>	<u>90,566,468</u>	<u>3,645,907</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	61,588,447	58,174,536	-3,413,911
Deductible Recoveries	-4,050,000	-4,050,000	0
Claims Administrators	4,661,895	4,658,683	-3,212
Claims Management Information System	35,000	35,000	0
Program Administrators	2,449,686	2,559,903	110,217
Brokerage Commissions & Fees	1,334,227	877,158	-457,069
Insurance Premiums (net of brokerage)	27,456,751	37,870,088	10,413,337
Taxes, Assessments & Fees	263,003	265,500	2,497
Actuarial Services	26,000	26,000	0
Claims Audit	22,000	22,000	0
Coverage Counsel	16,000	16,000	0
Program Legal	2,500	2,500	0
Miscellaneous Program Services	11,755	161,755	150,000
Workshop/Training Expenses	159,988	189,000	29,012
Loss Control Expenses	818,154	930,399	112,245
Appraisals	0	0	0
Reinsurance Recovery	-7,401,949	-12,058,283	-4,656,334
Program Committee	30,688	30,688	0
Dividend Distributions	10,501,251	1,823,733	-8,677,518
Total Direct Program Expenses	<u>97,925,396</u>	<u>91,534,660</u>	<u>-6,390,735</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

Draft 2

TOTAL: ALL FUNDS

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	48,000	43,000	-5,000
Executive Committee & Board Expenses	34,000	34,000	0
JPA Insurance	27,500	27,500	0
Memberships, Associations & Dues	7,450	7,450	0
Chancellor's Office Accounting Services	325,000	345,000	20,000
Chancellor's Office Risk Management Service	935,000	1,009,914	74,914
JPA Accreditation	0	0	0
JPA Legal	5,000	105,000	100,000
Miscellaneous Expenses	15,000	15,000	0
Total General & Administrative Expenses	<u>1,396,950</u>	<u>1,586,864</u>	<u>189,914</u>
Total Operating Expenses	<u>99,322,346</u>	<u>93,121,524</u>	<u>-6,200,821</u>
Non-Operating Revenues			
Investment Income	2,500,000	2,500,000	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,500,000</u>	<u>2,500,000</u>	<u>0</u>
Net Surplus (Deficit)	<u>-9,901,785</u>	<u>-55,057</u>	
Beginning Retained Earnings	60,735,761	50,833,976	
Ending Retained Earnings	50,833,976	50,778,919	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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GENERAL FUND

**To allocate General Expenses
across All Program Funds**

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	0	0	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	0	0	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>0</u>	<u>0</u>	<u>0</u>

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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GENERAL FUND

To allocate General Expenses
across All Program Funds

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget Change
General & Administrative Expenses			
Financial Audit	48,000	43,000	-5,000
Executive Committee & Board Expenses	34,000	34,000	0
JPA Insurance	27,500	27,500	0
Memberships, Associations & Dues	7,450	7,450	0
Chancellor's Office Accounting Services	325,000	345,000	20,000
Chancellor's Office Risk Management Service	935,000	1,009,914	74,914
JPA Accreditation	0	0	0
JPA Legal	5,000	105,000	100,000
Miscellaneous Expenses	15,000	15,000	0
Total General & Administrative Expenses	<u>1,396,950</u>	<u>1,586,864</u>	<u>189,914</u>
Total Operating Expenses	<u>1,396,950</u>	<u>1,586,864</u>	<u>189,914</u>

Non-Operating Revenues

Investment Income	2,500,000	2,500,000	0
Interest Income - Loans (separate fund)	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,500,000</u>	<u>2,500,000</u>	<u>0</u>

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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TOTAL: CAMPUS PROGRAMS

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	72,397,277	77,026,163	4,628,886
Reinsurance Premiums	-4,580,006	-4,585,006	-5,000
Total Operating Revenues	<u>67,817,271</u>	<u>72,441,157</u>	<u>4,623,886</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	54,858,242	51,582,976	-3,275,266
Deductible Recoveries	-4,000,000	-4,000,000	0
Claims Administrators	4,404,795	4,404,795	0
Claims Management Information System	35,000	35,000	0
Program Administrators	964,190	1,013,001	48,811
Brokerage Commissions & Fees	921,170	762,319	-158,851
Insurance Premiums (net of brokerage)	21,438,774	31,891,817	10,453,043
Taxes, Assessments & Fees	200,000	200,000	0
Actuarial Services	15,000	15,000	0
Claims Audit	12,000	12,000	0
Coverage Counsel	10,000	10,000	0
Program Legal	0	0	0
Miscellaneous Program Services	11,500	161,500	150,000
Workshop/Training Expenses	124,155	161,899	37,745
Loss Control Expenses	544,041	677,142	133,101
Appraisals	0	0	0
Reinsurance Recovery	-7,177,318	-11,599,985	-4,422,667
Program Committee	2,000	2,000	0
Dividend Distributions	8,677,518	0	-8,677,518
Total Direct Program Expenses	<u>81,041,067</u>	<u>75,329,465</u>	<u>-5,711,602</u>

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Cash Flow Budget of Revenues and Expenses
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TOTAL: CAMPUS PROGRAMS

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	37,222	33,996	-3,226
Executive Committee & Board Expenses	26,365	26,880	515
JPA Insurance	21,325	21,741	417
Memberships, Associations & Dues	5,777	5,890	113
Chancellor's Office Accounting Services	252,022	272,756	20,734
Chancellor's Office Risk Management Service	725,047	798,435	73,389
JPA Accreditation	0	0	0
JPA Legal	3,877	83,013	79,135
Miscellaneous Expenses	11,632	11,859	227
Total General & Administrative Expenses	<u>1,083,266</u>	<u>1,254,570</u>	<u>171,304</u>
Total Operating Expenses	<u>82,124,333</u>	<u>76,584,035</u>	<u>-5,540,298</u>
Non-Operating Revenues			
Investment Income	2,144,274	2,155,798	11,523
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,144,274</u>	<u>2,155,798</u>	<u>11,523</u>
Net Surplus (Deficit)	<u>-12,162,788</u>	<u>-1,987,080</u>	
Beginning Retained Earnings	48,190,979	36,028,191	
Ending Retained Earnings	36,028,191	34,041,111	

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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CAMPUS LIABILITY PROGRAM

(Fund 10)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	13,434,901	13,514,960	80,059
Reinsurance Premiums	-165,000	-170,000	-5,000
Total Operating Revenues	<u>13,269,901</u>	<u>13,344,960</u>	<u>75,059</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	14,862,413	10,479,289	-4,383,124
Deductible Recoveries	-4,000,000	-4,000,000	0
Claims Administrators	81,909	81,909	0
Claims Management Information System	35,000	35,000	0
Program Administrators	181,097	204,172	23,075
Brokerage Commissions & Fees	316,670	317,819	1,149
Insurance Premiums (net of brokerage)	3,680,985	3,691,323	10,338
Taxes, Assessments & Fees	200,000	200,000	0
Actuarial Services	6,000	6,000	0
Claims Audit	10,000	10,000	0
Coverage Counsel	10,000	10,000	0
Program Legal	0	0	0
Miscellaneous Program Services	1,000	151,000	150,000
Workshop/Training Expenses	37,874	26,357	-11,517
Loss Control Expenses	434,535	481,010	46,475
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	8,677,518	0	-8,677,518
Total Direct Program Expenses	<u>24,535,000</u>	<u>11,693,879</u>	<u>-12,841,121</u>

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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CAMPUS LIABILITY PROGRAM

(Fund 10)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	7,369	6,019	-1,350
Executive Committee & Board Expenses	5,220	4,759	-461
JPA Insurance	4,222	3,849	-373
Memberships, Associations & Dues	1,144	1,043	-101
Chancellor's Office Accounting Services	49,893	48,289	-1,604
Chancellor's Office Risk Management Service	143,538	141,356	-2,182
JPA Accreditation	0	0	0
JPA Legal	768	14,697	13,929
Miscellaneous Expenses	2,303	2,100	-203
Total General & Administrative Expenses	<u>214,455</u>	<u>222,111</u>	<u>7,656</u>
Total Operating Expenses	<u>24,749,455</u>	<u>11,915,991</u>	<u>-12,833,465</u>
Non-Operating Revenues			
Investment Income	673,276	560,194	-113,082
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>673,276</u>	<u>560,194</u>	<u>-113,082</u>
Net Surplus (Deficit)	<u>-10,806,278</u>	<u>1,989,164</u>	
Beginning Retained Earnings	24,390,297	13,584,019	
Ending Retained Earnings	13,584,019	15,573,183	

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Cash Flow Budget of Revenues and Expenses
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CAMPUS WORKERS' COMPENSATION PROGRAM

(Fund 11)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	33,196,159	37,744,986	4,548,827
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>33,196,159</u>	<u>37,744,986</u>	<u>4,548,827</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	21,760,273	22,793,810	1,033,537
Deductible Recoveries	0	0	0
Claims Administrators	4,132,886	4,132,886	0
Claims Management Information System	0	0	0
Program Administrators	417,939	415,409	-2,530
Brokerage Commissions & Fees	160,000	0	-160,000
Insurance Premiums (net of brokerage)	13,703,328	24,146,033	10,442,705
Taxes, Assessments & Fees	0	0	0
Actuarial Services	6,000	6,000	0
Claims Audit	2,000	2,000	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	8,500	8,500	0
Workshop/Training Expenses	40,227	73,612	33,385
Loss Control Expenses	109,506	196,132	86,626
Appraisals	0	0	0
Reinsurance Recovery	-7,177,318	-11,599,985	-4,422,667
Program Committee	0	0	0
Dividend Distributions	0	0	0

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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CAMPUS WORKERS' COMPENSATION PROGRAM

(Fund 11)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Total Direct Program Expenses	<u>33,163,342</u>	<u>40,174,397</u>	<u>7,011,056</u>
General & Administrative Expenses			
Financial Audit	17,006	16,809	-197
Executive Committee & Board Expenses	12,046	13,291	1,245
JPA Insurance	9,743	10,750	1,007
Memberships, Associations & Dues	2,639	2,912	273
Chancellor's Office Accounting Services	115,144	134,864	19,719
Chancellor's Office Risk Management Service	331,261	394,784	63,524
JPA Accreditation	0	0	0
JPA Legal	1,771	41,045	39,274
Miscellaneous Expenses	5,314	5,864	549
Total General & Administrative Expenses	<u>494,925</u>	<u>620,319</u>	<u>125,395</u>
Total Operating Expenses	<u>33,658,266</u>	<u>40,794,716</u>	<u>7,136,450</u>
Non-Operating Revenues			
Investment Income	1,174,521	1,303,274	128,753
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>1,174,521</u>	<u>1,303,274</u>	<u>128,753</u>
Net Surplus (Deficit)	<u>712,414</u>	<u>-1,746,456</u>	
Beginning Retained Earnings	13,919,640	14,632,054	
Ending Retained Earnings	14,632,054	12,885,598	

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CAMPUS WORKERS' COMPENSATION PROGRAM

(Fund 11)

<i>Revised</i>	<i>Proposed</i>	
FY 14/15	FY 15/16	Budget
<u>Budget</u>	<u>Budget</u>	<u>Change</u>

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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CAMPUS IDL NDL UI PROGRAM *

(Fund 12)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	12,500,000	13,500,000	1,000,000
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>12,500,000</u>	<u>13,500,000</u>	<u>1,000,000</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	12,000,000	12,000,000	0
Deductible Recoveries	0	0	0
Claims Administrators	60,000	60,000	0
Claims Management Information System	0	0	0
Program Administrators	157,375	175,120	17,745
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	0	0	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	1,000	1,000	0
Workshop/Training Expenses	15,147	26,328	11,181
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>12,233,522</u>	<u>12,262,448</u>	<u>28,926</u>

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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CAMPUS IDL NDL UI PROGRAM *

(Fund 12)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	6,404	6,012	-392
Executive Committee & Board Expenses	4,536	4,754	218
JPA Insurance	3,669	3,845	176
Memberships, Associations & Dues	994	1,042	48
Chancellor's Office Accounting Services	43,357	48,236	4,878
Chancellor's Office Risk Management Service	124,736	141,200	16,464
JPA Accreditation	0	0	0
JPA Legal	667	14,680	14,013
Miscellaneous Expenses	2,001	2,097	96
Total General & Administrative Expenses	<u>186,364</u>	<u>221,865</u>	<u>35,502</u>
Total Operating Expenses	<u>12,419,886</u>	<u>12,484,314</u>	<u>64,428</u>
Non-Operating Revenues			
Investment Income	150,522	130,520	-20,002
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>150,522</u>	<u>130,520</u>	<u>-20,002</u>
Net Surplus (Deficit)	<u>230,636</u>	<u>1,146,206</u>	
Beginning Retained Earnings	2,290,907	2,521,543	
Ending Retained Earnings	2,521,543	3,667,750	

* Industrial Disability, Non-industrial Disability, Unemployment Insurance

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Cash Flow Budget of Revenues and Expenses
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CAMPUS PROPERTY PROGRAM

(Fund 13)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	9,000,000	8,000,000	-1,000,000
Reinsurance Premiums	-4,415,006	-4,415,006	0
Total Operating Revenues	<u>4,584,994</u>	<u>3,584,994</u>	<u>-1,000,000</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	3,363,266	3,363,266	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	198,145	208,176	10,031
Brokerage Commissions & Fees	442,500	442,500	0
Insurance Premiums (net of brokerage)	3,346,193	3,346,193	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	1,000	1,000	0
Workshop/Training Expenses	10,906	15,602	4,696
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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CAMPUS PROPERTY PROGRAM

(Fund 13)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Total Direct Program Expenses	<u>7,362,010</u>	<u>7,376,737</u>	<u>14,727</u>
General & Administrative Expenses			
Financial Audit	4,611	3,563	-1,048
Executive Committee & Board Expenses	3,266	2,817	-449
JPA Insurance	2,641	2,278	-363
Memberships, Associations & Dues	716	617	-98
Chancellor's Office Accounting Services	31,217	28,584	-2,633
Chancellor's Office Risk Management Service	89,810	83,674	-6,136
JPA Accreditation	0	0	0
JPA Legal	480	8,700	8,219
Miscellaneous Expenses	1,441	1,243	-198
Total General & Administrative Expenses	<u>134,182</u>	<u>131,476</u>	<u>-2,706</u>
Total Operating Expenses	<u>7,496,192</u>	<u>7,508,213</u>	<u>12,021</u>
Non-Operating Revenues			
Investment Income	94,128	110,920	16,792
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>94,128</u>	<u>110,920</u>	<u>16,792</u>
Net Surplus (Deficit)	<u>-2,817,070</u>	<u>-3,812,299</u>	
Beginning Retained Earnings	7,093,740	4,276,670	
Ending Retained Earnings	4,276,670	464,371	

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Cash Flow Budget of Revenues and Expenses
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CAMPUS PROPERTY PROGRAM

(Fund 13)

<i>Revised</i>	<i>Proposed</i>	
FY 14/15	FY 15/16	Budget
<u>Budget</u>	<u>Budget</u>	<u>Change</u>

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CAMPUS ATHLETIC INJURY MEDICAL EXPENSE

(Fund 14)

<i>Revised</i>	<i>Proposed</i>	
FY 14/15	FY 15/16	Budget
<u>Budget</u>	<u>Budget</u>	<u>Change</u>

Operating Revenues

Contributions	3,577,749	3,577,749	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>3,577,749</u>	<u>3,577,749</u>	<u>0</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	2,872,290	2,946,611	74,321
Deductible Recoveries	0	0	0
Claims Administrators	130,000	130,000	0
Claims Management Information System	0	0	0
Program Administrators	9,635	10,124	489
Brokerage Commissions & Fees	2,000	2,000	0
Insurance Premiums (net of brokerage)	19,800	19,800	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	3,000	3,000	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	20,000	20,000	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	2,000	2,000	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>3,058,725</u>	<u>3,133,535</u>	<u>74,810</u>

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CAMPUS ATHLETIC INJURY MEDICAL EXPENSE

(Fund 14)

<i>Revised</i>	<i>Proposed</i>	
FY 14/15	FY 15/16	Budget
<u>Budget</u>	<u>Budget</u>	<u>Change</u>

General & Administrative Expenses

Financial Audit	1,833	1,593	-240
Executive Committee & Board Expenses	1,298	1,260	-38
JPA Insurance	1,050	1,019	-31
Memberships, Associations & Dues	284	276	-8
Chancellor's Office Accounting Services	12,410	12,783	374
Chancellor's Office Risk Management Services	35,702	37,421	1,719
JPA Accreditation	0	0	0
JPA Legal	191	3,891	3,700
Miscellaneous Expenses	573	556	-17
Total General & Administrative Expenses	<u>53,341</u>	<u>58,798</u>	<u>5,457</u>
Total Operating Expenses	<u>3,112,066</u>	<u>3,192,333</u>	<u>80,267</u>

Non-Operating Revenues

Investment Income	51,826	50,889	-938
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>51,826</u>	<u>50,889</u>	<u>-938</u>

Net Surplus (Deficit) **517,510** **436,304**

Beginning Retained Earnings 496,395 1,013,905
Ending Retained Earnings 1,013,905 1,450,209

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Cash Flow Budget of Revenues and Expenses
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CAMPUS AUTO LIABILITY PROGRAM *

(Fund 15)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	688,468	688,468	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>688,468</u>	<u>688,468</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	688,468	688,468	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>688,468</u>	<u>688,468</u>	<u>0</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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CAMPUS AUTO LIABILITY PROGRAM *

(Fund 15)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	0	0	0
Executive Committee & Board Expenses	0	0	0
JPA Insurance	0	0	0
Memberships, Associations & Dues	0	0	0
Chancellor's Office Accounting Services	0	0	0
Chancellor's Office Risk Management Service	0	0	0
JPA Accreditation	0	0	0
JPA Legal	0	0	0
Miscellaneous Expenses	0	0	0
Total General & Administrative Expenses	<u>0</u>	<u>0</u>	<u>0</u>
Total Operating Expenses	<u>688,468</u>	<u>688,468</u>	<u>0</u>
Non-Operating Revenues			
Investment Income	0	0	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Net Surplus (Deficit)	<u>0</u>	<u>0</u>	
Beginning Retained Earnings	0	0	
Ending Retained Earnings	0	0	

* Vehicle Liability Self-Insurance Program
 State Motor Vehicle Self-Insurance Account

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Cash Flow Budget of Revenues and Expenses
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TOTAL: AORMA PROGRAMS

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	14,716,434	13,895,979	-820,455
Reinsurance Premiums	-2,371,476	-2,529,000	-157,524
Total Operating Revenues	<u>12,344,958</u>	<u>11,366,979</u>	<u>-977,979</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	6,625,623	6,486,978	-138,645
Deductible Recoveries	-50,000	-50,000	0
Claims Administrators	252,100	248,888	-3,212
Claims Management Information System	0	0	0
Program Administrators	1,212,996	1,274,402	61,406
Brokerage Commissions & Fees	360,400	62,182	-298,218
Insurance Premiums (net of brokerage)	3,177,946	3,138,240	-39,706
Taxes, Assessments & Fees	63,003	65,500	2,497
Actuarial Services	11,000	11,000	0
Claims Audit	10,000	10,000	0
Coverage Counsel	6,000	6,000	0
Program Legal	2,500	2,500	0
Miscellaneous Program Services	255	255	0
Workshop/Training Expenses	35,833	27,101	-8,733
Loss Control Expenses	274,113	253,257	-20,856
Appraisals	0	0	0
Reinsurance Recovery	-224,632	-458,298	-233,667
Program Committee	28,688	28,688	0
Dividend Distributions	1,823,733	1,823,733	0
Total Direct Program Expenses	<u>13,609,559</u>	<u>12,930,426</u>	<u>-679,133</u>

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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TOTAL: AORMA PROGRAMS

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	7,539	6,188	-1,351
Executive Committee & Board Expenses	5,340	4,893	-447
JPA Insurance	4,319	3,958	-362
Memberships, Associations & Dues	1,170	1,072	-98
Chancellor's Office Accounting Services	51,045	49,651	-1,395
Chancellor's Office Risk Management Service	146,854	145,342	-1,512
JPA Accreditation	0	0	0
JPA Legal	785	15,111	14,326
Miscellaneous Expenses	2,356	2,159	-197
Total General & Administrative Expenses	<u>219,409</u>	<u>228,373</u>	<u>8,964</u>
Total Operating Expenses	<u>13,828,968</u>	<u>13,158,799</u>	<u>-670,169</u>
Non-Operating Revenues			
Investment Income	355,726	342,933	-12,793
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>355,726</u>	<u>342,933</u>	<u>-12,793</u>
Net Surplus (Deficit)	<u>-1,128,284</u>	<u>-1,448,887</u>	
Beginning Retained Earnings	12,944,533	11,816,249	
Ending Retained Earnings	11,816,249	10,367,363	

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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AORMA LIABILITY PROGRAM

(Fund 21)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	3,823,115	3,747,378	-75,737
Reinsurance Premiums	-825,000	-850,000	-25,000
Total Operating Revenues	<u>2,998,115</u>	<u>2,897,378</u>	<u>-100,737</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	1,585,983	1,443,702	-142,281
Deductible Recoveries	-50,000	-50,000	0
Claims Administrators	15,000	15,000	0
Claims Management Information System	0	0	0
Program Administrators	557,137	596,230	39,093
Brokerage Commissions & Fees	60,000	39,939	-20,061
Insurance Premiums (net of brokerage)	529,115	404,339	-124,776
Taxes, Assessments & Fees	0	0	0
Actuarial Services	5,000	5,000	0
Claims Audit	5,000	5,000	0
Coverage Counsel	5,000	5,000	0
Program Legal	2,500	2,500	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	9,309	7,308	-2,001
Loss Control Expenses	127,714	117,054	-10,660
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	8,619	8,619	0
Dividend Distributions	978,346	978,346	0
Total Direct Program Expenses	<u>3,838,723</u>	<u>3,578,037</u>	<u>-260,686</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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AORMA LIABILITY PROGRAM

(Fund 21)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	1,959	1,669	-290
Executive Committee & Board Expenses	1,387	1,320	-68
JPA Insurance	1,122	1,067	-55
Memberships, Associations & Dues	304	289	-15
Chancellor's Office Accounting Services	13,261	13,389	129
Chancellor's Office Risk Management Service	38,150	39,195	1,044
JPA Accreditation	0	0	0
JPA Legal	204	4,075	3,871
Miscellaneous Expenses	612	582	-30
Total General & Administrative Expenses	<u>56,999</u>	<u>61,586</u>	<u>4,587</u>
Total Operating Expenses	<u>3,895,723</u>	<u>3,639,624</u>	<u>-256,099</u>
Non-Operating Revenues			
Investment Income	118,735	107,283	-11,452
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>118,735</u>	<u>107,283</u>	<u>-11,452</u>
Net Surplus (Deficit)	<u>-778,873</u>	<u>-634,963</u>	
Beginning Retained Earnings	4,356,346	3,577,473	
Ending Retained Earnings	3,577,473	2,942,510	

Includes Cyber Risk Liability

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Cash Flow Budget of Revenues and Expenses
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AORMA WORKERS' COMPENSATION PROGRAM

(Fund 22)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	4,382,449	4,486,750	104,301
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>4,382,449</u>	<u>4,486,750</u>	<u>104,301</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	2,385,037	2,488,673	103,636
Deductible Recoveries	0	0	0
Claims Administrators	205,000	205,000	0
Claims Management Information System	0	0	0
Program Administrators	293,581	351,636	58,055
Brokerage Commissions & Fees	51,700	0	-51,700
Insurance Premiums (net of brokerage)	1,707,007	2,483,349	776,342
Taxes, Assessments & Fees	63,003	65,500	2,497
Actuarial Services	6,000	6,000	0
Claims Audit	5,000	5,000	0
Coverage Counsel	1,000	1,000	0
Program Legal	0	0	0
Miscellaneous Program Services	255	255	0
Workshop/Training Expenses	10,671	8,750	-1,921
Loss Control Expenses	146,399	136,203	-10,196
Appraisals	0	0	0
Reinsurance Recovery	-224,632	-458,298	-233,667
Program Committee	9,906	9,906	0
Dividend Distributions	845,387	845,387	0
Total Direct Program Expenses	<u>5,505,314</u>	<u>6,148,361</u>	<u>643,047</u>

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Cash Flow Budget of Revenues and Expenses
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AORMA WORKERS' COMPENSATION PROGRAM

(Fund 22)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	2,245	1,998	-247
Executive Committee & Board Expenses	1,590	1,580	-10
JPA Insurance	1,286	1,278	-8
Memberships, Associations & Dues	348	346	-2
Chancellor's Office Accounting Services	15,201	16,031	830
Chancellor's Office Risk Management Service	43,732	46,928	3,196
JPA Accreditation	0	0	0
JPA Legal	234	4,879	4,645
Miscellaneous Expenses	702	697	-5
 Total General & Administrative Expenses	 <u>65,338</u>	 <u>73,737</u>	 <u>8,399</u>
 Total Operating Expenses	 <u>5,570,652</u>	 <u>6,222,099</u>	 <u>651,447</u>
Non-Operating Revenues			
Investment Income	177,657	172,862	-4,795
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
 Total Non-Operating Revenues	 <u>177,657</u>	 <u>172,862</u>	 <u>-4,795</u>
 Net Surplus (Deficit)	 <u>-1,010,546</u>	 <u>-1,562,486</u>	
 Beginning Retained Earnings	 4,800,263	 3,789,717	
Ending Retained Earnings	3,789,717	2,227,231	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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AORMA PROPERTY PROGRAM *

(Fund 23)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	3,179,019	2,357,000	-822,019
Reinsurance Premiums	-1,546,476	-1,679,000	-132,524
Total Operating Revenues	<u>1,632,543</u>	<u>678,000</u>	<u>-954,543</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	350,000	250,000	-100,000
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	254,983	254,828	-155
Brokerage Commissions & Fees	225,000	0	-225,000
Insurance Premiums (net of brokerage)	728,524	21,000	-707,524
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	7,741	4,597	-3,144
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	5,707	5,707	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>1,571,954</u>	<u>536,131</u>	<u>-1,035,823</u>

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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AORMA PROPERTY PROGRAM *

(Fund 23)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	1,629	1,050	-579
Executive Committee & Board Expenses	1,154	830	-324
JPA Insurance	933	671	-262
Memberships, Associations & Dues	253	182	-71
Chancellor's Office Accounting Services	11,027	8,422	-2,605
Chancellor's Office Risk Management Service	31,723	24,652	-7,071
JPA Accreditation	0	0	0
JPA Legal	170	2,563	2,393
Miscellaneous Expenses	509	366	-143
 Total General & Administrative Expenses	 <u>47,396</u>	 <u>38,736</u>	 <u>-8,660</u>
 Total Operating Expenses	 <u>1,619,351</u>	 <u>574,868</u>	 <u>-1,044,483</u>
Non-Operating Revenues			
Investment Income	16,143	17,283	1,140
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
 Total Non-Operating Revenues	 <u>16,143</u>	 <u>17,283</u>	 <u>1,140</u>
 Net Surplus (Deficit)	 <u>29,335</u>	 <u>120,415</u>	
 Beginning Retained Earnings	 896,974	 926,309	
Ending Retained Earnings	926,309	1,046,725	

* AORMA Property includes Cyber Risk and ID Fraud; AORMA Fidelity is Crime only.

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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AORMA CRIME PROGRAM *

(Fund 24)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	337,000	310,000	-27,000
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>337,000</u>	<u>310,000</u>	<u>-27,000</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	50,000	50,000	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	25,295	24,432	-863
Brokerage Commissions & Fees *	23,700	22,243	-1,457
Insurance Premiums	213,300	229,552	16,252
Taxes, Assessments & Fees *	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	821	605	-216
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	394	394	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>313,509</u>	<u>327,225</u>	<u>13,716</u>

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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AORMA CRIME PROGRAM *

(Fund 24)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	173	138	-35
Executive Committee & Board Expenses	122	109	-13
JPA Insurance	99	88	-11
Memberships, Associations & Dues	27	24	-3
Chancellor's Office Accounting Services	1,169	1,108	-61
Chancellor's Office Risk Management Service	3,363	3,242	-121
JPA Accreditation	0	0	0
JPA Legal	18	337	319
Miscellaneous Expenses	54	48	-6
Total General & Administrative Expenses	<u>5,024</u>	<u>5,095</u>	<u>70</u>
Total Operating Expenses	<u>318,534</u>	<u>332,320</u>	<u>13,786</u>
Non-Operating Revenues			
Investment Income	2,220	3,437	1,217
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>2,220</u>	<u>3,437</u>	<u>1,217</u>
Net Surplus (Deficit)	<u>20,686</u>	<u>-18,883</u>	
Beginning Retained Earnings	234,669	255,355	
Ending Retained Earnings	255,355	236,472	

* AORMA Crime separated from AORMA Property beginning July 1, 2011

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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AORMA UNEMPLOYMENT INSURANCE PROGRAM

(Fund 25)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	2,994,851	2,994,851	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>2,994,851</u>	<u>2,994,851</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	2,254,603	2,254,603	0
Deductible Recoveries	0	0	0
Claims Administrators	32,100	28,888	-3,212
Claims Management Information System	0	0	0
Program Administrators	82,000	47,276	-34,724
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	0	0	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	7,292	5,841	-1,452
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	4,063	4,063	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>2,380,058</u>	<u>2,340,670</u>	<u>-39,388</u>

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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AORMA UNEMPLOYMENT INSURANCE PROGRAM

(Fund 25)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	1,534	1,334	-201
Executive Committee & Board Expenses	1,087	1,055	-32
JPA Insurance	879	853	-26
Memberships, Associations & Dues	238	231	-7
Chancellor's Office Accounting Services	10,388	10,701	313
Chancellor's Office Risk Management Service	29,885	31,324	1,439
JPA Accreditation	0	0	0
JPA Legal	160	3,257	3,097
Miscellaneous Expenses	479	465	-14
Total General & Administrative Expenses	<u>44,651</u>	<u>49,219</u>	<u>4,568</u>
Total Operating Expenses	<u>2,424,708</u>	<u>2,389,889</u>	<u>-34,819</u>
Non-Operating Revenues			
Investment Income	40,971	42,068	1,097
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>40,971</u>	<u>42,068</u>	<u>1,097</u>
Net Surplus (Deficit)	<u>611,114</u>	<u>647,030</u>	
Beginning Retained Earnings	2,656,281	3,267,395	
Ending Retained Earnings	3,267,395	3,914,425	

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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PURCHASED INSURANCE PROGRAM *

(Fund 20)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	435,000	435,000	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>435,000</u>	<u>435,000</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	43,500	43,500	0
Insurance Premiums (net of brokerage)	391,500	391,500	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0

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Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

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PURCHASED INSURANCE PROGRAM *

(Fund 20)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Total Direct Program Expenses	<u>435,000</u>	<u>435,000</u>	<u>0</u>
General & Administrative Expenses			
Financial Audit	0	0	0
Executive Committee & Board Expenses	0	0	0
JPA Insurance	0	0	0
Memberships, Associations & Dues	0	0	0
Chancellor's Office Accounting Services	0	0	0
Chancellor's Office Risk Management Service	0	0	0
JPA Accreditation	0	0	0
JPA Legal	0	0	0
Miscellaneous Expenses	0	0	0
Total General & Administrative Expenses	<u>0</u>	<u>0</u>	<u>0</u>
Total Operating Expenses	<u>435,000</u>	<u>435,000</u>	<u>0</u>
Non-Operating Revenues			
Investment Income	0	0	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Net Surplus (Deficit)	<u>0</u>	<u>0</u>	
Beginning Retained Earnings	58,051	58,051	
Ending Retained Earnings	58,051	58,051	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

Draft 2

PURCHASED INSURANCE PROGRAM *

(Fund 20)

<i>Revised</i>	<i>Proposed</i>	
FY 14/15	FY 15/16	Budget
<u>Budget</u>	<u>Budget</u>	<u>Change</u>

* Participant Accident Insurance (PAI), Auto Physical Damage (APD), International Progr

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

Draft 2

OWNER CONTROLLED INSURANCE PROGRAM

(Fund 16)

<i>Revised</i>	<i>Proposed</i>	
FY 14/15	FY 15/16	Budget
<u>Budget</u>	<u>Budget</u>	<u>Change</u>

Operating Revenues

Contributions	6,118,518	6,118,518	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>6,118,518</u>	<u>6,118,518</u>	<u>0</u>

Operating Expenses

Direct Program Expenses

Claims Payments & Legal Expenses	0	0	0
Deductible Recoveries	0	0	0
Claims Administrators	0	0	0
Claims Management Information System	0	0	0
Program Administrators	272,500	272,500	0
Brokerage Commissions & Fees	0	0	0
Insurance Premiums (net of brokerage)	2,366,117	2,366,117	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>2,638,617</u>	<u>2,638,617</u>	<u>0</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

Draft 2

OWNER CONTROLLED INSURANCE PROGRAM

(Fund 16)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	3,134	2,725	-410
Executive Committee & Board Expenses	2,220	2,154	-66
JPA Insurance	1,796	1,743	-53
Memberships, Associations & Dues	486	472	-14
Chancellor's Office Accounting Services	21,223	21,862	639
Chancellor's Office Risk Management Service	61,056	63,995	2,939
JPA Accreditation	0	0	0
JPA Legal	327	6,654	6,327
Miscellaneous Expenses	980	951	-29
 Total General & Administrative Expenses	 <u>91,222</u>	 <u>100,555</u>	 <u>9,333</u>
 Total Operating Expenses	 <u>2,729,839</u>	 <u>2,739,172</u>	 <u>9,333</u>
Non-Operating Revenues			
Investment Income	0	0	0
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
 Total Non-Operating Revenues	 <u>0</u>	 <u>0</u>	 <u>0</u>
 Net Surplus (Deficit)	 <u>3,388,679</u>	 <u>3,379,346</u>	
 Beginning Retained Earnings	 -546,239	 2,842,440	
Ending Retained Earnings	2,842,440	6,221,787	

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

Draft 2

CLUB SPORTS INSURANCE PROGRAM

(Fund 17)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
Operating Revenues			
Contributions	204,814	204,814	0
Reinsurance Premiums	0	0	0
Total Operating Revenues	<u>204,814</u>	<u>204,814</u>	<u>0</u>
Operating Expenses			
<i>Direct Program Expenses</i>			
Claims Payments & Legal Expenses	104,582	104,582	0
Deductible Recoveries	0	0	0
Claims Administrators	5,000	5,000	0
Claims Management Information System	0	0	0
Program Administrators	0	0	0
Brokerage Commissions & Fees	9,157	9,157	0
Insurance Premiums (net of brokerage)	82,413	82,413	0
Taxes, Assessments & Fees	0	0	0
Actuarial Services	0	0	0
Claims Audit	0	0	0
Coverage Counsel	0	0	0
Program Legal	0	0	0
Miscellaneous Program Services	0	0	0
Workshop/Training Expenses	0	0	0
Loss Control Expenses	0	0	0
Appraisals	0	0	0
Reinsurance Recovery	0	0	0
Program Committee	0	0	0
Dividend Distributions	0	0	0
Total Direct Program Expenses	<u>201,153</u>	<u>201,153</u>	<u>0</u>

CSURMA
Cash Flow Budget of Revenues and Expenses
Fiscal Year July 1, 2015 to June 30, 2016

Draft 2

CLUB SPORTS INSURANCE PROGRAM

(Fund 17)

	<i>Revised</i> FY 14/15 <u>Budget</u>	<i>Proposed</i> FY 15/16 <u>Budget</u>	Budget <u>Change</u>
General & Administrative Expenses			
Financial Audit	105	91	-14
Executive Committee & Board Expenses	74	72	-2
JPA Insurance	60	58	-2
Memberships, Associations & Dues	16	16	0
Chancellor's Office Accounting Services	710	732	21
Chancellor's Office Risk Management Service	2,044	2,142	98
JPA Accreditation	0	0	0
JPA Legal	11	223	212
Miscellaneous Expenses	33	32	-1
Total General & Administrative Expenses	<u>3,054</u>	<u>3,366</u>	<u>312</u>
Total Operating Expenses	<u>204,206</u>	<u>204,519</u>	<u>312</u>
Non-Operating Revenues			
Investment Income	0	1,269	1,269
Interest Income - Loans	0	0	0
Miscellaneous Fee Revenue	0	0	0
Total Non-Operating Revenues	<u>0</u>	<u>1,269</u>	<u>1,269</u>
Net Surplus (Deficit)	<u>607</u>	<u>1,564</u>	
Beginning Retained Earnings	88,437	89,044	
Ending Retained Earnings	89,044	90,608	

Launched beginning August 1, 2012

CAMPUS COVERAGE PROGRAMS
FY 2015/2016 RATES AND GROSS FUNDING

ISSUE: At its October 24, 2014 meeting, the Board of Directors adopted rates and funding for FY 2015/16 with estimated claims liability for Campus Liability and Campus Workers' Compensation programs funded on an undiscounted basis as respects investment income. The Executive Committee has the option to finalize FY 2015/16 funding on either an undiscounted or discounted basis when it meets six months later in March. The Executive Committee is asked today to revisit the rates for adequacy, determine the appropriate funding strategy based upon a review of the fiscal climate, and finalize program rates on either an undiscounted or discounted basis as projected by the Actuary. The Program Administrator has prepared FY 2015/16 draft calculations using the draft actuarial reports dated September 15, 2014.

The following summarizes total program costs, with individual Campus costs shown in the attachments to this item.

Campus Coverage Programs Funding Comparison

	FY 14/15 Actual	FY 15/16 <i>Undiscounted</i>	\$ Chg from FY 14/15	% Chg	FY 15/16 <i>Discounted</i>	\$ Chg from FY 14/15	% Chg
Liability	\$13,434,901	\$13,514,960	\$80,059	0.6%	\$13,472,622	\$37,721	0.3%
Workers' Comp	33,196,159	37,744,986	4,548,827	13.7%	35,511,636	2,315,477	7.0%
IDL NDI UI	12,500,000	13,500,000	1,000,000	8.0%	13,500,000	1,000,000	8.0%
Property ¹	9,000,000	8,000,000	(1,000,000)	-11.1%	8,000,000	(1,000,000)	-11.1%
AIME ²	3,577,749	3,577,749	0	0.0%	3,577,749	0	0.0%
Auto Liability ³	688,468	688,468	0	0.0%	688,468	0	0.0%
Total	\$72,397,277	\$77,026,163	\$4,628,886	6.4%	\$74,750,475	\$2,353,198	3.3%

Present Value Discount = \$2,275,688

- (1) This is a projection based on market assessment at this time.
- (2) AIME Committee to recommend final funding for FY 2015/16.
- (3) Auto Liability cost to be issued by DGS ORIM in March 2015.

RECOMMENDATION: The Executive Committee is asked to review and approve final rates and funding for FY 2015/16 as presented in the Table above.

FISCAL IMPACT: Adoption of the recommended funding for the campus coverage programs totaling \$77,023,047 (\$74,747,376 Present Value) are in accordance with the policies and procedures and rating plans adopted and approved by the Board of Directors.

BACKGROUND: The General Liability program cost includes premium deposits for Student Professional Liability Insurance Program (SPLIP) and Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP). Campus Property program cost includes Blanket Employee Fidelity coverage and Cyber Risk insurance. Auto Liability is covered by the State Vehicle Liability Self-Insurance Program (VELSIP); its cost is determined by the Office of Risk and Insurance Management (ORIM) and issued in March 2015. The costs for the purchased insurance programs (SPLIP, SAFECLIP, Property, Fidelity, and Cyber) are estimated at this time since actual rates will not be known until negotiations are finalized in June 2015.

CSURMA employs an independent actuarial firm, Aon Risk Solutions to project claim costs for its General and Errors & Omissions Liability, Workers' Compensation and Athletic Injury Medical Expense coverage programs. Aon's draft actuarial reports dated July 31, 2014 and September 15, 2014 were used to calculate the recommended funding for FY 2015/16.

The Executive Committee is asked to focus on the aggregate program funding issues at this time. Campuses should contact Rob Leong (415-403-1441) for any specific questions as to how their cost was calculated.

PUBLICATION: None

ATTACHMENT(S):

- a. FY 2015/16 Campus Coverage Programs Proposed Funding (Draft)

**CSURMA RISK POOL FY 2015/16
Total Program Cost**

DRAFT

<i>Campus</i>	<i>FY 14/15 Actual</i>	<i>FY 15/16 Undiscounted</i>	<i>Change</i>	<i>FY 15/16 Discounted</i>	<i>Change</i>
Bakersfield	\$1,418,623	\$1,498,360	\$79,737	\$1,453,356	\$34,733
Channel Islands	1,516,544	1,555,179	38,635	1,509,217	-7,327
Chico	2,501,648	2,563,676	62,028	2,482,106	-19,542
Dominguez Hills	2,552,883	2,513,899	-38,984	2,439,182	-113,701
East Bay	2,957,823	3,404,794	446,971	3,290,628	332,805
Fresno	3,832,389	3,286,387	-546,002	3,199,228	-633,161
Fullerton	3,682,763	3,926,208	243,445	3,813,245	130,482
Humboldt	2,049,832	2,256,015	206,183	2,202,508	152,676
Long Beach	5,676,533	6,139,309	462,776	5,925,615	249,082
Los Angeles	3,573,797	4,043,831	470,034	3,890,489	316,692
Maritime Academy	550,780	539,046	-11,734	527,932	-22,848
Monterey Bay	1,297,113	1,357,442	60,329	1,317,052	19,939
Northridge	4,524,799	5,331,762	806,963	5,167,073	642,274
Pomona	3,890,711	3,927,774	37,063	3,772,189	-118,522
Sacramento	3,508,798	3,665,536	156,738	3,572,259	63,461
San Bernardino	2,365,833	2,784,641	418,808	2,700,137	334,304
San Diego	4,770,808	5,469,655	698,847	5,281,034	510,226
San Francisco	4,664,687	4,754,271	89,584	4,603,222	-61,465
San Jose	4,716,484	4,949,775	233,291	4,836,453	119,969
San Luis Obispo	3,873,743	4,268,585	394,842	4,146,781	273,038
San Marcos	1,544,818	1,588,194	43,376	1,551,941	7,123
Sonoma	1,914,276	1,952,168	37,892	1,905,023	-9,253
Stanislaus	1,625,313	1,799,823	174,510	1,752,168	126,855
Chancellor's Office	1,016,854	1,162,016	145,162	1,126,690	109,836
Systemwide	2,369,425	2,287,817	-81,608	2,284,947	-84,478
Total:	\$72,397,277	\$77,026,163	\$4,628,886	\$74,750,475	\$2,353,198
				\$2,275,688	PV Discount

**CSURMA RISK POOL FY 2015/16
Liability Program Cost**

DRAFT

<i>Campus</i>	<i>FY 14/15 Actual Corrected</i>	<i>FY 15/16 Undiscounted</i>	<i>Change</i>	<i>FY 15/16 Discounted</i>	<i>Change</i>
Bakersfield	\$310,962	\$249,010	-\$61,952	\$248,249	-\$62,713
Channel Islands	378,619	380,863	2,244	379,362	743
Chico	417,769	471,840	54,071	470,416	52,647
Dominguez Hills	786,761	656,421	-130,340	653,950	-132,811
East Bay	533,670	664,359	130,689	661,959	128,289
Fresno	1,215,727	578,279	-637,448	576,586	-639,141
Fullerton	571,387	612,215	40,828	611,026	39,639
Humboldt	492,860	667,694	174,834	664,909	172,049
Long Beach	898,634	944,461	45,827	941,620	42,986
Los Angeles	377,708	430,157	52,449	429,124	51,416
Maritime Academy	178,359	197,129	18,770	196,284	17,925
Monterey Bay	226,955	229,050	2,095	228,333	1,378
Northridge	677,319	849,858	172,539	847,530	170,211
Pomona	700,741	460,720	-240,021	459,419	-241,322
Sacramento	572,563	677,609	105,046	675,670	103,107
San Bernardino	431,706	612,907	181,201	610,766	179,060
San Diego	642,467	493,947	-148,520	493,183	-149,284
San Francisco	615,717	592,703	-23,014	591,511	-24,206
San Jose	791,016	803,049	12,033	800,632	9,616
San Luis Obispo	607,355	703,411	96,056	701,139	93,784
San Marcos	368,362	371,865	3,503	370,655	2,293
Sonoma	400,327	350,411	-49,916	349,286	-51,041
Stanislaus	315,721	409,179	93,458	407,652	91,931
Chancellor's Office	329,593	392,925	63,332	391,333	61,740
Systemwide	592,603	714,898	122,295	712,028	119,425
Total:	\$13,434,901	\$13,514,960	\$80,059	\$13,472,622	\$37,721

\$42,338 PV Discount

Includes Student Professional Liability Insurance Program (SPLIP),
Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP).

**CSURMA RISK POOL FY 2015/16
Workers' Compensation Program Cost**

DRAFT

<i>Campus</i>	<i>FY 14/15 Actual</i>	<i>FY 15/16 Undiscounted</i>	<i>Change</i>	<i>FY 15/16 Discounted</i>	<i>Change</i>
Bakersfield	\$643,287	\$743,819	\$100,532	\$699,576	\$56,289
Channel Islands	706,473	745,186	38,713	700,725	-5,748
Chico	1,321,996	1,358,833	36,837	1,278,687	-43,309
Dominguez Hills	1,118,339	1,198,461	80,122	1,126,215	7,876
East Bay	1,562,771	1,830,035	267,264	1,718,269	155,498
Fresno	1,375,505	1,470,333	94,828	1,384,867	9,362
Fullerton	1,789,656	1,978,347	188,691	1,866,573	76,917
Humboldt	815,757	867,885	52,128	817,163	1,406
Long Beach	3,097,256	3,487,296	390,040	3,276,443	179,187
Los Angeles	2,095,824	2,478,627	382,803	2,326,318	230,494
Maritime Academy	169,214	182,440	13,226	172,171	2,957
Monterey Bay	614,793	669,471	54,678	629,798	15,005
Northridge	2,244,325	2,756,466	512,141	2,594,105	349,780
Pomona	2,250,555	2,518,139	267,584	2,363,855	113,300
Sacramento	1,539,314	1,607,260	67,946	1,515,922	-23,392
San Bernardino	1,194,128	1,397,577	203,449	1,315,214	121,086
San Diego	2,288,056	3,125,916	837,860	2,938,059	650,003
San Francisco	2,407,806	2,545,888	138,082	2,396,031	-11,775
San Jose	1,731,410	1,941,148	209,738	1,830,243	98,833
San Luis Obispo	1,777,283	2,036,977	259,694	1,917,445	140,162
San Marcos	541,205	637,213	96,008	602,170	60,965
Sonoma	738,931	804,138	65,207	758,118	19,187
Stanislaus	697,574	779,993	82,419	733,865	36,291
Chancellor's Office	474,701	583,538	108,837	549,804	75,103
Systemwide	0	0	0	0	0
Total:	\$33,196,159	\$37,744,986	\$4,548,827	\$35,511,636	\$2,315,477
				\$2,233,350	PV Discount

**CSURMA RISK POOL FY 2015/16
IDL/NDI/UI Program Cost**

<i>Campus</i>	<i>FY 14/15 Actual</i>	<i>FY 15/16 Proposed Corrected</i>	<i>Change</i>
Bakersfield	\$225,489	\$276,346	\$50,857
Channel Islands	246,710	262,215	15,505
Chico	388,258	392,204	3,946
Dominguez Hills	376,066	407,505	31,439
East Bay	521,556	602,343	80,787
Fresno	479,426	513,845	34,419
Fullerton	714,929	767,502	52,573
Humboldt	441,645	443,411	1,766
Long Beach	938,107	1,016,598	78,491
Los Angeles	531,179	615,879	84,700
Maritime Academy	139,897	100,861	-39,036
Monterey Bay	285,144	299,521	14,377
Northridge	871,835	1,049,734	177,899
Pomona	503,510	551,580	48,070
Sacramento	714,324	731,693	17,369
San Bernardino	437,712	497,733	60,021
San Diego	830,815	888,299	57,484
San Francisco	1,020,480	1,052,297	31,817
San Jose	896,689	990,377	93,688
San Luis Obispo	623,263	714,806	91,543
San Marcos	397,349	360,588	-36,761
Sonoma	405,714	461,305	55,591
Stanislaus	336,080	352,662	16,582
Chancellor's Office	173,823	150,696	-23,127
Systemwide			0
Total:	\$12,500,000	\$13,500,000	\$1,000,000

Industrial Disability Leave, Nonindustrial Disability Leave, Unemployment Insurance

**CSURMA RISK POOL FY 2015/16
Property Program Cost**

<i>Campus</i>	<i>FY 14/15 Actual</i>	<i>FY 15/16 Proposed</i>	<i>Change</i>
Bakersfield	\$88,866	\$79,166	-\$9,700
Channel Islands	161,161	143,334	-17,827
Chico	310,394	277,568	-32,826
Dominguez Hills	184,012	163,807	-20,205
East Bay	285,900	254,131	-31,769
Fresno	340,321	302,520	-37,801
Fullerton	357,206	318,559	-38,647
Humboldt	201,861	179,316	-22,545
Long Beach	467,016	415,434	-51,582
Los Angeles	447,295	397,377	-49,918
Maritime Academy	43,165	38,471	-4,694
Monterey Bay	98,875	88,054	-10,821
Northridge	501,767	446,151	-55,616
Pomona	345,224	306,654	-38,570
Sacramento	311,329	277,706	-33,623
San Bernardino	241,321	215,458	-25,863
San Diego	438,828	390,851	-47,977
San Francisco	527,027	469,726	-57,301
San Jose	728,572	646,404	-82,168
San Luis Obispo	471,441	418,990	-52,451
San Marcos	176,105	156,731	-19,374
Sonoma	295,919	262,929	-32,990
Stanislaus	161,298	143,349	-17,949
Chancellor's Office	38,275	34,395	-3,880
Systemwide	1,776,822	1,572,919	-203,903
Total:	\$9,000,000	\$8,000,000	-\$1,000,000

Includes Crime (Fidelity), Cyber Risks.

Estimate Only

Does not include adjustments due to addition/deletions of buildings.

**CSURMA RISK POOL FY 2015/16
Athletic Injury Medical Expense Program Cost
(AIME)**

<i>Campus</i>	<i>FY 14/15 Actual</i>	<i>FY 15/16 Undiscounted</i>	<i>Change</i>	<i>FY 15/16 Discounted</i>
Bakersfield	\$137,997	\$137,997	\$0	\$137,997
Channel Islands			0	0
Chico	34,872	34,872	0	34,872
Dominguez Hills	68,285	68,285	0	68,285
East Bay	32,965	32,965	0	32,965
Fresno	366,388	366,388	0	366,388
Fullerton	215,061	215,061	0	215,061
Humboldt	78,906	78,906	0	78,906
Long Beach	228,050	228,050	0	228,050
Los Angeles	99,443	99,443	0	99,443
Maritime Academy	17,063	17,063	0	17,063
Monterey Bay	61,482	61,482	0	61,482
Northridge	195,646	195,646	0	195,646
Pomona	43,982	43,982	0	43,982
Sacramento	338,286	338,286	0	338,286
San Bernardino	32,145	32,145	0	32,145
San Diego	527,487	527,487	0	527,487
San Francisco	66,685	66,685	0	66,685
San Jose	529,804	529,804	0	529,804
San Luis Obispo	313,489	313,489	0	313,489
San Marcos	48,388	48,388	0	48,388
Sonoma	46,105	46,105	0	46,105
Stanislaus	95,220	95,220	0	95,220
Chancellor's Office			0	0
Systemwide			0	0
Total:	\$3,577,749	\$3,577,749	\$0	\$3,577,749

FY 15/16 rates to be calculated and approved by the AIME Committee.

**CSURMA RISK POOL FY 2015/16
Auto Liability (VELSIP) Program Cost**

<i>Campus</i>	<i>FY 14/15 Actual</i>	<i>FY 15/16 Proposed</i>	<i>Change</i>
Bakersfield	\$12,022	\$12,022	\$0
Channel Islands	23,581	23,581	0
Chico	28,359	28,359	0
Dominguez Hills	19,420	19,420	0
East Bay	20,961	20,961	0
Fresno	55,022	55,022	0
Fullerton	34,524	34,524	0
Humboldt	18,803	18,803	0
Long Beach	47,470	47,470	0
Los Angeles	22,348	22,348	0
Maritime Academy	3,082	3,082	0
Monterey Bay	9,864	9,864	0
Northridge	33,907	33,907	0
Pomona	46,699	46,699	0
Sacramento	32,982	32,982	0
San Bernardino	28,821	28,821	0
San Diego	43,155	43,155	0
San Francisco	26,972	26,972	0
San Jose	38,993	38,993	0
San Luis Obispo	80,912	80,912	0
San Marcos	13,409	13,409	0
Sonoma	27,280	27,280	0
Stanislaus	19,420	19,420	0
Chancellor's Office	462	462	0
Systemwide			0
Total:	\$688,468	\$688,468	\$0

Subject to Final MVIA Assessment from DGS in March 2015.

Auto Liability is managed by the State Vehicle Liability Self-Insurance Program (VELSIP) which also determines the program's total cost each year.

Table 1

	FY 14/15 Actual	FY 15/16 <i>Undiscounted</i>	\$ Chg from FY 14/15	% Chg	FY 15/16 <i>Discounted</i>	\$ Chg from FY 14/15	% Chg
Liability	\$13,434,901	\$13,514,960	\$80,059	0.6%	\$13,472,622	\$37,721	0.3%
Workers' Comp	33,196,159	37,744,986	4,548,827	13.7%	35,511,636	2,315,477	7.0%
IDL NDI UI	12,500,000	13,500,000	1,000,000	8.0%	13,500,000	1,000,000	8.0%
Property ¹	9,000,000	8,000,000	(1,000,000)	-11.1%	8,000,000	(1,000,000)	-11.1%
AIME ²	3,577,749	3,577,749	0	0.0%	3,577,749	0	0.0%
Auto Liability ³	688,468	688,468	0	0.0%	688,468	0	0.0%
Total	\$72,397,277	\$77,026,163	\$4,628,886	6.4%	\$74,750,475	\$2,353,198	3.3%

Present Value Discount = \$2,275,688

**REPORT OF NOMINATING COMMITTEE ON
EXECUTIVE COMMITTEE ELECTIONS**

ISSUE: As documented in attached CSURMA Policy and Procedure No. 18, Executive Committee members are nominated by a Nominating Committee, which is appointed by the CSURMA Chair. An election is held by the CSURMA Board of Directors. The Board's next regularly scheduled meeting is on Monday, April, 27 at 4:00 PM in San Diego during the "Fitting the Pieces Together" systemwide risk management conference. At the February 8th Executive Committee meeting, Linda Hawk appointed a Nominating Committee of George Ashkar, Lori Gentles and Michael Thorpe. The Nominating Committee will report on their findings at today's meeting.

The Executive Committee currently has one vacant seat due to the departure of Cynthia Teniente-Matson and a second seat will become available July 1, 2015 because Mike Thorpe will have served his maximum three consecutive two-year terms. Prior to the April 27th election, the CSURMA Vice Chair, Linda Hawk, will serve as Acting Chair as provided in CSURMA's governing documents.

As shown on the attachment, the following four seats are up for election at the April 27, 2015 Board of Directors meeting:

- Chair
- Vice Chair
- Seat 1, Lisa Chavez currently holds this seat which is up for election
- Seat 2, Michael Thorpe has served the maximum three consecutive two year terms; therefore, this seat is up for election

RECOMMENDATION: No action is required. The Nominating Committee will make a final report at the April 27, 2015 Board of Directors meeting.

FISCAL IMPACT: None.

PUBLICATION: None.

BACKGROUND: CSURMA's Executive Committee is comprised of nine voting members and one non-voting member. The CSURMA Treasurer is appointed by the CSU Executive Vice Chancellor, Business and Finance and the CSURMA Secretary-Auditor is appointed by the CSURMA Executive Committee. The Secretary-Auditor is a non-voting seat. Six seats are elected from among Campus members and two seats are held by the AORMA Committee Chair and AORMA Committee Vice-Chair.

Regular elections of members are conducted pursuant to Policy and Procedure No. 18 – Board of Directors Participation and Executive Committee Nominations and Elections Process.

ATTACHMENT(S):

- a. CSURMA Executive Committee Terms of Office for FY 14/15 as Elected
- b. CSURMA Policy and Procedure No. 18 – Board of Directors Participation and Executive Committee Nominations and Elections Process

CSURMA

EXECUTIVE COMMITTEE TERMS OF OFFICE FY 2014/2015 - As Elected

Position (election year)	July 1, 2007 to June 30, 2008	July 1, 2009 to June 30, 2010	July 1, 2010 to June 30, 2011	July 1, 2011 to June 30, 2012	July 1, 2012 to June 30, 2013	July 1, 2013 to June 30, 2014	July 1, 2014 to June 30, 2015	July 1, 2015 to June 30, 2016
Chair - (even year)	Morishita	Morishita	Matson	Matson	Matson	Matson	Matson/TBD	TBD
Vice-Chair - (even year)	Graham	Matson	Rodriguez	Rodriguez	Rodriguez	Rodriguez/ Hawk	Hawk	TBD
CSU Seat #1 - (odd year)	Matson	Rodriguez	Morishita	Hawk	Hawk	Hawk/Chavez	Chavez	TBD
CSU Seat #2 - (odd year)	Risser/Thorpe	Thorpe	Thorpe	Thorpe	Thorpe	Thorpe	Thorpe	TBD
CSU Seat #3 - (even year)	D. West	Wight	Wight	Wright	Gentles	Gentles	Gentle	Gentle
CSU Seat #4 - (even year)	Garcia	Garcia	McCarron	McCarron	McCarron	Lee	Lee	Lee
AORMA Seat #5 - Chair	Prenovost	Mimnaugh	Brown	Worley	Borsting	Brumett	DeWit	Mumford
AORMA Seat #6 - Vice Chair	Jackson	Brown	Worley	Borsting	Brumett	DeWit	Mumford	Dalpe
CSU Seat #7/Treasurer - Appointed by EVC/CFO	Hordyk/ Nickles	Ashkar	Ashkar	Ashkar	Ashkar	Ashkar	Ashkar	Ashkar
Secretary/Auditor - Appointed CSURMA EC	Minnick	Minnick	Minnick	Minnick	Minnick/ Rodriguez	Rodriguez/Eaton	Eaton	Eaton

Notes:

Michael Thorpe has served the maximum three consecutive two year terms.

The Treasurer is appointed by the CSU Executive Vice Chancellor/CFO and holds a seat on the CSURMA Executive Committee.

The Secretary-Auditor is appointed by the CSURMA Executive Committee and does not hold a voting seat on the Executive Committee.

Names in **RED** indicates seat up for election at April 2015 Board of Directors meeting.

ADOPTED: March 22, 2013

EFFECTIVE: March 22, 2013

SUBJECT: BOARD OF DIRECTORS PARTICIPATION AND EXECUTIVE COMMITTEE NOMINATIONS AND ELECTIONS PROCESS

PURPOSE: The purpose of this Policy and Procedure No. 18 is to describe the process by which members of the CSURMA Board of Directors are appointed and Executive Committee members are nominated and elected.

POLICY: It is the policy of the CSURMA that membership in the Board of Directors shall be adequately documented, and that nomination and election to the Executive Committee shall follow the process described in this Policy and Procedure No. 18. The AORMA Committee may adopt a separate policy and procedure applicable to auxiliary organization representation on the AORMA Committee and Board of Directors.

PROCEDURE: The following activities will be performed to effect the above stated policy.

1. Board of Directors Participation:
 - a. The CSU Executive Vice Chancellor, Business & Finance (EVC/CFO) will determine in writing to the Secretary-Auditor how to allocate CSURMA Board votes.
 - b. If votes are to be delegated to a campus, the EVC/CFO's campus designee will provide a written statement to the Secretary-Auditor of which person will be the primary representative of the campus and may designate one alternate representative. If the primary or alternate representative are to be replaced or are no longer eligible to serve, the campus designee will provide a written statement of the replacement.
 - c. The Program Administrator will maintain a list of primary and alternate representatives and will conduct orientations at least annually for new Board members.
2. Executive Committee Nominations and Elections:
 - a. Prior to the spring Board of Directors meeting the Chair will appoint a Nominating Committee to seek nominations for available positions on the Executive Committee.
 - b. The Nominating Committee will evaluate potential candidates and provide a report to the Board of Directors at the spring meeting.
 - c. The Board of Directors will conduct elections at the spring meeting for terms beginning July 1.
 - d. The Program Administrator will conduct orientations for new Board members.

PRESENTATION OF CSURMA OPERATIONAL REVIEW REPORT

ISSUE: At the September 2014 meeting the CSURMA Executive Committee determined that it would have a consultant perform an operational review along the lines of a California Association of Joint Powers Authorities (CAJPA) accreditation review. It has been three years since the last review and the Executive Committee's practice has been to perform the review every three years, as if CSURMA were seeking CAJPA accreditation. The Executive Committee determined that the scope of this year's review would be limited to an operational review of the Program Administration and not include CSURMA accounting services since those services are already audited on an annual basis.

At the October 2014 CSURMA Executive Committee meeting, the Committee delegated authority to retain Robin Johnson as a qualified consultant to perform the review and deliver the report at today's meeting. The report will be distributed to the Executive Committee separately in advance of the meeting.

RECOMMENDATION: It is recommended that the Executive Committee receive and discuss the consultant's report and take action or provide direction as appropriate.

FISCAL IMPACT: No additional cost is anticipated from action at today's meeting. The consultant's engagement fee was \$7,500 for the review including delivery of the audit report. Travel expenses to perform the review are included in the review, but the cost to attend today's meeting (from the Sacramento area to the meeting location in Southern California) is in addition to the fee.

BACKGROUND: Robin Johnson is a practicing attorney in the Sacramento area who has previously worked with joint powers authorities as an administrator. He has served as Chair of the CAJPA Legislative Committee for several years and performs CAJPA accreditation reviews. For CSURMA, he understands that his review is to be essentially like a CAJPA accreditation review, making sure that CSURMA is abiding by the laws applicable to JPA's, following its own policies and procedures, and pointing out areas where CSURMA might improve its policies and procedures, increase the efficiency of the JPA operations and minimize potential disputes with members in the future.

PUBLICATION: The results of the review will be presented to the CSURMA Board of Directors upon acceptance of the report and at the direction of the Executive Committee.

ATTACHMENT(S):

- a. The draft report will be distributed separately in advance of the meeting.

REVIEW OF POLICIES & PROCEDURES (ODD-NUMBERED)

ISSUE: The Executive Committee adopted Resolution No. 04-13 (EC) to review CSURMA's policies and procedures on a regular basis to ensure administrative tasks remain relevant and effective for its operations. The resolution defines the process for the Executive Committee to review even-numbered policies and procedures in even-numbered calendar years, and odd-numbered policies and procedures in odd-numbered calendar years.

The Executive Committee will be asked to review all of the odd-numbered policies and procedures at today's meetings. Staff's suggested revisions to Policy and Procedure Nos. 5, 7 and 13 are shown in redline strikeout on the policies and procedures attached.

RECOMMENDATION: In accordance with Resolution No. 04-13 (EC), the Executive Committee is asked to review the odd-numbered policies and procedures at today's meeting, and provide direction to staff of its findings and recommendations.

FISCAL IMPACT: None.

BACKGROUND: To date, CSURMA has adopted twenty-one (21) policies and procedures.

PUBLICATION: The revised policies and procedures will be posted on the CSURMA website.

ATTACHMENT(S):

- a) Resolution No. 04-13 (EC)
- b) No. 1 - Assessments and Disbursements
- c) No. 3 - Records Retention
- d) No. 5 - Claims Audits
- e) No. 7 - Self-Insured Program Funding
- f) No. 9 - Property Coverage for State-Owned Buildings Leased to Auxiliary Organizations
- g) No. 11 - CSURMA Operating Budget Process
- h) No. 13 - Campus Risk Pool Target Reserve Funding Policy
- i) No. 15 - Responsibilities of Treasurer and Auditor
- j) No. 17 - Reimbursement of Travel Expenses
- k) No. 19 - Campus Risk Pool Claims Settlement Authority
- l) No. 21 - Campus Risk Management Innovation Grant Program

**CALIFORNIA STATE UNIVERSITY
RISK MANAGEMENT AUTHORITY**

**EXECUTIVE COMMITTEE
RESOLUTION NO. 04-13 (EC)**

Resolution to Review CSURMA Policies and Procedures

The Executive Committee of the California State University Risk Management Authority ("CSURMA") finds and determines as follows:

1. CSURMA has adopted various policies and procedures necessary and beneficial to the operation of the Authority.
2. Periodic review of CSURMA's adopted policies and procedures is necessary to ensure they remain current and appropriate.
3. The Executive Committee and AORMA Committees each hold annual Long Range Planning Meetings at which a review of policies and procedures would be appropriate.

In consideration of the foregoing findings and determinations,

IT IS RESOLVED by the Executive Committee of the California State University Risk Management Authority as follows:

1. The CSURMA Executive Committee and AORMA Committees shall each conduct an annual review of their respective policies and procedures at each Committee's annual Long Range Planning Meeting.
2. In the absence of other reasons to review a policy and procedure more frequently, odd numbered policies and procedures shall be reviewed in odd calendar years and even numbered policies and procedures shall be reviewed in even calendar years.
3. The CSURMA Program Administrator shall schedule the reviews in the annual administrative service calendar which shall be included in each Committee's agenda materials for regularly scheduled meetings, and cause the reviews required under this resolution to be included in the Long Range Planning agendas.

* * * * *

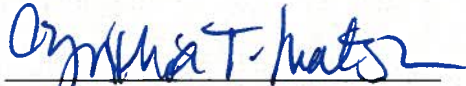
I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted and passed at a meeting of the Executive Committee of the California State University Risk Management Authority held on September 12-13, 2013 which was approved by the following votes:

AYES, and in favor thereof, members:

NOES, members: None.

ABSTAIN, members:

ABSENT, members:

ATTEST: 
Cynthia Teniente-Matson, Chair

MARodriguez
Mary Ann Rodriguez, Secretary-Auditor

EFFECTIVE: AUGUST 5, 1999

SUBJECT: ASSESSMENTS AND DISBURSEMENTS

POLICY:

It is the intent of the California State University Risk Management Authority (CSURMA) to properly manage the funds of the Authority. In this regard, both assessments and disbursements of Authority funds will be handled in accordance with generally accepted accounting principles, and in accordance with any governing JPA documents.

PROCEDURE:

If the Treasurer determines that there is a deficiency of funds in any of the CSURMA programs such that the solvency of the program or Authority itself is threatened, the Treasurer shall notify Executive Committee of such deficiency. The Executive Committee shall notify the Board of Directors and provide the Board with a plan to restore the solvency of the threatened program, or Authority as a whole.

Any plan adopted to restore solvency shall be in accordance with the Authority's governing documents such as the JPA Agreement, Bylaws, Participation Agreements, and any other policies and procedures or resolutions in effect at the time.

If the Treasurer determines that there is a surplus of funds in any of the CSURMA programs, or the Authority as a whole, beyond that which is needed to maintain any established actuarial "confidence level" approved by the Authority, the Treasurer shall notify the Executive Committee. The Executive Committee may recommend a plan for the disbursement of excess funds to the Board of Directors, or they may recommend the establishment of a formal dividend policy and procedure to govern such matters.

Any plan adopted to distribute funds shall be in accordance with the Authority's governing documents such as the JPA Agreement, Bylaws, Participation Agreements, and any other policies and procedures or resolutions in effect at the time.

EFFECTIVE: AUGUST 8, 1999

SUBJECT: RECORDS RETENTION

POLICY:

The California State University Risk Management Authority (CSURMA) has an obligation to create and maintain records and information in accordance with accepted records management practices and standards. It shall be CSURMA's policy to maintain records in accordance with the following Records Retention Schedule.

RECORDS RETENTION SCHEDULE

Type	Title	Retention Period
ADM	Administration Correspondence Policy and Procedure Accreditation	3 years Permanent Permanent
BC	Boards / Committees Agendas Minutes - Executive Committee Minutes - Program Committees Resolutions	Permanent Permanent Permanent Permanent
BD	Board of Directors Agendas Meeting Notices Minutes of Board Meetings Resolutions	Permanent Permanent Permanent Permanent
CON	Contracts Agreements and Contracts	7 years following end of contract
ELE	Elections General	Permanent

Type	Title	Retention Period
	Certificates of Insurance	Permanent
LGL	Legal General Correspondence Attorney Correspondence Conflicts of Interest Code Conflict of Interest Statements Claims Litigation Opinions	Permanent Permanent Permanent 7 years 7 years 5 years after litigation is concluded Permanent
MEM	Membership Membership Records Program Participation Agreements	Permanent Permanent
MIS	Miscellaneous	Permanent until reclassified

EFFECTIVE: JULY 1, 1999

REVISED: MARCH 19, 2015

SUBJECT: CLAIMS AUDITS

POLICY:

It is the policy of the California State University Risk Management Authority (CSURMA) that Third-Party Claims Administrators shall be audited on a periodic basis to ensure that CSURMA is receiving high-quality services.

PROCEDURE:

The CSURMA Program Administrator shall take steps to engage the services of an independent, professional claims auditor to audit the CSURMA's risk pooling programs at the following period intervals:

- **Pooled Liability Program** - The Pooled Liability Program shall be audited in the first quarter of the calendar year in even-numbered years;
- **Pooled Workers' Compensation Program** - The Pooled Workers' Compensation Program shall be audited in the first quarter of the calendar year in odd-numbered years; and
- **Other Risk Pooling Programs** - Other risk pooling programs of the CSURMA shall be audited on a periodic basis determined by the CSURMA Executive Committee.

Upon the recommendation of the Program Administrator, the Executive Committee may adjust the audit schedule described above based on CSURMA's business needs such as a planned Request-for-Proposal process, or a need to monitor a vendor's service performance more frequently.

EFFECTIVE: JANUARY 1, 2000

REVISED: MARCH 19, 2015

SUBJECT: SELF-INSURED PROGRAM FUNDING

ISSUE:

The CSURMA operate various self-insured coverage programs. Generally, these programs include a primary layer of pooling, with excess and reinsurance coverage. Each program is responsible for all costs generated by that program, as well as a proportionate share of the JPA's general administrative costs. It is important that each self-insured program be properly funded to satisfy its liabilities. This policy and procedure continues the policy adopted by the CSURMA Board of Directors on April 24, 1997.

POLICY STATEMENT:

It is the policy of the CSURMA that each self-insured program shall establish budgets with a goal of full funding, including a reasonable risk margin. Such funding shall be determined by the Executive Committee as a part of each year's annual budget based upon the recommendations of a professional actuary and staff.

PROCEDURE:

CSURMA staff is responsible for developing draft budgets for each of the self-insured programs for each fiscal year. As a part of the budget development, staff will work with the CSU and its actuary to determine projected liabilities for the CSURMA's self-insured programs. The actuary's reports shall be used by staff and the Executive Committee to develop recommended rates and funding for each self-insured program.

It is the policy of the CSURMA to fund fully the self-insured programs. ~~CSURMA recognizes that its self-insured programs are transitioning from a cash funding basis to an accrual funding basis.~~ Adopted funding shall ~~facilitate this transition by including~~ include sufficient funds projected to pay the following cost elements:

- Administrative expenses shall be funded on a cash basis for each program year;
- Prior year cash deficits (if any) shall be funded on a cash basis;
- Prior years' claims payable shall be funded on a cash basis to the extent accrued reserves do not amount to full funding;
- Current year expected liabilities shall be funded on an accrual (incurred) basis; and

- At such time as all outstanding liabilities are fully funded, a reasonable risk margin shall be funded.

~~Staff and the actuary shall perform the calculations needed to establish the funding elements described above. It is expected that all outstanding liabilities will be fully funded by July 1, 2009 and staff~~ Staff shall make an annual report to the Board of Directors, detailing the self-insurance programs' ~~progress toward achieving this funding policy~~ status in accordance with this Policy & Procedure No. 7.

ADOPTED: March 26, 2009

EFFECTIVE: April 17, 2006 and revised March 26, 2009

SUBJECT: PROPERTY COVERAGE OF STATE-OWNED BUILDINGS LEASED TO AN AUXILIARY ORGANIZATION AND OTHER SPECIFIED STATE-OWNED BUILDINGS

SUPERSEDES: 9-JPA

POLICY:

As a clarification of the insurable interest under the CSURMA property insurance programs, CSURMA has determined that Property Coverage for state-owned buildings is the responsibility of the University including state-owned buildings leased to an Auxiliary Organization, unless there exists a written agreement that the Auxiliary Organization is required to purchase and maintain Property Coverage for the leased building. This Policy and Procedure describes the responsibility and procedure for insuring these buildings and other specified state-owned buildings needing special deductibles in accordance with the CSU policy. This policy and procedure is not intended to impact any cost allocation practices among the campuses and auxiliary organizations that may exist or be developed in the future.

PROCEDURE:

As a result of negotiations with insurance companies and accepted by the CSU Office of the Chancellor, the CSURMA Property Coverage program will cover state-owned buildings (real property) that are leased to a CSU Auxiliary Organization as follows:

Effective: December 1, 2005

1. All buildings (real property) owned by the University (State) that are leased to a CSU Auxiliary Organization will be covered by the Campus Property Program, unless there exists a written agreement that the Auxiliary Organization is required to purchase and maintain Property Coverage for the leased building.
2. The University and Auxiliary Organization may agree to apportion that part of the University's Property Coverage premium covering buildings leased to an Auxiliary Organization. Said premium may be payable by the Auxiliary Organization to the University, or if advised by the Campus and Auxiliary Organization, CSURMA will separately invoice the premium to be paid by the Auxiliary Organization.

3. If the lease agreement does not specify responsibility for deductibles and uninsured losses, the Campus and Auxiliary Organization shall determine responsibility for deductibles and uninsured losses.
4. All buildings which are funded by Public Works Bonds (PWB) or State Revenue Bonds (SRB) have as a maximum deductible the amount required in the applicable bond covenants.
5. If an Auxiliary Organization desires a lower deductible, then that lower deductible can be purchased as approved by the underwriters and invoicing of the additional cost shall be directed by the Campus and Auxiliary Organization
6. If it is necessary for other University owned buildings to maintain a deductible other than the standard deductible offered maintained by a Campus Member, then that specified building may be insured at a lower deductible as approved by the underwriters and the additional cost shall be invoiced as agreed.

ADOPTED: March 26, 2009
EFFECTIVE: July 1, 2009
SUBJECT: CSURMA OPERATING BUDGET DEVELOPMENT AND ADOPTION

POLICY:

CSURMA's fiscal period begins on July 1 each year and ends on June 30 of the following year. Upon the Executive Committee's recommendation, an annual operating budget is to be approved and adopted by the Board of Directors at its meeting preceding the beginning of the new budget period.

The operating budget for the Auxiliary Organizations coverage programs are developed separately by the AORMA Committee. The AORMA Committee shall develop its operating budget, and recommend to the Executive Committee its inclusion in the CSURMA Operating Budget for adoption by the Board of Directors.

PROCEDURE:

The Chancellor's Office and the Program Administrators shall work together to develop a draft operating budget for the Executive Committee to review and recommend adoption by the Board of Directors with any changes it deems necessary.

The operating budget shall be composed of a General Fund for General and Administrative Expenses (indirect expenses) and separate Program Funds for direct program expenses. The General Fund shall include an estimate for Non-Operating Revenues such as Investment Income, Loan Interest and Miscellaneous Fee Revenue.

Operating Revenues shall include Members' Contributions and Dividends. Operating Expenses and Non-Operating Revenues are allocable to each Program Fund as applicable, and shall be distributed in the following general manner:

General and Administrative Expenses shall be allocated to each Program Fund in proportion that each Program Fund Contribution bears to the Total Contribution for the fiscal period as of the start of the fiscal period; i.e., as of July 1. The proportionate share shall be fixed (locked-in) as of the beginning of the fiscal period for the duration of the fiscal period.

Non-Operating Revenues shall be distributed to each Program Fund that generate opportunities for investment income based on each fund's average monthly balance for Cash and Investments during the fiscal period. For budget development purposes, estimated Non-Operating Revenues

for each applicable fund shall be based on the each fund's average monthly cash balance of the preceding twelve months at the time the budget is developed.

Direct Program Expenses shall be allocated to each Program Fund as specified for the coverage as applicable (e.g., claims, claim administration, program administration, brokerage, insurance, actuarial, reinsurance, program committee, etc.). Other Direct Program Expenses shall be allocated to each Program Fund in the proportion directed by the respective Program Committee, which shall generally reflect estimated utilization by/for the applicable coverage.

ADOPTED: OCTOBER 28, 2011

EFFECTIVE: OCTOBER 28, 2011

REVISED: MARCH 19, 2015

SUBJECT: CAMPUS RISK POOL PROGRAMS TARGET
RESERVE FUNDING GOAL

In an effort to assure the long term financial strength of the Campus Risk Pool Programs that include an element of self-insurance, the CSURMA Board of Directors desires to fund the Programs in a responsible manner. Furthermore, in recognition that there is a high degree of uncertainty in actuarial estimates due to the possibility of occasional catastrophic claims and inconsistent or inaccurate case reserving, the Board of Directors desires to establish a Target Reserve Funding Goal that will guide the CSURMA Executive Committee in making annual funding decisions for the Programs.

Should there be any discrepancy between this document and either the MEMORANDUMS OF COVERAGE or PARTICIPATION AGREEMENTS between the Executive Committee and the MEMBER, the MEMORANDUMS OF COVERAGE and the PARTICIPATION AGREEMENTS will govern.

POLICY

The Target Reserve Goal is hereby established to be, at a minimum, the actuarially determined expected liability (approximately 55% confidence level), discounted for investment. In evaluating the Programs' funding position relative to the Target Reserve Funding Goal as a part of each year's ratemaking process, the Committee shall take into consideration the following ratios: Gross Premium to Unencumbered Reserve Ratio, Unencumbered Reserve to Pool Retention Ratio and Outstanding Reserves to Unencumbered Reserve Ratio.

The Committee may take action to set higher or lower confidence levels based on CSURMA's goals to retain more or less risk. The Target Reserve Goal and Target Unencumbered Reserve Ratios described in this policy have been selected to take into account the nature of the Campus Risk Pool programs that include a relatively large and stable exposure and a single covered entity with substantial financial capacity.

PROCEDURE

1. Annual Actuarial Study - Each year the Program Director will engage CSURMA's accredited independent actuary to perform an actuarial analysis of the Workers' Compensation, AIME and Liability Programs. This analysis shall include estimates of the outstanding losses (including IBNR) at various confidence levels as well as estimates of ultimate losses for the upcoming year(s). The analysis shall also compare the current

program funding against the outstanding liabilities and determine the confidence level to which the program is currently funded. Because the Property, SAFECLIP, SPLIP and Crime Programs have an annual aggregate retention, an actuarial analysis may not be performed. Also, no actuarial study is required for the IDL/NDL/UI Program as that program covers very short tail statutory benefits.

- 2. Calculation of Industry Ratios** - The Program Administrator Director will also calculate certain insurance industry ratios to help analyze the Program's current financial position as follows:

Gross Premium to Unencumbered Reserve Ratio: Target <3:1

This ratio is a measure of how the unencumbered reserves are leveraged against possible pricing inaccuracies. A low ratio is desirable.

**Unencumbered Reserve to Pool Retention Ratio: Target >1:1 (LIABILITY)
Target >2:1 (WORKERS' COMP)**

This ratio is a measure of the maximum amount that unencumbered reserves could decline due to a single loss. A high ratio is desirable.

Outstanding Reserves to Unencumbered Reserve Ratio: Target ≤ 5:1

This ratio is a measure of how unencumbered reserves are leveraged against possible reserve inaccuracies. A low ratio is desirable.

- 3. Application of Target Surplus Criteria** – After an annual review of the Target Unencumbered Reserve Ratios, the Executive Committee will determine whether it is desirable to increase, decrease, or stabilize reserves. Their recommendations will be forwarded to the Board of Directors. If the Board of Directors desires to decrease reserves, it may approve a funding level below the 55% confidence level. Conversely, a funding decision above the 55% confidence level will indicate a bias toward increasing reserves. A determination to fund at the 55% confidence level will reflect the Executive Committee's desire to keep surplus at the current level.

Because the Property, SAFECLIP, SPLIP and Crime Programs have annual aggregate retentions, and therefore no actuarial study is performed, the Target Reserve Funding shall be the amount of funds that exceed the maximum liability retained by the program for the upcoming program year plus the expected value for all open claims from current and prior years. The Executive Committee will approve the annual funding for each program.

The Program Target Reserve Funding and Dividend Calculation Report will be prepared for each self-funded program and presented to the Executive Committee after the end of each fiscal year.

4. **Dividends** – Dividends may be available from the amount of reserves exceeding the Target Reserve amount established by the Executive Committee. The allocation of any dividend shall be pursuant to the formula approved by the Executive Committee.
5. **Assessments** – Assessments may be required when the Executive Committee determines that the amount of reserves is not sufficient and can best be remedied by an extraordinary assessment. The allocation of any assessment shall be pursuant to the formula approved by the Executive Committee.

MEMBER APPEAL PROCESS

If a MEMBER wishes to appeal any decision regarding the application of the Target Surplus Policy, the MEMBER must present an appeal in writing to the CSURMA Secretary within 30 days of the disputed decision. The Secretary shall place the Member's appeal on the Executive Committee's agenda at its next regularly scheduled meeting. The Executive Committee will review the appeal and inform the Member of the final decision within 5 business days of the final decision.

If a Member wishes to appeal the Executive Committee's decision, the Member will notify the CSURMA Secretary in writing within 5 business days of receipt of the Executive Committee's decision. The CSURMA Executive Committee will then review the appeal at its next meeting or sooner. The CSURMA Executive Committee's decision will be the final determination.

DEFINITIONS:

CSURMA EXECUTIVE COMMITTEE – The California State University Risk Management Authority Executive Committee, a committee of the CSURMA providing management and oversight to the CSURMA. The Executive Committee is comprised of the Chair, the Vice Chair, and seven “At Large” members.

CSURMA - The California State University Risk Management Authority, a California Joint Powers Authority, comprised of the California State University and its Auxiliary Organizations.

GROSS PREMIUM - Includes pool premium and reinsurance/excess insurance premium but does not include administrative costs.

IBNR – Incurred but Not Reported losses

OUTSTANDING RESERVES - The sum total of unpaid case reserves in the pool layer as determined by the various claims examiners.

POOL RETENTION - The maximum amount of exposure to a single loss retained by the pool over the most recent 5 years.

SURPLUS - The amount of cash equivalent available to pay claims in excess of actuarial expected losses discounted for investment income.

CONFIDENCE LEVEL: A confidence level is the statistical certainty that an actuary believes funding will be sufficient. For example, an 80% confidence level means that the actuary believes funding will be sufficient in eight years out of ten.

ADOPTED: December 9, 2011
EFFECTIVE: December 9, 2011
REVISED: June 25, 2013
SUBJECT: RESPONSIBILITIES OF THE TREASURER AND THE SECRETARY-AUDITOR

POLICY: Pursuant to California Government Code Section 6505 et seq. (referenced below) the CSURMA has designated in the governing documents the officer positions of the Treasurer and the Secretary-Auditor. It is the policy of the CSURMA that there shall a designation of the operational responsibilities of the Treasurer and the Secretary-Auditor as described in this Policy & Procedure No. 15.

PROCEDURE: The Treasurer and Secretary-Auditor shall perform the duties specified in California Government Code Section 6505 et seq. and other duties as designated by the Board of Directors, Executive Committee or AORMA Committee. To clarify the roles of the Treasurer and the Secretary-Auditor, the duties and responsibilities of the Treasurer and the Secretary-Auditor are described respectively as follows:

TREASURER

The Treasurer shall serve as a member of the Executive Committee and have the following duties and responsibilities for CSURMA:

1. FUNDS AND ACCOUNTS:

1.1. ACCOUNTS

1.1.1. The Treasurer shall establish and maintain funds and accounts in compliance with good accounting practice.

1.2. RECEIPT

1.2.1. The Treasurer shall receive all funds for custody by the entity.

1.2.2. The Treasurer ensures all funds are deposited to the proper program fund accounts.

1.2.3. Upon receipt of the approved premium deposit allocation, the Treasurer bills and collects annual premiums, quarterly premiums, and special assessments from all members.

1.3. DISBURSEMENT

1.3.1. The Treasurer shall pay any sums due out of monies of the Authority, as approved for payment.

2. REPORTING

- 2.1. The Treasurer maintains a central accounting system for CSURMA.
- 2.2. Unaudited financial statements will be produced as requested by the Executive Committee to show the accounting transactions by fund.
- 2.3. The Treasurer shall engage a certified public accountant or public accountant to perform an independent financial audit as provided by law.
- 2.4. The Treasurer shall create a quarterly investment report for review by the Executive Committee.

3. CASH AND DEBT MANAGEMENT

- 3.1. The Treasurer manages the cash flow of CSURMA which includes investing the excess monies over the required immediate expenditures for the Authority.
- 3.2. The Treasurer administers short-term and long-term debt financing, authorized by the Executive Committee
- 3.3. The Treasurer shall maintain a detailed record of every loan, including an entry on the loan register showing each loan and payment.

The duties of the Treasurer vary and play a key fiduciary role in the operation of the Authority.

SECRETARY-AUDITOR

The Secretary-Auditor shall have the following duties and responsibilities for CSURMA:

1. BUDGET

- 1.1. The Secretary-Auditor shall ensure that all bills are reviewed and approved for payment before payments are issued by the Treasurer.
- 1.2. The Secretary-Auditor may examine the Treasurer's book on behalf of the CSURMA Executive Committee to check for accuracy.
- 1.3. The Secretary-Auditor acts as the CSURMA budget officer and shall be responsible for the preparation and administration of the budget.

2. MISCELLANEOUS DUTIES

- 2.1. The Secretary Auditor also conducts the sale of surplus items such as office equipment.
- 2.2. The internal audit duties may also fall under the direction of the Secretary-Auditor as directed by the Executive Committee.
- 2.3. The Secretary-Auditor serves as Secretary of the CSURMA.

The duties of the Secretary-Auditor are directly accountable to the Executive Committee in the implementation of the policies, procedures and programs of the CSURMA.

ADOPTED: March 22, 2013
EFFECTIVE: March 22, 2013
SUBJECT: TRAVEL REIMBURSEMENT

PURPOSE:

This Policy and Procedure is intended to formalize the prior existing practices of CSURMA.

POLICY:

It is the policy of the CSURMA that reasonable and actual expenses incurred by AUTHORIZED TRAVELERS for COVERED PURPOSES related to operation of CSURMA's programs shall be reimbursed. The method of approving travel, and reporting and calculating the reimbursable amount shall be in accordance with the travel reimbursement policy of the California State University or the AUTHORIZED TRAVELER'S member auxiliary organization at the time of the travel. The AORMA Committee may adopt more a more specific travel reimbursement policy and procedure for travel related to the AORMA programs.

PROCEDURE:

1. Reimbursement requests will be reported on the AUTHORIZED TRAVELER'S completed State of California – Travel Expense Claim form. The claim form may be forwarded to the AUHORIZED TRAVELER's member accounting department for reimbursement or sent to the CSU Systemwide Office of Risk Management for processing. If the AUTHORIZED TRAVELER is reimbursed by the member's accounting department, that member may then seek reimbursement from CSURMA.
2. The member's accounting department should send the following documents to CSURMA c/o the Systemwide Office of Risk Management:
 - a) Invoices for all reasonable expenses
 - b) Completed State of California – Travel Expense Claim form
 - c) Documentation of the purpose of the travel such as a copy of the agenda, presentation, etc. for the COVERED PURPOSE that the COVERED TRAVELER attended.
3. The CSURMA Secretary-Auditor or designee shall then process the reimbursement request in the manner of other CSURMA payment requests.

DEFINITIONS:

AUTHORIZED TRAVELERS – includes CSURMA Executive Committee members and officers, standing committee members and participants in duly established task groups. Other persons, including University personnel traveling on CSURMA related travel shall be reimbursed pursuant to this P&P No. 17 as agreed under separate agreement in advance of the travel. Independent consultants shall not be considered **AUTHORIZED TRAVELERS** under this P&P No. 17 and any travel expenses incurred by independent consultants may be reimbursed as provided under separate consulting agreements.

COVERED EXPENSES – includes reasonable expenses incurred by the **AUTHORIZED TRAVELER** as provided under the travel reimbursement policy of the California State University.

COVERED PURPOSES – covered purposes shall include attendance at meetings of the CSURMA Executive Committee, standing committees, task group meetings, program presentations, member meetings, approved professional development trainings and other travel approved for University personnel. Any other **COVERED PURPOSES** must be approved for reimbursement by the Executive Committee. Travel to CSURMA Board of Directors Meetings is not a covered purpose. If there is travel to an event that would otherwise be a **COVERED PURPOSE** in conjunction with another event the **AUTHORIZED TRAVELER** would otherwise attend, such as a CSURMA Board of Directors meeting or the CSURMA Fitting the Pieces Together Conference, the **AUTHORIZED TRAVELER** is eligible for reimbursement of **COVERED EXPENSES** to attend the **COVERED PURPOSE** meeting only and there will be no CSURMA reimbursement of the expenses the **AUTHORIZED TRAVELER** would have normally incurred to attend the CSURMA Board of Directors Meeting or the CSURMA Fitting the Pieces Together Conference.

ADOPTED: March 22, 2013

EFFECTIVE: March 22, 2013

SUBJECT: CSURMA CLAIMS SETTLEMENT AUTHORITY

PURPOSE: The purpose of this Policy and Procedure No. 19 is to describe the process and level of authorities to pay claims incurred by the CSURMA Programs. This Policy and Procedure No. 19 applies solely to the operation of CSURMA and does not affect any policy, process, or authorities of the California State University. The AORMA Committee may adopt policies and procedures for claims settlement authorities for AORMA's self-insured programs.

POLICY: It is the policy of the CSURMA that payment of claims covered under the self-insured programs will follow the processes and documentation requirements described in this policy and procedure.

PROCEDURE: The following activities will be performed to effect the above stated policy.

1. The following amounts may be authorized for the following programs:
 - a. Liability Program: The campus may authorize payments from CSURMA funds up to the campus deductible, but not more than \$100,000.00. Above \$100,000.00, the CSURMA Secretary-Auditor or designee may authorize payment of CSURMA funds upon written approval from the appropriate University personnel up to the retained amount of the Liability Program.
 - b. Workers' Compensation Program: Upon approval of a Settlement Authorization Request (SAR) from the third party claims administrator, the campus may authorize aggregate claim settlements from CSURMA funds up to \$175,000.00. Above \$175,000.00, the CSURMA Secretary-Auditor or designee may authorize payment of CSURMA funds upon written approval from the appropriate University personnel up to the retained amount of the Workers' Compensation Program.
 - c. Unemployment Insurance/Non-industrial Disability Leave/Industrial Disability Leave Program: The CSURMA Secretary-Auditor or designee may authorize payment from CSURMA funds to reimburse funds expended by the campus for benefits covered under the program.
 - d. Property Program: Upon the receipt from the program claims adjuster of the completed and executed Proof of Loss statement, the CSURMA Secretary-Auditor or designee may authorize payment from CSURMA funds up to the retained amount of the Property Program.
2. The Program Administrator will maintain records of the campus personnel designated to authorize payments and the amount of authorization.

SUBJECT: RISK MANAGEMENT INNOVATION GRANT PROGRAM

ADOPTED: SEPTEMBER 13, 2013

EFFECTIVE: JULY 1, 2013

PURPOSE:

The Risk Management Innovation Grant Program (Program) makes funds available to Campus members (Members) in the Liability and Workers' Compensation programs. It funds specialized training, safety equipment, physical improvements, or other safety related items that will lead to mitigation of risk exposures. The purpose of this *matching grant program* is to encourage Members to facilitate a reduction in claim costs and to enhance existing risk reduction efforts.

POLICY:

1. Annually, the Program Administrator and Systemwide Risk Management will:
 - a. Propose to the Executive Committee a budget for the Program.
 - b. Review the Liability and Workers' Compensation loss information to identify patterns and claims which may be preventable with the (1) purchase, replacement or upgrade of physical property; (2) development of specialized training; or (3) development of risk management programs.
 - c. Identify the focus of the Program for the upcoming fiscal year.
 - d. Draft the Grant Application and recommend a maximum grant amount per Member.
 - e. Send a memo to all Members describing the Program and invite Members to apply for a grant by completing the Grant Application.
2. To access funds under the Program, a Member must complete the Grant Application which is to 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 cost for the proposed risk reduction project.
 - d. Agreement and approval of Grant Application by the Campus VP of Business & Finance or his/her designee; e.g., Environmental Health & Safety Director, Risk Manager, etc.
3. The Program Administrator will review completed Grant Applications, and if found appropriate and consistent with the purpose of the Program, refer the Grant Application to the Executive Committee for approval.

4. The Member will be expected to complete the proposed risk reduction project within the time period described in the Grant Application. The Executive Committee may rescind the grant if the Member has not started, or completed, the risk reduction project within the timeframe proposed.
5. Fifty percent (50%) of the Member's risk reduction project costs (up to the maximum grant amount approved for each Member) may be reimbursed by the Program. The Member will submit to the Program Administrator the final paid receipt(s) to be used to calculate the Program reimbursement amount.
6. After the grant funds are utilized, the Member will provide a brief report providing information that will assist the Executive Committee in monitoring this Program's effectiveness and the merits of future Program funds.
7. The Program Administrator and Systemwide Risk Management will work with the Grant Recipients to develop benchmarks to evaluate the success of the Program. The Program Administrator and Systemwide Risk Management will also provide guidance to future Grant Recipients based on these historical benchmarks.

AIME PROGRAMS UPDATE

ISSUE: The Athletic Injury Medical Expense (AIME) program continues to address the insurance and risk management needs of its members. Michael Thorpe, Executive Committee Liaison for AIME, will report on the activities of the AIME Committee.

RECOMMENDATION: No action is required on this item at today's meeting.

FISCAL IMPACT: None.

BACKGROUND: AIME is designed to cover medical expenses arising from injuries to student athletes while practicing or competing in inter-collegiate sports programs of the university.

PUBLICATION: None.

ATTACHMENT(S): None.

AORMA PROGRAMS UPDATE

ISSUE: The Auxiliary Organizations Risk Management Alliance (AORMA) continues to address the insurance and risk management needs of its members. All 87+ Auxiliary Organizations in Good Standing purchase insurance coverage through the AORMA.

Robert de Wit, the AORMA Chair, will report on the activities of the AORMA Committee.

RECOMMENDATION: No action is required on this item at today's meeting.

FISCAL IMPACT: None.

BACKGROUND: The AORMA was first marketed to CSU Auxiliary Organizations in 1998. Since that time, the program has grown from 12 members to 87+ members, and represents 100% participation.

PUBLICATION: None.

ATTACHMENT(S): None.

FITTING THE PIECES TOGETHER CONFERENCE 2015

ISSUE: CSURMA sponsors the Fitting the Pieces Together risk management conference that is developed and delivered by the Chancellor's Office Systemwide Office of Risk Management. The 2015 conference will be held at the Sheraton San Diego Hotel and Marine, in San Diego on April 28th and 29th. In order to minimize travel expenses and time commitments, the CSURMA Board of Directors meeting will be held the afternoon before the start of the conference at 4:00 PM on Monday, April 27th. Historically, this conference is held every 18 months. The last conference was November 6-8, 2013.

RECOMMENDATION: No action is requested on this item at today's meeting.

FISCAL IMPACT: The cost of the conference is included in the proposed FY 15/16 CSURMA budget.

BACKGROUND: None.

PUBLICATION: The conference information has already been sent out to the campus and auxiliary members on the CSURMA mailing list.

ATTACHMENT(S):

- a. Fitting the Pieces Together conference announcement



Systemwide Risk Management

[Conference Summary](#)

[Hotel Information](#)

[Presentations](#)

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Fitting The Pieces Together Conference



The Fitting the Pieces Together Conference is a great opportunity to build relationships and share ideas with your colleagues from other CSU campuses.

The conference features informative general and breakout sessions covering topics related to risk management, emergency preparation and response, environmental health and safety, workers' compensation, human resources and student activities ([preliminary schedule](#)).

April 28 & 29, 2015
Sheraton San Diego Hotel
& Marina
San Diego, California

REGISTRATION IS OPEN!!!

Click [here](#) to:



Registration Fee:

\$275.00 - 2-Day Registration

\$175.00 - 1-Day Registration

\$175.00 - CABO Registration

\$0.00 - Speaker Registration (for Presenters only)

**Fee includes attendance to all sessions, breakfast, lunch and afternoon break (dinner on your own).*

Payment Options:

- Credit card
- Check (payable to CSURMA)
- CPO - Cash Posting Order (CSU campus only)

Cancellations: Please notify Leona Ching at Iching@calstate.edu or 562-951-4580.


To see the 2013 program, click here:

[2013 FTPT Conference Program \(PDF\)](#)

Content Contact
[Rebecca Skidmore](#)
(562) 951-4580

Technical Contact
webmaster@calstate.edu

Last Updated: January 09, 2015





Systemwide Risk Management

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Preliminary Conference Summary (subject to change)

[Conference Summary](#)

Session applies as noted:

[Hotel Information](#)

ALL=General; **EHS**=Environmental Health & Safety; **EP**=Emergency Preparedness; **HR**=Human Resources; **PS**=Public Safety/Police; **RM**=Risk Management; **WC**=Workers' Compensation

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FITTING THE PIECES TOGETHER CONFERENCE		
Tuesday, April 28, 2015		
FITTING THE PIECES TOGETHER CONFERENCE – DAY 1		
8:00 am – 5:00 pm	Registration Open	Bel Aire Foyer
8:00 am – 9:30 am	Continental Breakfast	Bel Aire Ballroom
9:30 am – 10:30 am	Opening Remarks	Bel Aire Ballroom
10:30 am - 10:45 am	Break	
10:45 am – 12:00 noon	General Session: Creating Resilient Universities - Advancing ERM & Organizational Resilience on Campuses	Bel Aire Ballroom
12:00 noon - 1:30 pm	Luncheon Speaker: OGC Update 2015	Bel Aire Ballroom
1:30 pm - 3:00 pm		
CONCURRENT SESSIONS - 1		
RM / EHS / WC	Drones & Rockets: Think Before you Fly	Fairbanks A
ALL	Impacts of Major Events (Part 1) - Sudden Loss of Classroom Facility (SFSU Bldg)	Fairbanks B
ALL	Minors on Campus: How to Know Who is Doing What?	Fairbanks C
RM / HR / EM	New Federal Requirements on Sexual Assaults	Bel Aire Ballroom South
3:00 pm - 3:30 pm	Refreshment Break	Bel Aire Foyer
3:30 pm - 5:00 pm		
CONCURRENT SESSIONS - 2		
ALL	Impacts of Major Events (Part 2) - Managing a Major Catastrophe Miles Away (HSU Bus)	Fairbanks A
		Fairbanks B
RM / EHS / HR	Minors Assessment Tool: Campus Experience	Fairbanks C
WC / HR	Knowledge Nuggets: Proactive Strategies for Difficult WC Claims	Bel Aire Ballroom South

5:00 pm	Dinner on your own	
5:30 pm - 7:00 pm	Welcome Reception	Bel Aire Ballroom
Wednesday, April 29, 2015	FITTING THE PIECES TOGETHER CONFERENCE – DAY 2	
8:00 am – 4:30 pm	Registration Open	Bel Aire Foyer
8:00 am – 9:00 am	Continental Breakfast	Bel Aire Ballroom
9:00 am – 10:30 am	General Session: Big Data is the New Black - Steve Wilmes	Bel Aire Ballroom
10:30 am - 10:45 am	Break	
10:45 am - 12:00 noon	CONCURRENT SESSIONS - 3	
HR / EHS / RM / WC	Concussion Awareness: Not Just Football	Fairbanks A
ALL	CYBER Risk "Dating Game"	Fairbanks B
ALL	How Your EOP and COOP Work Together	Fairbanks C
EHS / RM / WC	Under Construction: OSHA Expectations for the Host Campus	Fairbanks D
12:00 noon - 1:15 pm	Lunch–Opportunity Drawings (must be present to win)	Bel Aire Ballroom
1:15 pm - 2:45 pm	CONCURRENT SESSIONS - 4	
EHS / WC / RM	Strategies to Prevent Serious Injury or Fatality in Theatre and on Campus	Fairbanks A
RM / EM / HR	CYBER Risk Response & Insurance	Fairbanks B
ALL	CRISIS Response & Communication	Fairbanks C
WC / HR	WC Knowledge Game	Fairbanks D
2:45 pm - 3:15 pm	Refreshment Break	Bel Aire Foyer
3:15 pm - 4:30 pm	CONCURRENT SESSIONS - 5	
RM / EHS	Anatomy of an Insurance Renewal / What a Campus Can Do	Fairbanks A
		Fairbanks B
RM / WC	Navigating the Foreign Travel Insurance Waters	Fairbanks C
WC / HR / EHS	Ergonomic Solutions for Campuses	Fairbanks D
4:30 p.m.	Adjournment	

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Last Updated: January 29, 2015



Systemwide Risk Management

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Hotel Information

[Conference Summary](#)

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Sheraton San Diego Hotel and Marina -- Bay Tower

(down the street from main hotel)

1380 Harbor Island Drive, San Diego, CA 92101

Phone: (619) 291-2900

[Hotel Website](#)

[Directions](#)

[Map](#)

Book Now

[Cut-off date on room block is 3/21/2015]

Reservations number: **877-734-2726** (ask for *Fitting the Pieces Together Conference* rate)

Group Room Rate:

- \$159.00 per night (single/double occupancy)
- \$179.00 per night (triple occupancy)
- \$199.00 per night (quadruple occupancy)

*Cancellations must be made 72 hours prior to arrival date to avoid cancellation fee.

**\$100.00 Early departure fee will apply if customer checks out prior to the confirmed checkout date.

Parking Rate:

- \$15.00 - Daily self parking

Transportation To/From Airport:

San Diego International Airport (SAN) is ~1 mile away

- Complimentary Hotel Shuttle (White van with blue accents)
 - Runs every 20 minutes
 - Operates from 5:00 am - 12:00 midnight
 - Call hotel directly (619-291-2900) to request pickup outside these hours
- Taxis available 24 hours

Montgomery Field Airport (MYF) is ~7 miles away

- Taxis available 24 hours

Brown Field Municipal Airport (SDM) is ~21 miles away

- Taxis available 24 hours

RAILWAY:

Santa Fe Depot is ~3 miles away

- [Amtrak website >>](#)
- Taxis available 24 hours

DINING:

- [Nearby area restaurants \(PDF map\)](#)

[BACK TO CONFERENCE PAGE](#)

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Last Updated: October 02, 2014

REVIEW OF FY 2014/2015 LONG RANGE PLANNING GOALS

ISSUE: Each year the Executive Committee conducts a Long Range Action Plan meeting to gauge progress and to re-evaluate where efforts should be focused. The Committee will review and discuss the FY 2014/2015 Long Range Planning Goals.

RECOMMENDATION: None.

FISCAL IMPACT: No fiscal impact is expected from today's meeting.

BACKGROUND: The CSURMA Executive Committee adopts the FY 2014/2015 Long Range Planning goals to be accomplished. The Committee will receive a report from Staff on the assigned responsibilities and deadlines of the FY 2014/2015 Long Range Planning goals.

PUBLICATION: None.

ATTACHMENT(S):

- a. FY 2014/2015 CSURMA Long Range Action Plan

FY 2014/15 CSURMA LONG RANGE ACTION PLAN

GOAL	ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS
LRP-1 CSURMA 101				
Develop ppt presentation on "An Introduction to CSURMA" for new CSU staff with objectives to (1) increase awareness of CSURMA, (2) explain Purpose, (3) describe Organizational Structure, and (4) affirm Value.	1. Draft outline of presentation.	PA	08/01/14	Completed
	2. Develop PowerPoint presentation.	PA	09/01/14	Completed
	3. Review/edit PowerPoint presentation	PA, SRM	09/15/14	Completed
	4. Finalize PowerPoint presentation	PA	10/01/14	Completed
	5. Upload to CSURMA website.	PA	10/22/14	Completed
LRP-2 UNEMPLOYMENT INSURANCE				
Evaluate CSU's Unemployment Insurance claim trends and establish methods to improve results.	1. Regular cost analysis trend reports – SRM – Completed – October 2014	PA, SRM, Equifax	09/01/14	Completed
	2. Research additional reports and data that might be available	PA, SRM, Equifax	Nov - Dec 2014	Completed
	3. Identify what additional data might be necessary to drill down to actual employee trends	PA, SRM, Equifax	Jan, 2015	Completed
	4. Submit a report to the LRP Committee in March – Current trend reports and potential reports	PA, SRM	March, 2015	Completed
	5. LRP/EC Committee decides if data warrants additional action	PA, SRM	March, 2015	
	6. As appropriate – work on obtaining services, data, or other information to continue mitigation efforts	PA, SRM, EC	Jun - Dec, 2015	
LRP-3 WORKERS' COMPENSATION CLAIMS CLOSURE INITIATIVE				
Develop and implement plan to reduce WC claims liability, with specific goal to improve claims settlement and closure of very old claims.	1. Review proposed conceptual plan with Executive Committee	PA, SRM	03/21/14	Completed
	2. Executive Committee Action to begin project	EC	05/09/14	Completed
	3. Identify claims for action, adopt strategy	PA, SRM, Sedgwick, Consultant	06/01/14	Completed
	4. Meeting with campus to obtain support for strategy and action plan	PA, SRM, Sedgwick, Consultant	06/01/14	Completed
	5. Implement Strategy	PA, SRM, Sedgwick, Consultant	Jul - Nov 2014	Completed
	6. Status report to CSURMA EC	PA, SRM, Sedgwick, Consultant	12/05/14	Completed
	7. Project Completion Review with EC to determine next steps	PA, SRM	03/01/15	
LRP-4 WORKERS' COMPENSATION REINSURANCE				

FY 2014/15 CSURMA LONG RANGE ACTION PLAN

GOAL	ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS
Re-evaluate Primary Workers' Compensation Reinsurance as a vehicle to mitigate CSU's cost of WC claims funding.	1. Review WC funding requirements and actuary's recommendations.	PA, SRM	08/01/14	Completed
	2. Develop coverage specification and proposed rating structure.	PA	09/01/14	Completed
	3. Market plan to underwriters.	PA	Oct - Nov 2014	Completed
	4. Obtain and evaluate carrier quotes.	PA	01/19/15	Completed
	5. Meetings with potential Underwriters	PA, SRM, EC	May 2014 - Feb 2015	Completed
	6. Obtain necessary approvals from SRM, EC.	PA, SRM, EC	Mar 2015	Completed
	7. Effective date of reinsurance, if taken.	Reinsurer	07/01/15	Completed
LRP-5 OCIP RENEWAL				
Develop process and establish timeline to renew the Owner-controlled Insurance Program covering CSU's capital construction	1. Presentations on status of OCIP to CSURMA BOD, CSU CABO	PA, CPDC	May - Aug 2014	Completed
	2. Develop coverage specification and proposed rating structure.	PA, CPDC	07/01/14	Completed
	3. Develop target rating structure.	PA	08/01/14	Completed
	4. Market plan to underwriters.	PA	Aug - Sept 2014	Completed
	5. Obtain and evaluate carrier quotes.	PA, CPDC	10/01/14	Completed
	6. Draft coverage plan summary and rates.	PA	10/01/14	Completed
	7. Obtain necessary approvals from CPDC, SRM, EC.	PA, CPDC, SRM, EC	10/01/14	Completed
	8. Roll out renewal to CABO, Facilities Conference, Campuses	PA, CPDC	Nov - Dec 2014	Completed
LRP-6 UNMANNED AERIAL VEHICLES (UAVs, Drones)				
Develop and implement coverage plan to cover CSU's liability arising from ownership and operation of UAVs (drones) used for research activities.	1. Research ownership, operation and usage of UAVs within CSU.	PA	Mar - Apr 2014	Completed
	2. Research liability issues of the ownership and operation of UAVs.	PA	April, 2014	Completed
	3. Research insurance availability to cover owned and non-owned aviation risks in the ownership and operation of UAVs.	PA	April, 2014	Completed
	4. Draft proposed modification to the Liability MOC to include coverage for UAVs.	PA	April, 2014	Completed
	5. Determine cost to insure or self-insure liability of UAVs	PA	May, 2014	Completed
	6. Present recommendations to EC.	PA, EC	05/09/14	Completed
	7. Present recommendations to BOD.	PA, EC, BOD	05/09/14	Completed
	8. Roll out to campuses and incept coverage.	PA	07/01/14	Completed
LRP-7 STUDENT PLACEMENT AGREEMENTS				
Implement more master insurance and indemnity agreements with key hosting	1. Research existing placement agreements for student internships, particularly in Teaching, Nursing/Allied Health, and Service Learning programs to identify key hosting partners	PA, SRM	08/01/14	Completed
	2. Draft proposed master insurance and indemnity language for student placement agreements and contact key hosting partners	PA, SRM, OGC	Jul - Aug 2014	Completed

FY 2014/15 CSURMA LONG RANGE ACTION PLAN

GOAL	ACTION / TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS
partners	3. Negotiate and execute master insurance and indemnity agreements for student placements with key hosting partners	SRM, OGC, PA, Key Hosts	Sep 2014 - Feb 2015	Completed
	4. Report to EC on Progress of Master Insurance and Indemnity Agreements	SRM	03/01/15	Completed

BOD: CSURMA Board of Directors

CABO: CSU Chief Administrators and Business Officers

CO: Chancellor's Office

CPDC: CO Capital Planning Design & Construction

EC: CSURMA Executive Committee

OGC: CSU Office of General Counsel

PA: CSURMA Program Administrator

SRM: CSU Systemwide Risk Management

2015 CSURMA MEETING CALENDAR

ISSUE: The Program Administrator includes a current copy of the CSURMA meeting calendar in every agenda

RECOMMENDATION: No action is requested on this item.

FISCAL IMPACT: None.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S):

- a. CSURMA – 2015 Meeting Calendar

2015 CSURMA • AORMA MEETING CALENDAR

JANUARY, 2015		FEBRUARY, 2015		MARCH, 2015	
26	AIME: Northridge: 10:30 a.m.	8	EC: Pasadena: 3:00 p.m.	19	AORMA: Newport Beach: 10:00 a.m.
		8	MSLCTC: Pasadena: 4:30 p.m.	19	EC: Newport Beach: 2:30 p.m.
		8-11	AOA Conference: Pasadena	20	EC LRP: Newport Beach: 8:00 a.m.
		26	PC: Teleconference: 1:00 p.m.		
APRIL, 2015		MAY, 2015		JUNE, 2015	
20	MSLCTC: Teleconference: 10:00 a.m.	7	AORMA: Long Beach; 10:00 a.m	25	PC: Teleconference: 1:00 p.m.
23	BOD Orientation: Teleconference: 2:00 p.m.	8	EC: Long Beach: 8:00 a.m	29	MSLCTC: Teleconference: 10:00 a.m.
27	BOD: San Diego: 4:00 p.m.	18	AIME: TBD – 10:30 a.m.		
28-29	Fitting the Pieces Conference: San Diego				

AORMA = Auxiliary Organizations Risk Management Alliance Committee	PC = AORMA Programs Committee	EC = CSURMA Executive Committee
AOUI = Auxiliary Organizations Unemployment Insurance Trust	AORMA LRP = AORMA Long Range Planning Meeting	EC LRP = EC Long Range Planning Meeting
MSLCTC = AORMA Member Services, Loss Control & Training Committee	AOA = CSU Auxiliary Organizations Association	BOD = CSURMA Board of Directors

2015 CSURMA • AORMA MEETING CALENDAR

JULY, 2015	AUGUST, 2015	SEPTEMBER, 2015
7-8 AORMA Officers Retreat, TBD		9 AORMA New Member Orientation: 9 AORMA LRP: Newport Beach: 10:00 a.m. 10 AORMA: Newport Beach: 9:00 a.m. 10 EC Orientation: Newport Beach: 4:00 pm 11 EC: Newport Beach: 8:30 a.m.
OCTOBER, 2015	NOVEMBER, 2015	DECEMBER, 2015
1 PC: Teleconference: 1:00 p.m. 5 MSLCTC: Teleconference: 10:00 a.m. 22 AORMA: Long Beach: 10:00 a.m. 22 BOD Orientation: Teleconference: 2:00 p.m. 23 EC: Long Beach: 9:00 a.m. 23 BOD: Long Beach: 10:30 a.m. <i>AIME: TBD – 10:30 a.m.</i>		3 AORMA: Long Beach: 10:00 a.m. 4 EC: Long Beach: 8:30 a.m. 10 PC: Teleconference: 1:00 p.m.

AORMA = Auxiliary Organizations Risk Management Alliance Committee	PC = AORMA Programs Committee	EC = CSURMA Executive Committee
AOUIT = Auxiliary Organizations Unemployment Insurance Trust	AORMA LRP = AORMA Long Range Planning Meeting	EC LRP = EC Long Range Planning Meeting
MSLCTC = AORMA Member Services, Loss Control & Training Committee	AOA = CSU Auxiliary Organizations Association	BOD = CSURMA Board of Directors

CSURMA ADMINISTRATIVE SERVICE CALENDAR

ISSUE: This item is provided as an information item to advise the Executive Committee of the various recurring administrative activities and when they take place over the course of the year. It includes items noting when they appear before the Executive Committee and Board of Directors. It is to be provided for information with each agenda packet.

RECOMMENDATION: It is recommended that the Executive Committee review the CSURMA Administrative Service Calendar and provide direction to staff as appropriate.

FISCAL IMPACT: No direct fiscal impact is expected from action at today's meeting.

BACKGROUND: None.

PUBLICATION: None.

ATTACHMENT(S):

- a. CSURMA Administrative Service Calendar

CSURMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
JANUARY 2015				
01/02/15	FORM 700 - JPA ADMIN finalizes current year member listing	Alliant Staff	Tevea Him	completed
01/06/15	Statement of Facts – Roster of Public Agencies - file with State & County	Alliant Staff	Tevea Him	completed
01/07/15	Announce the new AORMA Committee Vice Chair as well as open seats on the AORMA Committee	Nominations Committee	Mimi Long	completed
01/15/15	FORM 700 - JPA ADMIN sends Form 700 to CSURMA FILERS, including EC, BOD, AORMA, Standing Committees, and designated consultants, including identified Alliant personnel	Alliant Staff	Tevea Him	completed
01/26/15	AIME Committee Meeting	Alliant Staff	Stacey Weeks	completed
01/31/15	Final premium / rate letter to all AORMA members	Alliant Staff	Mimi Long	completed
FEBRUARY 2015				
02/01/15	FORM 700 - Follow up No. 1 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	completed
02/01/15	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 12/31	Alliant Staff	Tevea Him	completed
02/01/15	Campus Liability Risk Pool claims audit (every odd year)	Alliant Staff	Mimi Long	completed
02/01/15	Campus Workers' Compensation Risk Pool claims audit (every odd year)	Alliant Staff	Jacki Graft	completed
02/01/15	AORMA Workers' Compensation program claims administration audit (every even year)	Alliant Staff	Jacki Graft	completed
02/01/15	AIME Risk Pool claims audit (every odd year)	Alliant Staff	Mimi Long	n/a
02/01/15	AORMA Liability Program claims audit (every odd year)	Alliant Staff	Mimi Long	completed
02/08/15	AORMA MSLCTC Meeting	Alliant Staff	Mimi Long	CANCELED
02/08/15	CSURMA AOA CONFERENCE	Alliant Staff	Mimi Long	completed
02/08/15	CSURMA EC Meeting	Alliant Staff	Mimi Long	completed
02/11/15	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	completed
02/26/15	AORMA PC Meeting	Alliant Staff	Mimi Long	completed
MARCH 2015				
03/01/15	CSURMA Master Investment Policy and Investment Policy for the Fixed Income Portfolio	Alliant Staff	Mimi Long	completed
03/01/15	Mid-Term Budget Amendments	Alliant Staff	Robert Leong	completed
03/01/15	Chancellor's Office Services Budget Proposal	Alliant Staff	Mimi Long	completed
03/01/15	FY 15/16 Operation Budget	Alliant Staff	Robert Leong	completed
03/01/15	Review the Auxiliary Service Provider Report	Alliant Staff	Mimi Long	completed
03/01/15	Annual Review of (1) Data Security Policies and (2) the Integrated CSU Administration Manual	Alliant Staff	Mimi Long	completed
03/15/15	FORM 700 - Follow up - JPA ADMIN follows up with FILER, prepares status report for CSURMA EC review at Long Range Planning meeting	Alliant Staff	Tevea Him	completed
03/19/15	AORMA Committee Meeting	Alliant Staff	Mimi Long	
03/19/15	CSURMA EC Meeting	Alliant Staff	Mimi Long	
03/19/15	CSURMA Policies and Procedures (odd in odd years / even in even years)	Alliant Staff	Robert Leong	completed
03/20/15	Forward slate of nominees to fill the open seats on the AORMA Committee to the AOA Executive Committee for review and comment	Alliant Staff	Mimi Long	
03/20/15	CSURMA EC LRP Meeting	Alliant Staff	Mimi Long	
03/31/15	CSURMA Quarterly EPL Deductible Recoverys	Alliant Staff	Mimi Long	
03/31/15	Completion of the Form 700 – Statement of Economic Interest	BOD and Alliant Staff	Tevea Him	

CSURMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
APRIL 2015				
04/01/15	Campus Risk Pool Administrator verifies Campus Primary and Alternate representative remain in place by contacting campus representatives (i.e. ensure no leave of absence, retirement, change in duties, etc.)	Alliant Staff	Tevea Him	
04/01/15	FORM 700 - JPA ADMIN sends all forms received to FPPC for processing	Alliant Staff	Tevea Him	
04/01/15	Send out ballot for AORMA Committee term beginning on July 1, 2015	Alliant Staff	Tevea Him	
04/07/15	AORMA MSLCTC Meeting	Alliant Staff	Mimi Long	
04/07/15	Recommend Chair for the MSLCTC for the upcoming term	Alliant Staff	Mimi Long	
04/23/15	CSURMA BOD NMO Meeting via Teleconference	Alliant Staff	Mimi Long	
04/27/15	CSURMA BOD Meeting	Alliant Staff	Mimi Long	
04/28/15	Fitting the Pieces Conference	Alliant Staff	Mimi Long	
04/30/15	Receive back all AORMA Committee ballots for the term beginning on July 1, 2015	Alliant Staff	Tevea Him	
MAY 2015				
05/07/15	AORMA Committee Meeting	Alliant Staff	Mimi Long	
05/08/15	CSURMA EC Meeting	Alliant Staff	Mimi Long	
05/11/15	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	
05/15/15	FORM 700 - Follow up No. 1 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	
05/18/15	AIME Committee Meeting	Alliant Staff	Stacey Weeks	
05/30/15	Send out appointment letters to the newly appointed AORMA Standing Committee Chairs for the term beginning on July 1, 2014	AORMA Chair/Alliant Staff	Tevea Him	
05/30/15	Send out appointment letters to the newly elected AORMA Committee members for the term beginning on July 1, 2014	AORMA Chair/Alliant Staff	Tevea Him	
05/30/15	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 3/31/14	Alliant Staff	Tevea Him	
05/30/15	Update the AORMA Committee and Standing Committee Org Chart for the term beginning July 1, 2014	Alliant Staff	Tevea Him	
05/30/15	Update the AORMA Committee and Standing Committee Roster for the term beginning July 1, 2014	Alliant Staff	Mimi Long	
JUNE 2015				
06/01/15	FORM 700 - Follow up No. 2 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	
06/01/15	Send out letter regarding Campus Appointment of CSURMA Board of Directors Members and Alternate	Alliant Staff	Tevea Him	
06/01/15	Send out letter to regarding Claims Settlement Authority Annual Confirmation	Alliant Staff	Tevea Him	
06/01/15	Send out letter to regarding Foreign Travel Authority Confirmation	Alliant Staff	Tevea Him/Stacey Weeks	
06/25/15	AORMA PC Meeting via Teleconference	Alliant Staff	Mimi Long	
06/29/15	AORMA MSLCTC Meeting via Teleconference	Alliant Staff	Mimi Long	
06/30/15	CSURMA Quarterly EPL Deductible Recoverys	Alliant Staff	Mimi Long	
06/30/15	Expiring Contract: Alliant Loss Control Services - July 1, 2014 to June 30, 2015	Alliant Staff	Mimi Long	
06/30/15	Expiring Contract: TargetSolutions - July 1, 2012 to June 30, 2015	Alliant Staff	Mimi Long	
JULY 2015				
07/01/15	Financial audit prep with KPMG	Alliant Staff / RM	Van Rin	
07/01/15	FORM 700 - JPA ADMIN sends entering and leaving office notices to AORMA FILERS who will be taking office on AORMA and Standing Committees	Alliant Staff	Tevea Him	
07/01/15	Send to CSU Accounting the approved dividends and allocation of program costs for invoicing	Alliant Staff	Van Rin	
07/04/15	Send out AORMA binder, insurance summary and invoice to all members	Alliant Staff	Van Rin	

CSURMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
07/05/15	Request a review of the claims activity within the UIP – claims activity variations of more than 10% above or below pricing levels used will resulting in a pricing adjustment	Alliant Staff	Mimi Long	
07/05/15	Request Workers' Compensation and Liability loss runs @ 6/30 – Forward to Actuary	Alliant Staff	Mimi Long	
07/07/15	Request Liability (EPL check register) for minimum EPL deductible calculation for upcoming fiscal year	Alliant Staff	Tevea Him	
07/07/15	AORMA Officers Retreat – TBD	AORMA Officers	Mimi Long	
07/14/15	FORM 700 - Follow up No. 1 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	
07/15/15	Final FY Payroll - request from Chancellor's Office	Alliant Staff	Robert Leong	
07/15/15	Process the Liability and Workers' Compensation dividend checks and forward to Alliant for distribution	CSU Accounting	Van Rin	
07/21/15	FORM 700 - Follow up No. 2 - JPA ADMIN follows up with FILER	Alliant Staff	Tevea Him	
07/21/15	Upon receipt of loss data begin semi-annual loss charts for RM meeting in October and to be sent to members	Alliant Staff	Robert Leong	
07/28/15	FORM 700 - FORMS DUE TO FPCC ON THIS DATE [ASSUMING/LEAVING]	Alliant Staff	Tevea Him	
07/31/15	Actuarial Study - receive draft and forward to RM	Alliant Staff	Robert Leong	
07/31/15	Distribute the Liability and Workers' Compensation dividend checks	Alliant Staff	Van Rin	
07/31/15	Request final audited payroll from all Workers' Compensation program members for expired year	Alliant Staff	Hsan Htein	
07/31/15	Survey legal counsel compensation and recommend to AORMA a fair and equitable maximum allowable hourly rate (every three years)	Liability TPA	Mimi Long	
AUGUST 2015				
08/01/15	Completion of draft actuarial studies for Workers' Compensation and Liability programs	Actuary	Mimi Long	
08/01/15	AOA EC Meeting: Send out AORMA Summary	Alliant Staff	Mimi Long	
08/11/15	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	
08/15/15	AOA EC Meeting - San Diego	Alliant Staff	Mimi Long	
08/31/15	Calculate additional premium or return premium for each Workers' Compensation program member based on the audited payroll	Alliant Staff	Mimi Long	
08/31/15	Calculate each member's minimum EPL deductible for the upcoming program term	Alliant Staff	Mimi Long	
08/31/15	Complete CSURMA's portion of the Public Self-Insurer's Annual Report for CSURMA – then forward to Sedgwick for TPA completion	Alliant Staff	Mimi Long	
08/31/15	Complete Target Surplus Funding Report	Alliant Staff	Mimi Long	
08/31/15	Completion of Financial Audit	CSU Accounting	Mimi Long	
08/31/15	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 6/30	Alliant Staff	Tevea Him	
Begin Task	Completion of the Public Self-Insurer's Annual Report for CSURMA (must be filed with the state by Oct 1st.)	Alliant Staff	Mimi Long	
Begin Task	AORMA Workers' Compensation Desk Audit	Alliant Staff	Mimi Long	
SEPTEMBER 2015				
09/01/15	Annual Report of Financial Transactions - start process	Alliant Staff / Accounting	Van Rin	
09/01/15	Stewardship Report	Alliant Staff	Robert Leong	
09/09/15	AORMA Long Range Plan meeting	Alliant Staff	Mimi Long	
09/09/15	AORMA New Committee Member Orientation meeting	Alliant Staff	Mimi Long	
09/10/15	AORMA Committee Meeting	Alliant Staff	Mimi Long	
09/10/15	CSURMA EC Orientation Meeting	Alliant Staff	Mimi Long	
09/11/15	CSURMA EC Meeting	Alliant Staff	Mimi Long	
09/12/15	CAJPA Standards review (2014 and every 3 years thereafter)	Alliant Staff	Mimi Long	
09/15/15	Prepare invoices or checks for the Workers' Compensation payroll audit	CSU Accounting	Mimi Long	

CSURMA SERVICE CALENDAR

DATE	ACTION / RESPONSIBILITY	RESPONSIBLE ENTITY	LEAD	STATUS
09/30/15	Completion of the AORMA Committee (September Letter) updating all AORMA members on the funding and dividends approved for the upcoming fiscal year	Alliant Staff/AORMA Chair	Mimi Long	
09/30/15	Completion of Workers' Compensation payroll desk audits	Alliant Staff	Mimi Long	
09/30/15	Send out invoices or checks for the Workers' Compensation payroll audit	Alliant Staff	Mimi Long	
09/30/15	CSURMA Quarterly EPL Deductible Recoverys	Alliant Staff	Mimi Long	
09/15/15	CAJPA Fall Conference and Training Seminar - Lake Tahoe Resort, Harrah's and Harveys	Alliant Staff	Mimi Long	
OCTOBER 2015				
10/01/15	Annual Report of Financial Transactions - File	Alliant Staff / Accounting	Van Rin	
10/01/15	Request completion of the Liability application	Alliant Staff	Mimi Long	
10/01/15	Request estimated Workers' Compensation payroll	Alliant Staff	Mimi Long	
10/01/15	AORMA PC Meeting via Teleconference	Alliant Staff	Mimi Long	
10/05/15	AORMA MSLCTC Meeting via Teleconference	Alliant Staff	Mimi Long	
08/11/15	CSURMA Quarterly Investment Reschedule for EC Meeting	Alliant Staff	Tevea Him	
10/15/15	Poll eligible AORMA Committee members to determine which members are willing to be nominated for the Vice Chair position	Nominations Committee	Mimi Long	
10/22/15	AORMA Committee Meeting	Alliant Staff	Mimi Long	
10/22/15	CSURMA BOD NMO Meeting via Teleconference	Alliant Staff	Mimi Long	
10/23/15	CSURMA BOD Meeting	Alliant Staff	Mimi Long	
10/23/15	CSURMA EC Meeting	Alliant Staff	Mimi Long	
TBD	AIME Committee Meeting	Alliant Staff	Stacey Weeks	
NOVEMBER 2015				
11/01/15	FORM 700 - Campus Risk Pool Administrator sends request to campus president to confirm appointments of primary and alternate representative to BOD (Note: AORMA Representatives are maintained through their election process)	Alliant Staff	Tevea Him	
11/28/15	Campus Risk Pool Deductible - Confirm (every 3 years - 2014, 2017, 2020)	Alliant Staff	Robert Leong	
11/28/15	Send campus risk pool renewal budget	Alliant Staff	Robert Leong	
11/30/15	Review volunteer losses within the Workers' Compensation program	Alliant Staff	Mimi Long	
11/30/15	UIP - Process EDD Statement of Reimbursable Benefit Charges for the period ending 9/30/13	Alliant Staff	Tevea Him	
DECEMBER 2015				
12/01/15	2015 Vendor Survey - Review List of Vendors and Work on Recipients	Risk Management	Rebecca Skidmore	
12/03/15	AORMA Committee Meeting	Alliant Staff	Mimi Long	
12/04/15	CSURMA EC Meeting	Alliant Staff	Mimi Long	
12/10/15	AORMA PC Meeting	Alliant Staff	Mimi Long	
12/15/15	FORM 700 - Campus Risk Pool Administrator sends revised Campus Primary and Alternate CSURMA BOD member listing to JPA ADMIN	Alliant Staff	Tevea Him	
12/30/15	Financial Audit - mail to Secretary of State and County of Official Address	Alliant Staff/Accounting	Tevea Him	
12/31/15	CSURMA Quarterly EPL Deductible Recoverys	Alliant Staff	Mimi Long	

CSURMA EXECUTIVE COMMITTEE AND STAFF CONTACT LIST

ISSUE: Attached are the CSURMA Executive Committee and Program Administration contact lists.

RECOMMENDATION: It is recommended that members review the list at each meeting for accuracy.

FISCAL IMPACT: None.

BACKGROUND: An accurate and current list facilitates better communication among Committee Members and Staff.

PUBLICATION: None.

ATTACHMENT(S):

- a. CSURMA Executive Committee and Staff Contact List

CSURMA EXECUTIVE COMMITTEE MEMBERS
Effective at July 1, 2014

Seat	Member	Position	Campus	Organization	E-Mail	Telephone Number
Acting Chair	Linda Hawk	Vice President, Finance & Administrative Services	San Marcos	California State University San Marcos	lhawk@csusm.edu	760-750-4950
Vice Chair	Vacant					
CSU Seat #1	Lisa Chavez	Vice-President, Administration and Chief Financial Officer	Los Angeles	California State University Los Angeles	lisa.chavez@calstatela.edu	323-343-3500
CSU Seat #2	Michael Thorpe	Risk Manager	Chico	California State University Chico	methorpe@csuchico.edu	530-898-6588
CSU Seat #3	Lori Gentles	Vice President, Human Resources	Fullerton	California State University Fullerton	lgentles@fullerton.edu	657-278-2560
CSU Seat #4	Ming Tung (Mike) Lee	Vice President, Administration and Chief Financial Officer	Sacramento	California State University Sacramento	mikelee@csus.edu	916-278-6312
AORMA Seat #5 - Chair	Robert de Wit	Chief Financial Officer	Long Beach	Forty-Niner Shops, Inc. California State University Long Beach	Robert.Dewit@csulb.edu	562-985-5549
AORMA Seat #6 - V Chair	Frank Mumford	Executive Director	Fullerton	CSU Fullerton Auxiliary Services Corporation	fnumford@fullerton.edu	657-278-4101
Treasurer	George V. Ashkar	Assistant Vice Chancellor, Financial Services	Chancellor's Office	California State University, Office of the Chancellor	gashkar@calstate.edu	562-951-4671
Secretary Auditor	Robert Eaton	Assistant Vice Chancellor, Financing, Treasury, and Risk Management	Chancellor's Office	California State University, Office of the Chancellor	reaton@calstate.edu	562-951-4572

CONTACT LIST

Coverage	Contact	E-Mail Address	Office	Fax
JPA Program Administrator – Alliant Insurance Services, Inc.				
Certificate of Insurance Requests	Hsan Htein Van Rin	hhtein@alliant.com vrin@alliant.com	415-403-1452 415-403-1408	415-874-4810 415-874-4810
General CSURMA Coverage Questions	Robert Leong Van Rin Hsan Htein Daniel Howell	rleong@alliant.com vrin@alliant.com hhtein@alliant.com dhowell@alliant.com	415-403-1423 415-403-1408 415-403-1452 415-403-1426	415-874-4810 415-874-4810 415-874-4810 415-874-4810
General AORMA Coverage Questions	Mimi Long Van Rin Hsan Htein Daniel Howell Melissa Diaz	mlong@alliant.com vrin@alliant.com hhtein@alliant.com dhowell@alliant.com mdiaz@alliant.com	415-403-1423 415-403-1408 415-403-1452 415-403-1426 415-403-1444	415-874-4810 415-874-4810 415-874-4810 415-874-4810 415-874-4810
Inland Marine	Van Rin Hsan Htein Mimi Long	vrin@alliant.com hhtein@alliant.com mlong@alliant.com	415-403-1408 415-403-1452 415-403-1423	415-874-4810 415-874-4810 415-874-4810
Participant Accident Insurance (PAI)	Van Rin	vrin@alliant.com	415-403-1408	415-874-4810
Special Events Insurance	Van Rin	vrin@alliant.com	415-403-1408	415-874-4810
Foreign Travel Program	Stacey Weeks Van Rin	sweeks@alliant.com vrin@alliant.com	415-403-1448 415-403-1408	415-874-4810 415-874-4810
General Risk Management Questions	Mimi Long Van Rin Hsan Htein Daniel Howell	mlong@alliant.com vrin@alliant.com hhtein@alliant.com dhowell@alliant.com	415-403-1423 415-403-1408 415-403-1452 415-403-1426	415-874-4810 415-874-4810 415-874-4810 415-874-4810
Workers' Compensation Claims Consultant	Jacki Graf	jgraf@alliant.com	415-403-1438	415-874-4810
Alliant Claims Consulting	Robert Frey Diana Walizada Michelle Maffei Martin Fox-Foster Elaine Kim	rfrey@alliant.com dwalizada@alliant.com mmaffei@alliant.com martin.fox-foster@alliant.com ekim@alliant.com	415-403-1445 415-403-1453 415-403-1418 415-403-1417 415-403-1458	415-403-1466 415-403-1466 415-403-1466 415-403-1466 415-403-1466
Form 700	Tevea Him	thim@alliant.com	415-403-1416	415-402-0773
Website and Technology Questions	Melissa Diaz Myron Leavell	mdiaz@alliant.com mleavell@alliant.com	415-403-1444 415-403-1404	415-874-4810 415-874-4810



California State University Risk Management Authority

CSU Chancellor's Office				
CSU Chancellor's Office	Zachary Gifford	zgifford@calstate.edu	562-951-4568	562-951-4859
	Rebecca Skidmore	rskidmore@calstate.edu	562-951-4574	562-951-4859
	Leona Ching	lching@calstate.edu	562-951-4580	562-951-4859
	Alice Kim	akim@calstate.edu	562-951-4627	562-951-4865
	Kelly Cox	kcox@calstate.edu	562-951-4611	562-951-4865
	Mandy Wong	mwong@calstate.edu	562-951-4578	562-951-4865
	Rima Tanuwidjaja	rtanuwidjaja@calstate.edu	562-951-4621	562-951-4856
	Robert Eaton	reaton@calstate.edu	562-951-4572	562-951-4971
	Audra Reed	areed@calstate.edu	562-951-4564	562-951-4971
	William Hsu	whsu@calstate.edu	562-951-4500	562-951-4956
	Steve Relyea	srelya@calstate.edu	562-951-4600	562-951-4971
	Martha Guiditta	mguiditta@calstate.edu	562-951-4557	562-951-4859
	Michael Clements	mclements@calstate.edu	562-951-4091	