



## MEMBER SERVICES, LOSS CONTROL AND COMMITTEE MEETING “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 a publicly accessible place, including the internet, at least ten days in advance of the meeting. This meeting agenda shall also be posted at the address of the teleconference location with access for the public via phone/speaker phone.

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 may require routine provision of identification to building security. However, CSURMA AORMA 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. Debbie Adishian-Astone, CSU Fresno Association, 2271 East Shaw Avenue, Fresno
2. Arnecia Bryant: Loker University Student Union, 1000 East Victoria St., Carson
3. Melinda Coil, SDSU Research Foundation, 5250 Campanile Drive, San Diego
4. Kristin Kelly: Student Union of San Jose State University, 290 South 7th Street, San Jose
5. Dennis Miller, Cal Poly Pomona Foundation, 3801 West Temple Ave., #55, Pomona
6. Raven Tyson, Associated Students of San Diego State University, 5500 Campanile Drive, San Diego
7. Leslie Davis, University Union Operation of CSUS, Inc., 6000 J Street, Sacramento

**Meeting Date:** Monday, April 20, 2015  
**Time:** 11:00 a.m. (Teleconference)

**Location:** Alliant Insurance Services, Inc.  
100 Pine Street, 11<sup>th</sup> Floor  
San Francisco, CA 94111

**A. CALL TO ORDER**

**B. PUBLIC COMMENTS**

**C. GENERAL ADMINISTRATION**

1. **Approval of the Agenda Order** A p. 3  
*The committee will be asked to approve today’s meeting agenda order*
2. **Approval of Minutes – November 17, 2014** A p. 4  
*The Committee will be asked to approve the minutes from its last meeting*
3. **FY 15/16 MSLCTC Expense Items within the CSURMA Budget** I p. 10  
*The Committee will be asked to review the allocation of the MSLCTC expense items within the FY 15/16 CSURMA Budget*
4. **FY 15/16 Alliant Risk Control Consulting – Renewal Contract Proposal** A p. 12  
*The Committee will be asked to review the proposed renewal contract for Alliant Risk Control Consulting and make a recommendation as appropriate*

5.	<b>TargetSolutions Contract Extension and Discussion of Future Utilization of SkillSoft / LawRoom</b> <i>The Committee will be asked to approve a one-year extension of the Target Solutions contract and will discuss the future utilization of SkillSoft and LawRoom</i>	A p. 25
6.	<b>Risk Reduction Innovation Matching Grant Incentive Program</b> <i>The Committee will be asked to review and approve, if appropriate, the grant application from Spartan Shops Inc., SJSU</i>	A p. 34
7.	<b>Keeping Minors Safe While on Campus Manual</b> <i>The Committee approve the first two topics for the manual and discuss the progress and timeline for completion</i>	A p. 39
8.	<b>Real Property Acquisitions Checklist</b> <i>The Committee will review the Real Property Acquisitions checklist prepared by Alliant Risk Control Consulting</i>	I p. 40
9.	<b>CSURMA Vendor Survey</b> <i>The Committee will review the vendor survey</i>	I p. 47
10.	<b>Discussion and Recommendation for New MSLCTC Chair for FY 15/16</b> <i>The Committee will recommend to the AORMA Chair its nominee for the position of MSLCTC Chair</i>	A p. 82
D.	<b>INFORMATION ITEMS</b>	
1.	<b>AORMA Loss Data Reports</b>	p. 83
2.	<b>Employers Group – Utilization Report</b>	p. 93
3.	<b>Praesidium, Inc. – Utilization Report</b>	p. 95
4.	<b>FY 14/15 Long Range Action Plan</b>	p. 98
5.	<b>2015 CSURMA AORMA Meeting Calendar</b>	p. 103
6.	<b>AORMA Committee and Standing Committees - Roster</b>	p. 106
E.	<b>ADJOURNMENT</b>	

*The next MSLCTC meeting is scheduled for June 29, 2015 at 11:00am via teleconference. Please contact Mimi Long [mlong@alliant.com](mailto:mlong@alliant.com) or Tevea Him [thim@alliant.com](mailto:thim@alliant.com) with questions.*