



CSURMA AORMA OFFICERS RETREAT

“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 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.

Tuesday, July 7, 2015
11:00 a.m. – 4:00 p.m.

Wednesday, July 8, 2015
8:00 a.m. – 12:00 p.m.

Alliant Insurance Services, Inc.
Golden Gate Conference Room
100 Pine Street, 11th Floor
San Francisco, CA 94111

A.	TOPICS FOR DISCUSSION	Page:
1.	Long Range Action Plan	
	a. AORMA Committee – FY 14/15	<i>p. 4</i>
	b. CSURMA Executive Committee – FY 15/16	<i>p. 7</i>
2.	Review of Rating Plans	
	a. Liability Rating Plan	<i>p. 10</i>
	b. Workers' Compensation Rating Plan	<i>p. 13</i>
	c. Property Rating Plan	<i>p.20</i>
	d. Crime Rating Plan	<i>p. 27</i>
3.	FY 16/17 Liability Funding	<i>p. 34</i>
4.	CSURMA AORMA – Effectiveness of communication to the membership	
	e. CSURMA Website	<i>Verbal</i>
	f. Campus Visits	<i>p. 36</i>
	g. CSURMA Informational Presentation	<i>p. 38</i>
	h. AOA AORMA Breakfast Presentation	<i>Verbal</i>
	i. AORMA Bulletins	<i>Verbal</i>
	j. Quarterly AORMA AOA Executive Committee Update	<i>Verbal</i>
5.	Succession Planning	
	a. AORMA Committee and Standing Committee Roster and Org Chart @ July 1, 2015	<i>p. 88</i>
	b. Committee Member Prospects	<i>p. 91</i>

- c. Policy & Procedure A-1 – AORMA Committee Composition, Elections and Term Limits *p. 94*
 - d. Policy & Procedure A-2 – AORMA Committee and Standing Committee Roles and Responsibilities *p. 97*
- 6. CSURMA AORMA Program Staffing *verbal*
- 7. AOA Conference – Session Topics *Verbal*
 - a. AORMA Breakfast Presentation
- 8. AORMA Workers’ Compensation Program – Prospects *p. 103*
- 9. Ideas for Creation or Modification of CSURMA AORMA Programs and/or Services *Verbal*

B. APPENDICES

- 1. Liability Program
 - a. List of member EPL deductibles *p. 104*
 - b. Estimated fund balance @ March 31, 2015 *p. 107*
 - c. Total funding report for FY 15/16 *p. 109*
 - d. Liability loss ratios *p. 110*
 - e. Loss exhibit *p. 113*
 - f. Policy & Procedure L-1 – Claims Reporting
 - g. Policy & Procedure L-2 – Liability Claims Administration and Litigation Management
 - h. Policy & Procedure L-3 – Legal Counsel Selection
 - i. Policy & Procedure L-4 – Employee Driving Standards
 - j. Policy & Procedure L-5 – Guidelines for Extending Liability Coverage to Non-Auxiliary Organizations
 - k. Policy & Procedure L-6 – Requirement to Purchase PAI for all Activities Involving Minors
 - l. Policy & Procedure L-7 – Employment Practices Deductible
- 2. Workers’ Compensation Program
 - a. Estimated fund balance @ March 31, 2015 *p. 117*
 - b. Total funding report for FY 15/16 *p. 119*
 - c. Workers’ compensation loss ratios *p. 120*
 - d. Loss exhibit *p. 121*
 - e. W-1 - Workers' Compensation Deposit Development Plan (current)
 - f. W-1 - Workers’ Compensation Deposit Development Plan (proposed)
 - g. W-2 - Contribution Payments
 - h. W-3 - Requirement of Members to Maintain Experience Modification Factor of 1.25 or Less
 - i. W-4 - Claims Handling Procedures and Guidelines
 - j. W-5 - Workers' Compensation Coverage Claims Settlement Authority
 - k. W-6 - Volunteer Coverage
 - l. W-8 - Workers' Compensation Program Payroll Reporting Responsibilities

3. Property Program
 - a. Total funding report for FY 15/16 *p. 123*
 - b. P-1 – Property Program Member Allocation Formula

4. Crime Program
 - a. Total funding report for FY 15/16 *p. 124*
 - b. Loss exhibit *p. 125*
 - c. C-1 – Crime Program Member Allocation Formula

5. Unemployment Insurance Program
 - a. UI-1 - Formula for Determining Unemployment Insurance Program Annual Contributions

6. Target Surplus Funding Policy / Dividends
 - a. Policy & Procedure A-3 – Target Surplus Funding Policy
 - b. Target surplus funding report
 - c. History of dividends declared
 - d. Policy & Procedure A-4 – Dividends and Assessments

7. AORMA Policies and Procedures
 - a. Schedule for review of AORMA’s policies and procedures *p. 126*

8. CSURMA Financial Statement @ March 31, 2015 *p. 127*

9. CSURMA Financial Audit @ June 30, 2014 *p. 138*

10. CSURMA AORMA Policies and Procedures
 - a. Policy & Procedure A-5 – Annual Calendar of Reports, Audits and Filings
 - b. Policy & Procedure A-6 – Risk Reduction Matching Grant Program
 - c. Policy & Procedure A-7 – Travel Reimbursement Policy

11. CSURMA Joint Powers Authority Agreement

12. CSURMA Bylaws

13. AORMA Participation Agreement