



# CSURMA AORMA Officers Retreat 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

<b>Date &amp; Time:</b>	July 26, 2023 – 11:00 AM to 4:00 PM July 27, 2023 – 8:00 AM to 11:00 AM
<b>Location:</b>	Sonoma Valley Inn (Vallejo Room) 550 2nd Street West Sonoma, CA 95476

### A. Call to Order

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1. **Approval of the Agenda** A p. 5  
The Committee will be asked to approve the agenda order.

### B. Public Comments

### C. Topics for Discussion

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1. **Long Range Action Plans** I p. 6
    - a. **AORMA Committee**
    - b. **CSURMA Executive Committee**

The Committee will hear a report on the tasks within the AORMA and Executive Committee long range action plans.
  
  2. **AORMA Coverage Programs / Rating Plan Review** A  
The Officers will discuss the AORMA Coverage Programs including changes to the reinsurance and excess insurance, current rating allocations, and recommendations for change, if any.
    - a. AORMA Liability Program p. 14
    - b. AORMA Workers’ Compensation Program p. 33
    - c. AORMA Property Program p. 38
    - d. AORMA Crime Program p. 49
    - e. AORMA Unemployment Insurance Program p. 54
    - f. AORMA Benefits Program p. 59
  
  3. **AORMA Coverage Programs - Financial Report** I p. 99  
The Officers will review and discuss the following financial exhibits for the AORMA coverage programs:
    - a. CSURMA financial statement
    - c. Target retained funds exhibits

- 4. **AORMA Coverage Programs - Loss Reports** I p. 114  
The Committee will review loss reports for each AORMA pooled program.
  - a. Review of loss leaders
  - b. Discussion of loss control / risk management techniques
  
- 5. **Loss Control Vendor Utilization Reports** I p. 128  
The Officers will discuss the current services provided by the various loss control vendors as well as reviewing the utilization reports:
  - a. Alliant Risk Control Consulting
  - b. Presidium
  - c. Employer Group
  
- 6. **Historical information on AORMA’s Funding Philosophy** I p. 136  
The Committee will discuss AORMA’s historical funding philosophy for all of AORMA’s pooled programs.
  
- 7. **AOA Conference** I p. 139  
The Committee will discuss the session topics as well as sponsorship for the upcoming AOA Conference.
  
- 8. **AORMA Liability Claims Administration – Results of Request for Proposal** A p. 141  
The Committee will be asked to discuss the liability claims administration proposal received and provide a recommendation to the AORMA Committee.

#### **D. AORMA Committee and Staffing**

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- 1. **CSURMA AORMA Communication** I p. 326  
The Committee will discuss CSURMA’s current communication strategies.
  
- 2. **AORMA Committee Succession Planning** I p. 327  
The Committee will review the current CSURMA AORMA Committee roster and discuss future open seats.
  
- 3. **CSURMA AORMA Program Staff** I p. 339  
The Committee will review the current JPA Administration staffing roster.

#### **E. New Programs and/or Services**

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- 1. **Recap of Ideas for Creation or Modification of CSURMA AORMA Program and/or Services** I p. 341  
The Committee will discuss ideas for creation or modification of CSURMA AORMA programs and/or services.
  
- 2. **Recap of Projects to be Included on the AORMA Long Range Action Plan** I p. 342  
The Committee will finalize its recommendations of projects to be included on the AORMA long range action plan.

## **F. Appendices**

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- 1. Liability Program** I *Separate*
  - a. List of member EPL deductibles
  - b. Total funding report
  - c. Policy & Procedure L-1 – Claims Reporting
  - d. Policy & Procedure L-2 – Liability Claims Administration and Litigation Management
  - e. Policy & Procedure L-3 – Legal Counsel Selection
  - f. Policy & Procedure L-4 – Employee Driving Standards
  - g. Policy & Procedure L-5 – Guidelines for Extending Liability Coverage to Non-Auxiliary Organizations
  - h. Policy & Procedure L-6 – Requirement to Purchase PAI for all Activities Involving Minors
  - i. Policy & Procedure L-7 – Employment Practices Deductible
  - j. Policy & Procedure L-8 – Liability Program Member Allocation Formula
  
- 2. Workers’ Compensation Program**
  - a. Total funding report
  - b. W-1 - Workers' Compensation Member Allocation Formula
  - c. W-2 - Requirement of Members to Maintain Experience Modification Factor of 1.25 or Less
  - d. W-3 - Claims Handling Procedures and Guidelines
  - e. W-4 - Workers' Compensation Coverage Claims Settlement Authority
  - f. W-5 - Volunteer Coverage
  
- 3. Property Program**
  - a. Total funding report
  - b. P-1 – Property Program Member Allocation Formula
  
- 4. Crime Program**
  - a. Total funding report
  - b. C-1 – Crime Program Member Allocation Formula
  
- 5. Unemployment Insurance Program**
  - a. UI-1 - Formula for Determining Unemployment Insurance Program Annual Contributions
  
- 6. Target Retained Funds Policy / Dividends**
  - a. Policy & Procedure A-3 – Target Surplus Funding Policy
  - 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
  
- 8. CSURMA Financial Statement @ March 31, 2023**

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**9. CSURMA Financial Audit @ June 30, 2022**

**10. CSURMA AORMA Administrative Policies and Procedures**

- Policy & Procedure A-1 Composition Elections and Terms Limits
- Policy & Procedure A-2 Committee Roles and Responsibilities
- Policy & Procedure A-3 AORMA Risk Pool Goal for Retained Funds
- Policy & Procedure A-4 Dividends & Assessments
- Policy & Procedure A-5 Annual Calendar of Reports, Audits and Filings
- Policy & Procedure A-6 Risk Reduction Matching Grant Program
- Policy & Procedure A-7 Travel Reimbursement Policy
- Policy & Procedure A-8 CSURMA AORMA Closed Session Policy
- Policy & Procedure A-9 Committee Member Professional Development

**11. CSURMA Joint Powers Authority Agreement**

**12. CSURMA Bylaws**

**13. AORMA Participation Agreement**

### H. Adjournment

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The next CSURMA AORMA Committee meeting is scheduled for Wednesday and Thursday, September 6 and 7, 2023. If you have questions regarding the agenda package, please contact:

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