



**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.*

**Virtual Meetings**

**Monday, July 13, 2020**  
 1:00 PM – 4:00 PM (Est.)

**Tuesday, July 14, 2020**  
 8:00 AM – 11:00 (Est.)

Video Conference:  
[1615333734@alliant.webex.com](mailto:1615333734@alliant.webex.com)  
 Teleconference: [877-309-3457](tel:877-309-3457)  
 Meeting Number: 161 533 3734

Video Conference:  
[1615581574@alliant.webex.com](mailto:1615581574@alliant.webex.com)  
 Teleconference: [877-309-3457](tel:877-309-3457)  
 Meeting Number: 161 558 1574

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**CALL TO ORDER** **A**

**PUBLIC COMMENTS** **I**

**TOPICS FOR DISCUSSION**

**A. 1. Long Range Action Plans** **I p. 5**  
**AORMA Committee – FY 19/20**  
**CSURMA Executive Committee – FY 20/21**  
*The Committee will hear a report on the tasks within the AORMA and Executive Committee long range action plans.*

**2. AORMA Coverage Programs – Coverage and Pricing Changes** **I p. 11**  
*The Officers will hear an update regarding the changes to the FY 20/21 reinsurance and excess insurance.*

**3. AORMA Coverage Programs – Financials** **I p. 15**  
*The Officers will review and discuss the following financial exhibits for the AORMA coverage programs:*

- a. CSURMA financial statement*
- b. Total funding exhibits*
- c. Target retained funds exhibits*
- d. Estimated retained funds balance and dividends exhibits*

- 4. AORMA Coverage Programs - Loss Reports** **I** p. 39  
*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. Rating Plan Task Group** **I** p. 44  
*The Officers will hear an overview of the recommendations by the RPTG for changes to the FY 21/22 AORMA Coverage Programs' allocation formulas.*
- 6. Loss Control Vendor Utilization Reports** **I** p. 80  
*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 (Term: 7/01/19 to 6/20/22)*
  - b. *Presidium (Term: 7/01/20 to 6/30/23)*
  - c. *Employer Group (Term: 7/01/20 to 6/30/23)*
- 7. Historical information on AORMA's Funding Philosophy** **I** p. 93  
*The Committee will discuss AORMA's historical funding philosophy for all of AORMA's pooled programs.*
- 8. 2021 AOA Conference** **I** p. 95  
*The Committee will discuss the session topics as well as sponsorship for the 2021 AOA Conference.*
- B. AORMA COMMITTEE AND STAFFING**

  - 1. CSURMA AORMA Communication** **I** p. 96  
*The Committee will discuss CSURMA's current communication strategies.*
    - a. *Virtual member presentations*
  - 2. AORMA Committee Succession Planning** **I** p. 97  
*The Committee will review the current CSURMA AORMA Committee roster and discuss future open seats.*
  - 3. CSURMA AORMA Program Staff** **I** p. 108  
*The Committee will review the current JPA Administration staffing roster.*
- C. NEW PROGRAMS / SERVICES**  
*The Officers will discuss new program and/or services that may benefit the AORMA members.*

  - 1. Recap of Ideas for Creation or Modification of CSURMA AORMA Programs and/or Services** **I** p. 112  
*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 FY 20/21 AORMA Long Range Action Plan I p. 113**

*The Committee will finalize its recommendations of projects to be included on the FY 20/21 AORMA long range action plan.*

**D. APPENDICES**

- |    |  |   |
|----|--|---|
| 1. | Liability Program  | I |
|    | a. List of member EPL deductibles  |   |
|    | b. Total funding report for FY 20/21   |   |
|    | 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  | I |
|    | a. Total funding report for FY 20/21   |   |
|    | 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   | I |
|    | a. Total funding report for FY 20/21   |   |
|    | b. P-1 – Property Program Member Allocation Formula  |   |
| 4. | Crime Program  | I |
|    | a. Total funding report for FY 20/21   |   |
|    | b. C-1 – Crime Program Member Allocation Formula   |   |
| 5. | Unemployment Insurance Program   | I |
|    | a. UI-1 - Formula for Determining Unemployment Insurance Program Annual Contributions                  |   |
| 6. | Target Retained Funds Policy / Dividends   | I |
|    | 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 I
  - a. Schedule for review of AORMA's policies and procedures
8. CSURMA Financial Statement @ March 31, 2020 I
9. CSURMA Financial Audit @ June 30, 2019 I
10. CSURMA AORMA Policies and Procedures I
  - 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
  - d. Policy & Procedure A-8 – CSURMA AORMA Closed Session Policy
11. CSURMA Joint Powers Authority Agreement I
12. CSURMA Bylaws I
13. AORMA Participation Agreement I

*Please contact Mimi Long [mlong@alliant.com](mailto:mlong@alliant.com) or Tevea Him [thim@alliant.com](mailto:thim@alliant.com) with questions.*