Approved

Minutes of Risk Management Advisory Board Meeting
Wednesday, April 9, 2008

Present:	Edelmann, Patricia (Chair)	Parenti, Sally
	Finley, Karen	Rees, Rick
	Hearne, Robyn for Eric Reichel	Sator, Ken
	Jackson, Richard	Thorpe, Mike

Absent: Ellis, Herman;Graham, Dennis C.; Nix-Baker, Leslie; Stephen, David

Meeting called to order at 3:30 p.m. by Patricia Edelmann

I. Approval of Minutes of March 5, 2008 Meeting

Minutes from the March 5 meeting were reviewed for changes, additions, questions, or corrections and approved.

II. Review Top 10 Risks and Questions

Discussion took place regarding insurance coverage on campus – existing and new coverage options (identity theft and sports). Coverage that is not in place can be purchased. There was concern that departments/campus personnel may not be aware of what coverage is available and what coverage should be in place, or, the department may think they are working under campus umbrella coverage. May want to consider listing policy coverage information on the Web site.

The Risk Management Advisory Board may need to follow-up to find out where gaps exist in taking care of risks and whether coverage applies. Richard Jackson said he was discussing coverage with his broker and found exclusions in the professional liability coverage.

III. Other Items

Patricia inquired as to why she was required to take the two-hour sexual harassment on-line course. Karen said it was a State law to take it every two years. It is managed by the Chancellor's Office. Robyn referenced two Executive Orders: EO927/EO928. (http://www.calstate.edu/eo/EO-927.html, http://www.calstate.edu/eo/EO-928.html).

Ken reported that Joseph Han, new Director of Facilities Management Services, will start May 19. He will work closely with Risk Management and University Police and is a member of the Risk Management Advisory Board.

Patricia asked if there were any updates on campus health and safety: The next meeting will be in two weeks. Ergonomic reviews – high 40's per year. Once it progresses to worker's comp., Environmental Health and Safety steps out. Just completed annual 3-day ergonomic training sessions with a very low attendance. The next EHS module will be videotaped ergonomics.

Karen Finley asked who would be the contact for ADA compliance: Contact either Facilities Management Services or Disability Support Services.

Public Safety does Moonlight Walk in the fall.

Discussed next meeting date: If members submit their questions and information by April 30, Mike and Patricia will review and submit the annual report to the President. Next meeting will be in the fall.

Meeting Adjourned at 3:55 p.m.

Next Meeting: TBA in the fall