

Public University Risk Management and Insurance Trust (“PURMIT”)

Board of Meeting

July 30, 2014 – 8:30 a.m.

VIA CONFERENCE CALL - 800-689-9374; 700464#

Minutes

Trustees Present: Chair Eric Yahnke (WOU), Vice Chair Lara Moore, Brian Roy (PSU), Jamie Moffitt (UO),
Craig Morris (SOU), Glenn Ford (OSU), and George Marlton (OIT)

Others Present: Ellen Holland, Administrator, PURMIT; James Parker, Interim Counsel, DWT

Administrative

a) **Call to Order**

Chairman Yahnke called the meeting to order.

b) **Roll Call**

Ellen Holland conducted a roll call noting all Trustees were present.

Selection of Accounting Services Provider

A review of the three accounting providers was conducted based off of the overview spreadsheet provided by Administrator Holland on July 7th. The three firms reviewed were: Delap, McDonald & Jacobs, and Perkins & Co. After discussion, a recommendation was made to proceed with Perkins & Co.

Action:

A motion was made by Craig Morris approving Perkins & Co as PURMIT accounting service provider and requesting staff and counsel negotiate and execute a contract with Perkins & Co memorializing the accepted terms of the engagement. The motion was seconded by Jamie Moffitt.

The motion carried.

Banking Services and Checking Account

a) Administrator Holland provided an update on the status of PURMIT's request of the State Treasury to maintain long-term investment funds in the Public Universities Fund. A decision is expected in August.

b) Staff and counsel discussed the cost/benefit analysis of the designation by US Bank of PURMIT accounts as governmental or commercial. James Parker provided an overview from a legal standpoint, and the Trustees discussed options.

Action:

A motion was made by Jamie Moffitt requesting the Administrator work with US Bank to secure a non-governmental bank account. Lara Moore seconded the motion. The motion carried without objection.

Vice-Chair Election

The Board, staff, and counsel discussed the election of a Vice-Chair as provided under Section 3.9.3 of the Trust Agreement.

Action:

Jamie Moffitt nominated Lara Moore as Vice Chair for the PURMIT Board of Trustees. Craig Morris seconded the motion. The motion carried without objection.

Meeting Schedule

Glenn Ford recommended a regular meeting schedule be set for the Board. The Trustees requested the Administrator set a quarterly meeting in person in Corvallis, to coincide with the quarterly meetings of the USSE Oversight Committee. In addition, the group agreed to a standing monthly phone meeting on the 4th Wednesday of each month, at 1:00 p.m.

Action:

No vote was necessary. Confirmed: Monthly Meetings 4th Wednesday of the month at 1:00 p.m.

USSE Executive Director Participation

Ellen Holland requested that the Board consider adding Angela Stockdall, Executive Director of USSE to the list for attendees to keep her in the loop on activities associated with PURMIT. A discussion was held about both Ms. Stockdall's current relationship to PURMIT and any implications her inclusion may raise. Counsel was asked to review and provide a recommendation on how to proceed.

Action:

No action taken.

Branding and Logo

Ellen Holland emailed the Trustees an interim PURMIT logo and requested input regarding any desired changes.

Action:

No action was taken.

PWC Actuarial June 30 Report

Ellen Holland provided information regarding an actuarial report that was taken on June 30th to assess liabilities for the audit of the OUS Financials was compared with June 30, 2013 and the initial draft report for OUS Treasury resulted in liabilities at \$3.4M less than the previous year. This reflects closure of several of the takeover claims from DAS that required additional legal expenses to re-start in 2012, and closure of several outstanding property claims since the program began in July of 2012. Final reporting and year-end updates will be provided in the August meeting.

Action:

No action was taken.

Contracts Transition

Counsel noted that work to move the contract with CSC Riskmaster from OUS to PURMIT is ongoing.

Action:

No action taken

TRUST Overview

Counsel offered to provide an introduction to a trust overview to the Trustees should they desire this at some point in time. Ellen Holland noted that PURMIT's broker, Arthur J. Gallagher, has also offered to provide this sort of training to the Trustees if desired with their expert on Trusts noting her experience in same.

A question about USSE's insurance coverage was also noted, and clarification of USSE's responsibility for staff management was confirmed. Administrator Holland noted that the USSE is covered currently, however, additional coverage options are being secured for consideration.

Action:

Training is scheduled now with Arthur J. Gallagher in mid-October.

Meeting Adjourned