

MINUTES

**WESTERN ORANGE COUNTY
SELF-FUNDED WORKERS' COMPENSATION AGENCY
BOARD MEETING**

WEDNESDAY, MARCH 20, 2019

9:00 a.m.

Orange County Department of Education
200 Kalmus Dr., Esplanade Building 5, Room 106 A-B
Costa Mesa, California 92626

I. CALL TO ORDER **Action 18/9-102**

The meeting was called to order by President Ms. Barbara Ott at 9:07 a.m.

II. ROLL CALL/ESTABLISHMENT OF QUORUM **Action 18/19-103**

PRESENT:

BREA OLINDA UNIFIED SCHOOL DISTRICT	Ms. Barbara Ott
LAGUNA BEACH UNIFIED SCHOOL DISTRICT	Ms. Leisa Winston
ORANGE COUNTY DEPARTMENT OF EDUCATION	Ms. Ann Kantor

NOT PRESENT:

Ocean View School District	Mr. Felix Avila
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YORK RISK

Account Executive	Ms. Amanda Garcia
Examiner, Senior, Workers' Compensation	Ms. Erika Schwartz (Telephonic)
JPA Administrator	Ms. Tamie Black (Telephonic)

PUBLIC COMMENTS

There were no public comments

III. APPROVAL / CHANGES TO AGENDA – January 9, 2019 **Action 18/19-104**

Ms. Black advised the cover sheet for item 18/19-**110C**, Claims/Administration/Manager Comments, was revised to include the most current Case Counts. Ms. Garcia distributed the corrected cover sheet to the Members.

Ms. Kantor distributed three Settlement Ratifications are included in the Closed Session packet.

Ms. Kantor introduced Ms. Monica Cruz who is now working in Ms. Kantor's Department.

Ms. Garcia informed the Members that Ms. Cruz now has her login information for York's Claims Connect system

With those changes a motion was made by Ms. Kantor, seconded by Ms. Winston and carried to approve the agenda as present.

AYES: Ms. Ott, Ms. Winston, Ms. Kantor	NOES: None
ABSENT: Mr. Avila	ABSTAIN: None

IV. CLOSED SESSION (1 OF 1) – Claims Administration **Action 18/19-105**

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The Board adjourned to Closed Session at 9:10 a.m. Ms. Schwartz discussed the following claims:

A. SETTLEMENT RATIFICATIONS

Claim Number	Claimant	Member
WOCY-00897	[REDACTED]	Ocean View School District
WOCU-007944	[REDACTED]	Ocean View School District
WOFC-009092	[REDACTED]	Orange County Department of Education
WOFC-009184	[REDACTED]	Orange County Department of Education

B. SETTLEMENT AUTHORITY REQUESTS

Claim Number	Claimant	Member
WOCA-006389	[REDACTED]	Brea Olinda Unified School District
WOCW-008453	[REDACTED]	Laguna Beach Unified School District
WOCY-008663	[REDACTED]	Ocean View School District
WOFC-009196	[REDACTED]	Orange County Department of Education
WOCB-009331	[REDACTED]	Orange County Department of Education
WOCV-008249	[REDACTED]	Orange County Department of Education

C. MEDICAL MANAGED CARE

Ms. Kantor distributed the Fees Tally spreadsheet for FY 2018/19 and advised all documents are in order. There were no further comments.

This was an information item, no action was taken.

Ms. Garcia discussed items D – F.

D. EXCESS CLAIM MATRIX

Ms. Kantor directed Ms. Garcia to obtain additional information regarding an injured worker specified on the Excess Claim Matrix.

E. QUARTERLY SELF-IMPOSED INCREASE REPORT

F. QUARTERLY STALE DATED CHECKS REPORT

A motion was made by Ms. Kantor, seconded by Ms. Winston to approve/ratify settlement of the claims referenced in the agenda.

AYES: Ms. Ott, Ms. Winston, Ms. Kantor

NOES: None

ABSENT: Mr. Avila

ABSTAIN: None

REPORT FROM CLOSED SESSION (1 OF 1) – Claims Administration

The Board reconvened into open session at 9:21 a.m. Ms. Ott reported that action was taken on the claims presented.

V. CONSENT CALENDAR Action 18/19-106

- A. APPROVAL OF MINUTES – February 29, 2019
- B. FINANCIAL REPORTS – (January 2019)
- C. BANK RECONCILIATION – (January 2019)
- D. APPROVAL OF PAYMENTS – (None for this Agenda)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

January 01, 2019 – January 15, 2019	\$109,482.19
January 16, 2019 – January 31, 2019	\$ 85,016.88
Total:	\$194,499.07

A motion was made by Ms. Kantor, seconded by Ms. Winston and carried to approve Items A – E from the Consent Calendar as presented.

AYES: Ms. Ott, Ms. Winston, Ms. Kantor
 ABSENT: Mr. Avila
 NOES: None
 ABSTAIN: None

VI. JPA ADMINISTRATION

A. APPROVE FUNDING RATES FOR FY 2019/20
 EXPERIENCE MODIFICATION FACTORS for FY 2019-20
 Action 18/19-107
 This item was carried to the next meeting.

VII. REIMBURSEMENT PROGRAMS

A. SAFETY CREDIT PROGRAM
 Action 18/19-108
 Ms. Kantor distributed a handout with the available Safety Credit balances for each Member.
 Brea Olinda presented two handouts for a Safety Credit Request for Reimbursement dated March 15, 2019 in the amount of \$1,679.85 and March 20, 2019 in the amount of \$10,714.96.
 Orange County Department of Education presented a handout for a Safety Credit Request for Reimbursement dated March 18, 2019, in the amount of \$1,573.07.
A motion was made by Ms. Kantor, seconded by Ms. Winston and carried to approve the safety credits, as presented.

AYES: Ms. Ott, Ms. Winston, Ms. Kantor
 ABSENT: Mr. Avila
 NOES: None
 ABSTAIN: None

B. FIRST AID PROGRAM
 Action 18/19-109
 Brea Olinda presented a handout for a First Aid Claims Request for Reimbursement dated March 20, 2019, in the amount of \$1,486.82.
A motion was made by Ms. Kantor, seconded by Ms. Winston and carried to approve the First Aid reimbursement, as presented.

AYES: Ms. Ott, Ms. Winston, Ms. Kantor
 ABSENT: Mr. Avila
 NOES: None
 ABSTAIN: None

VIII. INFORMATION REPORTS Information 18/19-110

A. AUTHORITY CORRESPONDENCE
 There was not any Authority Correspondence for this agenda.
 B. BOARD COMMENTS
 Ms. Ott reminded the Board Members the Conflict of Interest, Form 700, annual filing is due by April 2, 2019.
 C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS
 Ms. Garcia offered Ms. Brainard's apologies for not being in attendance today as she had a prior commitment. Ms. Garcia informed the Board Ms. Brainard will present the Prescription Data report at the next meeting.

IX. REQUEST FOR CONFERENCE Action 18/19-111

There were no requests for conference attendance.

X. OTHER BOARD COMMENTS

There were no Board comments.

XI. FOLLOW-UP FROM PREVIOUS MEETING

Action 18/19-112

There were none.

XII. NEXT MEETING

The next meeting will be held on Wednesday, April 17, 2019 at **2:00 p.m.** at Orange County Department of Education, 200 Kalmus Drive, Room D-1001, Costa Mesa, California, 92626.

Items to be included on the Agenda for discussion and possible action are:

Carried from this meeting:

- A. Approve Funding Rates for FY 2019/20 (Board)
- B. Prescription Data Report (York)

Items to be included on the Agenda for discussion and possible action are:

- A. Quarterly Large Loss Claim Review (York)
- B. Quarterly Stale-Dated Check Report (York)
- C. Quarterly Self-Imposed Increase Report (York)
- D. Quarterly Investment Report (President)
- E. Conflict of Interest Filing (removed) (Board)

XIII. ADJOURNMENT

Action 18/19-113

There being no further business to discuss, a motion was made by Ms. Kantor, seconded by Ms. Winston and carried to adjourn the meeting at 9:30 a.m.

AYES: Ms. Ott, Ms. Winston, Ms. Kantor
ABSENT: Mr. Avila

NOES: None
ABSTAIN: None