

WESTERN ORANGE COUNTY  
SELF-FUNDED WORKERS' COMPENSATION AGENCY

MEETING AGENDA

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Orange County Department of Education  
200 Kalmus Drive, A-1010/11  
Costa Mesa, CA 92626

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Monday – June 19, 2017  
9:00 a.m.

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*In compliance with the Americans with Disabilities Act, note that if you are a disabled person and need disability-related modification or accommodation in order to participate in this meeting, please contact Cynthia Le at (909) 942-4802, or [cynthia.le@yorkrsg.com](mailto:cynthia.le@yorkrsg.com). Requests must be made as early as possible and at least one full business day prior to the start of the meeting.*

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**CALL TO ORDER**

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**ROLL CALL**

Brea Olinda Unified School District	Ms. Barbara Ott
Laguna Beach Unified School District	Ms. Leisa Winston
Ocean View School District	Mr. Felix Avila
Orange County Department Of Education	Ms. Ann Kantor
Manager: York Risk Services Group	Ms. Angela Hatley
	Ms. Kim Michels
	Ms. Erika Schwartz
	Ms. Devora Brainard
Broker: Arthur J. Gallagher	Mr. John Chino

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**PUBLIC COMMENTS**

*This time is reserved for members of the public to address the Board relative to matters of WOCSPA that are not on the agenda. Persons wishing to address items on the agenda will be permitted to do so during the discussion of the item. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person, twenty minutes in total.*

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**APPROVAL OF AGENDA AS POSTED OR AMENDED**

*Review and take action.*

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**JPA ADMINISTRATION**

A. Excess Insurance Update for 2017/18.....5  
*Action: Receive the renewal information from the broker and take action as indicated.*

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**CLOSED SESSION (1 OF 2) – Claims Administration**

*Pursuant to Government Code Section 54956.95(a), the Board will hold a closed session to discuss any or all claims listed on the agenda. The confidential claims reports will be collected after the discussion at the meeting. Each Member should destroy his/her copy after the meeting.*

WESTERN ORANGE COUNTY SELF-FUNDED WORKERS' COMPENSATION AGENCY  
 AGENDA – June 19, 2017

Page 2

A. Settlement Ratifications ..... Closed Session 2

*Recommended action: Ratify the settlements of the following claims:*

Claim Number	Claimant	Member
WOCY-008717		Orange County Department of Education
WOCR-008946		Orange County Department of Education
WOCW-008279		Orange County Department of Education
WOCY-008744		Orange County Department of Education

A. Settlement Authority Requests ..... Closed Session 7

*Recommended action: Authorize the settlement of the following claims:*

Claim Number	Claimant	Member
WOCA-001394		Ocean View School District
WOCR-009046		Ocean View School District

**REPORT FROM CLOSED SESSION**

*Pursuant to Government Code Section 54957.1, the Board must report in open session any action taken in closed session.*

**CONSENT CALENDAR**

*If the Board would like to discuss any item listed, it may be pulled from the Consent Calendar.*

- A. Minutes of the May 15, 2017 JPA meeting .....7
- B. Financial Reports (April 2017).....12
- C. Bank Reconciliation (April 2017).....15
- D. Approval of Payments (\$450.00).....18
- E. Reimbursement to JPA Imprest Account (\$243,735.37).....19

*Recommended action: Approve items A-E.*

**JPA ADMINISTRATION**

- B. Requests for Conference Attendance .....21

*Action: Approve members' attendance at industry conferences.*

- C. Medical Managed Care Reports..... Closed session 14

*An informational report regarding medical managed care services provided.*

- D. Election of Officers for 2017/18 .....22

*Action: Elect Officers for 2017/18*

- E. Authorize Warrant Signatures for 2017/18 .....23

*Review and file*

- F. Designate Official Address and Correspondence Address for 2017/18 .....24

WESTERN ORANGE COUNTY SELF-FUNDED WORKERS' COMPENSATION AGENCY  
AGENDA – June 19, 2017

Page 3

- Action: Designate official address and correspondence for 2017/18*  
G. Meeting Schedule for 2017/18 .....25  
*Action: Establish a meeting schedule for 2017/2018*

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**REIMBURSEMENT PROGRAMS**

- A. Safety Credit Program.....27  
*Recommended action: Review Safety Credit usage guidelines and approve members' requests for reimbursement of safety costs.*  
B. First Aid Program.....28  
*Recommended action: Approve members' requests for reimbursement of first aid costs.*

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**FINANCIAL MATTERS**

- A. OCDE Administrative Contract Fees.....29  
*Recommended action: Review and accept OCDE administrative contract fees*  
B. Review of Final Budget for 2017/18.....33  
*Recommended action: Review and accept the final budget for 2017/18.*

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**INFORMATIONAL REPORTS**

- A. Authority Correspondence .....34  
B. Board Comments  
C. Claims Administrator/Manager Comments .....36  
*Review and file*

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**OTHER BOARD DISCUSSION**

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**FOLLOW-UP FROM PREVIOUS MEETING**

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**NEXT MEETING – July 19, 2017**

-Quarterly Stale-Dated Checks Report

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**CLOSED SESSION (2 OF 2) – Claims Administration**

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- A. Huntington Beach City School District Claim Review ..... Closed Session 93


- B. Large Loss File Review for Orange County Department of Education..... Closed Session 100

Orange County Department of Education

[Redacted]		[Redacted]	

C. Ocean View School District file review – John Wallace

D. Excess Insurance Claims Reporting Matrix..... Closed Session 190

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**REPORT FROM CLOSED SESSION**

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**ADJOURNMENT**

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