

MINUTES - Revised
WESTERN ORANGE COUNTY
SELF-FUNDED WORKERS' COMPENSATION AGENCY
BOARD MEETING
MONDAY, June 19, 2017, 9:00 a.m.
Orange County Department of Education
200 Kalmus Drive, A-1010/11
Costa Mesa, CA 92626

CALL TO ORDER

The meeting was called to order at 9:00 a.m. by President Ott.

ROLL CALL

Brea Olinda Unified School District	Ms. Barbara Ott
Laguna Beach Unified School District	Ms. Leisa Winston
Orange County Department Of Education	Ms. Ann Kantor
Manager: York Risk Services Group	Ms. Angela Hatley
	Ms. Kim Michels
	Ms. Erika Schwartz
Broker: Arthur J. Gallagher	Mr. Ryan Jacques

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF AGENDA AS POSTED OR AMENDED

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approve the Agenda for June 16, 2017, as posted.

Ayes: Ms. Ott, Ms. Kantor, Ms. Winston
Noes: None
Absent: Mr. Avila
Abstain: None

JPA ADMINISTRATION

A. Excess Insurance Update for 2017/18
Ms. Kantor provided a handout of Arthur J. Gallagher's presentation to the Members present. Mr. Ryan Jacques from Arthur J. Gallagher was present to discuss the Excess Insurance renewal. The renewal for FY 2017/18 will remain flat at \$0.1176 per \$100 of estimated payroll. The premium will be \$291,105.00 with a SIR of \$500,000. Payroll for the JPA is estimated at \$247,537,872.00 for FY 2017/18.

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approve the Excess Insurance for FY 2017/18 at a rate of \$0.1176 per \$100 of estimated payroll.

Ayes: Ms. Ott, Ms. Kantor, Ms. Winston
Noes: None
Absent: Mr. Avila

Abstain: None

CLOSED SESSION (1 OF 2) – Claims Administration

The Board convened into closed session at 9:05 a.m. to discuss the following claims:

A. Settlement Ratifications

Claim Number	Claimant	Member
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

A. Settlement Authority Requests

Claim Number	Claimant	Member
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

REPORT FROM CLOSED SESSION

The Board reconvened into open session at 9:12 a.m. Ms. Ott reported that action was taken.

CONSENT CALENDAR

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

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approves Items A, B, C, D, and E from the Consent Calendar.

Ayes: Ms. Ott, Ms. Kantor, Ms. Winston

Noes: None

Absent: Mr. Avila

Abstain: None

JPA ADMINISTRATION

B. Requests for Conference Attendance

There was some discussion regarding who would attend the CAJPA conference in September 2017. There were no requests for conference attendance.

C. Medical Managed Care Reports

Ms. Kantor inquired about a refund that was previously discussed with Ms. Devora Brainard. Ms. Kantor also had a question about the fees not matching the contract. Ms. Hatley will advise Ms. Brainard of these questions. This was information only.

D. Election of Officers for 2017/18

Ms. Kantor nominated the current slate of officers to continue in their positions for FY 2017/18.

A motion was made to elect Ms. Ott as President, Ms. Winston as Vice President, and Ms. Kantor as Secretary/Treasurer for FY 2017/18.

Ayes: Ms. Ott, Ms. Kantor, Ms. Winston

Noes: None

Absent: Mr. Avila

Abstain: None

E. Authorize Warrant Signatures for 2017/18

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to designate the signatories based on the outcome of the election of officers for FY 2017/18 (Item D). Ms. Kantor will obtain Mr. Avila's signature and then provide a copy to York.

Ayes: Ms. Ott, Ms. Kantor, Ms. Winston

Noes: None

Absent: Mr. Avila

Abstain: None

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

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to retain the current address at Orange County Department of Education.

Ayes: Ms. Ott, Ms. Kantor, Ms. Winston

Noes: None

Absent: Mr. Avila

Abstain: None

G. Meeting Schedule for 2017/18

The Board will not be meeting in July 2017. The August 2017 meeting will be held at Laguna Beach USD.

With the changes noted, a motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approve the Meeting Schedule for FY 2017/18 as revised.

Ayes: Ms. Ott, Ms. Kantor, Ms. Winston
Noes: None
Absent: Mr. Avila
Abstain: None

REIMBURSEMENT PROGRAMS

A. Safety Credit Program

There were no requests for Safety Credit reimbursement.

B. First Aid Program

Brea Olinda Unified School District provided a handout in the amount of \$183.20, and Orange County Department of Education provided a handout in the amount of \$170.00.

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approve the reimbursement of First Aid for Brea Olinda Unified School District in the amount of \$183.20 and for Orange County Department of Education in the amount of \$170.00.

Ayes: Ms. Ott, Ms. Kantor, Ms. Winston
Noes: None
Absent: Mr. Avila
Abstain: None

FINANCIAL MATTERS

A. OCDE Administrative Contract Fees

The current administrative contract between the JPA and Orange County Department of Education is for \$21,000 annually. Ms. Kantor advised that the last increase for staff was six years ago in 2011. Orange County Department of Education is requesting an increase of \$2,100.00 to bring the new annual fee to \$23,100. This would represent approximately a 1.6% increase per year.

*A motion was made by Ms. Winston, seconded by Ms. Kantor, and unanimously carried to approve the increase for Administrative fees for Orange County Department of Education to \$23,100 annually. *Corrected amount: \$23,000*

Ayes: Ms. Ott, Ms. Kantor, Ms. Winston
Noes: None
Absent: Mr. Avila
Abstain: None

B. Review of Final Budget for 2017/18

Ms. Kantor distributed the Final Budget for 2017/18 to the Members. Ms. Kantor reported excess decreased from the preliminary budget and has included the actual fee from the Broker, A.J. Gallagher.

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approve the Final Budget for 2017/18, as presented.

Ayes: Ms. Ott, Ms. Kantor, Ms. Winston
Noes: None
Absent: Mr. Avila
Abstain: None

INFORMATIONAL REPORTS

A. Authority Correspondence

Ms. Hatley presented the Resolution from Laguna Beach Unified School District designating Mr. Jeff Dixon as the alternate.

B. Board Comments

There were no comments from the Board.

C. Claims Administrator/Manager Comments

Ms. Hatley recapped several important pending Legislative bills and the Rice claim. Ms. Hatley will send the recap in writing to members.

Ms. Michels presented the claim counts to the Board.

OTHER BOARD DISCUSSION

The Board discussed the issue of Private Investigators who operate without licenses and reported that full refunds are pending.

CLOSED SESSION (2 OF 2) – Claims Administration

The Board convened into closed session at 9:53 a.m. to discuss the following claims:

A. Huntington Beach City School District Claim Review

[REDACTED]		[REDACTED]	
[REDACTED]		[REDACTED]	
[REDACTED]		[REDACTED]	

B. Large Loss File Review for Orange County Department of Education
Orange County Department of Education

[REDACTED]		[REDACTED]	
[REDACTED]		[REDACTED]	

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C. Ocean View School District file review [REDACTED]

D. Excess Insurance Claims Reporting Matrix

REPORT FROM CLOSED SESSION

The Board reconvened into open session at 10:36 a.m. Ms. Ott reported that no action was taken.

ADJOURNMENT

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to adjourn the meeting at 10:36 a.m. The Board will reconvene on August 16, 2017.

- Ayes: Ms. Ott, Ms. Kantor, Ms. Winston
Noes: None
Absent: Mr. Avila
Abstain: None
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