

MINUTES
WESTERN ORANGE COUNTY
SELF-FUNDED WORKERS' COMPENSATION AGENCY
BOARD MEETING
MONDAY, May 15, 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 9:01 a.m. by President Ott.

ROLL CALL

| | |
|---------------------------------------|--------------------|
| Brea Olinda Unified School District | Ms. Barbara Ott |
| Laguna Beach Unified School District | Ms. Leisa Winston |
| | Mr. Jeff Dixon |
| Ocean View School District | Mr. Felix Avila |
| Orange County Department Of Education | Ms. Ann Kantor |
| Manager: York Risk Services Group | Ms. Cynthia Le |
| | Ms. Kim Michels |
| | Ms. Erika Schwartz |
| | Ms. Jody Moses |

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF AGENDA AS POSTED OR AMENDED

Under the closed session item, claimant Jeff Stotler is incorrectly listed under Orange County Department of Education. Mr. Stotler should be listed under Ocean View School District.

Under Consent Calendar, the Approval of Payments was pulled out to include a Handout. The total to be approved is \$21,000.00.

With these changes, a motion was made by Ms. Winston, seconded by Mr. Avila, and unanimously carried to approve the Agenda for May 15, 2017.

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

Noes: None

Absent: None

Abstain: None

JPA ADMINISTRATION

A. Excess Insurance Update for 2017/18

Ms. Kantor confirmed that the Excess Insurance application has been submitted. Ms. Kantor anticipates the premiums will be similar to what they were for FY 2016/17. A representative

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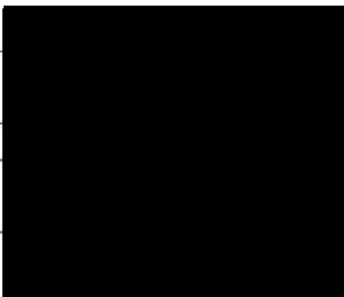
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from the JPA's Broker, A. J. Gallagher, will be attending the June 19, 2017 WOC JPA meeting to discuss Excess Insurance for FY 2017/18 in depth.

CLOSED SESSION (1 OF 2) – Claims Administration

The Board convened into closed session at 9:04 a.m. to discuss the following claims:

A. Settlement Ratifications

| Claim Number | Claimant | Member |
|--------------|---|---------------------------------------|
| WOCU-008105 |  | Orange County Department of Education |
| WOCW-008724 | | Brea Olinda Unified School District |
| WOCY-008724 | | Ocean View School District |
| WOCA-005103 | | Orange County Department of Education |
| WOCZ-008810 | | Laguna Beach Unified School District |

B. Settlement Authority Requests

| Claim Number | Claimant | Member |
|--------------|---|---------------------------------------|
| WOCY-008708 |  | Ocean View School District |
| WOCZ-008902 | | Ocean View School District |
| WOCR-008932 | | Orange County Department of Education |
| WOCZ-008750 | | Laguna Beach Unified School District |
| WOCU-008066 | | Ocean View School District |
| WOCY-008682 | | Laguna Beach Unified School District |

REPORT FROM CLOSED SESSION

The Board reconvened into open session at 9:08 a.m. Ms. Ott reported that action was taken.

CONSENT CALENDAR

- A. Minutes of the April 18, 2017 JPA meeting
- B. Financial Reports (March 2017)
- C. Bank Reconciliation (March 2017)
- D. Approval of Payments
- E. Reimbursement to JPA Imprest Account

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Ms. Ott asked for clarification regarding a specific item on the Financial Report for March 2017. Ms. Kantor reached out to her colleague, Ms. Rozanne Todd, for further clarification. Ms. Todd will follow up with the Board members via email.

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

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

Noes: None

Absent: None

Abstain: None

JPA ADMINISTRATION

B. Requests for Conference Attendance

Mr. Avila inquired about the California Workers' Compensation and Risk Conference in September 2017. Ms. Moses discussed the difference between that conference and CAJPA, also held in September 2017.

There were no requests for conference attendance.

C. Medical Managed Care Reports

This was information only.

REIMBURSEMENT PROGRAMS

A. Safety Credit Program

Ms. Kantor provided the Members with an updated Safety Credit Usage report. Brea Olinda Unified School District provided a handout in the amount of \$3,917.69, Laguna Beach Unified School District provided a handout in the amount of \$11,290.00, and Ocean View School District provided a handout in the amount of \$24,935.16.

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approve the reimbursement of Safety Credits for Brea Olinda Unified School District in the amount of \$3,917.69, Laguna Beach Unified School District in the amount of \$11,290.00, and Ocean View School District in the amount of \$24,935.16.

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

Noes: None

Absent: None

Abstain: None

B. First Aid Program

Laguna Beach Unified School District provided a handout in the amount of \$135.00, and Orange County Department of Education provided a handout in the amount of \$140.00.

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A motion was made by Ms. Kantor, seconded by Mr. Avila, and unanimously carried to approve the reimbursement of First Aid for Laguna Beach Unified School District in the amount of \$135.00, and for Orange County Department of Education in the amount of \$140.00.

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

Noes: None

Absent: None

Abstain: None

FINANCIAL MATTERS

A. Quarterly Investment Report as of 03/31/17

Ms. Ott presented the Quarterly Investment Report as of March 31, 2017 to the Members.

B. Review of Preliminary Budget for 2017/18

Ms. Kantor presented the Preliminary Budget for FY 2017/18. Ms. Kantor discussed the increases or decreases in the preliminary budget for FY 2017/18 relative to the budget for FY 2016/17.

INFORMATIONAL REPORTS

A. Authority Correspondence

There was nothing to present under Authority Correspondence.

B. Board Comments

Mr. Avila highly praised Ms. Schwartz, and York Risk Services Group for their support and guidance with some recent claims. Mr. Avila also expressed his gratitude to Ms. Angela Hatley for coming to conduct training with his new employee.

C. Claims Administrator/Manager Comments

Ms. Michels presented the claim counts to the Board.

OTHER BOARD DISCUSSION

The Board discussed modified duty and claimants.

CLOSED SESSION (2 OF 2) – Claims Administration

The Board convened into closed session at 9:38 a.m. to discuss the following claims:

A. Huntington Beach City School District Claim Review

| | | | |
|------------|--|------------|--|
| [REDACTED] | | [REDACTED] | |
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B. Large Loss File Review for Ocean View School District

Ocean View School District

| | | | |
|------------|--|------------|--|
| [REDACTED] | | [REDACTED] | |
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C. Excess Insurance Claims Reporting Matrix

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| [REDACTED] | | [REDACTED] | |
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REPORT FROM CLOSED SESSION

The Board reconvened into open session at 10:11 a.m. Ms. Ott reported that no action was taken.

ADJOURNMENT

A motion was made by Ms. Kantor, seconded by Mr. Avila, and unanimously carried to adjourn the meeting at 10:26 a.m. The Board will reconvene on June 19, 2017.

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

Noes: None

Absent: None

Abstain: None
