

MINUTES
WESTERN ORANGE COUNTY
SELF-FUNDED WORKERS' COMPENSATION AGENCY
BOARD MEETING
WEDNESDAY, October 18, 2017, 9:00 a.m.
Orange County Department of Education
200 Kalmus Drive, D1009
Costa Mesa, CA 92626

CALL TO ORDER

The meeting was called to order at 9:14 a.m. by President Ott.

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. Cynthia Le
	Ms. Kim Michels
	Ms. Erika Schwartz
	Ms. Devora Brainard

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF AGENDA AS POSTED OR AMENDED

An additional Settlement Authority Request (WOCV-008221, [REDACTED], Orange County Department of Education) needs to be added to the agenda under Closed Session.

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approve the agenda with the changes mentioned.

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

Noes: None

Absent: None

Abstain: None

CLOSED SESSION (1 OF 2) – Claims Administration

The Board convened into closed session at 9:15 a.m.

A. Settlement Ratifications

Claim Number	Claimant	Member
WOCR-008985	[REDACTED]	Orange County Department of Education
WOCU-007968	[REDACTED]	Orange County Department of Education

WOCZ-008888	[REDACTED]	Orange County Department of Education
WOCR-008932	[REDACTED]	Orange County Department of Education
WOCR-009046	[REDACTED]	Ocean View School District
WOCZ-008750	[REDACTED]	Laguna Beach Unified School District
WOCZ-008816	[REDACTED]	Orange County Department of Education

B. Settlement Authority Requests

Claim Number	Claimant	Member
WOCA-007263, WOCS-007654, WOCW-008779	[REDACTED]	Brea Olinda Unified School District
WOCZ-008872	[REDACTED]	Orange County Department of Education
WOCR-008933	[REDACTED]	Orange County Department of Education

**Added WOCV-008221, [REDACTED], Orange County Department of Education

C. [REDACTED] correspondence

REPORT FROM CLOSED SESSION

The Board reconvened into open session at 9:25 a.m. Ms. Ott reported that action was taken.

CONSENT CALENDAR

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

- A. Minutes of the August 16, 2017 JPA meeting
- B. Financial Reports (July and August 2017)
- C. Bank Reconciliation (July and August 2017)
- D. Approval of Payment (Total: \$60,352.50)
- E. Reimbursement to JPA Imprest Account (Total; \$272,426.35)

Item E was pulled from the Agenda to include two handouts regarding the reimbursement to JPA Imprest Account. The first handout covers the period of September 16, 2017 through September 30, 2017 and the amount is \$100,036.36. The second handout covers the period of October 1, 2017 through October 16, 2017 and the amount is \$147,053.01. The amount to be approved is \$519,515.72.

A motion was made by Ms. Kantor, seconded by Mr. Avila, and unanimously carried to approved Items A, B, C, and D, as presented.

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

Noes: None
Absent: None
Abstain: None

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approve Item E in the amount of \$519,515.72.

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

JPA ADMINISTRATION

A. Requests for Conference Attendance

There were no requests for conference attendance.

B. 2016/2017 Public Self-Insured Annual Report

Ms. Le confirmed that York Risk Services Group completed the TPA portion of the Annual Report prior to the October 1, 2017 deadline. Ms. Kantor confirmed that she completed the Employer portion on behalf of the JPA prior to the deadline.

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to accept the 2016/2017 Public Self-Insured Annual Report, as presented.

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

C. Medical Managed Care Reports

Ms. Brainard distributed a handout titled “Bill Review Detail Report Key”. Ms. Brainard explained that the new reports are produced from the FOCUS system. The members are interested in reviewing the medical management reports in depth at the November JPA meeting.

REIMBURSEMENT PROGRAMS

A. Safety Credit Program

Brea Olinda Unified School District requested reimbursement in the amount of \$10,279.32. Orange County Department of Education submitted two requests for reimbursement in the amount of \$11,810.77 (September) and \$15,028.67 (October) totaling \$26,839.44.

A motion was made by Ms. Kantor, seconded by Mr. Avila, and unanimously carried to approve the Safety Credit reimbursement for Brea Olinda Unified School District in the amount of \$10,279.32 and for the Orange County Department of Education in the amount of \$26,839.44.

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

B. First Aid Program

Brea Olinda Unified School District requested reimbursement in the amount of \$358.42, and Orange County Department of Education requested reimbursement in the amount of \$289.10.

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approve the First Aid reimbursements for Brea Olinda Unified School District in the amount of \$358.42 and for Orange County Department of Education in the amount of \$289.10.

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

INFORMATIONAL REPORTS

A. Authority Correspondence

Ms. Kantor discussed a new employee that is working for the Orange County Department of Education. Ms. Michels discussed the Medicare Conditional Payment memo.

B. Board Comments

Ms. Kantor expressed her appreciation to the Board for accommodating the late cancellation of the September 2017 JPA meeting due to travel delays.

C. Claims Administrator/Manager Comments

Ms. Michels presented the claim counts, overpayment ledger, and stale-dated check register.

CLOSED SESSION (2 OF 2) – Claims Administration

The Board convened into closed session at 10:28 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 OCDE and Ocean View School District
Orange County Department of Education**

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

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

Ocean View School District

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

C. Excess Insurance Claims Reporting Matrix

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

REPORT FROM CLOSED SESSION

The Board reconvened into open session at 11:14 a.m. Ms. Ott reported that action was not taken.

ADJOURNMENT

WESTERN ORANGE COUNTY SELF-FUNDED WORKERS' COMPENSATION AGENCY
AGENDA – October 18, 2017
Page 6

A motion was made by Ms. Kantor, seconded by Mr. Avila, and unanimously carried to adjourn the meeting at 11:15 a.m. The Board will reconvene on November 15, 2017.

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