

MINUTES
WESTERN ORANGE COUNTY
SELF-FUNDED WORKERS' COMPENSATION AGENCY
BOARD MEETING
TUESDAY, January 23, 2018, 9:00 a.m.
Orange County Department of Education
200 Kalmus Drive, D1005
Costa Mesa, CA 92626

CALL TO ORDER

The meeting was called to order at 9:12 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. Angela Hatley
Vavrinek, Trine & Day	Ms. Lynelle Jarschke

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF AGENDA AS POSTED OR AMENDED

A claim, WOCA-007035 [REDACTED], needs to be added to the list of claims for settlement authority request.

A motion was made by Ms. Kantor, seconded by Mr. Avila, and unanimously carried to approve the agenda with the change mentioned.

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

Noes: None

Absent: None

Abstain: None

JPA ADMINISTRATION

A. Receive Financial Audit Report

Ms. Jarschke provided the Board with two handouts: a Communication letter and the Financial Audit Report. Ms. Jarschke presented the Financial Audit Report to the Board.

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approve the Financial Audit Report, as presented.

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 9:36 a.m.

A. Settlement Ratifications

Claim Number	Claimant	Member
WOCZ-008838	[REDACTED]	Orange County Department of Education
WOCR-009025	[REDACTED]	Orange County Department of Education
WOCA-001394	[REDACTED]	Ocean View School District
WOCV-008821	[REDACTED]	Orange County Department of Education

B. Settlement Authority Requests

Claim Number	Claimant	Member
WOCZ-008864	[REDACTED]	Orange County Department of Education
WOCR-008996	[REDACTED]	Ocean View School District
WOCR-008926	[REDACTED]	Ocean View School District
WOCA-007035	[REDACTED]	Huntington Beach City School District

REPORT FROM CLOSED SESSION

The Board reconvened into open session at 9:55 a.m. Ms. Ott reported that action was taken.

CONSENT CALENDAR

- A. Minutes of the December 20, 2017 JPA meeting
- B. Financial Reports (November 2017)
- C. Bank Reconciliation (November 2017)
- D. Approval of Payments (none)
- E. Reimbursement to JPA Imprest Account

A handout was added to Item E for the period of January 1, 2018 through January 15, 2018 in the amount of \$271,226.80.

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approve Items A, B, C, and D as presented, and Item E as revised.

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

Absent: None
Abstain: None

JPA ADMINISTRATION

B. Requests for Conference Attendance

There were no requests for conference attendance.

C. Medical Managed Care Reports

Any questions regarding the Medical Managed Care reports will be directed to Ms. Devora Brainard.

REIMBURSEMENT PROGRAMS

A. Safety Credit Program

A handout with the available Safety Credit balance for each member was distributed.

Laguna Beach Unified School District requested Safety Credit reimbursement in the amount of \$928.65, and Orange County Department of Education requested reimbursement in the amount of \$5,169.69.

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approve the Safety Credit reimbursement for Laguna Beach Unified School District in the amount of \$928.65, and for Orange County Department of Education in the amount of \$5,19.69.

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

B. First Aid Program

Orange County Department of Education requested First Aid reimbursement in the amount of \$295.57.

A motion was made by Ms. Kantor, seconded by Mr. Avila, and unanimously carried to approve the First Aid reimbursement for Orange County Department of Education in the amount of \$295.57.

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

INFORMATIONAL REPORTS

A. Authority Correspondence

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Ms. Hatley discussed the email regarding international travel, the Provisional Notice of Intent to Withdraw letter from Ocean View School District and also from Brea Olinda Unified School District.

Mr. Avila indicated that Ocean View School District has no interest in leaving the JPA. Ms. Ott indicated that their notice of RFP was placed in the Orange County Register.

B. Board Comments

There were no comments from the Board.

C. Claims Administrator/Manager Comments

The case counts have been reviewed. Direction was given to York to provide a quarterly count of claims. Ms. Hatley will have an amendment to UR fees for the March 2018 JPA meeting.

CLOSED SESSION (2 OF 2) – Claims Administration

*Board did not go into closed session

A. Excess Insurance Claims Reporting Matrix

REPORT FROM CLOSED SESSION

The Board directed York to remove the second closed session going forward.

ADJOURNMENT

A motion was made by Ms. Kantor, seconded by Mr. Avila, and unanimously carried to adjourn the meeting at 10:43 a.m. The Board will reconvene on April 18, 2018.

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

Noes: None

Absent: None

Abstain: None

MINUTES
WESTERN ORANGE COUNTY
SELF-FUNDED WORKERS' COMPENSATION AGENCY
BOARD MEETING
FRIDAY, January 26, 2018, 12:00 p.m.
Via Teleconference

CALL TO ORDER

The meeting was called to order at 12:01 p.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. Angela Hatley

APPROVAL OF AGENDA AS POSTED OR AMENDED

A motion was made by Ms. Kantor, seconded by Mr. Avila, and unanimously carried to approve the agenda as presented.

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

Noes: None

Absent: None

Abstain: None

JPA ADMINISTRATION

A. Discussion regarding Request for Proposal (RFP) from Brea Olinda USD

Ms. Ott presented the item for the Board to consider. Ms. Hatley indicated that York Risk Services is also the TPA for Workers' Compensation for CSRM JPA. Dr. Karla Rhay at CSRM JPA has informed York that the JPA is in receipt of the RFP for Brea Olinda USD. The Board agreed that this does not pose a conflict of interest.

A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to approve York Risk Services Group and Western Orange County Self-Funded Workers' Compensation Agency to respond to the Request for Proposal for Brea Olinda Unified School District due February 9, 2018.

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

Noes: None

Absent: None

Abstain: None

ADJOURNMENT

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A motion was made by Ms. Kantor, seconded by Ms. Winston, and unanimously carried to adjourn the meeting at 12:12 p.m. The Board will reconvene on March 21, 2018.

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

Noes: None

Absent: None

Abstain: None