

MINUTES

**WESTERN ORANGE COUNTY
SELF-FUNDED WORKERS' COMPENSATION AGENCY
BOARD MEETING**

WEDNESDAY, November 14, 2018

2:00 p.m.

Orange County Department of Education
200 Kalmus Dr., Room B-1007
Costa Mesa, California 92626

I. CALL TO ORDER **Action 18/9-52**

The meeting was called to order by President Barbara Ott at 2:04 p.m.

II. ROLL CALL/ESTABLISHMENT OF QUORUM **Action 18/19-53**

PRESENT:

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. Devora Brainard
	Ms. Tamie Black

ALSO PRESENT

Vavrinek, Trine, Day, & Co., LLP	Ms. Lynelle Jarschke
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III. APPROVAL / CHANGES TO AGENDA – November 14, 2018 **Action 18/19-54**

Ms. Ott requested item A., of Section VI., Receive Financial Audit Report For Period Ending June 30, 2018, is moved before Section IV., Closed Session, (1 of 1).

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

AYES: Ms. Ott, Ms. Winston, Mr. Avila, Ms. Kantor	NOES: None
ABSENT: None	ABSTAIN: None

VI. FINANCIAL (out of order) **Action 18/19-57**

**A. RECEIVE FINANCIAL AUDIT REPORT
FOR PERIOD ENDING JUNE 30, 2018**

Ms. Jarschke provided and discussed the Audit Report for Period Ending June 30, 2018. A motion was made by Ms. Kantor, seconded by Mr. Avila and carried to receive the Annual Financial Report as presented.

AYES: Ms. Ott, Ms. Winston, Mr. Avila, Ms. Kantor	NOES: None
ABSENT: None	ABSTAIN: None

IV. CLOSED SESSION (1 OF 1) – Claims Administration **Action 18/19-55**

The Board adjourned to Closed Session at 2:25 p.m. Ms. Kantor discussed the following claim:

A. Settlement Ratifications – None for this Agenda

Claim Number	Claimant	Member

B. Settlement Authority Requests

Claim Number	Claimant	Member
WOCY-008693		Orange County Department of Education

C. MEDICAL MANAGED CARE

Ms. Brainard presented and discussed the Managed Care Reports covering August activities including Table of Contents, Utilization Program Overviews, Bill Review Summary Savings Analysis, Utilization Review Detail, Bill Review Claim Detail, Case Management Savings Summary and Invoicing. Certain documents contain confidential information and the members are to safeguard the contents. This was an information item.

The Board reconvened to Open Session at 2:27 p.m.

A motion was made by Ms. Kantor, seconded by Ms. Winston, and carried to ratify/approve settlement of claims listed in agenda.

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

NOES: None

ABSENT: None

ABSTAIN: None

V. CONSENT CALENDAR Action 18/19-56

- A. APPROVAL OF MINUTES – October 19, 2018
- B. FINANCIAL REPORTS – (September 2018)
- C. BANK RECONCILIATION – (September 2018)
- D. APPROVAL OF PAYMENTS – (\$350.00)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

October 01, 2018 – October 15, 2018	\$83,668.15
October 16, 2018 – October 31, 2018	\$49,510.55
Total:	\$133,178.70

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

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

NOES: None

ABSENT: None

ABSTAIN: None

VII. JPA ADMINISTRATION Information 18/19-58

- A. QUARTERLY INVESTMENT REPORT
AS OF SEPTEMBER 30, 2018

Ms. Ott discussed the Investment Report as of September 30, 2018. This was an information item.

VIII. REIMBURSEMENT PROGRAMS

- A. SAFETY CREDIT PROGRAM Action 18/19-59

Orange County Department of Education presented a handout for a Safety Credit Request for Reimbursement dated November 8, 2018, in the amount of \$5,526.40. Ms. Kantor provided a handout of the Safety Credit Usage as of

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

AYES: Ms. Ott, Ms. Winston, Ms. Kantor

NOES: None

ABSENT: Mr. Avila

ABSTAIN: None

B. FIRST AID PROGRAM

Action 18/19-60

There were no requests for reimbursement.

IX. INFORMATION REPORTS

A. AUTHORITY CORRESPONDENCE

There was no Authority Correspondence to review or discuss at this meeting.

B. BOARD COMMENTS

There were no Board Comments

C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS

Ms. Brainard advised the UR Summary page was not included in the agenda package and advised Ms. Black to send it to the Members.

X. REQUEST FOR CONFERENCE

Action 18/19-61

Ms. Kantor advised she has registered for the PARM Conference. Ms. Winston advised she has not signed up for the PARMA Conference yet. Ms. Ott has registered and ASCIP has paid for her registration. This was information only item no action was taken.

XI. OTHER BOARD COMMENTS

There was no other Board discussion or comments.

XII. FOLLOW-UP FROM PREVIOUS MEETING

Action 18/19-62

There were no directives from the previous meeting.

XIII. NEXT MEETING

The next meeting will be held on Wednesday, December 19, 2018 at 9:00 a.m. at Orange County Department of Education, 200 Kalmus Drive, Room A Combo A-B, Costa Mesa, California, 92626. Items to be included on the Agenda for discussion and possible action are:

Carried from this meeting:

None

Items to be included on the Agenda for discussion and possible action are:

A. Designation Authorized Medicare Representative (York)

XIV. ADJOURNMENT

Action 18/19-63

There being no further business to discuss, a motion was made by Ms. Kantor, seconded by Mr. Avila and carried to adjourn the meeting at 3:07 9 p.m.