

MINUTES

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

WEDNESDAY, APRIL 17, 2019

2:00 p.m.

Orange County Department of Education  
200 Kalmus Dr., Room D-1001  
Costa Mesa, CA 92626

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*In compliance with the Americans with Disabilities Act, note that if you are a disabled person and need disability-related modification or accommodation in order to participate in this meeting, please contact Tamie Black by phone at (909) 942-5460, or by email at [tamie.black@yorkrisk.com](mailto:tamie.black@yorkrisk.com). Requests must be made as early as possible and at least one full business day prior to the start of the meeting.*

**I. CALL TO ORDER** Action 18/19-114

**II. ROLL CALL** Action 18/19-115

PRESENT:

Brea Olinda Unified School District	Ms. Barbara Ott
Laguna Beach Unified School District	Ms. Leisa Winston
Orange County Department Of Education	Ms. Ann Kantor

NOT PRESENT:

Ocean View School District	Mr. Felix Avila
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York Risk:

Director, Client Services	Ms. Devora Brainard DeLong
Account Executive	Ms. Amanda Garcia
Senior Manager, Claims, Workers' Compensation	Ms. Kim Michels
Senior Examiner, Claims, Workers' Compensation	Ms. Erika Schwartz

**PUBLIC COMMENTS**

There were no public comments.

**III. APPROVAL / CHANGES TO AGENDA – April 17, 2019** Action 18/19-116

*A motion was made by Ms. Kantor, seconded by Ms. Winston and carried to approve the agenda as presented.*

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

**IV. CLOSED SESSION (1 OF 2) – Claims Administration** Action 18/19-117

The Board adjourned to Closed Session at 2:05pm, Ms. Schwartz discussed the following claims:

**A. SETTLEMENT RATIFICATIONS**

Claim Number	Claimant	Member
WOCF-009096	██████████	Laguna Beach Unified School District
WOCR-009071	██████████	Ocean View School District
WOCR-009065	██████████	Orange County Department of Education
WOCR-009178CT	██████████	Orange County Department of Education
WOCR-008923	██████████	Orange County Department of Education

**B. SETTLEMENT AUTHORITY REQUESTS**

Claim Number	Claimant	Member
WOCF-009110	██████████	Ocean View School District
WOCF-009242	██████████	Orange County Department of Education

**C. MEDICAL MANAGED CARE**

Ms. Kantor advised after review of York fees, many appeared to not carry a charge and it is believed that fees were \$20,000 to full erosion. Ms. Brainard DeLong agreed to review the fees and report back findings.

Ms. Brainard DeLong discussed managed care reports.  
 Information item; no action taken.

**D. EXCESS CLAIM MATRIX**

**E. OVERPAYMENT LEDGER**

**F. QUARTERLY SELF-IMPOSED INCREASE REPORT**

**G. QUARTERLY STALE DATED CHECKS REPORT**

Ms. Michels reviewed items D-F. Ms. Michels confirmed stale dated checks were voided and reissued as of 4/15/19.

Ms. Michels provided a handout of claims counts valued at March 31, 2019.

*A motion was made by Ms. Kantor and seconded by Ms. Winston to approve/ratify settlement of the claims referenced in the agenda.*

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

NOES: None

ABSENT: Mr. Avila

ABSTAIN: None

**REPORT FROM CLOSED SESSION (1 OF 2)**

The Board reconvened into open session at 2:15pm. Ms. Ott reported that the action was taken on claims presented.

**V. CONSENT CALENDAR** **Action 18/19-118**

- A. APPROVAL OF MINUTES – March 20, 2019
- B. FINANCIAL REPORTS – (February 2019)
- C. BANK RECONCILIATION – (February 2019)
- D. APPROVAL OF PAYMENTS – (\$61,559.50)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

March 01, 2019 – March 15, 2019	\$119,835.59
March 16, 2019 – March 31, 2019	\$115,550.72
Total:	\$235,386.31

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

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

NOES: None  
 ABSTAIN: None

**VI. FINANCIAL**

- A. APPROVE FUNDING RATES FOR FY 2019/20 **Action 18/19-119**

Ms. Kantor presented funding rate options to the Board for fiscal year 2019/20.  
 Ms. Kantor offered to reach out to Rivelle Consulting Services regarding rebate equity options.  
*A motion was made by Ms. Kantor to approve Plan 1 as presented. The motion was seconded by Ms. Winston and carried.*

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

NOES: None  
 ABSTAIN: None

**VII. JPA ADMINISTRATION**

- A. SERVICE PROVIDER REVIEW **Action 18/19-120**

Ms. Kantor offered to reach out to VTD to obtain new quotes for coming fiscal year. Ms. Kantor advised Gallagher is preparing an excess quote for the Board, with a potential two year rate guarantee.  
 Information item; no action taken.

**VIII. REIMBURSEMENT PROGRAMS**

- A. SAFETY CREDIT PROGRAM **Action 18/19-121**

Handout: Safety Credit Usage Report. Ms. Kantor distributed a handout with the available Safety Credit balances for each member as of 4/1/2019. Ms. Ott offered to reach out to Mr. Avila regarding his available bank of Safety Credits.  
 Orange County Department of Education presented one Safety Credit Reimbursement form in the amount of \$4,889.14, dated 4/11/2019.

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

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

NOES: None  
 ABSTAIN: None

**B. FIRST AID PROGRAM**

Action 18/19-122

Brea Olinda Unified School District presented one First Aid Claim Request form in the amount of \$2,233.78, dated 4/16/19.

*A motion was made by Ms. Kantor, seconded by Ms. Winston and carried to approve the First Aid reimbursement as presented.*

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

NOES: None

ABSENT: Mr. Avila

ABSTAIN: None

**IX. INFORMATIONAL REPORTS** Information 18/19-123

**A. AUTHORITY CORRESPONDENCE**

The Authority received fully executed contract from York Risk Services Group.

**B. BOARD COMMENTS**

The Board recognizes Mr. Avila in his recent award.

The Board discussed documentation and usage for interns representing a member district.

The Board discussed appropriate end of year activities permitted on campus, knowledge and use of campus facilities.

Ms. Kantor discussed CAJPA article noting 23% rate increase in the Second Injury Fund.

**C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS**

Ms. Garcia presented y.View, York Risk Service Group's new emagazine.

Ms. Brainard DeLong discussed pending legislation (AB1107 authored by Chou and Reyes), and agreed to bring additional information forward on the final law and impacts as it becomes available.

**X. REQUEST FOR CONFERENCE** Action 18/19-124

Ms. Kantor offered to schedule 2019/20 fiscal year board meetings; the Board agreed afternoons are preferred.

**XI. OTHER BOARD COMMENTS**

**XII. FOLLOW-UP FROM PREVIOUS MEETING** Action 18/19-125

Ms. Brainard DeLong will present the prescription data report at the following Board meeting.

**XIII. NEXT MEETING – May 15, 2019, 9:00 a.m., Room D-1009**

- A. Quarterly Investment Report (President)
- B. Review Preliminary Budget for FY 2019/20 (Secretary-Treasurer)
- C. Approve Service Agreements (Board)
- D. Prescription Report (York)
- E. Excess Quotes (Gallagher)

**XIV. CLOSED SESSION (2 OF 2) – Claims Administration** **Action 18/19-126**

The Board adjourned to Closed Session at 3:00pm, Ms. Schwartz discussed the following claims:

A. Huntington Beach City School District

WOCA-007035	WOCA-005248
WOCS-007550	

B. Brea Olinda Unified School District

WOCA-006389	WOCW-008453
WOCA-005434	WOCA-005170

C. Ocean View School District

WOCA-005560	WOCX-008560
WOCA-005258	WOCA-000574
WOCX-008503	WOCZ-008811
WOCX-008541	WOCU-008022

D. Orange County Department of Education

WOCW-008412	WOCR-008917
WOCR-009002	WOCR-008981
WOCT-007852	WOCT-007738
WOCA-006187	WOCA-005305
WOCF-009198	WOCU-008051
WOCR-009051	WOCW-008279
WOCA-007227	WOCR-008923
WOCF-009136	WOCA-002525

**REPORT FROM CLOSED SESSION (2 OF 2)**

The Board reconvened into open session at 3:35pm. Ms. Ott reported that no action was taken on claims presented.

**XV. ADJOURNMENT** **Action 18/19-1127**

A motion was made by Ms. Kantor, seconded by Ms. Winston and carried to adjourn the meeting at 3:37pm.

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

NOES: None  
 ABSTAIN: None