

MINUTES

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

Wednesday, August 14, 2019; 10:30 a.m.
Laguna Beach Unified School District
550 Blumont St.
Laguna Beach, CA 92651

I. CALL TO ORDER Action 19/20-160

The meeting was called to order by President Ms. Barbara Ott at 10:35 am.

II. ROLL CALL Action 19/20-161

BOARD MEMBERS PRESENT

Brea Olinda Unified School District	Ms. Barbara Ott
Laguna Beach Unified School District	Ms. Leisa Winston
Laguna Beach Unified School District (Alternate)	Mr. Jeff Dixon
Ocean View School District arrived @ 10:38am	Mr. Felix Avila
Orange County Department Of Education	Ms. Ann Kantor

BOARD MEMBERS ABSENT - None

York Risk:

Director, Client Services	Ms. Devora Brainard-DeLong
Account Executive	Ms. Amanda Garcia
Senior Examiner	Ms. Erika Schwartz
JPA Administrator	Ms. Jennifer Berg

PUBLIC COMMENTS

No Public Comments.

III. APPROVAL / CHANGES TO AGENDA – August 14, 2019 Action 19/20-162

Ms. Kantor motioned to approve the agenda, was seconded by Ms. Winston and carried to approve the August 14, 2019 agenda as presented.

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

NOES: None

ABSENT: None

ABSTAIN: None

IV. CLOSED SESSION Claims Administration Action 19/20-163

The Board adjourned to Closed Session at 10:36 a.m. Ms. Schwartz discussed the following claims.

A. SETTLEMENT RATIFICATIONS

Claim Number	Claimant	Member
WOCB-009271	[REDACTED]	Laguna Beach Unified School District
WOCX-008503	[REDACTED]	Ocean View School District
WOCF-009110	[REDACTED]	Ocean View School District
WOCY-008693	[REDACTED]	Orange County Dept. of Education

B. SETTLEMENT AUTHORITY REQUESTS

Claim Number	Claimant	Member
WOCF-009182	[REDACTED]	Brea Olinda Unified School District
WOCB-009315	[REDACTED]	Ocean View School District
WOCZ-008841	[REDACTED]	Ocean View School District
WOCB-009347	[REDACTED]	Ocean View School District

Ms. Schwartz briefly discussed items A and B.

C. MEDICAL MANAGED CARE

Ms. Brainard-De Long discussed the Medical Managed Care reports as presented. Ms. Kantor confirmed all appears to be in order. This is an informational only item, no action taken.

D. EXCESS CLAIM MATRIX

Ms. Kantor and Ms. Schwartz discussed claims listed on the excess matrix report.

E. OVERPAYMENT LEDGER

Ms. Schwartz confirmed there were no changes in the overpayment ledger.

F. QUARTERLY STALE-DATED CHECKS REPORT

Ms. Schwartz confirmed checks were stopped and reissued August 1, 2019. Two checks were not re-issued as they had been reissued multiple times.

G. QUARTERLY SELF-IMPOSED INCREASE REPORT

Ms. Garcia confirmed there were not self-imposed penalties to report.

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

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

NOES: None

ABSENT: None

ABSTAIN: None

REPORT FROM CLOSED SESSION

The Board reconvened into open session at 11:10 a.m. Ms. Ott reported from Closed Session that the Board took action on claims as presented to ratify and approve.

V. CONSENT CALENDAR

Action 19/20-164

- A. APPROVAL OF MINUTES – August 14, 2019
- B. FINANCIAL REPORTS – (May and June 2019)
- C. BANK RECONCILIATION – (May and June 2019)
- D. APPROVAL OF PAYMENTS (July and August 2019)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

June 1, 2019 – June 15, 2019	\$123,251.04
June 16, 2019 – June 30, 2019	\$56,302.92
July 1, 2019 – July 15, 2019	\$115,806.95
July 16, 2019 – July 31, 2019	\$112,975.94
Total:	\$408,335.95

A motion was made by Ms. Kantor, seconded by Mr. Avila, and carried to approve items A-E.

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

VI. FINANCIAL

A. OBTAIN ACTUAL PAYROLLS **Action 19/20-165**
No action taken.

VII. JPA ADMINISTRATION

A. UPADTED MEETING SCHEDULE FY 2019/20 **Action 19/20-166**
A motion was made by Ms. Kantor to approve updated meeting schedule for FY 2019-20, seconded by Ms. Winston and carried.

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

B. SAFETY CREDIT PROGRAM REIVEW **Action 19/20-167**
The Board reviewed and discussed the Safety Credit Program and confirmed no revisions needed.

A motion was made by Ms. Kantor, to adopt the Safety Credit Program without revision. The motion was seconded by Ms. Winston, and carried.

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

C. REIVEW OF JPA TIMELINE MATRIX **Action 19/20-168**
A motion was made by Ms. Kantor, seconded by Mr. Avila, and carried to accept the JPA timeline matrix.

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

VIII. REIMBURSEMENT PROGRAMS

A. SAFETY CREDIT PROGRAM **Action 19/20-169**
Ms. Kantor distributed Safety Credits Usage Report Fiscal Year Ending 06/30/2020, as of 08/12/2019. Ms. Kantor submitted a Safety Credit Request for Approval in the amount of \$2,747.63.

A motion was made by Ms. Kantor, and seconded by Mr. Avila, and carried to approve safety credit reimbursement in the amount of \$2,747.63.

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

B. FIRST AID PROGRAM **Action 19/20-170**
Ms. Kantor distributed a First Aid Claims Request for Reimbursement in the amount of \$830.62.

Motion made by Ms. Kantor, seconded by Mr. Avila, and carried to approve first aid reimbursements in the amount of \$830.62.

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

NOES: None

ABSENT: None

ABSTAIN: None

IX. INFORMATIONAL REPORTS **Information 19/20-171**

A. AUTHORITY CORRESPONDENCE

There was no correspondence presented.

B. BOARD COMMENTS

The Board discussed the alternate position for Mr. Jeff Dixon. Mr. Dixon is an approved alternate and will continue in the capacity of Alternate Board Member for Laguna Beach Unified School District. The Board wished Ms. Winston well in her new role.

C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS

Ms. Garcia reminded the Board of the upcoming CAJPA conference, and invited all Board Members to visit the York booth.

Ms. Garcia updated the Board regarding the pending acquisition of York, by Sedgwick. The acquisition is pending federal approval.

X. REQUEST FOR CONFERENCE **Action 19/20-172**

Ms. Kantor noted interest in CAJPA and portions of an upcoming Safety National Conference.

XI. OTHER BOARD COMMENTS

There were no other Board comments.

XII. FOLLOW-UP FROM PREVIOUS MEETING **Information / Action 19/20-173**

No further follow up items.

XIII. NEXT MEETING – September 18, 2019; Room D1009 at 2:00 p.m.

IVX. ADJOURNMENT **Action 18/19-174**

There being no further business to discuss, a motion was made by Ms. Kantor, seconded by Ms. Winston, and carried to adjourn the meeting at 11:30 a.m.

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

NOES: None

ABSENT: None

ABSTAIN: None