

MINUTES

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

WEDNESDAY, JANUARY 9, 2019

2:00 p.m.

Orange County Department of Education
200 Kalmus Dr., Room B-1107
Costa Mesa, California 92626

I. CALL TO ORDER Action 18/9-76

The meeting was called to order by President Barbara Ott at 2:07 p.m.

II. ROLL CALL/ESTABLISHMENT OF QUORUM Action 18/19-77

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

YORK RISK

Director, Client Services	Ms. Devora Brainard
Account Executive	Ms. Amanda Garcia
Manager, Senior, Workers' Compensation	Ms. Kim Michels
Examiner, Senior, Workers' Compensation	Ms. Erika Schwartz
JPA Administrator	Ms. Tamie Black (telephonic)

PUBLIC COMMENTS

There were no public comments

III. APPROVAL / CHANGES TO AGENDA – January 9, 2019 Action 18/19-78

Ms. Garcia distributed and discussed the Request for Reimbursement dated January 3, 2019, and the York invoices for the months of October through December, for JPA and Administration fees.

Ms. Schwartz distributed claims, WOCA-007035 – [REDACTED], WOCA-005248 – [REDACTED], and WOCS-007550 – [REDACTED], to be added to the Large Loss Claims for Huntington Beach City School District.

With those changes a motion was made by Ms. Kantor, seconded by Ms. Winston and unanimously carried to approve the amended agenda.

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

NOES: None

ABSENT: Ocean View School District

ABSTAIN: None

IV. CLOSED SESSION (1 OF 2) – Claims Administration **Action 18/19-79**

The Board adjourned to Closed Session at 2:08 p.m. Ms. Schwartz discussed the following claims:

A. SETTLEMENT RATIFICATIONS

Claim Number	Claimant	Member
WOCS-007550	[REDACTED]	Huntington Beach City School District

B. SETTLEMENT AUTHORITY REQUESTS

Claim Number	Claimant	Member
	<i>None for this Agenda</i>	

C. MEDICAL MANAGED CARE

Ms. Brainard presented and discussed the Managed Care Reports covering November 2018, 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, no action was taken.

Ms. Michels discussed items D – F.

- D. EXCESS CLAIM MATRIX
- E. QUARTERLY SELF-IMPOSED INCREASE REPORT
- F. QUARTERLY STALE DATED CHECKS REPORT

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

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

NOES:

ABSENT: Ocean View School District

ABSTAIN:

REPORT FROM CLOSED SESSION (1 OF 2) – Claims Administration

The Board reconvened into open session at 2:20 p.m. Ms. Ott reported that action was taken on the claims presented.

V. CONSENT CALENDAR **Action 18/19-80**

- A. APPROVAL OF MINUTES – December 19, 2018
- B. FINANCIAL REPORTS – (November 2018)
- C. BANK RECONCILIATION – (November 2018)
- D. APPROVAL OF PAYMENTS – (\$61,559.50)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

December 01, 2018 – December 15, 2018	\$ 84,689.21
December 16, 2018 – December 31, 2018	\$ 80,407.71
Total:	\$165,096.38

Ms. Garcia distributed the York invoices for the months of October through December, for Workers' Compensation Claims and JPA Administration fees for Item D, Approval of Payments, in the amount of \$61,559.50.

Ms. Garcia distributed a handout to Item E, Reimbursement to JPA Imprest Account, for the period December 16, 2018 through December 31, 2018, in the amount of \$80,407.71 for a new total of \$165,096.38

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

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

NOES: None

ABSENT: Ocean View School District

ABSTAIN: None

VI. REIMBURSEMENT PROGRAMS

A. SAFETY CREDIT PROGRAM

Action 18/19-**81**

Ms. Kantor distributed a handout with the available Safety Credit balances for each Member.

Orange County Department of Education presented a handout for a Safety Credit Request for Reimbursement dated January 3, 2019, in the amount of \$8,915.96.

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

NOES: None

ABSENT: Ocean View School District

ABSTAIN: None

FIRST AID PROGRAM

Action 18/19-**82**

Orange County Department of Education presented a handout for a First Aid Claims Request for Reimbursement dated January 3, 2019, in the amount of \$362.82.

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: Ocean View School District

ABSTAIN: None

VII. INFORMATION REPORTS

Information 18/19-**83**

A. AUTHORITY CORRESPONDENCE

There was any Authority Correspondence for this agenda.

B. BOARD COMMENTS

Ms. Kantor advised she is working with Marn, of Rivelle Consulting Services on the Actuarial Study. Ms. Kantor also advised the new contract rate with Rivelle Consulting Services, has increased from \$3,000.00 to \$3,100.00 for the Actuarial Study.

Ms. Ott advised that Ms. Black will include a general description on each item of business on the agenda.

Ms. Winston advised the Board the agenda's need to be available on the website under one click regarding AB2257.

C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS

Ms. Michels discussed the Case Counts as of December 31, 2019, with the Board.

Ms. Black discussed AB2257, the new posting requirements for the agenda. Ms. Kantor advised the agenda is posted on their website but will look into this further.

Ms. Garcia distributed and discussed the Point in Case Report and informed the Board she will provide the report biannually.

Mr. Brainard informed the Board there is a meeting in San Francisco the week of January 11, 2019, that she will be attending to discuss the new UR Legislation. Ms. Brainard will report back to the Board any findings and impacts.

Ms. Garcia distributed and discussed the News Line from The Department of Industrial Relations; (DIR) dated June 26, 2018, regarding the new minimum and maximum Temporary Total Disability (TTD) rates. As of January 1, 2019, the minimum TTD rate will increase from \$182.29 to \$187.71 and the maximum TTD rate will increase from \$1,215.27 to \$1,251.38 per week.

Ms. Garcia also distributed and discussed the Executive Memo dated December 14, 2018, from Bob Young, of the California Workers' Compensation Institute, (CWCI), regarding the medical mileage rate increase for travel. As of January 1, 2019, the standard medical mileage rate will increase from 54.5 cents per mile to 58.0 cents per mile.

VIII. REQUEST FOR CONFERENCE **Action 18/19-84**

There were no requests for conference attendance.

This was information only item no action was taken.

IX. OTHER BOARD COMMENTS

There were no Board comments.

X. FOLLOW-UP FROM PREVIOUS MEETING **Action 18/19-85**

1. Managed care reports: Utilization Review Referral Detail report for missing pages 5-12 of the report, (within the Closed Session Packet starting on page 60).

XI. NEXT MEETING

The next meeting will be held on Wednesday, February 20, 2019 at **2:00 p.m.** at Orange County Department of Education, 200 Kalmus Drive, D-1009, Costa Mesa, California, 92626. Items to be included on the Agenda for discussion and possible action are:

Carried from this meeting:

Managed Care Reports: Utilization Review Referral Detail Report, Item 18/19-85.

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

- | | |
|------------------------------------|-------------------|
| A. Receive Actuarial Report | (Board) |
| B. Prepare Experience Modification | (Actuary & Board) |
| C. Quarterly Investment Report | (JPA President) |
| D. York Contract Renewal | (York) |

XII. CLOSED SESSION (2 OF 2) – Claims Administration **Action 18/19-86**

The Board convened into Closed Session at 2:37 p.m.
 Ms. Schwartz distributed the below claims for review for Huntington Beach City School District.

A. HUNTINGTON BEACH CITY SCHOOL DISTRICT CLAIM REVIEW

WOCA-007035	WOCX-007550
WOCA-005248	

B. LARGE LOSS FILE REVIEW FOR:

Brea Olinda Unified School District

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

Ocean View School District

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

Orange County Department of Education

WOCW-008412	WOCR-008917
WOCR-009002	WOCR-008981
WOCT-007852	WOCT-007738
WOCA-006187	WOCA-005305
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 3:20 p.m. Ms. Ott reported that no action was taken.

XIII. ADJOURNMENT **Action 18/19-87**

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 3:22 p.m.

AYES:	Ms. Ott, Ms. Winston, Ms. Kantor	NOES:	None
ABSENT:	Ocean View School District	ABSTAIN:	None