

MINUTES

WESTERN ORANGE COUNTY
SELF-FUNDED WORKERS' COMPENSATION AGENCY
BOARD MEETING
WEDNESDAY, May 15, 2019; 9:00 a.m.
Orange County Department of Education
200 Kalmus Dr., Room D-1001
Costa Mesa, CA 92626

I. CALL TO ORDER	Action 18/19-127
The meeting was called to order by President Ms. Barbara Ott at 9:03 a.m.	
II. ROLL CALL	Action 18/19-128
<u>BOARD MEMBERS PRESENT</u>	
Brea Olinda Unified School District	Ms. Barbara Ott
Laguna Beach Unified School District	Ms. Leisa Winston
Orange County Department Of Education	Ms. Ann Kantor
<u>BOARD MEMBERS NOT PRESENT</u>	
Ocean View School District	Mr. Felix Avila
 <u>York Risk:</u>	
Director, Client Services	Ms. Devora Brainard-DeLong
Account Executive	Ms. Amanda Garcia
Senior Examiner	Ms. Erika Schwartz (Telephonic)
Gallagher	Ryan Jacques
PUBLIC COMMENTS	
There were no public comments.	
III. APPROVAL / CHANGES TO AGENDA – May 15, 2019	Action 18/19-129
<i>Ms. Kantor motioned to move item 136, Approval of Excess Workers' Compensation Quotation, before closed session. The motion was seconded by Ms. Winston, and was carried to approve the agenda.</i>	
AYES: Ms. Ott, Ms. Winston, Ms. Kantor	NOES: None
ABSENT: Mr. Avila	ABSTAIN: None

VII. JPA ADMINISTRATION – OUT OF ORDER

B. APPROVAL OF EXCESS WORKERS' COMPENSATION QUOTATION Action 18/19 **136**

Mr. Jacques, of Gallagher, presented two workers' compensation excess quotes from Safety National, including an option to extend one year in the current program, or exercise a new two year rate guarantee. Mr. Jacques discussed contingencies listed on page 10 of the handout. Ms. Garcia distributed an executive summary handout received via email.

Ms. Kantor motioned to approve the new 2 Year Rate Guarantee quote for Excess Workers' Compensation, seconded by Ms. Winston, and the motion was carried.

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

NOES: None
 ABSTAIN: None

IV. CLOSED SESSION (1 OF 2) – Claims Administration Action 18/19-**130**

The Board adjourned to Closed Session at 9:14 a.m. Ms. Garcia provided two updated handouts for claims on [REDACTED]. Ms. Schwartz discussed the following claims:

A. SETTLEMENT RATIFICATIONS

Claim Number	Claimant	Member
WOCA-007035	[REDACTED]	Huntington Beach City School District

B. SETTLEMENT AUTHORITY REQUESTS

Claim Number	Claimant	Member
WOCX-008503	[REDACTED]	Ocean View School District
WOCCF-009246	[REDACTED]	Orange County Department of Education
WOCZ-008897	[REDACTED]	Orange County Department of Education
WOCB-009271	[REDACTED]	Laguna Beach Unified School District

C. MEDICAL MANAGED CARE

Ms. Brainard-DeLong presented and discussed the Managed Care reports, and noted charges are trickling to ensure they are captured until managed care fee cap is reached. Ms. Kantor noted no other issues to discuss. Ms. Brainard-DeLong discussed handout report regarding opioid medication, by provider and claimant.

This was an informational only item, no action taken.

Ms. Schwartz briefly discussed items D and E. Ms. Kantor recommended removing claims for [REDACTED] from the Excess report.

D. EXCESS CLAIM MATRIX

E. OVERPAYMENT LEDGER

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
 ABSENT: Mr. Avila

NOES: None
 ABSTAIN: None

REPORT FROM CLOSED SESSION

The Board reconvened into open session at 9:45 a.m. Ms. Ott reported that the Board took action as presented.

V. CONSENT CALENDAR Action 18/19-131

- A. APPROVAL OF MINUTES – April 17, 2019
 Ms. Kantor requested an update to the minutes, reflecting a correcting the title to read Minutes.
- B. FINANCIAL REPORTS – (March 2019)
- C. BANK RECONCILIATION – (March 2019)
- D. APPROVAL OF PAYMENTS – (March 2019)
 Handout for Approval of Payments was received by the Board, in the amount of \$23,000.
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

April 01, 2019 – April 15, 2019	\$89,016.60
April 16, 2019 – April 30, 2019	\$110,765.33
Total:	\$199,781.93

A motion was made by Ms. Kantor, seconded by Ms. Winston, to approve items A-E with a correction to the title of the Minutes, and approval of payments handout received. The motion carried.

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

VI. FINANCIAL

- A. REVIEW OF PRELIMINARY BUDGET FY 2019/20 Action 18/19-132
 The Preliminary Budget for Fiscal Year 2019/20 was presented by Ms. Kantor and reviewed by the board.

A motion was made by Ms. Kantor to accept the Preliminary Budget for Fiscal Year 2019/20, seconded by Ms. Winston, and carried.

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

- B. QUARTERLY INVESTMENT REPORT Action 18/19 133
 The Board reviewed the Quarterly Investment Report.

A motion was made by Ms. Kantor to accept the Quarterly Investment Report, seconded by Ms. Winston, and carried.

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

- C. APPROVE SERVICE AGREEMENTS Action 18/19 134
 The Board discussed the current status of Provider Service agreements and agreed no changes needed.
No action taken.

VII. JPA ADMINISTRATION
A. SERVICE PROVIDER REVIEW Action 18/19-135
No action taken, duplicate agenda item.

VIII. REIMBURSEMENT PROGRAMS
A. SAFETY CREDIT PROGRAM Action 18/19-137
Three handouts were received for Safety Credit reimbursement totaling \$17,714.49.
Handouts received included:
Brea Olinda Unified School District \$1,327.19
Laguna Beach Unified School District \$11,048.00
Orange County Department of Education \$5,339.30
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: Mr. Avila ABSTAIN: None
B. FIRST AID PROGRAM Action 18/19-138
There were not First Aid Reimbursements presented.
No action taken.

IX. INFORMATIONAL REPORTS Information 18/19-139
A. AUTHORITY CORRESPONDENCE
Ms. Garcia included the Bank First monthly statement. Ms. Kantor confirmed bank statement is not needed for correspondence notice to the Board.
B. BOARD COMMENTS
Board agreed to reach out to Mr. Avila regarding Safety Credits.
C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS
Ms. Garcia provided an updated status to the hiring of a new JPA Admin. Ms. Garcia provided a handout news article regarding SIU update.

X. REQUEST FOR CONFERENCE Action 18/19-140
There were no requests for conference attendance.

XI. OTHER BOARD COMMENTS
There were no other Board comments.

XII. FOLLOW-UP FROM PREVIOUS MEETING Action 18/19-140
No further follow up items noted.

XIII. NEXT MEETING – June 19, 2019, 9:00 a.m., Bldg. A, Room 1010 & 1011
A. Prepare and Approve Final Budget
B. Review of Excess Claim Matrix
C. Prepare and Establish Meeting Schedule
D. Elect Officers
E. Designate Official Address
F. Designate Correspondence Address
G. Authorize Warrant Signatures
H. Designate Medicare Authorized Representative

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AGENDA – April 17, 2019

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XIV. ADJOURNMENT

Action 18/19-141

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

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

ABSENT: Mr. Avila

NOES: None
ABSTAIN: None