

AGENDA

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

**WEDNESDAY, November 20, 2019; 2:00 p.m.**

Orange County Department of Education  
200 Kalmus Dr. Room D-1004  
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 Jennifer Berg by phone at (909) 942-3044, or by email at [Jennifer.Berg@yorkrisk.com](mailto:Jennifer.Berg@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 19/20-204**

**II. ROLL CALL Action 19/20-205**

Brea Olinda Unified School District	Ms. Barbara Ott
Laguna Beach Unified School District	Mr. Jeff Dixon
Ocean View School District	Mr. Felix Avila
Orange County Department Of Education	Ms. Ann Kantor

York Risk:

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

**PUBLIC COMMENTS**

*This time is reserved for members of the public to address the Board relative to matters of WOCSFA that are not on the agenda. Persons wishing to address items on the agenda will be permitted to do so during the discussion of the item. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person, twenty minutes in total.*

**III. APPROVAL / CHANGES TO AGENDA Action 19/20-206**

*As a matter of procedure, the Board should review and take action.*

**IV. CLOSED SESSION Claims Administration Action 19/20-207**

WESTERN ORANGE COUNTY SELF-FUNDED WORKERS' COMPENSATION AGENCY  
 AGENDA – November 20, 2019

*Pursuant to Government Code Section 54956.95(a), the Board will hold a closed session to discuss any or all claims listed on the agenda. The confidential claims reports will be collected after the discussion at the meeting. Each Member should destroy his/her copy after the meeting.*

A. SETTLEMENT RATIFICATIONS

*Recommended action: Ratify the settlement(s) of the following claims:*

Claim Number	Claimant	Member
WOCF-009182	[REDACTED]	Brea Olinda Unified School District
WOCZ-008897	[REDACTED]	Orange County Department of Education

B. SETTLEMENT AUTHORITY REQUESTS

*Recommended Action: Authorize the settlement(s) of the following claims:*

Claim Number	Claimant	Member
WOCF-009102	[REDACTED]	Laguna Beach Unified School District
WOCF-009131	[REDACTED]	Orange County Department of Education

C. MEDICAL MANAGED CARE

*Informational reports regarding medical managed care services. (September 2019)*

D. EXCESS CLAIM MATRIX REVIEW

*An informational report regarding excess claim reporting.*

E. OVERPAYMENT LOG

*An informational report, regarding claim overpayments.*

**REPORT FROM CLOSED SESSION**

*Pursuant to Government Code Section 54957.1, the Board must report in open session any action taken in closed session*

**V. CONSENT CALENDAR Action 19/20-208**

*If the Board would like to discuss any item listed, it may be pulled from the Consent Calendar.*

- A. APPROVAL OF MINUTES – October 16, 2019
- B. FINANCIAL REPORTS – (September 2019)
- C. BANK RECONCILIATION – (September 2019)
- D. APPROVAL OF PAYMENTS (November 2019)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

Period	Amount
October 1, 2019 - October 15, 2019	\$92,192.91
October 16, 2019 - October 31, 2019	\$81,458.34
<b>Total:</b>	<b>\$173,651.25</b>

*Recommended action: Approve items A – E.*

WESTERN ORANGE COUNTY SELF-FUNDED WORKERS' COMPENSATION AGENCY  
AGENDA – November 20, 2019

**VI. JPA ADMINISTRATION**

- A. BYLAW ANNUAL REVIEW, FIRST READ **Action 19/20-209**  
*Recommended action: Review and modify JPA Bylaws as appropriate. JPA Bylaws will be brought to the Board for a second read and approval.*
- B. DESIGNATION JPA BOARD MEMBERS **Action 19/20-210**  
*Recommended action: Review and approve Alternate Board Member appointee from Ocean View School District.*
- C. QUARTERLY INVESTMENT REPORT, PERIOD **Action 19/20-211**  
ENDING SEPTEMBER 30, 2019  
*Recommended action: review and accept the Quarterly Report on Western Orange County Self-Funded Workers' Compensation Agency (JPA) Investments, for period ending September 30, 2019.*
- D. RECEIVE FINANCIAL AUDIT REPORT FOR PERIOD **Action 19/20-212**  
ENDING JUNE 30, 2019.  
*Recommended action: review and accept the audit report for period ending June 30, 2019.*

**VII. REIMBURSEMENT PROGRAMS**

- A. SAFETY CREDIT PROGRAM **Action 19/20-213**  
*Recommended action: Review Safety Credits and approve Members' requests for reimbursement of safety costs.*
- B. FIRST AID PROGRAM **Action 19/20-214**  
*Recommended action: Approve Members' request for reimbursement of first aid costs.*
- C. TRAVEL REIMBURSEMENT PROGRAM **Action 19/20-215**  
*Recommended action: Review and approve Members' requests for reimbursement of travel costs.*

**VIII. INFORMATIONAL REPORTS**

**Information 19/20-216**

- A. AUTHORITY CORRESPONDENCE
- B. BOARD COMMENTS
- C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS

**IV. REQUEST FOR CONFERENCE**

**Action 19/20-217**

*Recommended action: Approve Members' attendance at industry conferences.*

**X. OTHER BOARD COMMENTS**

**XI. FOLLOW-UP FROM PREVIOUS MEETING**

**Information / Action 19/20-218**

**XII. NEXT MEETING (December 18, 2019, 9:00 a.m., Room D1001)**

- A. State Controller's Special Districts Financial Transactions Report for FY 2018-19 **(Secr/Treas)**

WESTERN ORANGE COUNTY SELF-FUNDED WORKERS' COMPENSATION AGENCY  
AGENDA – November 20, 2019

B. Excess Claim Matrix Review

(York)

C. Second Read of JPA ByLaws

(Board)

**XIV. ADJOURNMENT**

**Action 19/20-219**

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