

MINUTES

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

**WEDNESDAY, August 19, 2020; 2:00 p.m.**

<http://www.wocwcjpa.org/>

Meeting Telephonic Information:

Call in number: 1-213-306-3065

Attendee access code: 355 877 51

**I. CALL TO ORDER Action 20/21-318**

The meeting was called to order by President Ms. Barbara Ott at 2:03 p.m.

**II. ROLL CALL Action 20/21-319**

**Telephonic Attendees:**

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

Sedgwick Risk:

Vice President, Client Services	Ms. Devora Brainard-DeLong
Assistant Vice President, Client Services	Ms. Amanda Garcia
Senior Examiner	Ms. Erika Schwartz
JPA Administrator	Ms. Ashley Malady

**PUBLIC COMMENTS**

No Public Comments.

**III. APPROVAL / CHANGES TO AGENDA Action 20/21-320**

*A motion was made by Ms. Kantor to approve the agenda as presented, seconded by Mr. Dixon and carried to approve the August 19, 2020 agenda as presented.*

AYES: Brea Olinda Unified School District	Ms. Barbara Ott
AYES: Laguna Beach Unified School District	Mr. Jeff Dixon
AYES: Ocean View School District	Mr. Felix Avila
AYES: Orange County Department Of Education	Ms. Ann Kantor
	NOES: None
ABSENT: None	ABSTAIN: None

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**IV. CLOSED SESSION Claims Administration** **Action 20/21-321**

The Board adjourned to Closed Session at 2:03 p.m. Ms. Schwartz discussed the following claims.

**A. SETTLEMENT RATIFICATIONS** **(P.2)**

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

Claim Number	Claimant	Member
WOCB-009329	[REDACTED]	Ocean View School District
WOCB-009342	[REDACTED]	Ocean View School District
WOCB-009328	[REDACTED]	Ocean View School District

**B. SETTLEMENT AUTHORITY REQUESTS** **(P.4)**

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

Claim Number	Claimant	Member
WOCB-009292	[REDACTED]	Brea Olinda Unified School District
WOCB-009444	[REDACTED]	Orange Co. Dept. of Education
WOCB-009354	[REDACTED]	Orange Co. Dept. of Education
WOCB-009396	[REDACTED]	Ocean View School District

**C. MEDICAL MANAGED CARE** **(P.15)**

Ms. Kantor confirmed reports appear to be in order.

Ms. Kantor noted that the Western Orange County Self- Funded Worker’s Compensation Agency did not hit the managed care services cap and payment may be due to Sedgwick. Sedgwick will reconcile fees and report back to the Board during the September meeting.

**D. EXCESS CLAIM MATRIX REVIEW** **(P.160)**

Ms. Kantor confirmed the report appears to be in order.

**E. OVERPAYMENT LOG** **(P.169)**

Ms. Kantor noted there are no overpayments and report is in order.

**F. QUARTERLY LARGE STALE- DATED CHECKS REPORT** **(P.170)**

Ms. Kantor noted the two stale-dated checks on the report were stopped and re-issued.

Ms. Kantor confirmed she has no concerns with the report.

**G. QUARTERLY SELF-IMPOSED INCREASE REPORT** **(P.171)**

Ms. Kantor noted there are no self-imposed penalties this quarter and report is in order.

*A motion was made by Ms. Kantor to approve the settlement ratifications and authority requests, seconded by Mr. Avila, and carried to approve.*

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AYES: Brea Olinda Unified School District  
AYES: Laguna Beach Unified School District  
AYES: Ocean View School District  
AYES: Orange County Department Of Education

Ms. Barbara Ott  
Mr. Jeff Dixon  
Mr. Felix Avila  
Ms. Ann Kantor  
NOES: None  
ABSTAIN: None

ABSENT: None

**REPORT FROM CLOSED SESSION**

*The Board came out of Closed Session at 2:12 p.m., and Ms. Ott reported the Board took action on claims as presented.*

**V. CONSENT CALENDAR (P.5) Action 20/21-322**

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

- A. APPROVAL OF MINUTES – June 17, 2020
- B. FINANCIAL REPORTS – (May & June 2020)
- C. BANK RECONCILIATION – (May & June 2020)
- D. APPROVAL OF PAYMENTS – (July & August 2020)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

Period	Amount
June 1, 2020 – June 15, 2020	\$60,565.12
June 16, 2020 – June 30, 2020	\$43,247.67
July 1, 2020 – July 15, 2020	\$52,391.89
July 16, 2020 – July 31, 2020	\$75,933.70
<b>Total:</b>	<b>\$232,138.38</b>

*Recommended action: Approve items A – E.*

*A motion was made by Ms. Kantor to approve the Consent Calendar as presented. The motion was seconded by Mr. Dixon, and carried to approve items A-E.*

AYES: Brea Olinda Unified School District  
AYES: Laguna Beach Unified School District  
AYES: Ocean View School District  
AYES: Orange County Department Of Education

Ms. Barbara Ott  
Mr. Jeff Dixon  
Mr. Felix Avila  
Ms. Ann Kantor  
NOES: None  
ABSTAIN: None

ABSENT: None

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**VI. JPA ADMINISTRATION**

- A. QUARTERLY INVESTMENT REPORT, PERIOD **(P.29) Action 20/21-323**  
ENDING JUNE 30, 2020

Ms. Ott presented the Quarterly Investment Report and discussed the improvement over the past year's and the current fund balance.

*A motion was made by Ms. Kantor to accept the Quarterly Investment Report. The motion was seconded by Mr. Avila, and the motion was carried.*

AYES: Brea Olinda Unified School District	Ms. Barbara Ott
AYES: Laguna Beach Unified School District	Mr. Jeff Dixon
AYES: Ocean View School District	Mr. Felix Avila
AYES: Orange County Department Of Education	Ms. Ann Kantor
	NOES: None
ABSENT: None	ABSTAIN: None

- B. RECEIVE ACTUAL PAYROLL FOR FY 19-20 **(P.49) Action 20/21-324**  
Ms. Kantor discussed the report as presented and confirmed all balances are paid in full.  
Information only item, no action taken.

- C. RE-OPENING AFTER COVID-19 **(P.52) Information 20/21-325**  
The Board discussed random testing requirements and new legislatives.

**VII. REIMBURSEMENT PROGRAMS**

- A. SAFETY CREDIT PROGRAM **(P.53) Action 20/21-326**  
There were no Safety Credit requests.  
Ms. Kantor noted that Rozanne sent out balances to the Board.

- B. FIRST AID PROGRAM **(P.54) Action 20/21-327**  
One first aid program reimbursement was received requesting \$270.00 for Laguna Beach Unified School District.

*A motion was made by Ms. Kantor to approve the First Aid Program reimbursement expenses of \$270.00. Mr. Dixon seconded the motion and the motion carried.*

AYES: Brea Olinda Unified School District	Ms. Barbara Ott
AYES: Laguna Beach Unified School District	Mr. Jeff Dixon
AYES: Ocean View School District	Mr. Felix Avila
AYES: Orange County Department Of Education	Ms. Ann Kantor
	NOES: None
ABSENT: None	ABSTAIN: None

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- C. TRAVEL REIMBURSEMENT PROGRAM (P.55) Action 20/21-328  
No travel requests were received for this meeting.

**VIII. INFORMATIONAL REPORTS (P.56) Information 20/21-329**

- A. AUTHORITY CORRESPONDENCE  
Ms. Garcia noted inclusion of the article, California: Serious and Willful Misconduct for Failure to Warn Teacher about Student, from LexisNexis a Legal News Room.  
Ms. Garcia noted inclusion of 20/21 Insurance Policy and Certificates.
- B. BOARD COMMENTS  
Ms. Ott requested the final audit report for auditor.  
Ms. Kantor advised she will distribute the final report to the Board for recordkeeping.
- C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS  
Ms. Garcia noted the new reporting requirements released by the Office of Self-Insurance Plans for the annual reporting for fiscal year 2019/20.  
Ms. Garcia applauded Ocean View Schools District for the television appearance on the safety protocols they have put in place for re-opening schools.

**IV. REQUEST FOR CONFERENCE (P.89) Action 20/21-330**

No requests were submitted for review at this meeting. No action taken.

**X. OTHER BOARD COMMENTS**

None.

**XI. FOLLOW-UP FROM PREVIOUS MEETING (P.90) Information 20/21-331**

None.

**XII. NEXT MEETING (September 16, 2020, 2:00 p.m., Room D1005)**

1. Quarterly Large Loss Claim Review (Sedgwick)
2. Receive Annual Report to SIP (Board)
3. Re-opening after COVID (Board)
4. Managed care payment review (Sedgwick)

**XIII. ADJOURNMENT Action 20/21-332**

*There being no further business to discuss, a motion was made by Ms. Kantor, seconded by Mr. Avila, and carried to adjourn the meeting at 3:05 p.m.*

AYES: Brea Olinda Unified School District Ms. Barbara Ott  
AYES: Laguna Beach Unified School District Mr. Jeff Dixon  
AYES: Ocean View School District Mr. Felix Avila  
AYES: Orange County Department Of Education Ms. Ann Kantor  
NOES: None  
ABSENT: None ABSTAIN: None