

MINUTES

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

WEDNESDAY, September 16, 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 20/21-333

The meeting was called to order by President Ms. Barbara Ott at 2:00 p.m.

II. ROLL CALL Action 20/21-334

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 Claims Manager	Ms. Kim Michels
Senior Examiner	Ms. Erika Schwartz
JPA Administrator	Ms. Ashley Malady

PUBLIC COMMENTS

No Public Comments.

III. APPROVAL / CHANGES TO AGENDA Action 20/21-335

A motion was made by Ms. Kantor to approve the agenda as presented, seconded by Mr. Dixon and carried to approve the September 16, 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

IV. CLOSED SESSION Claims Administration **Action 20/21-336**

The Board adjourned to Closed Session at 2:02 p.m. Ms. Schwartz discussed the following claims.

A. SETTLEMENT RATIFICATIONS

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

Claim Number	Claimant	Member
None		

B. SETTLEMENT AUTHORITY REQUESTS **(P.2)**

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

Claim Number	Claimant	Member
WOCB-009332	[REDACTED]	Orange County Dept. of Education
WOCB-009353	[REDACTED]	Orange County Dept. of Education

C. MEDICAL MANAGED CARE **(P.5)**

Ms. Kantor requested COVID-19 tests requested from Providers be passed through. She noted a test on the Utilization Review detail report on pg. 32. Sedgwick agreed with the adjustment and will make the adjustments to the report.

Ms. Kantor also noted the X-ray of the right knee on pg. 29 and requested the report be passed through. Sedgwick will review and report back to the Board during the October meeting.

Ms. Garcia discussed the Managed care cap for fiscal year 19/20 and the underpaid fees against the cap set rate. The Board agreed to have Sedgwick bill the balance of \$4,258.95 to the JPA directly for managed care cap difference.

D. EXCESS CLAIM MATRIX REVIEW **(P.73)**

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

E. OVERPAYMENT LOG **(P.82)**

Ms. Michels noted there are no overpayments.

F. QUARTERLY LARGE LOSS CLAIM REVIEW **(P.83)**

Ms. Schwartz discussed the claim files as presented.

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

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

ABSENT: None

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

REPORT FROM CLOSED SESSION

The Board came out of Closed Session at 2:40 p.m., and Ms. Ott reported the Board took action on settlement requests.

V. CONSENT CALENDAR (P.5) Action 20/21-337

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

- A. APPROVAL OF MINUTES – August 19, 2020
- B. FINANCIAL REPORTS – (July 2020)
- C. BANK RECONCILIATION – (July 2020)
- D. APPROVAL OF PAYMENTS – (September 2020)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

Period	Amount
August 1, 2020 – August 15, 2020	\$79,453.40
August 16, 2020 – August 31, 2020	\$56,274.71
Total:	\$135,728.11

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

ABSENT: None

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

VI. JPA ADMINISTRATION

- A. RECEIVE ANNUAL REPORT TO SIP **(P.19) Action 20/21-338**
FISCAL YEAR 2019/20

Ms. Kantor noted she is working on completing the new J-1 Form requirement effective this year.

Information item only, item will return in October.

- B. RE-OPENING AFTER COVID-19 **(P.20) Information 20/21-339**

The Board discussed the safe return to work practices that are in place at each Members location.

Ms. Garcia updated the Board on the new SB1159 Bill that is pending execution which will have an immediate impact on how we handle tracking, reporting and management of COVID-19 exposures in California adding responsibility for employers and administrators.

The Board questioned if their policy covers clusters and if COVID could be considered one occurrence with features. Sedgwick will review the policy and ask Gallagher to weigh in. Sedgwick will report back to the Board during the October meeting.

VII. REIMBURSEMENT PROGRAMS

- A. SAFETY CREDIT PROGRAM **(P.21) Action 20/21-340**

One safety credit program reimbursement was received requesting \$75.24 for Orange County Dept. of Education.

A motion was made by Ms. Kantor to approve the Safety Credit Program reimbursement expenses of \$575.24. Mr. Dixon seconded the motion and the motion carried.

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

ABSENT: None

NOES: None
ABSTAIN: None

- B. FIRST AID PROGRAM **(P.26) Action 20/21-341**

There were no Safety Credit requests.

- C. TRAVEL REIMBURSEMENT PROGRAM **(P.27) Action 20/21-342**

No travel requests were received for this meeting.

VIII. INFORMATIONAL REPORTS (P.28) Information 20/21-343

A. AUTHORITY CORRESPONDENCE

Ms. Garcia noted inclusion of Department of Industrial Relations News Release on Cal/OSHA Issues Citations to Multiple Employers for COVID-19 Violations.

B. BOARD COMMENTS

There were no Board Comments.

C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS

There were no Claim Manager comments.

IV. REQUEST FOR CONFERENCE (P.32) Action 20/21-344

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

X. OTHER BOARD COMMENTS

Ms. Ott wished everyone good health.

Ms. Kantor advised the Board she will share the IIPP Addendum for COVID-19 for Orange County Dept. of Education with the other Members.

XI. FOLLOW-UP FROM PREVIOUS MEETING (P.33) Information 20/21-345

Follow ups were discussed during Closed Session.

XII. NEXT MEETING (October 21, 2020, 2:00 p.m., Telephonic)

- 1. Receive Financial Audit Report (Secy-Treas solicits)
- 2. State Treasurer’s Special Districts Financial Transactions Report (Secy-Treas solicits)
- 3. Review Bylaws and Board Policies (Board)
- 4. Re-Opening during COVID-19 (Board)

The Board moved items 1 & 2 to Novembers Meeting.

XIII. ADJOURNMENT Action 20/21-346

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 3:34 p.m.

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

ABSENT: None

NOES: None
ABSTAIN: None