

MINUTES

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

WEDNESDAY, June 16, 2021; 2:00 p.m.

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

Meeting Telephonic Information:

Call in number: 1-213-306-3065

Attendee access code: 355 877 51

Meeting Link:

<https://sedgwick.webex.com/sedgwick/j.php?MTID=m20e2ce3ca199dd3124e9a82896a16e96>

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 Ashley Malady by phone at (951)342-5036, or by email at Ashley.Malady@sedgwick.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 20/21-475

The meeting was called to order by President Mr. Dixon at 2:03 p.m.

II. ROLL CALL Action 20/21-476

Laguna Beach Unified School District	Mr. Jeff Dixon
Ocean View School District	Mr. Felix Avila
Orange County Department of Education	Ms. Ann Kantor
Brea Olinda Unified School District	Mr. Richard Champion

Guest:

Ocean View School District	Mrs. Reagan Headrick
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Sedgwick Risk:

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

PUBLIC COMMENTS

There were no public comments.

III. APPROVAL / CHANGES TO AGENDA Action 20/21-477

A motion was made by Ms. Kantor to approve the agenda as presented, seconded by Mr. Avila and the motion carried to approve the June 16, 2021 agenda as presented.

AYES: Laguna Beach Unified School District
 AYES: Ocean View School District
 AYES: Orange County Department of Education
 AYES: Brea Olinda Unified School District
 AYES: 4
 ABSENT: None

Mr. Jeff Dixon
 Mr. Felix Avila
 Ms. Ann Kantor
 Mr. Richard Champion
 NOES: None
 ABSTAIN: None

IV. CLOSED SESSION Claims Administration Action 20/21-478

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 (P.2)

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

Claim Number	Claimant	Member
WCOB-009567	[REDACTED]	Brea Olinda Unified School District

B. SETTLEMENT AUTHORITY REQUESTS

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

Claim Number	Claimant	Member
None.		

C. MEDICAL MANAGED CARE (P.4)

Ms. Kantor requested clarification on Managed Care Reports.
 Sedgwick will report back to the Board.

D. EXCESS CLAIM MATRIX REVIEW (P.104)

The Board confirmed the report appears to be in order.
 Informational item only, no action taken.

E. OVERPAYMENT LEDGER (P.114)

The Board confirmed the report appears to be in order.
 Informational item only, no action taken.

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

AYES: Laguna Beach Unified School District
 AYES: Ocean View School District
 AYES: Orange County Department of Education

Mr. Jeff Dixon
 Mr. Felix Avila
 Ms. Ann Kantor

AYES: Brea Olinda Unified School District
AYES: 4
ABSENT: None

Mr. Richard Champion
NOES: None
ABSTAIN: None

REPORT FROM CLOSED SESSION

The Board came out of Closed Session at 2:17 p.m., and Mr. Dixon reported the Board took action to approve the settlement ratification in a unanimous vote.

V. CONSENT CALENDAR (P.5) Action 20/21-479

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

- A. APPROVAL OF MINUTES – May 19, 2021
- B. FINANCIAL REPORTS – (April 2021)
- C. BANK RECONCILIATION – (April 2021)
- D. APPROVAL OF PAYMENTS – (June 2021)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

Period	Amount
May 1, 2021 – May 15, 2021	\$101,202.87
May 16, 2021 – May 31, 2021	\$49,645.52
Total:	\$150,848.39

A motion was made by Ms. Kantor to approve items A-E, seconded by Mr. Avila, and the motion carried to approve.

AYES: Laguna Beach Unified School District
AYES: Ocean View School District
AYES: Orange County Department of Education
AYES: Brea Olinda Unified School District
AYES: 4
ABSENT: None

Mr. Jeff Dixon
Mr. Felix Avila
Ms. Ann Kantor
Mr. Richard Champion
NOES: None
ABSTAIN: None

VI. JPA ADMINISTRATION

- A. OFFICIAL AND CORRESPONDENCE ADDRESS (P.21) Action 20/21-480

A motion was made by Ms. Kantor to approve the JPA's official address for business, correspondence and posting notice for FY 2021/22 as presented with no change. The motion was seconded by Mr. Avila, and the motion carried to approve.

AYES: Laguna Beach Unified School District

Mr. Jeff Dixon

AYES: Ocean View School District
AYES: Orange County Department of Education
AYES: Brea Olinda Unified School District
AYES: 4
ABSENT: None

Mr. Felix Avila
Ms. Ann Kantor
Mr. Richard Champion
NOES: None
ABSTAIN: None

B. MEETING SCHEDULE FY 2021/22

(P.22) Action 20/21-481

A motion was made by Mr. Champion to approve the JPA meeting schedule for FY 2021/22 as presented. The motion was seconded by Ms. Kantor, and the motion carried to approve.

AYES: Laguna Beach Unified School District
AYES: Ocean View School District
AYES: Orange County Department of Education
AYES: Brea Olinda Unified School District
AYES: 4
ABSENT: None

Mr. Jeff Dixon
Mr. Felix Avila
Ms. Ann Kantor
Mr. Richard Champion
NOES: None
ABSTAIN: None

C. AUTHORIZE WARRANT SIGNATURES FY 2021/22

(P.24) Action 20/21-482

Ms. Kantor will forward the document to Board Members for signatures.

A motion was made by Ms. Kantor to approve the authorized signatories and execute an Authorization of Signatures form for 2021/22. The motion was seconded by Mr. Avila, and the motion carried to approve.

AYES: Laguna Beach Unified School District
AYES: Ocean View School District
AYES: Orange County Department of Education
AYES: Brea Olinda Unified School District
AYES: 4
ABSENT: None

Mr. Jeff Dixon
Mr. Felix Avila
Ms. Ann Kantor
Mr. Richard Champion
NOES: None

D. DESIGNATE MEDICARE AUTHORIZED REPRESENTATIVE

(P.28) Action 20/21-483

A motion was made by Ms. Kantor to designate Ms. Renee Hendrick as the Medicare authorized representative. The motion was seconded by Mr. Champion, and the motion carried to approve.

AYES: Laguna Beach Unified School District
AYES: Ocean View School District
AYES: Orange County Department of Education
AYES: Brea Olinda Unified School District
AYES: 4
ABSENT: None

Mr. Jeff Dixon
Mr. Felix Avila
Ms. Ann Kantor
Mr. Richard Champion
NOES: None

E. UPDATE JPA TIMELINE

(P.29) Action 20/21-484

Ms. Malady noted removal of Quarterly Investments Reports.

A motion was made by Mr. Avila to approve the JPA timeline for 2021/22. The motion was seconded by Ms. Kantor, and the motion carried to approve.

AYES: Laguna Beach Unified School District
AYES: Ocean View School District
AYES: Orange County Department of Education
AYES: Brea Olinda Unified School District
AYES: 4
ABSENT: None

Mr. Jeff Dixon
Mr. Felix Avila
Ms. Ann Kantor
Mr. Richard Champion
NOES: None

F. UPDATE ATTORNEY AND MEDICAL PANEL

(P.31) Action 20/21-485

A motion was made by Ms. Kantor to approve the updated attorney and medical panel. for 2021/22. The motion was seconded by Mr. Champion, and the motion carried to approve.

AYES: Laguna Beach Unified School District
AYES: Ocean View School District
AYES: Orange County Department of Education
AYES: Brea Olinda Unified School District
AYES: 4
ABSENT: None

Mr. Jeff Dixon
Mr. Felix Avila
Ms. Ann Kantor
Mr. Richard Champion
NOES: None

G. COVID-19

(P.36) Information 20/21-486

The Board discussed the pending OSHA updates and K-12 school guidance that is coming.

VII. REIMBURSEMENT PROGRAMS

(P.37) Action 20/21-487

- A. SAFETY CREDIT PROGRAM
There were no safety credit requests.

- B. FIRST AID PROGRAM **(P.38) Action 20/21-488**
One first aid request for reimbursement was received requesting \$223.02 & \$147.04 for Laguna Beach Unified School District.

A motion was made by Ms. Kantor to approve the first aid request for \$223.02 & \$147.04. The motion was seconded by Mr. Dixon, and the motion carried to approve.

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
AYES: Brea Olinda Unified School District	Mr. Richard Champion
AYES: 4	NOES: None
ABSENT: None	

- C. TRAVEL REIMBURSEMENT PROGRAM **(P.39) Action 20/21-489**
No travel requests were received for this meeting.

VIII. INFORMATIONAL REPORTS

(P.40) Information 20/21-490

- A. AUTHORITY CORRESPONDENCE
None.
- B. BOARD COMMENTS
Mr. Avila noted Ms. Reagan Headrick will be taking over as of July 1st.
The Board discussed reviewing JPA items in July for new members.
- C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS
Sedgwick welcomed the new Board Members and wished retiring Board Members farewell.
Ms. Garcia advised the Board information binders will be mailed prior to July meeting.

IX. REQUEST FOR CONFERENCE

(P.41) Action 20/21-491

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

X. FOLLOW-UP FROM PREVIOUS MEETING

(P.43) Information 20/21-492

- A. Managed Care
Update was distributed via email prior to the meeting.

XI. NEXT MEETING (August 18, 2021, 2:00 p.m., Telephonic)

1. Quarterly Stale-Dated Checks Report (Sedgwick)
2. Quarterly Self-Imposed Increase Report (Sedgwick)
3. Quarterly Investment Report (President)
4. Obtain Actual Payrolls from prior FY (Secy-Treas solicits)
5. Program Summary Binders FY 21/22 (Sedgwick)

XII. ADJOURNMENT

Action 20/21-493

A motion was made by Ms. Kantor to adjourn the meeting at 2:48 p.m. The motion was seconded by Mr. Avila, and the motion carried to approve.

AYES: Laguna Beach Unified School District
AYES: Ocean View School District
AYES: Orange County Department of Education
AYES: Brea Olinda Unified School District
AYES: 4
ABSENT: None

Mr. Jeff Dixon
Mr. Felix Avila
Ms. Ann Kantor
Mr. Richard Champion
NOES: None