

MINUTES

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

**WEDNESDAY, March 17, 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=m836337c52d1f720d4c9352da895477da>

**I. CALL TO ORDER Action 20/21-425**

The meeting was called to order by President Ms. Barbara Ott at 2:02 p.m.

**II. ROLL CALL Action 20/21-426**

**Telephonic Attendees:**

Brea Olinda Unified School District

Ms. Barbara Ott

Laguna Beach Unified School District

Mr. Michael Conlon

Ocean View School District

Mr. Keith Farrow

Orange County Department Of Education

Ms. Ann Kantor

Sedgwick Risk:

Senior Examiner

Ms. Erika Schwartz

JPA Administrator

Ms. Ashley Malady

**PUBLIC COMMENTS**

No Public Comments.

**III. APPROVAL / CHANGES TO AGENDA Action 20/21-427**

*A motion was made by Ms. Kantor to approve the agenda as presented, seconded by Mr. Farrow and carried to approve the March 17, 2021 agenda as presented.*

AYES: Brea Olinda Unified School District

Ms. Barbara Ott

AYES: Laguna Beach Unified School District

Mr. Michael Conlon

AYES: Ocean View School District

Mr. Keith Farrow

AYES: Orange County Department Of Education

Ms. Ann Kantor

NOES: None

ABSENT: None

ABSTAIN: None

**IV. JPA ADMINISTRATION (Part I)**

**A. BYLAW REVIEW, SECOND READ**

**(P.5) Action 20/21-428**

The Board discussed the Bylaws as presented.

*A motion was made by Ms. Kantor to accept the revised Bylaws as presented with a revision date noted on the bottom. The motion was seconded by Mr. Conlon and the motion carried.*

AYES: Brea Olinda Unified School District

Ms. Barbara Ott

AYES: Laguna Beach Unified School District

Mr. Michael Conlon

AYES: Ocean View School District

Mr. Keith Farrow

AYES: Orange County Department Of Education

Ms. Ann Kantor

NOES: None

ABSENT: None

ABSTAIN: None

**B. NET ASSET POLICY REVIEW, SECOND READ**

**(P.37) Action 20/21-429**

*A motion was made by Ms. Kantor to accept the revised Net Asset Policy as presented with a revision date noted on the bottom. The motion was seconded by Mr. Conlon and the motion carried.*

AYES: Brea Olinda Unified School District

Ms. Barbara Ott

AYES: Laguna Beach Unified School District

Mr. Michael Conlon

AYES: Ocean View School District

Mr. Keith Farrow

AYES: Orange County Department Of Education

Ms. Ann Kantor

NOES: None

ABSENT: None

ABSTAIN: None

**C. CONFLICT OF INTEREST CODE, SECOND READ**

**(P.44) Action 20/21-430**

*A motion was made by Ms. Kantor to accept the readopted Conflict of Interest Code as presented with a readopted date noted on the bottom. The motion was seconded by Mr. Conlon and the motion carried.*

AYES: Brea Olinda Unified School District

Ms. Barbara Ott

AYES: Laguna Beach Unified School District

Mr. Michael Conlon

AYES: Ocean View School District

Mr. Keith Farrow

AYES: Orange County Department Of Education

Ms. Ann Kantor

NOES: None

ABSENT: None

ABSTAIN: None

**V. CLOSED SESSION Claims Administration** **Action 20/21-431**

The Board adjourned to Closed Session at 2:08 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-009391		Brea Olinda Unified School District
WCOB-009567		Brea Olinda Unified School District

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

Ms. Kantor noted the reports appear to be in order.  
 Ms. Kantor asked for clarification on case management activity and Sedgwick clarified.  
 The Board discussed a claim that has resurfaced for Huntington Beach.

**D. EXCESS CLAIM MATRIX REVIEW** **(P.85)**

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

**E. OVERPAYMENT LEDGER** **(P.94)**

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 requests, seconded by Mr. Conlon, and the motion carried to approve.*

- |   |                    |
|---|--------------------|
| AYES: Brea Olinda Unified School District   | Ms. Barbara Ott    |
| AYES: Laguna Beach Unified School District  | Mr. Michael Conlon |
| AYES: Ocean View School District            | Mr. Keith Farrow   |
| AYES: Orange County Department Of Education | Ms. Ann Kantor     |
|   | NOES: None         |
| ABSENT: None                                | ABSTAIN: None      |

**REPORT FROM CLOSED SESSION**

*The Board came out of Closed Session at 2:19 p.m., and Ms. Ott reported the Board took action on settlement requests as presented.*

**VI. CONSENT CALENDAR**

**(P.50) Action 20/21-432**

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

- A. APPROVAL OF MINUTES – February 17, 2021
- B. FINANCIAL REPORTS – (January 2021)
- C. BANK RECONCILIATION – (January 2021)
- D. APPROVAL OF PAYMENTS – (March 2021)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

<b>Period</b>	<b>Amount</b>
February 1, 2021 – February 15, 2021	\$69,311.68
February 16, 2021 – February 28, 2021	\$70,036.10
<b>Total:</b>	<b>\$139,347.78</b>

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

- |   |                    |
|---|--------------------|
| AYES: Brea Olinda Unified School District   | Ms. Barbara Ott    |
| AYES: Laguna Beach Unified School District  | Mr. Michael Conlon |
| AYES: Ocean View School District            | Mr. Keith Farrow   |
| AYES: Orange County Department Of Education | Ms. Ann Kantor     |
|   | NOES: None         |
| ABSENT: None                                | ABSTAIN: None      |

**VII. JPA ADMINISTRATION (Part II)**

**D. EXPERIENCE MODIFICATION FACTORS**

**(P.65) Action 20/21-433**

Ms. Kantor presented the experience modifications factors and funding rates.

*A motion was made by Ms. Kantor to approve the funding rate outlined in Plan 1 at \$1.69 rate premium with a 50% confidence level. The motion was seconded by Mr. Conlon, and the motion carried.*

- |   |                    |
|---|--------------------|
| AYES: Brea Olinda Unified School District   | Ms. Barbara Ott    |
| AYES: Laguna Beach Unified School District  | Mr. Michael Conlon |
| AYES: Ocean View School District            | Mr. Keith Farrow   |
| AYES: Orange County Department Of Education | Ms. Ann Kantor     |
|   | NOES: None         |
| ABSENT: None                                | ABSTAIN: None      |

- E. COVID-19 **(P.76) Information 20/21-434**  
The Board discussed vaccinations and COVID claims.  
Ms. Malady discussed Safety National updates as presented.

### **VIII. REIMBURSEMENT PROGRAMS**

- A. SAFETY CREDIT PROGRAM **(P.82) Action 20/21-435**  
One safety credit request for reimbursement was received requesting \$11,351.27 for Orange County Department of Education.  
One safety credit request for reimbursement was received requesting \$1,398.54 for Ocean View School District.

*A motion was made by Ms. Kantor to approve the Safety Credit Program reimbursement expense of \$11,351.27 and \$1,398.54. Mr. Conlon seconded the motion and the motion carried.*

AYES: Brea Olinda Unified School District Ms. Barbara Ott  
AYES: Laguna Beach Unified School District Mr. Michael Conlon  
AYES: Ocean View School District Mr. Keith Farrow  
AYES: Orange County Department Of Education Ms. Ann Kantor  
NOES: None  
ABSTAIN: None

ABSENT: None

- B. FIRST AID PROGRAM **(P.83) Action 20/21-436**  
No first aid requests were received this meeting.
- C. TRAVEL REIMBURSEMENT PROGRAM **(P.84) Action 20/21-437**  
No travel requests were received for this meeting.

### **IX. INFORMATIONAL REPORTS** **(P.85) Information 20/21-438**

- A. AUTHORITY CORRESPONDENCE  
Ms. Malady noted inclusion of Department of Industrial Relations News Release on CA Labor Commissioner Cites Los Angeles McDonald's Franchise more the \$125,000.
- B. BOARD COMMENTS  
The Board provided good feedback on a recommended legal counsel from Sedgwick.  
Ms. Ott reminded everyone Conflict of Interest filing is due April 1st.  
Ms. Ott reminded Ms. Kantor of the Conflict of Interest leaving office form requirement.
- C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS  
Ms. Malady wished everyone a Happy St. Patrick's Day.

**X. REQUEST FOR CONFERENCE (P.88) Action 20/21-439**

No requests submitted for review at this meeting. No action taken.  
Ms. Malady noted the annual RIMS conference is coming up and at this time no  
Members are planning to attend.

**XI. FOLLOW-UP FROM PREVIOUS MEETING (P.89) Information 20/21-440**

A. Coverage for COVID Vaccines  
Item discussed under COVID section.

**XII. NEXT MEETING (April 21, 2021, 2:00 p.m., Telephonic)**

- |  |               |
|--|---------------|
| 1. Excess Insurance Renewal                  | (Secr/Treas)  |
| 2. Complete Conflict of Interest Filing      | (Board)       |
| 3. Quarterly Large Loss Claim Review         | (Sedgwick)    |
| 4. Quarterly Large Stale-Dated Checks Report | (Sedgwick)    |
| 5. Quarterly Self-Imposed Increase Report    | (Sedgwick)    |
| 6. Quarterly Investment Report               | (President)   |
| 7. Prepare Rate Spreadsheet                  | (Secy- Treas) |
| 8. Approve Funding rates                     | (Board)       |
| 9. Review Service Contracts                  | (Sedgwick)    |
| 10. COVID-19                                 | (Board)       |

Ms. Kantor noted Insurance applications were submitted.  
The Board decided to add review of preliminary budget to Aprils meeting.

**XIII. ADJOURNMENT Action 20/21-441**

*There being no further business to discuss, a motion was made by Ms. Kantor, seconded by Mr. Conlon, and carried to adjourn the meeting at 2:44 p.m.*

AYES: Brea Olinda Unified School District	Ms. Barbara Ott
AYES: Laguna Beach Unified School District	Mr. Michael Conlon
AYES: Ocean View School District	Mr. Keith Farrow
AYES: Orange County Department Of Education	Ms. Ann Kantor
	NOES: None
ABSENT: None	ABSTAIN: None