

MINUTES

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

**WEDNESDAY, September 15, 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=m49639fbe3079e1581ba228c233b10b29>

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**I. CALL TO ORDER Action 21/22-518**

The meeting was called to order by President Mr. Dixon at 2:01 p.m.

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**II. ROLL CALL Action 21/22-519**

Telephonic Attendees:

Laguna Beach Unified School District	Mr. Jeff Dixon
Brea Olinda Unified School District	Mr. Richard Champion
Ocean View School District	Ms. Reagan Headrick
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
Workers Compensation, Claims Team Lead	Ms. Bernadette Bates
Workers Compensation, Claims Examiner	Ms. Shielah Doornik
JPA Administrator	Ms. Ashley Malady

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**PUBLIC COMMENTS**

*There were no public comments.*

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**III. APPROVAL / CHANGES TO AGENDA Action 21/22-520**

*A motion was made by Ms. Kantor to approve the agenda as presented, seconded by Mr. Champion and the motion carried to approve the September 15, 2021 agenda as presented.*

AYES: Laguna Beach Unified School District	Mr. Jeff Dixon
AYES: Ocean View School District	Mr. Reagan Hendrick
AYES: Orange County Department of Education	Ms. Ann Kantor
AYES: Brea Olinda Unified School District	Mr. Richard Champion
AYES: 4	NOES: None
ABSENT: None	ABSTAIN: None

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**IV. CLOSED SESSION Claims Administration** **Action 21/22-521**

*The Board moved into closed session at 2:02 p.m. There were no settlement ratifications or requests to report.*

A. SETTLEMENT RATIFICATIONS

Claim Number	Claimant	Member
None		

B. SETTLEMENT AUTHORITY REQUESTS

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

Claim Number	Claimant	Member
None		

C. MEDICAL MANAGED CARE **(P.3)**

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

D. EXCESS CLAIM MATRIX REVIEW **(P.91)**

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

E. OVERPAYMENT LOG **(P.101)**

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

**REPORT FROM CLOSED SESSION**

*The Board came out of Closed Session at 2:09 p.m., and Mr. Dixon noted there was no action taken during Closes Session to report.*

**V. CONSENT CALENDAR** **(P.5) Action 21/22-522**

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

- A. APPROVAL OF MINUTES – June 16, 2021, July 21, 2021, and August 18, 2021
- B. FINANCIAL REPORTS – (July 2021)
- C. BANK RECONCILIATION – (July 2021)
- D. APPROVAL OF PAYMENTS – (September 2021)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

Period	Amount
August 1, 2021 – August 15, 2021	\$67,284.01
August 16, 2021 – August 31, 2021	\$75,515.75
<b>Total:</b>	<b>\$142,799.76</b>

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*A motion was made by Ms. Kantor to approve items A-E 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. Reagan Hendrick
AYES: Orange County Department of Education	Ms. Ann Kantor
AYES: 3	NOES: None
ABSENT: Bred Olinda USD	ABSTAIN: None

**VI. JPA ADMINISTRATION**

A. RECIEVE FINANCIAL AUDIT REPORT **(P.30) Action 21/22-523**  
Ms. Kantor advised the Board the report is in the final stage and will be available for presentation in the November meeting.

B. RECIEVE ANNUAL REPORT TO OSIP **(P.31) Action 21/22-524**  
The Board discussed the annual OSIP reporting requirements.

*A motion was made by Ms. Kantor to receive and approve the estimate future liability in the amount of \$6,897,748 as presented in the Public Self Insurers Claim Liability – Annual Report.*

AYES: Laguna Beach Unified School District	Mr. Jeff Dixon
AYES: Ocean View School District	Mr. Reagan Hendrick
AYES: Orange County Department of Education	Ms. Ann Kantor
AYES: 3	NOES: None
ABSENT: Bred Olinda USD	ABSTAIN: None

C. COVID-19 **(P.35) Information 21/22-525**  
The Board discussed COVID-19 safe work practices.

**VII. REIMBURSEMENT PROGRAMS**

A. SAFETY CREDIT PROGRAM **(P.36) Action 21/22-526**  
One safety credit request for reimbursement was received requesting \$1,010.01 for Orange County Department of Education that was distributed via handout.

*A motion was made by Ms. Kantor to approve the safety credit request for \$1,010.01. The motion was seconded by Ms. Hendrick and the motion carried to approve.*

AYES: Laguna Beach Unified School District	Mr. Jeff Dixon
AYES: Ocean View School District	Mr. Reagan Hendrick
AYES: Orange County Department of Education	Ms. Ann Kantor

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AYES: 3

ABSENT: Bred Olinda USD

NOES: None  
ABSTAIN: None

B. FIRST AID PROGRAM (P.37) Action 21/22-527  
No first aid requests were received for this meeting.

C. TRAVEL REIMBURSEMENT PROGRAM (P.38) Action 21/22-528  
No travel requests were received for this meeting.

**VIII. REQUEST FOR CONFERENCE (P.39) Action 21/22-529**

No requests submitted for review at this meeting. No action taken.  
Ms. Garcia advised the Board that CAJPA was cancelled.

**IX. OTHER BOARD COMMENTS**

Mr. Dixon advised the Board that the Huntington Beach claim files are now located at Laguna Beach USD.

**X. FOLLOW-UP FROM PREVIOUS MEETING (P.41) Information 21/22-530**

Managed care follow-up distributed as handout.

**XI. INFORMATIONAL REPORTS (P.42) Information 21/22-531**

A. AUTHORITY CORRESPONDENCE

Ms. Malady noted inclusion of News Release from DWC that in person hearings are resuming.

B. BOARD COMMENTS

There were no Board comments.

C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS

Ms. Garcia reminder the Board SB1159 reporting requirement is still in effect.

Ms. Garcia reminded the Board that new telephonic meeting requirements go into effect October 1<sup>st</sup>.

**XII. NEXT MEETING (October 20, 2021, 2:00 p.m., Telephonic)**

1. Receive Financial Audit Report (Secy-Treas solicits)
2. Receive State Treasurer's Special Districts Financial Transactions Report (Secy-Treas solicits)
3. Review Bylaws and Board Policies (Board)
4. Quarterly Claim Review (Sedgwick)

The Board decided to remove the review of Bylaws and Board policies since counsel reviewed last fiscal year.

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**XIII. ADJOURNMENT**

**Action 21/22-532**

*A motion was made by Ms. Kantor to adjourn the meeting at 2:37 p.m. The motion was seconded by Mrs. Headrick and the motion carried to approve.*