

MINUTES

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

**Wednesday, June 15, 2022; 2:00 p.m.**

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

Meeting Telephonic Information:

Call in number: 1-213-526-0245

Attendee access code: 151 648 057 8

Meeting Link:

[Click here to join the meeting](#)

Telephonic Locations:

Brea Olinda Unified School District: 1 Civic Center Cir., Level II Conf. Room Brea, CA 92821

Laguna Beach Unified School District: 550 Blumont St. Laguna Beach, CA 92651

Ocean View School District 17200 Pinehurst Lane, Building B Huntington Beach, CA 92647

Orange County Department of Education: 200 Kalmus Drive A-117 Costa Mesa, CA 92626

**I. CALL TO ORDER Action 21/22-644**

*The meeting was called to order by president Mr. Dixon at 2:00p.m.*

**II. ROLL CALL Action 21/22-645**

|                                       |                      |
|---------------------------------------|----------------------|
| Laguna Beach Unified School District  | Mr. Jeff Dixon       |
| Brea Olinda Unified School District   | Mr. Richard Champion |
| Ocean View School District            | Mr. Tim Golden       |
| Orange County Department of Education | Ms. Gina Lance       |

Sedgwick Risk:

|                                            |                      |
|--------------------------------------------|----------------------|
| Workers Compensation, Claims Team Lead     | Ms. Bernadette Bates |
| Workers Compensation, Claims Examiner      | Ms. Sonja Sweeney    |
| JPA Administrator / Client Service Manager | Ms. Ashley Malady    |

**PUBLIC COMMENTS**

*There were no public comments.*

WESTERN ORANGE COUNTY SELF-FUNDED WORKERS' COMPENSATION AGENCY  
MINUTES – June 15, 2022

**III. APPROVAL / CHANGES TO AGENDA Action 21/22-646**

*A motion was made by Mr. Golden to approve the Consent Calendar as presented. The motion was seconded by Mr. Champion and the motion carried.*

|                                             |                      |
|---------------------------------------------|----------------------|
| AYES: Laguna Beach Unified School District  | Mr. Jeff Dixon       |
| AYES: Brea Olinda Unified School District   | Mr. Richard Champion |
| AYES: Ocean View School District            | Mr. Tim Golden       |
| AYES: Orange County Department of Education | Ms. Gina Lance       |
| AYES: 4                                     | NOES: None           |
| ABSENT: None                                | ABSTAIN: None        |

**IV. CLOSED SESSION Claims Administration Action 21/22-647**

The Board moved into closed session at 2:02 p.m. Ms. Sweeney presented the following claims:

**A. SETTLEMENT AUTHORITY REQUESTS (P.3)**

| Claim Number | Claimant   | Member                           | Approved By |
|--------------|------------|----------------------------------|-------------|
| WOCV-008129  | [REDACTED] | Orange County Dept. of Education | Gabe Hsu    |
| WOCY-008726  | [REDACTED] | Orange County Dept. of Education | Gabe Hsu    |
| WCOB-009549  | [REDACTED] | Ocean View School District       | Patti Bray  |
| WCOB-009511  | [REDACTED] | Orange County Dept. of Education | Gabe Hsu    |
| WCOC-009600  | [REDACTED] | Orange County Dept. of Education | Gabe Hsu    |
| WCOC-009594  | [REDACTED] | Orange County Dept. of Education | Gabe Hsu    |
| WCOB-009543  | [REDACTED] | Orange County Dept. of Education | Gabe Hsu    |
| WOCF-009198  | [REDACTED] | Orange County Dept. of Education | Gabe Hsu    |
| WCOC-009657  | [REDACTED] | Orange County Dept. of Education | Gabe Hsu    |

WESTERN ORANGE COUNTY SELF-FUNDED WORKERS' COMPENSATION AGENCY  
MINUTES – June 15, 2022

**B. SETTLEMENT RATIFICATIONS (P.22)**

| Claim Number | Claimant   | Member                           | Settlement Approval                |
|--------------|------------|----------------------------------|------------------------------------|
| WOCB-009320  | [REDACTED] | Orange County Dept. of Education | 4/20/22                            |
| WOCR-008981  | [REDACTED] | Orange County Dept. of Education | Global settlement approved 5/24/22 |
| WOCV-008129  | [REDACTED] | Orange County Dept. of Education | Global settlement approved 5/24/22 |
| WOCY-008726  | [REDACTED] | Orange County Dept. of Education | Global settlement approved 5/24/22 |
| WOCR-009051  | [REDACTED] | Orange County Dept. of Education | 5/25/22                            |

*A motion was made by Mr. Golden to approve the settlement authority requests and settlement ratifications as presented. The motion was seconded by Mr. Dixon and the motion carried.*

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

Mr. Jeff Dixon  
 Mr. Richard Champion  
 Mr. Tim Golden  
 Ms. Gina Lance  
 NOES: None  
 ABSTAIN: None

**C. MEDICAL MANAGED CARE (P.29)**

Ms. Malady discussed the reports as presented.  
 Informational item, no action taken.

**D. OVERPAYMENT LOG (P.89)**

No claim overpayments to report.

**E. CLAIM PERFORMANCE SUMMARY (P.90)**

Ms. Malady discussed the reports as presented.  
 Informational item only, no action taken.

**REPORT FROM CLOSED SESSION**

*The Board came out of Closed Session at 2:36 p.m. and the Board took action on approving settlement authority requests and settlement ratifications as presented. It was a unanimous vote.*

WESTERN ORANGE COUNTY SELF-FUNDED WORKERS' COMPENSATION AGENCY  
MINUTES – June 15, 2022

**V. CONSENT CALENDAR (P.6) Action 21/22-648**

- A. APPROVAL OF MINUTES – May 18<sup>th</sup>
- B. FINANCIAL REPORTS – (April 2022)
- C. BANK RECONCILIATION – (April 2022)
- D. APPROVAL OF PAYMENTS – (June 2022)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

| Period                      | Amount              |
|-----------------------------|---------------------|
| May 1, 2022 - May 15, 2022  | \$101,803.44        |
| May 16, 2022 – May 31, 2022 | \$90,001.97         |
| <b>Total:</b>               | <b>\$191,805.41</b> |

*A motion was made by Mr. Golden to approve items A-E. The motion was seconded by Ms. Lance and the motion carried.*

- |                                             |                      |
|---------------------------------------------|----------------------|
| AYES: Laguna Beach Unified School District  | Mr. Jeff Dixon       |
| AYES: Brea Olinda Unified School District   | Mr. Richard Champion |
| AYES: Ocean View School District            | Mr. Tim Golden       |
| AYES: Orange County Department of Education | Ms. Gina Lance       |
| AYES: 4                                     | NOES: None           |
| ABSENT: None                                | ABSTAIN: None        |

**VI. JPA ADMINISTRATION**

- A. OFFICIAL AND CORRESPONDENCE ADDRESS (P.25) Action 21/22-649

*A motion was made by Mr. Golden to approve the JPA’s official address for business, correspondence and posting notice for FY 2022/23 as presented with no change. The motion was seconded by Ms. Lance, and the motion carried to approve.*

- |                                             |                      |
|---------------------------------------------|----------------------|
| AYES: Laguna Beach Unified School District  | Mr. Jeff Dixon       |
| AYES: Brea Olinda Unified School District   | Mr. Richard Champion |
| AYES: Ocean View School District            | Mr. Tim Golden       |
| AYES: Orange County Department of Education | Ms. Gina Lance       |
| AYES: 4                                     | NOES: None           |
| ABSENT: None                                | ABSTAIN: None        |

- B. MEETING SCHEDULE FY 2022/23 (P.26) Action 21/22-650

The Board discussed meeting once per quarter in person, rotating district location between offices (locations TBD.) The remaining meetings will be held virtually in accordance to the Brown Act.

WESTERN ORANGE COUNTY SELF-FUNDED WORKERS' COMPENSATION AGENCY  
MINUTES – June 15, 2022

*A motion was made by Mr. Dixon to approve the JPA meeting schedule for FY 2022/23 dates as presented, meeting in person only once per quarter and the other meetings in accordance with Telephonic Brown Act requirements. The motion was seconded by Mr. Golden and the motion carried to approve.*

|                                             |                      |
|---------------------------------------------|----------------------|
| AYES: Laguna Beach Unified School District  | Mr. Jeff Dixon       |
| AYES: Brea Olinda Unified School District   | Mr. Richard Champion |
| AYES: Ocean View School District            | Mr. Tim Golden       |
| AYES: Orange County Department of Education | Ms. Gina Lance       |
| AYES: 4                                     | NOES: None           |
| ABSENT: None                                | ABSTAIN: None        |

C. ELECTION OF OFFICERS FY 2022/23 **(P.28) Action 21/22-651**  
The Board discussed election of officers.

*A motion was made by Mr. Champion to have Mr. Dixon act as President, Mr. Champion act as Vice President and Mr. Hsu act as Secretary. The motion was seconded by Mr. Golden and the motion carried.*

|                                             |                      |
|---------------------------------------------|----------------------|
| AYES: Laguna Beach Unified School District  | Mr. Jeff Dixon       |
| AYES: Brea Olinda Unified School District   | Mr. Richard Champion |
| AYES: Ocean View School District            | Mr. Tim Golden       |
| AYES: Orange County Department of Education | Ms. Gina Lance       |
| AYES: 4                                     | NOES: None           |
| ABSENT: None                                | ABSTAIN: None        |

D. AUTHORIZE WARRANT SIGNATURES FY 2022/23 **(P.29) Action 21/22-652**

*A motion was made by Mr. Champion to approve the authorized signatories as elected and execute an Authorization of Signatures form for 2022/23. The motion was seconded by Mr. Golden and the motion carried to approve.*

|                                             |                      |
|---------------------------------------------|----------------------|
| AYES: Laguna Beach Unified School District  | Mr. Jeff Dixon       |
| AYES: Brea Olinda Unified School District   | Mr. Richard Champion |
| AYES: Ocean View School District            | Mr. Tim Golden       |
| AYES: Orange County Department of Education | Ms. Gina Lance       |
| AYES: 4                                     | NOES: None           |
| ABSENT: None                                | ABSTAIN: None        |

WESTERN ORANGE COUNTY SELF-FUNDED WORKERS' COMPENSATION AGENCY  
MINUTES – June 15, 2022

E. DESIGNATE MEDICARE AUTHORIZED REPRESENTATIVE (P.34) Action 21/22-653

*A motion was made by Mr. Dixon to designate Mr. Gabe Hsu as the Medicare authorized representative. The motion was seconded by Mr. Golden and the motion carried to approve.*

|                                             |                      |
|---------------------------------------------|----------------------|
| AYES: Laguna Beach Unified School District  | Mr. Jeff Dixon       |
| AYES: Brea Olinda Unified School District   | Mr. Richard Champion |
| AYES: Ocean View School District            | Mr. Tim Golden       |
| AYES: Orange County Department of Education | Ms. Gina Lance       |
| AYES: 4                                     | NOES: None           |
| ABSENT: None                                | ABSTAIN: None        |

F. UPDATE JPA TIMELINE (P.35) Action 21/22-654

*A motion was made by Mr. Champion to approve the JPA timeline for 2022/23. The motion was seconded by Ms. Lance, and the motion carried to approve.*

|                                             |                      |
|---------------------------------------------|----------------------|
| AYES: Laguna Beach Unified School District  | Mr. Jeff Dixon       |
| AYES: Brea Olinda Unified School District   | Mr. Richard Champion |
| AYES: Ocean View School District            | Mr. Tim Golden       |
| AYES: Orange County Department of Education | Ms. Gina Lance       |
| AYES: 4                                     | NOES: None           |

G. UPDATE ATTORNEY AND MEDICAL PANEL (P.37) Action 21/22-655  
Informational item, no action taken.

G. FINAL BUDGET (P.41) Action 21/22-656  
Item will return for clarification during the July Meeting.

**VII. REIMBURSEMENT PROGRAMS**

A. SAFETY CREDIT PROGRAM (P.43) Action 21/22-657  
There were no safety credit requests.

B. FIRST AID PROGRAM (P.44) Action 21/22-658  
There were no first air reimbursement requests.

C. TRAVEL REIMBURSEMENT PROGRAM (P.45) Action 21/22-659  
No travel requests were received for this meeting.

WESTERN ORANGE COUNTY SELF-FUNDED WORKERS' COMPENSATION AGENCY  
MINUTES – June 15, 2022

**VIII. REQUEST FOR CONFERENCE (P.46) Action 21/22-660**

There were no conference requests.

**IX. INFORMATIONAL REPORTS (P.48) Information 21/22-661**

**A. AUTHORITY CORRESPONDENCE**

Ms. Malady noted inclusion of the Cal/OSHA fact sheet .

Ms. Malady noted inclusion of the 2022 WC renewal information email.

**B. BOARD COMMENTS**

Mr. Dixon thanked everyone for joining as year end is always busy.

**C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS**

Ms. Malady advised the Board that Ms. Garcia asked her to wish the Board a happy start to their summer.

**X. FOLLOW-UP FROM PREVIOUS MEETING (P.53) Information 21/22-662**

There were no follow ups.

**XI. NEXT MEETING (August 17, 2022, 2:00 p.m., Telephonic)**

The Board confirmed the next JPA meeting will be held Telephonically on July 20, 2022 at 2:00 p.m. in accordance with the Brown Act. In August the following items will be discussed:

- |                                            |              |
|--------------------------------------------|--------------|
| 1. Quarterly Opioid Report                 | (Sedgwick)   |
| 2. Quarterly Stale-Dated Checks Report     | (Sedgwick)   |
| 3. Quarterly Self- Imposed Penalty Report  | (Sedgwick)   |
| 4. Obtain Actual Payrolls for prior FY     | (Secr/Treas) |
| 5. Review Program Summary Binders FY 22/23 | (Sedgwick)   |

**XII. ADJOURNMENT Action 21/22-663**

*A motion was made by Mr. Golden to adjourn the meeting at 3:04 p.m. The motion was seconded by Mr. Champion and the motion carried.*

AYES: Laguna Beach Unified School District  
AYES: Brea Olinda Unified School District  
AYES: Ocean View School District  
AYES: Orange County Department of Education  
AYES: 4

Mr. Jeff Dixon  
Mr. Richard Champion  
Mr. Tim Golden  
Ms. Gina Lance  
NOES: None