

MINUTES

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

**Wednesday, November 15, 2023; 2:00 p.m.**

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

Meeting Telephonic Information:

Call in number: 1-213-526-0245

Attendee access code: 657 332 506#

Meeting Link:

[Click here to join the meeting](#)

**I. CALL TO ORDER Action 23/24-879**

*The meeting was called to order by President, Mr. Champion at 2:07pm.*

**II. ROLL CALL Action 23/24-880**

<i>District</i>	<i>Location</i>	<i>Member</i>
Brea Olinda Unified School District	1 Civic Center Circle, Lvl II Brea, CA 92821	<b>Richard Champion</b> President
Ocean View School District	17200 Pinehurst Lane Huntington Beach, CA 92647	<b>Timothy Golden</b> Vice President
Orange County Department of Education	200 Kalmus Drive Costa Mesa, CA 92626	<b>Gabriel Hsu</b> Secretary/Treasurer
Laguna Beach Unified School District	550 Blumont St. Brea, CA Laguna Beach, CA 92651	<b>Jeff Dixon</b>

Sedgwick Risk:

Vice President, Client Services

Asst. Vice President, Risk Services – OSHA

Director Client Services

JPA Administrator

Team Lead, Claims

Ms. Amanda Garcia

Dr. Soha Athanasios

Mr. Erik Baumle

Ms. Jaslynn McDermott

Ms. Bernadette Bates

**PUBLIC COMMENTS**

*There were no public comments.*

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**III. APPROVAL / CHANGES TO AGENDA Action 23/24-881**

*A motion was made by Mr. Dixon to approve the October 15<sup>th</sup>, 2023 agenda as presented. The motion was seconded by Mr. Golden and the motion carried.*

AYES: Laguna Beach Unified School District	Mr. Jeff Dixon
AYES: Orange County Department of Education	Mr. Gabe Hsu
AYES: Brea Olinda Unified School District	Mr. Richard Champion
AYES: Ocean View School District	Mr. Timothy Golden
AYES: 4	NOES:0
ABSENT:0	ABSTAIN: None

**IV. GENERAL BUSINESS**

**A. APPROVAL OF BREA OLINDA UNIFIED SCHOOL DISTRICT BOARD MEMBER ALTERNATE APPOINTMENT (P.5) Action 23/24-882**

*A motion was made by Mr. Hsu to approve Mr. Richard Champion as the voting board representative for Brea Olinda Unified School District and Dr. Valerie Rogers as the alternate board member. The motion was seconded by Mr. Golden and the motion carried.*

AYES: Laguna Beach Unified School District	Mr. Jeff Dixon
AYES: Orange County Department of Education	Mr. Gabe Hsu
AYES: Brea Olinda Unified School District	Mr. Richard Champion
AYES: Ocean View School District	Mr. Timothy Golden
AYES: 4	NOES:0
ABSENT:0	ABSTAIN: None

**V. JPA ADMINISTRATION**

**A. OSHA SERVICES PRESENTATION (P.6) Information 23/24-883**

Dr. Athanasios presented Sedgwick’s OSHA services to the Board.  
Information item only, no action as taken.

**B. CLINICAL CONSULTATION BILLING (P.11) Information 23/24-884**

The Board discussed the various billing options available for Sedgwick’s clinical consultation services.  
Information item only, no action was taken.

**C. STATE CONTROLLER’S SPECIAL DISTRICT FINANCIAL TRANSACTION REPORT (P.12) Action 23/24-885**

The State Controller’s Special District Financial Transaction Report was not available. Item will be brought back for approval at the next meeting.

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**VI. CLOSED SESSION Claims Administration Action 23/24-886**

The Board moved into closed session at 2:33pm.

**A. SETTLEMENT AUTHORITY REQUESTS**

Ms. Bates presented the following claims:

Claim Number	Claimant	Member	Settlement Approval
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

*A motion was made by Mr. Hsu to approve the settlement authority request as presented. The motion was seconded by Mr. Golden and the motion carried to approval.*

AYES: Laguna Beach Unified School District	Mr. Jeff Dixon
AYES: Orange County Department of Education	Mr. Gabe Hsu
AYES: Brea Olinda Unified School District	Mr. Richard Champion
AYES: Ocean View School District	Mr. Timothy Golden
AYES: 4	NOES:0
ABSENT:0	ABSTAIN: None

**B. SETTLEMENT RATIFICATIONS**

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

Claim Number	Claimant	Member	Approved By
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

*A motion was made by Mr. Hsu to approve the settlement ratification as presented. The motion was seconded by Mr. Golden and the motion carried to approval.*

AYES: Laguna Beach Unified School District	Mr. Jeff Dixon
AYES: Orange County Department of Education	Mr. Gabe Hsu
AYES: Brea Olinda Unified School District	Mr. Richard Champion
AYES: Ocean View School District	Mr. Timothy Golden
AYES: 4	NOES:0
ABSENT:0	ABSTAIN: None

**C. MEDICAL MANAGED CARE (P.9)**

Mr Baumle reviewed the medical managed care reports for the Board.

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Information item only, no action was taken.

- D. OVERPAYMENT LOG (P.34)  
 Ms. Bates reviewed the overpayment log.
- E. CLAIM PERFORMANCE ANALYTICS SUMMARY (P.35)  
 Mr. Baumle and Ms. Garcia reviewed the claim performance analytics summary report.

**REPORT FROM CLOSED SESSION**

*The Board came out of closed session at 2:48 p.m. and the Board took action on approving the settlement authority request and the settlement ratification as presented. It was a unanimous vote.*

**VII. CONSENT CALENDAR (P.13) Action 23/24-887**

- A. APPROVAL OF MINUTES – October 18<sup>th</sup>, 2023
- B. FINANCIAL REPORTS – (September 2023)
- C. BANK RECONCILIATION – (September 2023)
- D. APPROVAL OF PAYMENTS – (November 2023)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

Period	Amount
October 1, 2023 – October 15, 2023	\$32,686.54
October 16, 2023 – October 31, 2023	\$162,118.30
<b>Total:</b>	<b>\$194,804.84</b>

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

AYES: Laguna Beach Unified School District	Mr. Jeff Dixon
AYES: Orange County Department of Education	Mr. Gabe Hsu
AYES: Brea Olinda Unified School District	Mr. Richard Champion
AYES: Ocean View School District	Mr. Timothy Golden
AYES: 4	NOES:0
ABSENT:0	ABSTAIN: None

**VIII. REIMBURSEMENT PROGRAMS**

- A. SAFETY CREDIT PROGRAM (P.29) Action 23/24-888  
 One safety credit reimbursement request was received by The Orange County Department of Education in the amount of \$5,160.42.

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*A motion was made by Mr. Golden to approve the safety credit request for \$5,160.42 for Orange County Department of Education. The motion was seconded by Mr. Dixon and the motion carried to approval.*

AYES: Laguna Beach Unified School District	Mr. Jeff Dixon
AYES: Orange County Department of Education	Mr. Gabe Hsu
AYES: Brea Olinda Unified School District	Mr. Richard Champion
AYES: Ocean View School District	Mr. Timothy Golden
AYES: 4	NOES:0
ABSENT:0	ABSTAIN: None

**B. FIRST AID PROGRAM (P.41) Action 23/24-889**

One first aid request for reimbursement was received from The Orange County Department of Education in the amount of \$304.98.

*A motion was made by Mr. Dixon to approve the first aid request for reimbursement for \$304.98 for The Orange County Department of Education. The motion was seconded by Mr. Golden and the motion carried to approval.*

AYES: Laguna Beach Unified School District	Mr. Jeff Dixon
AYES: Orange County Department of Education	Mr. Gabe Hsu
AYES: Brea Olinda Unified School District	Mr. Richard Champion
AYES: Ocean View School District	Mr. Timothy Golden
AYES: 4	NOES:0
ABSENT:0	ABSTAIN: None

**C. TRAVEL REIMBURSEMENT PROGRAM (P.46) Action 23/24-890**

There were no travel reimbursement requests received for this meeting.

**IX. REQUEST FOR CONFERENCE (P.47) Action 23/24-891**

The Annual Conference Review was provided to the Board for selection approval at next month's meeting.

Information item, no action was taken.

**X. INFORMATIONAL REPORTS (P.49) Information 23/24-892**

**A. AUTHORITY CORRESPONDENCE**

The Board was provided with the monthly school of thought safety bulletin.

**B. BOARD COMMENTS**

There were no Board comments

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C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS

Mr. Baumle informed the Board that he has been in contact with Loss Control Services and initial meetings should be scheduled shortly with the individual school districts.

**XI. FOLLOW-UP FROM PREVIOUS MEETING (P.51) Information 23/24-893**

There were no follow ups from the previous meeting.

**XII. NEXT MEETING – December 20<sup>th</sup>, 2023**

1. Quarterly Large Loss Claim Review (Sedgwick)
  2. Quarterly Stale Dated Checks Report (Sedgwick)
- Christmas Luncheon**

**XIII. ADJOURNMENT Action 23/24-894**

*A motion was made by Mr. Golden to adjourn the meeting at 3:14pm. The motion was seconded by Mr. Hsu and the motion carried to approval.*

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

Mr. Jeff Dixon  
Mr. Timothy Golden  
Mr. Gabe Hsu  
Mr. Richard Champion

AYES: 4  
ABSENT: 0

NOES: None  
ABSTAIN: None