

MINUTES

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

Wednesday, September 20, 2023; 2:00 p.m.

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

Meeting Telephonic Information:

Call in number: 1-213-526-0245

Attendee access code: 149 202 373#

Meeting Link:

[Click here to join the meeting](#)

I.	CALL TO ORDER	Action 23/24-849
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The meeting was called to order by President, Mr. Champion at 2:02pm.

II.	ROLL CALL	Action 23/24-850
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<i>District</i>	<i>Location</i>	<i>Member</i>
Brea Olinda Unified School District	1 Civic Center Circle, Lvl II Brea, CA 92821	Richard Champion President
Ocean View School District	17200 Pinehurst Lane Huntington Beach, CA 92647	Timothy Golden Vice President
Orange County Department of Education	200 Kalmus Drive Costa Mesa, CA 92626	Gabriel Hsu Secretary/Treasurer
Laguna Beach Unified School District	550 Blumont St. Brea, CA Laguna Beach, CA 92651	Jeff Dixon

Sedgwick Risk:

Vice President, Client Services
Director Client Services
JPA Administrator
Team Lead, Claims
Claims Examiner

Ms. Amanda Garcia
Mr. Erik Baumle
Ms. Jaslynn McDermott
Ms. Bernadette Bates
Ms. Haley Fleck Chacon

Vendors:

Sand Canyon Urgent Care

Mr. Gene Clarke

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PUBLIC COMMENTS

There were no public comments.

III. APPROVAL / CHANGES TO AGENDA Action 23/24-851

A motion was made by Mr. Dixon to approve the September 20th, 2023 agenda as presented. The motion was seconded by Mr. Hsu 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. JPA ADMINISTRATION

A. SAND CANYON URGENT CARE **Information 23/24-852**
Mr. Clarke discussed various services being offered at Sand Canyon Urgent Care.

B. BOOKKEEPER SERVICE CONTRACT **(P.5) Action 23/24-853**
A motion was made by Mr. Dixon to approve the bookkeeper service contract for FY 2023-2027 between OCDE and WOCSFWCA as presented. The motion was seconded by Mr. Champion 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. PROGRAM SUMMARY BINDERS **(P.6) Information 23/24-854**
Mrs. Garcia presented the Program Summary Binders for FY 23/24 to the Board.
Mr. Champion mentioned personnel updates for Brea Olinda that he would be providing.
Information item only, no action was taken.

V. CLOSED SESSION Claims Administration Action 23/24-855

The Board moved into closed session at 2:30pm.

A. SETTLEMENT AUTHORITY REQUESTS **(P.2)**
Ms. Fleck presented the following claims:

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

A motion was made by Mr. Golden to approve the settlement authority request as presented. The motion was seconded by Mr. Champion 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 (P.6)

Ms. Fleck presented the following claims:

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

A motion was made by Mr. Champion to approve the settlement ratification as presented. The motion was seconded by Mr. Hsu 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.8)

Mr. Baumle discussed the managed care reports as presented.
Information item only, no action was taken.

D. OVERPAYMENT LOG (P.37)

Overpayment for Ocean View School District claimant has been resolved.
Information item only, no action was taken.

E. CLAIM PERFORMANCE ANALYTICS SUMMARY (P.38)

Mr. Baumle presented the CPAT report to the Board.

F. QUARTERLY STALE-DATED CHECK REPORT (P.43)

Ms. Fleck Chacon reviewed the stale-dated check report as presented.

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- G. QUARTERLY LARGE LOSS CLAIM REVIEW (P.44)
Ms. Fleck Chacon reviewed the claims as presented.

REPORT FROM CLOSED SESSION

The Board came out of closed session at 3:05 p.m. and the Board took action on approving the settlement authority request and the settlement ratification as presented. It was a unanimous vote.

VI. CONSENT CALENDAR (P.100) Action 23/24-856

- A. APPROVAL OF MINUTES – August 16th, 2023
- B. FINANCIAL REPORTS – (July 2023)
- C. BANK RECONCILIATION – (July 2023)
- D. APPROVAL OF PAYMENTS – (September 2023)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

Period	Amount
August 1, 2023 – August 15, 2023	\$44,195.16
August 16, 2023 - August 31, 2023	\$115,559.84
Total:	\$159,755.00

A motion was made by Mr. Golden to approve items A-E. The motion was seconded by Mr. Hsu 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

VII. REIMBURSEMENT PROGRAMS

- A. SAFETY CREDIT PROGRAM (P.118) Action 23/24-857

A motion was made by Mr. Golden to approve the safety credit reimbursement request from Orange County Dept. of Education in the amount of \$12,052.75. 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

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AYES: Ocean View School District
AYES: 4
ABSENT:0

Mr. Timothy Golden
NOES:0
ABSTAIN: None

B. FIRST AID PROGRAM

(P.133) Action 23/24-858

A motion was made by Mr. Champion to approve the first aid reimbursement request from Orange County Dept. of Education in the amount of \$774.50. The motion was seconded by Mr. Golden and the motion carried to approval.

AYES: Laguna Beach Unified School District
AYES: Orange County Department of Education
AYES: Brea Olinda Unified School District
AYES: Ocean View School District
AYES: 4
ABSENT:0

Mr. Jeff Dixon
Mr. Gabe Hsu
Mr. Richard Champion
Mr. Timothy Golden
NOES:0
ABSTAIN: None

C. TRAVEL REIMBURSEMENT PROGRAM

(P.145) Action 23/24-859

There were no travel reimbursement requests received.

VIII. REQUEST FOR CONFERENCE

(P.146) Action 23/24-860

There were no conference reimbursement requests.

IX. INFORMATIONAL REPORTS

(P.147) Information 23/24-861

A. AUTHORITY CORRESPONDENCE

There was no authority correspondence including in this meeting.

B. BOARD COMMENTS

Mr. Hsu inquired about the loss control risk assessment and when it would take place.
Mr. Baumle advised that a colleague from loss control will reach out to schedule soon.
Mr. Dixon questioned if SB 1159 will affect the protocols when dealing with staff and students regarding time off.
Ms. Garcia advised that SB 1159 does not determine specific protocols at school.

C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS

Ms. Fleck Chacon advised that she would be out of the office between 10/23/2023-11/17/2023 and advised that Bernadette Bates would be her backup in the interim.

X. FOLLOW-UP FROM PREVIOUS MEETING

(P.148) Information 23/24-862

There were no follow ups from the previous meeting.

XI. NEXT MEETING – October 18, 2023 @ 2:00pm

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| 1. State Treas Spec Dist. Finan. Trans. Report | (Secy-Treas) |
| 2. Receive Annual Report to OSIP | (Sedgwick) |
| 3. Review Bylaws & Board Policies | (Board) |
| 4. Quarterly Excess Claim log | (Sedgwick) |

XII. ADJOURNMENT **Action 23/24-863**

A motion was made by Mr. Dixon to adjourn the meeting at 3:22pm. 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