

MINUTES

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

Tuesday, June 27th, 2024; 2:00 p.m.

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

Meeting Information:

[Click here to join the meeting](#)

I. CALL TO ORDER Action 23/24-983

The meeting was called to order by president, Mr. Champion at 2:00pm.

II. ROLL CALL Action 23/24-984

<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 Board member

Sedgwick Risk:

Vice President, Client Services

Director Client Services

JPA Administrator

Team Lead, Claims

Claims Examiner

Claims Adjuster

Vendors:

Broker, AJ Gallagher

Ms. Amanda Garcia

Mr. Erik Baumle

Ms. Jaslynn McDermott

Ms. Bernadette Bates

Mr. Daniel Conley

Ms. Valeria Oliveros

Mr. Anthony Carlton

PUBLIC COMMENTS

There were no public comments.

III. APPROVAL / CHANGES TO AGENDA Action 23/24-985

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A motion was made by Mr. Dixon to approve the June 27th, 2024 agenda as presented. The motion was seconded by Mr. Hsu and the motion carried.

AYES: 4
ABSENT: 0

NOES: None
ABSTAIN: None

IV. JPA ADMINISTRATION

A. EQUITY RELEASE DISCUSSION **(P.6) Action 23/24-986**
The Board will discuss this at the next meeting.

B. SAFETY CREDITS DISCUSSION **(P.7) Action 23/24-987**
The Board will discuss this item after the equity release has been received.

C. APPROVE EXCESS INSURANCE FOR NEXT FY **(P.16) Action 23/24-988**
D.

A motion was made by Mr. Dixon to approve the proposal from Star Insurance Company from the excess quote with a SIR of \$500,000, a 2 year rate guarantee and a premium of \$291,815. The motion was seconded by Mr. Hsu and the motion carried.

AYES: 4
ABSENT: 0

NOES: None
ABSTAIN: None

E. PREPARE FINAL BUDGET **(P.80) Action 23/24-989**
Mr. Hsu presented the final budget.

A motion was made by Mr. Golden to approve and receive the final budget. The motion was seconded by Mr. Dixon and carried to approval.

AYES: 4
ABSENT: 0

NOES: None
ABSTAIN: None

F. MEETING SCHEDULE FY 2024/25 **(P.82) Action 23/24-990**
The Board agreed to host all meetings virtually in accordance to the Brown act.

A motion was made by Mr. Hsu to approve the 24/25 telephonic meeting schedule in accordance with the Brown Act requirements. The motion was seconded by Mr. Golden and the motion carried to approval.

AYES: 4
ABSENT: 0

NOES: None
ABSTAIN: None

G. ELECTION OF OFFICERS FY 2024/25 **(P.84) Action 23/24-991**

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The Board discussed election of officers.

A motion was made by Mr. Dixon to have Mr. Champion act as President, Mr. Golden act as Vice President and Mr. Hsu act as Secretary for FY 24/45. The motion was seconded by Mr. Champion and the motion carried to approval.

AYES: 4
ABSENT: 0

NOES: None
ABSTAIN: None

G. OFFICIAL AND CORRESPONDENCE ADDRESS **(P.85)Action 23/24-992**

A motion was made by Mr. Champion to approve the JPA's official address for business, correspondence and posting notice for FY 2024/25 as presented with no change. The motion was seconded by Mr. Hsu and the motion carried to approve.

AYES: 4
ABSENT: 0

NOES: None
ABSTAIN: None

H. AUTHORIZE WARRANT SIGNATURES FY 2024/25 **(P.86) Action 23/24-993**

The Certification of Signatures and Authorization to Receive Checks and Documents forms will be distributed to the members via postmail for signatures.

A motion was made by Mr. Champion to add alternate board members on the Certification of Signatures form. The motion was seconded by Mr. Golden and the motion carried to approval.

AYES: 4
ABSENT: 0

NOES: None
ABSTAIN: None

I. DESIGNATE MEDICARE AUTHORIZED REPRESENTATIVE **(P.90) Action 23/24 - 994**

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

AYES: 4
ABSENT: 0

NOES: None
ABSTAIN: None

J. UPDATE ATTORNEY AND MEDICAL PANEL **(P.91) Action 23/24-995**

A motion was made by Mr. Champion to approve the JPA's attorney and medical panel, as presented with no change. The motion was seconded by Mr. Hsu and the motion carried to approve.

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AYES: 4
 ABSENT: 0

NOES: None
 ABSTAIN: None

K. UPDATE JPA TIMELINE

(P.95) Action 23/24-996

A motion was made by Mr. Champion to approve the JPA Timeling as is for FY 2024/25. The motion was seconded by Mr. Golden and the motion carried to approval.

AYES: 4
 ABSENT: 0

NOES: None
 ABSTAIN: None

L. ACTUARIAL CONTRACT RENEWAL

(P.97) Action 23/24-997

A motion was made by Mr. Champion to approve the actuarial renewal contract with Rivelle Consulting Services through June 30, 2027. The motion was seconded by Mr. Dixon and the motion carried to approval.

AYES: 4
 ABSENT: 0

NOES: None
 ABSTAIN: None

V. CLOSED SESSION Claims Administration Action 23/24-998

The Board moved into closed session at 2:35pm. Mr. Conley and Ms. Oliveros presented the following claims:

A. SETTLEMENT AUTHORITY REQUESTS

(P.2)

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

B. SETTLEMENT RATIFICATIONS

(P.12)

Claim Number	Claimant	Member
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

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

AYES: 4

ABSENT: 0

NOES: None
 ABSTAIN: None

- C. MEDICAL MANAGED CARE **(P.14)**
 Mr. Baumle discussed the reports as presented.
 Informational item, no action taken.

- D. OVERPAYMENT LOG **(P.42)**
 Ms. Bates discussed the report as presented.
 Informational item, no action taken.

- E. CLAIM PERFORMANCE ANALYTICS SUMMARY **(P.43)**
 Mr. Baumle discussed the report as presented.
 Informational item, no action taken.

- F. QUARTERLY LARGE LOSS CLAIM REVIEW **(P.55)**
 Ms. Oliveros presented the large loss claim review spreadsheet to the Board.
 Informational Item only. No action taken.

REPORT FROM CLOSED SESSION

The Board came out of Closed Session at 3:20 p.m. and the Board took action on approving five settlement authority requests and two settlement ratifications as presented. It was a unanimous vote.

VI. CONSENT CALENDAR **(P.104) Action 23/24-999**

- A. APPROVAL OF MINUTES – May 15th, 2024
- B. FINANCIAL REPORTS – (April 2024)
- C. BANK RECONCILIATION – (April 2024)
- D. APPROVAL OF PAYMENTS – (June 2024)
- E. REIMBURSEMENT TO JPA IMPREST ACCOUNT –

Period	Amount
June 1, 2024 – June 15, 2024	\$90,471.64
June 16, 2024 – June 30, 2024	\$171, 000.05

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Total:	\$261,471.69
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Recommended action: Approve items A-E.

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: 4
ABSENT: 0

NOES: None
ABSTAIN: None

VII. REIMBURSEMENT PROGRAMS

A. SAFETY CREDIT PROGRAM **(P.125) Action 23/24-1000**
No safety credit reimbursement requests were received for this meeting.

B. FIRST AID PROGRAM **(P.126) Action 23/24-1001**
A first aid reimbursement request was received by the Orange County Department of Education in the amount of \$1,219.64.

A motion was made by Mr. Champion to approve the first aid reimbursement requests from Orange County Department of Education in the amount of \$1,219.64. The motion was seconded by Mr. Dixon and the motion carried to approval.

AYES: 4
ABSENT: 0

NOES: None
ABSTAIN: None

C. TRAVEL REIMBURSEMENT PROGRAM **(P.137) Action 23/24-1002**
A travel reimbursement request was received by the Brea Olinda Unified School District in the amount of \$1,936.70.

A motion was made by Mr. Hsu to approve the travel reimbursement request from Brea Olinda Unified School District in the amount of \$1,936.70. The motion was seconded by Mr. Golden and the motion carried to approval.

AYES: 4
ABSENT: 0

NOES: None
ABSTAIN: None

VIII. REQUEST FOR CONFERENCE **(P.138) Action 23/24-1003**

There were no request for conference reimbursement for this meeting.

IX. INFORMATIONAL REPORTS (P.150) Information 23/24-1004

A. AUTHORITY CORRESPONDENCE

There was no authority correspondence included in this meeting.

B. BOARD COMMENTS

Mr. Dixon wished everyone a happy summer.

Mr. Champion provided positive feedback on the Clinical Consultation services and requested other members to look into joining the program.

Mr. Baumle will provide the Monthly clinical consultation report to Laguna & BOUSD and share with all members

Mr. Golden requested that Patty be included on the Monthly clinical consultation report email as well.

Mr. Champion requested that Sedgwick include the Monthly clinical consultation report as a presentation item on next JPA meeting.

Mr Champion inquire about the gear from CPR it works and questioned if there will be training on the new equipment.

C. CLAIMS/ADMINISTRATION/MANAGER COMMENTS

Mr. Baumle requested a signature from Mr. Champion regarding the Loss Control contract addendum.

X. FOLLOW-UP FROM PREVIOUS MEETING (P.151) Information 23/24-1005

There were no follow up items from the previous meeting.

XI. NEXT MEETING – July 17, 2024

- | | |
|---|----------|
| 1. Quarterly Stale Dated Check Report | Sedgwick |
| 2. Quarterly Self-Imposed Increase Report | Sedgwick |
| 3. Receipt of Actual Policies from Carriers | Broker |
| 4. 24/25 JPA Binders | Sedgwick |

XII. ADJOURNMENT Action 23/24-1006

A motion was made by Mr. Golden to adjourn the meeting at 3:34pm. The motion was seconded by Mr. Hsu and the motion carried to approval.

Time: 3:34pm

AYES: 4
ABSENT: 0

NOES: None
ABSTAIN: None