



DRAFT MINUTES

**SIRMA I JOINT POWERS AUTHORITY WORKERS' COMPENSATION
BOARD OF DIRECTORS MEETING
September 24, 2024
8:30a.m.**

**Board Room
William S. Hart Union High School District
21380 Centre Pointe Parkway, Board Room
Santa Clarita, CA 91350**

1. Call to Order

The meeting was called to order at 8:33am.

2. Roll Call

Acton Agua Dulce Union School District
Antelope Valley Union High School District
Gorman School District
Keppel Union School District
Palmdale School District
Westside Union School District
William S. Hart Union High School District

**Treasurer Lisa Shaaban
President Dawn Schmucker
Vice President Anthony Breschi
Sonia Pishehvar**

A roll call vote was taken and the Manager announced there was a quorum.

3. Approval of Agenda

The Manager requested a change to the Agenda. A motion was made by Sonia Pishehvar to accept the Agenda with the deletion of a claim to be discussed in Closed Session, Keith Nevis. Lisa Shaaban made the second. A roll call vote was taken. The motion passed.

AYES

Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishehvar

NOES

ABSTAIN

4. Public Comments

None.

Acton Agua Dulce USD Board Member Khai Nguyen arrived 8:35am.

5. Correspondence

The Manager presented the correspondence to the Board.

6. Closed Session

A. Claims Settlements and Ratifications

A motion was made by Sonia Pishehvar to move into closed session. A second was made by Lisa Shaaban. Members of the public exited the Board Room. A roll call vote was taken and the Board moved into closed session at 8:40am.

Antelope Valley UHSD Board Member Trixie Flores arrived at 8:40am.

The Kevin Nevis claim was removed from the closed session. Claims were presented by Stephanie Millhollon from Sedgwick. Jen Hamelin from PRISM presented claims from Adminsure.

A roll call vote was taken.

A motion was made by Lisa Shaaban to return to open session. A second was made by Sonia Pishehvar. A roll call vote was taken. The motion passed.

AYES

Khai Nguyen
Trixie Flores
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishevvar

NOES

ABSTAIN

The Board returned to open session at 8:54.am. Members of the public returned to the Board Room. President Schmucker announced that action was taken during closed session.

7. JPA Administration

A. PRISM Program Internal Guarantee Account (PIGA)

Jen Hamelin, Chief Claims Officer from PRISM joined the meeting. Jen presented a PowerPoint on the topic of Program Internal Guarantee Account (PIGA) that was approved by the PRISM committee in June of 2024. The goal is to avoid assessments to members should the insurance carriers go insolvent.

B. Biennial Review Conflict of Interest Policy

The Manager presented information to the Board and review of the JPA's Conflict of Interest Code for any needed changes. The Board reviewed the questions posed and determined no changes were necessary. A motion was made by Sonia Pishevvar to continue with the current Conflict of Interest Code. A second was made by Lisa Shaaban. A roll call vote was taken. The motion passed. The Manager will notify the County of Los Angeles COI Desk with the required documentation.

AYES

Khai Nguyen
Trixie Flores
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishevvar

NOES

ABSTAIN

C. PRISM’s Claims Audit Results

The Manager reviewed the PRISM claims audit for Sedgwick overall resulting in an Exceeds Expectations score and, the SIRMA PRISM audit resulted in a Meets Expectations score.

D. Annual January In-Service Meeting

The Manager received ideas from the Board for topics pertaining to the Annual January In-Service meeting. Members were invited to continue to submit ideas to the Manager.

- Strategic Planning Session (SWOT) with the possibility of PRISM’s Rick Brush facilitating.
- Special Education de-escalation training by POMS.
- Workers’ Compensation review and updates.
- PRISM present data pertaining to claims settlements via Compromise and Release.

E. Conference Attendance

The Manager presented information about the February 2025 PARMA Conference in Anaheim. Board members requested attendance are listed and the Manager will secure their registration. Members will be responsible for securing their travel and hotel accommodations and presenting receipts for reimbursement. Members are invited to contact the Manager before the November meeting should they wish to attend the Conference.

A motion was made by Lisa Shaaban to register the Board members noted below. A second was made by Trixie Flores. A roll call vote was taken. The motion passed.

- Dawn Schmucker
- Anthony Breschi
- Trixie Flores
- Sonia Pishehvar

AYES

Khai Nguyen
Trixie Flores
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishehvar

NOES

ABSTAIN

8. Financials

None.

9. Loss Control

A. Loss Control Update

Maria Brunel of POMS and Associates introduced several of POMS' new team members in person and within her PowerPoint presentation. Maria reviewed services provided since the May JPA meeting and noted services in progress. POMS has reached out to the new Board member at Acton Agua Dulce USD to review their needs. Maria reviewed extensive information contained in the Agenda pertaining to OSHA Regulations and Workplace Violence Plans. Members were reminded that POMS is contracted by the JPA to provide loss prevention services. The fee for POMS' services are paid by each member through the Manager and accounting firm with member loss prevention funds and their safety credits.

B. Company Nurse Workplace Violence Prevention (WVP) Reporting Log

Since the May meeting, some members opted to engage Company Nurse to receive reports for workplace violence events. Those members engaging Company Nurse discussed how the program is progressing. The Board voted in May to have the JPA pay for the monthly subscription of \$99 per month. Each member who engaged Company Nurse would be charged \$19 per call logged and those fees would be paid with loss prevention funds or safety credits. The members may opt in or out at will.

10. Consent Items

Approval of Minutes from regular meeting of May 28, 2024.

- A. Check Register 5.1.24 to 8.31.24
- B. Quarterly Treasurer's Report of 6.30.24
- C. Draft Quarterly Financial Report of 6.30.24

A motion was made by Sonia Pishehvar to accept the consent items as presented. A second was made by Lisa Shaaban. A roll call vote was taken. The motion passed.

AYES

Khai Nguyen
Trixie Flores
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishehvar

NOES

ABSTAIN

11. Information

Board Comments

Sonia Pishehvar recapped the CAJPA Conference, enjoyed the sessions and thanked everyone who attended. Dawn Schmucker thanked Jen Hamelin from PRISM for attending the meeting and her presentation.

JPA Broker Comments

John Massari reminded members the importance of utilizing the loss prevention services of POMS and PRISM. Loss prevention is a critical piece of reducing employee injuries and overall costs of the program. John also commented that Alliant would be pleased to share with the Board information about the insurance marketplace, could utilize historical data for the members.

Jen Hamline of PRISM mentioned that PRISM helped lobby against the SB 1205 that would have cost employers billions in workers' compensation benefits and administration fees. The Bill was gutted leaving the portion where employers need to make efforts to accommodate industrially injured employees' medical appointments during the work-day or potentially face discrimination. Documentation is important.

Manager Comments

The Manager reviewed some of the tasks completed since the May meeting, that the Annual Report had been submitted by Dawn and the final financial piece will be submitted on time. Information for premium adjustments based on payroll are in progress as is the data collection for the 25/26 renewal due October 4, 2024.

Claims Administrators' Comments

Misael Peraza of Sedgwick noted they are hosting an online webinar reviewing industry trends, they are completing SIMS training with Acton today.

Jaymin Allen of Adminsure noted Company Nurse quickly resolved their system issues. There has been an uptick in psyche/PTSD claims (which are not presumptive for school employees).

Agenda items for the next meeting November 19, 2024 at 8:30am at Antelope Valley Union High School District.

- Annual Report to Office of Self-Insurance Plans for run off claims.
- POMS to review restraining order information in effect 1/1/25.
- Manager to review any update on new Posting Notice effective 1/1/25.

12. Adjournment

The meeting adjourned at 10:34am.