



## MINUTES

### SIRMA I JOINT POWERS AUTHORITY WORKERS' COMPENSATION BOARD OF DIRECTORS MEETING

March 23, 2021

8:30 a.m.

### VIRTUAL MEETING

#### 1. Call to Order

President Sonia Pishehvar called the meeting to order at 8:33am.

#### 2. Roll Call

Roll call was taken and a quorum was established.

Acton Agua Dulce Union School District, not present  
Antelope Valley Union High School District, not present  
Gorman School District, Joe Andrews  
Keppel Union School District, Lisa Shaaban joined after vote on Item 3.  
Palmdale School District, Dawn Schmucker  
Westside Union School District, Shawn Cabey  
William S. Hart Union High School District, Sonia Pishehvar

#### 3. Approval of Agenda

The JPA manager announced that the premium contribution handout referenced in Item 7.B. would not be provided at this meeting. A motion was made by Joe Andrews and seconded by Shawn Cabey to accept the Agenda as presented with the change to Item 7.B. as presented. The motion carried.

AYES:

Joe Andrews  
Dawn Schmucker  
Shawn Cabey  
Sonia Pishehvar

NOES:

None

Abstention:

None

**4. Correspondence**

JPA manager presented CalOSHA Emergency Temporary Regulations training calendar; email to all members regarding the Norm Peterson Return-to-Work program results and Keppel USD and William S. Hart UHSD savings; Norm Peterson informational flyer was included; a copy of the PRISM vaccine blog was shared; a letter from PRISM with instructions about responding to the AmTrust excess claims audit.

**5. Closed Session**

**A. Claims Settlements and Ratifications**

A motion to move into Closed Session was made by Shawn Cabey and seconded by Joe Andrews. The motion carried.

AYES:

- Joe Andrews
- Dawn Schmucker
- Shawn Cabey
- Sonia Pishehvar
- Lisa Shaaban

NOES:

None

Abstention:

None

VINSA moved non Board members into the Zoom waiting room. The Board went into closed session at 8:41am.

Employee	Claim Number	District
Donna Hartel	20192000122	Westside USD
Jacqueline Reed	20192000200	Westside USD
Laurie Green	20172000509	Westside USD
Breanna Anderson	20182001411	Westside USD
Jassenoff, Karen	1335-WC-05-0500176	Antelope Valley Union High School District
Jassenoff, Karen	1335-WC-05-0500176	Antelope Valley Union High School District
LeDuff, Jeffrey	1335-WC-16-0500119	Antelope Valley Union High School District
Murray, Donna	1335-WC-17-0500195	Antelope Valley Union High School District
Autry, Francine	1331-WC-20-0000067	Palmdale School District
Moore, Monique	1331-WC-20-0000017	Palmdale School District
Saul, Eddie	1331-WC-20-0000028	Palmdale School District
Shepherd-Lopez, Paula	20197000096	Palmdale School District
Trammell, Ella	1331-WC-19-0000149	Palmdale School District
Ward, Delores	20197000006	Palmdale School District

Shaun Perryman presented claims administered by Sedgwick. Kristen Vanscourt presented claims administered by Adminsure.

A motion was made by Dawn Schmucker and seconded by Shawn Cabey to return to open session. The motion carried.

AYES:

Joe Andrews  
Dawn Schmucker  
Shawn Cabey  
Sonia Pishehvar  
Lisa Shaaban

NOES:

None

Abstention:

None

President Sonia Pishehvar announced that the Board returned to open session at 8:47am and that the Board voted to approve the claims as presented.

## 6. JPA Administration

### A. Board of Director/Alternate Appointment

Agha Ahsan Mirza was welcomed from Acton Agua Dulce USD. Mr. Mirza will provide the JPA Management with a copy of the Resolution naming him as the Board of Director for SIRMA I JPA following the next school board meeting.

### B. Contract Review

Sedgwick presented their one year contract at a flat annual rate of \$10,000.00 from 7/1/21 to 7/1/22 for claims administration of the JPA's run-off claims. A motion was made by Shawn Cabey and seconded by Joe Andrews to accept the contract as presented. The motion carried.

AYES:

Joe Andrews  
Dawn Schmucker  
Shawn Cabey  
Sonia Pishehvar  
Lisa Shaaban

NOES:

None

Abstention:

None

### C. Form 700

The JPA manager reminded members to submit their Annual Filing due by April 2, 2020 through the County of Los Angeles website. An informational memo was provided.

D. Pool Trustees' E&O/D&O and EPLI Policy

The JPA manager advised the full board that the application for the Directors' and Officers'/EPLI policy had been completed, signed by President Pishehvar and submitted to Alliant for a quote to bring back to the Board at the May 18 2021 meeting.

E. Conference Attendance

The JPA manager announced the next conference is CAJPA in September and the current plan is for an in-person conference at South Lake Tahoe.

F. Draft JPA Meeting Schedule 21/22

The JPA manager presented a draft meeting schedule for 21/22 for the Board to review prior to the schedule being placed on the May 18, 2021 agenda for final adoption.

## 7. Financials

A. Draft Actuarial Report

Greg Beaulieu and Mike Harrington of Bickmore Actuarial presented the draft actuarial report for 21/22 for the Board's consideration and adoption. Workers' compensation is in a fairly good place currently, there was a temporary decline in the number of claims frequency and severity but the final expenses of those claims are unknown. The SIR should be \$125K; the rate is \$1.21 per \$100 of payroll for 21/22.

A motion was made by Shawn Cabey and seconded by Dawn Schmucker to accept the actuarial report as final with the change to the SIR to \$125,000.00. The motion carried.

AYES:

Joe Andrews  
Dawn Schmucker  
Shawn Cabey  
Sonia Pishehvar  
Lisa Shaaban

NOES:

None

Abstention:

None

B. PRISM Primary & Excess Workers' Compensation Premium Indication 21/22

Lilian Vanvieldt presented to the Board. The workers' compensation is stable compared to other coverages like property and liability. There is just a little relief in workers' compensation. The cost of COVID claims remains unknown with most claims being low dollar, however, there are some extremely costly claims from \$1.5MM to \$19MM. We expect premium information from PRISM next week along with information about a rebate.

## 9. Loss Control

### A. Loss Control Update

Maria Brunnel from POMS discussed recent Safety Spotlights, a link to the vaccine webinar. POMS is working on developing training for leadership for reintegration as classes begin to open up and schools are discussing in-person learning.

## 10. Consent Items

Consent items were reviewed by Ritesh Sharma of Sedgwick, the accounting firm for the JPA.

A motion was made by Joe Andrews and seconded by Dawn Schmucker to accept the Consent items as presented. The motion carried.

AYES:

Joe Andrews

Dawn Schmucker

Shawn Cabey

Sonia Pishehvar

NOES:

None

Abstention:

None

(Lisa Shaaban had to leave the meeting)

## 11. Information

### Visitor Comments

There were no visitors and no comments.

### Board Comments

Joe Andrews announced his upcoming retirement leaving the district at the end of June.

### Manager Comments

The Board may increase their safety credits from 3% if they wish. 20/21 quarterly premium contribution invoices have been distributed and payments are due to Sedgwick by April 21, 2021.

### Claims Administrators' Comments

Amanda Garcia of Sedgwick announced that the EIA-MPN now includes a ProActive Chatsworth location. They will be closed on the weekends but open late. Amanda introduced Heidi Hough who will be replacing Amanda as the SIRMA I client services manager.

Kristen Vanscourt of Adminsire announced that the recent Governor Newsom legislation has extended paid sick leave by up to 80 hours related to COVID and it is from 1/1/21 to 9/30/21. Kristen also reminded the two member districts they serve to please continue to report COVID cases and tests to Adminsire.

12. Adjournment

The meeting adjourned at 9:43am.