



## MINUTES

### SIRMA I JOINT POWERS AUTHORITY WORKERS' COMPENSATION BOARD OF DIRECTORS MEETING November 17, 2020 8:30 a.m.

#### VIRTUAL MEETING

#### 1. Call to Order

President Sonia Pishehvar called the virtual meeting to order at 8:40am

#### 2. Roll Call

Roll call was taken and a quorum was confirmed.

Acton Agua Dulce Union School District, **Lynn David**  
Gorman School District, **Joe Andrews**  
Westside Union School District, **Shawn Cabey**  
William S. Hart Union High School District, **Sonia Pishehvar**

#### 3. Approval of Agenda

A motion was made by Shawn Cabey and seconded by Lynn David to approve the agenda as presented. The motion passed.

AYES:

Lynn David  
Joe Andrews  
Shawn Cabey  
Sonia Pishehvar

NOES:

None

ABSTAIN:

None

#### 4. Correspondence

Correspondence was presented by Angela Hatley as information only.

**5. Articles of Interest**

Articles of interest were presented by Angela Hatley. This was information only.

**6. Closed Session**

A motion to move to closed session was made by Lynn David and seconded by Joe Andrews. Veronica Ibarra moved those not part of closed session into the virtual waiting room. The Board moved into closed session at 8:50am.

**AYES:**

Lynn David  
 Joe Andrews  
 Shawn Cabey  
 Sonia Pishehvar

**NOES:**

None

**ABSTAIN:**

None

<b>Claimant</b>	<b>Claim Number</b>	<b>District</b>
Lisa Burns	1311-WC-19-0000959	Palmdale School District
Nagla Hamed	1331-WC-0500495	Palmdale School District
Rubie Gonzales	1331-WC-19-0000107	Palmdale School District
George Blackstone	1331-WC-19-00000086	Palmdale School District
Marsha Allen	1331-WC-17-0500499	Palmdale School District
Eriko Welsh	1331-WC-19-0000004	Palmdale School District
Gloria Tavares	1331-WC-19-0500096	Palmdale School District
Mary Malocco	1331-WC-18-0500461	Palmdale School District
Estela Ortiz	1331-WC-19-0000040	Palmdale School District
Brad Squires	20197000026	Palmdale School District
Kym Warmuth	1331-WC-14-0500453	Palmdale School District
Paula Calderone	1331-WC-19-0500092	Palmdale School District
Cameron Elliot	20192000731	William S. Hart UHSD
Karen Cowell	20182000960	William S. Hart UHSD
Kerry Riccio	20152001615	William S. Hart UHSD
Jacquelyn Reed	20192000200	Westside USD
Theresa Warford	20172001532	William S. Hart UHSD
Sean Deichman	20192000759	William S. Hart UHSD
Matt Domino	20172001424	William S. Hart UHSD
Dolores Onate	20182001528	William S. Hart UHSD
Carol Jackson	20172000391	William S. Hart UHSD
Maxine Perez	20182000914	William S. Hart UHSD
Dorothy Fratantoni	20182001352	William S. Hart UHSD

## SIRMA | JPA

The foregoing claims for Antelope Valley Union High School District and Palmdale School District were presented to the Board by Sherry Lancaster of Adminsure. Claims for Westside Union School District and William S. Hart Union High School District were presented by Shaun Perryman of Sedgwick.

A motion was made by Lynn David to return to open session. Joe Andrews seconded the motion. The meeting returned to open session at 9:04am.

### AYES:

Lynn David  
Joe Andrews  
Shawn Cabey  
Sonia Pishehvar

### NOES:

None

### ABSTAIN:

None

President Sonia Pishehvar announced the Board took action on the claims as presented.

## **7. JPA Administration**

### **A. Contract Review**

The JPA manager announced that the Sage Intacct contract would expire February 2021. Sage Intacct declined to align the contract dates with the fiscal year. The contract was presented to the Board for recommended approval for one year.

A motion was made by Shawn Cabey to accept the contract renewal as presented. Joe Andrews seconded the motion. The motion passed.

### AYES:

Lynn David  
Joe Andrews  
Shawn Cabey  
Sonia Pishehvar

### NOES:

None

### ABSTAIN:

None

Ritesh Sharma of Sedgwick indicated the software is very efficient. There are internal approval controls, has transparency and the final approvals are a separate function.

### **B. Office of Self-Insurance Plans**

The 19/20 Annual Self-Insurance Report, AR-2 and AR-2 Addendum and J-1 Forms for run off claims were presented to the Board to ratify the timely submission to the Office of Self-Insurance Plans.

SIRMA I JPA

A motion was made by Joe Andrews to ratify the submission of the mandatory reports. The motion was seconded by Dawn Schmucker. The motion passed.

AYES:

Lynn David  
Joe Andrews  
Dawn Schmucker (joined due to technical issues)  
Shawn Cabey  
Sonia Pishehvar

NOES:

None

ABSTAIN:

None

### **C. January In-Service Meeting Discussion**

The JPA manager presented ideas for the January meeting. This was information only.

### **D. Conference Attendance**

The JPA manager has registered members who wish to attend the virtual 2021 Annual PARMA Conference. Joe Andrews requested registration.

## **8. Financials**

### **A. Financial Audit**

Leslie Ward of CliftonLarsonAllen LLC (CLA) presented the draft Financial Audit of 6.30.20.

A motion was made by Shawn Cabey to accept the Financial Audit as presented. Lynn David seconded the motion. The motion passed.

AYES:

Lynn David  
Joe Andrews  
Dawn Schmucker (joined due to technical issues)  
Shawn Cabey  
Sonia Pishehvar

NOES:

None

ABSTAIN:

None

### **A. Payroll Audit 19/20**

The JPA manager presented the payroll audit information for 19/20. The manager will prepare letters to send to each member district to take direction for either a credit or debit. This was information only.

## **9. Loss Control**

### **A. Loss Control Update**

Amy Dolson of POMS and Associates discussed work that had been conducted virtually. There has been M&O training, virtual ergo evaluations, Hart's winter training and safety spotlights emailed to members. POMS has a risk control roundtable on November 20, 2020. This was information only.

## **10. Consent Items**

- A. Approval of Minutes from 9.22.20
- B. Check Register as of 10.31.20
- C. Treasurer's Report as of 9.30.20
- D. Financial Report 2019 and 6.30.20

A motion was made by Shawn Cabey to accept the Consent Items as presented. Dawn Schmucker seconded the motion. The motion passed.

## **11. Information**

### **Visitor Comments**

None.

### **Board Comments**

Happy Holidays.

### **Manager Comments**

Angela Hatley apologized for the virtual log-on technical difficulties this morning. The run off claims will be reviewed with Sedgwick and the JPA manager will continue to monitor the excess reimbursements. Thank you to Veronica Ibarra from Alliant Insurance Services for managing the Zoom meeting. Members were invited via email and reminded about a Title IX virtual training on December 3 co-hosted by West San Gabriel JPA's, SELF and Alliant Insurance Services. There are many resources about COVID and numerous other topics available through PRISM.

### **Claims Administrators' Comments**

Amanda Garcia of Sedgwick mentioned their employees continue to work remotely and may do so until July.

**12. Adjournment**

A motion was made by Dawn Schmucker to adjourn. The motion was seconded by Shawn Cabey. The meeting adjourned at 9:56am.

**AYES:**

Lynn David  
Joe Andrews  
Dawn Schmucker (joined due to technical issues)  
Shawn Cabey  
Sonia Pishehvar

**NOES:**

None

**ABSTAIN:**

None