

Minutes
Meeting, Board of Trustees
Kansas Workers Risk Cooperative for Counties
September 30, 2021 at 1:00 pm
Clubhouse Inn - Conference Room
924 SW Henderson Road
Topeka, KS 66615

And Zoom Video Conference: <https://us02web.zoom.us/j/3484516681>

The September 2021 meeting of the Board of Trustees of Kansas Workers Risk Cooperative for Counties (KWORCC) via Zoom Video Conference and in person was called to order at 1:08 pm on by Board President Linda Buttron. Trustees attending included: Linda Buttron, Jefferson County Clerk, President; Gary Caspers, Cloud County Commissioner, Vice-President; Wayne Wilt, Cowley County Commissioner, Secretary; Stan McEvoy, Decatur County Commissioner, Controller; Sandy Barton, Stanton County Clerk; Greg Riat, Pottawatomie County Commissioner; and Bonnie “Rob” Roberts, Miami County Commissioner.

Staff participating included Mr. James W. Parrish, Administrator; Ms. Dortha Bird, Deputy Administrator and Staff Counsel; Ms. Nicole Jarboe-Paxson, Executive Assistant and Media Developer; Mr. Brandon Mann, Loss Prevention Manager; Mr. Jesse Pfannenstiel, Marketing Director and Loss Prevention Specialist; Mr. Ben Woner, Loss Prevention Specialist; and Mr. Ralph D. Unger, Member Services Representative.

Also, present were Ms. Amanda Chamberland of TriStar Risk Management (TRISTAR), Mr. Jess Cornejo of Cornerstone Risk Solutions (CRS), Ms. Amy Dukes and Mr. Eric Otting of Wendling, Noe, Nelson & Johnson, LLC (WNNJ) and Mr. Sam Cargnel of Inform Actuarial Consulting.

President Buttron first addressed Agenda Item No. 2, “Approval of the Agenda.” Mr. McEvoy moved to approve the agenda as presented. Mr. Wilt seconded the motion which CARRIED unanimously.

President Buttron then addressed Agenda Item No. 3, “Consideration of Minutes of the Meeting of August 26, 2021.” Ms. Barton moved to approve the

minutes as presented. Mr. Caspers seconded the motion which CARRIED unanimously.

Next, President Buttron asked Mr. Parrish to address Agenda Item No. 4a, Administrator's Report, "Checks Requiring Board Approval and Electronic Transfers of Funds." Mr. Parrish itemized the checks for approval and the electronic transfers of funds. Mr. Roberts moved to approve the checks and ratify the electronic transfers of funds as presented. Mr. Wilt seconded the motion which CARRIED unanimously.

Mr. Parrish then asked Mr. Cargnel to address Agenda Item No. 4b, "KWORCC Actuarial Update: Inform Actuarial Solutions." Mr. Cargnel reported that after review of loss data and discussion with KWORCC and CRS staff, he decreased KWORCC's ultimate loss projections by approximately \$475,000, with policy years 2014-2018 seeing decrease of at least \$100,000 each and policy years 2019 and 2020 each experiencing an increase of \$100,000. Based upon the losses reported for the first eight months of 2021, the loss forecast for policy year 2021 the ultimate loss estimate increased from \$4.0 million to \$5.5 million. The number of claims has remained steady, but the cost of claims has been increasing since 2018. Next, Mr. Cargnel discussed his findings for 2022, concluding that the loss pick is \$1.39 per \$100 of payroll. Based upon the payroll estimates from the membership, the ultimate loss for 2022 is projected to be \$4.3 million. Mr. Cargnel then asked for and responded to questions. President Buttron thanked Mr. Cargnel.

Mr. Parrish next addressed Agenda Item No. 4c, "KWORCC Budget 2022." He explained the line items, how the 2022 budget compares to 2021 and the rationale for any changes. He then recommended approval and responded to questions. After discussion, Mr. Caspers moved to approve the 2022 proposed budget. Ms. Barton seconded the motion which CARRIED unanimously.

Mr. Parrish then asked Mr. Mann to address Agenda Item No. 4d "Annual Meeting Update". Mr. Mann reported that the KWORCC annual meeting will be held on October 18, 2021 in conjunction with the Kansas Association of Counties (KAC) annual conference both in person and via ZOOM. KWORCC's meeting will be at 5:30pm with KCAMP's meeting immediately following. He then presented the slate of nominees for the Trustee positions and discussed how voting will be handled for the hybrid meeting format. Next, Mr. Mann reported on voting delegate appointments. Finally, he reviewed the vendor booth details, including that KWORCC is in booth 45 and the schedule for those attending the booth. He

asked that anyone wishing to be added to the schedule to contact Ms. Jarboe-Paxson.

President Buttron asked for the marketing report pursuant to Agenda Item No. 5. Mr. Pfannenstiel reported on recent marketing activities. He then asked for and responded to questions.

President Buttron requested Ms. Dukes address Agenda Item No. 6, “Financial Report.” Ms. Dukes discussed the financial statements for August 2021 and responded to questions. Mr. Roberts moved to receive and file the financial statements as of August 31, 2021. Mr. McEvoy seconded the motion which CARRIED unanimously.

Next, Ms. Dukes presented the check register for August 2021 and asked for questions or any discussion. Whereupon, Ms. Barton moved to approve checks No. 19848 through 19876 and the direct debits. Mr. Wilt seconded the motion which CARRIED unanimously.

Finally, Ms. Dukes presented the BOK equities investments performance report as of August 31, 2021.

President Buttron addressed Agenda Item No. 7, “Claims Report – TRISTAR Risk Management.” As to Agenda Item No. 7a, “Select Claims Report,” Ms. Chamberland reported on claims and answered questions. She also requested approval of a pending settlement. Mr. Wilt moved to approve the proposed course of action for claim number 19777552. Mr. McEvoy seconded the motion which CARRIED unanimously.

Ms. Chamberland then addressed Agenda Item No. 7b, “Medical Bill Review,” stating that KWORCC experienced a savings of 44% for the month of August as a result of medical bill review performed by TRISTAR.

Mr. Cornejo presented the “Policy Year Performance Review” under Agenda Item No. 7c. This analytical review generated by CRS shows KWORCC's claim history for policy years 2017 through August 2021. The documents consist of graphs that compare the actual paid and incurred losses to the estimated paid and incurred losses and show the actuarial projections. He stated that the charts show the performance status as of the end of August 2021 and should not be considered a guarantee of either good or poor ultimate-loss performance. Mr. Cornejo presented the open and closed claims by policy year. There are 35 open claims for 2010 and prior years out of 13,057 total claims. The majority of the

open claims are in 2020 and 2021. The older open claims are mostly open running awards for medical care.

Under Agenda item No. 8, “Loss Prevention and County Visits,” Mr. Mann presented a report showing county visits by loss prevention staff, beginning April 1, 2021 through September 21, 2021. The data shows that out of a total of 121 working days, there were a total of 194 county visits – an average of 1.60 visits per working day. This exceeds the target of 1.5 county visits per day. During that same period, 275 safety issues were detected and reported to counties.

President Buttron addressed Agenda Item No. 9, “Legal Report.” Mr. Parrish stated there was no legal report at this time.

Under Agenda item No. 10, “Committee Reports” Ms. Barton stated the Personnel Committee met at noon, before the Board Meeting. She reported that the committee looked at the KPERS 457 plan. The committee recommends moving the KWORCC’s 457 plan from BOK to KPERS. Additionally, the committee recommends promoting Mr. Mann to Deputy Administrator. The committee acknowledged the salary plan, reviewed the education endeavors of the staff, and the cost of living data. The committee is recommending a 2.75% cost of living increase in 2022 for KWORCC staff. Ms. Barton moved to approve the course of action outlined by the Personnel Committee. Mr. Roberts seconded the motion which CARRIED unanimously.

President Buttron asked if there was anything for the Board to consider under Agenda Item No. 11, “Other Items.”

There being no further business, President Buttron declared the meeting adjourned at 2:32 pm.

The KWORCC Board of Trustees approved the foregoing minutes on the 18th day of November 2021.

Wayne Wilt, Secretary
KWORCC Board of Trustees