



STATE OF OKLAHOMA

WORKERS' COMPENSATION COMMISSION

M I N U T E S

of the

WORKERS' COMPENSATION COMMISSION

FOR THE STATE OF OKLAHOMA

for the

August 6, 2015

Special Public Meeting

MINUTES OF THE MEETING OF THE WORKERS' COMPENSATION COMMISSION FOR THE STATE OF OKLAHOMA

The members of the Workers' Compensation Commission for the state of Oklahoma met at 1915 N. Stiles Ave., Oklahoma City, Oklahoma, on August 6, 2015.

Members present: Chairman Gilliland, Commissioner Liotta, and Commissioner Young.

Others in attendance on behalf of the Commission: Kim Bailey, Neal Leader, Jay Cannon, Clif Cypert, Andrea Bair, and Holly Miller.

Chairman Gilliland expressed appreciation for those in attendance. After the roll was taken, he announced the presence of a quorum and the Statement of Compliance with the Open Meeting Act was read. The meeting was called to order at approximately 1:30 p.m.

Approval of Minutes

Chairman Gilliland presented the minutes of the July 9, 2015 public meeting for approval.

Motion: Commissioner Young moved to approve the minutes of the July 9, 2015 public meeting.

Second: Commissioner Liotta.

Those voting aye: Commissioner Liotta, Commissioner Young, and Chairman Gilliland.

The motion carried.

1. Discussion and Consideration of Releasing the Letter of Credit for Continental Resources, a Former Own Risk Employer (#17950)

A security deposit posted with the Commission as required by 810:25-9-4 must remain in place, at its existing amount, for two years after an individual own risk employer voluntarily leaves self-insurance. A security deposit may be reduced at the Commission's discretion after the two year waiting period upon application by the employer and submission of current financial statements and workers' compensation loss runs.

A security deposit may be released at the Commission's discretion upon application by the employer and submission of current financial statements and a signed and notarized affidavit, from a duly authorized officer of the employer, affirming that all workers' compensation claims incurred under the own risk permit of the employer have been permanently closed, and the statute of repose for reopening the claims has passed. The Commission considered whether to release a Letter of Credit for Continental Resources in the amount of \$375,000.

Andrea Bair recommended approval.

Motion: Chairman Gilliland moved to continue the discussion and consideration of releasing the letter of credit for Continental Resources until further confirmation of resolution of all claims during the period of self-insurance is made.

Second: Commissioner Young.

Those voting aye: Commissioner Liotta, Commissioner Young, and Chairman Gilliland.

The motion carried.

2. Proposed Commission Approval of Group Self-Insurance Application for New Membership

Commission Rule 810:25-11-3 states a new membership to a self-insurance group may not become effective without Commission approval. All applications for membership are filed with the Commission. The application includes evidence of the execution of the indemnity agreement, power of attorney, and joint and several liability agreement, as required by 810:25-11-15, with signed approval of the applicant by the association, and is accompanied by a current balance sheet and income statement. The Commission considered approving the following applicants to the self-insurance group association to which they are applying for membership or change of ownership for existing member:

Oklahoma Automobile Dealers Self-Insurance Association (#75058)

DLR, LLC dba Mayes KIA – New Member

Mack Truck Sales of Tulsa, Inc. – Existing Member, Ownership Change

Andrea Bair recommended approval.

Motion: Commissioner Young moved to approve the application of DLR, LLC dba Mayes KIA as a member of the Oklahoma Automobile Dealers Self-Insurance Association.

Second: Chairman Gilliland.

Those voting aye: Commissioner Liotta, Commissioner Young, and Chairman Gilliland.

The motion carried.

Motion: Commissioner Young moved to approve the application of Mack Truck Sales of Tulsa, Inc. ownership change as a member of the Oklahoma Automobile Dealers Self-Insurance Association.

Second: Commissioner Liotta.

Those voting aye: Commissioner Liotta, Commissioner Young, and Chairman Gilliland.

The motion carried.

3. Proposed Approval of Additional Independent Medical Examiner for the Commission

Title 85A OS § 112 requires the Workers' Compensation Commission to create, maintain and review a list of licensed physicians who shall serve as independent medical examiners (IMEs). The Commission shall, to the best of its ability, include the most experienced and competent physicians in the specific fields of expertise utilized most often in the treatment of injured employees. The period of qualification shall be two (2) years.

The following physicians have been vetted by the Medical Director and the staff in Medical Services for the Commission's approval:

Michael Basso, PhD

Blake Christensen, DO

Emad Attallah-Wasif, MD

Robert Paul, MD

Houshang Seradge, MD

Dr. Jay Cannon, Medical Director, recommended approval.

Motion: Commissioner Young moved to approve the above listed physicians as independent medical examiners for the Commission.

Second: Commissioner Liotta.

Those voting aye: Commissioner Liotta, Commissioner Young, and Chairman Gilliland.

The motion carried.

4. Discussion and Consideration for Need to Hire New General Counsel

The Commission considered the need to hire new a General Counsel. The previous General Counsel, Kim Bailey, is now serving as the Commission's Executive Director.

Kim Bailey recommended approval.

Motion: Commissioner Young moved to approve the hire of a new General Counsel on a part time basis.

Second: Commissioner Liotta.

Those voting aye: Commissioner Liotta, Commissioner Young, and Chairman Gilliland.

The motion carried.

5. Personnel Policies

The Commission will discuss and consider approving the following agency policies: 1) Personnel Files, 2) Education and Training, and 3) Fair Labor Standards Act & Comp Time Policy.

Clif Cypert, Human Resources Director, recommended approval.

Motion: Commissioner Liotta moved to approve the Personnel Files policy which is labeled Agenda Item 5.1 and is included as part of these minutes.

Second: Commissioner Young.

Those voting aye: Commissioner Liotta, Commissioner Young, Chairman Gilliland.

The motion carried.

Motion: Commissioner Liotta moved to approve the Education and Training policy which is labeled Agenda Item 5.2 and is included as part of these minutes.

Second: Commissioner Young.

Those voting aye: Commissioner Liotta, Commissioner Young, Chairman Gilliland.

The motion carried.

Motion: Commissioner Liotta moved to approve the Comp Time policy, effective August 1, 2015, which is labeled Agenda Item 5.3 and is included as part of these minutes.

Second: Commissioner Young.

Those voting aye: Commissioner Liotta, Commissioner Young, Chairman Gilliland.

The motion carried.

6. The following reports were presented for informational purposes only. No action was taken.

Chairman Gilliland reported on his participation at the Southern Association of Workers' Compensation Administrators (SAWCA) Conference in Williamsburg, Virginia last month. His report is labeled as Agenda Item 6 and is included as a part of these minutes.

Report on the Examination of the Self-Insurance Permits

The Commission discussed the Report on the Review of the Permit Process Self-Insurance Permits from Regulatory Consultants, Inc.

7. A. Executive Session

Pursuant to 25 O.S. § 307(B)(1), an Executive Session was proposed for the purpose of interviewing and discussing the hiring, salary or employment of Candidate A for the position of CFO; and discussing the employment evaluations, promotion, demotion or performance of the Commission's Deputy, Insurance Services under § 307(B)(1).

Motion: Commissioner Young moved to go into Executive Session for the purpose of interviewing and discussing the hiring, salary or employment of Candidate A for the position of CFO; and discussing the employment evaluations, promotion, demotion or performance of the Commission's Deputy, Insurance Services under § 307(B)(1).

Second: Commissioner Liotta.

Those voting aye: Commissioner Liotta, Commissioner Young, and Chairman Gilliland.

The motion carried

B. Vote to Reconvene in Open Session

Motion: Commissioner Young moved to reconvene in Open Session.

Second: Commissioner Chairman Gilliland.

Those voting aye: Commissioner Liotta, Commissioner Young, and Chairman Gilliland.

The motion carried.

No action was taken with regard to the hiring, salary or employment of Candidate A for the position of CFO; and discussing the employment evaluations, promotion, demotion or performance of the Commission's Deputy, Insurance Services.

Announcements

The next regular meeting of the Commission is scheduled for September 10, 2015.

The next special meeting on appeals is scheduled for August 7, 2015.

Adjournment

Motion to adjourn: Commissioner Young.

Second: Commissioner Liotta.

Those voting aye: Commissioner Liotta, Commissioner Young, and Chairman Gilliland.

The motion carried.

The meeting was adjourned.



State of Oklahoma
Workers' Compensation Commission
Policies and Procedures
Personnel File Policy

Effective Date of Policy:	Next Scheduled Review:
Prior Policy:	Policy Number: WCC-4
Last Reviewed:	Replaces Policy Number:
Date Policy Last Revised:	
Approved: Human Resources	Approval Date:

There shall be a minimum standard list of items to be included in the personnel file (See Addendum A).

Personnel files shall not contain medical information on the employee. Medical information required to be maintained shall be kept in a separate set of files.

Except for management review and inspection as necessary, all information contained in a staff member's personnel file is considered confidential, except as otherwise provided in the Open Records Act.

When a staff member has been reprimanded, a written memorandum of the reprimand may be provided to the staff member and another placed in the personnel file.

Employee Access:

All staff members are free to review their personnel files during regular office hours.

Requests to review personnel files should be directed to Human Resources.

Should the file contain any information with which the staff member disagrees, the staff member may add to the file his or her objections or comments concerning that information.

Incidental copies of items will be provided but at any time, management may require a charge for numerous copies.



State of Oklahoma
Workers' Compensation Commission
Policies and Procedures
Personnel File Policy – Addendum A

WCC Personnel File Layout

1. **Benefits File (Brown Jacket) (Front to back)**
 - a. Benefits Enrollment Forms
 - b. Change Request Forms
 - c. Status Changes (Birth, Marriage, Divorce)
 - d. Life Insurance
 - e. SoonerSave
 - f. OPERS
2. **Employee Personnel File (Lt Green Jacket)**
 - a. Disciplinary
 - b. Performance Evaluations
 - c. Status Changes
 - d. Miscellaneous
 - e. Employee Sign-offs
 - f. Hire/Termination Documents
3. **Payroll File (Light Blue Jacket)**
 - a. Leave/Vacation/Furlough
 - b. Wage Designation Forms
 - c. Salary Adjustment
 - d. Deductions
 - e. Direct Deposit
 - f. W-4
4. **Medical File (Red file folder) (NOTE: Medical information on an employee or family member due to FMLA must be maintained as separate medical records)**
 - a. FMLA Requests
 - b. Dr. notes for proof of absence for employees and/or family members.
5. **Workers Comp File (Green file folder)**
 - a. Copy of Accident Investigation Report for all injuries that required medical attention or where the injury results in more than three days absence from work. (Original goes in OSHA Log)
 - b. Any correspondence related to Workers Compensation
6. **I-9 info**
 - a. 1 book for current employees
 - b. 1 book for terminated employees



State of Oklahoma
Workers' Compensation Commission
Policies and Procedures
Education and Training Policy

Effective Date of Policy:	Next Scheduled Review:
Prior Policy:	Policy Number: WCC-6
Last Reviewed:	Replaces Policy Number:
Date Policy Last Revised:	
Approved: Human Resources	Approval Date:

Education and Training

The Workers' Compensation Commission may arrange for employees to attend both formal and informal training programs. Attendance of any authorized training will be treated and compensated the same as a normal work schedule. Employees should bring any training they believe appropriate for enhancing job performance to the attention of their Director for consideration of its addition to the annual training plan.

Professional conferences and seminars which are sponsored by external entities may also be approved for employees to attend under the same approval process. Employees are often required to obtain Continuing Education Units (CEUs) for various certifications or licenses which may or may not be directly related to their jobs. For employees who are licensed or certified in a field directly related to their position, seminars, training or workshops are permitted as part of their normal job function and are subject to funding availability. It is helpful to identify these needs prior to the beginning of the fiscal year so that funding can be determined as early as possible. Often, many courses and seminars are offered at no charge and employees are encouraged to attempt to fulfill CEU requirements through these avenues if possible in order to reduce the burden on state budgets.

Training & Development

A Training Request Form should be approved prior to enrolling in a course or seminar. Upon approval, the signed form should be forwarded to the Human Resources Division to finalize enrollment. Courses sponsored by the State of Oklahoma tend to fill up quickly so planning several months out will help ensure successful enrollment. Courses requiring travel and/or lodging should be planned well in advance to guarantee that the lowest rates are available and should fall within the WCC's Travel policy guidelines.

Annual Training Requirements

All supervisory staff members of the Workers' Compensation Commission are required to attend twelve (12) hours of training per calendar year in courses related to their effective performance. New supervisors are required to complete twenty-four (24) hours of training in their first year.

Click the link below to review the Mandatory Supervisory Training Program & Requirements:

[Mandatory Supervisory Training Program & Requirements](#)



State of Oklahoma
Workers' Compensation Commission
Policies and Procedures
Fair Labor Standards Act & Comp Time Policy

Effective Date of Policy: 08/06/2015	Next Scheduled Review:
Prior Policy:	Policy Number: WCC-1
Last Reviewed:	Replaces Policy Number:
Date Policy Last Revised:	
Approved: Human Resources	Approval Date: 08/06/2015

Policy

It is the policy of WORKERS' COMPENSATION COMMISSION (WCC) to properly account for time worked and leave taken by the WCC's FLSA non- exempt and exempt employees who perform work in excess of the established 40-hour workweek, and to comply fully with the provisions of the Fair Labor Standard Act (FLSA).

Definitions

"Bona fide meal period" means a rest period where the employee must be completely relieved from duty for purposes of eating regular meals. This is not considered work time and is not compensable.

"Compensatory time" is time given to an employee in lieu of overtime pay for hours worked in excess of the established 40-hour workweek.

"director" means the supervisor of the employee.

"Exempt" means an employee who is not covered by the minimum wage and overtime provisions of FLSA.

"FLSA" means Fair Labor Standards Act.

"Non-exempt" means an employee who is covered by the minimum wage and overtime provisions of FLSA or is granted special non-exempt status.

"Overtime pay" is monetary compensation above a non-exempt employee's base pay for the hours he or she performs work in excess of the established 40-hour workweek.

"Workweek" means the following for all job classes with the WCC reserving the right to change employees' hours without notice and may require employees to work overtime with refusal to do so resulting in disciplinary action.

Beginning Time: 12:00 a.m. Sunday morning

Ending Time: 11:59 p.m. Saturday midnight

Workweek: 40 hours

Workdays: Monday through Friday

Hours: 8:00 a.m. to 5:00 p.m. for all employees except employee(s) whose work hours may be shifted by the Executive Director to provide work coverage before 8:00 a.m. and after 5:00 p.m.

"Workweek adjustment" is a change in an employee's regularly scheduled work hours and may be made before or after the extra work is performed and in consideration of the needs of the agency. For example, if an employee who normally works 8 a.m. to 5 p.m. Monday through Friday has worked 40 hours by 1 p.m. Friday, the director may excuse the employee from work at 1 p.m. on the Friday of the workweek.

Procedure

- The WCC's directors and employees shall make every effort to accomplish essential work within the regularly assigned workweek hours.
- The WCC shall utilize workweek adjustments whenever possible to avoid overtime work by employees, and, where workweek adjustments are not possible, to grant employees compensatory time for overtime hours worked.
- Any overtime worked by employees must be necessary to the continued effective operations of the agency and must be managed in the most efficient and economical manner possible.

- Directors are responsible for scheduling a workweek adjustment as necessary to avoid overtime pay or the accrual of compensatory time.
- The director may consider an employee's preference for time off in workweek adjustments. However, the first consideration must be the needs of the agency. Directors are expected to make a reasonable effort to provide employees advance notice of any change in assigned work hours or days.
- Employees shall not earn compensatory time and utilize leave within the same 40-hour work week.
- Compensatory time is accrued by the workweek and shall be accrued and taken in 15-minute increments.

Non-exempt employees

A. Authorization

- Non-exempt employees may be required to work overtime if it is necessary to meet business and emergency operational requirements and if workweek adjustment is not possible;
- Although any overtime worked will be properly compensated as required by law, all non-exempt employees are cautioned that overtime worked without authorization and/or in contravention of instructions given by directors as to hours to be worked may be subject to corrective discipline;
- According to the Wage and Hour Law, either overtime payment or compensatory time must be granted for all hours over 40 worked by an employee in a workweek. Averaging of hours over a two or three week period is not permitted;
- Hours worked in excess of 40 hours in a workweek by a non-exempt employee will be compensated by either a workweek adjustment or with compensatory time; and
- Workweek adjustments at the rate of hour-for-hour may be given within the same workweek in which overtime is earned. Whenever possible, directors are encouraged to adjust the workweek so that non-exempt employees do not work in excess of 40 hours per workweek.

{Example: If an employee normally works 8:00 a.m. to 5:00 p.m. Monday through Friday and has worked 40 hours by 1:00 p.m. Friday, he/she may be given time off from 1:00 p.m. to 5:00 p.m. on the Friday of that workweek. Or, if an employee has taken an hour off on Monday, he/she may work an additional hour on Friday to compensate for the absence on Monday, provided it is approved by the employee's director.}

Time worked is based solely on actual hours on the job, excluding time missed due to leave or holidays.

{Example: Monday is a holiday and the employee does not work. He works 8 hours on Tuesday, Wednesday and Thursday and works 10 hours on Friday. The employee is allowed 2 hours compensatory time, but not at time and one-half because he did not work more than 40 hours that week

B. *Compensatory time* may be granted at the rate of time and one-half for overtime hours worked under the following conditions:

- a. Employees may use accrued compensatory time *within 180 days following the pay period in which it was accrued* provided the taking of compensatory time does not unduly affect agency operations. The balance of any unused compensatory time earned but not taken during this time period must be paid to the employee.
- b. The maximum compensatory time which may be accrued by non-exempt employees is 240 hours.
- c. Employees who have accrued the maximum number of compensatory hours will be paid overtime compensation for any additional overtime hours worked at the rate of one and one-half time their regular rate of pay for each overtime hour worked.
- d. Payment for accrued compensatory time upon termination of employment will be calculated at the average regular rate of pay for the final 3 years of employment, or the final regular rate received by the employee, whichever is higher.
- e. Overtime and compensatory time are accrued by workweek and not pay period.
- f. The unused compensatory time earned by employees prior to promotion into exempt positions with WCC *may not be paid out following promotion* but may be taken by the employee or paid to the employee as overtime prior to promotion.
- g. Compensatory time may not be transferred from one agency to another.
- h. An employee's request to take compensatory time off will be approved, unless the employee's absence on that day unduly disrupts agency operations or endangers public health, safety or property.

- i. Accrued compensatory time must be exhausted prior to the granting of any annual leave for a non-exempt employee except when the employee may lose accrued leave under Merit Rules. Time taken off for sick leave purposes may be applied to either accrued compensatory time or to accrued sick leave and is at the employee's discretion.

C. *Overtime payment for non-exempt employees*

For non-exempt employees, time worked in excess of 40 hours in one workweek will be compensated in the form of compensatory time, unless it is waived by the Executive Director, and then it will be compensated in the form of overtime payment.

Below are two circumstances in which the Executive Director may approve payment for overtime: (1) when newly enacted legislation significantly increases one's workload, and (2) when an extraordinary circumstance arises causing one's workload to increase. ("Extraordinary circumstance" will be determined by the Executive Director.)

Exempt employees – Administrative or Professional

- Are not eligible for overtime pay;
- May be required to work more than 40 hours in a workweek if it is necessary to meet business and emergency operational requirements and if workweek adjustment is not possible;
- Shall not workweek adjust or work in excess of 40 hours without prior authorization from his or her director. Unauthorized overtime time may subject an employee to disciplinary action;
- Are eligible for accrual of compensatory time when work is performed in excess of 40-hours in a workweek. Compensatory time is accrued at one (1) hour of compensatory time for each hour worked in excess of 40 hours or the standard workweek;
- FLSA exempt employees on the regular compensatory time program may accrue up to 120 hours of compensatory time and have up to 180 days to use this time. Compensatory time that is not used within 180 days following accrual will expire and will be removed from timekeeping records;
- Compensatory time cannot be used in advance of its accrual;
- Accrued compensatory time must be exhausted prior to the granting of any annual leave for an exempt employee except when the employee may lose accrued leave under Merit Rules. Time taken off for sick leave purposes may be applied to either compensatory time or to accrued sick leave and is at the employee's discretion; and

- Payments may not be made for compensatory time accrued by an employee on exempt status for any reason, unless it has been approved in writing by the Office of Personnel Management (OPM) based on similar types of exempt work in a prevailing market condition.

Exempt - Executive

- Are not eligible for overtime pay;
- Shall be available more than forty (40) hours in a work week to meet business and emergency operational requirements, therefore, are not eligible for accrual of compensatory time; and
- Shall account for time when unavailable as annual leave or sick leave.

Recordkeeping and Reporting

- All employees shall record in self-service on a weekly basis. Failure to input time may result in a delay of compensation. Falsifying the timesheet may result in disciplinary action up to and including termination.
- All employees shall document in the self-service system the business reason for the compensatory time earned.
- The employee's director shall review and approve each employee's time. The director's approval validates the time sheet of work performed by the employee. Falsifying the time sheet may result in disciplinary action up to and including termination.
- Employees shall be required to use leave for the tardiness or may request approval from director for workweek adjustment.
- Employees shall document work performed by rounding to the nearest quarter hour. Employees may be disciplined for excessive tardiness.

Bona fide Meal Periods and Break Times

- The WCC shall provide non-exempt employees an uninterrupted meal period of at least 30 minutes. To ensure meal periods are uninterrupted employees are encouraged not to eat at their work stations during this time.
- Breaks or short rest periods lasting 15 minutes or less are counted as time worked. The WCC may eliminate breaks as necessary due to staffing or work needs.

- Any exception to the bona fide meal period for non-exempt employees shall require authorization by the Human Resources Division. The exception shall provide justification based on business necessity, consistent application, and comply with the FLSA.
- Any exception to this policy must be authorized in advance by the Human Resources Division.

GUIDE TO FLSA STATUS

EXEMPT POSITIONS

Division	Job Code	Position	Employee	Exempt Qualification (Executive, Administrative or Professional)	Exempt / Non-Exempt Status
		Chairman	Robert Gilliland	Executive	Exempt
		Commissioner	Dr. Leroy Young	Executive	Exempt
		Commissioner	Mark Liotta	Executive	Exempt
		Executive Director	Kim Bailey	Executive	Exempt

		Administrative Law Judge	Shane Curtin	Professional	Exempt
		Administrative Law Judge	Mike Egan	Professional	Exempt
		Administrative Law Judge	Tara Inhofe	Professional	Exempt
		Administrative Law Judge	Blair McMillian	Professional	Exempt
		Administrative Law Judge	Tish Sommer	Professional	Exempt
		Medical Director	Dr. Jay Cannon	Professional	Exempt
		Commission Counsel	Lindsey Christopher	Professional	Exempt
		Director, Insurance Services	Andrea Bair	Professional	Exempt
		HR Services Manager	Clif Cypert	Administrative	Exempt
		Chief Financial Officer	Vacant	Administrative	Exempt

NON-EXEMPT POSITIONS

		Order Writer	Erin Butler Stephany Lively		Non-Exempt
		Docketing	Valerie Rossiter Vicky Stewart		Non-Exempt
		Paralegal	Dana Esparza		Non-Exempt

		Counselor	Eric Russell Teresa Allen		Non-Exempt
		Administrative Assistant	Holly Miller Tiffany Pratt Aubri Wiley		Non-Exempt
		Records/Data Entry	Renea Martin Juanita Mendoza Realla Williams Leslye Cockerell		Non-Exempt
		Insurance Services Clerk	Sharon Smith		Non-Exempt
		Form 3 Processing	Kathryn Fothergill		Non-Exempt
		Compliance Officer	Ray Andrews Virginia Forshee		Non-Exempt
		Purchasing	Vacant		Non-Exempt
		Commission Clerk	Norma McRae		Non-Exempt
		Tulsa Assistant	Julie O'Brien		Non-Exempt



State of
Oklahoma
Workers' Compensation Commission
Policies and
Procedures
Fair Labor Standards Act & Comp Time Policy

To: Employee

From: Kim Bailey, Executive Director

Subject: Acknowledgement of Fair Labor Standards Act Agency Policy

By signing this document and as a condition of your employment, you have read this policy and you have agreed that you are willing to accept compensatory time in lieu of overtime payment for any time worked in excess of 40 hours in one workweek, unless it is waived by the Executive Director. *FLSA non-exempt* employees may receive overtime payment only if the Executive Director has approved it. *FLSA exempt* employees may receive overtime payment only if the Office of Personnel Management has approved it based on a prevailing market condition.

Employee's Signature

Date

Robert H. Gilliland
Chairman

Mark Liotta
Commissioner



Dr. LeRoy Young
Vice Chairman

Kim Bailey
Executive Director

STATE OF OKLAHOMA
WORKERS' COMPENSATION COMMISSION

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MEMORANDUM

OFFICE OF THE CHAIRMAN

TO: WCC Commission

FROM: Robert Gilliland, Chairman, Workers' Compensation Commission

DATE: July 29, 2015

SUBJECT: SAWCA Convention Report

I attended the 67th Annual Convention of the Southern Association of Workers' Compensation Administrators (SAWCA) from July 20 through July 24, 2015. My registration fee was waived in hopes of getting someone from Oklahoma to attend. I was appointed to the Executive Committee and took part in two roundtable discussions as well as the 2015 Leadership Forum involving various topics of interest. I am attaching a copy of the convention brochure. I also had dinner each night with most of the keynote speakers and officers of the convention. Topics of most interest to those attending were as follows:

1. Opt-out in Oklahoma and Texas. There are several states, Tennessee and South Carolina included, that are considering passing opt-out legislation
2. Cyber-security issues
3. Medical Marijuana
4. Self-insurance procedures
5. Recent court decisions affecting workers' compensation administration

All of the presentations and discussions were first rate.

Lastly, I was asked to attend the SAWCA 2015 National Workers' Compensation Regulators College in Orlando, Florida on August 24-25. This is a program designed by veteran state regulators and renowned industry experts who will serve as leaders of the discussion-oriented session. The program is specifically tailored to relatively newly appointed administrators.

67th Annual Convention
Of the
Southern Association of Workers'
Compensation Administrators

July 20-24, 2015

Colonial Williamsburg, Virginia



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program at a glance

Monday July 20, 2015

The "Business of SAWCA" is conducted on Monday with the Executive Committee Meeting at 2PM. Representatives from our member jurisdictions join together with industry leaders to chart the future path for SAWCA. A reception and dinner follows for the Executive Committee & Guests.

Tuesday July 21, 2015

"Colonial Field Trips" created specifically for SAWCA attendees highlight the morning activities. Your Participation is included with registration but space is limited so register early. More Info To Follow Soon.

The Regulators Roundtable, open to all, brings state officials together in an open forum for the most interesting of discussions... Tuesday 2PM

Join us Tuesday evening for the New Member Reception followed by the President's Reception...both events open to all...come and enjoy!

Wednesday July 22, 2015

The morning begins with a Continental Breakfast with our Exhibitors before we welcome our Wednesday Keynote, Frank Neuhauser, who will present "Workers' Compensation in 20 Years...What Will It Look Like"

Two more General Sessions complete the morning...a Cyber-Security expert helps us understand the complex issues of living in a "no privacy" society & Tennessee's Abbie Hudgens moderates a panel discussion on "Alternative Choices To Traditional WC"... Join us as we tackle issues surrounding the recent Oklahoma legislation, the long-standing Texas WC structure, and the newest alternatives being promoted to employers and state agencies.

Hungry yet?...Join us for the Convention Lunch...Everyone is invited.

The afternoon is full of Committee Meetings so attend one or more... Your Choice! SAWCA committees focus on Adjudication, Claims Administration, Administration & Procedures, Self-Insurance/Insurance, Medical Rehab, & Management Information Systems. Great programs planned just for you!

Thursday July 23, 2015

Our morning begins with a continental breakfast with the exhibitors before a panel consisting of medical & legal experts, moderated by Colorado, explores issues surrounding Medical Marijuana in states both legal & not.

Thursday's Keynote, Dr. Larry J. Sabato, shares his insight into the political landscape as he presents "Sabato's Crystal Ball" ... predicting the winners and losers of the coming election cycle. In 2012 the Crystal Ball had a combined accuracy rate of 97% in forecasting the Electoral College, Senate, House & gubernatorial races. Find out what 2016 has in store!



New This Year SAWCA Presents: Leadership Forum 2015

Thursday afternoon SAWCA welcomes State Commissioners, State & Industry Medical Directors, State Chief Judges, & State & Industry General Counsels from across the nation to special leadership forums focused on their unique challenges and issues related to their jurisdiction's workers' comp program. Each Leadership Forum will be hosted by a former SAWCA President and will include a light lunch. No additional cost but registration is required. All Forums begin at noon and will conclude no later than 4:30PM.

Commissioner's Forum: Moderated by Hon. Deneise Lott, Senior Judge, MS

Medical Director's Forum: Moderated by Hon. Karl Aumann, Chair MD

Chief Judge's Forum: Moderated by Hon. Melodie Belcher, ALJ, GA

General Counsel's Forum: Moderated by Hon. Dwight Lovan, Commissioner, KY

Make Plans Now To Be Part Of This Unique Gathering Of Like Professionals

Contact Gary Davis For More Information at 859-219-0194 or gary.davis@sawca.com

Thursday evening concludes with the "Revolutionary Networking Dinner" complete with great food, friends, and special entertainment. Not to miss!

Friday July 24, 2015

Friday morning starts off right with ISO's Friday Farewell "Grits" Breakfast followed by "The Workers' Compensation Tricorne... Revolutionary Medical, Legal & Judicial Issues"... a summary of significant findings brought forth during Leadership Forum 2015. We finish off with a preview of the National Regulators Workers' Comp College & the National Regulators Roundtable, both held in August and finally we enjoy a look ahead to the 2015 ACC at The Greenbrier in White Sulphur Springs, West Virginia... November 16-20, 2015.

SAWCA Event Sponsors!

NCCI / Concentra, Inc. / Trean Corp / Helios / ISO
Virginia Self-Insurers Assoc. / CapTech Consulting
AIG / LCI Workers' Comp

President's Reception... Co-Sponsors

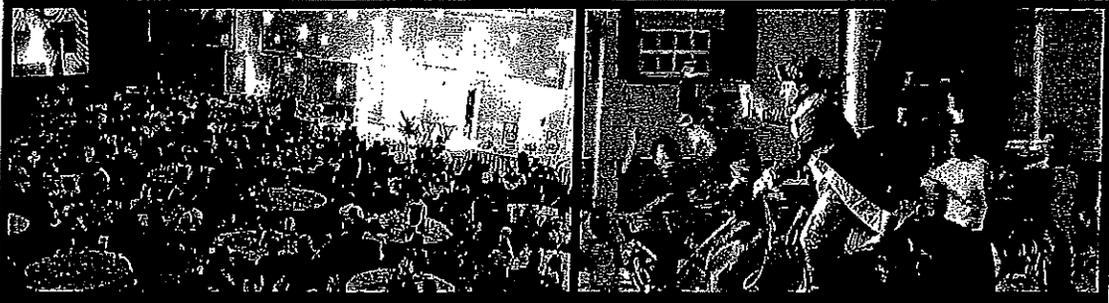
WCI - Workers' Compensation Institute
American Mining Insurance Group

Sponsorships & Co-Sponsorships Available

President's Reception / Convention Luncheon / Welcome Gifts
Audio Visual Booth / Leadership Forum 2015 / Industry Showcase
Regulators Roundtable / "Revolutionary" Networking Dinner

Reserve Exhibit Space Early - Limited Booths Available

For Information call 859-219-0194 / email gary.davis@sawca.com or visit www.sawca.com



SAWCA's 67th Annual Convention

The Williamsburg Lodge / July 20-24, 2015 / Williamsburg, Virginia

Proudly Sponsored By Safety National

The Annual Convention Represents A Unique Opportunity For State Regulators From 20 Jurisdictions Across The South & Industry Professionals Across The Nation To Discuss The Most Important Issues Facing Workers' Compensation & Build Lasting Professional Relationships.

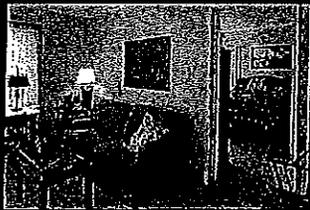
Member Registration: \$650, Discounts For Multiple Attendees Available

Non-Member Registration: \$800 / Companion-Spouse Registration: \$100

Mark Your Calendar Start Your Revolution Plan To Attend Today!

Rooms Starting at \$179...For Reservations Call The Williamsburg Lodge at 800-261-9530

For Convention Information Visit www.sawca.com / call Gary Davis at: (859) 219-0194



Room Reservation Deadline
June 19, 2015



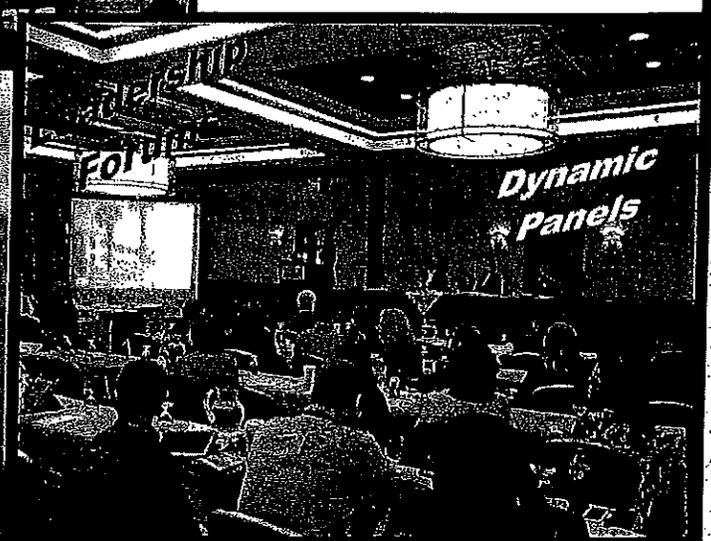
Roundtable Discussions

SAWCA's Convention has a program for everyone...from Roundtable Discussions to Keynote Speakers ...from Speaker Panels to Leadership Forums...Your educational opportunity is No. 1!



Sabato's Crystal Ball

Keynote Speakers



FORUM

Dynamic Panels