



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

December 14, 2017

Regular Public Meeting

STATEMENT OF OKLAHOMA OPEN MEETING LAW **COMPLIANCE**

Notice of this Regular Meeting was filed with the Secretary of State's office on Monday, November 3, 2016 at 12:02 p.m., in compliance with the Open Meeting Act.

The Agenda was posted at least 24 hours in advance of the meeting, in compliance with the Open Meeting Act. It was posted on the Commission website and at 1915 North Stiles, the Commission's principal office.

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 December 14, 2017.

Members present: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

Others in attendance on behalf of the Commission: Kim Bailey, Clif Cypert, Stormy Moore, and Dana Esparza.

Chairman Liotta expressed appreciation for those in attendance. After the roll was taken, he announced the presence of a quorum. The meeting was called to order at approximately 1:30 p.m.

Approval of Minutes

Chairman Liotta presented the minutes of the November 9 & 17, 2017 public meetings for approval.

Motion: Commissioner Tilly moved to approve the minutes of the November 9 & 17, 2017 public meetings.

Second: Commissioner Russell.

Those voting aye: Chairman Liotta, Commissioner Russell, Commissioner Tilly.

The motion carried.

1. Discussion and Consideration of Current Commission Policies

The Commission discussed and considered the following current Commission policies to determine if any updates are necessary: (a) At Will Employment Policy; and (b) Work Related Injury or Illness Policy. WCC HR Director, Clif Cypert, was recognized, reported, and gave a recommendation.

Motion: Commissioner Russell moved to adopt the At Will Employment Policy; and Work Related Injury or Illness Policy without modification as recommended by Clif Cypert.

Second: Commissioner Tilly.

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

The motion carried.

2. Discussion and Consideration of a Dress Code Policy

The Commission discussed and considered the proposed Dress Code Policy as drafted by the committee comprised of several Commission employees.

Motion: Commissioner Tilly moved adopt the Dress Code Policy as drafted.

Second: Commissioner Russell.

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

The motion carried.

3. Discussion and Consideration of Amending the Commission's Organizational Chart

The staff has been operating under its current organizational chart since August 2016. After a recent review of the organizational chart, a change in the organizational structure may be necessary. The Commission discussed and considered adopting the proposed organizational chart.

Motion: Commissioner Tilly moved to adopt the proposed organizational chart as written.

Second: Commissioner Russell.

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

The motion carried.

4. Proposed Approval of Additional Independent Medical Examiners, Renewal Applications of Independent Medical Examiners and Renewal Applications of Medical Case Managers 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. Likewise, for case managers, 85A O.S. § 113 requires a list of qualified case managers be developed, maintained and periodically reviewed by the Commission.

The physicians and medical case managers on the attached list have been vetted by the Medical Director and the staff in Medical Services for the Commission's approval.

Motion: Commissioner Russell moved to approve the list as written.

Second: Commissioner Tilly.

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

The motion carried.

5. Consent Agenda for Travel Vouchers Currently Outstanding

85A O.S. §23 states any commissioner or employee of the Commission shall be entitled to receive his or her necessary traveling expenses as provided in the State Travel Reimbursement Act. The expenses shall be certified by the person who incurred them and shall be allowed and paid on presentation of vouchers approved by the Commission.

In accordance with this section, the Commission considered a vote to approve the currently outstanding vouchers.

Motion: Commissioner Russell moved to approve travel claims as proposed.

Second: Commissioner Tilly.

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

The motion carried.

6. Reports

Legislative Update Report

Commissioner Russell reported on legislative deadlines and legislation affecting the Commission.

7. Possible Executive Session Pursuant to Title 25 O.S. § 307(B)(1) for the purpose of discussing the hiring, salary or employment of Candidate A, Candidate B, Candidate C, Candidate D, Candidate E, Candidate F, Candidate G, Candidate H, or Candidate I, Candidate J, Candidate K Candidate L, Candidate M , Candidate N, Candidate O, Candidate P, or Candidate Q for the position of Executive Director under § 307(B)(1).

The Commissioners considered going into Executive Session for purposes of discussing the hiring, salary or employment of Candidates listed in Agenda Item 7 for the position of Executive Director, under §307(B)(1).

A. Motion and Vote:

Motion: Commissioner Tilly moved go into Executive Session for purposes of discussing the hiring, salary or employment of Candidates listed in Agenda Item 7 for the position of Executive Director, under § 307(B)(1).

Second: Commissioner Russell.

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

The motion carried.

B. Motion and Vote to Reconvene in Open Session:

Motion: Commissioner Tilly moved reconvene in Open Session.

Second: Commissioner Russell.

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

The motion carried.

No action was taken as a result of Executive Session.

Announcements

The next special meeting of the Commission is scheduled for December 21, 2017.

ADJOURNMENT.....Chairman Liotta

Motion: Commissioner Tilly moved to adjourn.

Second: Commissioner Russell.

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

The motion carried.