

AGENDA

SOUTH CAROLINA WORKERS' COMPENSATION COMMISSION

1333 Main Street, 5th Floor
Columbia, South Carolina 29201

June 9, 2014 – 10:30 a.m.

Commission Hearing Room A

This meeting agenda was posted prior to the meeting and proper advance notice was made to all concerned parties in compliance with requirements in the Freedom of Information Act.

1. APPROVAL OF AGENDA OF BUSINESS MEETING OF JUNE 9, 2014 *CHAIRMAN BECK*

2. APPROVAL OF MINUTES OF THE BUSINESS MEETING OF MAY 19, 2014 (Tab 1) *CHAIRMAN BECK*

3. GENERAL ANNOUNCEMENTS *MR. CANNON*

4. APPLICATIONS FOR APPROVAL TO SELF-INSURE (Tab 2) *MR. SMITH*

5. DEPARTMENT DIRECTORS' REPORTS
Administration – Financial Report (Tab 3) *MR. CANNON*
Human Resources (Tab 4) *MS. FLOYD*
Information Services (Tab 5) *MS. HARTMAN*
Insurance & Medical Services (Tab 6) *MR. DUFFIELD*
Claims (Tab 7) *MS. SPANN*
Judicial (Tab 8) *MR. DUFFIELD*

6. EXECUTIVE DIRECTOR'S REPORT (Tab 9) *MR. CANNON*

7. OLD BUSINESS *CHAIRMAN BECK*
A. IT Security Program (Tab 10) *Mr. Cannon*

8. NEW BUSINESS *CHAIRMAN BECK*
A. State Accident Fund Status Report *Mr. Harry Gregory, Executive Director
State Accident Fund*

B. Commuted Value Tables R67-1605 (Tab 11) *Mr. Cannon*

9. EXECUTIVE SESSION *CHAIRMAN BECK*
A. Legal Briefing *Mr. Roberts*

10. ADJOURNMENT *CHAIRMAN BECK*

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11	Commuted Value Tables R67-1605

THE
SOUTH CAROLINA WORKERS' COMPENSATION COMMISSION
BUSINESS MEETING

Monday, May 19, 2014

A Business Meeting of the South Carolina Workers' Compensation Commission was held in Hearing Room A of the Workers' Compensation Commission on Monday, May 19, 2014 at 10:30 a.m. The meeting agenda was posted prior to the meeting and proper advance notice was made to all concerned parties in compliance with requirements in the Freedom of Information Act. The following Commissioners were present:

T. SCOTT BECK, INTERIM CHAIRMAN
SUSAN S. BARDEN, VICE CHAIR
MELODY L. JAMES, COMMISSIONER
GENE MCCASKILL, COMMISSIONER
ANDREA C. ROCHE, COMMISSIONER
AISHA TAYLOR, COMMISSIONER
AVERY B. WILKERSON, JR., COMMISSIONER

Present also were Gary M. Cannon, Executive Director; Cathy Floyd, Human Resources Manager; Betsy Hartman, IT Director; Grant Duffield, Insurance and Medical Services Director; Sonji Spann, Claims Director; Virginia Crocker Judicial Director; Sherry Copeland, Director of Administration; Wayne Ducote, Coverage & Compliance Director; Amanda Underhill, Business Analyst; W.C. Smith, Self-Insurance Director; Marlene Johnson-Moore, law clerk intern; and Keith Roberts, Attorney. Also present were: Clara Smith, Injured Workers' Advocates, and Melissa S. Miller, The Miller Law Firm, P.A.

Chairman Beck called the meeting to order at 10:49 a.m.

AGENDA

Commissioner Barden moved that the agenda be approved. Commissioner Roche seconded the motion, and the motion was approved.

APPROVAL OF MINUTES – BUSINESS MEETING OF APRIL 21, 2014

Commissioner Roche moved that the minutes of the Business Meeting of April 21, 2014 be approved. Commissioner McCaskill seconded the motion, and the motion was approved.

GENERAL ANNOUNCEMENTS

Gary Cannon, Executive Director, introduced Sherry Copeland, the new Director of Administration. Ms. Copeland began her responsibilities with the Agency today, May 19, 2014.

Mr. Cannon announced the Employee Appreciation Luncheon will be held at Noon today in the First Floor Conference Room. The Commission's 2013 Employee of the Year will be announced at the luncheon.

APPLICATIONS FOR APPROVAL TO SELF-INSURE

Self-insurance applications were presented by W.C. Smith, Self-Insurance Director. Twenty-eight (28) prospective members of two (2) funds were presented to the Commission for approval. The applications were:

Carolina Roofing & Sheet Metal Contractors SIF

Rike Restoration Services LLC

SC Home Builders SIF

A 2 E Builders LLC
A-Z Home Improvements
Adventures in Life LLC
Antoinette Sampson dba Sampson Painting
Carolina Gutter Company
Cazarez Trim LLC
Charles Warner & Co., Inc.
Cooper Electrical Inc.
Dawol Homes Inc.
DSR Builders Inc.
EOB Concrete Inc.
G and A Painting LLC
James John Griffiths Hardwood Installation Inc.
Jim Deardon dba Celtic Construction
Kenneth Risinger
Keyston Brick Masonry LLC
Meador Builders LLC
Allan Michael Ussery dba Michael Ussery Tile
Pelcastres Stone LLC
Red's Cabinet Shop LLC
Richard Bennett dba Bennett Landsscape Const.
Ryan Beldger dba Versatile
SB Construction Inc.
Sean Connelly dba MSC Construction
Superior Construction LLC
SZ Cable Construction LLC
Taurus Construction Inc.

After examination of the applications, it was determined that each complied with the Commission's requirements and each was recommended for approval. Commissioner Wilkerson made the motion to approve the applications to self-insure, and Commissioner Roche seconded the motion. The motion was unanimously approved.

DEPARTMENT DIRECTORS' REPORTS

The Department Directors presented their reports which were also submitted to the Commission in written form.

Administration Department

Mr. Cannon reported that the Administration Reports and Financial Statements for April and May will be presented at the June Commission Business Meeting.

Human Resources Department

On behalf of Cathy Floyd, Mr. Cannon presented the Human Resources report for the period of April 16, 2014 through May 13, 2014. Recruitment has begun for the Records Analyst I

Position in the Administration Department. A total of 99 applications were received. The interview process is scheduled for May 23.

Information Services

Betsy Hartman presented the Information Services Department's report. Ms. Hartman announced Brian Myers began his three-month apprenticeship in the IT Department on April 22, 2014. Mr. Myers is assisting IT in distributing and setting up the new laptops and desktops for staff.

Mr. Cannon said as the equipment is distributed to the employee, the employee is required to sign an Equipment Release Form to ensure that the employee is aware they are in possession of and responsible for state property and that its use is subject to state laws, rules, and regulations.

Insurance & Medical Services

Grant Duffield presented the Insurance & Medical Services Department's report. Mr. Duffield reported for the month of April 34 employers acquired coverage due to RTSC compliance process. The Compliance Division's year-to-date revenue trend is 142% of prior year and coverage fines collections are at 224% for the same period.

Mr. Duffield noted a correction in his report concerning self-insurance tax. The correct self-insurance tax amount collected in April is \$212,966.80.

Claims Department

Sonji Spann presented the Claims Department's report. For the month of April, the Claims Department closed 2,201 individual case files. The fine revenue received in April was \$45,350. Claims Examiners reviewed 1,090 individual case files, an increase of 975 files over last month. Ms. Spann announced Informal Conferences will be reported under Judicial Department in the future.

Judicial Department

Virginia Crocker presented the Judicial Department's report. Mr. Crocker reported the following for April:

- 155 regulatory mediations scheduled
- Nine requested mediations
- 62 matters resolved in mediation with the receipt of Forms 70
- Conducted another round of aggregate mediations and resolved 40 additional cases
- 67 Single Commissioner Hearings conducted

EXECUTIVE DIRECTOR'S REPORT

Gary Cannon, Executive Director, presented his report which was also submitted to the Commission in written form. He pointed out the following highlights from his report:

Narcotics Use Ad Hoc Advisory Committee

Mr. Cannon announced the first meeting of the Narcotics Use Ad Hoc Advisory Committee is scheduled for Thursday, July 10, at 2:00 p.m. in the First Floor Conference Room.

SC Bar Diversity Clerkship Program

Mr. Cannon announced Joseph Wideman has been selected to work with the Agency through the SC Bar Diversity Clerkship Program. Mr. Wideman will begin his six week summer internship with the Agency on June 16, 2014.

Summer Intern

Mr. Cannon announced Frazier Baldwin, a sophomore at Presbyterian College, will begin his summer internship with the Agency on June 2, 2014.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

EXECUTIVE SESSION

Commissioner Roche moved to adjourn into Executive Session to discuss a legal briefing and a personnel matter. Commissioner Barden seconded the motion. The Commission adjourned into Executive Session at 11:02 a.m.

[EXECUTIVE SESSION]

At 12:00 p.m., Commissioner Wilkerson made a motion to arise from Executive Session. Commissioner Barden seconded the motion, and the motion was unanimously approved. Upon arising from Executive Session, Chairman Beck stated there was discussion with no action taken.

ADJOURNMENT

Commissioner Roche made the motion to adjourn. Commissioner Barden seconded the motion, and the motion was approved.

The May 19, 2014 meeting of the South Carolina Workers' Compensation Commission adjourned at 12:01 p.m.

Reported June 9, 2014
Kim Ballentine, Office of the Executive Director

State of South Carolina

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Workers' Compensation Commission

TO: Commissioners

**FROM: Gary Cannon
Executive Director**

DATE: June 9, 2014

RE: Financial Report

Attached are the Summary of Revenues and Expenditures and the Consolidated Expenditures Report for the General Fund and Other Fund for the eleventh month period ending May 31, 2014.

Ms. Copeland is on annual leave this week.

A complete report on the Administration departmental activities will be provided at the next Business Meeting.

South Carolina Workers' Compensation Commission
Summary of Revenues and Expenditures
2013 - 2014 Budget
May 31, 2014

	Budget	FY To Date	% Received
STATE APPROPRIATIONS			
General Appropriation (Adjusted)	\$ 1,862,679	\$ 1,800,663	96.67%

Account Description	Appropriation	Expenditure	Balance	% Expended
Personal Services	\$ 1,378,405	\$ 1,060,171	\$ 318,234	76.9%
Other Operating Expenses	-	-	-	0.0%
Employer Contribution	464,971	397,556	67,415	85.5%
Total	\$ 1,843,376	\$ 1,457,727	\$ 385,649	79.1%

OTHER APPROPRIATIONS

EARMARKED

	Budgeted Revenues	Received thru 5/31/14	% Received
Training Conference Registration Fee	\$ 5,000	\$ 8,480	169.60%
Sale of Publication and Brochures	8,000	4,875	60.94%
Workers' Comp Award Review Fee	73,000	35,400	48.49%
Sale of Photocopies	88,000	71,188	80.90%
Workers' Compensation Filing Violation Fee	1,660,000	1,458,375	87.85%
Sale of Listings and Labels	25,000	17,859	71.43%
Workers' Comp Hearing Fee	562,000	465,146	82.77%
Earmarked Funds - Original Authorization	\$ 2,421,000	\$ 2,061,322	85.14%
Increase Authorization	951,066		
	-		
Total Earmarked Revenues + Fund Balance	\$ 3,372,066		

	Collected Revenue	Transferred to State Fund	Balance to WCC Fund Balance
SELF INSURANCE			
Self Insurance	\$ 4,725,585	\$ -	\$ 4,725,585

Account Description	Appropriation	Expenditure	Balance	% Expended
Personal Services	\$ 1,454,375	\$ 1,451,336	\$ 3,039	99.8%
Taxable Subsistence	72,350	52,514	19,836	72.6%
Other Operating Expenses	1,379,941	914,910	465,031	66.3%
Employer Contribution	465,400	504,598	(39,198)	108.4%
Total Earmarked	\$ 3,372,066	\$ 2,923,358	\$ 448,708	86.7%

TOTAL OTHER APPROPRIATIONS	\$ 3,372,066	\$ 2,923,358	\$ 448,708	86.7%
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South Carolina Workers' Compensation Commission
2013 - 2014 Budget
 May 31, 2014

Consolidated

	Original Budget	Budget Amendments	Amended Budget	Expended May	Year to Date	%	Encumb	Balance
Commissioners								
Salaries	\$ 1,175,584	\$ -	\$ 1,175,584	\$ 114,105	\$ 891,106	76%	\$ -	\$ 284,478
Other Operating Expenditures								
Total Contractual Services	201,275	-	201,275	1,946	157,949	78%	-	43,326
Total Supplies & Materials	12,120	-	12,120	-	8,356	69%	-	3,764
Total Fixed Charges	153,899	-	153,899	-	129,703	84%	-	24,196
Total Travel	57,600	-	57,600	(785)	52,673	91%	-	4,927
Total Other Operating Exp	424,894	-	424,894	1,161	348,681	82%	-	76,213
Total Commissioners	\$ 1,600,478	\$ -	\$ 1,600,478	\$ 115,266	\$ 1,239,787	77%	\$ -	\$ 360,691
Administration								
Salaries	\$ 471,969	\$ -	\$ 471,969	\$ 74,078	\$ 542,416	115%	\$ -	\$ (70,447)
Other Operating Expenditures								
Total Contractual Services	294,063	(2,472)	291,591	4,475	129,157	44%	-	162,435
Total Supplies & Materials	33,134	2,472	35,606	-	21,894	61%	-	13,711
Total Fixed Charges	133,426	-	133,426	17,502	109,987	82%	-	23,439
Total Travel	20,000	-	20,000	2,891	11,800	59%	-	8,200
Total Equipment	-	-	-	-	-	0%	-	-
Total Other Operating Exp	480,623	-	480,623	24,867	272,838	57%	-	207,785
Total Administration	\$ 952,592	\$ -	\$ 952,592	\$ 98,945	\$ 815,255	86%	\$ -	\$ 137,337
Claims								
Salaries	\$ 394,463	\$ -	\$ 394,463	\$ 18,312	\$ 343,980	87%	\$ -	\$ 50,483
Other Operating Expenditures								
Total Contractual Services	40,570	-	40,570	-	25,044	62%	-	15,526
Total Supplies & Materials	24,600	-	24,600	-	13,399	54%	-	11,201
Total Fixed Charges	82,234	-	82,234	-	63,429	77%	-	18,805
Total Travel	2,100	-	2,100	-	26	1%	-	2,074
Total Other Operating Exp	149,504	-	149,504	-	101,897	68%	-	47,607
Total Claims	\$ 543,967	\$ -	\$ 543,967	\$ 18,312	\$ 445,877	82%	\$ -	\$ 98,091
Insurance and Medical Services								
Salaries	\$ 472,119	\$ -	\$ 472,119	\$ 85,164	\$ 494,714	105%	\$ -	\$ (22,595)
Other Operating Expenditures								
Total Contractual Services	98,898	-	98,898	3,658	44,441	45%	-	54,457
Total Supplies & Materials	20,800	-	20,800	6	13,942	67%	-	6,858
Total Fixed Charges	63,090	-	63,090	77	46,627	74%	-	16,463
Total Travel	1,350	-	1,350	-	241	18%	-	1,109
Total Other Operating Exp	184,138	-	184,138	3,742	105,252	57%	-	78,886
Total Insurance and Medical Services	\$ 656,257	\$ -	\$ 656,257	\$ 88,906	\$ 599,966	91%	\$ -	\$ 56,291
Judicial								
Salaries	\$ 390,995	\$ -	\$ 390,995	\$ 44,630	\$ 291,805	75%	\$ -	\$ 99,191
Other Operating Expenditures								
Total Contractual Services	35,522	-	35,522	5,365	21,783	61%	-	13,739
Total Supplies & Materials	29,270	-	29,270	-	8,474	29%	-	20,796
Total Fixed Charges	70,545	-	70,545	-	55,555	79%	-	14,990
Total Travel	5,445	-	5,445	7	430	8%	-	5,015
Total Other Operating Exp	140,782	-	140,782	5,372	86,242	61%	-	54,540
Total Judicial	\$ 531,777	\$ -	\$ 531,777	\$ 50,003	\$ 378,047	71%	\$ -	\$ 153,730
Totals By Departments								
Department Totals								
Commissioners	\$ 1,600,478	\$ -	\$ 1,600,478	\$ 115,266	\$ 1,239,787	77%	\$ -	\$ 360,691
Administration	952,592	-	952,592	98,945	815,255	86%	-	137,337
Claims	543,967	-	543,967	18,312	445,877	82%	-	98,091
Insurance & Medical	656,257	-	656,257	88,906	599,966	91%	-	56,291
Judicial	531,777	-	531,777	50,003	378,047	71%	-	153,730
Total Departmental Expend	\$ 4,285,071	\$ -	\$ 4,285,071	\$ 371,431	\$ 3,478,931	81%	\$ -	\$ 806,140
Employer Contributions	899,590	30,781	930,371	74,213	774,441	83%	-	155,930
Total General & Earmarked Funds	\$ 5,184,661	\$ 30,781	\$ 5,215,442	\$ 445,644	\$ 4,253,372	82%	\$ -	\$ 962,070

MEMORANDUM

Date: June 4, 2014

TO: Mr. Gary Cannon
Executive Director

FROM: Cathy Floyd
Human Resources

SUBJECT: Human Resources Report Period of May 14 – June 3, 2014

Below is a summary of the Human Resources activity for the period of May 14 – June 3, 2014.

Employee Relations (ER)

- Coordinated the Employee Appreciation Luncheon held May 19
 - Secured a location and caterer for the event, established a menu and luncheon format
 - Ensured all information and materials are in place for the Employee of the Year presentation
- Processed employee bonuses in compliance with the Employee Bonus Program
 - Processes 41 bonuses, coordinated with the Executive Director, State Human Resources Department and the Office of the Comptroller General
- Ensure timely communication with all employees regarding events hosted by the Commission, Prevention Partners, other State agencies and CBRE through email, employee website updates coordinated with the Commission's Website Coordinator and/or posting of flyers
- Continued working with the Social Committee regarding event planning for the year to include planning for the offsite annual holiday event
 - Created and issued a survey to all employees regarding the participation in the upcoming Family Picnic to be held in August

Recruitment and Selection

- Records Analyst I Position
 - Total of 99 applications received for the position
 - Position was offered to and accepted by Dionne Witherspoon
 - Reviewed all applications received and determined eligibility, contacted all applicants selected for an interview and scheduled the interviews, coordinated with interview panel as needed to provide information, followed-up with all applicants as needed regarding various inquiries received, notified all applicants not selected for the position
- Summer Internship
 - Frazier Baldwin began a summer internship that will be for the period of June 2 – August 15

Benefits

- Assisted two employees with insurance related issues
 - contacted the Public Employee Benefit Authority or outside vendor for clarification as needed, counselled with employees regarding their options
- Assisted an employee with retirement related issues
 - Counsellor with employee and discussed the options available to them based on the employee's length of service, age and any possible extenuating circumstances, contacted the Public Employee Benefit Authority for clarification as needed

Training

- Provided a detailed overview of the Staff Conduct and Behavior Policy, 1.04 of the Administrative Policies and Procedures Manual, during the All Employee Meeting on May 22
- Serving as the Commission's Cyber Security Training Coordinator for the Division of Information Security within the Budget and Control Board
 - Distributed materials for the second in a series of courses to be offered to agencies over the next year

SC Enterprise Information System (SCEIS)

- Processed three new hires/re-employment actions
 - Completed all necessary induction paperwork to place the employee on payroll and used eVerify to ensure eligibility to work through Homeland Security, coordinated with PEBA Insurance Services and Retirement Services to transfer all information to our agency, coordinated with SCEIS to ensure proper leave balance transfer and employee history transfer
- Nineteen transactions were keyed into the system
 - Entered into the SCEIS system all required transactions to include time entry and corrections to employee data, leave entry corrections to employee data and position updates
- Processed one employment verification
 - Received notification from an outside source requesting verification of employment, ensure that the employee has authorized the release of information, researched the requested information, completed and submitted the form from the outside source and made copies of completed packet to be kept in the employee's personnel file for auditing purposes
- Continue to assist employees with leave and time issues caused by SCEIS
 - Employees continue to have intermittent leave and time issues related to SCEIS, as identified by the employee or the SCEIS collision report audited the employee's leave and/or time history to determine the error, coordinated with SCEIS in correcting the error and investigated possible corrections to prevent the issues from reoccurring

State Human Resources Department (HRD)

- Continued to work on the data cleanse information provided by HRD in preparation for the possible General Increase
- As requested, provided the Commission's Code of Conduct Policy for the newly formed State Employee Code of Conduct Task Force

Finance Related

- Approved twenty-three SCEIS financial transactions
 - Within the SCEIS system approved deposits, purchase orders, invoices, and travel requests submitted by the Fiscal Manager
- Assisted with the daily deposit
 - Retrieve checks entered into Progress from the previous day, prep checks for scanning, scan checks into the Wells Fargo deposit scanner, balance deposit between the Wells Fargo scanner and Progress, research and reconcile any discrepancies, prepare for filing

State of South Carolina

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Workers' Compensation Commission

To: Gary Cannon
SCWCC Executive Director
From: Betsy Hartman
IT Director
Date: 2014
Subject: IT Department May 2014 Full Commission Report

IT Department Activities for the Month of May 2014

- New PC/Laptops and monitors deployed
 - 29 Workstations deployed
 - 14 Laptops deployed
 - Finishing up with the last 2 laptops early June
- DIS Policies
 - In process of self-assessment
 - Development of processes and procedures for SCWCC Security Policies to comply with the DIS Master Policy
 - Dead Lines moved
 - June 30, 2014
 - Establish roles, responsibilities, management commitment
 - Resource planning and budgeting
 - Establish a plan of action for implementation of the 13 policies
 - October 1, 2014
 - Identify security objectives, risk-based approach
 - Consult subject matter experts as needed
 - Establish a schedule for periodic review
- Security Assessment Quotes
 - Requested updated quote from Nguard
 - Sending recommendation to Gary Cannon
- Production issues
 - 12M fine emails to Coverage not generated - resolved
 - Multiple Secure Email Issues - resolved
 - eService issues with OnBase
 - attachments not being sent – resolved
 - emails not being processed – Monitoring daily
- Desktop support
 - Set up new users
 - Sherry Copeland
 - 1 law clerk
 - Password reset
 - Printer issues
 - Maintenance kits installed on 3 printers
- Progress Upgrade
 - May 9, 2014 upgraded to Progress 10.2B
 - Server upgrade completed
 - 64 of PC/laptops upgraded to 10.2B Open Edge
- ELT projects
 - PC to Fax
 - Resolved issues and its working
 - Confirmation of fax sent must be picked up on the copier in copy room
 - Can installed on desktops for users who request it.
 - Upload
 - Progress coding finished and tested
 - Completing OnBase coding
 - Setting up focus groups with attorneys and AA's in June

- eFines
 - testing
 - develop implementation schedule
 - develop communications plan for roll-out

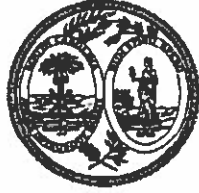
Committee/Conferences attended in May 2014

- Information Technology Solutions Committee (ITSC) meeting at DTO
- Third Party Patch meeting at DTO
- DIS InfoSec Policy Champion Workshops
 - IS Acquisition, Development, Maintenance Policy
 - Threat and Vulnerability Management Policy
- IT Training Center Business Advisory Council – Vocational Rehabilitation
- SC Quality Forum Governors’ Quality Award
 - Conducted 2 Consensus
 - Set site visit for June 15 to 20th
 - BOSS User Group Conference Call

WCC IT Projects Status Report								
Period Ending	1/30/2014			Status Key:	Not Started	On Track	Timing	Over Budget
SCWCC Strategic Goals								
1	Implement Phase II of system to receive payments for Self-Insurance taxes and fees; fines; filing fees; document copying fee; fee for Medical Services Provider Manual; and other publications produced by the Commission.							
2	Develop and implement system to allow stakeholders to upload electronic documents via eCase.							
3	Develop system to receive Second Report of Injury (SROI) EDI Release 3 Forms 16 Section I and II, Form 16 S.							
4	Refine existing and define future performance metrics to assist Commission leadership and staff in the ongoing performance evaluation of the agency.							
5	Implement system to receive and process all Commission forms electronically including the scanning of all incoming case file documentation for electronic reference.							
6	Replace the claims manual review processes with electronic review and electronic notification of deficiency.							
7	Provide access to SCWCC claim file images via eCase web portal to registered users.							
	Enhance the eService via a mobile application to allow iPad use for review, processing and delivery of Single Commissioner Notices, Decision and Orders, and Full Commission orders and settlements							
8	Implement Second Report of Injury (SROI) EDI Release 3, Forms 16, 17, 18, and 19 electronically by implementing EDI Release 3 Second Report of Injury (SROI).							
9	Develop and implement system to automate all processes of the Rule to Show Cause hearings conducted by the Commission.							
10	Provide mobile electronic access to data to eliminate need for Commissioners to transport paper documents case file to hearings.							
11	Provide mobile electronic access to data to eliminate need for Commissioners to transport paper documents case file to hearings.							
12	Provide mobile electronic access to data to eliminate need for Commissioners to transport paper documents case file to hearings.							
13	Provide mobile electronic access to data to eliminate need for Commissioners to transport paper documents case file to hearings.							
14	Refine existing and define future performance metrics to assist Commission leadership and staff in the ongoing performance evaluation of the agency.							
15	Continue to ad hoc advisory committees and focus groups to communicate and partner with stakeholders for improvements in business processes and seek input on policy direction of the Commission.							

Strategic Goal	Key Projects	Sub Project	Estimated hours	Start Date	Estimated Completion Date	Lead	Issues / Comments
3, 8, 14	Team 1 - SROI		18 months	TBD	TBD	Audra Higbe	start with identification of SRIO capable Claim forms. Review forms and edits, cross walk to file layout Development of Element Requirement Table, Event Table and Edit matrix.
2, 14	Team 2 - Electronic Access	Upload from eCase user	50	11/1/2013	7/30/2014	Betsy Hartman	Coding complete, testing complete, setting up focus groups for attorneys and AA's for user sign off
2, 14		distribution of uploaded documents	40	2/1/2014	7/30/2014	Betsy Hartman	Amanda working on workflows
7, 10, 14		View Images	80	After upload & with epayment	TBD	Betsy	WebService developed by KeyMark. Need SCWCC testing and sign off. Full requirements and design to be completed and sent to BravePoint for coding
4, 14	Team 3 - Switchboard updates	Review auto attendant	TBD	TBD	TBD	Sherry Copeland	
5, 14	Team 4 - Conversion to paperless	modifications to back filing process, creation of appellant record for FC and centralized scanning	TBD	TBD	TBD	Amy Bracy	Initial outline of project being presented to ELT for approval. Final priority will be decided by Gary Cannon
1, 2, 5, 7, 14	Team 5 - eCase Enhancements	Make more user friendly, linking in eCase to also link in progress, modify navigation	TBD	TBD	TBD	Amy Bracy	Initial outline of project being presented to ELT for approval. Final priority will be decided by Gary Cannon
	Team 6 - Outgoing Faxes	upgrade Xerox copier with Fax Card	10		5/1/2014?	Cathy Floyd	completed
1, 14	Team 7 - Electronic Payments	electronic copy fee	25	after upload and with view	TBD	Sherry Copeland	design and full requirements to be completed and submitted to BravePoint for coding
1		fee payments for forms being uploaded	25	TBD	TBD	Sherry Copeland	develop requirements and design for allowing payments via eCase when uploading forms with payments
9, 14	Team 8 - RTSC process and automation		TBD			Wayne Ducote	Initial outline of project being presented to ELT for approval. Final priority will be decided by Gary Cannon
6, 14	Team 9 - eService Fines and Claim Requests	Deliver Fines assessed by SCWCC to Invoiced parties by email where applicable.	75	11/1/2013	3/1/2014	Amanda Underhill	Code complete, in final testing stages. Once signed off by Business Units will be implemented in production
	Team 10 - ProSe notification		TBD	TBD	TBD	Amy Bracy	Initial outline of project being presented to ELT for approval. Final priority will be decided by Gary Cannon
	Team 11 - Security Strategic Planning	multiple projects to prioritize what security issues should be addressed and in what order	150+	11/2013 or before	10/1/2014	Betsy Hartman	Initial outline of project being presented to ELT for approval. Final priority will be decided by Gary Cannon
	Team 12 - Personal security issues	Ensure the security of the Commission (facility personnel, hearing venues and visiting constituents)	TBD	TBD	TBD	Wayne Ducote	Initial outline of project being presented to ELT for approval. Final priority will be decided by Gary Cannon
	Team 13 - Professional Development	Staff Professional development, cross training and internal web training	TBD	TBD	TBD	Cathy Floyd	On line security training deployed to all state employees
13, 14	Team 14 - Case Action Team	Review of current agency organization, staff PD's and current compensations ranges	TBD	TBD	TBD	tdb	Initial outline of project being presented to ELT for approval. Final priority will be decided by Gary Cannon
14	Team 15 - Web External Training	will provide external self-study online courses for stakeholders and constituents on the	TBD	TBD	TBD	Kim Ballentine	Initial outline of project being presented to ELT for approval. Final priority will be decided by Gary Cannon
4, 14	Team 16 - Budget Issues	template for the commission and implement the use of it to have department directors involved in	TBD	TBD	TBD	Sherry Copeland	Initial outline of project being presented to ELT for approval. Final priority will be decided by Gary Cannon
4	Team 17 - Collections	actively collect and clear all outstanding fines and invoices and to have an accurate account of	TBD	TBD	TBD	Juliet Bush	Initial outline of project being presented to ELT for approval. Final priority will be decided by Gary Cannon
8, 14	Replace the claims manual review process with electronic review		TBD	TBD	TBD	TBD	Not specifically mentioned but could be part of team 9's project
10	iPad application upgrades	OnBase upgrade	200	7/1/2014	TBD	Amanda Underhill / DSIT	Upgrade OnBase from version 10 to version 13

State of South Carolina



Workers' Compensation Commission

To: Mr. Gary Cannon
SCWCC Executive Director

From: Grant Duffield
IMS Director

Date: 3 – June – 2014

Subj: Insurance and Medical Services Department
May 2014 Full Commission Report

Please find attached information provided to summarize the status and workflow of initiatives currently underway within the Insurance and Medical Services (IMS) Department

In addition to the statistical data provided, please be advised of the following workflow initiatives:

- | | |
|---------------------|--|
| Compliance Division | <ol style="list-style-type: none">1. Working to improve 12M fining process.2. Developing methods to streamline RTSC process. |
| Coverage Division | <ol style="list-style-type: none">1. Working with staff to review workflow processes and explore opportunities to enhance service provision.2. Adjusting workflow to make best use of staff resources. |
| Medical Services | <ol style="list-style-type: none">1. Identifying edits needed within the Medical Services Provider Manual.2. Developing ICD-10 information to support our stakeholders. Experiencing additional inquiry due to recent Federal Legislation.3. Continue work with MedAssets to improve Medical Bill reviews. |
| IMS Administration: | <ol style="list-style-type: none">1. Working with team-members to review / improve team processes and key functions.2. Working with Department Mgrs to provide cross coordination of mgmt. functions.3. Working with in-house Counsel to improve RTSC case preparation process.4. Working with Executive Team concerning strategic planning and future needs forecasting. |

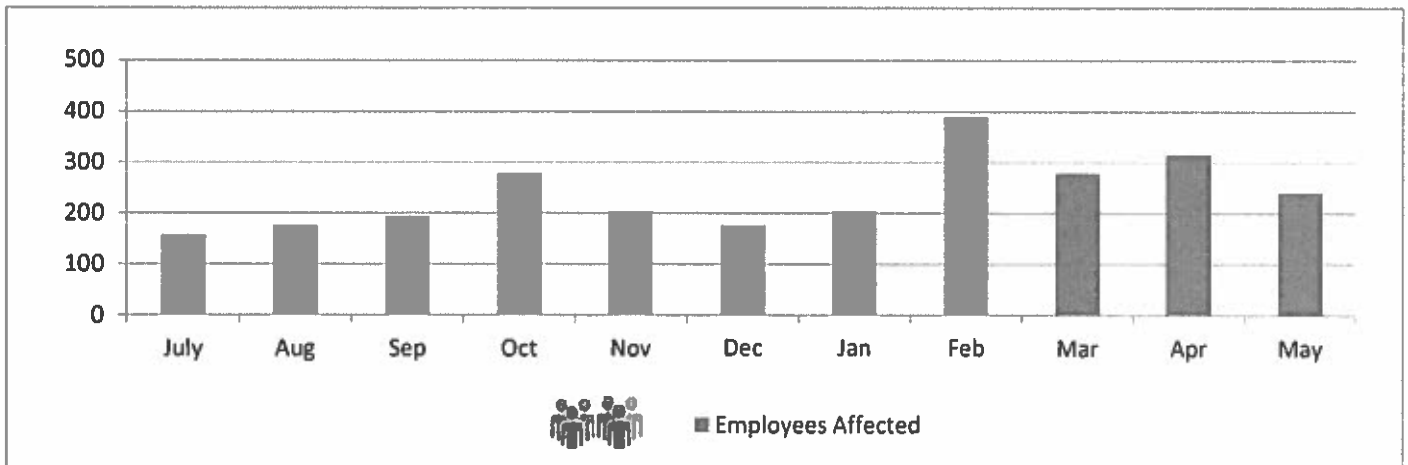
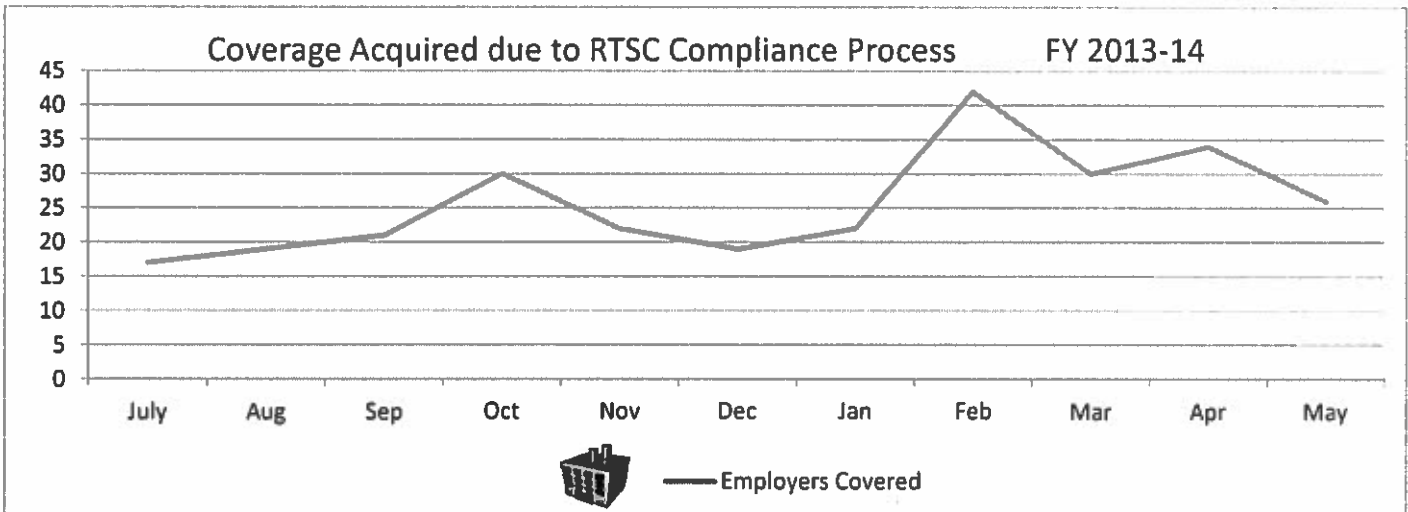
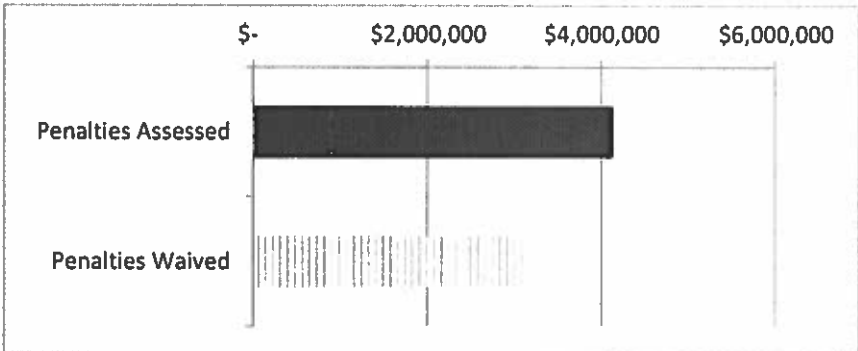
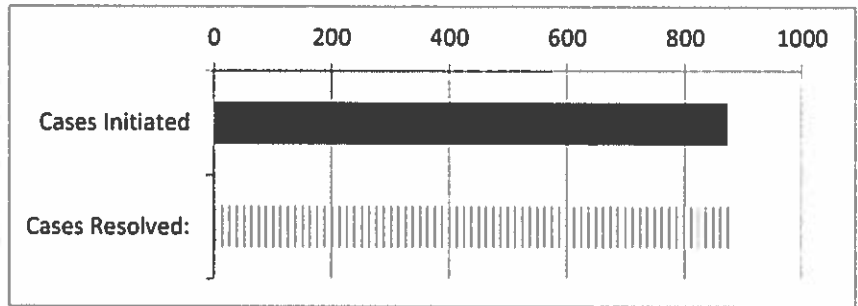
Mr. Cannon, while this summary is in no way all-inclusive, it may serve to assist you and our Commissioners in understanding the key initiatives underway in the IMS Department and provide measures by which the Department's effectiveness can be gauged. IMS welcomes any guidance that you and/or our Commissioners can provide concerning our performance and direction.

Employers Obtaining Coverage

For the Fiscal Year 2013 - 2014, the Compliance Division has worked with great diligence to help employers come into compliance with the South Carolina Workers' Compensation Act. Year to date, the Compliance Division has compelled 282 employers in South Carolina to come into compliance with the Act. In so doing, approximately 2,623 previously uninsured workers are now properly covered.

Penalties Waived

Although the Division has assessed 4.5 million dollars in fines, over 73% of those fines (\$3.3m) have been waived or rescinded as employers have either obtained insurance coverage or were found not to be subject to the Act.



Carryover Caseload:

The Compliance Division closed May 2014 with 322 cases active, compared to an active caseload of 383 at the close of May 2013.

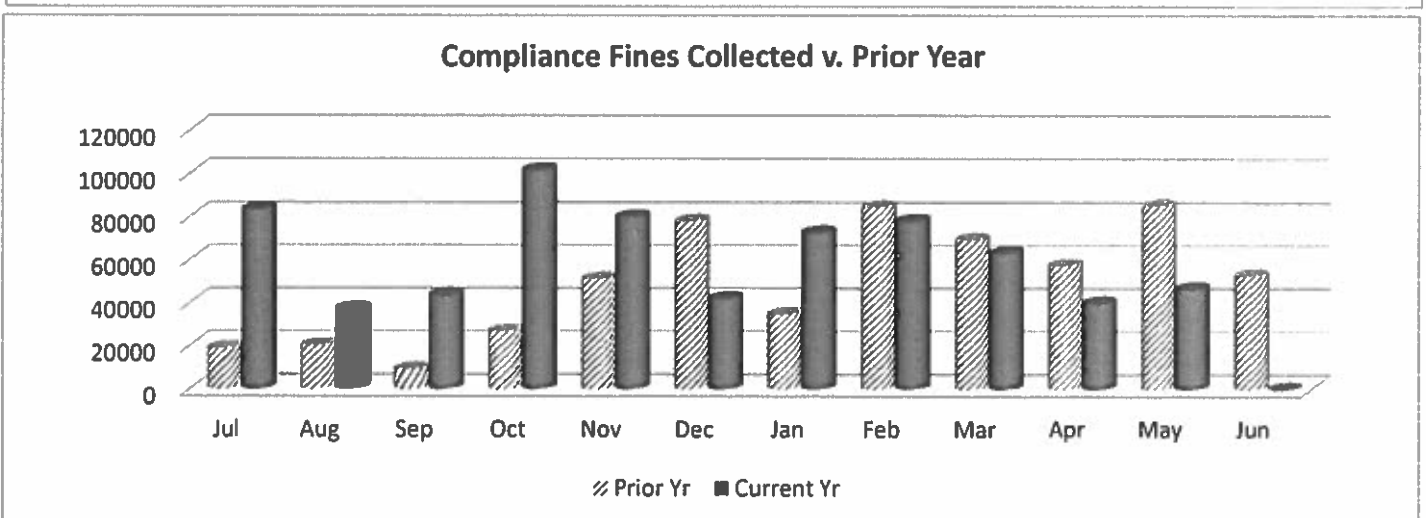
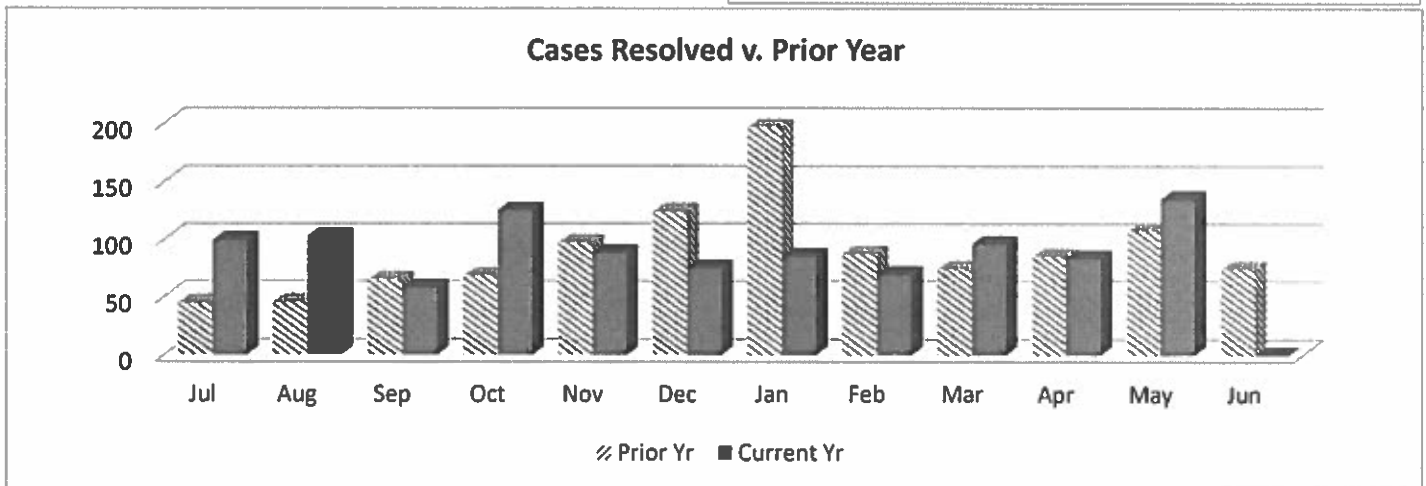
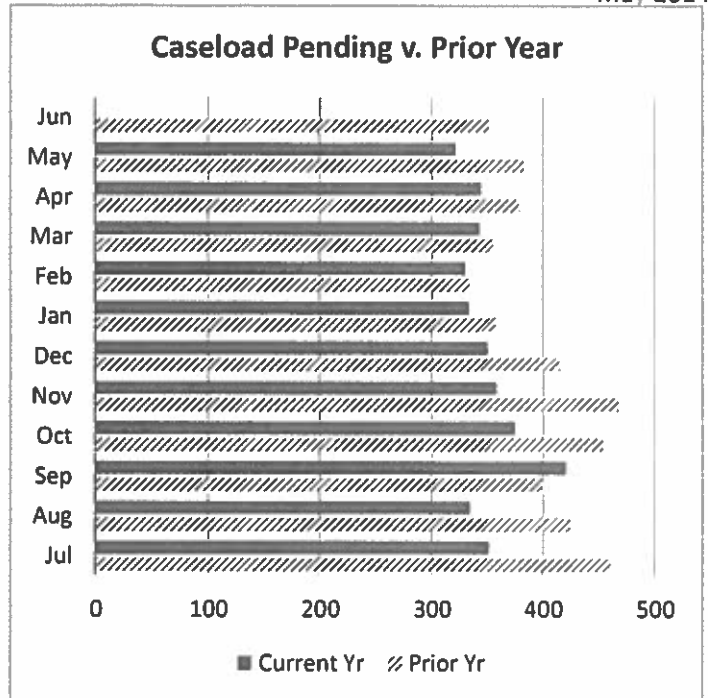
Cases Resolved:

Due to the decrease in carry-over, greater effort is focused on case resolution. For the month of May 2014, Compliance Division staff closed-out 135 cases.

Compliance Fines:

Year to Date, the Compliance Division has collected \$687,089 in fines which represents 117% of prior year's year-end collection (\$587,429). The Compliance Division Year-to-Date revenue trend is 128% of prior year, and month-on-month is at 55% of same month / prior year (May 2013).

Compliance fine revenue represents 19% of the Commission's annual earmarked revenue budget.



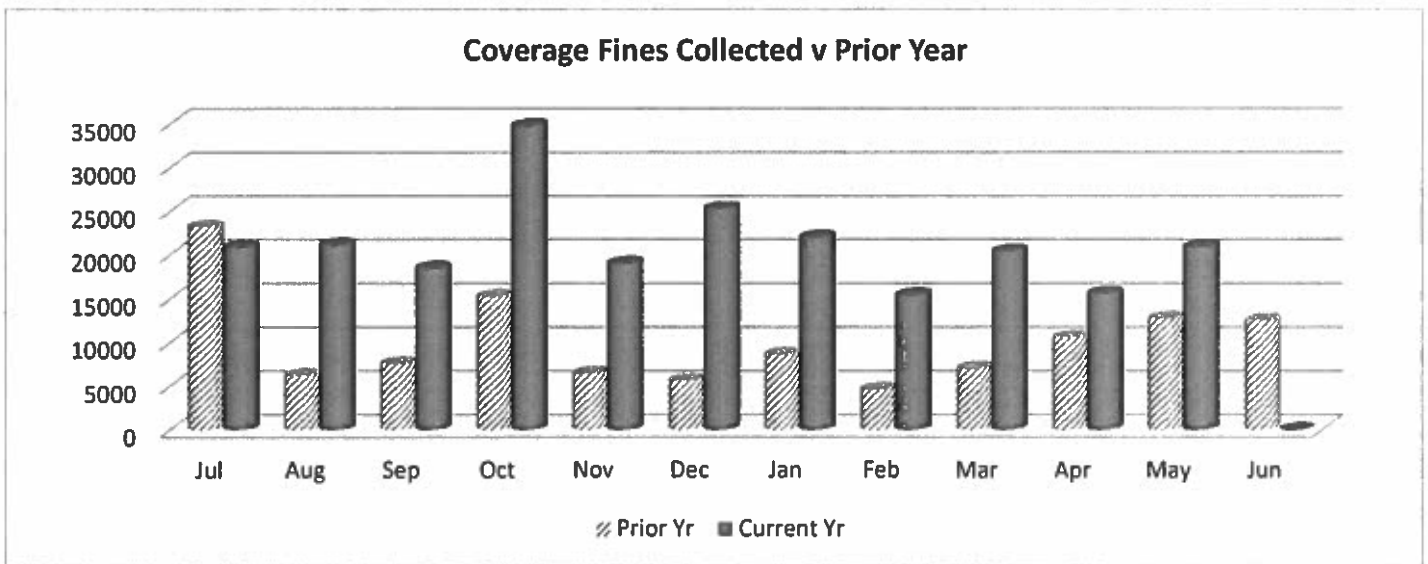
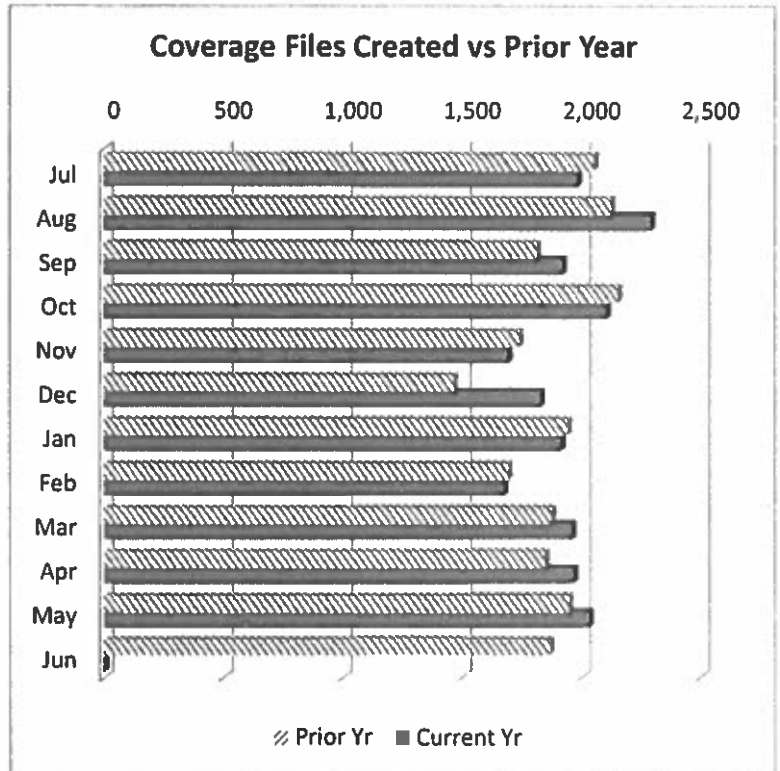
WCC Claim Files:

In May 2014, the Coverage Division received a total of 2,031 WCC Claim files. Of these, 1,729 were created electronically, and 302 were submitted in hard copy format. Year to Date, 21,369 Claim files have been created which is 103% of claim file volume for the same period in prior year (20,649).

Coverage Fines:

The Coverage Division collected \$20,900 in fine revenue in May 2014, as compared to \$12,750 in Coverage fines/penalties accrued during May 2013. Year on Year, Coverage fines are at 216% of collections for the same period.

Coverage Division fines represent 10% of the Commission's annual earmarked budget.



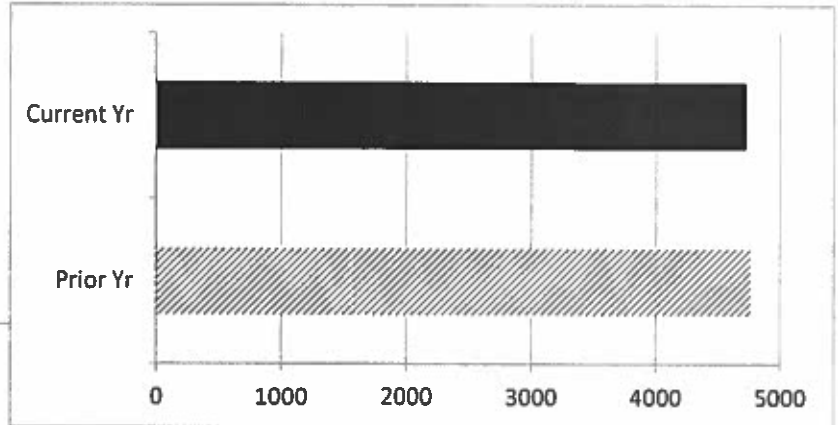
IMS SELF INSURANCE DIVISION

May 2014

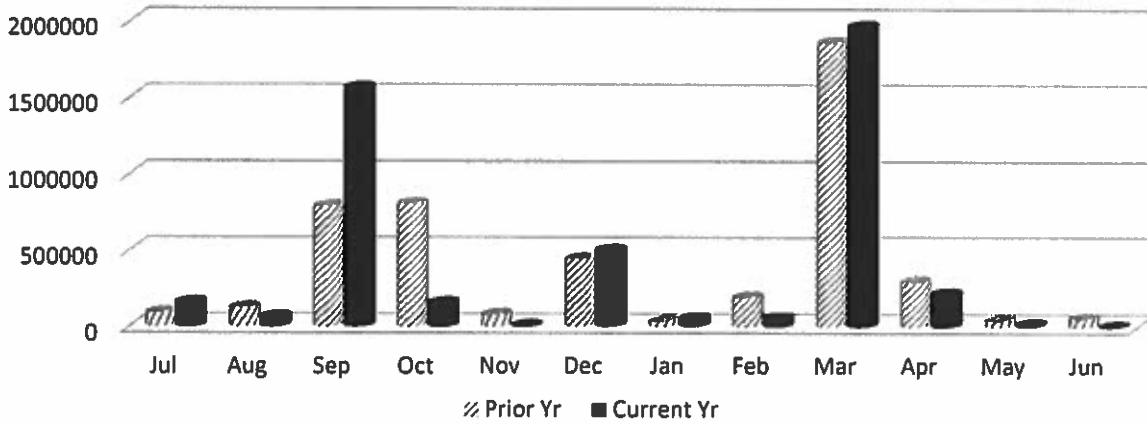
During the month of May 2014, the Self Insurance Division:

- * collected \$11,771 in self-insurance tax.
- * added 28 new self-insurers.
- * conducted 5 Self Insurance audits.

Year to Date, Self Insurance tax revenue is trending at 99% of prior year and 48 Self Insurance audits have been completed.



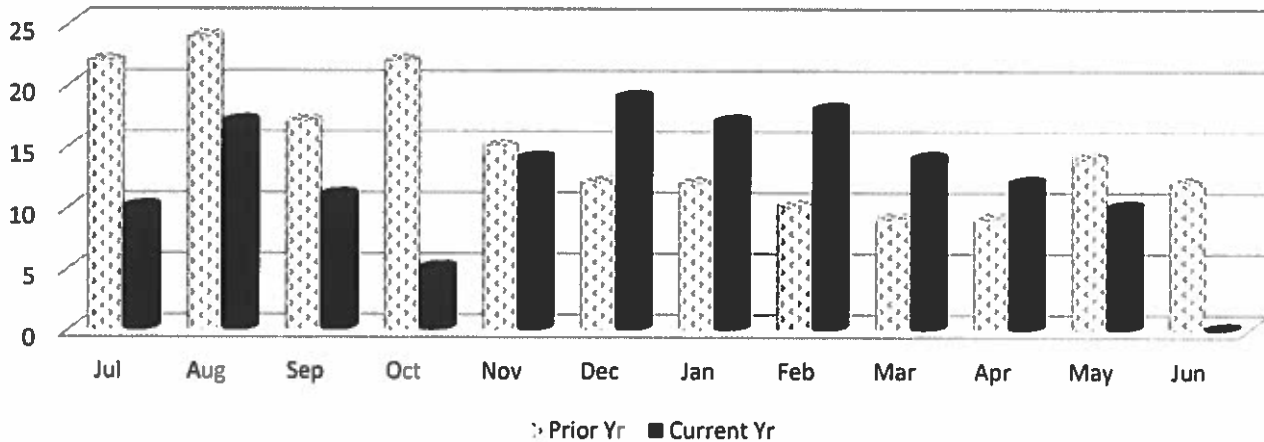
Self Insurance Tax Collections v. Prior Year



IMS MEDICAL SERVICES DIVISION

In May 2014, the Medical Services Division began the month with 12 bills pending review, received an additional 18 bills for review, conducted 20 bill reviews and ended the month with 10 bills pending.

Medical Bills Pending Review v. Prior Year



State of South Carolina



Workers' Compensation Commission

To: Gary Cannon
SCWCC Executive Director

From: Sonji Spann
Claims Director

Date: June 4, 2014

Subj: Claims Department
May 2014 Full Commission Report

Please find attached information provided to summarize key workflow benchmarks related to the functions of the Claims Department. In addition to the statistical data provided herein, please note the following information.

For the month of May 2014, the Claims Department has:

1. Closed 2137 individual case files.
2. Collected \$52,550 in fine revenue.
3. The examiners reviewed 492 individual case files.
4. Continued to assist IMS in the processing of Carrier related Order and Rule to Show Cause Hearing matters.
5. Worked with IT to improve our intra departmental processes in an effort to continue to provide exceptional service.
6. Examiners are reviewing a Form 19 report that list files with Form 19 rec'd and file still open to determine if can be closed and/or other issues.
7. Juliet is reviewing the 2011 files in the file room for closure and/or to merge on to the shelves.

Five Year Claims Fine Collection History												
FY 2009-2010, 2010-2011, 2011-2012, 2012-2013 and 2013-2014												
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2009-2010	100,383	119,853	100,026	66,565	61,627	54,390	66,200	1,003,600	203,410	159,375	218,150	86,500
2010-2011	147,025	144,825	119,325	120,300	128,000	103,000	104,200	101,700	110,650	119,525	117,875*	124,650*
2011-2012	111,875	103,800	83,300	81,300	85,100	110,700	126,700	120,225	116,915	100,200	61,050	90,450
2012-2013	80,825	69,100	57,075	91,925	64,825	65,950	60,550	79,875	67,000	56,650	47,550	48,500
2013-2014	42,350	21,900	35,050	110,350	57,425	50,900	27,000	38,550	73,100	45,350	52,550	
*May collected figures include payments 5/1/2010 through 6/1/2010												
** June collected figure includes payments 6/1/2010 through 6/30/2010												

CLAIMS DEPARTMENT REPORT													
STATISTICS FOR FISCAL YEAR 2013-2014													
Prepared June 4, 2014													
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
I. Claims Services Division													
Forms 15-I	1,321	1,476	1,284	1,262	1,104	1,085	1,252	1,053	1,430	1,254	1,140		13,661
Forms 15-III/Forms 17	672	723	965	919	814	916	943	798	1,022	882	811		9,465
Forms 16 for PP/Disf	255	264	273	253	263	235	180	152	267	250	244		2,636
Forms 18	4,363	4,436	4,287	4,507	4,041	4,407	4,539	4,517	4,830	4,329	4,172		48,428
Forms 20	842	947	979	942	796	773	821	740	957	847	813		9,457
Form 50 Claims Only	307	287	316	265	245	192	293	247	328	285	278		3,043
Form 61	658	575	770	724	578	775	723	552	804	651	785		7,595
Letters of Rep	131	144	158	123	111	82	121	112	181	178	178		1,519
Clinchers	883	681	797	770	708	876	865	760	930	704	761		8,735
Third Party Settlements	38	14	26	29	24	16	23	28	18	22	28		266
SSA Requests for Info	88	118	124	144	84	87	64	71	125	101	103		1,109
Cases Closed	1,970	2,154	2,561	3,116	2,348	1,967	2,235	2,210	2,119	2,201	2,137		25,018
Cases Reviewed	404	473	998	883	402	211	103	136	115	1,090	492		5,307
Total	11,932	12,292	13,538	13,937	11,518	11,622	12,162	11,376	13,126	12,794	11,942	0	136,239

CLAIMS DEPARTMENT REPORT

STATISTICS FOR FISCAL YEAR 2013-2014

Prepared June 4, 2014

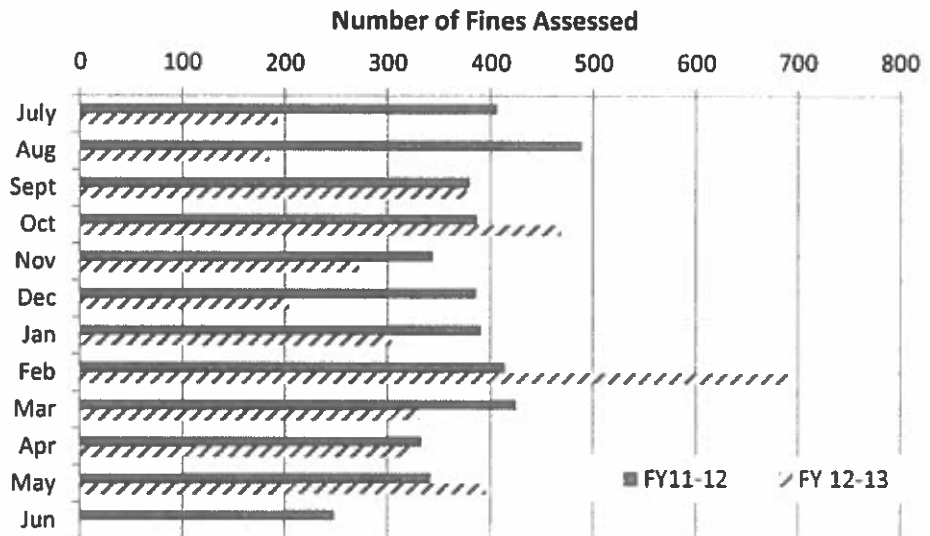
II. Fines Assessed by Claims Department

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
# Assessed	193	185	377	469	272	204	304	691	331	324	396		3,746
# Rescinded	43	44	30	52	65	24	121	83	289	77	85		913
# Reduced	1	6	5	8	2	1	15	2	1	0	0		41
# Paid	162	190	174	459	242	203	138	175	336	219	214		2,512
# Outstanding*	775	861	899	857	822	799	844	1,277	983	1011	1108		822
Total Amt. Assessed	\$40,000	\$39,000	\$93,500	\$127,250	\$69,350	\$42,750	\$67,200	\$143,600	\$67,600	\$82,700	\$86,200		859,150
Total Amt. Rescinded	\$10,700	\$8,500	\$7,850	\$9,900	\$15,100	\$4,800	\$26,450	\$16,800	\$58,250	\$16,000	\$18,450		192,800
Total Amt. Reduced	\$300	\$600	\$700	\$950	\$200	\$300	\$1,500	\$300	\$100	\$0	\$0		4,950
Net Assessed													
Total Amt. Paid	\$42,350	\$21,200	\$35,050	\$110,350	\$57,425	\$50,900	\$27,000	\$38,550	\$73,100	\$45,350	\$52,550		553,825
Total Outstanding*	\$154,569	\$172,369	\$213,619	\$219,669	\$216,294	\$203,044	\$215,294	\$303,244	\$239,394	\$260,744	\$275,944		216,294

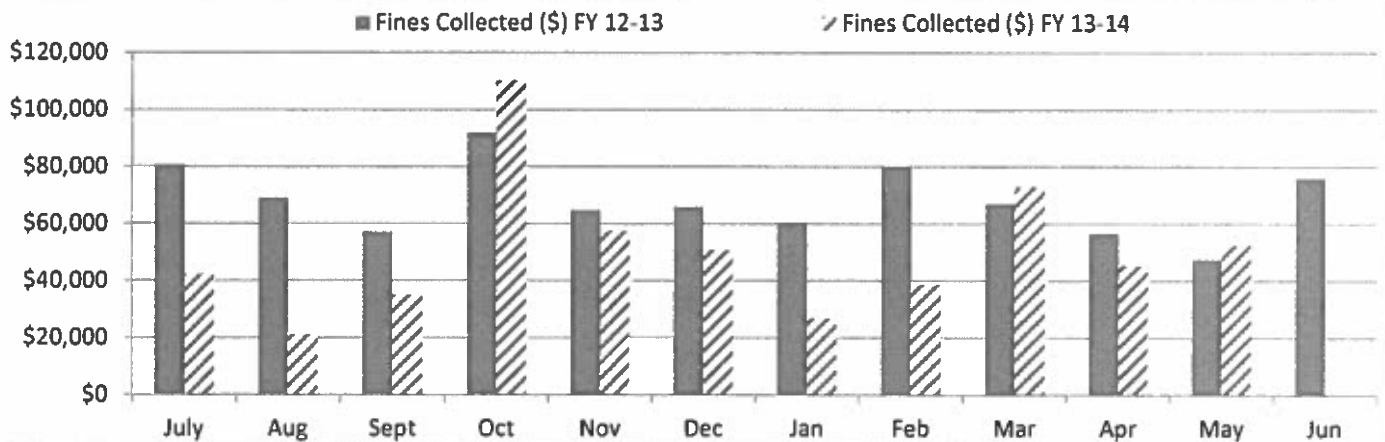
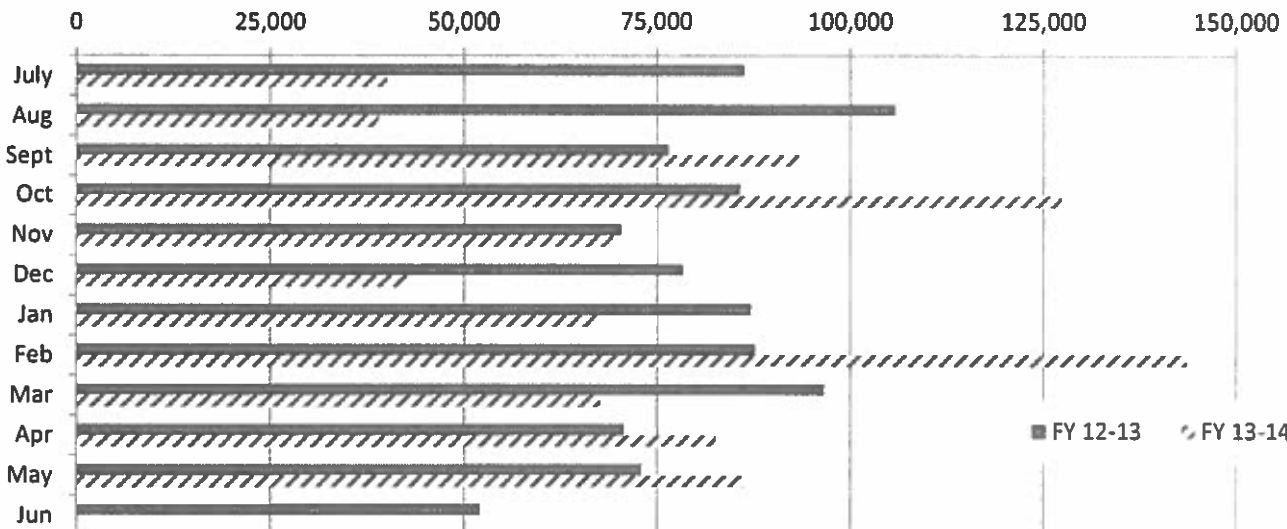
CLAIMS DEPARTMENT - Fine Activity Report May 2014

The number of fines assessed by the Claims Department increased in number to 396 from 324 in May. The number of Claims fines paid decreased from 336 in March to 219 in April.

Total fine dollars assessed in May was \$86,200 an increase over prior month \$82,700. Fine revenue received in May was \$52,550 a increase over prior month \$45,350.



Net Fines Assessed (\$)



Claims Department - Fine Activity Report -May 2014

Fines Assessed (#)

	FY12 -13	FY 13-14
July	406	193
Aug	489	185
Sept	380	377
Oct	387	469
Nov	344	272
Dec	386	204
Jan	391	304
Feb	414	691
Mar	425	331
Apr	333	324
May	342	396
Jun	248	0
Total	4,545	3,746
Mo Avg	379	341

Fines Received (#)

	FY 11-12	FY 12-13
July	363	162
Aug	314	190
Sept	275	174
Oct	437	459
Nov	295	242
Dec	313	203
Jan	302	138
Feb	373	175
Mar	334	336
Apr	307	219
May	235	214
Jun	371	0
Total	3,919	2,512
Mo Avg	478	228

Net Fines Assessed (\$)*

	FY 12-13	FY 13-14
July	86,325	40,000
Aug	105,800	39,000
Sept	76,500	93,500
Oct	85,780	127,250
Nov	70,300	69,350
Dec	78,400	42,750
Jan	87,200	67,200
Feb	87,700	143,600
Mar	96,650	67,600
Apr	70,750	82,700
May	73,000	86,200
Jun	52,100	0
Total	970,505	859,150
Mo Avg	80,875	78,105

Fines Collected (\$)

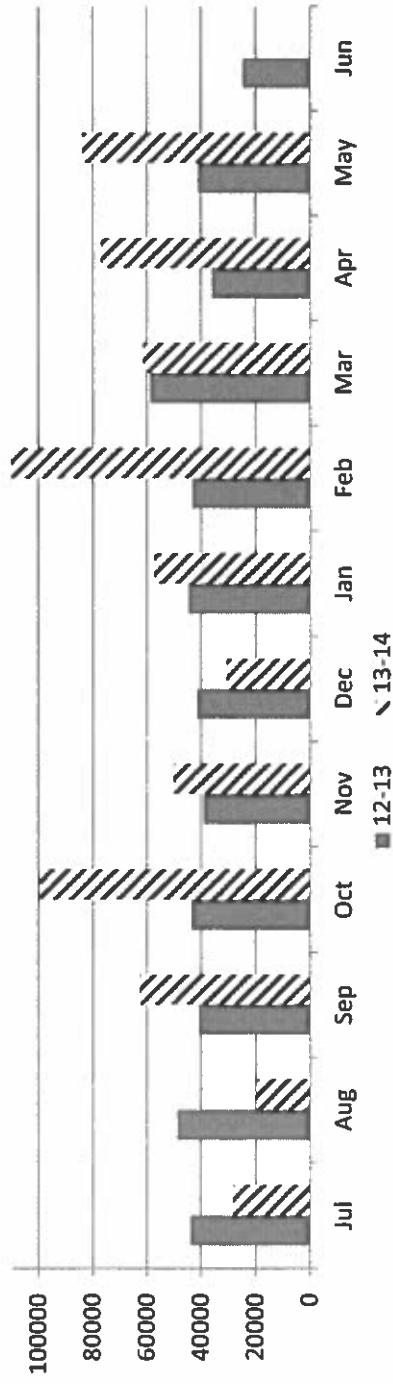
	FY 12-13	FY 13-14
July	\$80,825	42,350
Aug	\$69,100	21,200
Sept	\$57,075	35,050
Oct	\$91,925	110,350
Nov	\$64,825	57,425
Dec	\$65,950	50,900
Jan	\$60,550	27,000
Feb	\$79,875	38,550
Mar	\$67,000	73,100
Apr	\$56,650	45,350
May	\$47,550	52,550
Jun	\$76,100	0
Total	817,425	553,825
Mo Avg	68,119	50,348

*after reductions and rescinded

FORM 18 FINE ASSESSMENTS

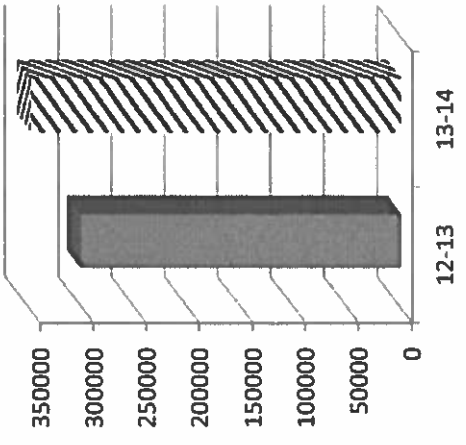
Consistent with overall Commission strategy, the Claims Department works with our Carrier partners to develop approaches that result in increased compliance levels and reduced Fine related costs to businesses in South Carolina.

A key "success measure" of this effort is the Form 18 Fine Assessment report. For the month of May 2014, this has resulted in a increase in Form 18 Fine Assessments to \$83,800 as compared to April 2014 of \$76,800. The actual number of fines assessed increased from 290 in April 2014 to 384 in May 2014.



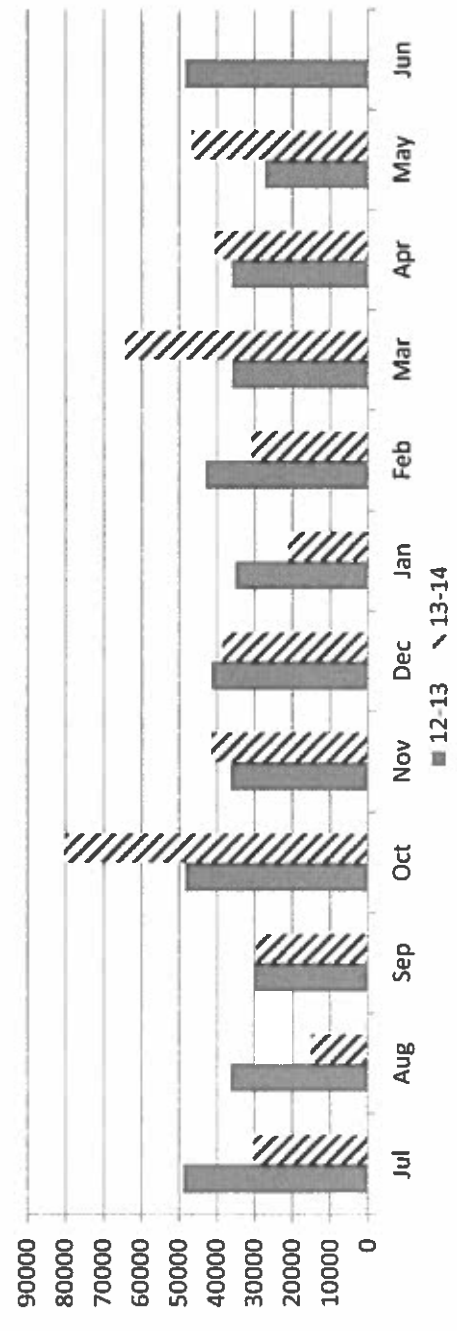
FORM 18 FINE ASSESSMENTS YTD

Form 18 Fine Assessment is trending at 115% of prior year assessments.



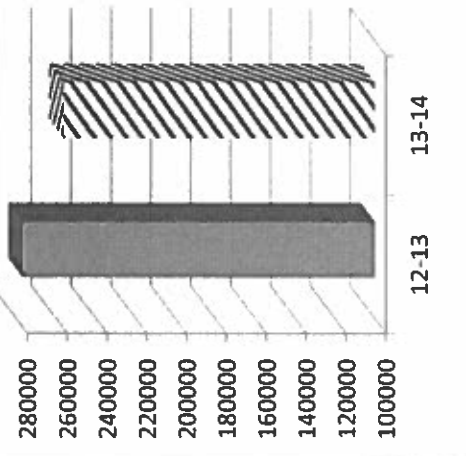
FORM 18 FINE COLLECTION

In May 2014, the Claims Department received payment on Form 18 Fines resulting in revenue of \$46,800.

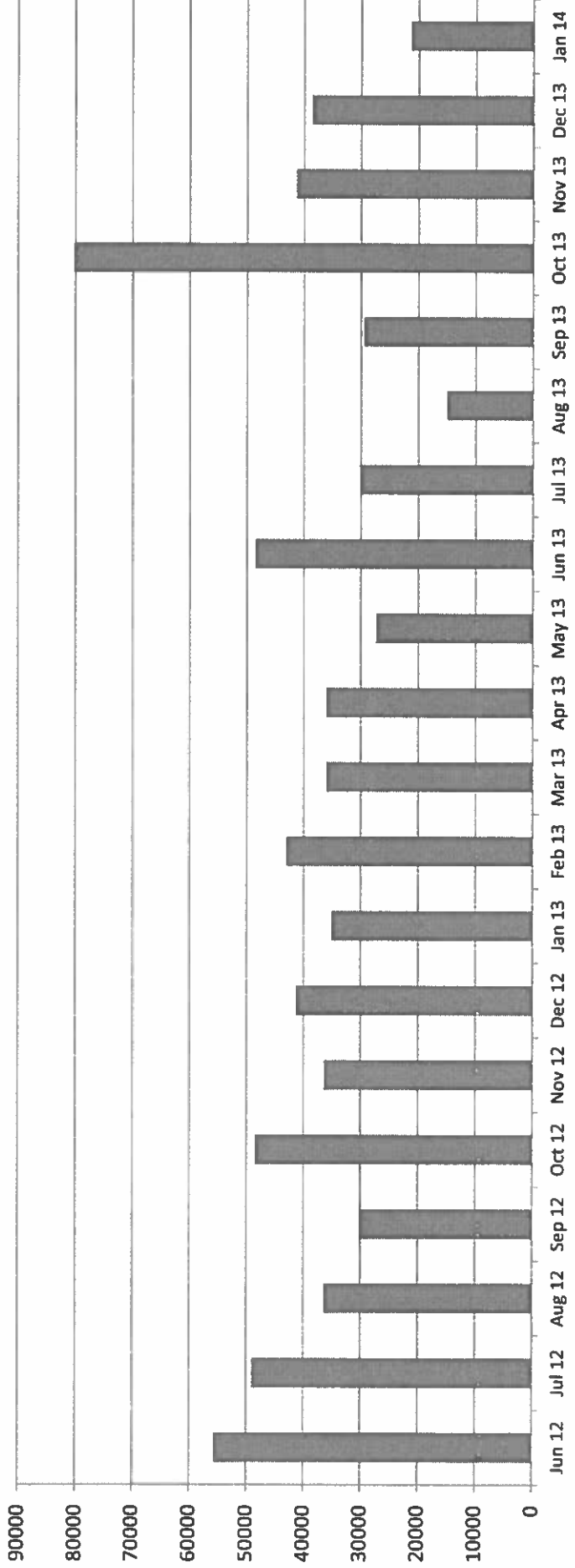


FORM 18 FINE REVENUE YTD

Form 18 Fine Revenue is trending at 93% of prior year collections.



\$ Collected



State of South Carolina

1333 Main Street
P.O. Box 1715
Columbia, S.C. 29202-1715



Tel: (803) 737-5700
Fax: (803) 737-5768
www.wcc.sc.gov

Workers' Compensation Commission

June 4, 2014

To: Gary M. Cannon
Executive Director

From: Grant Duffield
Interim Judicial Director

RE: **Monthly Judicial Report**

The beginning of summer is evident in the pleadings submitted during the past month. There were reductions in pleadings throughout the system with the exception of Consent Orders and Administrative Orders.

There were one hundred and sixteen (116) regulatory mediations scheduled and eight (8) requested mediations, excluding aggregate cases. The Judicial Department was notified of sixty-eight (68) matters resolved in mediation with the receipt of Forms 70.

We conducted another round of aggregate mediations and resolved forty-two (42) additional cases. We anticipate another round to be scheduled by the end of the summer.

The Informal Conference system continues to run smoothly and effectively and has addressed one hundred and ninety-five (195) cases during the last month.

There were one hundred twenty-two (122) Single Commissioner Hearings conducted during the past month.

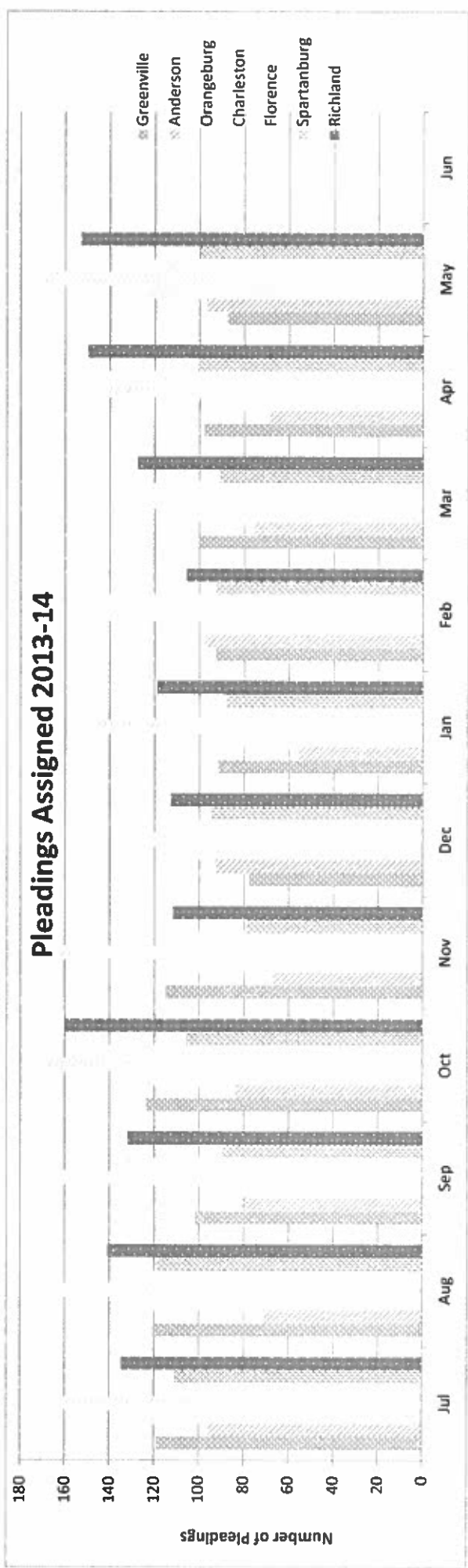
There were sixteen (16) cases appealed to Full Commission during the past month.

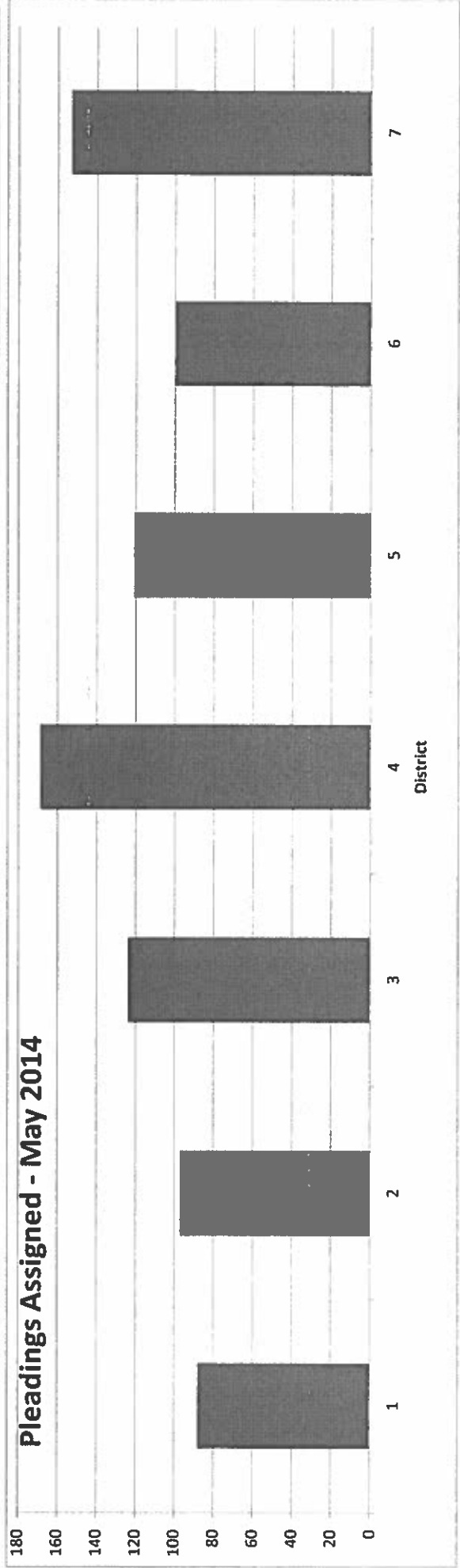
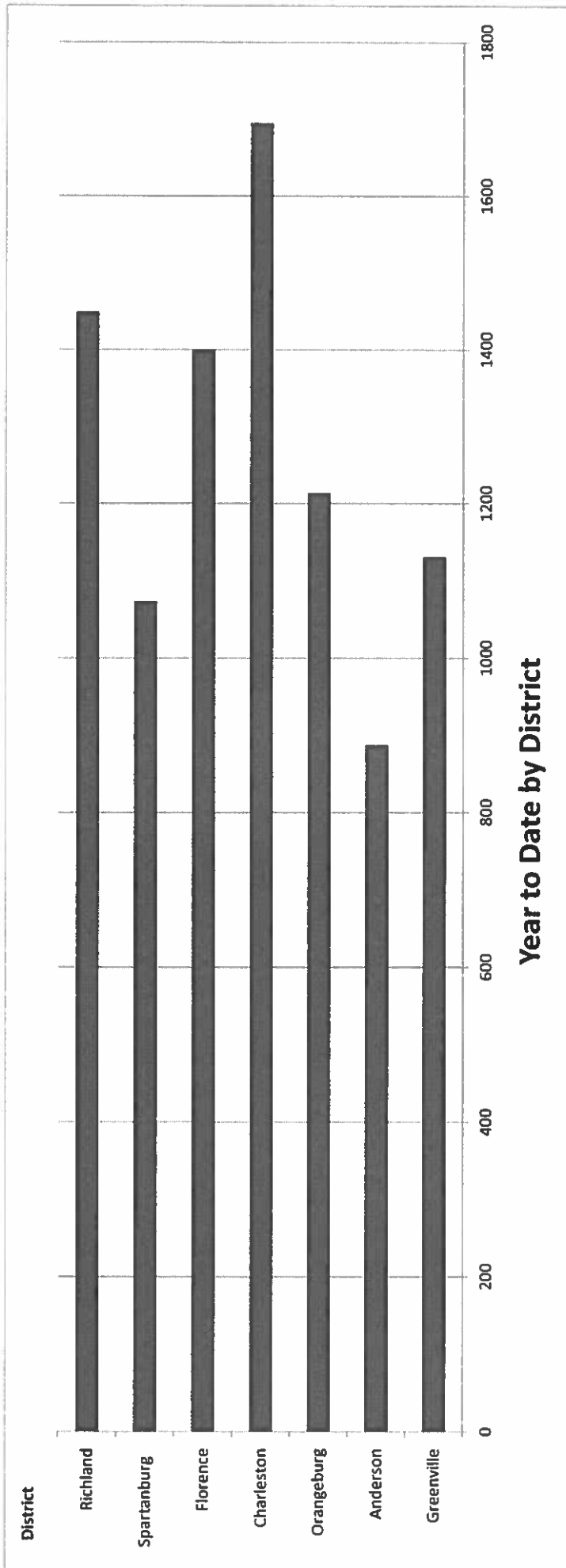
(Many thanks to Tracy Riddle for volunteering to update the numbers for this report!)

Pleadings Assigned

	District 1 Greenville			District 2 Anderson			District 3 Orangeburg			District 4 Charleston			District 5 Florence			District 6 Spartanburg			District 7 Richland					
	13-14	12-13	11-12	13-14	12-13	11-12	13-14	12-13	11-12	13-14	12-13	11-12	13-14	12-13	11-12	13-14	12-13	11-12	13-14	12-13	11-12	13-14	12-13	11-12
Jul	119	94	85	96	89	106	121	124	103	164	160	153	140	155	111	135	139	135	173	163	183	148	144	144
Aug	121	133	140	71	100	104	121	126	122	170	176	199	117	149	119	141	184	141	215	183	148	144	144	144
Sep	102	95	121	80	100	95	97	101	128	163	144	143	101	152	90	132	131	132	144	148	148	144	144	144
Oct	124	118	118	84	97	97	128	120	134	170	188	198	138	128	106	160	132	160	146	148	148	144	144	144
Nov	115	111	159	67	99	94	115	125	133	163	153	151	139	121	79	112	138	112	146	144	144	144	144	144
Dec	78	74	164	93	80	142	102	142	104	123	126	181	118	117	95	113	108	112	108	144	144	144	144	144
Jan	92	111	112	56	106	90	100	118	122	151	193	180	128	111	88	119	98	119	141	129	129	129	129	129
Feb	93	106	163	98	98	114	98	115	112	157	165	141	114	136	93	106	89	106	133	153	153	153	153	153
Mar	101	104	118	76	90	84	107	107	126	121	134	162	143	149	91	128	134	128	160	118	118	118	118	118
Apr	98	122	121	69	73	89	100	107	101	144	155	126	108	143	101	150	106	150	162	185	185	185	185	185
May	88	67	105	97	67	79	124	78	131	169	134	148	80	130	100	153	109	153	107	144	144	144	144	144
Jun		98	112		80	94		121	119		163	170	121	134		144	143		144	154	154	154	154	154
Totals	1131	1233	1518	887	1079	1188	1213	1384	1435	1695	1891	1952	1400	1483	1073	1449	1546	1449	1771	1856	1856	1856	1856	1856

Pleadings Assigned 2013-14



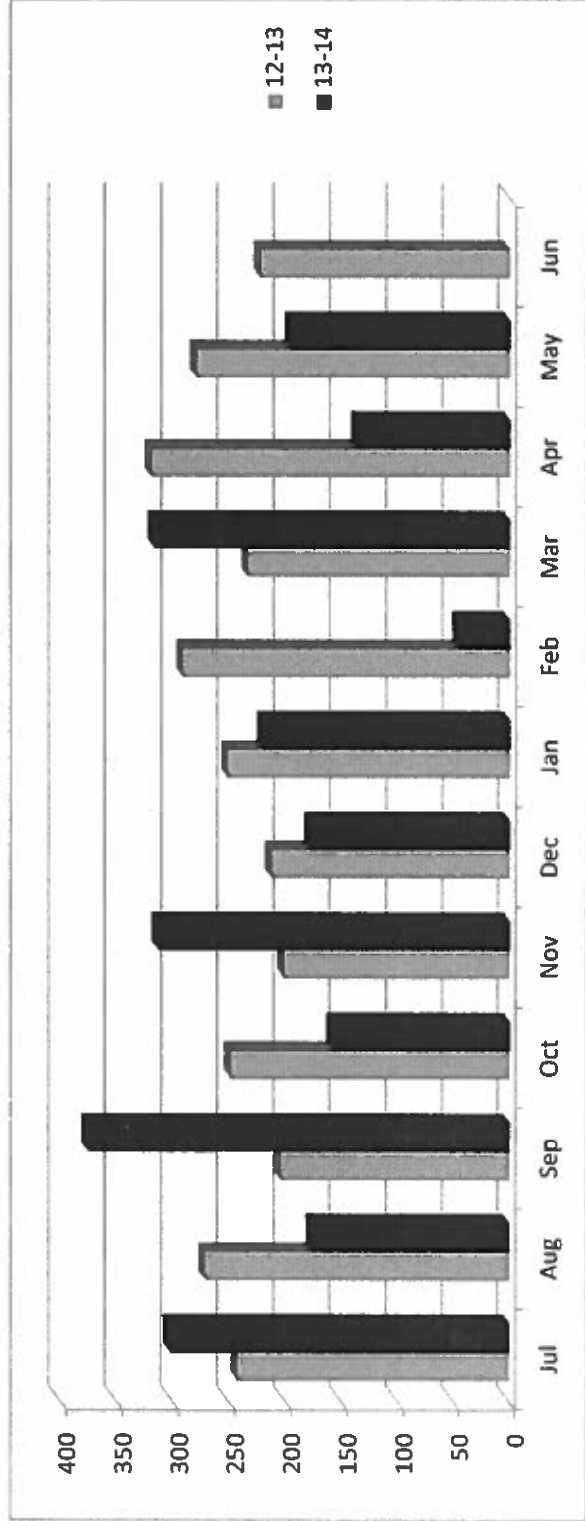
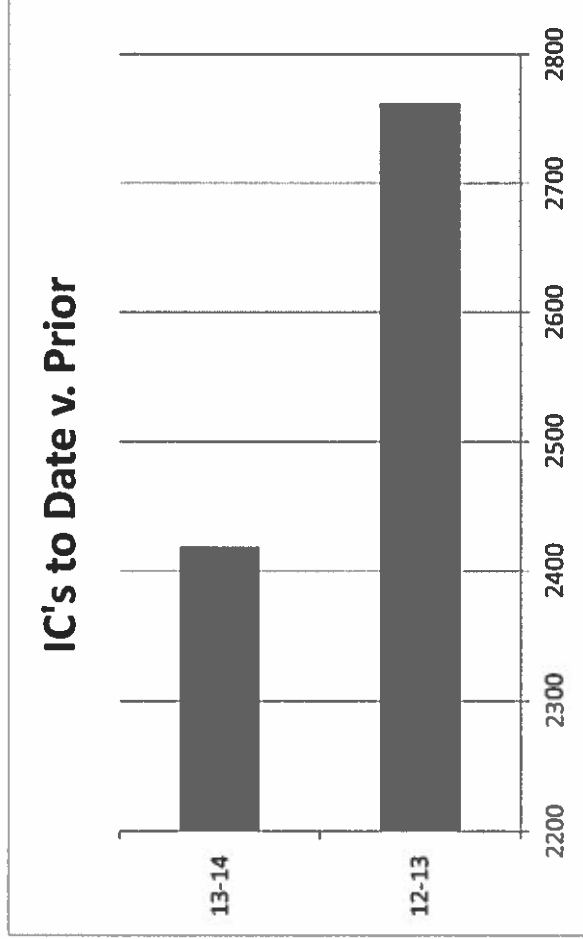


Informal Conf. Conducted

	12-13	13-14	
Jul	243	303	124.7%
Aug	272	176	64.7%
Sep	205	376	183.4%
Oct	249	158	63.5%
Nov	202	314	155.4%
Dec	213	178	83.6%
Jan	252	220	87.3%
Feb	292	46	15.8%
Mar	234	317	135.5%
Apr	320	136	42.5%
May	280	195	69.6%
Jun	223		0.0%
Total	2985	2419	

12-13 2762 13-14 2419 87.6%

Y-T-D

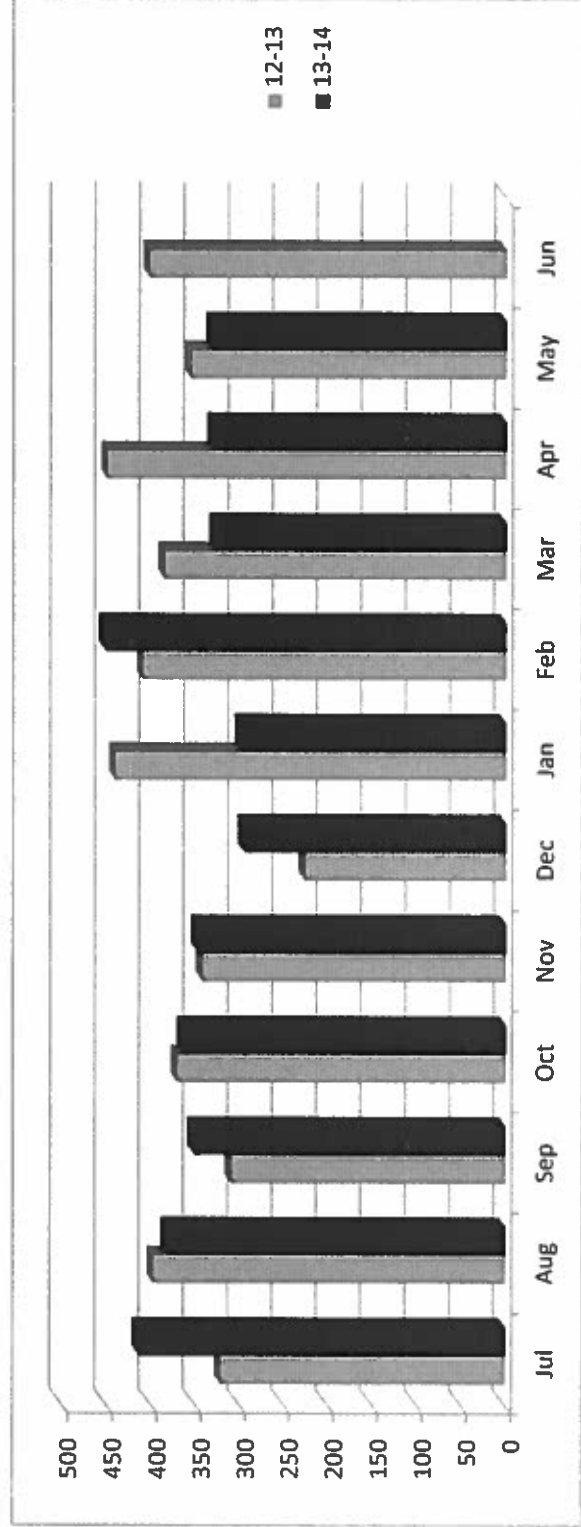
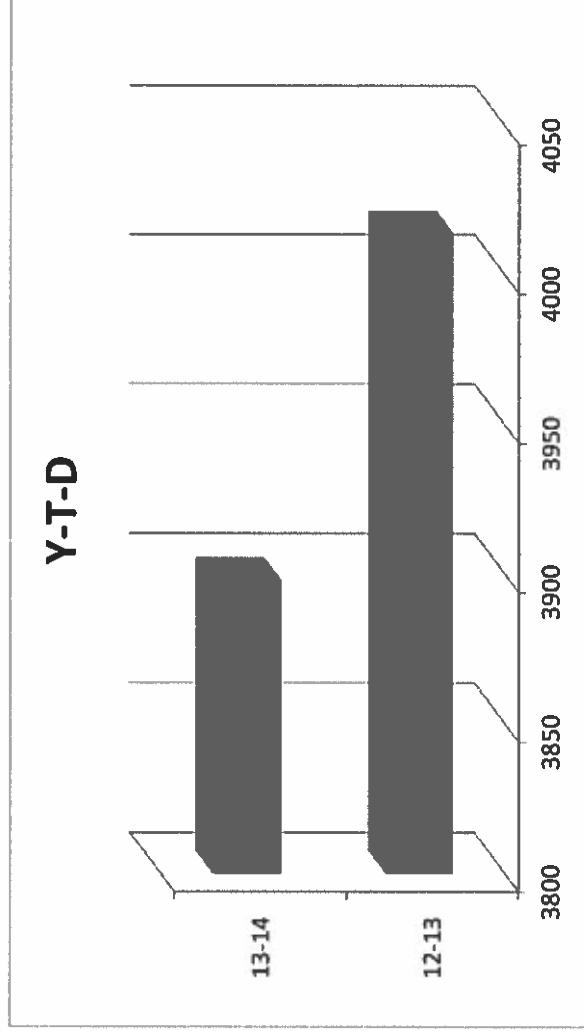


Informal Conf. Requested

	12-13	13-14
Jul	322	414
Aug	398	382
Sep	310	352
Oct	371	364
Nov	343	348
Dec	227	296
Jan	441	299
Feb	410	452
Mar	386	328
Apr	450	331
May	356	332
Jun	403	
Total	4417	3898

12-13 13-14
4014 3898 0.971101

Y-T-D



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Workers' Compensation Commission

Executive Director's Report Gary M. Cannon June 6, 2014

Regulation Change – R 67-1605 Lump Sum Payment

May 14, 2014 was the date for the 120-day period for automatic approval of proposed changes to R67-1605 Lump Sum Payment. The final regulation takes effect on the date of publication in the *State Register*, June 27, 2014.

Narcotics Use Ad Hoc Advisory Committee

The first meeting of the Narcotics Use Ad Hoc Advisory Committee is scheduled for Thursday, July 10, at 2:00 p.m. in the First Floor Conference Room.

Personnel

Records Analyst I

Dionne Witherspoon, temp position in Compliance and Coverage, was selected for the Records Analyst I position in the File Room. She will begin her new duties on June 2, 2014.

Judicial Director

Virginia Crocker tenured her resignation from the Commission effective May 21, 2014. Grant Duffield is serving as the Interim Director.

SC Bar Diversity Clerkship Program

Joseph Wideman has been selected to work with our agency through the SC Bar Diversity Clerkship program. Mr. Wideman will begin his six week summer internship with the Agency on June 16, 2014.

Summer Intern

Frazier Baldwin, sophomore at Presbyterian College, began his summer internship with the Agency on June 2.

Employee Meetings/Staff Training

The Employee Appreciation Luncheon was held on Monday, May 19, at which time W.C. Smith, III was awarded the 2013 Employee of the Year. An All Employee meeting was held on May 22. The next meeting of the Executive Director and Department Heads is scheduled for June 23.

Other Meetings

The Executive Director participated in the following meetings/activities:

- May 20 – Governor’s Prescription Drug Abuse Prevention Council
- May 21 – Meeting regarding Insurance Reserve Fund Policy Renewal Review
- May 22 – Presentation at S.C. Pharmacy Association Committee Meeting
- May 23 – Meeting with Ken Woodington
- June 4 – Agency Directors Information Security Meeting
- June 4 – Meeting with representatives of Deloitte Services LP
- June 6 – SCWCEA Medical Conference 2015 Committee Meeting

Constituent /Public Information Services

For the period May 14, 2014 through June 3, 2014 the Executive Director’s Office and the General Counsel’s office had 292 contacts with various system constituents and stakeholders. The contacts included telephone communications; electronic and personal contacts with claimants or constituents, state agencies, federal agencies, attorneys, service providers, business partners; and letters with congressional offices.

SCWCC Stakeholder Electronic Distribution List

For the period May 14, 2014 through June 3, 2014, we added three individuals to the Commission’s stakeholder distribution list. A total of 470 individuals currently receive notifications from the Commission.

SC Vocational Rehabilitation Department

Attached is a report on SCVRD/WCC referrals provided by Chuck Hamden, SCVRD Counselor, for May 2014.



South Carolina Vocational Rehabilitation Department

*Enabling eligible South Carolinians with disabilities to prepare for,
achieve and maintain competitive employment.*

Barbara G. Hollis, Commissioner

MEMO

TO: Gary Cannon
FROM: Chuck Hamden, SCVRD Counselor
DATE: May 30, 2014
RE: SCVRD/WCC Referrals

As the SCVRD counselor assigned to the Workers Compensation Commission, I held office hours at WCC for three (3) days in the month of May 2014.

During the May office hours, SCVRD has completed the review the Workman's Compensation Commission files for Richland and Lexington counties for 2012 and began using the WCC-SCVRD Portal for referrals.

As of May 30th, 2014, nine (9) WCC claimants were referred for further services:

- Three (3) responses have been received for the Richland County SCVRD office and one (1) case was opened and two (2) claimants did not want cases opened at this time.
- One (1) response was received for the Lexington SCVRD office and an appointment was made for intake.
- Three (3) letters were returned as undeliverable

In addition, four (4) Attorney referrals were received with two (2) claimants being referred to Lexington County, one (1) claimant was referred to Sumter County, and one (1) referral for Richland County

Preparations for the WCC-SCVRD Portal transition continue. During a meeting held on May 20th with the WCC IT Director and SCVRD Client Services, further steps towards completion and full roll-out were discussed and final changes and recommendations were made for the portal.

**SC Vocational Rehabilitation Dept
Workers' Comp Referrals SFY 2013**

COUNTY	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Crty Total
Abbeville													0
Aiken		1											1
Allendale													0
Anderson													0
Bamberg													0
Barnwell													0
Beaufort													0
Berkeley	1			1									2
Calhoun													0
Charleston	1	2	1										4
Cherokee													0
Chester													0
Chesterfield													0
Clarendon													0
Colleton													0
Darlington													0
Dillon													0
Dorchester	1	1											2
Edgefield													0
Fairfield													0
Florence													0
Georgetown			1										1
Greenville	1												1
Greenwood													0
Hampton													0
Horry													0
Jasper													0
Kershaw		1											1
Lancaster						1	1						2
Laurens													0
Lee													0
Lexington		2	2	1	1			2	1	1	3		13
Marion													0
Marlboro										1			1
McCormick													0
Newberry													0
Oconee													0
Orangeburg		1			1								2
Pickens													0
Richland			1	2	1	1	2	3	4	2	1		17
Saluda													0
Spartanburg													0
Sumter		1									1		2
Union													0
Williamsburg													0
York													0
Monthly Ttls	4	9	5	4	3	2	3	5	5	4	5	0	49

SC Vocational Rehabilitation Dept
Workers' Comp Referrals SFY 2013

Primary Disability	#
Mobility Impairments	2
Manipulation/dexterity impairments (hand/fingers)	4
Other Orthopedic Impairments (e.g. limited range of motion)	21
General physical debilitation (faigue, weakness, chronic pain)	20
Hearing or visual impairments	
Other physical impairments (not listed above)	2
Total	49

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Workers' Compensation Commission

TO: Commissioners

**FROM: Gary Cannon
Executive Director**

DATE: June 5, 2014

RE: Information Security

At the April 21, 2014 Commission Business Meeting, staff briefed the Commission on the proposed Information Security requirements for state agencies.

The South Carolina Department of Information Security (SC DIS) Master Policy (copy attached), establishes two deadlines for State Agencies. June 30, 2014 is the deadline for adopting Section 1.1 Information and Security Program Planning and 1.2 Security Organization (Roles and Responsibilities). January 31, 2015 was the deadline for Section 1.3 Policy Management (Plan of Action), however Budget Proviso 117.132 in the FY14-15 Appropriations Act changed the deadline for Section 1.3 to from January 31, 2015 to October 1, 2015. The deadline for compliance of all of the SC DIS Information Security Program policies is July 1, 2016.

Information Security Program Planning - Section 1.1

The purpose of this section is to establish the principles to regulate how agencies shall provide an appropriate level of governance controls over Information Security related activities.

Recommended Action: Commission approves the principles in Section 1.1.

Security Organization (Roles and Responsibilities) – Section 1.2

The purpose of this section is to establish key principles based on which each Agency's Security Organization shall be established.

Recommend Action: Commission approves the key principles in Section 1.2.

Betsy Hartman, Director of Information Technology serve as the information security liaison (Policy Champion) between the Commission and the Department of Information Security (DIS). Her responsibility will include attending the DIS policy development and implementation meetings and educating the Commissioners, management and staff with regard to necessary commitment for the implementation of DIS policies. The Policy Champion will assist the Executive Director by coordinating the development and activities of Commission Policy Development Teams (PDT).

The PDTs will be teams of agency employees appointed by the Executive Director and will have representatives of management and staff from all business units within the Commission. The PDTs will be responsible for conducting a GAP analysis of Commission's current policies, procedures and practices for information security and the required policies, procedures and practices required by the SC DIS. The GAP analysis will include collecting and reviewing security standards, policies, and procedures relevant to the Commission's operations; conducting a self-assessment of the Commission's current information security practices using DIS suggested control objectives and security guidelines; identifying and resolving policy development challenges and risks; developing a policy implementation plan; and coordinating with the Policy Champion on implementation activities.

Staff recommends the use of a third party contractor to conduct a vulnerability assessment and penetration testing (internal and external) and web application testing. The result of this will be a comprehensive review of the Commission's information technology infrastructure (transmission and storage), data applications (processes) and internal procedures to identify system security readiness and recommend changes to comply with the SC DIS Security Information Program. The estimated cost for this assessment is \$60,000. Funding will be requested in the FY15-16 budget.

Server Management and Information Technology Contract

The Commission continues to operate under the Server Management and Information Technology Contract with the Division of State Information Technology (DSIT), which is now named Division of Technology Operations (DTO). A proposed new contract from DTO is in development. DTO has been informed of the Commission's interest in the new contract including Service Level Agreements (SLA) and DTO's responsibilities for cyber security.

SOUTH CAROLINA DIVISION OF INFORMATION SECURITY (SC DIS)

Information Security Program Master Policy

V1.1 – March 25, 2014

Revision History

Date	Authored by	Title	Ver.	Notes
07-Mar-2104	Division of Information Security	Governance	1.0	Initial draft
25-Mar-2014	Division of Information Security	Master Policy	1.1	Establish implementation timeline; refine titles and duties. Add Controls Deployment section.

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INTRODUCTION

Part 1. Preface

The South Carolina Information Security (Infosec) Program consists of information security policies, procedures, and other guidance that establish a common information security framework across South Carolina State Government Agencies.

Together these policies provide a framework for developing a state government agency's information security plan. An effective information security plan improves the State's security posture and aligns information security with an agency's mission, goals, and objectives.

Each agency's implementation of the Infosec Program must comply with the policy framework established by the SC DIS, as published in the *Policies* section of its website:
<http://dis.sc.gov/policies>

Part 2. Organizational and Functional Responsibilities

This section sets the minimum level of responsibility for the following individuals and/or groups:

- Division of Information Security
- State Government Agencies
- Employees, Contractors, and Third Parties

(A) Division of Information Security

The duties of the Division of Information Security are:

- Developing, maintaining, and revising information security policies, procedures, and recommended technology solutions
- Providing technical assistance, advice, and recommendations concerning information security matters
- Coordinating information security incident response for any incidents involving state government agencies

(B) State Government Agencies

Information security is a state government agency's responsibility shared by all members of the agency's management team. The management team shall provide clear direction and visible support for security initiatives. Each agency is responsible for:

- Initiating measures to assure and demonstrate compliance with the security requirements outlined in this policy
- Implementing and maintaining an Information Security Plan compliant with the SC DIS Information Security Program
- Identifying a role (position/person/title) that is responsible for implementing and maintaining the agency's information security plan
- Ensuring that security is part of the information systems planning and procurement process
- Participating in annual information systems data security self-audits ensuring that the agency's own practices are in compliance with the agency's Information Security Plan, and with the SC DIS Information Security Program

- Determining the feasibility of conducting regular external and internal vulnerability assessments and penetration testing to verify security controls are working properly and to identify weaknesses
- Implementing a risk management process for the life cycle of each critical information system
- Assuring the confidentiality, integrity, availability, and accountability of all of the agency's information while it is being processed, stored, and/or transmitted electronically, and the security of the resources associated with those processing functions
- Ensuring that agency staff work with SC DIS and/or SC Enterprise Privacy Office (EPO) staff in resolving the agency's security and privacy incidents
- Ensuring separation of duties and assigning appropriate system permissions and responsibilities for the agency's system users
- Identifying 'business owners' for any new system, who are responsible for:
 - Classifying data according to the criteria published by SC DIS or SC EPO
 - Approving access and permissions to the data
 - Ensuring methods are in place to prevent and monitor inappropriate access to confidential data
 - Determining when to retire or purge the data

(C) Employees, Contractors and Third Parties

All State employees, contractors, and third party personnel are:

- Responsible for being aware of and complying with statewide and internal policies and their responsibilities for protecting IT assets of their agency and the State
- Responsible for using information resources only for intended purposes as defined by policies, laws and regulations of the State or agency
- Accountable for their actions relating to their use of all State information systems

Part 3. Section Overview

Each information security policy section consists of the following:

- **Purpose:** Provides background to each area of the information security policies.
- **Policy:** Contains detailed policies that relate to each information security section, and relations with National Institute of Standards and Technology (NIST) Special Publications (SP) 800-53 Revision 4 controls.
- **Policy Supplement:** Contains the security solution recommendations that are connected to the South Carolina Information Security Recommended Technology Solutions.
- **Guidance:** Provides references to guidelines on information security policies.
- **Reference:** Provides a reference to the guidance in the form of a uniform resource locator (URL).

Part 4. Implementation Timeline

Each state government agency should observe the following timeline in implementation of the Information Security Program. Exceptions must be reported to the office of the SC DIS Chief Information Security Officer.

Section	Implementation Date
1.1 Information Security Program Planning	30-Jun-2014
1.2 Security Organization (Roles and Responsibilities)	30-Jun-2014
1.3 Policy Management (Plan of Action)	31-Jan-2015
1.4 Information Security Controls Deployment	TBD

INFORMATION SECURITY POLICY

Governance

1.1 Information Security Program Planning

Purpose The purpose of this section is to establish the principles to regulate how agencies shall provide an appropriate level of governance controls over Information Security related activities.

- Policy** Information Security Plan (PM 1)
- Each agency shall develop and communicate an information security plan that underlines security requirements, the security management controls, and common controls in place for meeting those requirements.
 - Each agency's security plan shall identify and assign security program roles, responsibilities and management commitment, and ensure coordination among the agency's business units, as well as compliance with the security plan.
 - Each agency shall ensure coordination among the agency's business units responsible for the different aspects of information security (i.e., technical, physical, personnel, etc.)
 - Each agency shall ensure that the security plan is approved by senior management.
 - Each agency shall review the information security plan at least on an annual basis.
 - Each agency shall update the security plan to address changes and problems identified during plan implementation or security control assessments.
 - Each agency shall protect the information security plan from unauthorized disclosure and modification.
- Information Security Resources (PM 3)
- Each agency shall consider resources needed to implement and maintain the information security plan in capital planning and investment requests.
- Plan of Action and Milestones Process (PM 4)
- Each agency shall implement a process for ensuring that plans of action and milestones for the security program and associated information systems are developed and maintained.
 - Each agency shall review plans of action and milestones for consistency with the agency's risk management strategy and priorities for risk response actions.
- Information Security Measures of Performance (PM 6)
- Each agency shall develop, monitor, and report on the results of information security measures of performance, as directed or guided by the SC DIS and SC EPO.

Policy Supplement	A policy supplement has not been identified.
Guidance	NIST SP 800-53 Revision 4: PM 1 Information Security Program Plan NIST SP 800-53 Revision 4: PM 3 Information Security Resources NIST SP 800-53 Revision 4: PM 4 Plan of Action and Milestones Process NIST SP 800-53 Revision 4: PM 6 Measures of Performance
Reference	http://csrc.nist.gov/publications/nistpubs/800-53-rev4/sp800_53_r4_final_word_ver.docx

1.2 Security Organization (Roles and Responsibilities)

Purpose	The purpose of this section is to establish key principles based on which each Agency's Security Organization shall be established.
Policy	<p>Information Security Authority (2.2.3.1)</p> <ul style="list-style-type: none">• Each agency's chief executive shall ensure that the agency's senior officials are given the necessary authority to secure the operations and assets under their control. <p>Information Security Liaison (PM 2)</p> <ul style="list-style-type: none">• Each agency shall appoint an information security liaison with the mission and resources to: coordinate, develop, implement, and maintain an information security plan. <p>Information Security Workforce (PM 13)</p> <ul style="list-style-type: none">• Each agency shall establish an information security workforce and professional development program appropriately sized to the agency's information security needs. <p>Role-based Security Training (AT 3)</p> <ul style="list-style-type: none">• Each agency shall provide role-based security training to personnel with assigned security roles and responsibilities.
Policy Supplement	A policy supplement has not been identified.
Guidance	<p>NIST SP 800-53 Revision 4: PM 2 Senior Information Security Officer</p> <p>NIST SP 800-53 Revision 4: PM 13 Information Security Workforce</p> <p>NIST SP 800-53 Revision 4: AT 3 Role-based Security Training</p> <p>NIST SP 800-100: 2.2.3.1 Agency Head</p>
Reference	<p>http://csrc.nist.gov/publications/nistpubs/800-53-rev4/sp800_53_r4_final_word_ver.docx</p> <p>http://csrc.nist.gov/publications/nistpubs/800-100/SP800-100-Mar07-2007.pdf</p>

1.3 Policy Management (Plan of Action)

Purpose

The purpose of this section is to establish key principles based on which each agency's security procedures shall be developed.

Policy

Procedure Development

- Each agency shall adopt a risk-based approach to identify State and agency-specific information security objectives, and shall develop information security procedures in alignment with the identified security objectives.
 - Each agency shall allocate the appropriate subject matter experts to the development of State and agency-specific information security procedures.
 - Each agency shall approach independent external (third party) specialists to assist in the development of information security policies in cases where it is established that the required skills do not exist within the agency and are not available within any other state government agency.
 - Each agency shall work in collaboration with other states, Federal government, and external special interest groups in cases where procedures directly or indirectly affect interfacing activities with them.
 - Information security procedures that are developed at the agency shall contain the following information, as appropriate:
 - Revision history
 - Introduction
 - Preface
 - Ownership, roles, and responsibilities
 - Purpose
 - Policy statements
 - Policy supplement
 - Guidance
 - Definitions
 - Scenarios which cannot be effectively addressed within the constraints of the agency's security procedures, should be identified as exceptions:
 - Exceptions shall be evaluated in the context of potential risk to the agency as a whole;
 - Exceptions that create significant risks without adequate compensating controls shall not be approved; and
 - Exceptions shall be consistently evaluated in accordance with the agency's risk acceptance practice.
 - Each agency shall review each draft procedure with stakeholders who shall be impacted by the procedure, to ensure that the procedure is enforceable and effective.
-

-
- Each agency shall identify gaps within the procedures that are not enforceable and effective, shall document the gaps, and shall assign the appropriate resources to remediate the gaps.
 - Each agency shall develop and implement a communication plan to disseminate new procedures or changes to existing procedures.
 - Each agency shall review procedures on an annual basis to ensure that procedures are up-to-date and aligned with the State's risk posture.

Procedure Review and Approval

- A procedure governance committee shall be established for the purpose of review and approval of procedures.
- Procedure exemptions shall be explicitly approved by the procedure governing committee.
- Procedure approval history shall be documented in detail.

Procedure Implementation

- Each agency shall implement mechanisms to help ensure that information security procedures will be available to the agency's personnel on a continuous basis and whenever required.
- Each agency shall require employees to review and acknowledge understanding of information security procedures prior to allowing access to sensitive data or information systems.

Policy Supplement	A policy supplement has not been identified.
Guidance	NIST SP 800-53 Revision 4: PM 6 Measures of Performance
Reference	http://csrc.nist.gov/publications/nistpubs/800-53-rev4/sp800_53_r4_final_word_ver.docx

1.4 Information Security Controls Deployment

Purpose	The purpose of this section is to establish key principles for deployment of information security controls.
Policy	<p>Controls Deployment</p> <ul style="list-style-type: none">• Each agency shall adopt a risk-based approach to prioritize deployment of controls.• Each agency shall allocate the appropriate subject matter experts to the deployment of State and agency-specific information security controls.• Each agency shall approach independent external (third party) specialists to assist in the deployment of information security controls in cases where it is established that the required skills do not exist within the agency and are not available within any other state government agency.• Controls which cannot be deployed due to the agency's resource or other constraints must be reported to the office of the State Chief Information Security Officer.• Each agency shall review each control with stakeholders who shall be impacted, to ensure that the control is enforceable and effective.• Each agency shall identify gaps within the controls that are not enforceable and effective, shall document the gaps, and shall assign the appropriate resources to remediate the gaps.• Each agency shall develop and implement a communication plan to disseminate new controls or changes to existing controls.• Each agency shall review controls on an annual basis to ensure that they are up-to-date and aligned with the State's risk posture.
Policy Supplement	A policy supplement has not been identified.
Guidance	Guidance has not been identified.
Reference	http://csrc.nist.gov/publications/nistpubs/800-53-rev4/sp800_53_r4_final_word_ver.docx

DEFINITIONS

Agency, State Government – refers to any South Carolina state agency, institution, department, division, board, commission, or authority.

Control, Information Security – refers to any process or technology intended to reduce a security risk.

Guidance: Guidance refers to best practices and industry standards that have been used as a guide to develop the security policies and the policy supplements.

Information security liaison: Official responsible for carrying out the “Chief Information Officer” responsibilities within the agency under the Federal Information Security Management Act (FISMA) and serving as the primary liaison between the DIS office of the Chief Information Security Officer and the agency’s authorizing officials, information system owners, and information system security officers.

Information Security Plan – the collection of procedures and other guidance developed by state government agencies to implement the SC DIS Information Security Program within the agency

Metrics: Tools designed to facilitate decision making and improve performance and accountability through collection, analysis, and reporting of relevant performance-related data.

Policy: The Information Security Policy defines appropriate controls to protect an agency’s information assets from unauthorized disclosure, misuse, alteration, or destruction in a manner that ensures compliance with regulatory requirements and risk management expectations.

Policy supplement: Policy supplement assists the agencies in the actual implementation of the high level security controls defined in the policy. This defines at a granular level the baseline security controls for the agency.

Policy exemptions: Scenarios which require exemption from the existing provisions of the Security policy are called policy exemptions.

Risk posture: Risk posture identifies the specific threats that the agency faces and quantifies the risks associated with each of those threat events materializing.

SC DIS – South Carolina Division of Information Security

SC DIS Information Security Program – the collection of policies, procedures, and other guidance published on the SC DIS website (dis.sc.gov).

Standards: Security baseline to assist agencies, used to maintain a minimum baseline security configuration level as per industry guidelines.

System Security Plan: Formal document that provides an overview of the security requirements for an information system and describes the security controls in place or planned for meeting those requirements.

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Workers' Compensation Commission

TO: Commissioners

**FROM: Gary Cannon
Executive Director**

DATE: June 5, 2014

RE: Net Present Value Tables (R 67-1605 Lump Sum Payment)

Changes to R 67-1605 (Document 4399) were approved by the General Assembly on May 14, 2014. The regulations are effective upon publication in the State Register June 27, 2014.

Pursuant to the new regulations, the new Net Present Value (NPV) tables are calculated at the yield-to-maturity rate of the Five Year U. S. Treasury Note reported by the Federal Reserve on the first business day following January 1. The regulation further states the discount rate shall not exceed six percent or be less than two percent.

The Five Year Treasury published by the Federal Reserve on January 2, 2014 was 1.72%. (Source:<http://www.federalreserve.gov/releases/h15/data.htm>, Table "Treasury Constant Maturities").

I recommend that the Commission approve the new present value tables establishing the discount rate for weeks zero through 100 at two percent (2%) and weeks 101 through 500 at two percent (2%) effective June 27th, 2014.

Attached are the Proposed NPV Tables.

Proposed Net Present Value Table – 2% per annum
 Weeks 1 through 100
 June 9, 2014

Weeks	Present Worth
1	0.9996
2	1.9988
3	2.9977
4	3.9962
5	4.9942
6	5.9919
7	6.9892
8	7.9862
9	8.9827
10	9.9789
11	10.9747
12	11.9701
13	12.9651
14	13.9597
15	14.9539
16	15.9478
17	16.9413
18	17.9344
19	18.9271
20	19.9195
21	20.9114
22	21.9030
23	22.8942
24	23.8850
25	24.8754
26	25.8655
27	26.8552
28	27.8444
29	28.8334
30	29.8219
31	30.8100
32	31.7978
33	32.7852
34	33.7722
35	34.7588
36	35.7451
37	36.7310
38	37.7165
39	38.7016

Weeks	Present Worth
40	39.6863
41	40.6707
42	41.6546
43	42.6382
44	43.6215
45	44.6043
46	45.5868
47	46.5689
48	47.5506
49	48.5319
50	49.5129
51	50.4934
52	51.4736
53	52.4535
54	53.4329
55	54.4120
56	55.3907
57	56.3690
58	57.3470
59	58.3245
60	59.3017
61	60.2785
62	61.2550
63	62.2310
64	63.2067
65	64.1820
66	65.1570
67	66.1315
68	67.1057
69	68.0796
70	69.0530
71	70.0261
72	70.9988
73	71.9711
74	72.9430
75	73.9146
76	74.8858
77	75.8566
78	76.8271

Weeks	Present Worth
79	77.7971
80	78.7668
81	79.7362
82	80.7051
83	81.6737
84	82.6419
85	83.6098
86	84.5772
87	85.5443
88	86.5111
89	87.4774
90	88.4434
91	89.4090
92	90.3743
93	91.3391
94	92.3036
95	93.2678
96	94.2315
97	95.1949
98	96.1579
99	97.1206
100	98.0828

Proposed Net Present Value Table – 2% per annum
 Weeks 101 through 500
 June 9, 2014

Weeks	Present Value
101	99.0447
102	100.0063
103	100.9675
104	101.9282
105	102.8887
106	103.8487
107	104.8084
108	105.7677
109	106.7267
110	107.6853
111	108.6435
112	109.6013
113	110.5588
114	111.5159
115	112.4727
116	113.4290
117	114.3850
118	115.3407
119	116.2960
120	117.2509
121	118.2054
122	119.1596
123	120.1134
124	121.0668
125	122.0199
126	122.9726
127	123.9249
128	124.8769
129	125.8285
130	126.7797
131	127.7306
132	128.6811
133	129.6312
134	130.5810
135	131.5304
136	132.4795
137	133.4282
138	134.3765

Weeks	Present Value
139	135.3244
140	136.2720
141	137.2192
142	138.1661
143	139.1126
144	140.0587
145	141.0045
146	141.9499
147	142.8949
148	143.8396
149	144.7839
150	145.7279
151	146.6715
152	147.6147
153	148.5576
154	149.5001
155	150.4422
156	151.3840
157	152.3254
158	153.2664
159	154.2071
160	155.1474
161	156.0874
162	157.0270
163	157.9663
164	158.9051
165	159.8437
166	160.7818
167	161.7196
168	162.6571
169	163.5941
170	164.5309
171	165.4672
172	166.4032
173	167.3389
174	168.2741
175	169.2091
176	170.1436

Weeks	Present Value
177	171.0778
178	172.0117
179	172.9451
180	173.8783
181	174.8110
182	175.7434
183	176.6755
184	177.6072
185	178.5385
186	179.4695
187	180.4001
188	181.3304
189	182.2603
190	183.1898
191	184.1190
192	185.0478
193	185.9763
194	186.9044
195	187.8322
196	188.7596
197	189.6866
198	190.6133
199	191.5396
200	192.4656
201	193.3912
202	194.3165
203	195.2414
204	196.1659
205	197.0901
206	198.0140
207	198.9375
208	199.8606
209	200.7834
210	201.7058
211	202.6278
212	203.5496
213	204.4709
214	205.3919

Weeks	Present Value
215	206.3126
216	207.2329
217	208.1528
218	209.0724
219	209.9916
220	210.9105
221	211.8290
222	212.7472
223	213.6650
224	214.5825
225	215.4996
226	216.4164
227	217.3328
228	218.2488
229	219.1646
230	220.0799
231	220.9949
232	221.9096
233	222.8239
234	223.7378
235	224.6514
236	225.5646
237	226.4775
238	227.3901
239	228.3023
240	229.2141
241	230.1256
242	231.0367
243	231.9475
244	232.8580
245	233.7681
246	234.6778
247	235.5872
248	236.4962
249	237.4049
250	238.3133
251	239.2212
252	240.1289
253	241.0362
254	241.9431
255	242.8497
256	243.7560

Weeks	Present Value
257	244.6619
258	245.5674
259	246.4726
260	247.3775
261	248.2820
262	249.1861
263	250.0900
264	250.9934
265	251.8965
266	252.7993
267	253.7017
268	254.6038
269	255.5055
270	256.4069
271	257.3080
272	258.2086
273	259.1090
274	260.0090
275	260.9086
276	261.8079
277	262.7069
278	263.6055
279	264.5038
280	265.4017
281	266.2993
282	267.1965
283	268.0934
284	268.9899
285	269.8861
286	270.7820
287	271.6775
288	272.5727
289	273.4675
290	274.3620
291	275.2561
292	276.1499
293	277.0433
294	277.9364
295	278.8292
296	279.7216
297	280.6137
298	281.5054

Weeks	Present Value
299	282.3968
300	283.2878
301	284.1785
302	285.0689
303	285.9589
304	286.8486
305	287.7379
306	288.6269
307	289.5155
308	290.4039
309	291.2918
310	292.1794
311	293.0667
312	293.9537
313	294.8403
314	295.7265
315	296.6124
316	297.4980
317	298.3833
318	299.2682
319	300.1527
320	301.0369
321	301.9208
322	302.8043
323	303.6875
324	304.5704
325	305.4529
326	306.3351
327	307.2169
328	308.0984
329	308.9796
330	309.8604
331	310.7409
332	311.6210
333	312.5009
334	313.3803
335	314.2595
336	315.1382
337	316.0167
338	316.8948
339	317.7726
340	318.6500

Weeks	Present Value
341	319.5271
342	320.4039
343	321.2803
344	322.1564
345	323.0322
346	323.9076
347	324.7827
348	325.6574
349	326.5319
350	327.4059
351	328.2797
352	329.1531
353	330.0261
354	330.8989
355	331.7713
356	332.6433
357	333.5150
358	334.3864
359	335.2575
360	336.1282
361	336.9986
362	337.8687
363	338.7384
364	339.6077
365	340.4768
366	341.3455
367	342.2139
368	343.0819
369	343.9496
370	344.8170
371	345.6841
372	346.5508
373	347.4172
374	348.2832
375	349.1489
376	350.0143
377	350.8793
378	351.7441
379	352.6084
380	353.4725
381	354.3362
382	355.1996

Weeks	Present Value
383	356.0626
384	356.9254
385	357.7877
386	358.6498
387	359.5115
388	360.3729
389	361.2340
390	362.0947
391	362.9551
392	363.8152
393	364.6749
394	365.5343
395	366.3934
396	367.2522
397	368.1106
398	368.9687
399	369.8264
400	370.6839
401	371.5410
402	372.3977
403	373.2542
404	374.1103
405	374.9661
406	375.8215
407	376.6767
408	377.5314
409	378.3859
410	379.2401
411	380.0939
412	380.9473
413	381.8005
414	382.6533
415	383.5058
416	384.3580
417	385.2098
418	386.0614
419	386.9125
420	387.7634
421	388.6139
422	389.4641
423	390.3140
424	391.1636

Weeks	Present Value
425	392.0128
426	392.8617
427	393.7103
428	394.5585
429	395.4064
430	396.2540
431	397.1013
432	397.9482
433	398.7949
434	399.6412
435	400.4871
436	401.3328
437	402.1781
438	403.0231
439	403.8677
440	404.7121
441	405.5561
442	406.3998
443	407.2432
444	408.0862
445	408.9289
446	409.7713
447	410.6134
448	411.4551
449	412.2966
450	413.1377
451	413.9784
452	414.8189
453	415.6590
454	416.4988
455	417.3383
456	418.1775
457	419.0163
458	419.8548
459	420.6930
460	421.5309
461	422.3684
462	423.2057
463	424.0426
464	424.8792
465	425.7154
466	426.5514

Weeks	Present Value
467	427.3870
468	428.2223
469	429.0573
470	429.8919
471	430.7263
472	431.5603
473	432.3940
474	433.2273
475	434.0604
476	434.8931
477	435.7255
478	436.5576
479	437.3894
480	438.2209
481	439.0520
482	439.8828
483	440.7133
484	441.5435
485	442.3733
486	443.2029
487	444.0321
488	444.8610
489	445.6896
490	446.5178
491	447.3458
492	448.1734
493	449.0007
494	449.8277
495	450.6544
496	451.4807
497	452.3068
498	453.1325
499	453.9579
500	454.7830