

AGENDA

SOUTH CAROLINA WORKERS' COMPENSATION COMMISSION

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

March 21, 2016 – 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.

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|-----|--|---|
| 1. | CALL TO ORDER | CHAIRMAN BECK |
| 2. | APPROVAL OF AGENDA OF BUSINESS MEETING OF MARCH 21, 2016 | CHAIRMAN BECK |
| 3. | APPROVAL OF MINUTES OF THE BUSINESS MEETING OF FEBRUARY 22, 2016 (Tab 1) | CHAIRMAN BECK |
| 4. | GENERAL ANNOUNCEMENTS | MR. CANNON |
| 5. | APPLICATIONS FOR APPROVAL TO SELF-INSURE (Tab 2) | MR. SMITH |
| 6. | DEPARTMENT DIRECTORS' REPORTS
Human Resources (Tab 3)
Information Services (Tab 4)
Insurance, Medical & Administrative Services (Tab 5 & 6)
Claims (Tab 7)
Judicial (Tab 8) | MS. OSBORNE
MS. SPRANG
MR. DUFFIELD
MS. SPANN
MS. BRACY |
| 7. | EXECUTIVE DIRECTOR'S REPORT (Tab 9) | MR. CANNON |
| 8. | OLD BUSINESS | CHAIRMAN BECK |
| 9. | NEW BUSINESS | CHAIRMAN BECK |
| 10. | ADJOURNMENT | CHAIRMAN BECK |

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8	Judicial
9	Executive Director's Report

THE
SOUTH CAROLINA WORKERS' COMPENSATION COMMISSION
BUSINESS MEETING

Monday, February 22, 2016

A Business Meeting of the South Carolina Workers' Compensation Commission was held in Hearing Room A of the Workers' Compensation Commission on Monday, February 22, 2016, 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, CHAIRMAN
SUSAN S. BARDEN, VICE CHAIR
R. MICHAEL CAMPBELL, II, COMMISSIONER
MELODY L. JAMES, COMMISSIONER
GENE MCCASKILL, COMMISSIONER
AISHA TAYLOR, COMMISSIONER
AVERY B. WILKERSON, JR., COMMISSIONER

Present also were: Gary Cannon, Executive Director; Amy Bracy, Judicial Director; Wayne Ducote, Coverage & Compliance Director; Grant Duffield, Insurance, Medical & Administrative Services Director; Alicia Osborne, Human Resources Manager; Keith Roberts, Attorney; W.C. Smith, Self-Insurance Director; Sonji Spann, Claims Director; Sandee Sprang, IT Director; and Amanda Underhill, Business Analyst. Also present were: Attorney Ric Davis, Chairman, Narcotics Use Advisory Committee; J.C. Nicholson, S.C. Medical Association; and Clara Smith, Injured Workers' Advocates.

Chairman Beck called the meeting to order at 10:33 a.m.

AGENDA

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

APPROVAL OF MINUTES – BUSINESS MEETING OF JANUARY 11, 2016

Commissioner Barden moved that the minutes of the Business Meeting of January 11, 2016 be approved. Commissioner McCaskill seconded the motion, and the motion was approved.

GENERAL ANNOUNCEMENTS

There were no general announcements.

APPLICATIONS FOR APPROVAL TO SELF-INSURE

Self-insurance applications were presented by W.C. Smith, Self-Insurance Director. Twenty-One (21) prospective members of two (2) funds were presented to the Commission for approval. The applications were:

Palmetto Timber Fund
Martin Bros Inc.

SC Home Builders SIF

Ashmore Rice Builders, Inc.
Atkinson Exteriors, LLC
BLAW Construction Company, LLC
Britt Watson
BRM Construction, LLC
Campbell's Masonry, Inc.
Construction Specialties of Columbia, Inc.
Cox Electrical Service
Excobar Molding & Trim, LLC
Exterior Solutions, LLC
JT Ponds Construction, LLC
Leos Heating and Air Company, LLC
MML Masonry, LLC
MW Electrical Service
OBrien Painting Services, LLC
Preferred Soft Wash, LLC
Smith & Webb, LLC
Stucco by Design
Three Kings Masonry
True Tile SC, LLC

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 Taylor 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.

Human Resources Department

Alicia Osborne presented the Human Resources report for the period of January 7 through February 17, 2016. This was received as information.

Information Technology Department

Sandee Sprang presented the Information Services Department's report. Ms. Sprang reported the deployment of the OnBase 13 upgrade is complete. She noted there were an unusually high number of user issues as a result of configuration and permission settings. IT will continue to work with DTO to resolve the issues.

Ms. Sprang pointed out the following highlights from the report:

- IT is developing new reports for the upcoming Senate Oversight review.
- Ms. Sprang reported six (6) unplanned system outages in January.
- The next phase of eCase upgrade is dependent upon the establishment of a test environment in the virtualization project.
- The iPad upgrades should be complete by the end of the week.
- The new switch installation was completed in January. This resulted in a

reduction of the maintenance contract, saving the Agency \$900 a month.

Commissioner Taylor asked if IT was still in contact with CourtCall, a remote court appearance platform. Ms. Sprang said a successful system test was performed. A rollout date is pending.

Commissioner McCaskill asked if there is a long-term plan to standardize the agency's equipment and configurations. Ms. Sprang explained that the long-range plan is to upgrade all computers to a standard configuration with a minimum of 8Meg of memory.

Insurance, Medical & Administrative Services Department

Grant Duffield presented the Insurance, Medical & Administrative Services Department's report. Mr. Duffield pointed out the following highlights from the report:

- The Compliance Division has assessed \$4.3 million in fines of which 70%, or \$3 million, have been waived or rescinded as employers have either obtained coverage or were found not to be subject to the Act. In January, the Compliance Division collected \$71,412 in fines and penalties. Year to date, the Compliance Division has collected \$616,687 in fines. Year to date vs prior year total (\$906,833) is 68%. The current year end trend is 117% of 2014-2015.
- The Coverage Division's year to date claim files created is 14,286 which is 60% of prior year claim file volume. The Coverage Division collected \$14,200 in fine revenue in January 2016. Year on year, Coverage fines are at 50% of collections for prior year.
- Self-Insurance tax revenue is trending at 104% of prior year.

Mr. Duffield presented the Summary of Revenues and Expenditures for the period ended January 31, 2016. The benchmark for period ended January 2016 is 58.3%. Total expenditures are at 58.5% of budget; earmarked fund revenue is 62%; and the draw on fund balance is 50.2% of budget.

Claims Department

Sonji Spann presented the Claims Department's report.

Ms. Spann reported the following for the month of January 2016:

- Closed 2,198 individual case files
- Received \$41,400 in fine revenue
- Claims examiners reviewed 1,330 individual case files. Ms. Spann said she met with the claims examiners in January to discuss the process for examining files and determining what a file needs in order for the file to be closed. In January, all claims examiners examined files, which resulted in an increase in the number of individual case files reviewed by examiners.
- 294 fines assessed
- 266 Form 18 fines assessed
- 11,838 forms processed
- 1,072 Form 18s processed through SROI
- 1,652 Form 18s received via Email
- 1,744 forms received via USPS

Ms. Spann reported she met with IMAS and the File Room to review the process of indexing batched files. It was decided that the File Room will take the responsibility of indexing the file as the files are scheduled for a hearing.

Ms. Spann said she is working to develop a follow-up system on open files that have pending codes. She said there are a lot of files with open JARS from 2012 and 2013. The Claims Department and Judicial Department are working together to determine if the files can be closed.

Commissioner Taylor commended Ms. Spann for the assistance she recently provided concerning an issue in reviewing some documents. Commissioner Taylor said she appreciated how quickly Ms. Spann responded, and she appreciates the process changes and her work.

Chairman Beck said another project Ms. Spann is working on is the ability to sign the Form 61 online. They hope to begin testing on the project this week.

Judicial Department

Amy Bracy presented the Judicial Department's report. She reported the following for the month of January 2016:

- 99 Single Commissioner Hearings conducted
- 11 Full Commission Hearings conducted
- 197 informal conference cases
- 95 regulatory mediations scheduled
- 30 requested mediations
- 45 matters resolved in mediation with the receipt of Forms 70

Ms. Bracy reported the number of days it took to process the Form 50 and Form 21 requests for hearing in January was 30 days. This number is up from 28 days in December. The data is calculated from when the request comes into Judicial to when it is assigned to the Commissioner's office.

Ms. Bracy reported she met with the Director of Real Property for the State and the Commissioner of S.C. Vocational Rehabilitation Department to discuss potential opportunities to use State owned facilities throughout the State for hearings. She also met with staff at Florence-Darlington Technical College to view a potential hearing venue. She said locating venues conducive for hearings is an ongoing project. Commissioner Wilkerson asked how often will the Ridgeville hearing site be available. Ms. Bracy will follow up. There was discussion on hearing venue issues.

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 the report:

Office Lease Agreement

Mr. Cannon reported that on January 26, 2016, the State Fiscal Accountability Authority approved the renewal of the office lease at the current location. The lease agreement was executed on February 5, 2016.

Senate Oversight Committee

Mr. Cannon announced the Commission has been selected by the Senate as one of seven agencies for oversight review during 2016. The initial presentation may be conducted in early March.

Claims Administration Workshop

Mr. Cannon announced a Claims Administration Workshop is scheduled for May 20, 2016 and will take place at the S.C. Department of Archives and History.

Financil Review and Forecast Work Session

Mr. Cannon announced he would like to schedule a work session with the Commissioners and Department Heads on April 19, 2016. The purpose of the work session will be to review a five-year financial forecast. Mr. Cannon will follow-up to schedule the work session.

OLD BUSINESS

There was no old business.

NEW BUSINESS

A. Narcotics Use Advisory Committee Recommendation

Mr. Cannon introduced Attorney Ric Davis, Chairman, Narcotics Use Advisory Committee. On behalf of the committee, Mr. Davis presented the following recommendation:

1. The Commission support PDAP Council's efforts to introduce legislation to require mandatory registration for authorized prescribers of opioids in the state's prescription drug monitoring program (PMP/SCRIPTS).
2. The Commission require medical service providers of workers' compensation claimants comply with the educational requirements related to opioid and narcotics use narcotics established by the SC Medical Board and SC Department of Health and Environmental Control to include specialized training for individuals with prescriptive authority on the use of opioids and narcotics.
3. The Commission require medical service providers who treat workers' compensation patients comply with the standard of care and guidelines for the treatment of chronic and acute pain set forth in the South Carolina Board of Medical Examiners, Board of Dentistry's and Nursing Board's Joint Revised Pain Management Guidelines adopted in November 2014.
4. The Commission require medical service providers who treat workers' compensation claimants register and utilize the SC PMP/SCRIPTs program.
5. The extent possible under the Commission's statutory and regulatory authority, allow insurance carriers and prescription benefit managers access to SCRIPTS/PDMP.
6. The Commission exempt treatment of acute pain treatment from the guidelines or regulations. Acute pain is defined as the normal, predicted physiological response to an adverse chemical, thermal, or mechanical stimulus and is associated with surgery, trauma, and acute illness. It is generally time-limited (less than 90 days) and is responsive to opioid

therapy, among other therapies. These guidelines would not apply to a physician who is primarily providing time-limited surgical services to relieve acute pain.

Chairman Beck expressed appreciation to Mr. Davis for his efforts put forth in chairing the committee. Mr. Davis thanked Commissioner Barden for her presence on the committee stating she added a great deal of credibility to this large group of people that have varying diverse interests serving on the committee. He expressed his appreciation for the opportunity to serve as chairman of the committee and for being a part of the process.

Mr. Davis briefed the Commissioners on the work of the committee. The committee met five times from July 2014 to December 2015. Over forty (40) resources with hundreds of pages were provided committee members and posted on the Commission's website. The committee identified other efforts to address the use of opioid and narcotics. In November 2014, the Medical Board, the S.C. Board of Dentistry and the S.C. Board of Nursing approved the Joint Revised Pain Management Guidelines, and in December 2014 Governor Haley's Prescription Drug Abuse Prevention Council (PDAPC) published a State Plan to Prevent and Treat Prescription Drug Abuse.

Mr. Davis said the committee went through the process of debating, deliberating, surveying, receiving materials, requesting and presenting proposals. As a result, the committee approved the six (6) recommendations that are presented to the Commission today.

Motion to Receive Narcotics Use Advisory Committee's Recommendations

Following discussion, Commissioner James made a motion to receive the information and place it for consideration for future action. Commissioner Taylor seconded the motion. The vote was taken. The motion was approved unanimously.

ADJOURNMENT

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

The February 22, 2016 meeting of the South Carolina Workers' Compensation Commission adjourned at 11:28 a.m.

Reported March 21, 2016
Kim Ballentine
Office of the Executive Director

MEMORANDUM

Date: March 16, 2016

TO: Mr. Gary Cannon
Executive Director

FROM: Alicia Osborne
Human Resources

SUBJECT: Human Resources Report Period of February 18 to March 16, 2016

Below is a summary of the Human Resources activity for the period of February 18 to March 16, 2016

Workers' Compensation

- Ongoing Workers' Compensation Injuries
 - Two closed claims
 - Three open claims

Employee Relations

- FMLA
 - Recertification in progress
- Meetings
 - Counseled (5) staff regarding concerns
 - Clarified policies and procedures

Benefits

- Consulted with (11) staff members regarding refunds, corrections to benefits
- Two transactions to PEBA for insurance changes
- Three corrections with WageWorks processed
- One change in status to WageWorks
- Distributed copy of 1095-C
- Assisted with end of the year Medical Spending Account concerns

Fiscal Responsibilities

- Approved (1) SCEIS financial transaction
- Approved 21 expense reports

Reports

- Ran SCEIS Deductions Not Taken / Arrears report
 - Report was again not clear, but the arrears were as expected
- Ran SCEIS Wage Type Report
 - No discrepancies unaccounted for
- Time Administration
 - Unapproved Leave Report
 - Notified staff of pending leave that needed to be approved
 - Approved leave for (2) supervisors that requested approval
 - Missing Time Report
 - Notified two supervisors and three staff members of missing time
- Reviewed/updated reports as requested by the Executive Director
- Ran reports for upcoming budget meetings in SCEIS and EES

CBRE

- Reviewed and updated parking list in use by WCC staff

SCEIS

- Keyed (3) action items

Training

- Cyber Security Training Launched
 - First Group: Claims Department began training February 8, 2016
 - 100% complete
 - Second Group: Judicial Department began training February 16, 2016
 - 88% complete
 - Third Group: IMAS Department began training February 24, 2016
 - 58% complete
 - Fourth Group: Commissioners and AAs began training March 14, 2016

Miscellaneous

- Meeting(s) attended onsite
 - (1) All Employee Meeting
 - (2) Executive Staff
 - (1) Policies and Procedures review
 - (2) Social Committee
 - (1) DSHR HR Audit
 - (1) Met with Randstad
- Continued to partner with SC PRT and SC Lottery to offer staff more learning and wellness opportunities
- Scheduled Worksite Health Screening – March 22, 2016

State of South Carolina

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Workers' Compensation Commission

To: Gary Cannon
SCWCC Executive Director
From: Sandee Sprang, IT Director
Date: March 15, 2016
Subject: IT Department January 2016 Full Commission Report

This report summarizes the activities and accomplishments of departmental projects and initiatives for the IT department during February 2016. The first section, "Systems Operation, Maintenance and Support", details the work related to keeping our current production systems up and running. The second section, "Projects, Enhancements and Development", highlights the activities related to new projects and tasks which bring added functionality to our systems. The last section documents the IT Department's "Training and Meeting" accomplishments.

I. Systems Operations, Maintenance and Support

Virtualization

Duane continues to lead the effort with DTO to upgrade our hardware and software to a virtualized environment. He accomplished several small milestones in this project last month even though the majority of his time was dedicated to supporting other priorities. These milestones include:

- 1) the establishment of throughput benchmarks in our current production environment to use for validation testing in the virtual environment,
- 2) confirmation the SQL parameters and pooled connection settings are accurate for 3-tiered environment, and
- 3) the monitoring of system logs to gather connection-related errors and information.

OnBase

Amanda is still working with DTO to resolve the exception errors our end users are experiencing as a result of the new Unity client upgrade. We have engaged a 3rd party integrator/expert to assist with this troubleshooting. In a parallel path, I've asked DTO to contract with a different specialist, a 3rd party network diagnostic provider, to rule out any infrastructure issues.

EDI

Amanda and Duane worked with EDI trading partners to research and resolve EDI transactional data errors. They continue to work with the IAIABC EDI Claims Workgroup, reviewing and recommending standard changes.

Ad Hoc Reports

During February, the majority of our efforts were focused on developing reports of departmental production data in preparation of data analysis for the Senate Oversight Review. The primary effort involved reviewing preliminary data to verify entry processes to reduce the errors in our system, yielding more accurate reports.

Systems Support

We had 7 unplanned system outages in February which is down from the 11 we had in January. Several configuration changes were made during the month and it seems these adjustments rectified the issues. We continue to monitor the system after-hours to minimize the possibility of downtime during normal business hours.

Desktop Support

The desktop support issues for the month were typical. Brian addressed problems related to passwords, VPN access, scanner, printers and other hardware. Additionally he provided user assistance for OnBase errors, eCase and secure email.

II. Projects, Enhancements and Development

eCase

The modernization of the eCase web portal system is approximately 70% complete; the next phase of this project is dependent upon the establishment of a test environment in our virtualization project.

iPad Upgrades

Deployment of the new iPads was completed satisfying one of the milestone in our security compliance plan.

Office Renovations

The IT department completed the mapping of all the electrical outlet and data port changes related to the office renovations. We will have to terminate network access points in the space we are giving up, run new data and electrical outlets in the new offices, relocated wireless access points, and work to minimize the expense of these changes by relocating drops where the cable length is sufficient. The planning and coordination of this work will require significant effort during March and April.

Hardware Upgrades

We have several hardware upgrade projects in process:

- 1) Our wireless network hardware is at the end of its useful life and will soon have to be replaced. We are working with DTO to move this project forward.
- 2) We received several 3 quotes from vendors on new PC's but have delayed the purchase until next fiscal year.
- 3) There are now multiple vendors on the State's VoIP telephone contract and since our phones are in dire need of upgrading, we are meeting with these new contract vendors to determine which vendor can best meet our needs within our current budget.

Video Conferencing

This project is on our list of priorities and will gain momentum once the time-constrained priorities are completed.

III. Trainings and Meetings

Sandee attended the Privacy training seminar conducted by the Division of Information Security and the Enterprise Privacy Office. The class was to train all privacy officers on how to complete the Privacy Impact Assessments required of all agencies.

We are continuing to meet and collaborate with DTO and other vendors on retaining a part-time contract Security person to assist with the work required to meet the July 1st deadline.

State of South Carolina



Workers' Compensation Commission

To: Mr. Gary Cannon
SCWCC Executive Director

From: Grant Duffield
IMAS Director

Date: 16 – Mar – 2016

Subj: Insurance, Medical and Administrative Services Department
February 2016 Full Commission Report

Please find attached information provided to summarize the status and workflow of initiatives currently underway within the Insurance, Medical and Administrative Services (IMAS) 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. Reviewing revenue metrics / projections.2. Working w IT to review debt collection process.3. Exploring additional stakeholder education opportunities
Coverage Division	<ol style="list-style-type: none">1. Working with staff to review workflow processes and explore opportunities to enhance service provision.2. Lapse in Coverage
Medical Services	<ol style="list-style-type: none">1. Recertification of Bill Review entities complete.2. Continue work on pharmaceutical payment disputes involving SAF.3. Working with MedAssets to resolve outstanding software issues.
Administrative Svcs	<ol style="list-style-type: none">1. Implemented new file back scan process.2. Preparing for budget presentations and related.3. Beginning preparations for annual audit.
IMAS Administration:	<ol style="list-style-type: none">1. Working with Division Mgrs to provide cross coordination of mgmt. functions.2. Working with Executive Team concerning strategic planning and future needs forecasting.3. Office move preparations.

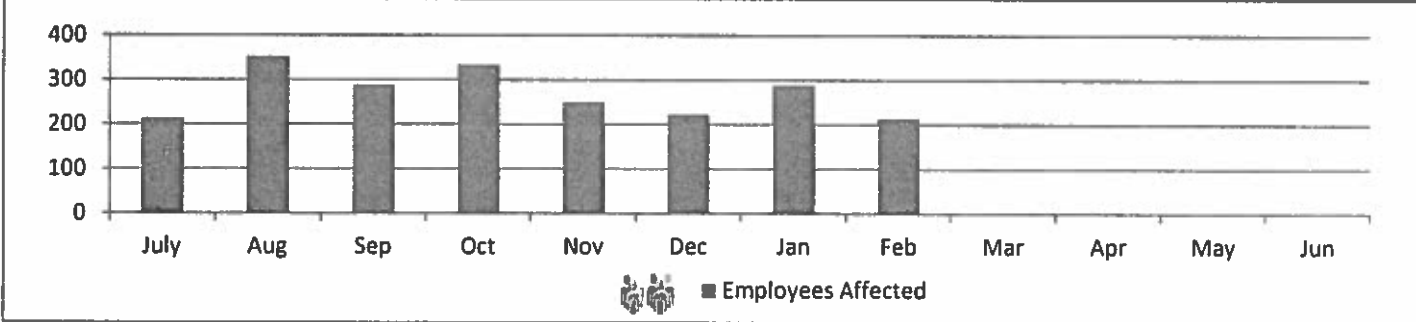
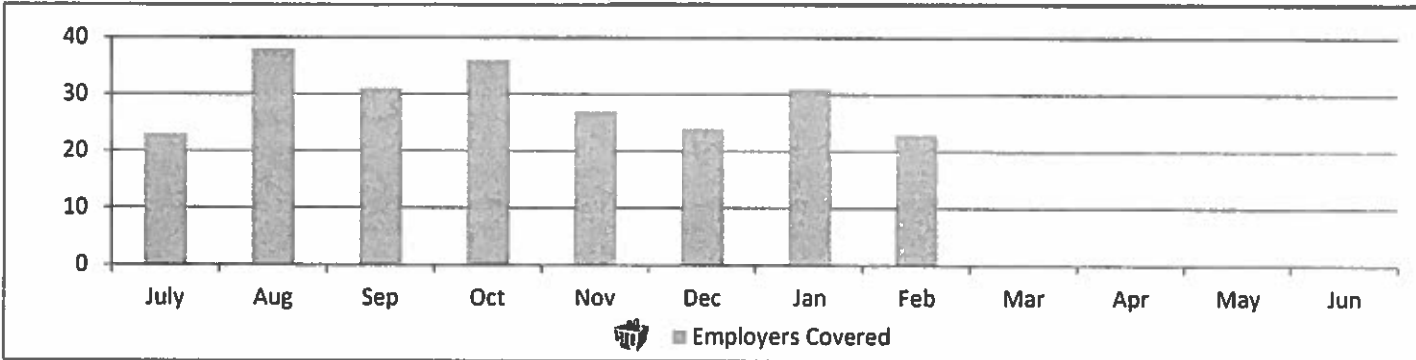
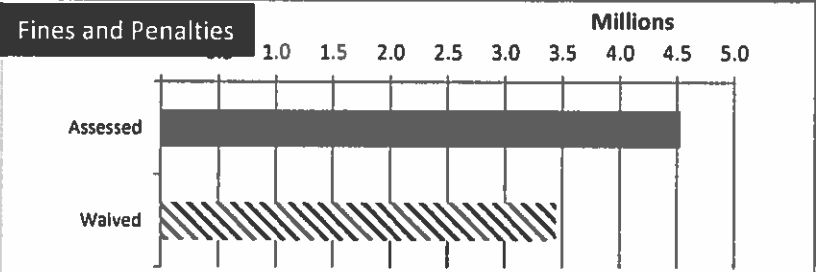
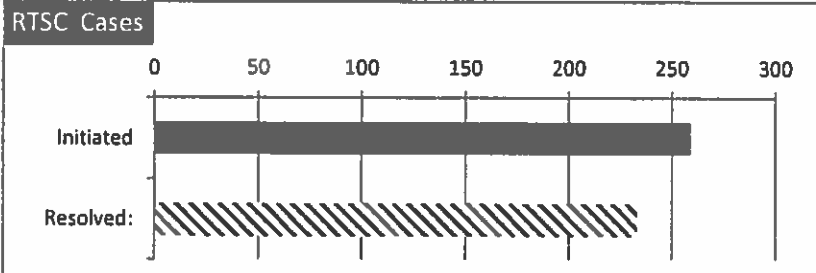
Mr. Cannon, while this summary is in no way all-inclusive, it may serve to assist you and our Commissioners in understanding the key initiatives underway in the IMAS Department and provide measures by which the Department's effectiveness can be gauged. IMAS welcomes any guidance that you and/or our Commissioners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

Employers Obtaining Coverage

The Compliance Division works with great diligence to help uninsured employers become compliant with the South Carolina Workers' Compensation Act. Year to date, the Compliance Division has compelled 233 employers in South Carolina to come into compliance with the Act. In so doing, approximately 2,167 previously uninsured workers are now properly covered.

Penalties Waived

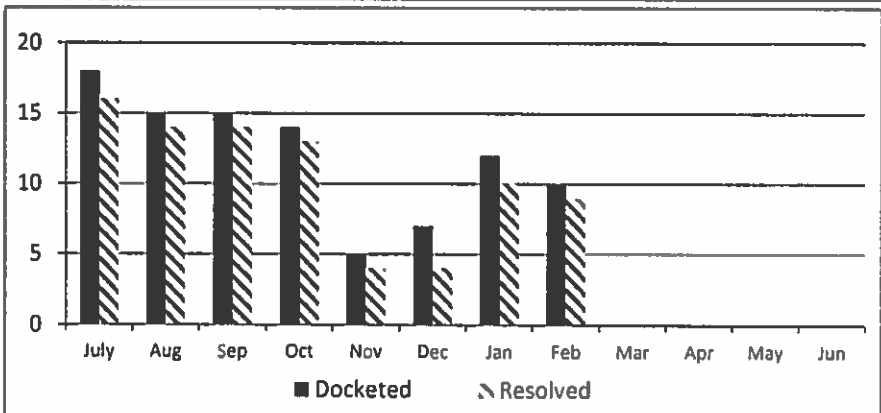
Although the Division has assessed \$ 4.5m in fines, 76% of those fines (\$3.4m) have been waived or rescinded as employers have either obtained insurance coverage or were found not to be subject to the Act.



Carrier Rule to Show Cause Hearings

The Compliance Division manages the Rule to Show Cause process involving the recovery of outstanding carrier fines and penalties. In the month of February 2016, 10 carrier RTSC cases were docketed; 9 cases were resolved and \$9,729.26 was recovered.

Year to date, 96 carrier RTSC cases have been docketed, 84 cases have resolved and \$153,912 has been recovered.



Carryover Caseload:

The Compliance Division closed February 2016 with 313 cases active, compared to an active caseload of 248 at the close of February 2015.

Cases Resolved:

For the month of February 2016, Compliance Division staff closed-out 147 cases.

Compliance Fines:

In February 2016, the Compliance Division collected \$72,999 in fines and penalties. Year to Date, the Compliance Division has collected \$689,686 in fines.

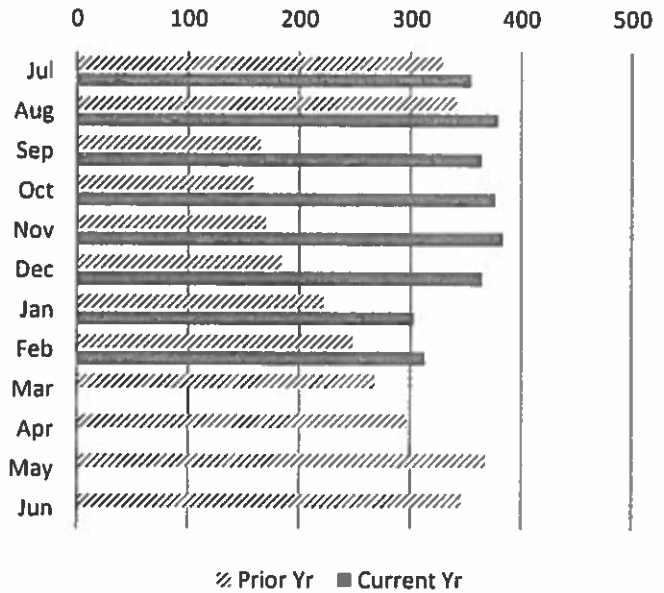
Year to Date vs Prior Year Total (906,833): 76%.

Feb 2016 vs. Feb 2015: 218%

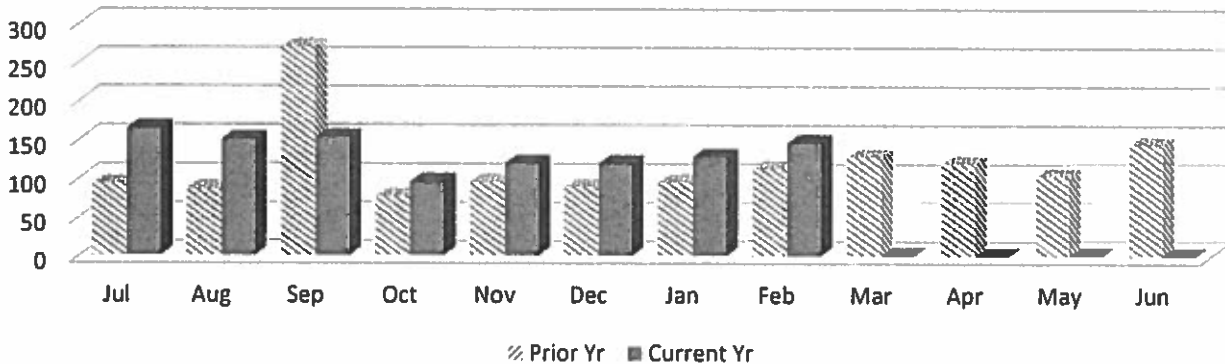
YTD 2015-16 (July - Feb) vs YTD 2014-15: 206%

Current Year End trend is 114% of 2014-2015.

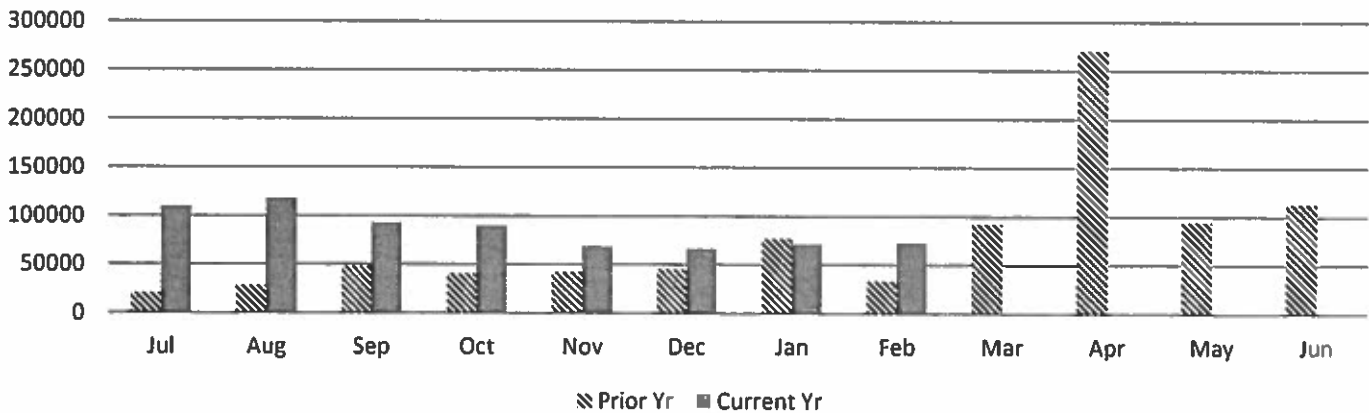
Caseload Pending v. Prior Year



Cases Resolved v. Prior Year



Compliance Fines Collected v. Prior Year



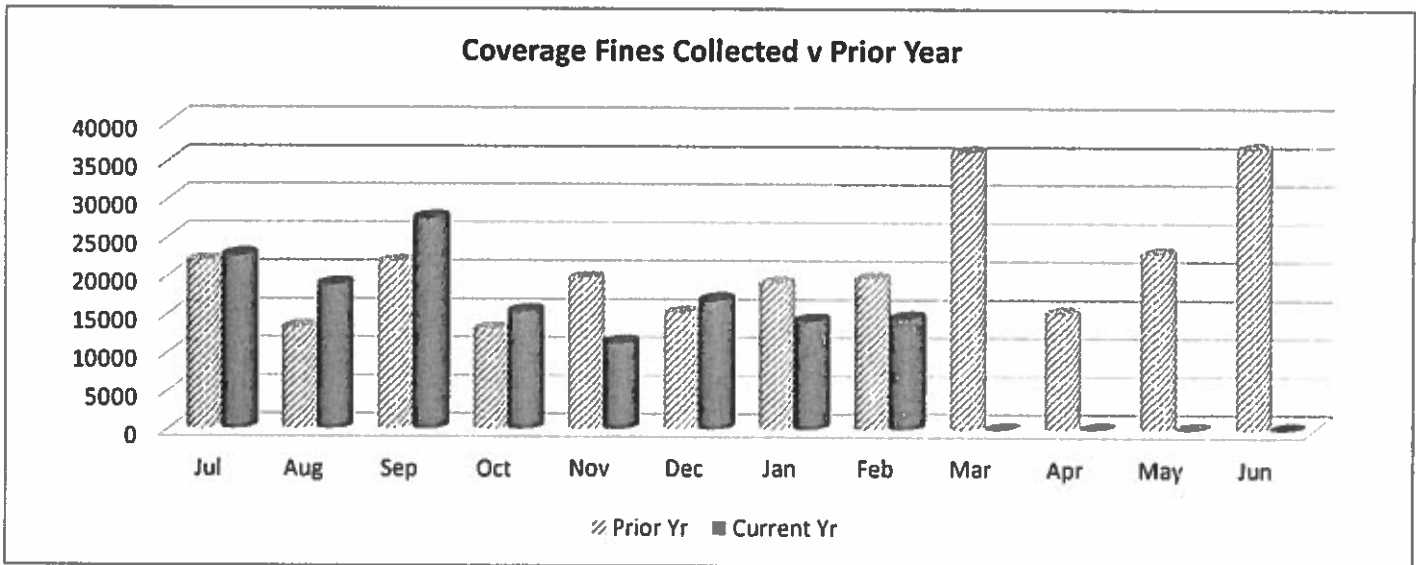
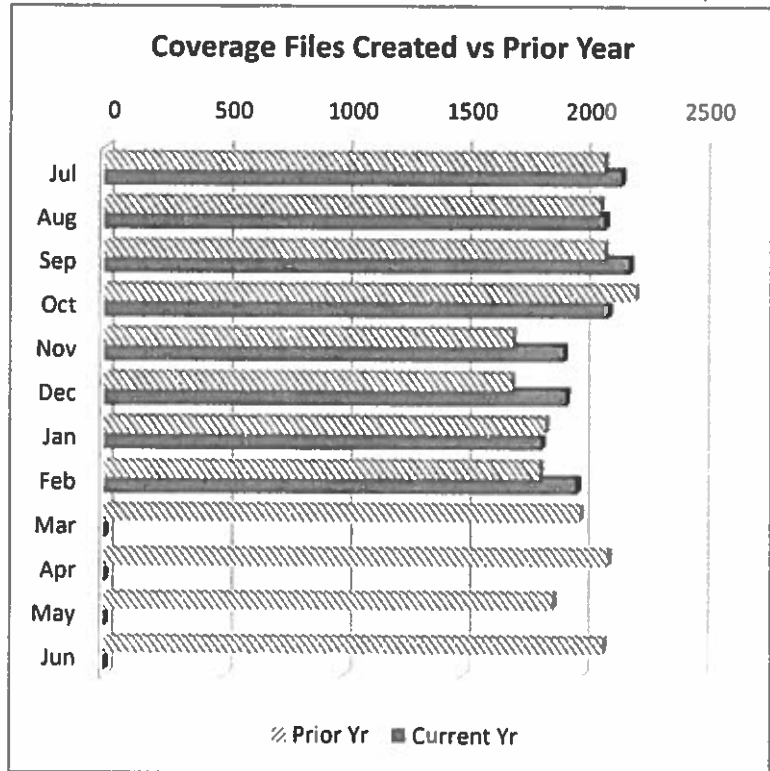
WCC Claim Files:

In February 2016, the Coverage Division received a total of 1,982 WCC Claim files. Of these, 1,691 were created through proper carrier filing of a 12A, and 291 were generated as a result of a Form 50 claim filing. Year to Date, 16,268 Claim files have been created which is 68% of claim file volume prior year (23,682).

Coverage Fines:

The Coverage Division collected \$14,550 in fine revenue in February 2016, as compared to \$19,700 in Coverage fines/penalties accrued during February 2015. Year on Year, Coverage fines are at 56% of collections for prior year.

Coverage Division fines represent 8% of the Commission's annual earmarked budget.



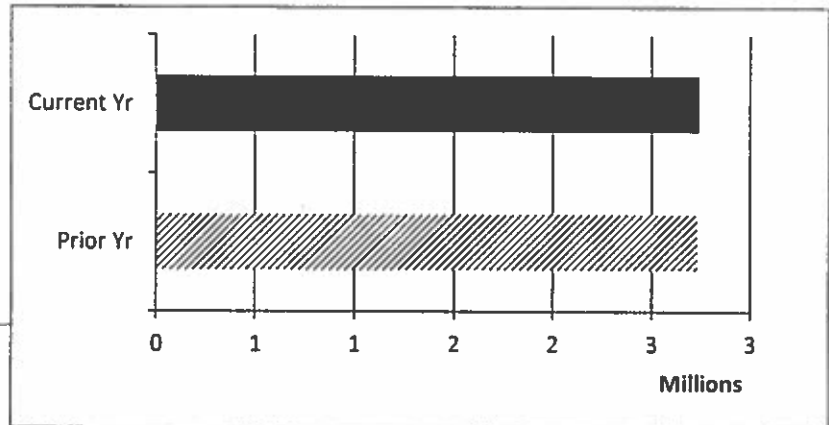
IMS SELF INSURANCE DIVISION

February 2016

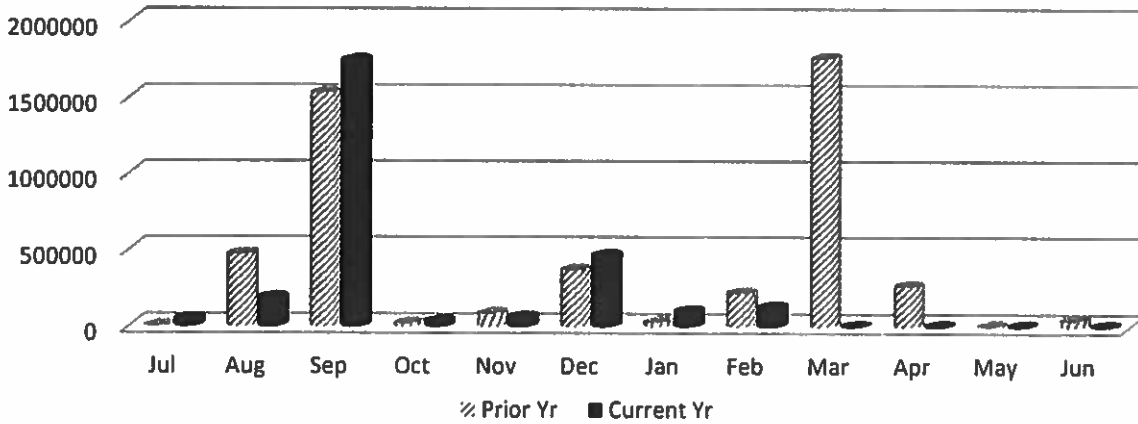
During the month of February 2016, the Self Insurance Division:

- * collected \$122,615 in self-insurance tax.
- * added 21 new self-insurers.
- * conducted 5 Self Insurance audits.

Year to Date, Self Insurance tax revenue is trending at 100% of prior year and 32 Self Insurance audits have been completed.



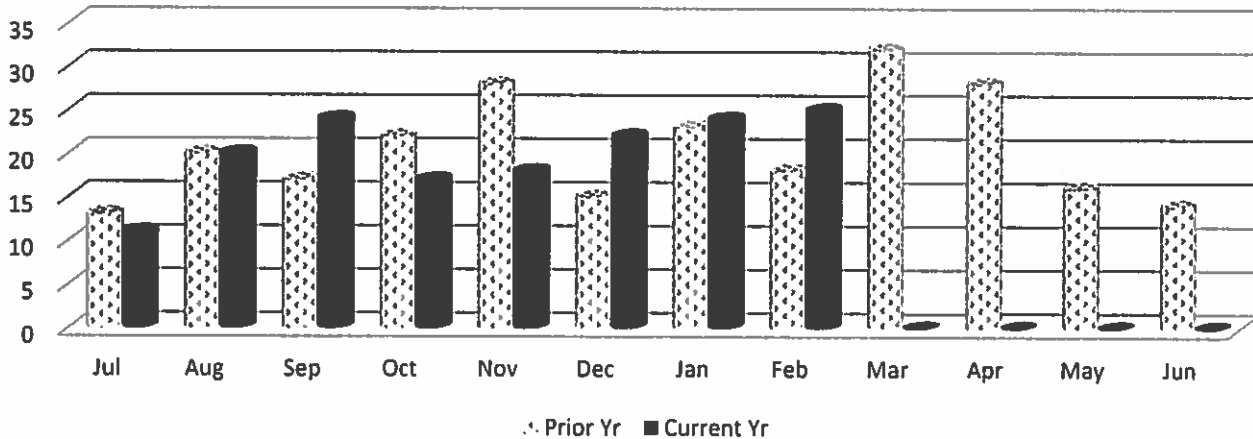
Self Insurance Tax Collections v. Prior Year



IMS MEDICAL SERVICES DIVISION

In February 2016, the Medical Services Division began the month with 24 bills pending review, received an additional 19 bills for review, conducted 18 bill reviews and ended the month with 25 bills pending.

Medical Bills Pending Review v. Prior Year



SOUTH CAROLINA WORKERS' COMPENSATION COMMISSION
FISCAL REPORT
2015 - 2016 BUDGET
FEBRUARY 29, 2016

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SOUTH CAROLINA WORKERS' COMPENSATION COMMISSION
FISCAL SUMMARY - ACTIVITY TO DATE
 2015 - 2016 BUDGET
 FEBRUARY 29, 2016

BENCHMARK: 66.6%

TOTAL FUNDING (Revenue)	Budget	Received	Balance	% of Budget
General Appropriation	\$ 2,033,093	\$ 1,279,181	\$ 753,912	63%
Earmarked Earned Revenue:	\$ 2,428,900	\$ 1,709,582	\$ 719,318	70%
Earmarked Fund Balance:	\$ 1,190,259	\$ 741,732	\$ 448,527	62%
Total Funding:	\$ 5,652,252	\$ 3,730,495	\$ 1,921,757	66%
TOTAL EXPENDITURES	Budget	Expended	Balance	% of Budget
General Approp (Fund# 10010000)	\$ 2,033,093	\$ 1,279,181	\$ 753,912	63%
Earmarked Approp (Fund# 38440000)	\$ 3,619,159	\$ 2,451,314	\$ 1,167,845	68%
Total Expenditure:	\$ 5,652,252	\$ 3,730,495	\$ 1,921,757	66%

REVENUE AND EXPENDITURE SUMMARY

STATE APPROPRIATIONS	Budget	FY To Date	Balance	100.00%
General Appropriation	\$ 2,033,093	\$ 1,279,181.00	\$ 753,912	62.92%

Account Description	Appropriation	Expenditure	Balance	% Expended
Personal Services	\$ 1,436,492	\$ 941,091	\$ 495,401	65.5%
Other Operating Expenses	75,000	43,155	31,845	57.5%
Taxable Subsistence				
Employer Contribution	521,601	294,935	226,666	56.5%
Total	\$ 2,033,093	\$ 1,279,181	\$ 753,912	62.9%

OTHER APPROPRIATIONS

EARMARKED	Budgeted Revenues	Received thru 2/29/16	% Received
Training Conference Registration Fee	\$ 5,000	\$ 810	16.20%
Sale of Publication and Brochures	8,000	2,800	35.00%
Workers' Comp Award Review Fee	73,000	22,950	31.44%
Sale of Photocopies	88,000	48,678	55.32%
Workers' Compensation Filing Violation Fee	1,660,000	1,227,048	73.92%
Sale of Listings and Labels	25,000	11,155	44.62%
Workers' Comp Hearing Fee	562,000	370,474	65.92%
Parking	5,900	3,780	64.07%
Other	2,000	21,887	1094.35%

Earmarked Funds - Original Authorization	\$ 2,428,900	\$ 1,709,582	70.39%
Increase Authorization	1,190,259		
Total Earmarked Revenues + Fund Balance	\$ 3,619,159		

SELF INSURANCE	Collected Revenue	Transferred to State Fund*	Balance to WCC Fund Balance
Self Insurance Tax	\$ 2,741,769	\$ 341,769	\$ 2,400,000

* SCWCC retains greater of 50% of tax collected or \$2,400,000. Transfer to State Fund occurs in June 2016

Account Description	Appropriation	Expenditure	Balance	% Expended
Personal Services	\$ 1,677,962	\$ 1,077,237	\$ 600,725	64.2%
Taxable Subsistence	55,000	41,710	13,290	75.8%
Other Operating Expenses	1,318,349	943,295	375,054	71.6%
Employer Contribution	567,848	389,072	178,776	68.5%
Total Earmarked	\$ 3,619,159	\$ 2,451,314	\$ 1,167,845	67.7%

TOTAL OTHER APPROPRIATIONS	\$ 3,619,159	\$ 2,451,314	\$ 1,167,845	67.7%
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South Carolina Workers' Compensation Commission
2015 - 2016 Budget
February 29, 2016

Consolidated

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.6%				
				Expended February	Year to Date	%	Encumb	Balance
Commissioners								
Salaries	\$ 1,134,849	\$ 19,314	\$ 1,154,163	\$ 95,186	\$ 767,090	66%	\$ -	\$ 387,073
Other Operating Expenditures								
Total Contractual Services	116,870	-	116,870	20,681	104,258	89%	-	12,612
Total Supplies & Materials	6,650	-	6,650	876	4,337	65%	-	2,313
Total Fixed Charges	17,800	-	17,800	71	16,884	95%	-	916
Taxable Subsistence	55,000	-	55,000	2,611	41,710	-	-	13,290
Total Travel	89,380	-	89,380	4,161	64,537	72%	-	24,843
Total Other Operating Exp	285,700	-	285,700	28,400	231,726	81%	-	53,974
Total Commissioners	\$ 1,420,549	\$ 19,314	\$ 1,439,863	\$ 123,586	\$ 998,816	69%	\$ -	\$ 441,047
Administration								
Salaries	\$ 752,126	\$ 21,573	\$ 773,699	\$ 60,592	\$ 488,328	63%	\$ -	\$ 317,216
Other Operating Expenditures								
Total Contractual Services	478,060	-	478,060	55,497	354,022	74%	-	92,193
Total Supplies & Materials	83,784	-	83,784	3,770	49,856	60%	-	33,928
Total Fixed Charges	486,390	-	486,390	7,066	307,126	63%	-	179,264
Total Travel	27,415	-	27,415	-	8,463	31%	-	18,952
Total Equipment	-	-	-	-	-	0%	-	-
Total Other Operating Exp	1,075,649	-	1,075,649	66,333	719,467	67%	-	324,337
Total Administration	\$ 1,827,775	\$ 21,573	\$ 1,849,348	\$ 126,925	\$ 1,207,795	65%	\$ -	\$ 641,553
Claims								
Salaries	\$ 349,233	\$ 6,400	\$ 355,633	\$ 27,043	\$ 223,744	63%	\$ -	\$ 131,889
Other Operating Expenditures								
Total Contractual Services	3,000	-	3,000	257	2,044	68%	-	956
Total Supplies & Materials	11,550	-	11,550	1,685	7,419	64%	-	4,131
Total Fixed Charges	5,150	-	5,150	108	4,322	84%	-	828
Total Travel	-	-	-	-	-	-	-	-
Total Other Operating Exp	19,700	-	19,700	2,050	13,785	70%	-	5,915
Total Claims	\$ 368,933	\$ 6,400	\$ 375,333	\$ 29,093	\$ 237,529	63%	\$ -	\$ 137,804
Insurance and Medical Services								
Salaries	\$ 494,513	\$ 8,000	\$ 502,513	\$ 36,398	\$ 313,906	62%	\$ -	\$ 188,607
Other Operating Expenditures								
Total Contractual Services	37,250	-	37,250	1,124	39,031	105%	-	(781)
Total Supplies & Materials	10,750	-	10,750	1,913	7,590	71%	-	3,160
Total Fixed Charges	6,500	-	6,500	75	5,914	91%	-	586
Total Travel	-	-	-	-	-	-	-	-
Total Other Operating Exp	54,500	-	54,500	3,112	52,535	96%	-	2,965
Total Insurance and Medical Services	\$ 549,013	\$ 8,000	\$ 557,013	\$ 39,510	\$ 366,441	66%	\$ -	\$ 191,572
Judicial								
Salaries	\$ 322,046	\$ 6,400	\$ 328,446	\$ 27,357	\$ 225,260	69%	\$ -	\$ 103,186
Other Operating Expenditures								
Total Contractual Services	2,700	-	2,700	162	2,004	74%	-	696
Total Supplies & Materials	5,100	-	5,100	1,077	4,118	81%	-	982
Total Fixed Charges	5,000	-	5,000	225	4,457	89%	-	543
Total Travel	-	-	-	-	68	-	-	(68)
Total Other Operating Exp	12,800	-	12,800	1,464	10,647	83%	-	2,153
Total Judicial	\$ 334,846	\$ 6,400	\$ 341,246	\$ 28,821	\$ 235,907	69%	\$ -	\$ 105,339
Totals By Departments								
Department Totals								
Commissioners	\$ 1,420,549	\$ 19,314	\$ 1,439,863	\$ 123,586	\$ 998,816	69%	\$ -	\$ 441,047
Administration	1,827,775	21,573	1,849,348	126,925	1,207,795	65%	-	641,553
Claims	368,933	6,400	375,333	29,093	237,529	63%	-	137,804
Insurance & Medical	549,013	8,000	557,013	39,510	366,441	66%	-	191,572
Judicial	334,846	6,400	341,246	28,821	235,907	69%	-	105,339
Total Departmental Expend	\$ 4,501,116	\$ 61,687	\$ 4,562,803	\$ 347,935	\$ 3,046,488	67%	\$ -	\$ 1,517,315
Employer Contributions	1,056,724	32,725	1,089,449	83,670	684,007	63%	-	405,442
0								
Total General & Earmarked Funds	\$ 5,557,840	\$ 94,412	\$ 5,652,252	\$ 431,605	\$ 3,730,495	66.00%	\$ -	\$ 1,922,757

South Carolina Workers' Compensation Commission
2015 - 2016 Budget
February 29, 2016

General Appropriation

Year-To-Date : 66.6%

	Original Budget	Budget Amendments	Amended Budget	Expended February	Year to Date		Encumb	Balance
					%			
Commissioners								
Salaries								
Chairman	\$ 119,801	\$ 1,468	\$ 121,269	\$ 9,698	\$ 77,581	64%	\$ -	\$ 43,688
Commissioner	689,782	8,449	698,231	58,593	468,748	67%	-	229,483
Terminal Leave	-	-	-	-	-	0%	-	-
Classified Employees	310,040	3,797	313,837	26,895	215,161	69%	-	98,676
One Time Bonus	-	5,600	5,600	-	5,600	100%	-	-
Carry Forward	15,226	-	15,226	-	-	0%	-	15,226
Total Commissioners	1,134,849	19,314	1,154,163	95,186	767,090	66%	-	387,073
Administration								
Salaries								
Director	\$ 98,915	\$ -	\$ 98,915	\$ 8,243	\$ 65,943	67%	\$ -	\$ 32,972
Classified Positions	47,092	-	47,092	4,513	36,103	77%	-	10,989
One Time Bonus	-	1,600	1,600	-	1,600	100%	-	0
Terminal Leave	-	-	-	-	-	-	-	0
Total Salaries:	146,007	1,600	147,607	12,756	103,646			
Expenses								
Data Process Svcs	75,000	-	75,000	-	43,155	58%	-	31,845
Total Administration	221,007	1,600	222,607	12,756	146,801	66%	-	75,806
Claims								
Salaries								
Classified Positions	\$ 77,223	\$ -	\$ 77,223	\$ 6,375	\$ 51,000	66%	\$ -	\$ 26,223
One Time Bonus	-	\$ 800	\$ 800	-	\$ 800	-	-	-
Terminal Leave	0	-	-	-	0	0%	-	-
Total Claims	77,223	800	78,023	6,375	51,800	66%	-	26,223
Insurance and Medical Services								
Salaries								
Classified Positions	\$ 26,632	\$ -	\$ 26,632	\$ 2,219	\$ 17,755	67%	\$ -	\$ 8,877
One Time Bonus	-	\$ 800	\$ 800	-	\$ 800	100%	-	0
Total Ins and Medical Svcs	26,632	800	27,432	2,219	18,555	68%	-	8,877
Judicial								
Salaries								
Classified Positions	\$ 29,267	\$ -	\$ 29,267	\$ -	\$ -	0%	\$ -	\$ 29,267
Total Judicial	29,267	-	29,267	-	-	0%	-	29,267
General Funds								
Department Totals								
Commissioners	\$ 1,134,849	\$ 19,314	\$ 1,154,163	\$ 95,186	\$ 767,090	66%	\$ -	\$ 387,073
Administration	221,007	1,600	222,607	12,756	146,801	66%	-	75,806
Claims	77,223	800	78,023	6,375	51,800	66%	-	26,223
Insurance & Medical	26,632	800	27,432	2,219	18,555	68%	-	8,877
Judicial	29,267	-	29,267	-	-	0%	-	29,267
Total Departmental Expend	\$ 1,488,978	\$ 22,514	\$ 1,511,492	\$ 116,536	\$ 984,246	65%	\$ -	\$ 527,246
Employer Contributions	496,796	24,805	521,601	37,172	294,935	57%	-	226,666
Total General Fund Appropriations	\$ 1,985,774	\$ 47,319	\$ 2,033,093	\$ 153,708	\$ 1,279,181	63%	\$ -	\$ 753,912

South Carolina Workers' Compensation Commission
2015 - 2016 Budget
February 29, 2016

Earmarked Funds

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.6%			Balance
				Expended February	Year to Date	%	
Earmarked Funds							
Department Totals							
Commissioners	\$ 285,700	\$ -	\$ 285,700	\$ 28,400	\$ 231,726	81%	\$ 53,974
Administration	1,606,768	19,973	1,626,741	114,169	1,060,994	65%	565,747
Claims	291,710	5,600	297,310	22,718	185,729	62%	111,581
Insurance & Medical	522,381	7,200	529,581	37,291	347,886	66%	182,695
Judicial	305,579	6,400	311,979	28,821	235,907	76%	76,072
Total Departmental Expend	\$ 3,012,138	\$ 39,173	\$ 3,051,311	\$ 231,399	\$ 2,062,242	68%	\$ 990,069
Employer Contributions	559,928	7,920	567,848	46,498	389,072	69%	178,776
Total Earmarked Funds	\$ 3,572,066	\$ 47,093	\$ 3,619,159	\$ 277,897	\$ 2,451,314	67.73%	\$ 1,168,845

South Carolina Workers' Compensation Commission
2015 - 2016 Budget
February 29, 2016

Earmarked Funds

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.6%			Balance
				Expended February	Year to Date	%	
Commissioners - Earmarked							
Salaries							
Taxable Subsistence	\$ 55,000	\$ -	55,000	\$ 2,611	\$ 41,710	76%	\$ 13,290
Total Salaries	55,000	-	55,000	2,611	41,710	76%	13,290
Other Operating Expenditures							
Contractual Services							
Copying Equipment Service	-	-	-	-	-	0%	-
Data Processing Services	1,000	-	1,000	-	750	75%	250
Freight Express Delivery	100	-	100	-	-	0%	100
Telephone	3,500	-	3,500	345	2,738	78%	762
Cellular Phone Service	8,000	-	8,000	1,288	5,656	71%	2,344
Legal Services/Attorney Fees	104,000	-	104,000	10,581	82,302	79%	21,698
General Repair	-	-	-	-	-	-	-
Other Professional Services	270	-	270	-	263	97%	7
Communication Supplies	-	-	-	8,467	12,549	-	(12,549)
Total Contractual Services	116,870	-	116,870	20,681	104,258	89%	12,612
Supplies & Materials							
Printing	100	-	100	-	-	0%	100
Office Supplies	2,500	-	2,500	-	1,660	66%	840
Data Processing Supplies	50	-	50	-	-	0%	50
Postage	4,000	-	4,000	876	2,677	67%	1,323
Other Supplies	-	-	-	-	-	0%	-
Copying Equipment	-	-	-	-	-	0%	-
Maint/Janitorial Supplies	-	-	-	-	-	0%	-
Motor Vehicle Supp/Gasoline	-	-	-	-	-	0%	-
Total Supplies & Materials	6,650	-	6,650	876	4,337	65%	2,313
Fixed Charges							
Rent-Data Processing Equip	435	-	435	37	294	68%	141
Rental-Cont Rent Payment	500	-	500	34	322	64%	178
Rent-Non State Owned Property	-	-	-	-	-	0%	-
Rent - Other (P.O. Box)	700	-	700	-	436	62%	264
Insurance-State	6,500	-	6,500	-	6,504	100%	(4)
Insurance-Non State	-	-	-	-	-	0%	-
Dues & Memberships	300	-	300	-	-	0%	300
Fines and Fees	-	-	-	-	-	0%	-
Workers' Compensation	9,200	-	9,200	-	9,164	100%	36
Unemployment Ins	165	-	165	-	164	99%	1
Total Fixed Charges	17,800	-	17,800	71	16,884	95%	916
Travel (Includes Leased Car)							
In State - Meals (Non-Reportable)	200	-	200	-	-	0%	200
In State Lodging	1,000	-	1,000	-	354	35%	646
In-State Auto	-	-	-	-	-	-	-
In State - Auto Mileage HR	19,500	-	19,500	2,226	12,873	66%	6,627
In State - Misc Exp	-	-	-	-	-	0%	-
In State - Subsistence Allowance	12,500	-	12,500	1,935	8,102	65%	4,398
In State Air	-	-	-	-	-	-	-
Out State Subsistence	1,300	-	1,300	-	1,032	79%	268
Out State - Meals	430	-	430	-	279	65%	151
Out State - Auto Mileage HR	2,200	-	2,200	-	2,045	93%	155
Out State Reg Fees	1,200	-	1,200	-	1,069	89%	131
Out State Air Travel	700	-	700	-	612	87%	88
Out State Lodging	1,500	-	1,500	-	1,214	81%	286
Out State Misc Travel	100	-	100	-	70	70%	30
Leased Car	48,750	-	48,750	-	36,887	76%	11,863
Total Travel	89,380	-	89,380	4,161	64,537	72%	24,843
Total Other Operating Expenditures	230,700	-	230,700	25,789	190,016	82%	40,684
Total Commissioners	\$ 285,700	\$ -	\$ 285,700	\$ 28,400	\$ 231,726	81%	\$ 53,974

South Carolina Workers' Compensation Commission
2015 - 2016 Budget
 February 29, 2016

Earmarked Funds

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.6%			Balance
				Expended February	Year to Date	%	
Administration - Earmarked							
Salaries							
Classified Positions	\$ 565,119	\$ 12,773	577,892	\$ 42,407	\$ 317,977	55%	\$ 259,915
Temporary Employees	41,000	-	41,000	5,418	42,016	102%	(1,016)
One time bonus	-	7,200	7,200	-	7,200	-	-
Overtime / Shift Differential	-	-	-	11	525	-	(525)
Terminal Leave	-	-	-	-	16,964	0%	(16,964)
Total Salaries	606,119	19,973	626,092	47,836	384,682	61%	241,410
Other Operating Expenditures							
Contractual Services							
Office Equipment Service	2,000	-	2,000	339	1,299	65%	701
Copying Equipment Service	900	-	900	-	569	63%	331
Print/Bind/Advertisement	10,000	-	10,000	826	6,399	64%	3,601
Print Pub Annual Reports	100	-	100	-	-	0%	100
Data Proc Svcs- Soft Maint	36,000	-	36,000	35,714	35,714	99%	286
Data Proc Svcs - Other	320,000	-	320,000	15,253	241,096	75%	78,904
Freight Express Delivery	500	-	500	-	315	63%	185
Telephone	4,000	-	4,000	328	2,589	65%	1,411
Cellular Phone Service	6,500	-	6,500	804	4,078	63%	2,422
Communication Supplies	-	-	-	583	3,243	-	(3,243)
Education & Training Services	3,500	-	3,500	-	2,458	70%	1,042
Legal Services	9,000	-	9,000	1,650	5,796	64%	3,204
Attorney Fees	5,000	-	5,000	-	3,556	71%	1,444
General Repair	250	-	250	-	119	48%	131
Audit Acct Finance	110	-	110	-	104	95%	6
Catered Meals	2,500	-	2,500	-	1,530	61%	970
Other Professional Services	1,500	-	1,500	-	1,254	84%	246
Other Contractual Services	1,200	-	1,200	-	748	62%	452
Total Contractual Services	403,060	-	403,060	55,497	310,867	77%	92,193
Supplies & Materials							
Office Supplies	22,000	-	22,000	1,437	15,211	69%	6,789
Office Sppls - Min Off Equip	2,500	-	2,500	840	1,558	62%	942
Copying Equipment Supplies	4,434	-	4,434	-	-	0%	4,434
Printing	3,500	-	3,500	-	-	0%	3,500
Data Processing Supplies	40,000	-	40,000	-	26,647	67%	13,353
Postage	8,000	-	8,000	1,323	4,844	61%	3,156
Maint/Janitorial Supplies	500	-	500	-	-	0%	500
Fees & Fines	250	-	250	75	125	50%	125
Gasoline/ Motor Vehicle Supply	100	-	100	-	-	0%	100
Employee Recog Award	1,500	-	1,500	-	831	55%	669
Other Supplies	1,000	-	1,000	95	640	64%	360
Total Supplies & Materials	83,784	-	83,784	3,770	49,856	60%	33,928
Fixed Charges							
Rental-Cont Rent Payment	2,000	-	2,000	104	1,331	67%	669
Rent-Non State Owned Property	425,000	-	425,000	-	266,098	63%	158,902
Rent - Other	35,000	-	35,000	350	22,956	66%	12,044
Insurance-State	4,000	-	4,000	3,630	3,630	91%	370
Workers' Comp Ins	7,490	-	7,490	2,982	2,982	40%	4,508
Unemployment Ins	300	-	300	-	164	55%	136
Dues and Memberships	4,500	-	4,500	-	4,225	94%	275
Fees & Fines	100	-	100	-	72	72%	28
Sales Tax Paid	8,000	-	8,000	-	5,668	71%	2,332
Total Fixed Charges	486,390	-	486,390	7,066	307,126	63%	179,264
Travel (Includes Leased Car)							
In State - Meals non-rep	1,000	-	1,000	-	775	78%	225
In State - Subsistence	200	-	200	-	104	52%	96
In State Air Trans	600	-	600	-	545	91%	55
In State - Lodging	5,200	-	5,200	-	3,158	61%	2,042
In State - Auto Mileage	100	-	100	-	47	47%	53
HR - In State - Auto Mileage	1,000	-	1,000	-	735	74%	265
In State Other Transportation	100	-	100	-	67	67%	33
In State-Misc Tr Exp	100	-	100	-	47	47%	53
In State - Registration Fees	1,000	-	1,000	-	775	78%	225
Out State - Lodging	1,200	-	1,200	-	886	74%	314
Out State - Meals	215	-	215	-	119	55%	96
Out of State - Air Travel	1,000	-	1,000	-	775	78%	225
Out of State - Mileage	600	-	600	-	380	63%	220
Other Trans - Instate	-	-	-	-	-	-	-
Other Trans - Outstate	100	-	100	-	50	50%	50
Leased Car	15,000	-	15,000	-	-	0%	15,000
Total Travel	27,415	-	27,415	-	8,463	31%	18,952
Total Other Operating Expenditures	1,000,649	-	1,000,649	66,333	676,312	68%	324,337
Total Administration	\$ 1,606,768	\$ 19,973	\$ 1,626,741	\$ 114,169	\$ 1,060,994	65%	\$ 565,747

South Carolina Workers' Compensation Commission
2015 - 2016 Budget
February 29, 2016

Earmarked Funds

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.6%			Balance
				Expended February	Year to Date	%	
Claims - Earmarked							
Salaries							
Classified Positions	\$ 272,010	\$ -	\$ 272,010	\$ 20,668	\$ 166,136	61%	\$ 105,874
One time Bonus		\$ 5,600	\$ 5,600	\$ -	\$ 5,600	100%	\$ -
Temporary Positions	-	-	-	-	-	0%	-
Terminial Leave	-	-	-	-	208	0%	(208)
Total Salaries	272,010	5,600	277,610	20,668	171,944	62%	105,666
Other Operating Expenditures							
Contractual Services							
Copying Equipment Service	-	-	-	-	-	0%	-
Data Processing Services	-	-	-	-	-	0%	-
Telephone	3,000	-	3,000	257	2,044	68%	956
Cellular Phone Service	-	-	-	-	-	0%	-
Total Contractual Services	3,000	-	3,000	257	2,044	68%	956
Supplies & Materials							
Office Supplies	100	-	100	-	9	9%	91
Copying Equipment	-	-	-	-	-	0%	-
Printing	-	-	-	-	-	0%	-
Data Processing Supplies	550	-	550	-	375	68%	175
Postage	9,900	-	9,900	1,660	6,190	63%	3,710
Maint/Janitorial Supplies	-	-	-	-	-	0%	-
Fees - Fines	1,000	-	1,000	25	845		155
Other Supplies	-	-	-	-	-	0%	-
Total Supplies & Materials	11,550	-	11,550	1,685	7,419	64%	4,131
Fixed Charges							
Rental-Cont Rent Payment	1,000	-	1,000	70	666	67%	334
Rent - Other	400	-	400	-	267	67%	133
Rent - Data Process Equip	450	-	450	38	299	66%	151
Rent-Non State Owned Property	-	-	-	-	-	0%	-
Insurance -GL	1,400	-	1,400	-	1,312	94%	88
Insurance-WC	1,700	-	1,700	-	1,614	95%	86
Insurance-Unemp	200	-	200	-	164	82%	36
Equipment- Copying	-	-	-	-	-	0%	-
Equipment Maintenance	-	-	-	-	-	0%	-
Total Fixed Charges	5,150	-	5,150	108	4,322	84%	828
Travel (Includes Leased Car)							
In State - Meals (Non-Reportable)	-	-	-	-	-	0%	-
In State - Lodging	-	-	-	-	-		-
In State - Auto Mileage	-	-	-	-	-		-
In-State Registration	-	-	-	-	-		-
Reportable Meals	-	-	-	-	-	0%	-
Total Travel	-	-	-	-	-	0%	-
Total Other Operating Expenditures	19,700	-	19,700	2,050	13,785	70%	5,915
Total Claims	\$ 291,710	\$ 5,600	\$ 297,310	\$ 22,718	\$ 185,729	62%	\$ 111,581

South Carolina Workers' Compensation Commission
2015 - 2016 Budget
February 29, 2016

Earmarked Funds

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.6%			Balance
				Expended February	Year to Date	%	
Insurance and Medical Services - Earmarked							
Salaries							
Classified Positions	467,881	-	467,881	34,179	282,780	60%	185,101
Temporary Employees	0	-	-	-	-	0%	-
One Time Bonus	-	7,200	7,200	-	7,200	100%	-
Terminal Leave	0	-	-	0	5,371	0%	(5,371)
Total Salaries	467,881	7,200	475,081	34,179	295,351	62%	179,730
Other Operating Expenditures							
Contractual Services							
Office Equipment Service	100	-	100	-	-	0%	100
Copying Equipment Service	100	-	100	-	-	0%	100
Data Processing Services	-	-	-	-	-	0%	-
Telephone	3,200	-	3,200	269	2,123	66%	1,077
Cell Phone	850	-	850	-	526	62%	324
Catered Meals	-	-	-	-	-	0%	-
Legal Services	1,000	-	1,000	65	595	60%	405
Other Professional Services	17,000	-	17,000	690	18,237	107%	(1,237)
Other Contractual Services	16,000	-	16,000	100	17,550	110%	(1,550)
Total Contractual Services	37,250	-	37,250	1,124	39,031	105%	(781)
Supplies & Materials							
Office Supplies	1,100	-	1,100	-	758	69%	342
Copying Equipment	-	-	-	-	-	0%	-
Printing	-	-	-	-	-	0%	-
Data Processing Supplies	-	-	-	-	-	0%	-
Postage	9,600	-	9,600	1,913	6,532	68%	3,068
Maintenance/Janitorial Supplies	-	-	-	-	-	0%	-
Building Materials	-	-	-	-	-	0%	-
Fees & Fines	50	-	50	-	300	600%	(250)
Other Supplies	-	-	-	-	-	0%	-
Total Supplies & Materials	10,750	-	10,750	1,913	7,590	71%	3,160
Fixed Charges							
Rental-Cont Rent Payment	450	-	450	36	292	65%	158
Rent-Non State Owned Property	-	-	-	-	-	0%	-
Rent-Data Proc Equip	475	-	475	39	313	66%	162
Rent-Other	400	-	400	-	267	67%	133
Insurance - GL	1,400	-	1,400	-	1,312	94%	88
Insurance-WC	3,600	-	3,600	-	3,566	99%	34
Insurance-Unemp	175	-	175	-	164	94%	11
Equipment Maintenance	-	-	-	-	-	0%	-
Sales Tax Paid	-	-	-	-	-	0%	-
Total Fixed Charges	6,500	-	6,500	75	5,914	91%	586
Travel (Includes Leased Car)							
In State - Meals (Non-Reportable)	-	-	-	-	-	0%	-
In-State Registration	-	-	-	-	-	0%	-
Reportable Meals	-	-	-	-	-	0%	-
Rental car - fleet svcs	-	-	-	-	-	0%	-
In State - Lodging	-	-	-	-	-	0%	-
Total Travel	-	-	-	-	-	0%	-
Total Other Operating Expenditures	54,500	-	54,500	3,112	52,535	96%	2,965
Total Insurance and Medical Services	\$ 522,381	\$ 7,200	\$ 529,581	\$ 37,291	\$ 347,886	66%	\$ 182,695

South Carolina Workers' Compensation Commission
2015 - 2016 Budget
February 29, 2016

Earmarked Funds

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.6%			Balance
				Expended February	Year to Date	%	
Judicial - Earmarked							
Salaries							
Classified Positions	\$ 292,779	\$ -	\$ 292,779	\$ 27,357	\$ 218,860	75%	\$ 73,919
One Time Bonus		\$ 6,400	\$ 6,400	\$ -	\$ 6,400		
Temporary Employees	0	-	0	0	0	0%	-
Total Salaries	292,779	6,400	299,179	27,357	225,260	75%	73,919
Other Operating Expenditures							
Contractual Services							
Office Equipment Services	-	-	-	-	-	0%	-
Copy Equipment Services	-	-	-	-	-	0%	-
Print/Bind/Advertisement	-	-	-	-	-	0%	-
Data Processing Services	-	-	-	-	-	0%	-
Telephone	1,800	-	1,800	162	1,295	72%	505
Cellular Phone Service	900	-	900	-	709	79%	191
Other Professional Services	-	-	-	-	-	0%	-
Total Contractual Services	2,700	-	2,700	162	2,004	74%	696
Supplies & Materials							
Office Supplies	700	-	700	-	494	71%	206
Copying Equipment Supplies	-	-	-	-	-	0%	-
Printing	-	-	-	-	-	0%	-
Data Processing Supplies	-	-	-	-	-	0%	-
Postage	4,300	-	4,300	1,077	3,624	84%	676
Maintenance/Janitorial Supplies	-	-	-	-	-	0%	-
Promotional Supplies	-	-	-	-	-	0%	-
Other Supplies	100	-	100	-	-	0%	100
Total Supplies & Materials	5,100	-	5,100	1,077	4,118	81%	982
Fixed Charges							
Rent-Data Processing Equip	475	-	475	39	313	66%	162
Rental-Cont Rent Payment	440	-	440	36	292	66%	148
Rent-Other	405	-	405	-	267	66%	138
Fees and Fines	270	-	270	150	175	65%	95
Insurance-State GL	1,630	-	1,630	-	1,631	100%	(1)
Workers' Compensation	1,615	-	1,615	-	1,615	100%	-
Insurance-Non State	165	-	165	-	164	99%	1
Total Fixed Charges	5,000	-	5,000	225	4,457	89%	543
Travel (Includes Leased Car)							
In State - Meals / Non-Reportable	-	-	-	-	-	0%	-
Reportable Meals	-	-	-	-	-	0%	-
In State - Lodging	-	-	-	-	-	0%	-
In State - Auto Mileage	-	-	-	-	68	0%	(68)
In State - Misc Travel Expense	-	-	-	-	-	0%	-
In-State Registration	-	-	-	-	-	0%	-
Out State - Auto Mileage	-	-	-	-	-	0%	-
Total Travel	-	-	-	-	68	0%	(68)
Total Other Operating Expenditures	12,800	-	12,800	1,464	10,647	83%	2,153
Total Judicial	\$ 305,579	\$ 6,400	\$ 311,979	\$ 28,821	\$ 235,907	76%	\$ 76,072

State of South Carolina

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Workers' Compensation Commission

MEMORANDUM

To: Gary Cannon, Executive Director

From: Sonji Spann, Claims Director

Date: March 10, 2016

Re: Claims Department –March 2016 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:

	Feb 2016	Jan 2016	Feb 2015
Individual Case Files Closed	2,186	2,198	2,210
Fine Revenue Collected	\$48,250	\$41,400	\$77,100
# of individual case files reviewed by examiners	1978	1330	136
Total Fines	315	294	378
Form 18 Fines	300	266	358
Total Forms Processed	12,026	11,838	11,240
SROI	1099	1072	
Email 18's	1751	1652	1751
USPS	1669	1744	2766

- Claims continue to review files for compliance and closure

		Five Year Claims Fine Collection History											
		FY 2011-2012, 2012-2013, 2013-2014, 2014-2015 and 2015-2016											
		July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
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	31,200
2014-2015		43,300	42,100	51,650	55,100	44,750	49,900	44,700	77,100	90,200	52,250	74,750	124,800
2015-2016		69,250	53,350	56,200	42,800	34,200	39,800	41,400	48,250				

CLAIMS DEPARTMENT REPORT													
STATISTICS FOR FISCAL YEAR 2015-2016													
Prepared March 1, 2016													
I. Claims Services Division													
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
Forms 15-I	1,186	1,208	1,273	1,219	1,152	1,156	1,086	1,154					9,434
Forms 15-III/Forms 17	903	931	981	977	804	790	867	815					7,068
Forms 16 for PP/Disf	239	250	241	222	278	229	250	228					1,937
Forms 18	4,632	4,648	4,971	4,848	4,350	4,701	4,468	4,629					37,247
Forms 20	839	723	935	862	754	768	766	854					6,501
Form 50 Claims Only	299	310	288	286	273	245	301	359					2,361
Form 61	711	734	693	731	751	763	764	743					5,890
Letters of Rep	222	198	240	205	184	202	221	238					1,710
Clinchers	810	812	801	739	889	903	841	747					6,542
Third Party Settlements	32	36	35	28	26	25	22	18					222
SSA Requests for Info	90	98	56	79	70	58	54	55					560
Cases Closed	2,358	2,355	2,613	2,028	2,069	2,022	2,198	2,186					17,829
Cases Reviewed	845	703	907	240	462	831	1,330	1,978					7,296
Total	13,166	13,006	14,034	12,464	12,062	12,693	13,168	14,004	0	0	0	0	104,597

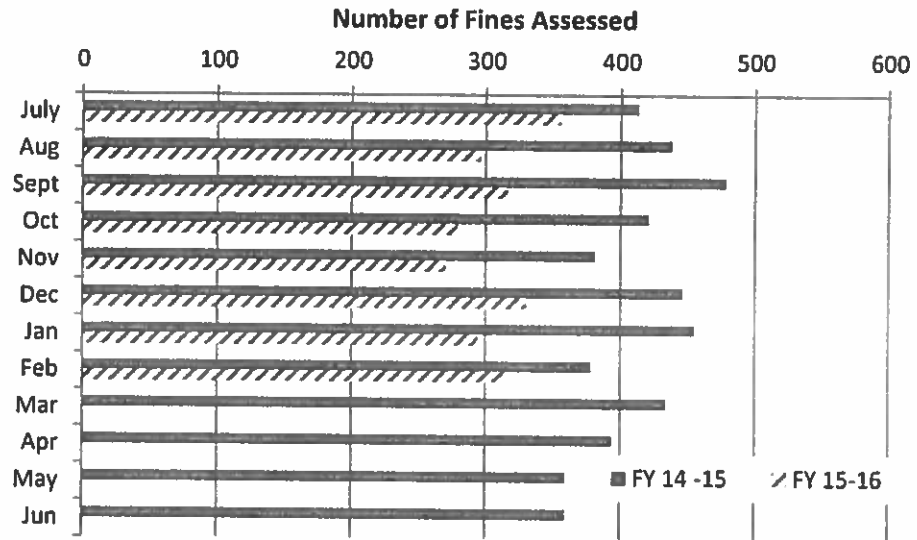
CLAIMS DEPARTMENT REPORT													
STATISTICS FOR FISCAL YEAR 2015 - 2016													
Prepared March 1, 2													
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
Assessed Form 15I	15	5	14	4	4	4	13	7					65
Assessed Form 15II	11	3	4	4	4	0	5	9	2				14
Assessed Form 15S	1	0	0	0	0	0	0	0	0				1
Assessed Form 17	1	4	5	1	2	2	2	1	1				17
Assessed Form 18	315	273	288	266	263	310	266	300					2281
Assessed Form 19	0	0	0	0	0	0	0	0	0				0
Assessed Denial Letter	9	8	4	4	4	0	5	3	3				36
Assessed Requests	3	3	1	0	2	4	4	2	2				17
Paid Form 15I	\$2,600	\$2,000	\$1,400	\$1,000	\$1,400	800.00	\$200	\$2,200					\$ 11,600
Paid Form 15II	\$800	\$600	\$800	\$1,200	\$800	\$200	\$600	\$1,600					\$ 6,600
Paid Form 15S	\$0	\$200	\$0	\$0	\$0	\$0	\$0	\$0					\$ 200
Paid Form 17	\$200	\$200	\$1,000	\$200	\$200	\$200	\$200	\$0					\$ 2,200
Paid Form 18	\$64,850	\$48,550	\$52,000	\$39,900	\$30,200	\$37,200	\$40,400	\$43,800					\$ 356,900
Paid Form 19	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0.00	\$50					\$ -
Paid Denial Letter	\$200	\$800	\$800	\$500	\$1,200	\$800.00	\$0.00	\$600					\$ 4,900
Paid Request	\$600	\$1,000	\$200	\$0	\$400	\$600.00	\$0.00	\$0.00					\$ 2,800

CLAIMS DEPARTMENT REPORT													
STATISTICS FOR FISCAL YEAR 2015 - 2016													
Prepared March 1, 2016													
II. Total Fines Assessed by Claims Department													
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
# Assessed	355	296	316	279	270	330	294	315					2,455
# Rescinded	37	28	35	32	24	12	17	17					202
# Reduced	1	0	0	0	0	1	0	0					2
# Paid	341	260	271	203	168	195	205	241					1,884
# Outstanding*	922	930	940	984	1,062	1,185	1,257	1,314					8,594
Total Amt. Assessed	\$71,050	\$63,600	\$66,000	\$57,000	\$54,000	\$67,600	\$59,400	\$63,000					501,650
Total Amt. Rescinded	\$7,400	\$7,200	\$7,000	\$6,400	\$4,800	\$2,300	\$3,400	\$3,400					41,900
Total Amt. Reduced	\$100	\$0	\$0	\$0	\$0	\$100	\$0	\$0					200
Net Assessed													
Total Amt. Paid	\$69,250	\$53,350	\$56,200	\$42,800	\$34,200	\$39,800	\$41,400	\$48,250					385,250
Total Outstanding*	\$181,050	\$184,100	\$186,900	\$194,700	\$209,700	\$235,100	\$249,700	\$261,050					261,050

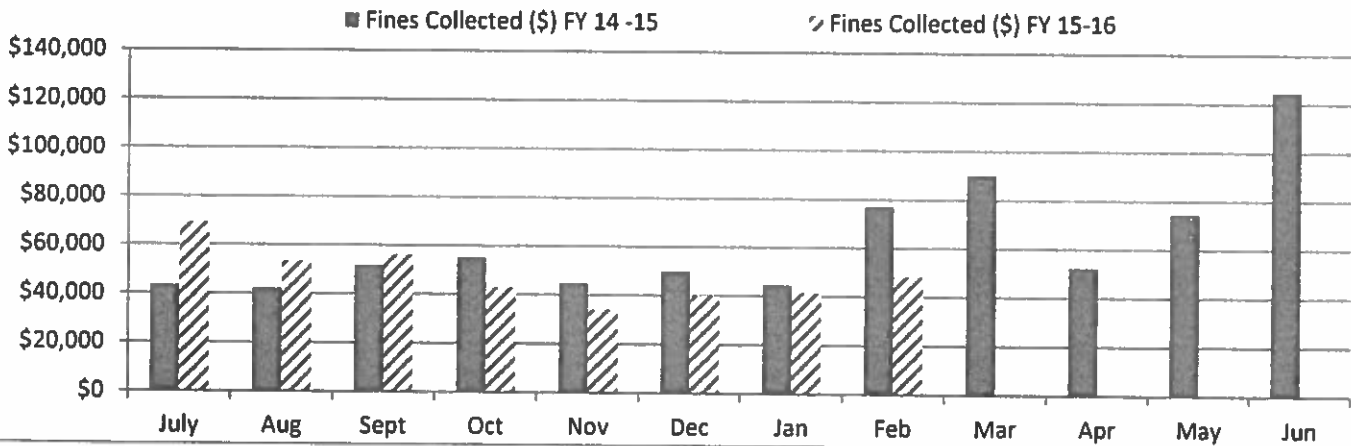
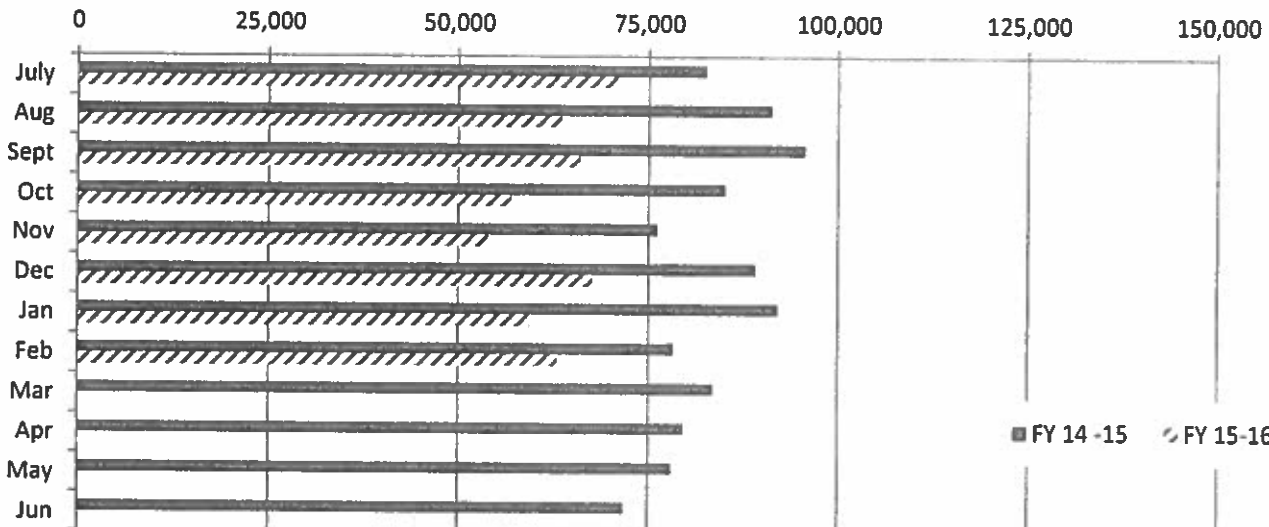
CLAIMS DEPARTMENT - Fine Activity Report February 2016

The number of fines assessed by the Claims Department increased in number to 315 from 294 in February. The number of Claims fines paid increased from 205 in January to 241 in February.

Total fine dollars assessed in February was \$63,000 an increase over prior month \$59,400. Fine revenue received in February was \$48,250 an increase over prior month \$41,400.



Net Fines Assessed (\$)



Claims Department - Fine Activity Report

Fines Assessed (#)

	FY 14 -15	FY 15-16
July	413	355
Aug	438	296
Sept	478	316
Oct	421	279
Nov	381	270
Dec	446	330
Jan	455	294
Feb	378	315
Mar	434	0
Apr	394	0
May	390	0
Jun	359	0
Total	4,987	2,455
Mo Avg	416	307

Fines Received (#)

	FY 14-15	FY 15-16
July	198	341
Aug	205	260
Sept	254	271
Oct	259	203
Nov	234	168
Dec	245	195
Jan	224	205
Feb	368	241
Mar	423	0
Apr	234	0
May	363	0
Jun	604	0
Total	3,611	1,884
Mo Avg	301	235

Net Fines Assessed (\$)*

	FY 14 -15	FY 15-16
July	82,650	71,050
Aug	91,250	63,600
Sept	95,700	66,000
Oct	85,200	57,000
Nov	76,200	54,000
Dec	89,200	67,600
Jan	92,100	59,400
Feb	78,400	63,000
Mar	83,600	0
Apr	79,700	0
May	78,100	0
Jun	71,800	0
Total	1,003,900	501,650
Mo Avg	83,658	62,706

Fines Collected (\$)

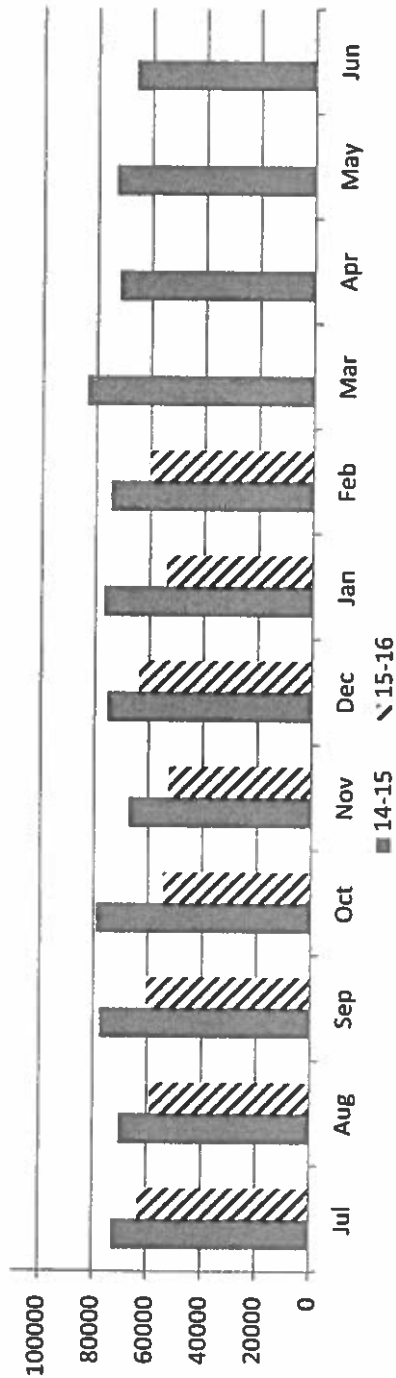
	FY 14 -15	FY 15-16
July	\$43,300	69,250
Aug	\$42,100	53,350
Sept	\$51,650	56,200
Oct	\$55,100	42,800
Nov	\$44,750	34,200
Dec	\$49,900	39,800
Jan	\$44,700	41,400
Feb	\$77,100	48,250
Mar	\$90,200	0
Apr	\$52,250	0
May	\$74,750	0
Jun	\$124,800	0
Total	750,600	385,250
Mo Avg	62,550	48,156

*after reductions and rescinded

FORM 18 FINE ASSESSMENTS

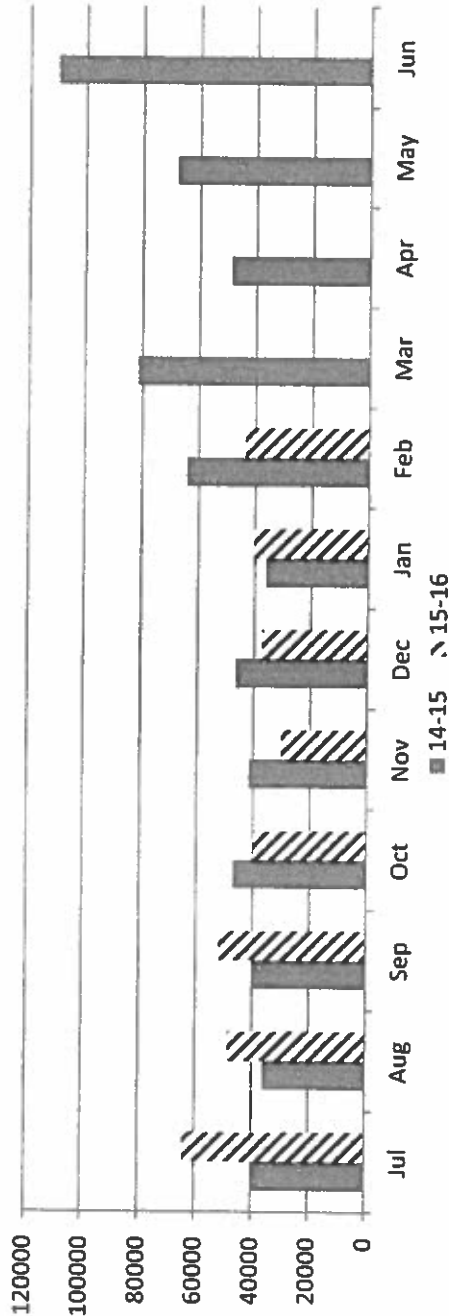
Consistent with overall Commission strategy, the Claims Department works with our Carrier partners to develop approaches that result in increased compliance levels and reduced Fine related costs to businesses in South Carolina.

A key "success measure" of this effort is the Form 18 Fine Assessment report. For the month of February 2016, this has resulted in an increase in Form 18 Fine Assessments to \$60,000 as compared to January 2016 of \$53,800. The actual number of fines assessed increased from 266 to 300 in February 2016.



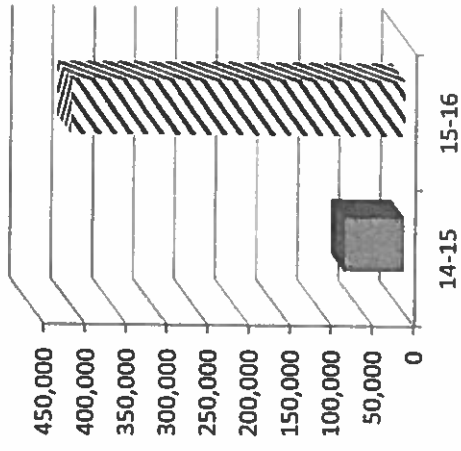
FORM 18 FINE COLLECTION

In February 2016, the Claims Department received payment on Form 18 Fines resulting in revenue of \$43,800.



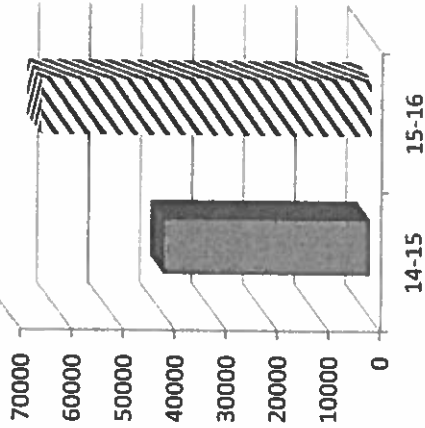
FORM 18 FINE ASSESSMENTS YTD

Form 18 Fine Assessment is trending at 86% of prior year assessments.



FORM 18 FINE REVENUE YTD

Form 18 Fine Revenue is trending at 160% of prior year collections.



State of South Carolina

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Workers' Compensation Commission

March 16, 2016

To: Gary M. Cannon
Executive Director

From: Amy A. Bracy
Judicial Director

RE: **Monthly Judicial Report for February 2016**

There were one hundred five (105) Single Commissioner Hearings conducted during the past month, and there were fourteen (14) Full Commission hearings held in February.

The Informal Conference system conducted two hundred forty-six (246) hearings during the last month.

There were sixty-six (66) regulatory mediations scheduled and twenty-nine (29) requested mediations. The Judicial Department was notified of sixty-six (66) matters resolved in mediation, with the receipt of Forms 70.

Kim Falls and Genia Hollmon have been working with some of the AAs to develop a better internal process for requesting and scheduling venues. They plan to meet with all of the AAs during the week of Full Commission to discuss options.

During the past six weeks, much of my time has been spent with IT qualifying data and assisting with the development of reports for the Senate Oversight Review. Working on these reports has helped me identify areas in which we need to develop a business process that is consistent with all users in the "Hearing to Order" process.

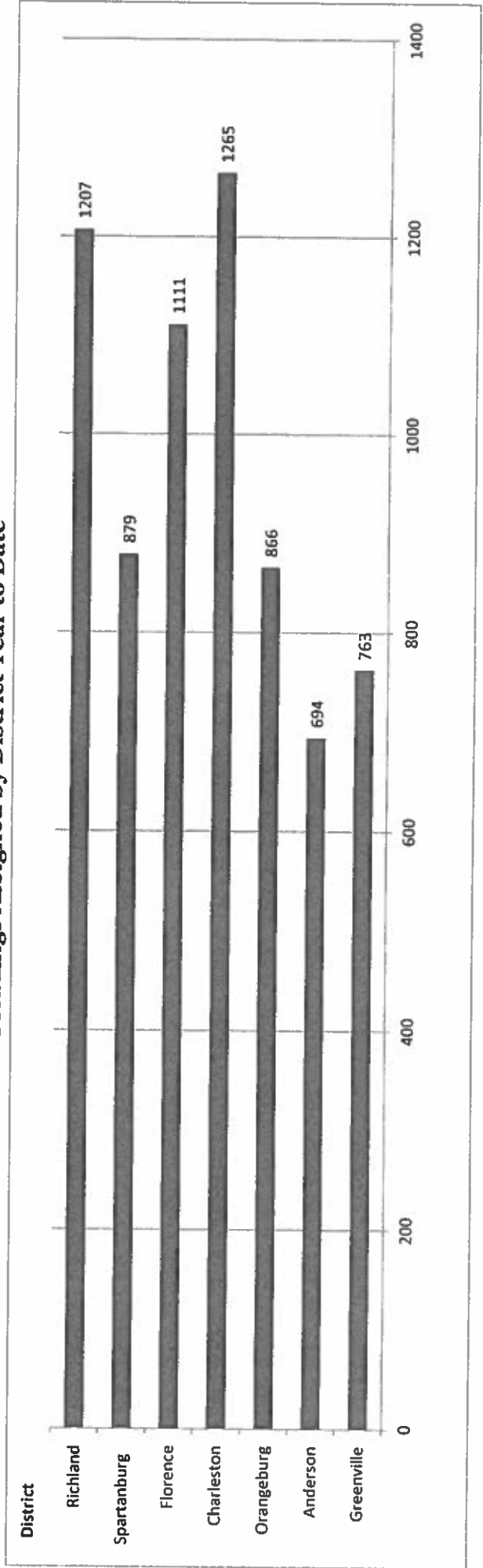
**Judicial Department Statistical Report
Statistics For Fiscal Year 2015-2016**

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Totals YTD 2015-2016	Totals YTD 2014-2015
Claimant Pleadings	623	693	628	665	459	622	627	593					4,910	4,742
Defense Response to Pleadings	561	522	569	580	431	537	468	439					4,107	3,827
Defense Pleadings	267	313	293	302	222	282	253	303					2,235	2,244
Motions	141	134	142	124	102	98	111	110					962	822
Form 30	30	24	19	11	19	24	11	35					173	189
FC Hearings Held	16	5	16	10	14	11	11	14					97	105
FC Orders Served	11	7	20	11	10	14	12	20					105	113
Single Comm. Hearings Held	109	91	118	104	103	122	99	105					851	784
Single Comm. Orders Served	95	85	103	78	90	99	109	112					771	760
Consent Orders	280	222	297	279	296	260	306	322					2,262	1,913
Administrative Orders	85	43	61	50	52	51	43	73					458	428
Clincher Conference Requested	105	99	104	108	111	100	81	120					828	913
Informal Conference Requested	378	324	355	381	339	279	386	406					2,848	3,007
Informal Conference Conducted	247	252	231	200	298	201	197	246					1,872	1,928
Regulatory Mediations	81	66	81	79	56	73	95	66					597	701
Requested Mediations	45	23	33	22	23	16	30	29					221	185
Ordered Mediations	0	4	4	1	0	3	3	1					16	9
Mediation Resolved	46	59	70	44	56	73	45	66					459	580
Mediation Impasse	28	23	34	10	12	25	16	19					167	167
Mediation Held; Issues Pending	0	0	0	2	0	0	0	0					2	5
Claim Settled Prior to Mediation	14	11	25	13	17	8	35	8					131	161
Mediation Not Complete in 60 days	14	5	16	9	7	1	16	6					74	54

Pleadings Assigned - Three Year Comparison by Month

	District 1 Greenville			District 2 Anderson			District 3 Orangeburg			District 4 Charleston			District 5 Florence			District 6 Spartanburg			District 7 Richland		
	15-16	14-15	13-14	15-16	14-15	13-14	15-16	14-15	13-14	15-16	14-15	13-14	15-16	14-15	13-14	15-16	14-15	13-14	15-16	14-15	13-14
Jul	107	103	119	90	92	96	118	119	121	181	140	164	144	145	117	130	116	111	166	141	135
Aug	110	86	121	76	96	71	109	120	121	171	153	170	122	146	131	122	104	119	138	164	141
Sep	102	105	102	88	84	80	132	105	97	198	155	163	154	126	137	110	70	90	167	124	132
Oct	106	83	124	101	78	84	119	115	128	172	143	170	171	146	159	96	112	106	170	156	160
Nov	72	80	115	62	56	67	88	93	115	145	115	163	133	135	115	81	80	79	129	127	112
Dec	101	99	78	105	86	93	103	108	102	160	133	123	148	119	108	99	85	95	162	146	113
Jan	75	109	92	84	80	56	113	120	100	113	163	151	110	158	95	97	108	88	158	174	119
Feb	90	98	93	88	86	98	84	92	98	125	141	157	129	110	146	144	111	93	117	114	106
Mar		112	101		91	76		132	107		156	121		118	130		122	91		140	128
Apr		99	98		87	69		97	100		165	144		120	141		88	101		149	150
May		101	88		73	97		105	124		158	169		140	121		101	100		158	153
Jun		89	81		66	79		102	95		143	148		147	110		117	79		139	123
Totals	763	1164	1212	694	975	966	866	1308	1308	1265	1765	1843	1111	1610	1510	879	1214	1152	1207	1732	1572

Pleadings Assigned by District Year to Date

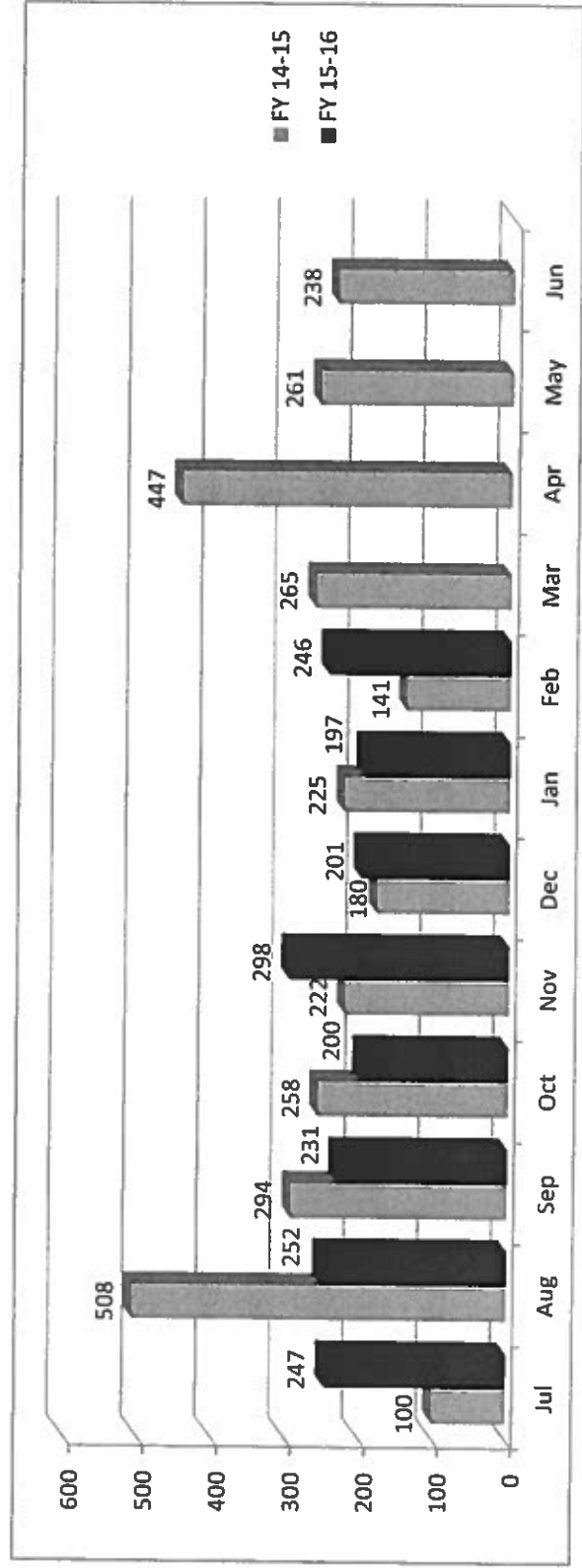
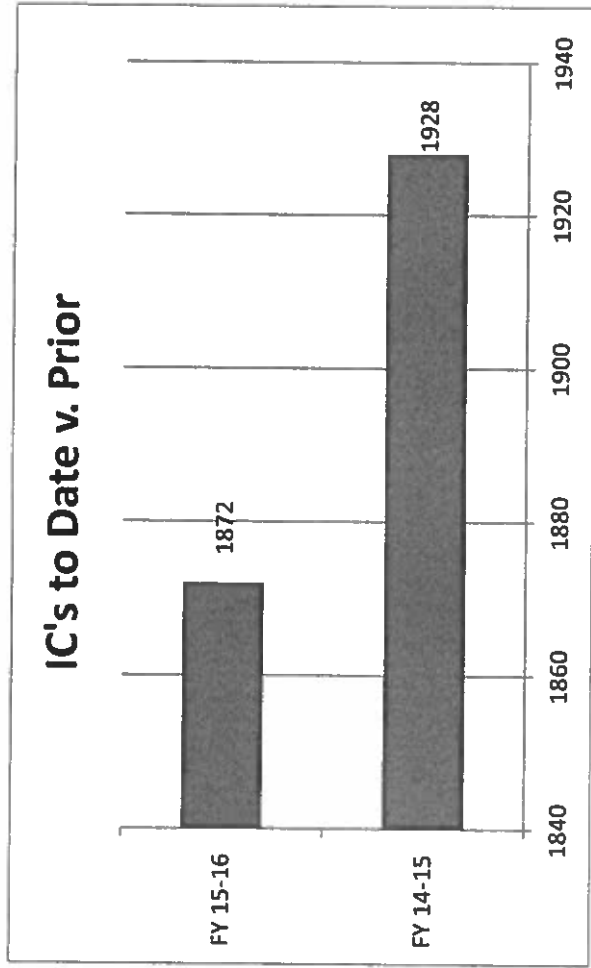


Informal Conf. Conducted

	FY 14-15	FY 15-16
Jul	100	247
Aug	508	252
Sep	294	231
Oct	258	200
Nov	222	298
Dec	180	201
Jan	225	197
Feb	141	246
Mar	265	
Apr	447	
May	261	
Jun	238	
Total	3139	1872

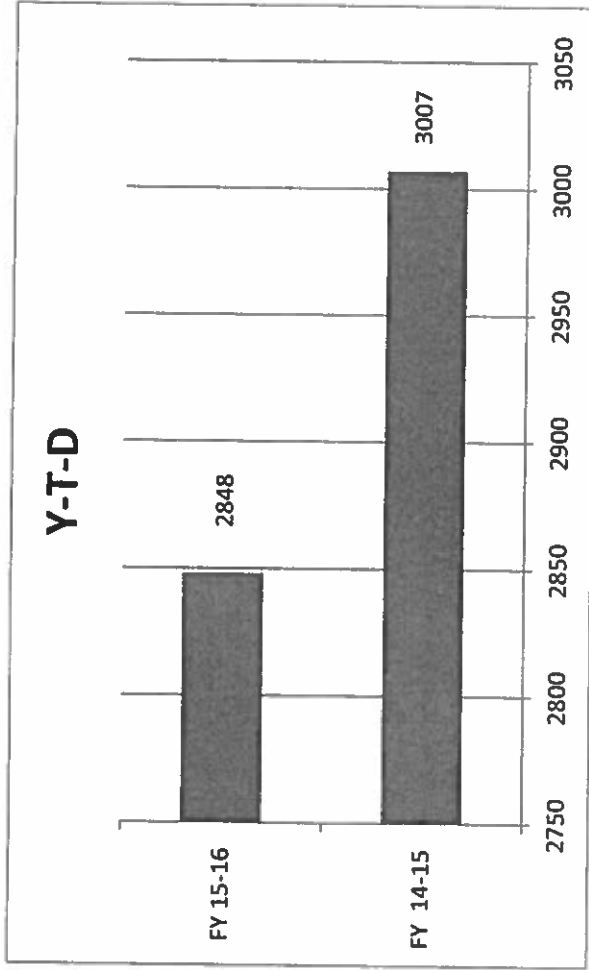
FY 14-15 1928
FY 15-16 1872

Y-T-D

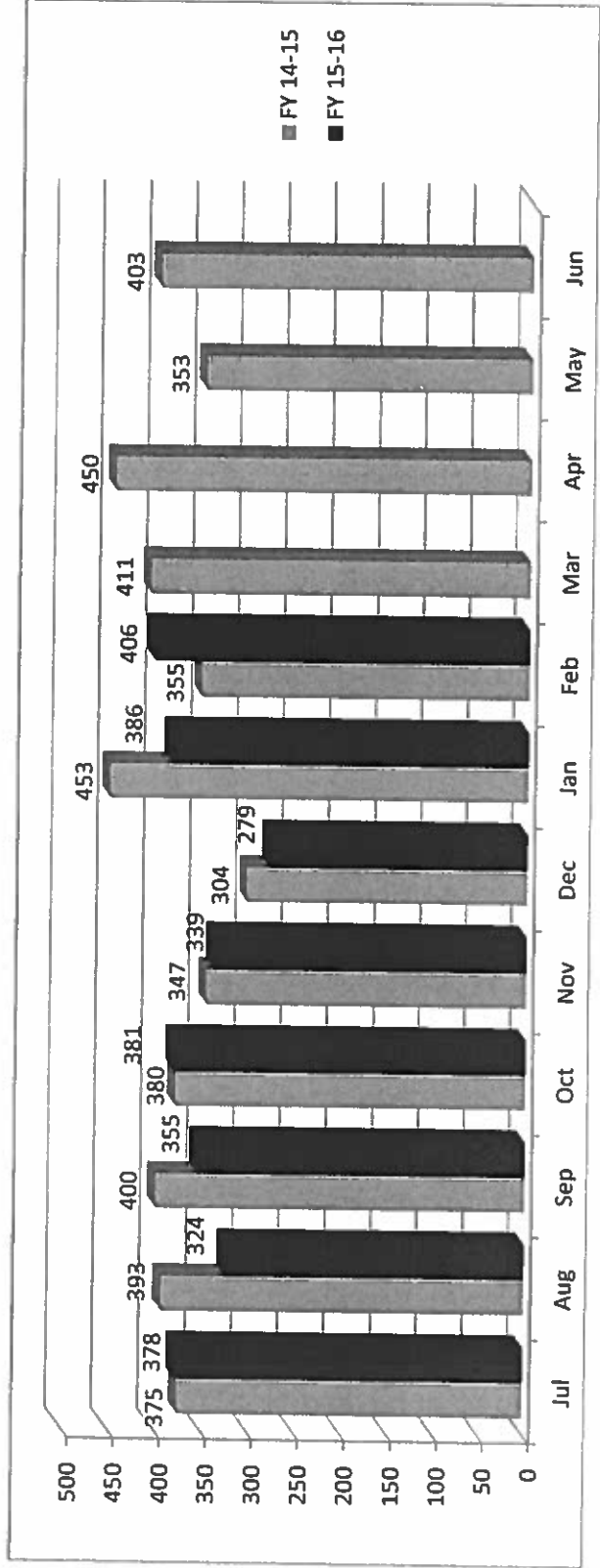


Informal Conf. Requested

	FY 14-15	FY 15-16
Jul	375	378
Aug	393	324
Sep	400	355
Oct	380	381
Nov	347	339
Dec	304	279
Jan	453	386
Feb	355	406
Mar	411	
Apr	450	
May	353	
Jun	403	
Total	4624	2848



Y-T-D	FY 14-15	FY 15-16
Jul	378	375
Aug	393	324
Sep	400	355
Oct	381	380
Nov	347	339
Dec	304	279
Jan	453	386
Feb	355	406
Mar	411	
Apr	450	
May	353	
Jun	403	
Total	3007	2848



State of South Carolina

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Workers' Compensation Commission

Executive Director's Report Gary M. Cannon

March 17, 2016

Senate Oversight Committee

The Commission has been selected by the Senate as one of the agencies for oversight review during 2016. A presentation to the Senate Oversight Subcommittee is scheduled for March 24.

FY 2016-17 Budget

The FY 2016-17 Budget was presented to the Senate Finance Transportation and Regulatory Subcommittee on March 17, 2016.

Financial Review & Forecast Work Session

There will be a financial review and forecast work session on Tuesday, March 22, from 1:30 to 3:30 p.m., for Commissioners and Department Heads. The work session will take place in the Commissioners' Conference Room.

Meetings/Activities

The Executive Director participated in the following meetings/activities:

- February 11 – Met with Hilary Tarasuk, Government and External Relations Specialist, Brickyard Insurance
- February 16 – Met with building contractor to finalize office space needs
- February 19 – Telephone conference with IAIABC Committee
- February 23 – Telephone conference with IAIABC Committee
- February 28 – March 1 – Participated in the program of the SCWCEA Medical Conference
- March 2 – Office walk-through with building contractor
- March 8 – Telephone conference with NCCI AIS Regulatory Forum
- March 8 – Attended Session of House and Senate in recognizing Marlene Johnson Moore
- Attended subcommittee meeting of Senate Judiciary
- March 9 – Met with representative of American Insurance Association
- March 10 – Met with Budget Analyst with the Senate Finance Committee to review budget presentation
- March 11 – Met with stakeholder attorney
- March 15 – Attended Senate Judiciary Meeting

- March 17 – FY 2016-17 budget presentation to Senate Finance Transportation & Regulatory Subcommittee
- March 17 – Telephone conference with IAIABC Committee

Personnel

Law Clerk

Marlene Johnson-Moore returned from military leave on March 7. Ms. Johnson-Moore was recognized by the General Assembly on March 8 for being awarded the S.C. Air National Guard's Company Grade Officer of the Year.

Employee Meetings

An All Employee meeting was held on February 26. The Executive Director met with the Department Heads on March 9.

Constituent /Public Information Services

For the period February 16, 2016 through March 15, 2016 the Executive Director's Office and the General Counsel's office had 469 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 February 17, 2016 through March 15, 2016, we added six individuals to the distribution list. A total of 609 individuals currently receive notifications from the Commission.

SC Vocational Rehabilitation Department (SCVRD)

SCVRD reported 7 referrals for the month of February, and 56 referrals year to date.