

## **A G E N D A**

### **SOUTH CAROLINA WORKERS' COMPENSATION COMMISSION**

1333 Main Street, 5<sup>th</sup> Floor  
Columbia, South Carolina 29201

**May 21, 2018 – 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. CALL TO ORDER  | <i>CHAIRMAN BECK</i>  |
| 2. APPROVAL OF AGENDA OF BUSINESS MEETING OF MAY 21, 2018   | <i>CHAIRMAN BECK</i>  |
| 3. APPROVAL OF MINUTES OF THE BUSINESS MEETING OF APRIL 16, 2018 (Tab 1)  | <i>CHAIRMAN BECK</i>  |
| 4. GENERAL ANNOUNCEMENTS  | <i>MR. CANNON</i>   |
| 5. APPLICATIONS FOR APPROVAL TO SELF-INSURE (Tab 2)   | <i>MR. BERTHELETTE</i>  |
| 6. DEPARTMENT DIRECTORS' REPORTS<br>Human Resources (Tab 3)<br>Information Services (Tab 4)<br>Insurance and Medical Services (Tab 5)<br>Claims (Tab 6)<br>Judicial (Tab 7) | <i>MS. STUART</i><br><i>MS. SPRANG</i><br><i>MR. DUCOTE</i><br><i>MS. SPANN</i><br><i>MS. BRACY</i> |
| 7. Vocational Rehabilitation (Tab 8)  | <i>MS. DRAWDY</i>   |
| 8. EXECUTIVE DIRECTOR'S REPORT (Tab9)<br>Administration – Financial Report (Tab 10)   | <i>MR. CANNON</i><br><i>Mr. Cannon</i>  |
| 9. OLD BUSINESS   | <i>CHAIRMAN BECK</i>  |
| 10. NEW BUSINESS  | <i>CHAIRMAN BECK</i>  |
| 11. ADJOURNMENT   | <i>CHAIRMAN BECK</i>  |

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THE  
SOUTH CAROLINA WORKERS' COMPENSATION COMMISSION  
BUSINESS MEETING  
April 16, 2018

A Business Meeting of the South Carolina Workers' Compensation Commission was held in Hearing Room A of the Workers' Compensation Commission on Monday, April 16, 2018 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; Bryan Berthelette, Self-Insurance Director; Amy Bracy, Judicial Director; Keith Roberts, General Counsel; Wayne Ducote, Insurance & Medical Services Director; Loretta Dykes, Financial Technician; Kim Falls, Business Analyst; Sonji Spann, Claims Director; Sandee Sprang, IT Director; Alexa Stuart, HR Manager and David Durant, Staff Attorney. Bonnie Anzelmo, Injured Workers' Advocates, Ivey Drawdy, Vocational Rehabilitation were also present.

Chairman Beck called the meeting to order at 10:42 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 MARCH 19, 2018**

Commissioner Barden moved that the minutes of the Business Meeting of March 19, 2018, be approved. Commissioner Taylor 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 Bryan Berthelette, Self-Insurance Director. **Sixteen (16)** prospective members of **Two (2)** funds were presented to the Commission for approval. The applications were:

**Palmetto Timber Fund**

E.D. Pew Timber Company, Inc.

**South Carolina Home Builders SIF**

Custom Design Hardwood Flooring

Hendrix Cheyenne Homes, LLC

Kilowatt Electrical Service, LLC

Los Amigos Concrete, LLC

Madigan Projects, LLC

Mills Painting

Moore Services of Aiken, LLC

M&R Construction

O'Neal Flooring Services, Inc.

Pelfrey Builders, LLC

PLS Construction, LLC

Robert E. Lee IV

Southern Boys Lawn Care, LLC

Turnkey Construction

Winn's Construction, 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 Barden 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**

Alexa Stuart presented the Human Resources report. Ms. Stuart pointed out the following highlights from the report:

- In March, there were no new hires or separations.
- There were 8 transactions for benefits, 16 SCEIS time transaction issues and 11 Payroll related inquiries.
- Preparations have been started for two upcoming retirements.
- Meet with Managers about employee related issues.
- Completed helping the Department of Commerce staff with their HR initiative.
- Ms. Stuart approved 8 travel reports and handled 8 building issues.
- Ms. Stuart also met with each director on various employee performance related issues and time related issues. Discussed ways to make improvements.
- Cleared two rooms to be used as offices for the representative for Voc. Rehab and done for the two interns.

### **Information Technology Department**

Gary Cannon presented the Information Services Department's report, due to Ms. Sprang was attending an IAIABC. Mr. Cannon pointed out the following highlights from the report.

- EDI- During March, Edi transactions froze and all processes aborted; Duane spent the majority of March working on this issue.
- Reporting and Standardization – The team IT is working with DEW for transmission and processing of reports. The 6 month hearing status report was completed.
- System Support- Jason worked with DTO to deploy new configuration files for OnBase. Additionally, he is working on a complete inventory and asset manual management.
- OnBase- DTO inadvertently forgot to notify us of a major OnBase upgrade so the IT was busy completing an Impact Assessment so we can determine if we agree to proceed. Timing is an issue to do the legacy modernization project.
- Contract Management and Procurement- Sandee and Jason submitted the PO request forms for the new security system and several office supply vendors.
- Hardware Updates – Jason completed the majority of the phone replacements. It is working with OnBase and DTO to gather a list of compatible desk top scanners as we look to place a scanner on each AA's desk.
- System Virtualization- In order to create an adequate development and test environment for the Legacy Modernization project, the Progress production environment was replicated.
- Legacy Modernization- 3 Sprints have been completed and stories and workflows have been developed for all claims related areas of the agency. Next the focus will move to all departments (security, contact management, global communications, date integration, finance, etc.). There are 17 epics and refined stories down to 354. All agency staff and departments continue to contribute in all aspects.

### **Insurance and Medical Services Department**

Wayne Ducote presented the Insurance and Medical Services Department's report. Mr. Ducote pointed out the following highlights from the report:

- In March, the Compliance Division compelled 46 employers to come into compliance with the Act. Year to date, the Compliance Division has compelled 171 employers to come into compliance with the Act. Approximately 1,590 previously uninsured workers are now properly covered.
- 26 Carrier Rule to Show Cause cases were docketed. 20 cases were resolved and \$10,429 was recovered.
- The Compliance Division collected \$177,533 in fines and penalties. Year to date, the Compliance Division has collected \$1,092,001 in fines.
- The Coverage Division received 2,152 claim files and collected \$14,000 in fine revenue.
- The Self- Insurance Division collected \$1,901, 744 in self-insurance tax. Year to date, Self-Insurance tax revenue is trending at 105% of prior fiscal year.

## **Claims Department**

Sonji Spann presented the Claims Department's report. She reported the following for the month of March:

- Claims processed 17,127 items during the month of March. This reflects a 12% increase compared to the previous month.
- Claims closed 2,576.
- Claims reviewed 4,355 files.
- Fine Revenue collected during the month of March was \$50,300, an increase of \$4,650 in comparison to last month. When compared to the same period in FY 16/17, the department collected \$42,700 in fine revenue, an increase of \$7,600.
- Claims Department assessed 319 fines, a decrease of 5 compared to March 2018. Of the fines assessed, 265 were for the Form 18.
- Received 1,477 Form 18s via SROI/EDI.
- Received 1,981 Form 18s via email.
- Received 714 Form 18s via USPS.
- Received 792 Form 61s; approved 722 Form 61s.
- Received 0 Third Party Settlements and approved 1. Last year, claims received 38 and approved 41.

## **Judicial Department**

Amy Bracy presented the Judicial Department's report. Ms. Bracy reported the following for the month of March 2017:

### Judicial Department

- 1,060 requests for Hearings
- 165 Motions
- 172 Clincher Conference requests sent to Jurisdictional Commissioners

### Commissioners

- 83 Single Commissioner Hearings conducted
- 33 pre-hearing conferences held
- 14 Full Commission Hearings conducted
- 722 Orders served at single Commissioner level; 93 of those were Decision and Orders that resulted from hearings that went on record; 160 of those were Motion Orders ruled upon by Commissioners

### Informal Conference

- 253 informal conferences conducted

### Mediation

- 79 regulatory mediations scheduled
- 44 requested mediations
- 70 matters resolved in mediation with the receipt of Forms 70

### Appeals to SC Court of Appeals

- In March the Judicial Department received 4 Notice of Intent to Appeal.

### **VOCATIONAL REHABILITATION**

Ivey Drawdy, Counselor, presented the Vocational Rehabilitation Report. Ms. Drawdy reported the following:

- 20 letters mailed
- Hearings: attended 1 hearing.
- Will start full days at WCC starting April 26, 2018.
- VR has a new tracking system which will provide a better tracking system.

### **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:

- The access and control system will start insulation to begin the week of April 26, 2018.
- We have requested 2 quotes for 2 offices; quotes are due no later than April 23, 2018.
- April 13, 2018 we held our Regulation Update Seminar and Mr. Cannon wants to acknowledge Keith Roberts for his stellar presentation. We received excellent feedback from attendees. Additionally, Mr. Cannon wanted to thank Sonji Spann and Amy Bracy for participating. The seminar had 62 participants and we had a nice turnout.

### **ADMINISTRATION – FINANCIAL REPORT**

Mr. Cannon reported the benchmark for period ending March 31, 2018 is 75%. The General Fund expenditure to date is 59%. The Earmarked Fund expenditure to date is 56%. The budgeted operating revenues received is 85% and the budgeted Self-Insurance Tax funds received is 93%. The Earmarked Fund Balance has a net income/expenditures of \$817,217.

### **OLD BUSINESS**

No old business

### **NEW BUSINESS**

No new business

### **ADJOURNMENT**

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

The April 16, 2018, meeting of the South Carolina Workers' Compensation Commission adjourned at 11:00 a.m.

Reported April 27, 2018  
Amy Proveaux  
Office of the Executive Director

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| <p style="text-align: center;"><b>SCWCC Human Resources Monthly Report</b><br/><b>April 2018</b></p> |
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**STAFFING**

In April, the Commission had 53 FTEs and 1 part-time contract employee and 1 part-time temporary employee and 2 part-time unpaid legal interns.

- **New Hires:** None
- **Separations:** None
- **Retirements:** One
- **Leaves:** None

**Recruitment:**

- Posted job opening for Records Analyst I to replace an employee who will retire at the end of June. We had 141 candidates apply. Currently selecting those we want to interview.
- Posted job opening for Insurance Claims Examiner to replace an employee whose last day is May 4, 2018. We had 24 candidates apply. Currently selecting those we want to interview.

**BENEFITS**

- Performed nine (9) transactions related to benefits.
- Provided information to Carol Busbee and Sallie Wider on their retirement.

**EMPLOYEE RELATIONS**

- Met with managers about various employee related issues.

**MEETINGS**

- Attended the Quarterly HR Advisory Meeting.
- Attended the EEO Forum where we received recognition for being in the Top 10 Status.

**ADMINISTRATIVE**

- Sent eight (8) "All Agency" emails out on various topics such as SCEIS, fire drill, benefits, discounts and other miscellaneous events.



- Performed ten (10) SCEIS time related transactions and seven (7) payroll related transactions.

### **FISCAL RESPONSIBILITIES**

- Processed/approved nine (9) travel expense reports.

### **FACILITIES**

- Notified CBRE of nine (9) new issues.

### **TRAINING**

- Completed two (2) SCEIS training courses.
- Attended a one (1) day SHRM Legal Workshop

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## Workers' Compensation Commission

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To: Gary Cannon  
SCWCC Executive Director  
From: Sandee Sprang, IT Director  
Date: May 16, 2018  
Subject: IT Department April 2018 Full Commission Report

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This report summarizes the activities and accomplishments of departmental projects and initiatives for the IT department during April 2018.

### I. Systems Operations, Maintenance and Support

#### EDI

The IT department continues support for EDI trading partners to research and resolve EDI transaction data and image processing errors. We also continue our work with the IAIABC EDI Claims Workgroup, reviewing and recommending standards changes. During April, Duane and Liz spent an extensive amount of time working to resolve EDI transactions issues created as a result of the March "freeze". The Proof of Coverage data from NCCI had a significant error last month but this issue has been resolved.

#### Reporting and Standardization

The IT team continues to work on the data transmission and processing of DEW data. A new SFTP server link was created and we began the testing of the new DEW file format. We also generated several new reports for carriers so the reports can be distributed in Excel format. Liz generated a trading partner report at the request of the IAIABC.

#### Systems Support

Jason worked with DTO to deploy all new configuration files for OnBase. He also continues working on a complete inventory and asset management manual. Kim collected information related to our current records retention and archiving policies.

#### OnBase

The entire IT team spent a significant amount of effort last month testing and deploying the newest release of OnBase, version 17. The upgrade was completed over the weekend, April 27 -29, and as a result of the detailed planning, preparation and diligent efforts of our team, the upgrade had a minimal impact on our end users. Kim continues to work on refining Groups to simplify security and rights.

#### Security System

Jason worked with the Sonitrol to plan and install the new security system.

## **II. Projects, Enhancements and Development**

### Hardware Upgrades

The status of the hardware upgrade projects currently in process:

- We are working with OnBase and DTO to gather a list of compatible desktop scanners as we look to place a scanner on each AA's desk.

### System Virtualization

Last month, we replicated our Progress production environment which allowed us to decommission several virtual servers. We are working to validate our new test/development environment and to resolve all access and process issues.

### Microfilm Conversion

The 5<sup>th</sup> group of cartridges is completed, and the last group has been sent to Palmetto Microfilm. We will begin developing a test plan for importing the images into OnBase; the estimated completion date of the project is June 2018.

### Legacy Modernization

We have completed 5 Sprints and have developed stories and workflows for all areas of the agency. We are now beginning to focus on modules which transcend all departments (security, contact management, global communication, data integration, finance, etc...). Intellectual Capital is now building the clay model which begins the framework definition and illustrates how the screens can look and function. We have 17 Epics and 472 stories. We've had a total 55 Scrum meetings, 38 meetings with agency departments. There has been a significant amount of time spent reviewing all processes and workflows and I am very satisfied with the functionality included in the minimal marketable feature set.

### Video Conference Hearings

We held another video conference hearing with PPP and DOC.

### Trainings and Meetings

Liz continues her Capella University IT courses.

Sandee completed work on a statewide HIPAA training program.

Sandee attended a DIS security meeting, the monthly Agency Relationship Management meeting and the IAIABC Conference.

State of South Carolina



Workers' Compensation Commission

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**To:** Mr. Gary Cannon  
SCWCC Executive Director

**From:** Wayne Ducote, Jr.  
IMS Director

**Date:** 17-May-18

**Subj:** Insurance and Medical Services Department  
April 2018 Full Commission Report

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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:

- |                     |   |
|---------------------|---|
| Compliance Division | <ol style="list-style-type: none"><li>1. Reviewing revenue metrics / projections.</li><li>2. Working with staff to review workflow processes and additional training opportunities.</li><li>3. Initiating outreach opportunities with stakeholders.</li></ol> |
| Coverage Division   | <ol style="list-style-type: none"><li>1. Working with staff to review workflow processes and explore opportunities to enhance service provision.</li><li>2. Lapse in Coverage: 63 new registrants; 0 notifications sent.</li></ol>                            |
| Medical Services    | <ol style="list-style-type: none"><li>1. Working with Medical Bill Reviewers on certification renewals.</li><li>2. 2018 Medical Services Provider Manual is affective as of April 1, 2018 and available via online purchase through Optum.</li></ol>          |

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.

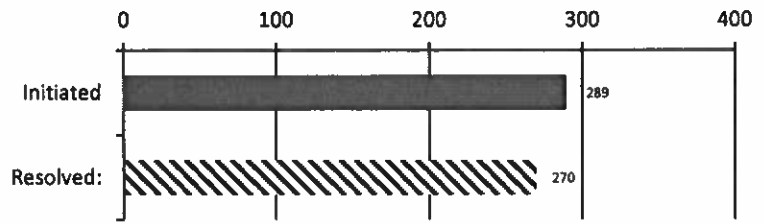
**Employers Obtaining Coverage**

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 **270** employers in South Carolina to come into compliance with the Act. In so doing, approximately **2,511** previously uninsured workers are now properly covered.

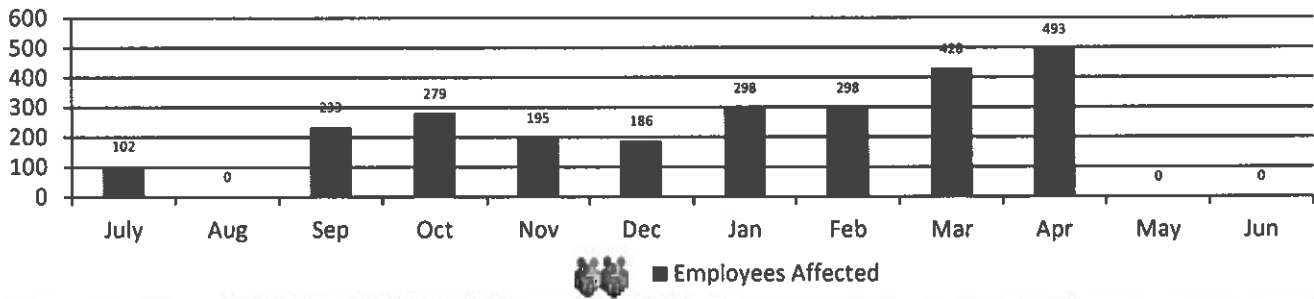
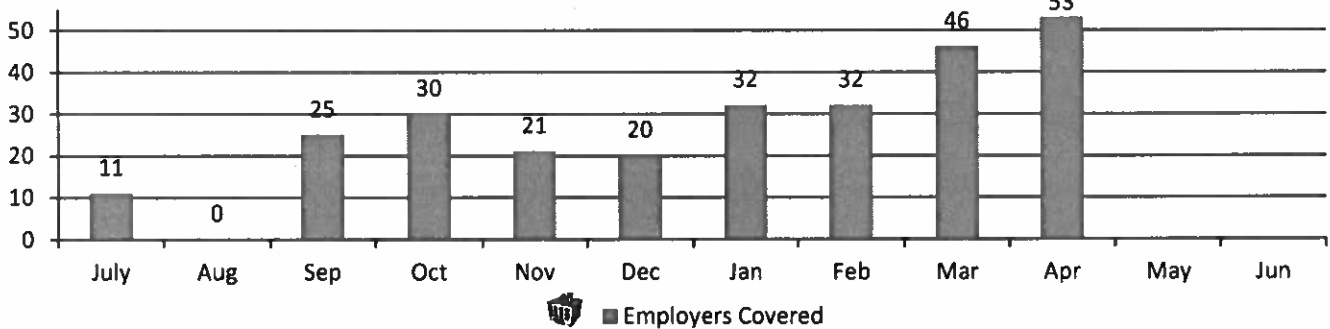
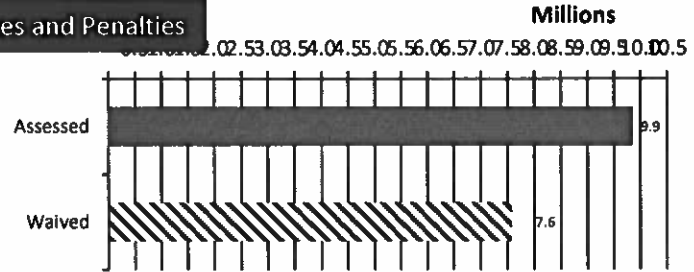
**Penalties Waived**

Although the Division has assessed \$9.8 m in fines, 77% of those fines (\$7.6 m) have been waived or rescinded as employers have either obtained insurance coverage or were found not to be subject to the Act.

**RTSC Cases**

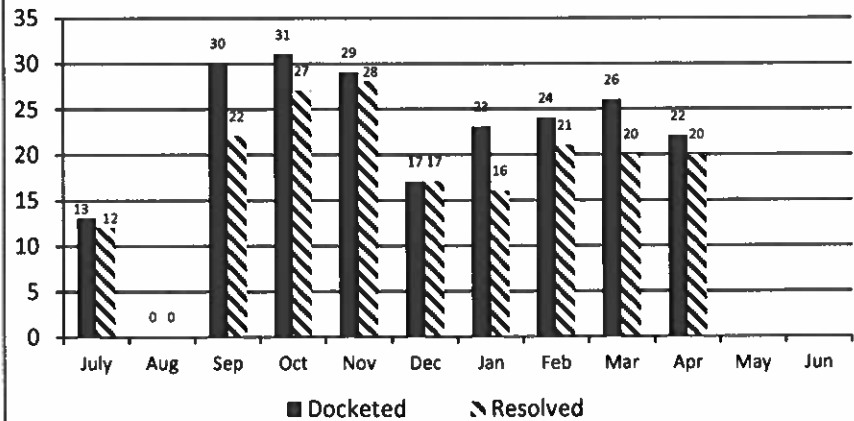


**Fines and Penalties**



**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 April 2018, 22 carrier RTSC cases were docketed; 20 cases were resolved and \$6,979 was recovered. Year to date, 215 carrier RTSC cases have been docketed, 183 cases have resolved and \$96,583 has been recovered.



**Carryover Caseload:**

The Compliance Division closed April 2018 with 428 cases active, compared to an active caseload of 166 at the close of April 2017.

**Cases Resolved:**

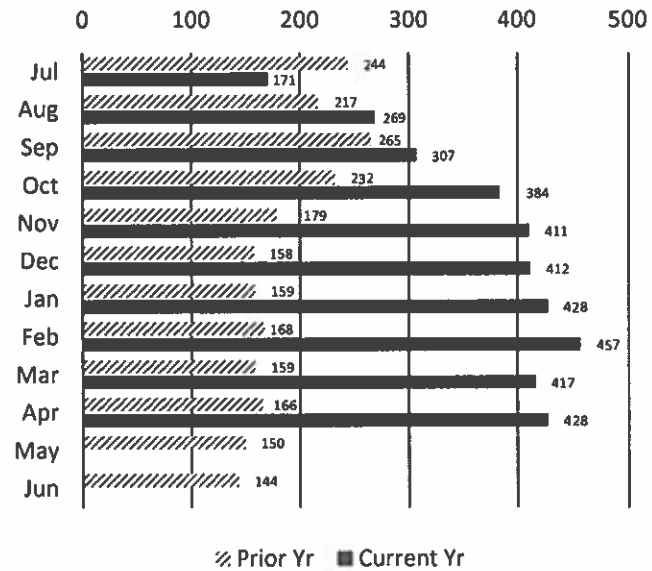
For the month of April 2018, Compliance Division staff closed-out 116 cases.

**Compliance Fines:**

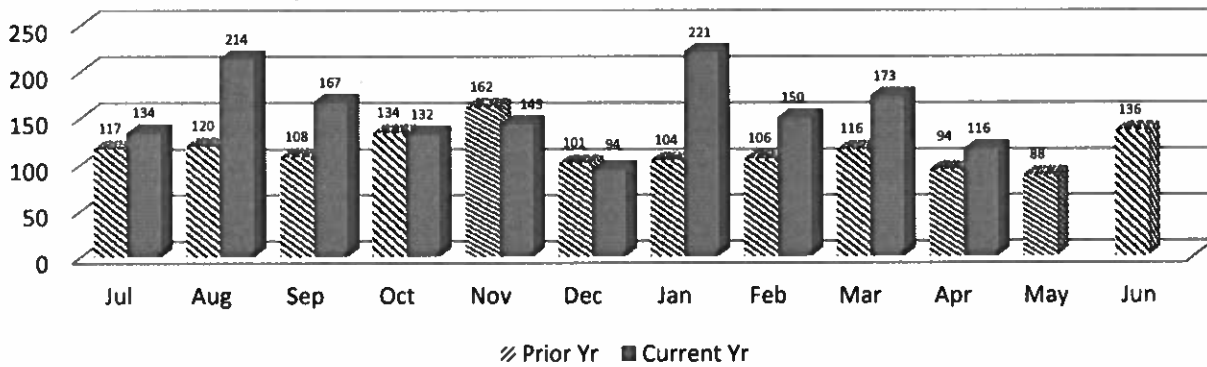
In April 2018, the Compliance Division collected \$150,890 in fines and penalties. Year to Date, the Compliance Division has collected \$1,242,891 in fines.

Year to Date vs Prior Year Total (\$382,199): 325%  
 April 2018 vs. April 2017: 476%  
 Current Year End trend is 390% of 2016-2017  
 YTD 2017-18 (July - April) vs YTD 2016-2017: 356%

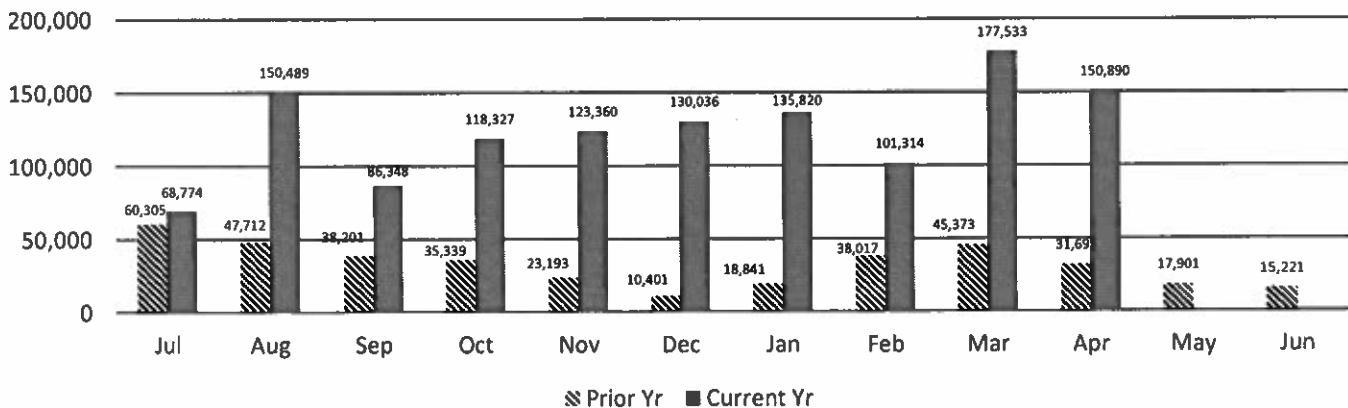
**Caseload Pending v. Prior Year**



**Cases Resolved v. Prior Year**

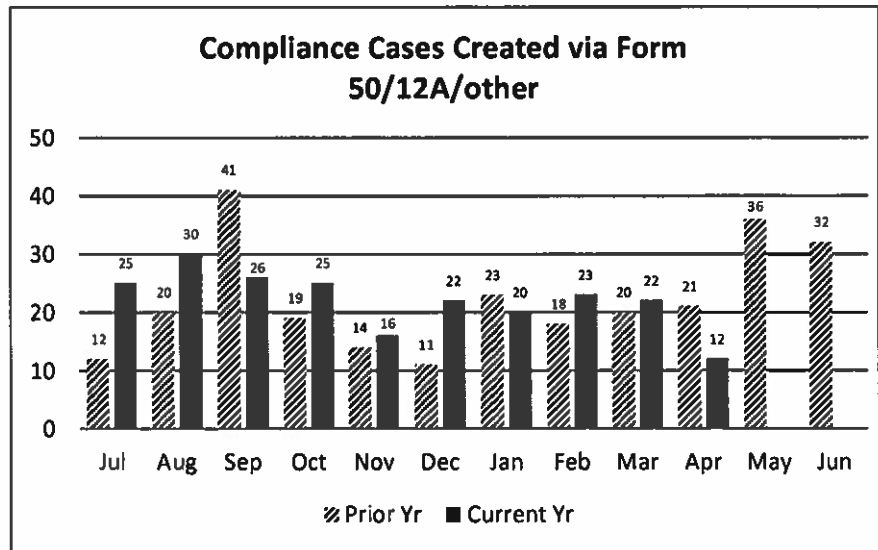


**Compliance Fines Collected v. Prior Year**



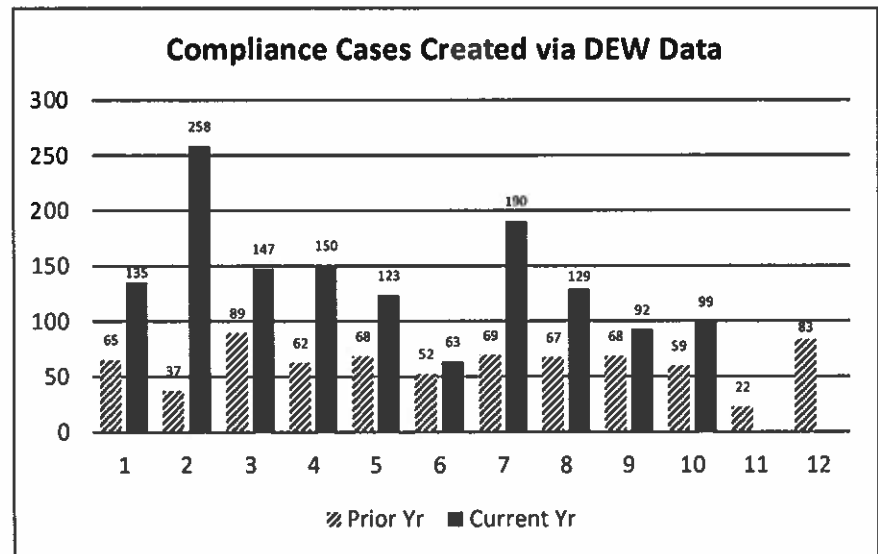
In April 2018, 12 compliance files were created from the combined filings of Form 50's, 12A's, and stakeholder reporting involving uninsured employers.

YTD vs. Prior Year total (267): 83%  
 Apr 2018 to Apr 2017: 57%  
 Current Yr End trend: 99% of 2016-2017  
 YTD 2017-2018 v. YTD 2016-2017: 111%



In April 2018, 99 compliance files were created from the DEW data process.

YTD vs. Prior Year total (741): 187%  
 Apr 2018 to Apr 2017: 168%  
 Current Yr End trend: 234% of 2016-2017  
 YTD 2017-2018 v. YTD 2016-2017: 217%

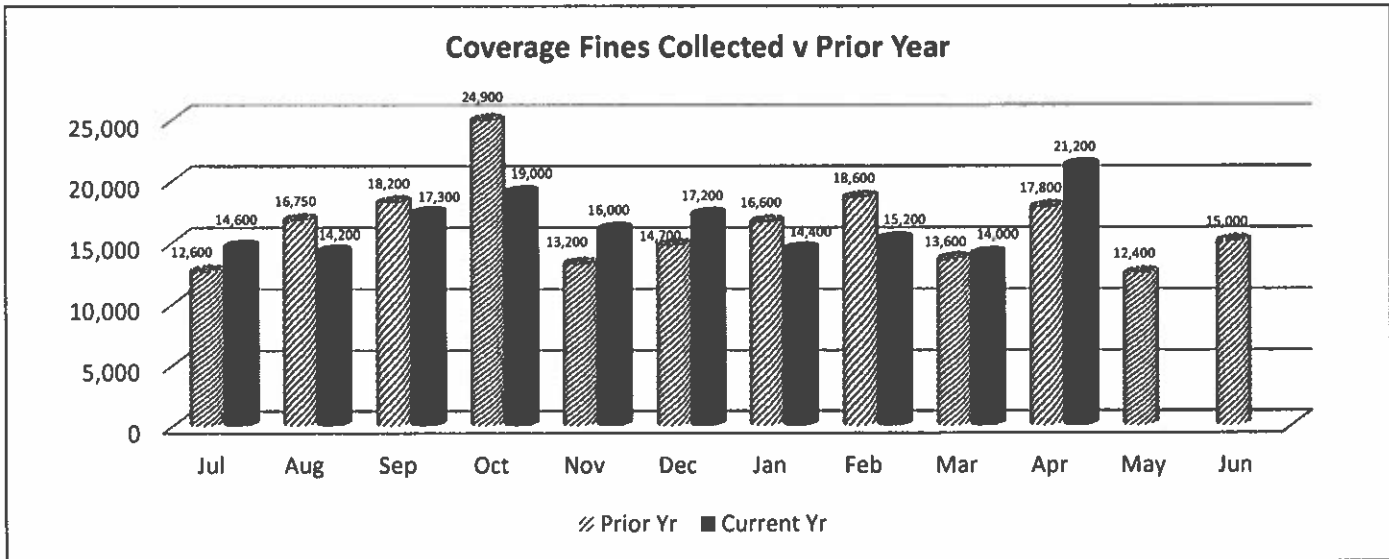
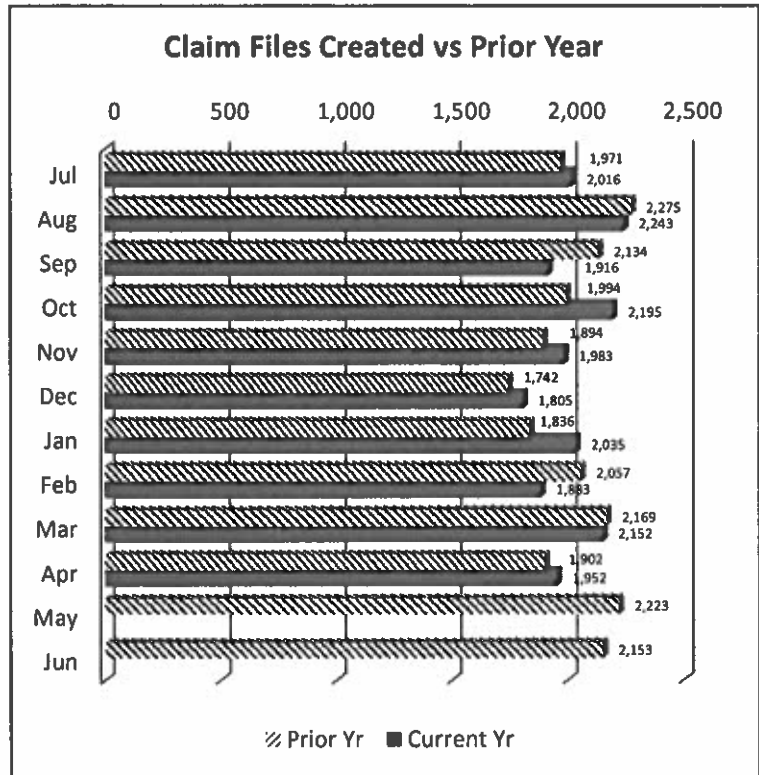


**WCC Claim Files:**

In April 2018, the Coverage Division received a total of 1,952 WCC Claim files. Of these, 1,660 were created through proper carrier filing of a 12A, and 292 were generated as a result of a Form 50 claim filing. Year to Date 20,180 Claim files have been created which is 83% of claim file volume prior year (24,350).

**Coverage Fines:**

The Coverage Division collected \$21,200 in fine revenue in April 2018, as compared to \$17,800 in Coverage fines/penalties accrued during April 2017. Year on Year, Coverage fines are at 84% of collections for prior year.





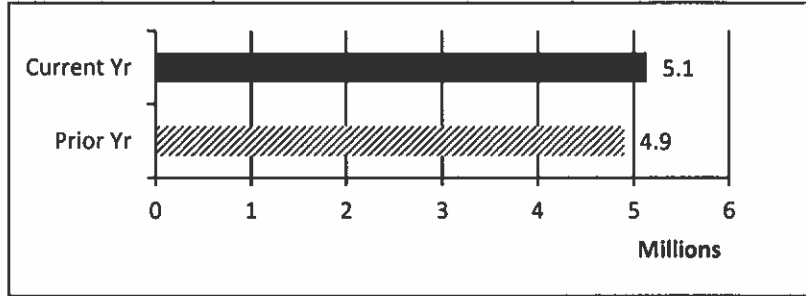
**IMS SELF INSURANCE DIVISION**

Apr 2018

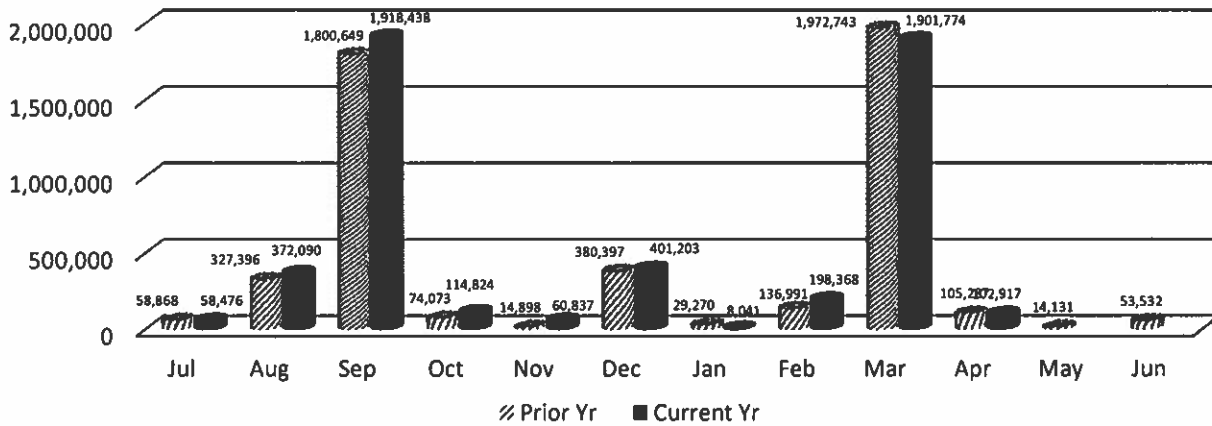
During the month of April 2018, the Self Insurance Division:

- \* collected \$102,917 in self-insurance tax.
- \* added 16 new self-insurers.
- \* conducted 4 Self Insurance audits.

Year to Date, Self Insurance tax revenue is trending at 105% of prior year and 34 Self Insurance audits have been completed.



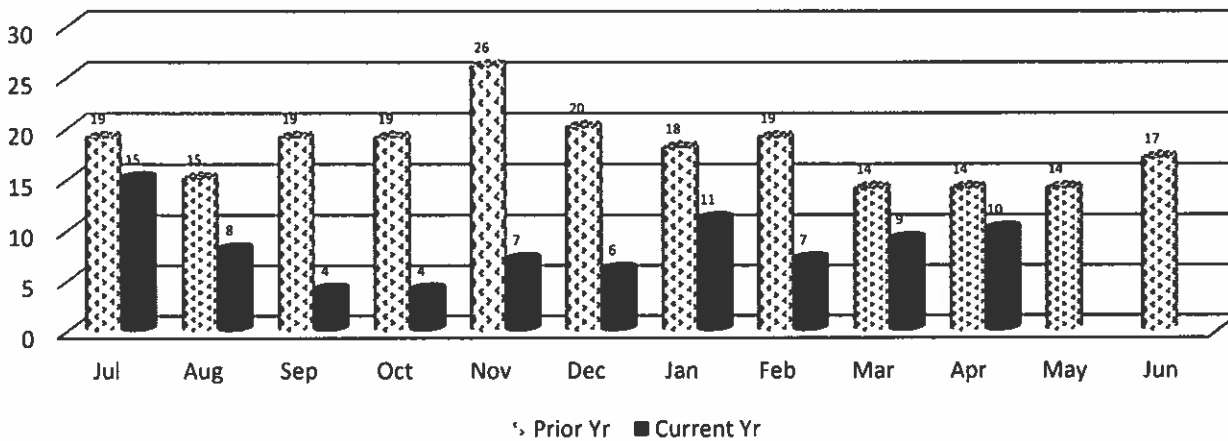
**Self Insurance Tax Collections v. Prior Year**



**IMS MEDICAL SERVICES DIVISION**

In April 2018, the Medical Services Division began the month with 9 bills pending review, received an additional 7 bills for review, conducted 6 bill reviews and ended the month with 10 bills pending.

**Medical Bills Pending Review v. Prior Year**



# State of South Carolina

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## Workers' Compensation Commission

### MEMORANDUM

To: Gary Cannon, Executive Director  
From: Sonji Spann, Claims Director  
Date: May 7, 2018  
Re: Claims Department – May 2018 Full Commission Report

Attached is Claims Department activity for the period ending April 30, 2018. The format of the Claims Department report highlights the key workflow benchmarks and compare to same month last fiscal year.

During the month of April, Claims processed 16,497 items. This reflects a 4% decrease in the number of items compared to the previous month. This includes 2,499 closed files and reviewed 4,060 files. When compared to the previous month, the number of Claims closed decreased 77 and the number cases reviewed decreased by 295. When compared to the same period in FY 16/17, the department closed 609 more cases and reviewed 2,503 more cases.

In our efforts to reduce the number of carriers' open files, we reviewed 2,457 open files of 25 carriers. This resulted in 188 cases being closed, assessing fines on 13 cases, and made 9 requests for additional information.

The Claims Department collected \$37,800 in fine revenue, a decrease of \$12,500 compared to the previous month. When compared to the same period in FY 16/17, the department collected \$30,600 in fine revenue, an increase of \$7, 200.

The Claims Department assessed 329 fines, an increase of 10 compared to the previous month. Two-hundred sixty-six of the number of fines assessed were for the Form 18, an increase of 12 compared to the previous month. When compared to the same period in FY 16/17, the department assessed 174 fines of which 162 were for the Form 18.

The Claims Department encourages the stakeholders to submit the forms electronically and/or by email. During the month of April, the department received 1,877 Form 18s via SROI/EDI, 1722 via email, and 763 via USPS. When compared to the same period in FY 16/17, the number of Form 18s submitted via SROI/EDI increased 767, or 69%; the number of Form 18s submitted via email decreased 210, or 12%, and the number of Form 18s mailed via USPS decreased 387, or 51%.

The Claims Department received 786 Form 61s and approved 765. When compared to the same period in FY 16/17, the department received 671 Form 61s, an increase of 115, and approved 599, an increase of 166. The department received 0 Third Party Settlements and approved 0. Compared to the same period in FY 16/17, the department received 0 Third Party Settlements and approved 0.

| CLAIMS DEPARTMENT REPORT             |        |        |        |        |        |        |        |        |        |        |     |      |         |
|--------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----|------|---------|
| STATISTICS FOR FISCAL YEAR 2017-2018 |        |        |        |        |        |        |        |        |        |        |     |      |         |
| May 17, 2018                         |        |        |        |        |        |        |        |        |        |        |     |      |         |
|                                      | July   | August | Sept   | Oct    | Nov    | Dec    | Jan    | Feb    | March  | April  | May | June | Total   |
| I. Claims Services Division          |        |        |        |        |        |        |        |        |        |        |     |      |         |
| Forms 15-I                           | 1,177  | 1,330  | 1,071  | 1,246  | 1,251  | 1,075  | 1,209  | 1200   | 1263   | 1246   |     |      | 12,068  |
| Forms 15-II/Forms 17                 | 892    | 1,098  | 932    | 1,052  | 974    | 835    | 1,157  | 962    | 1032   | 1037   |     |      | 9,971   |
| Forms 16 for PP/Disf                 | 217    | 242    | 314    | 269    | 161    | 278    | 203    | 210    | 268    | 265    |     |      | 2,427   |
| Forms 18                             | 4,479  | 4,768  | 4,486  | 4,850  | 4,432  | 4,094  | 4,667  | 4,840  | 4,467  | 4,521  |     |      | 45,604  |
| Forms 20                             | 747    | 828    | 707    | 759    | 673    | 599    | 696    | 716    | 777    | 738    |     |      | 7,240   |
| Form 50 Claims Only                  | 319    | 293    | 233    | 368    | 259    | 234    | 255    | 235    | 321    | 260    |     |      | 2,777   |
| Form 61                              | 739    | 798    | 653    | 796    | 791    | 750    | 754    | 697    | 792    | 786    |     |      | 7,556   |
| Letters of Rep                       | 139    | 145    | 129    | 221    | 189    | 182    | 189    | 155    | 210    | 180    |     |      | 1,739   |
| Clinchers                            | 685    | 959    | 821    | 838    | 807    | 795    | 816    | 665    | 977    | 829    |     |      | 8,192   |
| Third Party Settlements              | 32     | 32     | 33     | 39     | 43     | 25     | 12     | 4      | 0      | 0      |     |      | 220     |
| SSA Requests for Info                | 56     | 85     | 74     | 54     | 84     | 45     | 100    | 100    | 89     | 76     |     |      | 763     |
| Cases Closed                         | 2,126  | 2,457  | 2,292  | 2,482  | 2,314  | 2,143  | 2,386  | 2,259  | 2,576  | 2,499  |     |      | 23,534  |
| Cases Reviewed                       | 2,517  | 2,821  | 3,317  | 4,767  | 3,277  | 2,838  | 3,850  | 3,216  | 4,355  | 4,060  |     |      | 35,018  |
| Total                                | 14,125 | 15,856 | 15,062 | 17,741 | 15,255 | 13,893 | 16,294 | 15,259 | 17,127 | 16,497 | 0   | 0    | 157,109 |

| CLAIMS DEPARTMENT REPORT             |          |          |          |          |          |          |          |          |          |          |          |      |            |
|--------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|------|------------|
| STATISTICS FOR FISCAL YEAR 2017-2018 |          |          |          |          |          |          |          |          |          |          |          |      |            |
| May 17, 2018                         |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      | July     | August   | Sept     | Oct      | Nov      | Dec      | Jan      | Feb      | March    | April    | May      | June | Total      |
| Fines per Form                       |          |          |          |          |          |          |          |          |          |          |          |      |            |
| Assessed Form 15I                    | 3        | 2        | 2        | 6        | 19       | 15       | 12       | 17       | 9        | 13       | 10       |      | 106        |
| Assessed Form 15II                   | 4        | 2        | 2        | 2        | 12       | 14       | 6        | 6        | 5        | 1        | 2        |      | 54         |
| Assessed Form 15S                    | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        |      | 0          |
| Assessed Form 17                     | 0        | 2        | 2        | 10       | 18       | 13       | 8        | 12       | 8        | 7        | 7        |      | 85         |
| Assessed Form 18                     | 230      | 212      | 211      | 211      | 429      | 220      | 242      | 255      | 249      | 254      | 266      |      | 2568       |
| Assessed Form 19                     | 0        | 0        | 0        | 5        | 2        | 2        | 0        | 3        | 2        | 6        | 1        |      | 21         |
| Assessed Denial Letter               | 2        | 0        | 2        | 2        | 2        | 4        | 2        | 3        | 3        | 5        | 3        |      | 26         |
| Assessed Requests                    | 0        | 4        | 4        | 23       | 65       | 57       | 37       | 43       | 48       | 33       | 40       |      | 350        |
| Paid Form 15I                        | \$1,200  | \$800    | \$600    | \$600    | \$1,000  | \$2,200  | 2400     | \$2,000  | \$1,200  | \$2,600  | \$1,600  |      | \$ 15,600  |
| Paid Form 15II                       | \$600    | \$1,000  | \$200    | \$200    | \$400    | \$1,800  | \$800    | \$1,200  | \$600    | \$1,000  | \$0      |      | \$ 7,600   |
| Paid Form 15S                        | \$0      | \$0      | \$0      | \$0      | \$0      | \$0      | \$0      | \$0      | \$0      | \$0      | \$0      |      | \$ -       |
| Paid Form 17                         | \$400    | \$400    | \$400    | \$400    | \$1,400  | \$1,800  | \$2,600  | \$1,000  | \$1,800  | \$1,200  | \$1,200  |      | \$ 12,200  |
| Paid Form 18                         | \$26,800 | \$34,600 | \$28,600 | \$28,600 | \$48,600 | \$51,200 | \$42,200 | \$38,600 | \$37,000 | \$39,000 | \$28,400 |      | \$ 375,200 |
| Paid Form 19                         | \$0      | \$0      | \$0      | \$50     | \$100    | \$0      | \$50     | \$0.00   | \$50     | \$100    | \$200    |      | \$ -       |
| Paid Denial Letter                   | \$400    | \$400    | \$400    | \$400    | \$400    | \$400    | \$400    | \$400    | \$400    | \$400    | \$200    |      | \$ 3,800   |
| Paid Request                         | \$600    | \$600    | \$600    | \$400    | \$3,800  | \$7,400  | 6200     | \$4,400  | \$4,600  | \$6,000  | \$6,200  |      | \$ 40,200  |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |
|                                      |          |          |          |          |          |          |          |          |          |          |          |      |            |

CLAIMS DEPARTMENT REPORT

| STATISTICS FOR FISCAL YEAR 2017-2018          |          |          |          |           |          |          |          |          |          |          |     |      |           |
|---|----------|----------|----------|-----------|----------|----------|----------|----------|----------|----------|-----|------|-----------|
| May 17, 2018                                  |          |          |          |           |          |          |          |          |          |          |     |      |           |
| II. Total Fines Assessed by Claims Department |          |          |          |           |          |          |          |          |          |          |     |      |           |
|   | July     | August   | Sept     | Oct       | Nov      | Dec      | Jan      | Feb      | March    | April    | May | June | Total     |
| # Assessed                                    | 239      | 222      | 259      | 547       | 325      | 307      | 339      | 324      | 319      | 329      |     |      | 3,210     |
| # Rescinded                                   | 13       | 19       | 22       | 46        | 99       | 50       | 121      | 55       | 81       | 137      |     |      | 643       |
| # Reduced                                     | 0        | 0        | 0        | 0         | 0        | 0        | 0        | 0        | 0        | 1        |     |      | 1         |
| # Paid  | 176      | 189      | 155      | 280       | 324      | 274      | 238      | 229      | 253      | 192      |     |      | 2,310     |
| # Outstanding*                                | 176      | 314      | 375      | 582       | 477      | 446      | 396      | 446      | 431      | 398      |     |      | 4,041     |
| Total Amt. Assessed                           | \$47,800 | \$44,400 | \$51,050 | \$109,100 | \$64,700 | \$61,400 | \$67,500 | \$64,500 | \$63,050 | \$65,650 |     |      | \$639,150 |
| Total Amt. Rescinded                          | \$2,600  | \$3,800  | \$4,250  | \$9,050   | \$19,650 | \$9,850  | \$24,200 | \$10,850 | \$16,050 | \$33,850 |     |      | \$134,150 |
| Total Amt. Reduced                            | \$0      | \$0      | \$0      | \$0       | \$0      | \$0      | \$0      | \$0      | \$0      | \$150    |     |      | \$150     |
| Net Assessed                                  |          |          | 46,800   | 100,050   | 45,050   | 51,550   | 43,300   | 53,650   | 47,000   | 31,650   | 0   | 0    | \$419,050 |
| Total Amt. Paid                               | \$35,400 | \$37,800 | \$30,850 | \$55,700  | \$64,800 | \$54,650 | \$47,600 | \$45,650 | \$50,300 | \$37,800 |     |      | \$460,550 |
| Total Outstanding*                            | \$35,200 | \$62,800 | \$74,700 | \$116,100 | \$94,950 | \$89,050 | \$78,750 | \$88,750 | \$85,450 | \$79,300 |     |      |           |

State of South Carolina



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[www.wcc.sc.gov](http://www.wcc.sc.gov)

**Workers' Compensation Commission**

May 16, 2018

**To:** Gary M. Cannon  
Executive Director

**From:** Amy A. Bracy  
Judicial Director

**RE: Monthly Judicial Report for April 2018**

During the month of April, the Judicial Department processed eight hundred forty-seven (847) requests for hearings, one hundred forty (140) Motions and one hundred thirty-six (136) clincher conference requests that were sent to the Jurisdictional Commissioners.

There were sixty-four (64) Single Commissioner Hearings conducted during the past month, forty-five (45) pre-hearing conferences held and four (4) Full Commission hearings held. A total of five hundred seven (507) Orders were served at the single Commissioner level, sixty-four (64) of those were Decision and Orders that resulted from hearings that went on the record and one hundred sixty-four (164) were Motion Orders that were a result of Motions ruled upon by Commissioners.

The Informal Conference system conducted two hundred eighty (280) hearings during the last month.

There were sixty-eight (68) regulatory mediations scheduled and forty-five (45) requested mediations. The Judicial Department was notified of fifty-two (52) matters resolved in mediation, with the receipt of Forms 70.

In the month of April, Judicial received four (4) Notices of Intent to Appeal to the Court of Appeals and one (1) to the Circuit Court.

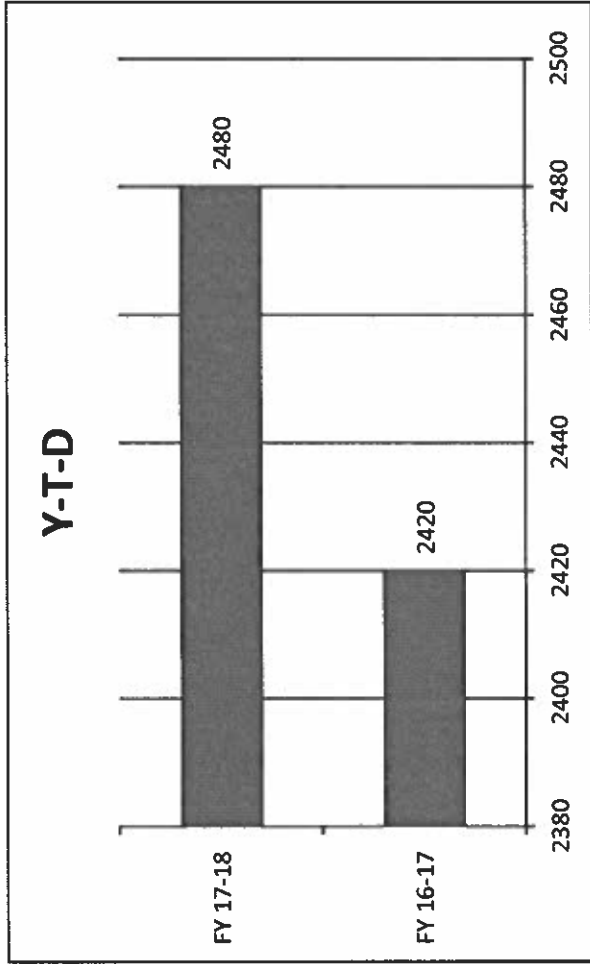
**Judicial Department Statistical Report  
Statistics For Fiscal Year 2017-2018**

|                                    | July | August | Sept | Oct | Nov | Dec | Jan | Feb | March | April | May | June | Totals<br>YTD<br>2017-2018 | Totals<br>YTD<br>2016-2017 | YTD Diff<br>+ (-) | FY17-18<br>Mth Avg | FY16-17<br>Mth Avg |
|------------------------------------|------|--------|------|-----|-----|-----|-----|-----|-------|-------|-----|------|----------------------------|----------------------------|-------------------|--------------------|--------------------|
| Claimant Pleadings                 | 536  | 653    | 570  | 636 | 526 | 454 | 530 | 593 | 693   | 533   |     |      | 5,724                      | 5,834                      | (110)             | 572                | 583                |
| Defense Response to Pleadings      | 450  | 499    | 492  | 450 | 482 | 487 | 438 | 416 | 549   | 520   |     |      | 4,783                      | 4,922                      | (139)             | 478                | 492                |
| Defense Pleadings                  | 316  | 320    | 256  | 315 | 288 | 255 | 291 | 291 | 367   | 314   |     |      | 3,013                      | 2,975                      | 38                | 301                | 298                |
| Motions                            | 114  | 108    | 121  | 140 | 108 | 137 | 167 | 87  | 165   | 140   |     |      | 1,287                      | 1,168                      | 119               | 129                | 117                |
| Form 30                            | 22   | 14     | 24   | 15  | 23  | 17  | 22  | 19  | 20    | 22    |     |      | 198                        | 190                        | 8                 | 20                 | 19                 |
| FC Hearings Held                   | 16   | 11     | 18   | 10  | 15  | 9   | 15  | 10  | 14    | 4     |     |      | 122                        | 115                        | 7                 | 12                 | 12                 |
| FC Orders Served                   | 11   | 12     | 20   | 14  | 16  | 18  | 12  | 10  | 23    | 17    |     |      | 153                        | 145                        | 8                 | 15                 | 15                 |
| Single Comm. Hearings Held         | 57   | 69     | 73   | 90  | 56  | 94  | 75  | 73  | 83    | 64    |     |      | 734                        | 693                        | 41                | 73                 | 69                 |
| Single Comm. Orders Served         | 198  | 191    | 199  | 231 | 181 | 195 | 231 | 220 | 270   | 251   |     |      | 2,167                      | 1,945                      | 222               | 217                | 195                |
| Single Comm. Pre-Hearing Conf Held | 13   | 28     | 16   | 45  | 25  | 36  | 29  | 41  | 30    | 45    |     |      | 308                        | 241                        | 67                | 31                 | 24                 |
| Consent Orders                     | 235  | 276    | 270  | 255 | 265 | 230 | 357 | 349 | 435   | 244   |     |      | 2,916                      | 2,803                      | 113               | 292                | 280                |
| Administrative Orders              | 16   | 23     | 18   | 14  | 16  | 21  | 25  | 20  | 17    | 12    |     |      | 182                        | 232                        | (50)              | 18                 | 23                 |
| Clincher Conference Requested      | 161  | 149    | 132  | 141 | 137 | 130 | 117 | 154 | 172   | 136   |     |      | 1,429                      | 1,332                      | 97                | 143                | 133                |
| Informal Conference Requested      | 334  | 472    | 418  | 391 | 322 | 288 | 405 | 349 | 387   | 330   |     |      | 3,696                      | 3,842                      | (146)             | 370                | 384                |
| Informal Conference Conducted      | 243  | 236    | 325  | 286 | 164 | 294 | 194 | 205 | 253   | 280   |     |      | 2,480                      | 2,420                      | 60                | 248                | 242                |
| Regulatory Mediations              | 49   | 62     | 44   | 73  | 47  | 48  | 49  | 41  | 79    | 68    |     |      | 560                        | 659                        | (99)              | 56                 | 66                 |
| Requested Mediations               | 50   | 40     | 38   | 39  | 41  | 37  | 35  | 38  | 44    | 45    |     |      | 407                        | 306                        | 101               | 41                 | 31                 |
| Ordered Mediations                 | 1    | 2      | 0    | 0   | 0   | 2   | 2   | 3   | 0     | 1     |     |      | 11                         | 16                         | (5)               | 1                  | 2                  |
| Mediation Resolved                 | 47   | 56     | 46   | 57  | 37  | 58  | 32  | 61  | 70    | 52    |     |      | 516                        | 528                        | (12)              | 52                 | 53                 |
| Mediation Impasse                  | 16   | 18     | 21   | 31  | 15  | 25  | 26  | 19  | 18    | 20    |     |      | 209                        | 173                        | 36                | 21                 | 17                 |
| Mediation Held; Issues Pending     | 0    | 0      | 0    | 1   | 0   | 1   | 0   | 0   | 0     | 0     |     |      | 2                          | 8                          | (6)               | 0                  | 1                  |
| Claim Settled Prior to Mediation   | 13   | 14     | 14   | 12  | 9   | 16  | 17  | 4   | 12    | 11    |     |      | 122                        | 162                        | (40)              | 12                 | 16                 |
| Mediation Not Complete in 60 days  | 11   | 9      | 4    | 1   | 2   | 6   | 8   | 2   | 5     | 8     |     |      | 56                         | 71                         | (15)              | 6                  | 7                  |

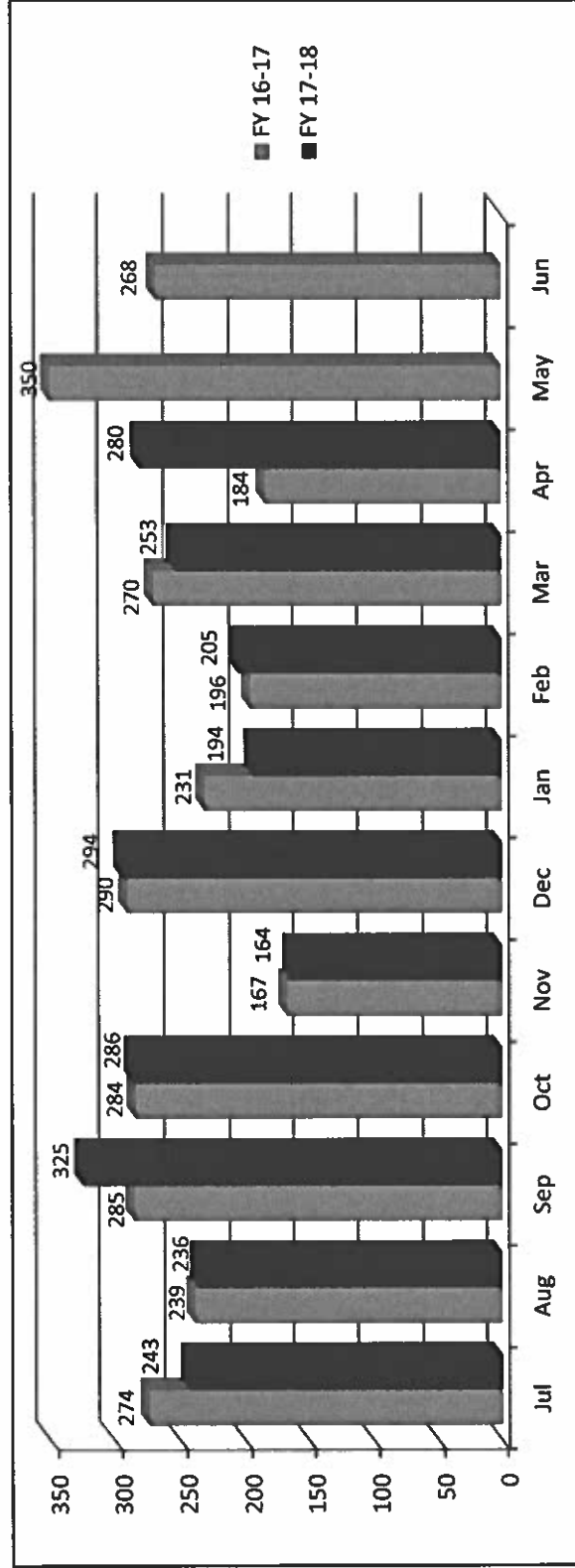
**Informal Conf. Conducted**

|              | FY 16-17    | FY 17-18    |
|--------------|-------------|-------------|
| Jul          | 274         | 243         |
| Aug          | 239         | 236         |
| Sep          | 285         | 325         |
| Oct          | 284         | 286         |
| Nov          | 167         | 164         |
| Dec          | 290         | 294         |
| Jan          | 231         | 194         |
| Feb          | 196         | 205         |
| Mar          | 270         | 253         |
| Apr          | 184         | 280         |
| May          | 350         |             |
| Jun          | 268         |             |
| <b>Total</b> | <b>3038</b> | <b>2480</b> |

**Y-T-D**



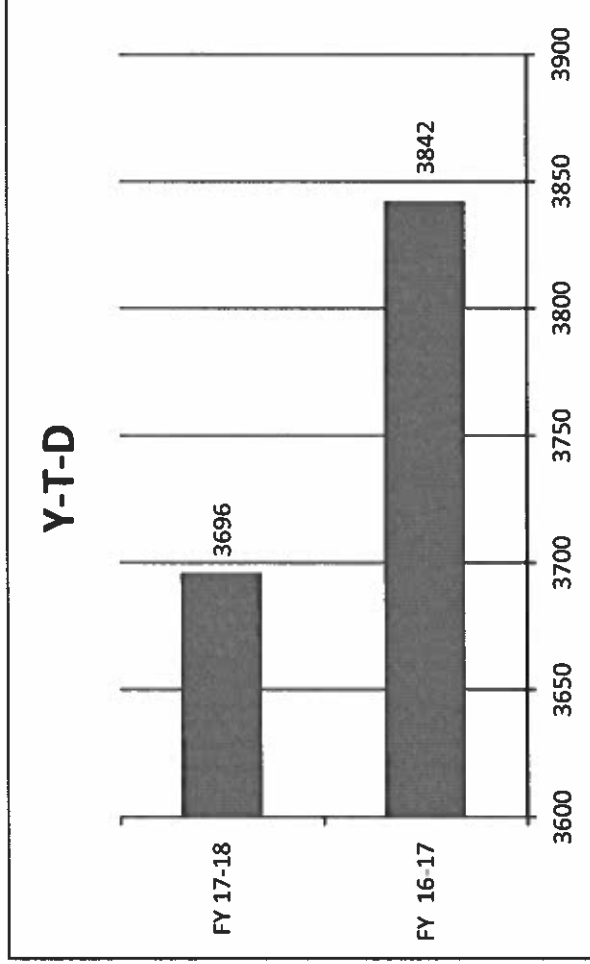
| Y-T-D | FY 16-17 | FY 17-18 |
|-------|----------|----------|
|       | 2420     | 2480     |





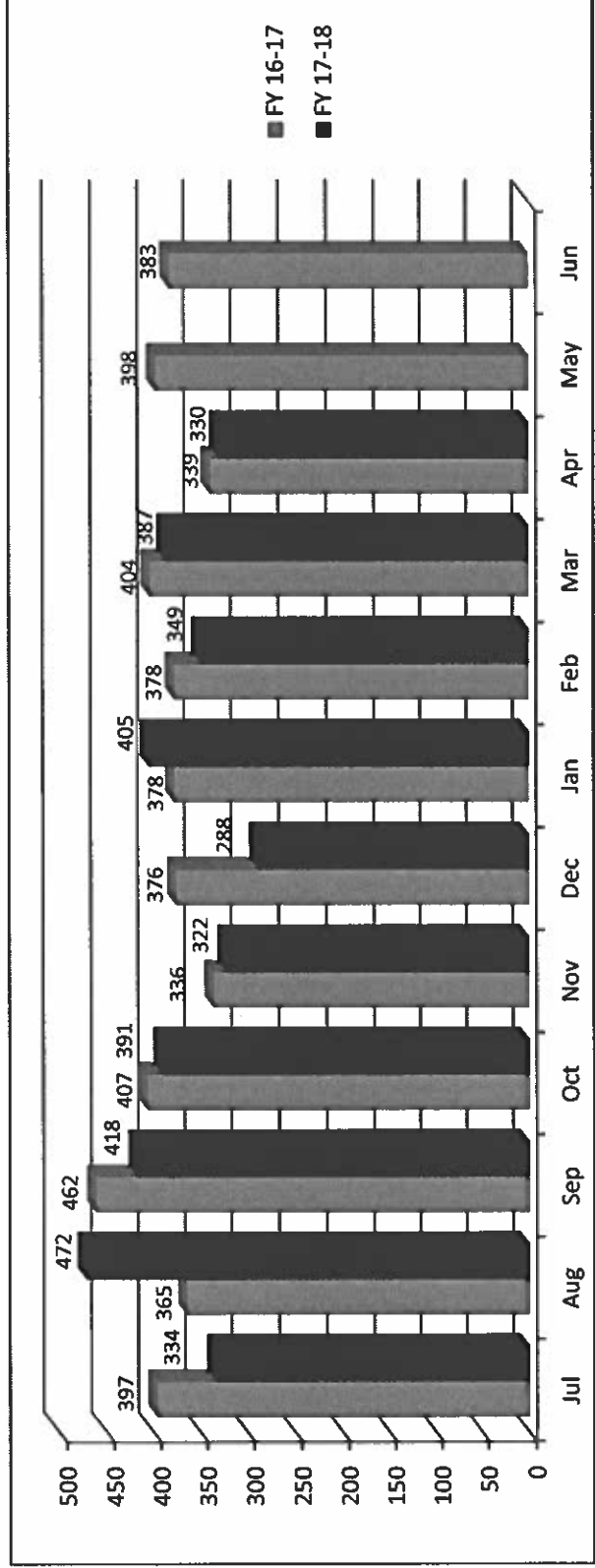
**Informal Conf. Requested**

|              | FY 16-17    | FY 17-18    |
|--------------|-------------|-------------|
| Jul          | 397         | 334         |
| Aug          | 365         | 472         |
| Sep          | 462         | 418         |
| Oct          | 407         | 391         |
| Nov          | 336         | 322         |
| Dec          | 376         | 288         |
| Jan          | 378         | 405         |
| Feb          | 378         | 349         |
| Mar          | 404         | 387         |
| Apr          | 339         | 330         |
| May          | 398         |             |
| Jun          | 383         |             |
| <b>Total</b> | <b>4623</b> | <b>3696</b> |



FY 16-17 **3842**    FY 17-18 **3696**

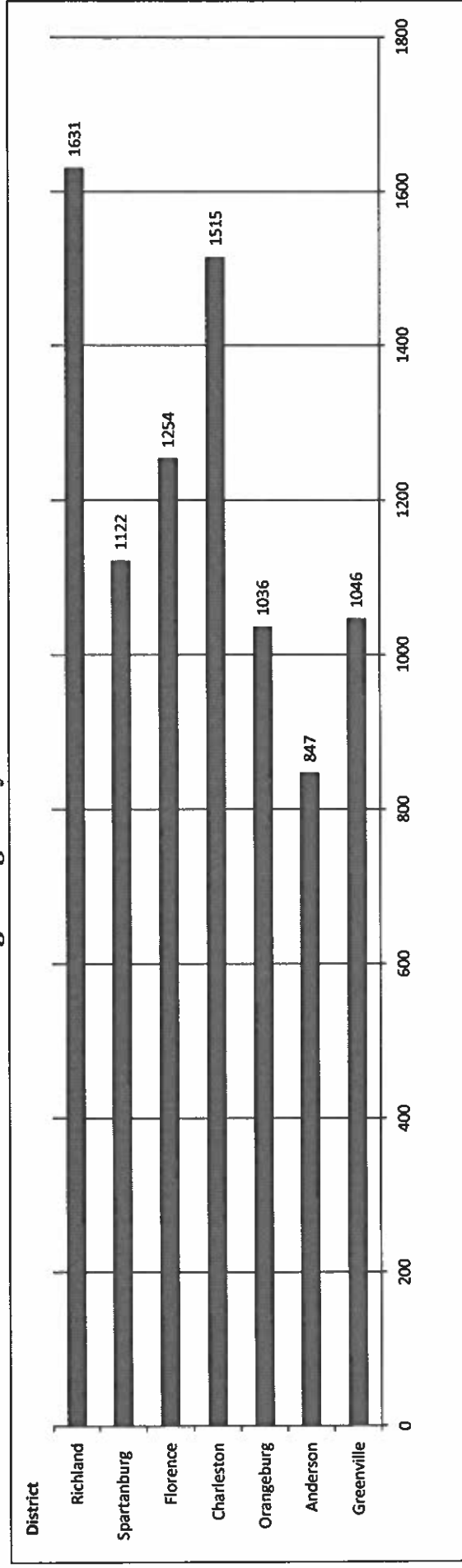
**Y-T-D**



### Pleadings Assigned - Three Year Comparison by Month

|               | District 1<br>Greenville |             |             | District 2<br>Anderson |             |             | District 3<br>Orangeburg |             |             | District 4<br>Charleston |             |             | District 5<br>Florence |             |             | District 6<br>Spartanburg |             |             | District 7<br>Richland |             |             |
|---------------|--------------------------|-------------|-------------|------------------------|-------------|-------------|--------------------------|-------------|-------------|--------------------------|-------------|-------------|------------------------|-------------|-------------|---------------------------|-------------|-------------|------------------------|-------------|-------------|
|               | 17-18                    | 16-17       | 15-16       | 17-18                  | 16-17       | 15-16       | 17-18                    | 16-17       | 15-16       | 17-18                    | 16-17       | 15-16       | 17-18                  | 16-17       | 15-16       | 17-18                     | 16-17       | 15-16       | 17-18                  | 16-17       | 15-16       |
| Jul           | 97                       | 98          | 107         | 79                     | 82          | 90          | 104                      | 108         | 118         | 127                      | 158         | 181         | 121                    | 131         | 144         | 107                       | 92          | 130         | 139                    | 149         | 166         |
| Aug           | 113                      | 92          | 110         | 97                     | 97          | 76          | 120                      | 93          | 109         | 172                      | 176         | 171         | 134                    | 164         | 122         | 107                       | 115         | 122         | 159                    | 157         | 138         |
| Sep           | 100                      | 144         | 102         | 100                    | 92          | 88          | 110                      | 121         | 132         | 156                      | 183         | 198         | 136                    | 140         | 154         | 103                       | 142         | 110         | 164                    | 141         | 167         |
| Oct           | 97                       | 104         | 106         | 68                     | 74          | 101         | 86                       | 93          | 119         | 135                      | 172         | 172         | 107                    | 115         | 171         | 113                       | 119         | 96          | 177                    | 142         | 170         |
| Nov           | 116                      | 92          | 72          | 83                     | 98          | 62          | 92                       | 89          | 88          | 159                      | 169         | 145         | 131                    | 131         | 133         | 120                       | 114         | 81          | 148                    | 164         | 129         |
| Dec           | 122                      | 90          | 101         | 81                     | 86          | 105         | 113                      | 72          | 103         | 150                      | 135         | 160         | 108                    | 100         | 148         | 113                       | 85          | 99          | 172                    | 129         | 162         |
| Jan           | 87                       | 93          | 75          | 72                     | 92          | 84          | 88                       | 97          | 113         | 138                      | 184         | 113         | 112                    | 157         | 110         | 94                        | 119         | 97          | 166                    | 160         | 158         |
| Feb           | 75                       | 96          | 90          | 84                     | 74          | 88          | 88                       | 76          | 84          | 125                      | 142         | 125         | 139                    | 117         | 129         | 119                       | 85          | 144         | 163                    | 136         | 117         |
| Mar           | 120                      | 91          | 122         | 96                     | 108         | 124         | 122                      | 124         | 134         | 179                      | 188         | 214         | 138                    | 150         | 140         | 126                       | 122         | 117         | 188                    | 175         | 174         |
| Apr           | 119                      | 111         | 100         | 87                     | 80          | 92          | 113                      | 94          | 93          | 174                      | 142         | 154         | 128                    | 156         | 129         | 120                       | 103         | 90          | 155                    | 146         | 138         |
| May           |                          | 125         | 106         |                        | 101         | 103         |                          | 121         | 116         |                          | 188         | 186         |                        | 148         | 146         |                           | 122         | 111         |                        | 167         | 150         |
| Jun           |                          | 134         | 120         |                        | 120         | 75          |                          | 142         | 110         |                          | 183         | 141         |                        | 154         | 151         |                           | 125         | 114         |                        | 169         | 150         |
| <b>Totals</b> | <b>1046</b>              | <b>1270</b> | <b>1211</b> | <b>847</b>             | <b>1104</b> | <b>1088</b> | <b>1036</b>              | <b>1230</b> | <b>1319</b> | <b>1515</b>              | <b>2020</b> | <b>1960</b> | <b>1254</b>            | <b>1663</b> | <b>1677</b> | <b>1122</b>               | <b>1343</b> | <b>1311</b> | <b>1631</b>            | <b>1835</b> | <b>1819</b> |

**Pleadings Assigned by District Year to Date**





## May 2018 Workers Compensation Update

- 26 letters mailed
  - 2 responses from letters
    - 1 application taken
    - 1 already a VR client
  - 3 letters returned
- Hearings:
  - Attended 1 Hearing
    - Spoke with Claimant following the Hearing and provided VR information
- I will be at the SCWCC all day on Thursdays. I will continue to attend Hearings, and will meet with Claimants following the Hearings to discuss VR services.
- I met with IT to discuss ways to streamline obtaining referral information. WCC IT department has been very helpful with this endeavor. We are in the process of determining what specific information will be most beneficial in the referral process.
- VR continues to work to improve tracking system in hopes of being able to provide more specific data in the months to come.

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Felicia W. Johnson, Interim Commissioner

The South Carolina Vocational Rehabilitation Department prepares and assists eligible South Carolinians with disabilities to achieve and maintain competitive employment

Richland Area Office • 516 Percival Road • Columbia, South Carolina 29206 • scvrd.net  
803-782-4239 (Office) • 866-206-5280 (Toll free) • 803-782-3573 (Fax) • richland@scvrd.net

# State of South Carolina

1333 Main Street, 5<sup>th</sup> Floor  
P.O. Box 1715  
Columbia, S.C. 29202-1715



TEL: (803) 737-5700  
[www.wcc.sc.gov](http://www.wcc.sc.gov)

## *Workers' Compensation Commission*

### **Executive Director's Report Gary M. Cannon**

**May 21, 2018**

#### **Security Access Control System**

The majority of the new agency security access control and monitoring system has been installed. We are waiting on the installation of three additional cameras. As a result of the new system, we were able to allow access of the parking and the building via one key card.

#### **Office Construction**

The Purchase Order for the construction of two offices in IT has been issued. We are waiting on a start date from the contractor.

#### **Meetings/Activities**

The Executive Director participated in the following meetings/activities:

- April 6-Met with Chairman Beck concerning the LTP process
- April 9- Presented to the SCAGC in Greenville, South Carolina
- April 10- Meet with staff to discuss final preparations for Regulation Update Seminar
- April 11- Met with Sandee concerning Legacy Modernization Project
- April 11- Attended Judicial Conference Agenda Meeting
- April 13- Attended and presented at the agency's Regulation Update Seminar
- April 23- Presented to the SCAGC Meeting in N. Charleston, South Carolina
- April 25- Met with the staff of the Inspector General's office to discuss shared services
- April 27- Presented to the IWA seminar in Columbia
- April 30- Participated in a tour of the BMW plant in Greenville, South Carolina
- May 2- Met with Director of SC Department of Insurance and staff concerning self-insurer's LPT approval process
- April 3- Attended the Small Business Conference at the Convention Center
- April 4- Attended the SCWCEA Seminar at the Embassy Suites, in Columbia.
- May 7- Presented at the SCAGC Meeting in Columbia, SC
- May 7- Conference call with Chris McLaren regarding NASI survey questions
- May 8- Attended the Employee of the Year Committee meeting
- May 9-Met with staff concerning WCC Retention Schedules/ Records Officer

**Constituent /Public Information Services**

For the period April 10, 2018 May 14, 2018, the Executive Director's Office and the General Counsel's office had 512 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.

**Financial Transactions Activity**

The Executive Director's office has assumed the direct responsibility for budget, financial and purchasing transactions. Even though the Commission has a Memorandum of Understanding with the Department of Administration for assistance with procurement services and accounting and budgetary support, the following activities occurred in the Executive Director's office for the period April 9, 2018 – May 8, 2018: approved and processed 12 travel expense reimbursement payment related activities, 47 invoices, and 37 deposits. Procurement and purchasing activities included the entries of 25 goods received.

**SCWCC Stakeholder Electronic Distribution List**

For the period April 10, 2018 through May 14, 2018, we added five (5) individuals to the distribution list. A total of 761 individuals currently receive notifications from the Commission.

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## *Workers' Compensation Commission*

### *MEMORANDUM*

**TO: COMMISSIONERS**

**FROM: Gary Cannon  
Executive Director**

**DATE: May 21, 2018**

**RE: FINANCIAL REPORT - Period ending April 30, 2018**

Attached is the Budget vs. Actual Report for the General Fund and Earmarked Fund for the one month period ending April 30, 2018. The benchmark for this period is 83%.

The expenditures are on pages 1-9 of the "Budget vs. Actual Report FY 2018 as of April 30, 2018.

The General Fund (10010000) total expenditure is 72% of budget. Details are on pages 1-2.

The Earmarked Fund (38440000) total expenditure is 60% of budget. Details are on pages 3-9.

The total Commitments (Purchase Orders) total \$591,240. Details are on page 1 of 1 behind the Budget vs. Actual.

As reflected on the Earmarked Fund Revenues page located behind the Commitments report, we have received 96% of budgeted operating revenues and 97% of budgeted Self-Insurance Tax funds.

The Earmarked Fund Balance Sheet may be found behind the Revenues report. It reflects a Net Income of \$1,058,990 when comparing year-to-date Operating Revenues and Self-Insurance Tax receipts to the year-to-date Expenditures and Commitments for the stated period.

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2018 As of 4/30/2018**  
**83% of year elapsed**

**Fund 10010000 - GENERAL FUND**

**Administration**

| Commitment Item              | Commitment Item Description | Current Budget | YTD Expenditures | % Used     | Commitments | Remaining Balance |
|------------------------------|-----------------------------|----------------|------------------|------------|-------------|-------------------|
| 501015                       | DIRECTOR                    | 102,129        | 85,107           | 83%        |             | 17,022            |
| 501058                       | CLASSIFIED POS              | 47,092         | 33,583           | 71%        |             | 13,509            |
| 5050020000                   | IN ST-LODGING               |                |                  |            | 394         |                   |
| 5050041000                   | HR-IN ST-AUTO MILES         |                | 121              |            |             |                   |
| Total OTHER OPERATING:       |                             |                | 121              |            | 394         | -515              |
| <b>Total Administration:</b> |                             | <b>149,221</b> | <b>118,812</b>   | <b>80%</b> | <b>394</b>  | <b>30,015</b>     |

**Inform. services**

| Commitment Item                | Commitment Item Description | Current Budget | YTD Expenditures | % Used    | Commitments | Remaining Balance |         |
|--------------------------------|-----------------------------|----------------|------------------|-----------|-------------|-------------------|---------|
| 512001                         | OTHER OPERATING             | 220,104        |                  |           |             |                   |         |
| 5230010000                     | PETTY CASH FD-EST/CH        |                | 13               |           |             |                   |         |
| Total OTHER OPERATING:         |                             |                | 220,104          | 13        | 0%          | 0                 | 220,091 |
| <b>Total Inform. services:</b> |                             | <b>220,104</b> | <b>13</b>        | <b>0%</b> | <b>0</b>    | <b>220,091</b>    |         |

**Claims**

| Commitment Item      | Commitment Item Description | Current Budget | YTD Expenditures | % Used     | Commitments | Remaining Balance |
|----------------------|-----------------------------|----------------|------------------|------------|-------------|-------------------|
| 501058               | CLASSIFIED POS              | 77,223         | 65,822           | 85%        |             | 11,401            |
| 501070               | OTH PERS SVC                | 2,000          | 2,000            | 100%       |             | 0                 |
| <b>Total Claims:</b> |                             | <b>79,223</b>  | <b>67,822</b>    | <b>86%</b> |             | <b>11,401</b>     |

**Commissioners**

| Commitment Item             | Commitment Item Description | Current Budget   | YTD Expenditures | % Used     | Commitments | Remaining Balance |
|-----------------------------|-----------------------------|------------------|------------------|------------|-------------|-------------------|
| 501026                      | CHAIRMAN                    | 125,208          | 100,127          | 80%        |             | 25,081            |
| 501033                      | COMMISSIONER                | 720,918          | 604,977          | 84%        |             | 115,941           |
| 501050                      | TAXABLE SUBS                |                  | 2,930            |            | 0           | -2,930            |
| 501058                      | CLASSIFIED POS              | 313,837          | 273,825          | 87%        |             | 40,012            |
| 501070                      | OTH PERS SVC                | 14,048           | 14,048           | 100%       |             | 0                 |
| <b>Total Commissioners:</b> |                             | <b>1,174,011</b> | <b>995,908</b>   | <b>85%</b> | <b>0</b>    | <b>178,103</b>    |

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2018 As of 4/30/2018**  
**83% of year elapsed**

**Fund 10010000 - GENERAL FUND**

**Insurance & Medical**

| Commitment Item                       | Commitment Item Description | Current Budget | YTD Expenditures | % Used     | Commitments | Remaining Balance |
|---------------------------------------|-----------------------------|----------------|------------------|------------|-------------|-------------------|
| 501058                                | CLASSIFIED POS              | 26,632         | 22,875           | 86%        |             | 3,757             |
| <b>Total Insurance &amp; Medical:</b> |                             | <b>26,632</b>  | <b>22,875</b>    | <b>86%</b> |             | <b>3,757</b>      |

**Judicial**

| Commitment Item        | Commitment Item Description | Current Budget | YTD Expenditures | % Used | Commitments | Remaining Balance |
|------------------------|-----------------------------|----------------|------------------|--------|-------------|-------------------|
| 501058                 | CLASSIFIED POS              | 29,267         |                  |        |             | 29,267            |
| <b>Total Judicial:</b> |                             | <b>29,267</b>  |                  |        |             | <b>29,267</b>     |

**Employer Contributions**

| Commitment Item                      | Commitment Item Description | Current Budget | YTD Expenditures | % Used     | Commitments | Remaining Balance |
|--------------------------------------|-----------------------------|----------------|------------------|------------|-------------|-------------------|
| 513000                               | EMPLOYER CONTRIB            | 553,813        | 405,203          | 73%        |             | 148,610           |
| <b>Total Employer Contributions:</b> |                             | <b>553,813</b> | <b>405,203</b>   | <b>73%</b> |             | <b>148,610</b>    |

|                            |  |                  |                  |            |            |                |
|----------------------------|--|------------------|------------------|------------|------------|----------------|
| <b>Total GENERAL FUND:</b> |  | <b>2,232,271</b> | <b>1,610,632</b> | <b>72%</b> | <b>394</b> | <b>621,244</b> |
|----------------------------|--|------------------|------------------|------------|------------|----------------|



**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2018 As of 4/30/2018**  
**83% of year elapsed**

**Fund 38440000 - EARMARKED FUND**

**Administration**

| Commitment Item | Commitment Item Description | Current Budget | YTD Expenditures | % Used | Commitments | Remaining Balance |
|-----------------|-----------------------------|----------------|------------------|--------|-------------|-------------------|
| 501058          | CLASSIFIED POS              | 607,790        | 187,811          | 31%    |             | 419,978           |
| 501070          | OTH PERS SVC                | 41,000         | 3,000            | 7%     |             | 38,000            |
| 512001          | OTHER OPERATING             | 1,219,866      |                  |        |             |                   |
| 5020010000      | OFFICE EQUIP SERVICE        |                | 525              |        |             |                   |
| 5020030000      | PRINT / BIND / ADV          |                | 5,351            |        | 3,992       |                   |
| 5020077130      | SERVICES- EUC               |                | 5,361            |        |             |                   |
| 5020080000      | FREIGHT EXPRESS DELV        |                | 713              |        |             |                   |
| 5020090000      | TELEPHONE & TELEGRPH        |                | -202             |        |             |                   |
| 5020120000      | CELLULAR PHONE SVCS         |                | 3,160            |        | 1,061       |                   |
| 5021020000      | ATTORNEY FEES               |                | -8,625           |        |             |                   |
| 5021410000      | EDUC & TRNG-STATE           |                | 460              |        |             |                   |
| 5021469311      | HVAC MAINTENANCE            |                | 417              |        |             |                   |
| 5021490000      | AUDIT ACCT FINANCE          |                | 126              |        |             |                   |
| 5021530000      | CATERED MEALS               |                | 2,593            |        |             |                   |
| 5021540000      | NON-IT OTHER PRO SRV        |                | 1,234            |        | 1,334       |                   |
| 5024990000      | NON-IT OTH CONTRACT         |                | 1,096            |        |             |                   |
| 5030010000      | OFFICE SUPPLIES             |                | 10,120           |        | 1,458       |                   |
| 5030010002      | OFF SUP - MIN OFF EQ        |                | 234              |        |             |                   |
| 5030010004      | SUBSCRIPTIONS               |                | 4,056            |        |             |                   |
| 5030010005      | CONTROLLABLE OFF SUP        |                | 440              |        |             |                   |
| 5030020000      | COPY EQUIP SUPP             |                | 4,456            |        |             |                   |
| 5030067101      | PRGM LIC - APP SUPP         |                | 22,522           |        |             |                   |
| 5030067170      | EQUIP&SUPP- PRINT EU        |                | 3,801            |        |             |                   |
| 5030070000      | POSTAGE                     |                | 19,611           |        | 53,460      |                   |
| 5031010000      | LAUNDRY SUPPLIES            |                | 490              |        |             |                   |
| 5031010001      | FURNISHINGS                 |                | 150              |        |             |                   |
| 5031469309      | PLUMBING SUPPLIES           |                | 199              |        |             |                   |
| 5031479203      | JANITORIAL SUPPLIES         |                | 45               |        |             |                   |
| 5032410000      | MED/SCIENT/LAB SUPP         |                | 1,417            |        |             |                   |
| 5033090000      | EMPLOYEE RECOG AWARD        |                | 841              |        | 583         |                   |
| 5033990000      | OTHER SUPPLIES              |                | 15               |        |             |                   |
| 5040010000      | RENT-OFFICE EQUIP           |                | 2,956            |        |             |                   |

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2018 As of 4/30/2018**  
**83% of year elapsed**

**Fund 38440000 - EARMARKED FUND**

|                               |                      |                  |                |            |                |                |
|-------------------------------|----------------------|------------------|----------------|------------|----------------|----------------|
| 5040027000                    | IT-RENT COPYNG EQUIP |                  | 856            |            |                |                |
| 5040050000                    | NON IT-RENT-CONT REN |                  | 0              |            |                |                |
| 5040057000                    | IT- RENTAL-CONT RENT |                  | 1,004          |            | 1,023          |                |
| 5040060000                    | RENT-NON ST OWN PROP |                  | 382,644        |            | 236,104        |                |
| 5040490000                    | RENT-OTHER           |                  | 14,537         |            | 14,310         |                |
| 5041010000                    | DUES & MEMBER FEES   |                  | 4,005          |            |                |                |
| 5050010000                    | IN ST-MEALS-NON-REP  |                  | 370            |            |                |                |
| 5050020000                    | IN ST-LODGING        |                  | 3,295          |            |                |                |
| 5050031000                    | HR-IN ST-AIR TRANS   |                  | 424            |            |                |                |
| 5050040000                    | IN ST-AUTO MILEAGE   |                  | 92             |            |                |                |
| 5050041000                    | HR-IN ST-AUTO MILES  |                  | 1,398          |            |                |                |
| 5050070000                    | IN ST-REGISTR FEES   |                  | 405            |            |                |                |
| 5051520000                    | REPORTABLE MEALS     |                  | 39             |            |                |                |
| 5051540000                    | LEASED CAR-ST OWNED  |                  | 34,121         |            |                |                |
| 5060325000                    | Other Eq Acq (MA)    |                  | 9,310          |            | 10,054         |                |
| <b>Total OTHER OPERATING:</b> |                      | <b>1,219,866</b> | <b>536,062</b> | <b>44%</b> | <b>323,379</b> | <b>360,425</b> |
| <b>Total Administration:</b>  |                      | <b>1,868,656</b> | <b>726,873</b> | <b>39%</b> | <b>323,379</b> | <b>818,403</b> |

**Executive director**

| Commitment Item                  | Commitment Item Description | Current Budget | YTD Expenditures | % Used      | Commitments | Remaining Balance |
|----------------------------------|-----------------------------|----------------|------------------|-------------|-------------|-------------------|
| 501070                           | OTH PERS SVC                |                | 8,051            |             |             | -8,051            |
| 512001                           | OTHER OPERATING             | 6,335          |                  |             |             |                   |
| 5050010000                       | IN ST-MEALS-NON-REP         |                | 75               |             |             |                   |
| 5050020000                       | IN ST-LODGING               |                | 273              |             |             |                   |
| 5051520000                       | REPORTABLE MEALS            |                | 91               |             |             |                   |
| <b>Total OTHER OPERATING:</b>    |                             | <b>6,335</b>   | <b>439</b>       | <b>7%</b>   | <b>0</b>    | <b>5,896</b>      |
| <b>Total Executive director:</b> |                             | <b>6,335</b>   | <b>8,490</b>     | <b>134%</b> | <b>0</b>    | <b>-2,155</b>     |

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2018 As of 4/30/2018**  
**83% of year elapsed**

**Fund 38440000 - EARMARKED FUND**

**General counsel**

| Commitment Item | Commitment Item Description   | Current Budget | YTD Expenditures | % Used | Commitments | Remaining Balance |
|-----------------|-------------------------------|----------------|------------------|--------|-------------|-------------------|
| 5021540000      | NON-IT OTHER PRO SRV          |                | 60               |        |             |                   |
|                 | Total OTHER OPERATING:        |                | 60               |        | 0           | -60               |
|                 | <b>Total General counsel:</b> |                | <b>60</b>        |        | <b>0</b>    | <b>-60</b>        |

**Inform. services**

| Commitment Item | Commitment Item Description | Current Budget | YTD Expenditures | % Used | Commitments | Remaining Balance |
|-----------------|-----------------------------|----------------|------------------|--------|-------------|-------------------|
| 501058          | CLASSIFIED POS              | 87,850         | 186,496          | 212%   |             | -98,646           |
| 501070          | OTH PERS SVC                |                | 5,500            |        |             | -5,500            |
| 512001          | OTHER OPERATING             | 755,512        |                  |        |             |                   |
| 5020040000      | MICROFILM PROCESSING        |                | 46,656           |        | 29,043      |                   |
| 5020077100      | SERVICES- APP SUP           |                | 78,165           |        | 128,624     |                   |
| 5020077110      | SERVICES- DATA NET          |                | 250              |        | 3,240       |                   |
| 5020077170      | SERVICES- PRINT EU          |                | 158              |        |             |                   |
| 5020077220      | SERVICES- VOICENET          |                |                  |        | 9,612       |                   |
| 5020077222      | NCV- VOICENET               |                |                  |        | 21,677      |                   |
| 5020077240      | DP SERVICES - STATE         |                | 158,846          |        |             |                   |
| 5020090000      | TELEPHONE & TELEGRPH        |                | 11,365           |        |             |                   |
| 5020120000      | CELLULAR PHONE SVCS         |                | 3,532            |        | 1,189       |                   |
| 5030010000      | OFFICE SUPPLIES             |                | 939              |        | 3,666       |                   |
| 5030010002      | OFF SUP - MIN OFF EQ        |                | 740              |        |             |                   |
| 5030010003      | OFF SUP&EQ-NON-IT PL        |                | 435              |        |             |                   |
| 5030010006      | OFFICE SUPP TELE            |                | 6,545            |        | 1,015       |                   |
| 5030020000      | COPY EQUIP SUPP             |                | 1,223            |        |             |                   |
| 5030030000      | PRINTED ITEMS               |                | 367              |        |             |                   |
| 5030067101      | PRGM LIC - APP SUPP         |                | 15,495           |        |             |                   |
| 5030067130      | EQUIP&SUPP- EUC             |                | 3,937            |        |             |                   |
| 5030067170      | EQUIP&SUPP- PRINT EU        |                |                  |        | 13,743      |                   |
| 5030067210      | EQUIP&SUPP- STORAGE         |                | 92               |        |             |                   |
| 5030090000      | COMMUNICATION SUPP          |                | 848              |        |             |                   |
| 5031010000      | LAUNDRY SUPPLIES            |                | 114              |        | 19,340      |                   |
| 5040010000      | RENT-OFFICE EQUIP           |                | 1,281            |        |             |                   |

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
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**83% of year elapsed**

**Fund 38440000 - EARMARKED FUND**

|                                |                      |                |                |            |                |                |
|--------------------------------|----------------------|----------------|----------------|------------|----------------|----------------|
| 5040027000                     | IT-RENT COPYNG EQUIP |                | 1,067          |            |                |                |
| 5040057000                     | IT- RENTAL-CONT RENT |                | 1,341          |            | 6,008          |                |
| 5041010000                     | DUES & MEMBER FEES   |                | 159            |            |                |                |
| 5050010000                     | IN ST-MEALS-NON-REP  |                | 38             |            |                |                |
| 5050041000                     | HR-IN ST-AUTO MILES  |                | 170            |            |                |                |
| 5050570000                     | OUT ST-REGISTR FEES  |                | 300            |            |                |                |
| <b>Total OTHER OPERATING:</b>  |                      | <b>755,512</b> | <b>334,063</b> | <b>44%</b> | <b>237,158</b> | <b>184,291</b> |
| <b>Total Inform. services:</b> |                      | <b>843,362</b> | <b>526,060</b> | <b>62%</b> | <b>237,158</b> | <b>80,144</b>  |

**Claims**

| Commitment Item               | Commitment Item Description | Current Budget | YTD Expenditures | % Used     | Commitments | Remaining Balance |
|-------------------------------|-----------------------------|----------------|------------------|------------|-------------|-------------------|
| 501058                        | CLASSIFIED POS              | 280,850        | 213,291          | 76%        |             | 67,559            |
| 501070                        | OTH PERS SVC                | 5,500          | 5,500            | 100%       |             | 0                 |
| 512001                        | OTHER OPERATING             | 19,700         |                  |            |             |                   |
| 5020020000                    | COPYING EQUIP SVC           |                | -463             |            |             |                   |
| 5020090000                    | TELEPHONE & TELEGRPH        |                | -191             |            |             |                   |
| 5020120000                    | CELLULAR PHONE SVCS         |                | 541              |            | 182         |                   |
| 5030010000                    | OFFICE SUPPLIES             |                | 373              |            | 384         |                   |
| 5030070000                    | POSTAGE                     |                | 2,458            |            |             |                   |
| 5040027000                    | IT-RENT COPYNG EQUIP        |                | 525              |            |             |                   |
| 5050010000                    | IN ST-MEALS-NON-REP         |                | 31               |            |             |                   |
| 5050020000                    | IN ST-LODGING               |                | 470              |            |             |                   |
| 5050041000                    | HR-IN ST-AUTO MILES         |                | 172              |            |             |                   |
| <b>Total OTHER OPERATING:</b> |                             | <b>19,700</b>  | <b>3,916</b>     | <b>20%</b> | <b>567</b>  | <b>15,218</b>     |
| <b>Total Claims:</b>          |                             | <b>306,050</b> | <b>222,707</b>   | <b>73%</b> | <b>567</b>  | <b>82,777</b>     |

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2018 As of 4/30/2018**  
**83% of year elapsed**

**Fund 38440000 - EARMARKED FUND**

**Commissioners**

| Commitment Item | Commitment Item Description   | Current Budget | YTD Expenditures | % Used     | Commitments  | Remaining Balance |
|-----------------|-------------------------------|----------------|------------------|------------|--------------|-------------------|
| 501050          | TAXABLE SUBS                  | 70,000         | 42,803           | 61%        | 0            | 27,197            |
| 512001          | OTHER OPERATING               | 230,700        |                  |            |              |                   |
| 5020077100      | SERVICES- APP SUP             |                | 780              |            | 842          |                   |
| 5020080000      | FREIGHT EXPRESS DELV          |                | 29               |            |              |                   |
| 5020090000      | TELEPHONE & TELEGRPH          |                | -257             |            |              |                   |
| 5020120000      | CELLULAR PHONE SVCS           |                | 8,417            |            | 2,723        |                   |
| 5021010000      | LEGAL SERVICES                |                | 95,534           |            |              |                   |
| 5021410000      | EDUC & TRNG-STATE             |                | 225              |            |              |                   |
| 5021540000      | NON-IT OTHER PRO SRV          |                | 150              |            |              |                   |
| 5030010000      | OFFICE SUPPLIES               |                | 328              |            | 384          |                   |
| 5030020000      | COPY EQUIP SUPP               |                | 81               |            |              |                   |
| 5030067130      | EQUIP&SUPP- EUC               |                | 242              |            |              |                   |
| 5030070000      | POSTAGE                       |                | 1,649            |            |              |                   |
| 5040027000      | IT-RENT COPYNG EQUIP          |                | 516              |            |              |                   |
| 5050010000      | IN ST-MEALS-NON-REP           |                | 358              |            |              |                   |
| 5050020000      | IN ST-LODGING                 |                | 2,267            |            |              |                   |
| 5050041000      | HR-IN ST-AUTO MILES           |                | 17,325           |            |              |                   |
| 5050080000      | IN ST-SUBSIST ALLOW           |                | 6,872            |            |              |                   |
| 5050570000      | OUT ST-REGISTR FEES           |                | -107             |            |              |                   |
| 5051520000      | REPORTABLE MEALS              |                | 190              |            |              |                   |
|                 | <b>Total OTHER OPERATING:</b> | <b>230,700</b> | <b>134,599</b>   | <b>58%</b> | <b>3,949</b> | <b>92,151</b>     |
|                 | <b>Total Commissioners:</b>   | <b>300,700</b> | <b>177,402</b>   | <b>59%</b> | <b>3,949</b> | <b>119,348</b>    |

**Information Services FY18**

| Commitment Item | Commitment Item Description             | Current Budget | YTD Expenditures | % Used     | Commitments | Remaining Balance |
|-----------------|---|----------------|------------------|------------|-------------|-------------------|
| 561000          | Special Item                            | 60,944         | 10,373           | 17%        | 19          | 50,552            |
|                 | <b>Total Information Services FY18:</b> | <b>60,944</b>  | <b>10,373</b>    | <b>17%</b> | <b>19</b>   | <b>50,552</b>     |

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2018 As of 4/30/2018**  
**83% of year elapsed**

**Fund 38440000 - EARMARKED FUND**

**Insurance & Medical**

| Commitment Item | Commitment Item Description           | Current Budget | YTD Expenditures | % Used     | Commitments   | Remaining Balance |
|-----------------|---------------------------------------|----------------|------------------|------------|---------------|-------------------|
| 501058          | CLASSIFIED POS                        | 459,463        | 383,934          | 84%        |               | 75,529            |
| 501070          | OTH PERS SVC                          | 22,881         | 15,947           | 70%        |               | 6,934             |
| 512001          | OTHER OPERATING                       | 59,500         |                  |            |               |                   |
| 5020080000      | FREIGHT EXPRESS DELV                  |                | 571              |            |               |                   |
| 5020090000      | TELEPHONE & TELEGRPH                  |                | -201             |            |               |                   |
| 5020120000      | CELLULAR PHONE SVCS                   |                | 381              |            | 128           |                   |
| 5021540000      | NON-IT OTHER PRO SRV                  | 5,300          | 25,380           |            | 24,037        |                   |
| 5024990000      | NON-IT OTH CONTRACT                   |                | 1,650            |            |               |                   |
| 5030010000      | OFFICE SUPPLIES                       |                | 1,261            |            | 384           |                   |
| 5030010004      | SUBSCRIPTIONS                         |                | 198              |            |               |                   |
| 5030070000      | POSTAGE                               |                | 1,535            |            |               |                   |
| 5033990000      | OTHER SUPPLIES                        |                | 15               |            |               |                   |
| 5040027000      | IT-RENT COPYNG EQUIP                  |                | 548              |            |               |                   |
| 5050010000      | IN ST-MEALS-NON-REP                   |                | 155              |            |               |                   |
| 5050020000      | IN ST-LODGING                         |                | 3,287            |            | 336           |                   |
| 5050041000      | HR-IN ST-AUTO MILES                   |                | 1,035            |            | 157           |                   |
| 5050070000      | IN ST-REGISTR FEES                    |                | 1,198            |            |               |                   |
| 5051520000      | REPORTABLE MEALS                      |                | 13               |            |               |                   |
|                 | <b>Total OTHER OPERATING:</b>         | <b>64,800</b>  | <b>37,025</b>    | <b>57%</b> | <b>25,043</b> | <b>2,732</b>      |
|                 | <b>Total Insurance &amp; Medical:</b> | <b>547,144</b> | <b>436,906</b>   | <b>80%</b> | <b>25,043</b> | <b>85,195</b>     |

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2018 As of 4/30/2018**  
**83% of year elapsed**

**Fund 38440000 - EARMARKED FUND**

**Judicial**

| Commitment Item | Commitment Item Description   | Current Budget | YTD Expenditures | % Used     | Commitments  | Remaining Balance |
|-----------------|-------------------------------|----------------|------------------|------------|--------------|-------------------|
| 501058          | CLASSIFIED POS                | 404,866        | 342,880          | 85%        |              | 61,986            |
| 501070          | OTH PERS SVC                  | 48,619         | 43,265           | 89%        |              | 5,353             |
| 512001          | OTHER OPERATING               | 12,800         |                  |            |              |                   |
| 5020010000      | OFFICE EQUIP SERVICE          |                | 1,019            |            | 1,053        |                   |
| 5020090000      | TELEPHONE & TELEGRPH          |                | -120             |            |              |                   |
| 5020120000      | CELLULAR PHONE SVCS           |                | 534              |            | 180          |                   |
| 5021010000      | LEGAL SERVICES                |                | 3,023            |            |              |                   |
| 5021540000      | NON-IT OTHER PRO SRV          |                | 210              |            |              |                   |
| 5030010000      | OFFICE SUPPLIES               |                | 425              |            | 384          |                   |
| 5030070000      | POSTAGE                       |                | 2,085            |            |              |                   |
| 5040027000      | IT-RENT COPYNG EQUIP          |                | 549              |            |              |                   |
| 5050010000      | IN ST-MEALS-NON-REP           |                | 224              |            |              |                   |
| 5050020000      | IN ST-LODGING                 |                | 697              |            |              |                   |
| 5050040000      | IN ST-AUTO MILEAGE            |                | 74               |            |              |                   |
| 5050080000      | IN ST-SUBSIST ALLOW           |                | 208              |            |              |                   |
| 5051520000      | REPORTABLE MEALS              |                | 501              |            |              |                   |
|                 | <b>Total OTHER OPERATING:</b> | <b>12,800</b>  | <b>9,427</b>     | <b>74%</b> | <b>1,617</b> | <b>1,755</b>      |
|                 | <b>Total Judicial:</b>        | <b>466,285</b> | <b>395,573</b>   | <b>85%</b> | <b>1,617</b> | <b>69,094</b>     |

**Employer Contributions**

| Commitment Item | Commitment Item Description          | Current Budget   | YTD Expenditures | % Used     | Commitments    | Remaining Balance |
|-----------------|--------------------------------------|------------------|------------------|------------|----------------|-------------------|
| 513000          | EMPLOYER CONTRIB                     | 669,314          | 546,087          | 82%        | 0              | 123,226           |
|                 | <b>Total Employer Contributions:</b> | <b>669,314</b>   | <b>546,087</b>   | <b>82%</b> | <b>0</b>       | <b>123,226</b>    |
|                 | <b>Total EARMARKED FUND:</b>         | <b>5,068,789</b> | <b>3,050,531</b> | <b>60%</b> | <b>591,733</b> | <b>1,426,525</b>  |

**South Carolina Workers' Compensation Commission**

**Commitments**

**FY 2018 As of 4/30/2018**

**Fund 38440000 - EARMARKED FUND**

**Administration**

| Commitment Item              | Commitment Item Description | Vendor                      | Commitment     |
|------------------------------|-----------------------------|-----------------------------|----------------|
| 5020030000                   | PRINT / BIND / ADV          | PINE PRESS PRINTING         | 3,992          |
| 5020120000                   | CELLULAR PHONE SVCS         | VERIZON WIRELESS            | 1,061          |
| 5021540000                   | NON-IT OTHER PRO SRV        | 1-800-GOT-JUNK?             | 1,334          |
| 5030010000                   | OFFICE SUPPLIES             | FORMS & SUPPLY INC          | 384            |
| 5030010000                   | OFFICE SUPPLIES             | NEOPOST USA INC             | 1,073          |
| 5030070000                   | POSTAGE                     | NEOFUNDS BY NEOPOST         | 1,620          |
| 5030070000                   | POSTAGE                     | US POSTAL SERVICE           | 51,840         |
| 5033090000                   | EMPLOYEE RECOG AWARD        | LITTLE PIGS BARBECUE        | 583            |
| 5040057000                   | IT- RENTAL-CONT RENT        | XEROX CORPORATION           | 1,023          |
| 5040060000                   | RENT-NON ST OWN PROP        | ALBANY ROAD - 1333 MAIN LLC | 236,104        |
| 5040490000                   | RENT-OTHER                  | PARKSIMPLE LLC              | 14,310         |
| 5060325000                   | Other Eq Acq (MA)           | NEOPOST USA INC             | 10,054         |
| <b>Total Administration:</b> |                             |                             | <b>323,379</b> |

**Inform. services**

| Commitment Item | Commitment Item Description | Vendor                         | Commitment |
|-----------------|-----------------------------|--------------------------------|------------|
| 5020040000      | MICROFILM PROCESSING        | PALMETTO MICROFILM SYSTEMS INC | 29,043     |
| 5020077100      | SERVICES- APP SUP           | TAPFIN PROCESS SOLUTIONS       | 128,624    |
| 5020077110      | SERVICES- DATA NET          | MCWATERS INC                   | 3,240      |
| 5020077220      | SERVICES- VOICENET          | NWN CORPORATION                | 9,612      |
| 5020077222      | NCV- VOICENET               | VERIZON WIRELESS               | 21,677     |
| 5020120000      | CELLULAR PHONE SVCS         | VERIZON WIRELESS               | 1,189      |
| 5030010000      | OFFICE SUPPLIES             | FORMS & SUPPLY INC             | 426        |
| 5030010000      | OFFICE SUPPLIES             | STAPLES BUSINESS ADVANTAGE     | 3,240      |
| 5030010006      | OFFICE SUPP TELE            | VERIZON WIRELESS               | 1,015      |
| 5030067170      | EQUIP&SUPP- PRINT EU        | FORMS & SUPPLY INC             | 7,263      |
| 5030067170      | EQUIP&SUPP- PRINT EU        | US INK AND TONER INC           | 6,480      |
| 5031010000      | LAUNDRY SUPPLIES            | SONITROL SECURITY SYSTEMS      | 19,340     |
| 5040057000      | IT- RENTAL-CONT RENT        | XEROX                          | 4,161      |
| 5040057000      | IT- RENTAL-CONT RENT        | XEROX CORPORATION              | 1,847      |

Any items with vendor "Not assigned" are pending financial adjustments. Any commitment on the Budget vs. Actual Report that is missing from this list is a travel commitment.



**South Carolina Workers' Compensation Commission**

**Commitments**

**FY 2018 As of 4/30/2018**

**Fund 38440000 - EARMARKED FUND**

**Total Inform. services: 237,158**

**Claims**

| Commitment Item      | Commitment Item Description | Vendor             | Commitment |
|----------------------|-----------------------------|--------------------|------------|
| 5020120000           | CELLULAR PHONE SVCS         | VERIZON WIRELESS   | 182        |
| 5030010000           | OFFICE SUPPLIES             | FORMS & SUPPLY INC | 384        |
| <b>Total Claims:</b> |                             |                    | <b>567</b> |

**Commissioners**

| Commitment Item             | Commitment Item Description | Vendor             | Commitment   |
|-----------------------------|-----------------------------|--------------------|--------------|
| 5020077100                  | SERVICES- APP SUP           | BIS DIGITAL, INC.  | 842          |
| 5020120000                  | CELLULAR PHONE SVCS         | VERIZON WIRELESS   | 2,723        |
| 5030010000                  | OFFICE SUPPLIES             | FORMS & SUPPLY INC | 384          |
| <b>Total Commissioners:</b> |                             |                    | <b>3,949</b> |

**Information Services FY18**

| Commitment Item                         | Commitment Item Description | Vendor | Commitment |
|---|-----------------------------|--------|------------|
| 5030067130                              | EQUIP&SUPP- EUC             | HP INC | 19         |
| <b>Total Information Services FY18:</b> |                             |        | <b>19</b>  |

**Insurance & Medical**

| Commitment Item | Commitment Item Description | Vendor                            | Commitment |
|-----------------|-----------------------------|-----------------------------------|------------|
| 5020120000      | CELLULAR PHONE SVCS         | VERIZON WIRELESS                  | 128        |
| 5021540000      | NON-IT OTHER PRO SRV        | A WOMANS TOUCH LLC                | 389        |
| 5021540000      | NON-IT OTHER PRO SRV        | BNG PROCESS SERVICE               | 2,106      |
| 5021540000      | NON-IT OTHER PRO SRV        | J & J INVESTIGATIONS LLC          | 1,458      |
| 5021540000      | NON-IT OTHER PRO SRV        | MILLIGAN & ASSOCIATES             | 231        |
| 5021540000      | NON-IT OTHER PRO SRV        | NTHRIVE INC                       | 14,880     |
| 5021540000      | NON-IT OTHER PRO SRV        | UPSTATE LEGAL SUPPORT SERVICES L  | 4,320      |
| 5021540000      | NON-IT OTHER PRO SRV        | WHITESSELL INVESTIGATIVE SERVICES | 653        |

Any items with vendor "Not assigned" are pending financial adjustments. Any commitment on the Budget vs. Actual Report that is missing from this list is a travel commitment.

**South Carolina Workers' Compensation Commission  
Commitments  
FY 2018 As of 4/30/2018**

**Fund 38440000 - EARMARKED FUND**

|                                       |                 |                    |               |
|---------------------------------------|-----------------|--------------------|---------------|
| 5030010000                            | OFFICE SUPPLIES | FORMS & SUPPLY INC | 384           |
| <b>Total Insurance &amp; Medical:</b> |                 |                    | <b>24,550</b> |

**Judicial**

| Commitment Item        | Commitment Item Description | Vendor                 | Commitment   |
|------------------------|-----------------------------|------------------------|--------------|
| 5020010000             | OFFICE EQUIP SERVICE        | AMERICAN TIME DATA INC | 1,053        |
| 5020120000             | CELLULAR PHONE SVCS         | VERIZON WIRELESS       | 180          |
| 5030010000             | OFFICE SUPPLIES             | FORMS & SUPPLY INC     | 384          |
| <b>Total Judicial:</b> |                             |                        | <b>1,617</b> |

**Total EARMARKED FUND: 591,240**

Any items with vendor "Not assigned" are pending financial adjustments. Any commitment on the Budget vs. Actual Report that is missing from this list is a travel commitment.

Financial Report for April 2018 rev 5-17-18 LD  
3844 Revenue Report

| SC Workers' Compensation Commission<br>Financial Report<br>FY 2017-2018 Period Ending: April 30, 2018<br>Earmarked Fund<br>Revenues |            |                     |                        |                |     |
|---|------------|---------------------|------------------------|----------------|-----|
|   |            |                     |                        | Benchmark      | 83% |
| Account   | Acct No.   | Budget              | YTD Actual<br>Received | % of<br>Budget |     |
| Workers Comp Hearing Fee  | 4110090000 | \$ 565,000          | \$ 474,200             | 84%            |     |
| Self Insurance App Fee  | 4160040000 | \$ 26,577           | \$ 5,650               | 21%            |     |
| Violations and Penalties  | 4223030000 | \$ 1,750,000        | \$ 1,794,486           | 103%           |     |
| Parking Fee   | 4350040000 | \$ 6,060            | \$ 4,515               | 75%            |     |
| Workers Comp Award Review Fee   | 4350140000 | \$ 36,575           | \$ 27,875              | 76%            |     |
| Training Conference Registration Fee  | 4380020000 | \$ 3,500            | \$ 6,337               | 181%           |     |
| Sale of Goods   | 4480010000 |                     | \$ 1,134               |                |     |
| Sales of Photocopies  | 4380050000 | \$ 67,500           | \$ 62,143              | 92%            |     |
| Sale of Services  | 4480020000 |                     | \$ 1,260               | 0%             |     |
| Sale of Publication & Brochure  | 4480040000 |                     |                        | 0%             |     |
| Sale of Listings Labels   | 4480060000 | \$ 16,500           | \$ 2,775               | 17%            |     |
| Freedom of Information Act Refunds  | 4520020006 |                     | \$ 20                  | 0%             |     |
| Unclaimed Property  | 4511020000 |                     |                        | 0%             |     |
| Returned Checks   | 4530010000 |                     | \$ (200)               | 0%             |     |
| Adj To Agency Deposit   | 4530020000 |                     | \$ (1,525)             | 0%             |     |
| Misc Revenue  | 4530030000 |                     | \$ 1,117               | 0%             |     |
| Dep By Private Entities   | 4530070000 |                     |                        | 0%             |     |
|   |            |                     |                        | 0%             |     |
| <b>Total Revenues</b>   |            | <b>\$ 2,471,712</b> | <b>\$ 2,379,787</b>    | <b>96%</b>     |     |
|   |            |                     |                        |                |     |
| <b>Self Insurance Tax</b>   |            | <b>\$ 2,400,467</b> | <b>\$ 2,320,974</b>    | <b>97%</b>     |     |
|   |            |                     |                        |                |     |
| <b>Total</b>  |            | <b>\$ 4,872,179</b> | <b>\$ 4,700,761</b>    | <b>96%</b>     |     |

**SC Workers' Compensation Commission  
BALANCE SHEET**

**EARMARKED FUND  
FY 2017-2018  
Period Ending: April 30, 2018**

|                         | <b>Budget</b>       | <b>YTD</b>                 | <b>% of<br/>budget</b> |
|-------------------------|---------------------|----------------------------|------------------------|
| Total Revenues          | \$ 2,471,712        | \$ 2,379,787               | 96%                    |
| Self-Insurance Tax      | \$ 2,400,467        | \$ 2,320,974               | 97%                    |
| Total Revenues          | <u>\$ 4,872,179</u> | <u>\$ 4,700,761</u>        | 96%                    |
| Total Expenditures      | <u>\$ 5,068,789</u> | <u>\$ 3,050,531</u>        | 60%                    |
| Total Commitments       |                     | <u>\$ 591,240</u>          |                        |
| Net Income/Expenditures |                     | <u><u>\$ 1,058,990</u></u> |                        |