

## AGENDA

### SOUTH CAROLINA WORKERS' COMPENSATION COMMISSION

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

**September 16– 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 *CHAIRMAN BECK*
2. APPROVAL OF AGENDA OF BUSINESS MEETING  
OF SEPTEMBER 16, 2019 *CHAIRMAN BECK*
3. APPROVAL OF MINUTES OF THE BUSINESS MEETING  
OF AUGUST 19, 2019 (Tab 1) *CHAIRMAN BECK*
4. GENERAL ANNOUNCEMENTS *MR. CANNON*
5. APPLICATIONS FOR APPROVAL TO SELF-INSURE (Tab 2) *EMILY BOGGS*
6. DEPARTMENT DIRECTORS' REPORTS *MS. STUART*
  - Human Resources (Tab 3) *MS. SPRANG*
  - Information Services (Tab 4) *MR. DUCOTE*
  - Insurance and Medical Services (Tab 5) *MS. SPANN*
  - Claims (Tab 6) *MS. BRACY*
  - Judicial (Tab 7)
7. Vocational Rehabilitation (Tab 8) *MS. DRAWDY*
8. EXECUTIVE DIRECTOR'S REPORT (Tab 9) *MR. CANNON*
  - Administration – Financial Report (Tab 10) *Mr. Cannon*
9. OLD BUSINESS *CHAIRMAN BECK*
10. NEW BUSINESS *CHAIRMAN BECK*
  - Order by Commission – Claims Management System Implementation (Tab 11) *Mr. Cannon*
11. ADJOURNMENT *CHAIRMAN BECK*

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THE  
SOUTH CAROLINA WORKERS'  
COMPENSATION COMMISSION  
BUSINESS MEETING  
**August 19, 2019**

A Business Meeting of the South Carolina Workers' Compensation Commission was held in Hearing Room A of the Workers' Compensation Commission on Monday, August 19, 2019, 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  
AVERY B. WILKERSON, JR., COMMISSIONER

AISHA TAYLOR, COMMISSIONER  
Attended the meeting via conference call.

Present also were: Gary Cannon, Executive Director; Bryan Berthelette, Self-Insurance Director; Alexa Stuart, Human Resource Manager; Amy Bracy, Judicial Director; Keith Roberts, General Counsel; Wayne Ducote; Insurance & Medical Services Director, Emily Boggs, Self-Insurance Director in Training; David Durant, Attorney; Holly Hall, Program Coordinator were present.

Chairman Beck called the meeting to order at 10:31 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 JULY 15, 2019**

Commissioner Barden moved that the minutes of the Business Meeting of July 15, 2019, be approved. Commissioner James seconded the motion, and the motion was approved.

**GENERAL ANNOUNCEMENTS**

Mr. Cannon reminded the Commissioners that there would not be a computer meeting after the next Tuesday meeting.

**APPLICATIONS FOR APPROVAL TO SELF-INSURE**

Self-insurance applications were presented by Emily Boggs, Self-Insurance Director in Training. **Fifteen (15)** prospective members of **Two (2)** funds was presented to the Commission for approval. The applications were:

**Palmetto Timber Fund**  
C Coast Construction, LLC

JBH Logging, LLC

**South Carolina Home Builders SIF**

5 W's Solutions LLC  
Brooke Daniel Communications, Inc  
Custom Steel Fabricators, Inc.  
DCC Rowell Construction LLC  
Dennis Webb Electrical Services LLC  
Father & Son's Painting Service LLC  
Fortress Construction LLC  
Green Tech Solar LLC  
Harrell's Interior Components LLC  
Impola Grading, LLC  
J Sep Construction LLC  
Salt Line Construction LLC  
Templeton Services 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 Campbell 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**

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

- We had 53 full-time positions of which 51 FTE position filled; we are not filling the 2 positions at this time. We have 1 part-time employee and 1 temporary legal intern.
- We have no current open positions
- We did fill the position for Program Coordinator I for IMS. Ms. Stuart introduced Holly Hall to Commission.
- Ms. Stuart responded to 7 benefit issues; 5 fewer than last month.
- Met with Executive Director on various personnel issues.
- Attended the state HR Advisory meeting and SCEIS User group meeting.
- Ms. Stuart performed 11 issues related to benefits, which was 3 than last month.
- Sent 15 "All Agency" emails on various topics.
- 9 SCEIS time related transactions were completed.
- 6 HR related transactions.
- Ms. Stuart completed 63 payroll related transactions, due to the general increase.
- Completed 126 administrative transactions.
- Processed/approved 11, travel expense reports.
- Notified CBRE of 5 building issues.
- Handled 5 parking access issues.

## **Information Technology Department**

Ms. Sprang presented the Information Technology report. Ms. Sprang pointed out the following highlights from the report.

Accomplishments in July:

- EDI- Published the EDI 3.1 implementation rules and sequencing. It is a continuous process. Receiving a lot of interest; trading partners and vendors are very engaged in our new system and knowing what's coming.
- Due to EDI/ACCORD they were not focused on our go live date. Getting push back because we were attempting to not be disruptive. Now all of their submission processes are going to be different so they are scrambling with our testing and go live dates right around the corner.
- We are receiving a lot of communication which indicates that our stakeholders are paying attention.
- Progress- Lots of issues last month. Our server is locking up. Every Tuesday night or Wednesday am, it was happening at DTO. To prevent the issue, every Tuesday night around 11 or 12, we are rebooting the server to keep the problem from happening.
- Systems Support- All the scanners for AA's have been installed. All operating systems have been updated, so we met the deadlines.
- OnBase- working on migration strategy. This will get all of our documents from being hosted by DTO to our Cloud environment.
- Reporting- Completed IT Data Collection Report. This month will complete the InfoSec report. Both of these reports are required by Proviso.
- Legacy Reporting- Completed 22 Sprints and now focusing Informal Conferences and Appeal business processes. Data migration and data cleansing are still priorities. As of last week, there 4,700 business rules build into that data system. This number is more than the vendor has ever seen built.
- Vendor would like to use our system as a model. We have become experts in the area. The system processed over 1,3000 transactions in testing in under 2 minutes.
- Prioritization of all of the Minimal Marketing Procedures has been completed.
- PCI certification is ongoing.
- The first Implementation Guide has been published by the Executive Director's office. There are a lot of questions and feed back from that.

## **Insurance and Medical Services Department**

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

- In July, the Compliance Division compelled 58 employers to come into compliance with the Act and collected over 138,000 in non-compliance penalties. As a result of the efforts 492 more employees are now covered.
- All 20 carriers on the Rule to Show Cause docket have resolved their outstanding fines. Resulting in \$8,700 in fine resolutions.
- Total 2,022 new claims have been established.
- Self-Insurance collected \$109,000.

Mr. Ducote thanked Chairman Beck for asking him to assist on the Compliance panel. Mr. Ducote indicated that he enjoyed the opportunity and he heard positive feedback. Chairman Beck thanked Mr. Ducote for a job well done.

Commissioner Campbell added that while at his Judicial Conference in Orlando, that he received numerous compliments of Mr. Ducote and his presentation.

### **Claims Department**

Ms. Spann presented the Claims Department's report. Ms. Spann reported the following for the month of July:

- Claims closed 2300 files and reviewed 2,900 files.
- Last month, claims reviewed an additional 966 files that were on a list of the data migration for the new system.
- Fines collected were \$6,600 less than last month.
- Electronic submission is going in the right direction. Ms. Spann pointed out that the mail had 470 more than this time last year.
- Since the email blast, 13 Third Party Settlements have come through, and they are going to Claims instead of Commissioners (as should be),
- Ms. Spann presented metrics from the years 16/17; 17/18; and 18/19. In August of 2106 they came up with a consistent review procedure. Claims established a process to "follow up" on all request and if information not received within 30 days the carriers were fined.
- Claims worked to educate the carriers and how to avoid fines. The results are as follows:
  - Carriers are better about responding to requests.
  - Communication is better.
  - Carriers are becoming educated and what is needed to process a file.

Ms. Spann wanted to shout out to IMS and the Rules to Show Cause. IMS has worked hard on collecting claims fines paid in the year of the fining. Ms. Spann indicates there a substernal difference in the fines balance.

### **Judicial Department**

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

- Valerie Dellar has been doing a fantastic job at assisting Mr. Line with the Informal Conferences. Ms. Bracy indicated it is very close to allowing Ms. Dellar to handle the Richland and Lexington conferences.
- Ms. Bracy wanted to thank the Commission for allowing herself and Wayne to participate in the CPM program.
- Ms. Bracy reported she is researching the use of the Courthouse in Barnwell/Orangeburg. Ms. Bracy is hopeful about the location and will report after her visit next week.

### **VOCATIONAL REHABILITATION**

Mr. Cannon presented the Vocation Rehabilitation report, in Ms. Drawdy's absence. Mr. Cannon pointed out the following highlights from the report:

- Mr. Cannon reported Ms. Drawdy's numbers.
- Mr. Cannon also brought to the Commission's attention the numbers have increased and they have a more accurate reporting system now. VR now has one person that follows up on all lead throughout the state.

### **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:

- We are now in a transition of duties and working the Department of Administration to take over the financial aspects. There have been a few speed bumps, but we are getting those smoothed out.

### **ADMINISTRATION – FINANCIAL REPORT**

- Mr. Cannon reported the benchmark for period ending July 31, 2019 is 8%.
- Executive Director's office has begun to draft the 2020 budget.

Commissioner Wilkerson inquired about year end data. Director Cannon indicated that all the numbers have not been finalized at the time of this meeting.

### **OLD BUSINESS**

No old business.

### **NEW BUSINESS**

No new business.

### **ADJOURNMENT**

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

The August 19, 2019, meeting of the South Carolina Workers' Compensation Commission adjourned at 10:53 a.m.

Reported September 9, 2019  
Amy Proveaux  
Office of the Executive Director

<p style="text-align: center;"><b>SCWCC Human Resources Monthly Report</b> <b>August 2019</b></p>
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**STAFFING**

In August, the Commission had 53 FTE positions available of which 51 FTE positions are filled. We also have 1 part-time employee and 1 temporary legal intern.

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

**Recruitment:**

- ***Program Coordinator I For IMS*** – We filled this position in August. The new employee joined us on August 19, 2019. We have no open positions.

**BENEFITS**

- I responded to 10 benefit related issues. This is 3 more transactions than last month.

**EMPLOYEE RELATIONS**

- We had no employee relations issues or events in August.

**MEETINGS**

- I attended PEBA's Benefits at Work annual meeting.

**ADMINISTRATIVE**

- Fifteen (18) "All Agency" emails on various topics were sent to all employees which is 3 more than last month.
- I performed 15 SCEIS time related transactions which is 6 more than last month.
- I had 20 HR/payroll related transactions which is the same as last month.
- Payroll and time reports were run weekly.
- I had 138 administrative transactions.

**FISCAL RESPONSIBILITIES**

- I processed/approved 14 travel expense reports which is 3 more than last month.

**FACILITIES**

- I notified CBRE of 4 building issue which is 1 less than last month.
- We had 8 parking and/or access issues which is 3 more than last month.



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## Workers' Compensation Commission

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To: Gary Cannon  
SCWCC Executive Director  
From: Sandee Sprang, IT Director  
Date: September 11, 2019  
Subject: IT Department August 2019 Full Commission Report

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This report summarizes the activities and accomplishments of departmental projects and initiatives for the IT department during August 2019.

### **I. Systems Operations, Maintenance and Support**

#### EDI

The IT team continues to support our trading partners on all issues related to our current EDI 3.0 environment. Simultaneously, the development of all EDI 3.1 implementation rules and sequencing controls continues. The trading partner/vendor community remain very in touch with our work and have submitted over 300 requests for clarification.

#### Progress

Our Progress application locked up several times in August but far fewer times than the prior month so we plan to continue our current process monitoring system through the implementation of the new system. The IT team continues to handle the standard support issues including carrier linking, duplicate claims, and invoicing errors as quickly as possible.

#### Systems Support

Jason completed the installation of scanners for all Administrative Assistants. He also replaced our UPS (Uninterruptable Power Supply) system in the network closet. He's very involved in a Data Loss Prevention (DLP) project with the Department of Administration which identifies all laptops with PHI (Personal Health Information) or PII (Personal Identifiable Information); this program helps mitigate risks related to data security and privacy. It will soon be time for the state-mandated security training. All training will be online and in small, manageable training segments.

#### OnBase

We continue working on a document migration project to allow us to move all current documents from our current DTO-hosted storage environment to the new cloud environment.

#### Reporting

The reporting efforts are now centered on gathering reports for agency to use in validating data migration and cleansing processes.

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

### Legacy Modernization

The development team has completed 24 Sprints with development now focusing on motion and order processing. We are actively testing our 3.1 XML validation rules with several EDI vendors. The data cleansing and migration work are still major priorities with Liz and Duane wholly committed to these objectives. Our Azure cloud environment is built and fully operational; we have completed our initial data migration run and have 27,000 test claims in the new system.

We are building a comprehensive spreadsheet related to all go-live tasks and will execute the sequence of tasks several times prior to November. All training

Additional accomplishments include:

1. Development of a comprehensive spreadsheet related to all go-live tasks is underway; these process sequences will be run multiple times to ensure the validity of all conversion procedures.
2. The communication plan was updated and published on our website.
3. The EDI Implementation Guide was finalized and published on our website.
4. The EDI Testing Guide was published on our website and via the IAIABC Communities forums
5. All training dates were re-scheduled based on the slight delay in implementation.
6. Our PCI (Payment Card Industry) compliance certification is continuing.
7. We continue our work with the Division of Information Security to ensure our security policies as they relate to the new system are adequate.
8. Development of a complete test plan encompassing staff from each functional area in the agency is ongoing.
9. We have begun work on a training manual for all external users.

## **III. Trainings and Meetings**

The IT staff attended several IAIABC conference calls regarding the design of EDI 3.1.

Bi-weekly meetings are occurring with the DTO to oversee the many small issues and service disruptions.

The IT Team met with representatives from Voc Rehab to discuss the implementation of KERMIT.

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:** 12-Sep-19

**Subj:** Insurance and Medical Services Department  
August 2019 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. Continuing to explore 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: 84 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></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.

**Employer Rule to Show Cause Hearings and Compliance Activity**

The Compliance Division docketed 9 new RTSC cases and 26 total RTSC cases in the month of July. And, compelled 45 South Carolina employers to come into compliance with the Act. Year to date, 16 new RTSC cases and 40 total RTSC cases have been docketed.

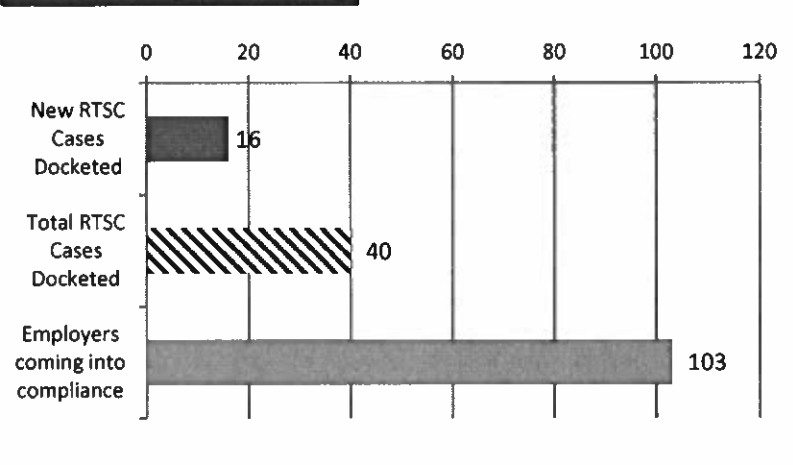
**Employers Obtaining Coverage**

Year to date, the Compliance Division has compelled 102 South Carolina employers to come into compliance with the Act. In so doing, approximately 804 previously uninsured workers are now properly covered.

**Penalties Waived**

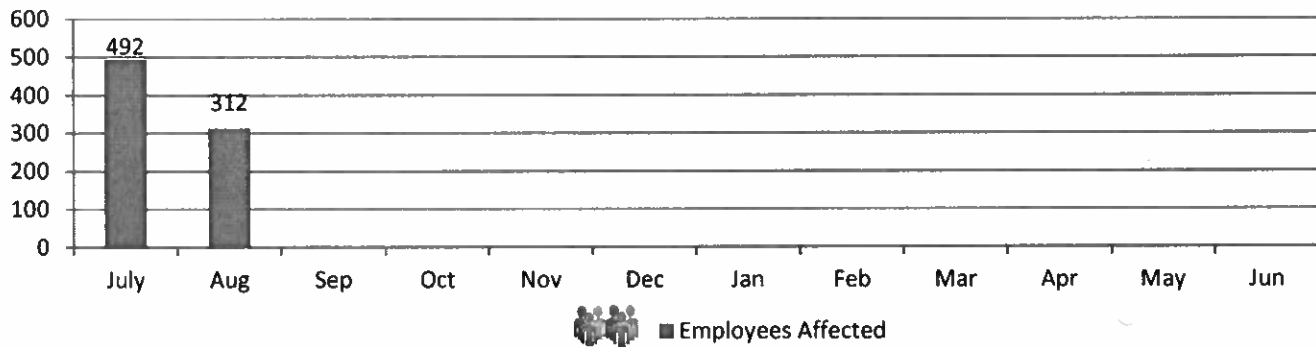
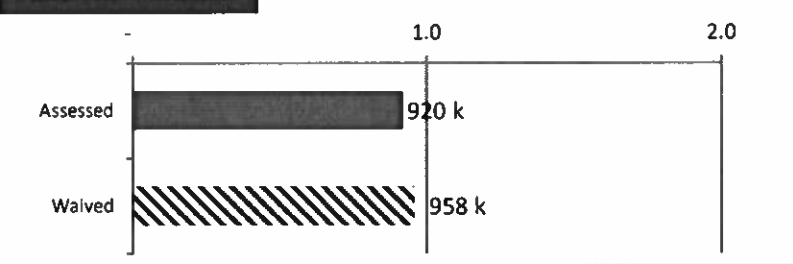
Although the Division has assessed \$920 k in fines this fiscal year, \$958 k have been waived or rescinded as employers have either obtained insurance coverage or were found not to be subject to the Act.

**RTSC and Compliance Activity**



**Fines and Penalties**

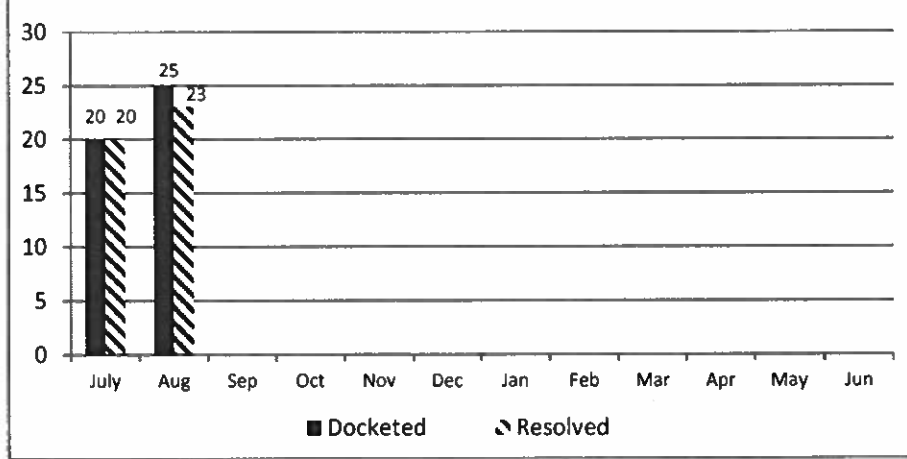
Millions



**Carrier Rule to Show Cause Hearings**

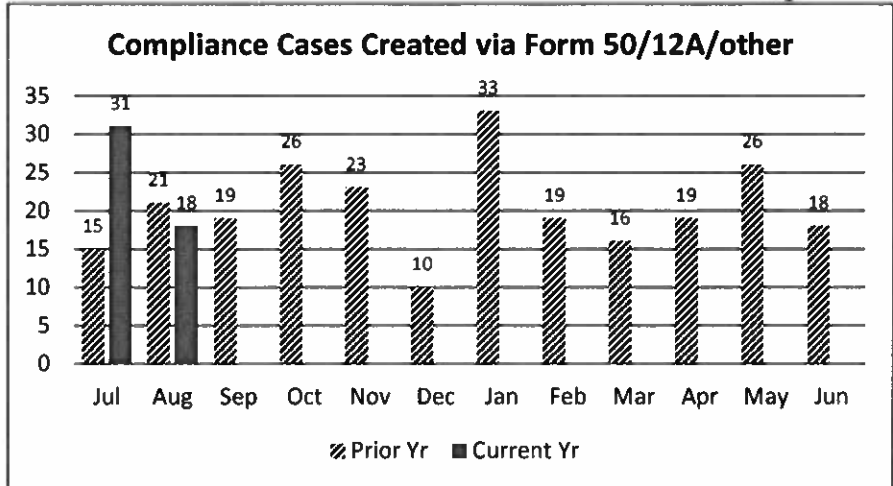
The Compliance Division manages the Rule to Show Cause process involving the recovery of outstanding carrier fines and penalties. In the month of August 2019, 25 carrier RTSC cases were docketed; 23 cases for a total of \$14,029 were resolved.

Year to date, a total of 45 carrier RTSC cases have been docketed, 43 cases for a total of \$22,818 have been resolved.



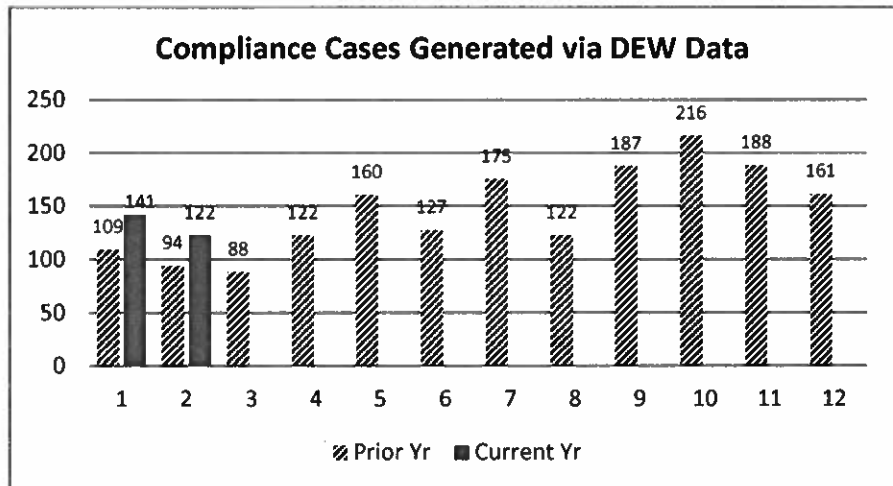
In August 2019, 18 compliance files were created from the combined filings of Form 50's, 12A's, and stakeholder reporting involving uninsured employers.

YTD vs. Prior Year total (245): 20%  
 August 2019 to August 2018: 86%  
 Current Yr End trend: 120% of 2018-2019  
 YTD 2019-2020 v. YTD 2018-2019: 136%

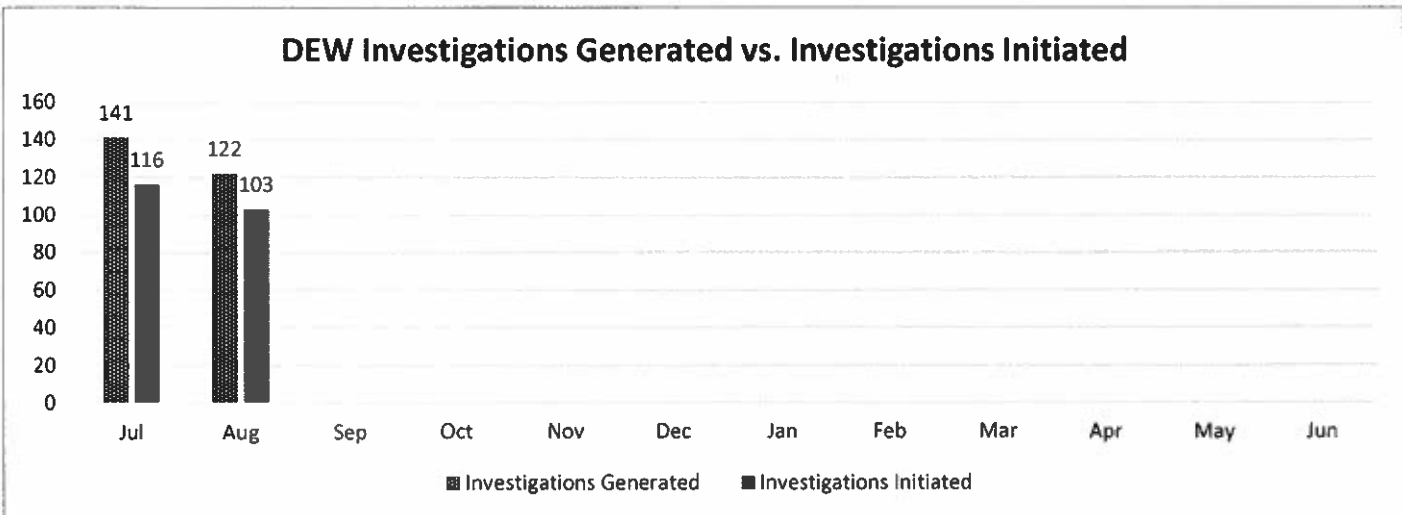


In August 2019, 141 compliance files were generated from the DEW data process.

YTD vs. Prior Year total (1,749): 15%  
 August 2019 to August 2018: 130%  
 Current Yr End trend: 90% of 2018-2019  
 YTD 2019-2020 v. YTD 2018-2019: 130%



The DEW Data Pool is determined by the total number of potential, non-compliant employers who report wages to DEW with at least 4 employees and who's FEIN does not match with any coverage records in the Commission's coverage database. The investigations generated is the number of compliance investigations generated from the pool. The investigations initiated is the number of compliance investigations initiated from those that were generated.



**Carryover Caseload:**

The Compliance Division closed August 2019 with 505 cases active, compared to an active caseload of 353 at the close of August 2018.

**Cases Resolved:**

For the month of August 2019, Compliance Division staff closed-out 159 cases.

**Compliance Fines:**

In August 2019, the Compliance Division collected \$140,649 in fines and penalties. Year to Date, the Compliance Division has collected \$279,026 in fines and penalties.

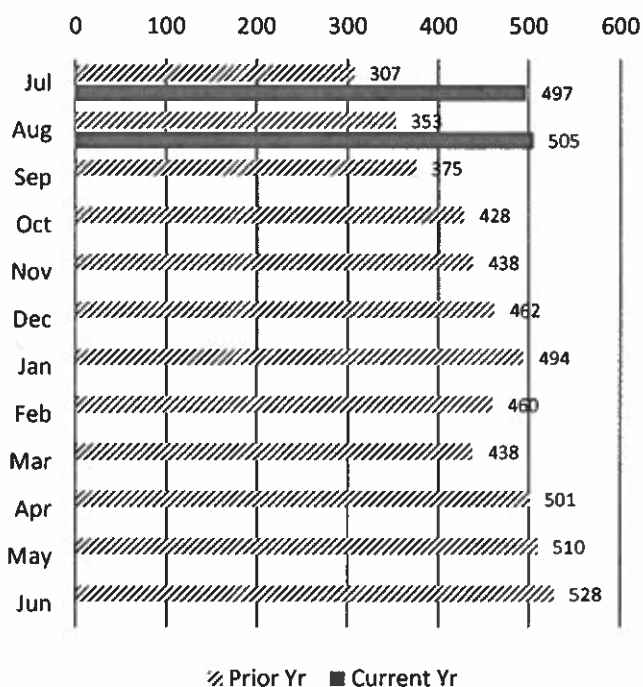
Year to Date vs Prior Year Total (\$1,688,380): 17%

August 2018 vs. August 2019: 238%

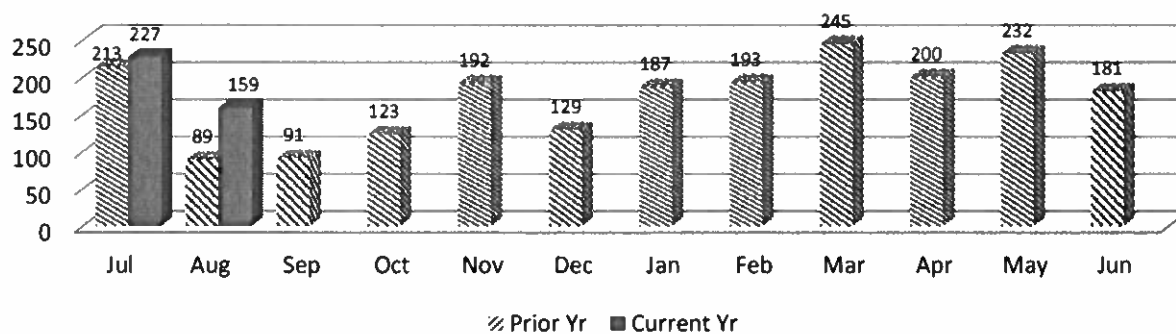
Current Year End trend is 99% of 2018-2019

YTD 2018-19 (July - Aug) vs YTD 2018-2019: 220%

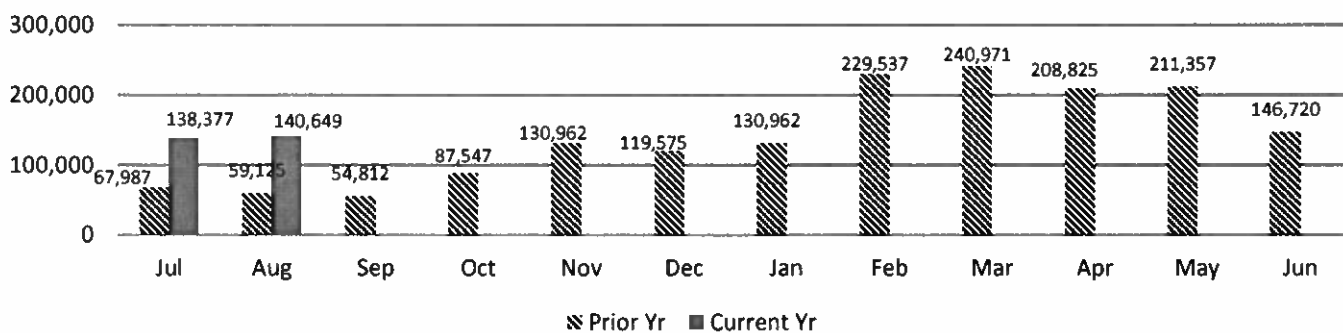
**Caseload Pending v. Prior Year**



**Cases Resolved v. Prior Year**



**Compliance Fines Collected v. Prior Year**

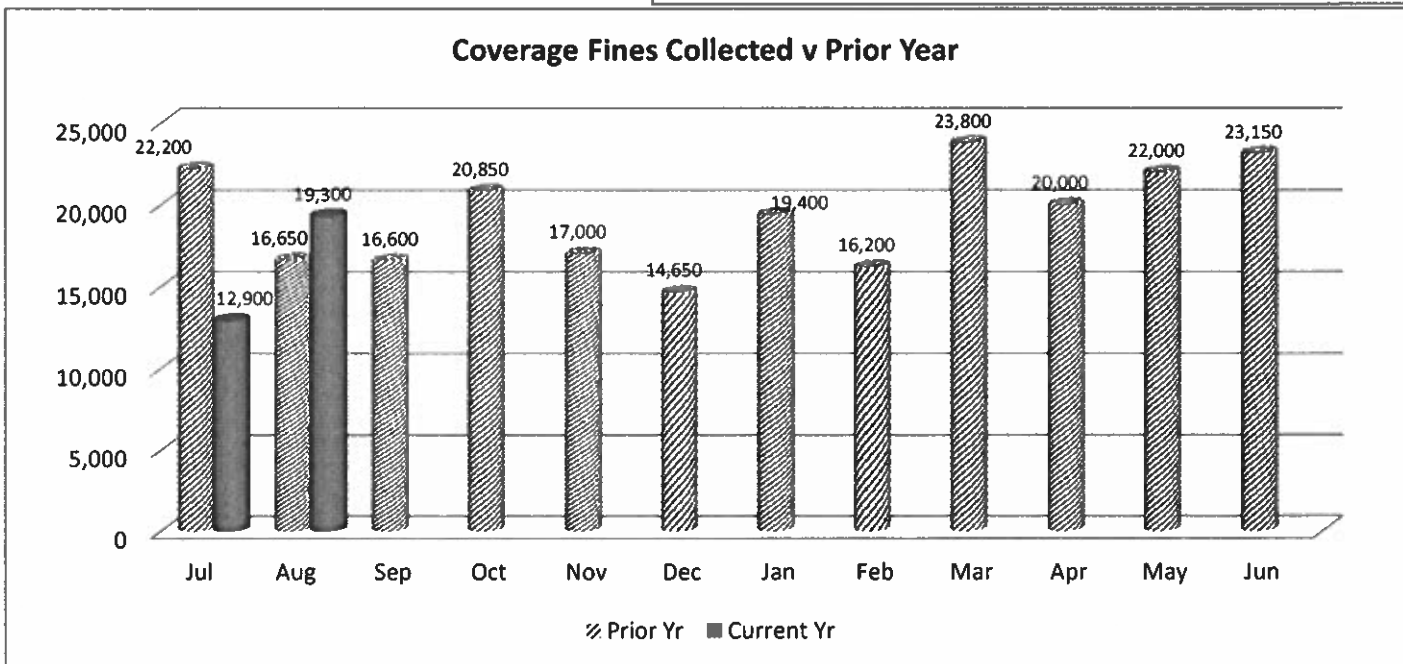
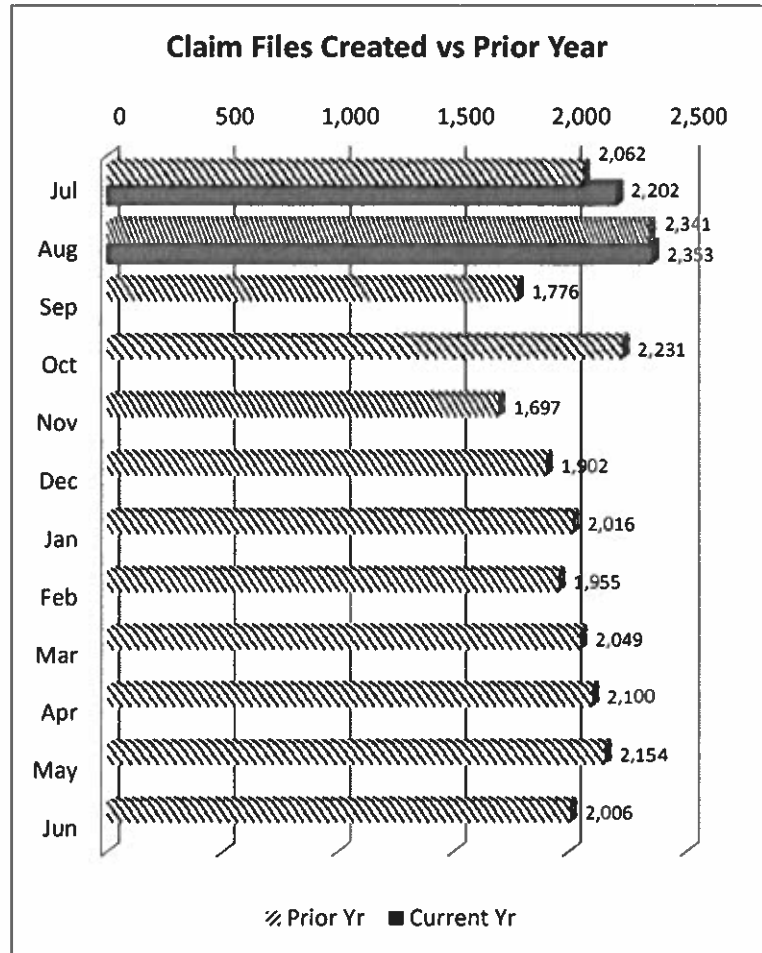


**WCC Claim Files:**

In August 2019, the Coverage Division received a total of 2,353 WCC Claim files. Of these, 2,043 were created through proper carrier filing of a 12A, and 310 were generated as a result of a Form 50 claim filing. Year to Date 4,555 Claim files have been created which is 19% of claim file volume prior year (24,289).

**Coverage Fines:**

The Coverage Division collected \$19,300 in fine revenue in August 2019, as compared to \$16,650 in Coverage fines/penalties accrued during August 2018. Year on Year, Coverage fines are at 14% of collections for prior year.



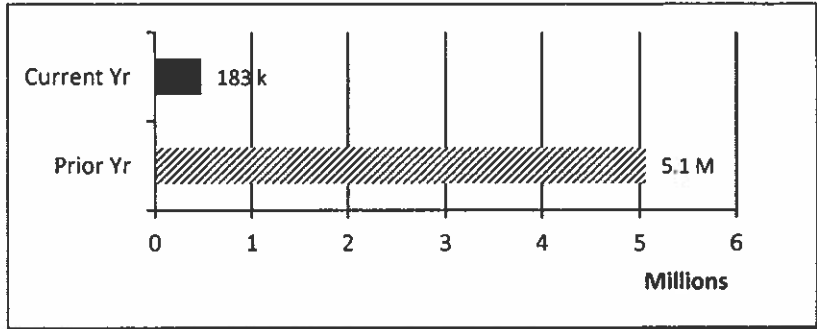
**IMS SELF INSURANCE DIVISION**

August 2019

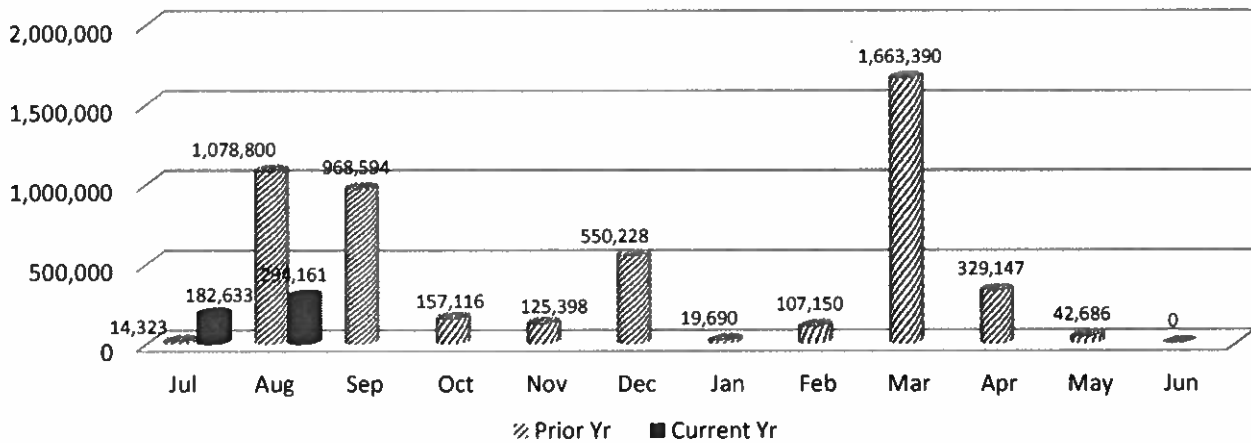
During the month of August 2019, the Self Insurance Division:

- \* collected \$294,161 in self-insurance tax.
- \* added 15 new self-insurers.
- \* conducted 4 Self Insurance audits.

Year to Date, Self Insurance tax revenue is trending at 44% of prior year and 12 Self Insurance audits have been completed.



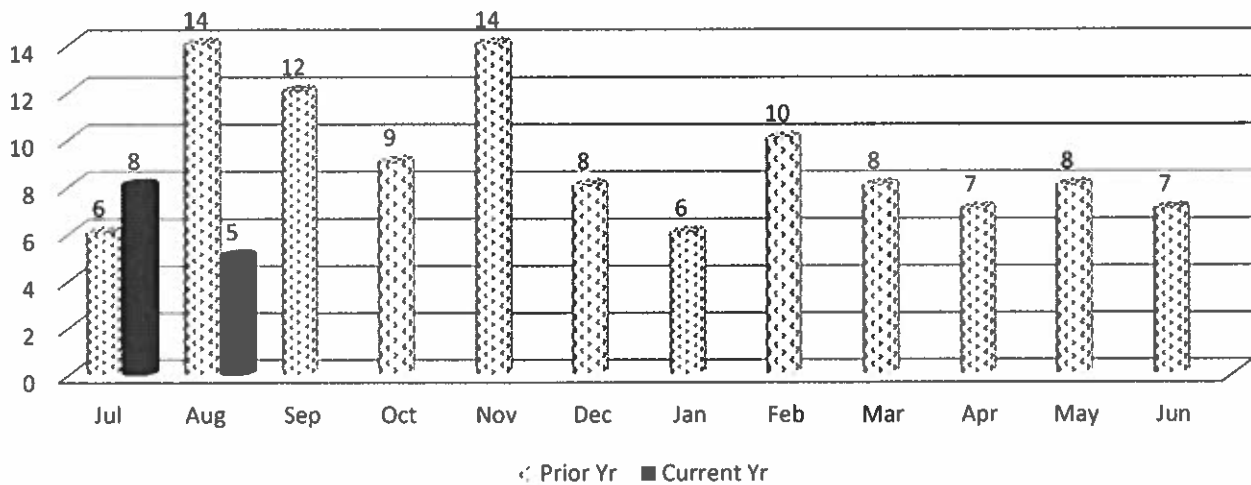
**Self Insurance Tax Collections v. Prior Year**



**IMS MEDICAL SERVICES DIVISION**

In August 2019, the Medical Services Division began the month with 8 bills pending review, received an additional 10 bills for review, conducted 13 bill reviews and ended the month with 5 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: September 6, 2019  
Re: Claims Department –September 2019 Full Commission Report

Attached is Claims Department activity for the period ending August 30, 2019. The format of the Claims Department report highlights the key workflow benchmarks and comparison to same month last fiscal year.

During August Claims processed 1,038 more items than the previous month. This includes 2,560 closed files and reviewed 3,294 files. The department closed 234 more cases when compared to the previous month. The number of cases reviewed increased by 348. The department closed 146 more cases and reviewed 671 more cases than the number of cases during the same period in FY18-19. The numbers include reviewing the additional files for Data Migration for date clean-up and Lifetime files imaged on system.

In fine revenue, the department collected \$11,800 more revenue this month than the previous month. The Fine revenue collected \$300 less when compared to the same period in FY 18/19.

The total number of fines assessed decreased by 20 over the previous month. This month there was an decrease of 27 in the number of fines assessed for Forms 18. When compared to the same period in FY 18-19, the department assessed 12 less fines.

In the area of electronic submission of Form 18s the department received 2,330 via SROI/EDI, 417 more than the same period last year; 1,718 via email, 53 less than last year, and 489 via USPS, 205 less than last year.

The department received 804 Form 61s, a decrease of 14 when compared to the same period in FY 18-19 and approved 769, which is 114 less than the number approved during the same period in FY18/19. In August the department received 16 Third Party Settlements and approved 15. During the same period in FY 18/19, the department received 3 Third Party Settlements and approved 1.

## Claims Department Statistical Report Statistics For Fiscal Year 2019-2020

Claims Services	July	August	Totals YTD 2019-2020	Totals YTD 2018-2019	% Chg prev year
Forms 15-I	1,140	1,300	2,440	2,450	0%
Forms 15-II/Forms 17	923	1,073	1,996	1,994	0%
Forms 16 for PP/Disf	177	182	359	467	-23%
Forms 18	4,917	4,613	9,530	8,906	7%
Forms 20	684	787	1,471	1,488	-1%
Form 50 Claims Only	260	298	558	535	4%
Form 61	690	804	1,494	1,516	-1%
Letters of Rep	201	204	405	336	21%
Clinchers	723	879	1,602	1,815	-12%
Third Party Settlements	13	16	29	5	480%
SSA Requests for Info	76	104	180	148	22%
Cases Closed	2,326	2,560	4,886	4,696	4%
Cases Reviewed	2,946	3,294	6,240	6,074	3%
				-	
				-	
Total Fines Assessed	250	230	480	496	-3%
Form 18 Fines	216	189	405	403	0%
Total Amt Paid	\$31,200	\$43,000	\$74,200	\$ 87,300	-15%

State of South Carolina

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**Workers' Compensation Commission**

September 10, 2019

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

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

**RE:** **Monthly Judicial Report for August 2019**

During the month of August, the Judicial Department processed nine hundred forty-nine (949) requests for hearings, one hundred thirteen (113) Motions and one hundred sixty-three (163) clincher conference requests that were sent to the Jurisdictional Commissioners.

There were eighty-two (82) Single Commissioner Hearings conducted during the past month, thirty-nine (39) pre-hearing conferences held and ten (10) Full Commission hearings held. A total of four hundred twenty-five (425) Orders were served at the single Commissioner level, sixty-one (61) of those were Decision and Orders that resulted from hearings that went on the record and one hundred two (102) were Motion Orders that were a result of Motions ruled upon by Commissioners.

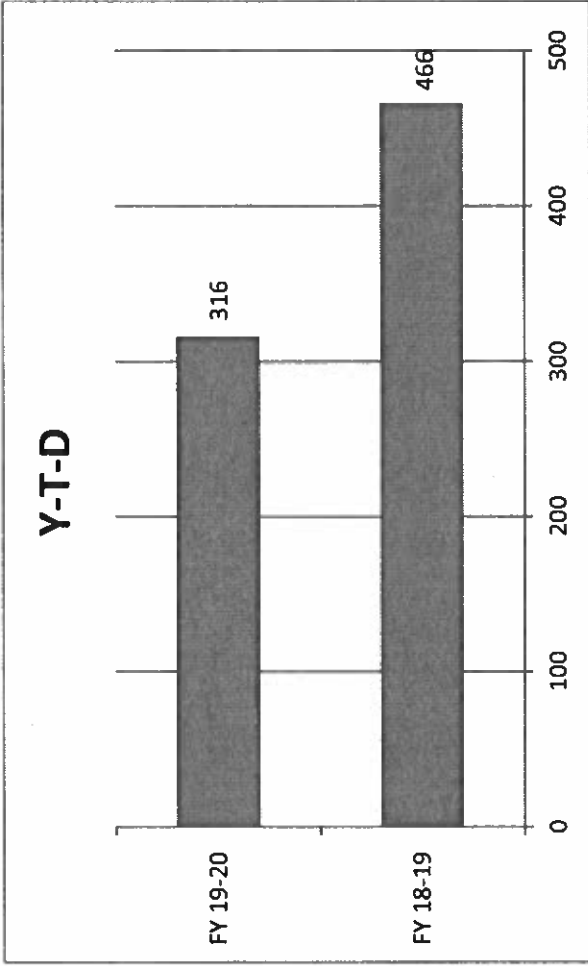
The Informal Conference system conducted one hundred forty-eight (148) hearings during the last month.

There were thirty-seven (37) regulatory mediations scheduled and fifty-one (51) requested mediations. The Judicial Department was notified of seventy-eight (78) matters resolved in mediation, with the receipt of Forms 70.

In the month of August, Judicial received six (6) Notices of Intent to Appeal to the Court of Appeals and zero (0) to the Circuit Court.

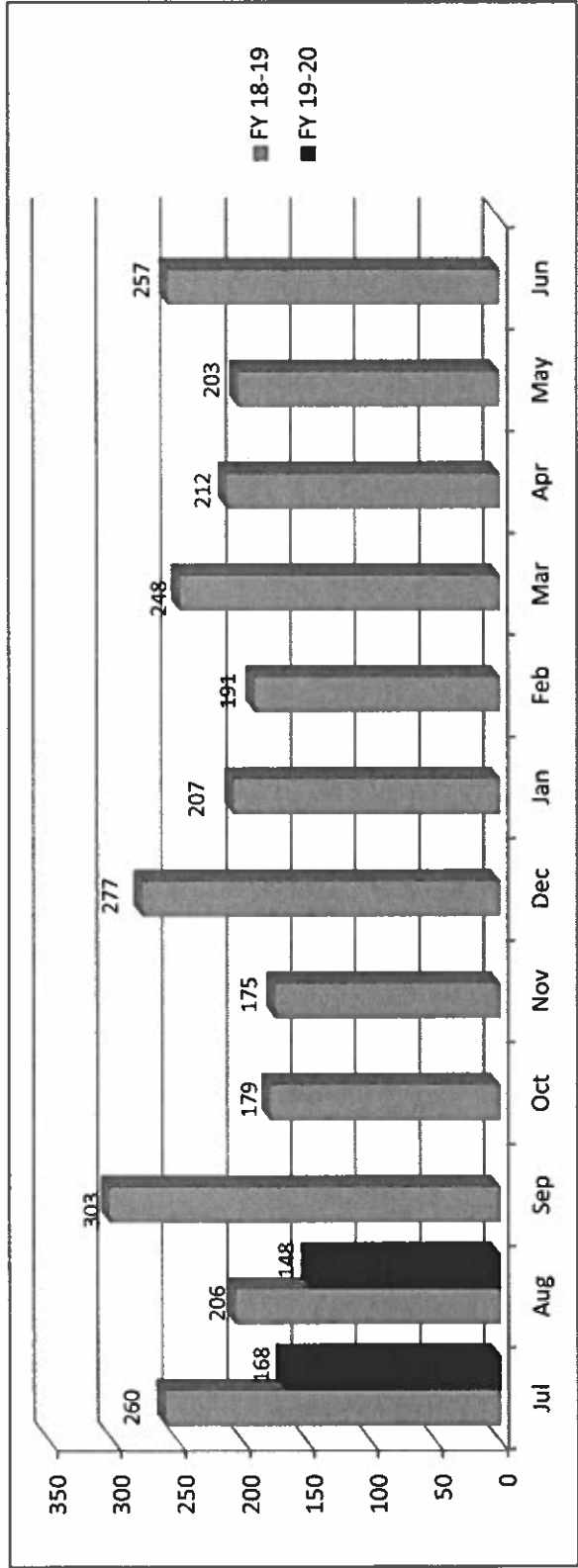
**Informal Conf. Conducted**

	FY 18-19	FY 19-20
Jul	260	168
Aug	206	148
Sep	303	
Oct	179	
Nov	175	
Dec	277	
Jan	207	
Feb	191	
Mar	248	
Apr	212	
May	203	
Jun	257	
<b>Total</b>	<b>2718</b>	<b>316</b>



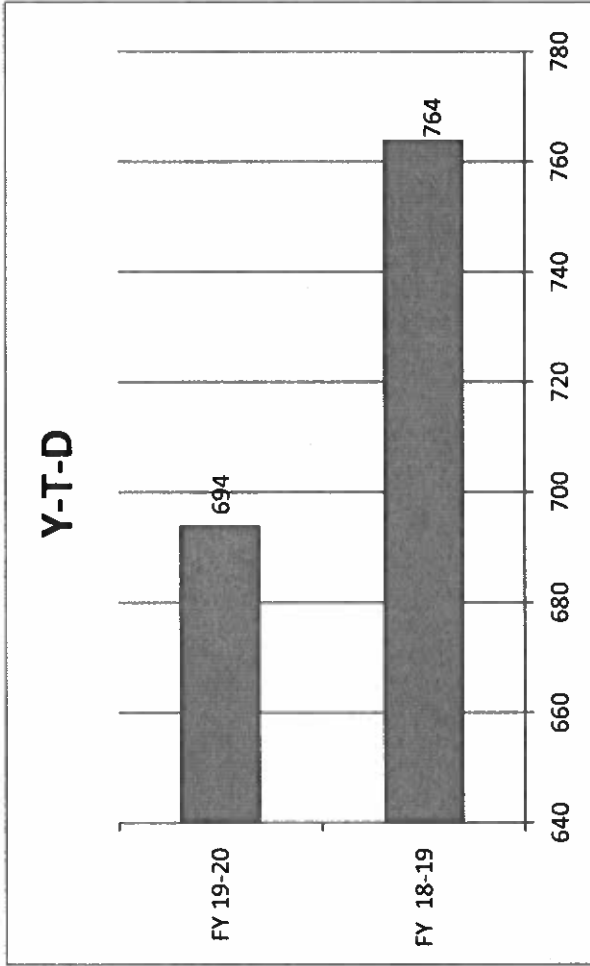
FY 18-19 466  
FY 19-20 316

**Y-T-D**



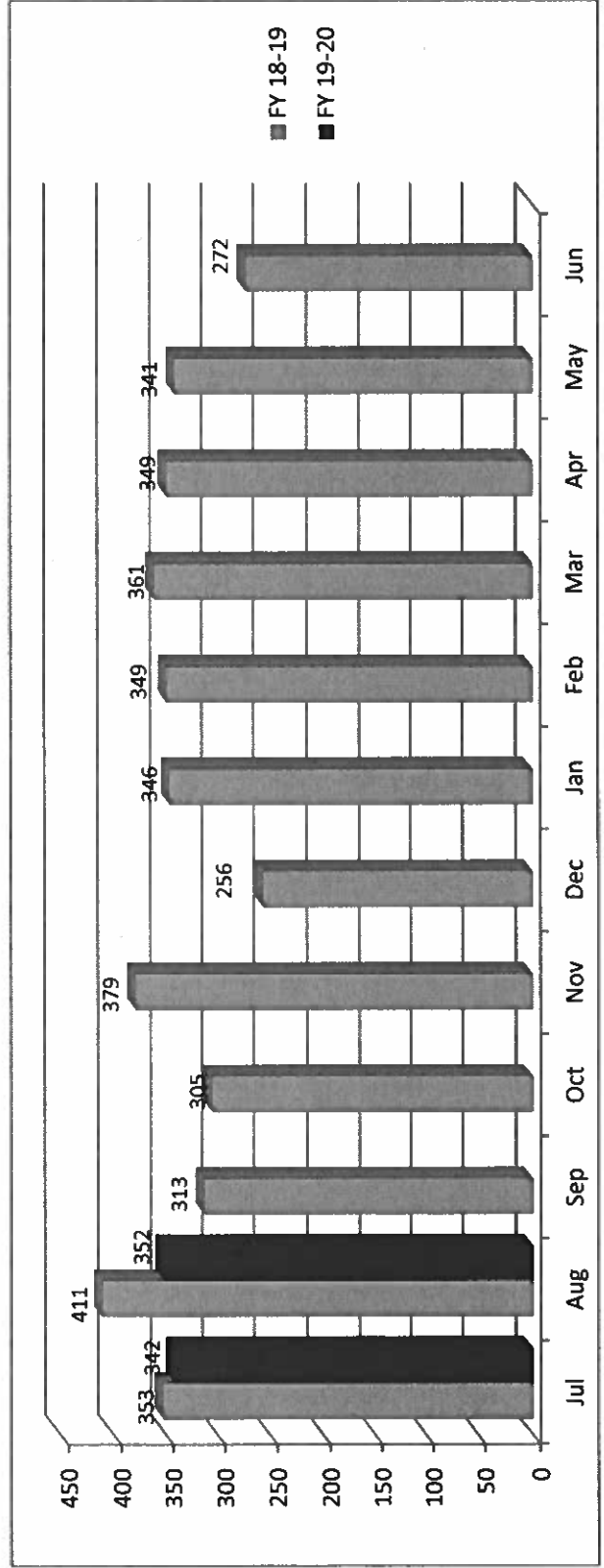
**Informal Conf. Requested**

	FY 18-19	FY 19-20
Jul	353	342
Aug	411	352
Sep	313	305
Oct	379	256
Nov	346	349
Dec	349	361
Jan	341	349
Feb	272	341
Mar	4035	694
Apr		
May		
Jun		
<b>Total</b>		<b>694</b>



FY 18-19 764  
FY 19-20 694

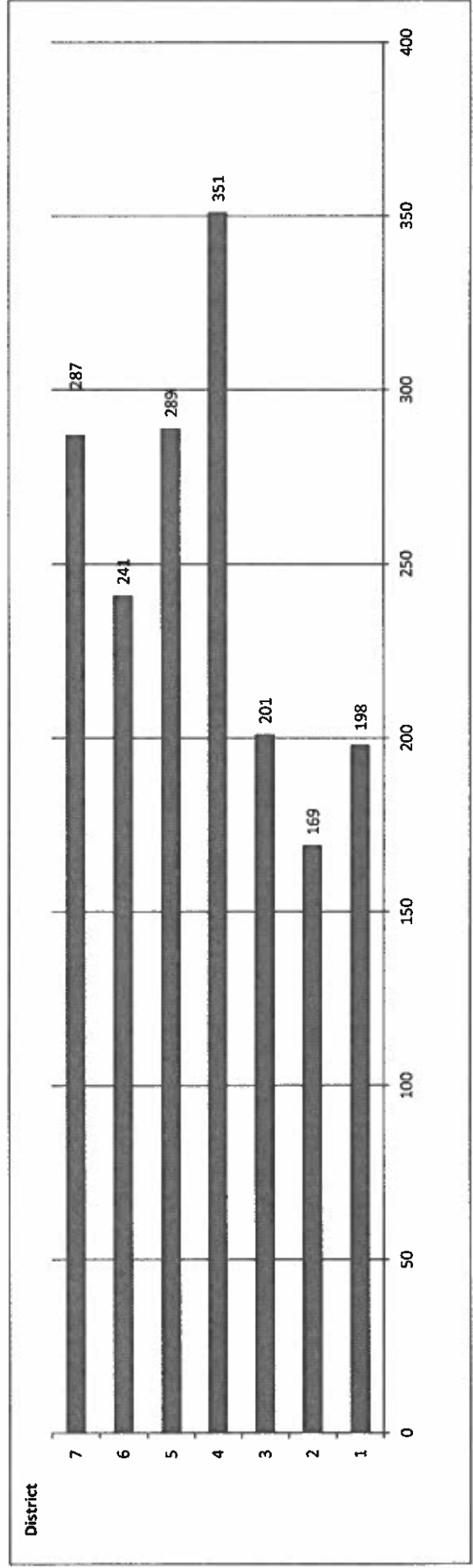
Y-T-D



**Pleadings Assigned - Three Year Comparison by Month**

	District 1 Greenville			District 2 Anderson			District 3 Orangeburg			District 4 Charleston			District 5 Florence			District 6 Spartanburg			District 7 Richland		
	19-20	18-19	17-18	19-20	18-19	17-18	19-20	18-19	17-18	19-20	18-19	17-18	19-20	18-19	17-18	19-20	18-19	17-18	19-20	18-19	17-18
Jul	99	88	97	84	98	79	123	114	104	183	183	127	147	121	137	110	107	140	144	139	
Aug	99	118	113	85	71	97	78	87	120	168	187	172	124	134	104	149	107	147	138	159	
Sep		92	100		78	100		83	110		148	156	98	136		91	103		132	164	
Oct		112	97		98	68		115	86		204	135	119	107		130	113		160	177	
Nov		116	116		87	83		114	92		161	159	130	131		119	120		150	148	
Dec		92	122		66	81		93	113		116	150	121	108		94	113		115	172	
Jan		89	87		69	72		114	88		170	138	104	112		114	94		134	166	
Feb		102	75		80	84		102	88		156	125	111	139		126	119		116	163	
Mar		92	120		81	96		97	122		192	179	142	138		115	126		131	188	
Apr		84	119		76	87		76	113		157	174	103	128		86	120		123	155	
May		112	125		114	88		189	127		211	157	151	126		138	112		183	166	
Jun		94	111		103	84		89	126		153	191	121	169		100	129		145	140	
<b>Totals</b>	<b>198</b>	<b>1191</b>	<b>1282</b>	<b>169</b>	<b>1021</b>	<b>1019</b>	<b>201</b>	<b>1273</b>	<b>1289</b>	<b>351</b>	<b>2038</b>	<b>1863</b>	<b>289</b>	<b>1471</b>	<b>241</b>	<b>1372</b>	<b>1363</b>	<b>287</b>	<b>1671</b>	<b>1937</b>	

**Pleadings Assigned by District Year to Date**



No Report  
Provided

# State of South Carolina

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## Workers' Compensation Commission

Executive Director's Report  
Gary M. Cannon

September 16, 2019

### Meetings/Activities

The Executive Director participated in the following activities:

Date	Activity	Subject	Individuals
• August 16	Meeting-	Stan Lacy for use of hearing room B	
• August 16	Meeting-	DOA payment and travel processing with Amy P	
• August 19	Meeting-	KERMIT training planning with Sandee and Amy P	
• August 20-	Meeting-	System Update Chairman Beck and Sandee S	
• August 21	Meeting-	KERMIT training dates with Sandee S and Amy P	
• August 22	Meeting-	Attend SC Employers Advocacy Meeting in Greet, SC	
• August 26	Meeting-	End of Sprint 22	
• August 26	Meeting	KERMIT-appeals, with Chairman Beck, Sandee and Amy	
• August 26	Meeting	Kermit launch	
• August 27	Meeting	Meeting with Naomi Lett re: first floor conference room	
• September 4	Meeting	Internal Stakeholder Meeting re: KERMIT launch	
• September 6	Meeting	Staff in regard to Administrative Order for KERMIT	

### Constituent /Public Information Services

For the period August 15, 2019, 2019 to September 10, 2019, the Executive Director's Office and the General Counsel's office had 575 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 is in the process of negotiation a new Memorandum of Understanding with the Department of Administration (MOU) for them to take on additional financial and accounting duties previously performed by Loretta Dykes. The intent is not to fill Ms. Dyke's position. We believe the services can be provided at less cost than the FTE. We are in the process of identifying the work flow for processes between our office and the DOA. There have been some issues during this transition due to staff absences and coordination for training



with DOA. We apologize for any inconvenience you may have experienced. We believe from this point forward the work flow will be smoother. For the period August 11, 2019 through September 9, 2019 our office approved and processed 14 travel expense reports, 41 invoices, and 17 deposits for DOA to process in the SCIES system.

**SCWCC Stakeholder Electronic Distribution List**

For the period August 16, 2019, through September 9, 2019, we added nine (9) individuals. A total of 801 individuals currently receive notifications from the Commission.

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## *Workers' Compensation Commission*

### *MEMORANUM*

**TO: COMMISSIONERS**

**FROM: Gary Cannon  
Executive Director**

**DATE: September 11, 2019**

**RE: FINANCIAL REPORT - Period ending August 31, 2019**

Attached is the Budget vs. Actual Report for the General Fund and Earmarked Fund for the fiscal year period ending August 31, 2019. The benchmark for this period is 17%.

The expenditures for the General and Earmarked Fund are on pages 1-6 of the "Budget vs. Actual Report FY2020. The total of expenditures in the General Fund (10010000) for this period is \$534,738 or 19% of budget. Details are on pages 1-2. The total expenditures for the Earmarked Fund (38440000) are \$978,847 or 17% of budget. The fund has \$973,020 of Commitments which \$486,467 is for KERMIT (IT Legacy System Modernization Project).

The Earmarked Fund Revenues page located behind the Commitments report. The year to date revenues received is \$590,395 or 7% of the projected budget. We have received \$476,795 Self-Insurance Tax funds.

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2020 As of 8/31/2019**  
**17% of year elapsed**

**Fund 10010000 - GENERAL FUND**

**Administration**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501015	DIRECTOR	135,967	28,893	21%		107,074
501058	CLASSIFIED POS	47,092				47,092
512001	OTHER OPERATING	285,515				
	<b>Total OTHER OPERATING:</b>	<b>285,515</b>				<b>285,515</b>
	<b>Total Administration:</b>	<b>468,574</b>	<b>28,893</b>	<b>6%</b>	<b>0</b>	<b>439,681</b>

**Executive director**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
5030010000	OFFICE SUPPLIES		48			
	<b>Total OTHER OPERATING:</b>		<b>48</b>		<b>0</b>	<b>-48</b>
	<b>Total Executive director:</b>		<b>48</b>		<b>0</b>	<b>-48</b>

**Inform. services**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
5020077000	SERVICES- APP DEV		35,000			
	<b>Total OTHER OPERATING:</b>		<b>35,000</b>		<b>0</b>	<b>-35,000</b>
	<b>Total Inform. services:</b>		<b>35,000</b>		<b>0</b>	<b>-35,000</b>

**Claims**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	77,223	16,784	22%		60,439
	<b>Total Claims:</b>	<b>77,223</b>	<b>16,784</b>	<b>22%</b>		<b>60,439</b>

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2020 As of 8/31/2019**  
**17% of year elapsed**

**Fund 10010000 - GENERAL FUND**

**Commissioners**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501026	CHAIRMAN	164,762	35,012	21%		129,750
501033	COMMISSIONER	959,769	203,950	21%		755,819
501050	TAXABLE SUBS		1,195		0	-1,195
501058	CLASSIFIED POS	313,837	71,654	23%		242,183
<b>Total Commissioners:</b>		<b>1,438,368</b>	<b>311,810</b>	<b>22%</b>	<b>0</b>	<b>1,126,558</b>

**Insurance & Medical**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	26,632	6,375	24%		20,257
<b>Total Insurance &amp; Medical:</b>		<b>26,632</b>	<b>6,375</b>	<b>24%</b>		<b>20,257</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	704,060	135,828	19%		568,232
<b>Total Employer Contributions:</b>		<b>704,060</b>	<b>135,828</b>	<b>19%</b>		<b>568,232</b>

**Total GENERAL FUND: 2,744,124 534,738 19% 0 2,209,385**

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2020 As of 8/31/2019**  
**17% of year elapsed**

**Fund 38440000 - EARMARKED FUND**

**Administration**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	791,985	32,818	4%		759,167
501070	OTH PERS SVC	41,000				41,000
512001	OTHER OPERATING	2,625,713				
5020080000	FREIGHT EXPRESS DELV		62		312	
5020120000	CELLULAR PHONE SVCS		3,507		1,553	
5021010000	LEGAL SERVICES		1,491			
5021020000	ATTORNEY FEES		2,033			
5030010000	OFFICE SUPPLIES		125			
5030010004	SUBSCRIPTIONS		3,328			
5030030000	PRINTED ITEMS		367			
5030067170	EQUIP&SUPP- PRINT EU				745	
5030070000	POSTAGE		3,908		15,656	
5032820000	INSTRUCTIONAL MAT				1,408	
5040057000	IT-OPER LS-CONT RENT				1,023	
5040060000	OPER-RENT-NON ST OWN		66,206		314,359	
5040070000	OPER-RNT-ST OWN RL P		120			
5040490000	OPER LSE-RENT-OTHER		3,800		19,656	
5040490003	OPER LSE-RENT-PO BOX		1,402			
5040510000	INSURANCE-STATE		2,526			
5041020000	FEES AND FINES				42	
5050010000	IN ST-MEALS-NON-REP				272	
5050020000	IN ST-LODGING				1,396	
5050041000	HR-IN ST-AUTO MILES		124		684	
5050060000	IN ST-MISC TR EXP				35	
5051540000	LEASED CAR-ST OWNED		3,261			
5190010000	INT EXP-LATE PAYMENT				15	
	<b>Total OTHER OPERATING:</b>	<b>2,625,713</b>	<b>92,262</b>	<b>4%</b>	<b>357,156</b>	<b>2,176,295</b>
	<b>Total Administration:</b>	<b>3,458,698</b>	<b>125,080</b>	<b>4%</b>	<b>357,156</b>	<b>2,976,462</b>

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2020 As of 8/31/2019**  
**17% of year elapsed**

**Fund 38440000 - EARMARKED FUND**

**Inform. services**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS		71,819			-71,819
5020077100	SERVICES- APP SUP				972	
5020077230	IT CONTRACTORS		321,956		486,467	
5020077240	DP SERVICES – STATE		13,752			
5020080000	FREIGHT EXPRESS DELV		62		312	
5020120000	CELLULAR PHONE SVCS				3,547	
5021469316	SECURITY ALARM SRVC		2,484		89	
5030010000	OFFICE SUPPLIES		218		517	
5030067101	PRGM LIC - APP SUPP				38,880	
5030067130	EQUIP&SUPP- EUC				41,217	
5030067131	PLM- EUC				769	
5030067170	EQUIP&SUPP- PRINT EU		2,043		10,435	
5040057000	IT-OPER LS-CONT RENT		251		6,501	
	<b>Total OTHER OPERATING:</b>		<b>340,766</b>		<b>589,706</b>	<b>-930,473</b>
	<b>Total Inform. services:</b>		<b>412,585</b>		<b>589,706</b>	<b>-1,002,291</b>

**Claims**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	280,850	50,817	18%		230,033
512001	OTHER OPERATING	19,700				
5020080000	FREIGHT EXPRESS DELV		62		312	
5020120000	CELLULAR PHONE SVCS				267	
5030010000	OFFICE SUPPLIES				1,009	
5040510000	INSURANCE-STATE		1,263			
	<b>Total OTHER OPERATING:</b>	<b>19,700</b>	<b>1,325</b>	<b>7%</b>	<b>1,587</b>	<b>16,788</b>
	<b>Total Claims:</b>	<b>300,550</b>	<b>52,142</b>	<b>17%</b>	<b>1,587</b>	<b>246,821</b>

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2020 As of 8/31/2019**  
**17% 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	21,101	30%	0	48,899
512001	OTHER OPERATING	230,700				
5020080000	FREIGHT EXPRESS DELV		62		312	
5020120000	CELLULAR PHONE SVCS				3,985	
5021010000	LEGAL SERVICES		11,800			
5030010000	OFFICE SUPPLIES		466		498	
5040510000	INSURANCE-STATE		7,437			
5050010000	IN ST-MEALS-NON-REP		290			
5050020000	IN ST-LODGING		2,274			
5050031000	HR-IN ST-AIR TRANS		121			
5050040000	IN ST-AUTO MILEAGE		491			
5050041000	HR-IN ST-AUTO MILES		3,002		860	
5050050000	IN ST-OTHER TRANS		80			
5050080000	IN ST-SUBSIST ALLOW		680		850	
5050510000	OUT ST-MEALS-NON-REP		90		155	
5050541000	HR-OUT ST-AUTO MILES				204	
5050560000	OUT ST-MISC TR EXPEN				175	
5050570000	OUT ST-REGISTR FEES		585			
	<b>Total OTHER OPERATING:</b>	<b>230,700</b>	<b>27,378</b>	<b>12%</b>	<b>7,039</b>	<b>196,283</b>
	<b>Total Commissioners:</b>	<b>300,700</b>	<b>48,479</b>	<b>16%</b>	<b>7,039</b>	<b>245,182</b>

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2020 As of 8/31/2019**  
**17% 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	84,215	18%		375,248
501070	OTH PERS SVC	22,881	3,881	17%		19,000
512001	OTHER OPERATING	54,500				
5020080000	FREIGHT EXPRESS DELV		62		312	
5020120000	CELLULAR PHONE SVCS				188	
5021540000	NON-IT OTHER PRO SRV		5,420		19,036	
5024990000	OTH CNT-NON-IT & REA		410			
5030010000	OFFICE SUPPLIES		34		997	
5030010004	SUBSCRIPTIONS		209			
5040510000	INSURANCE-STATE		1,544			
5050010000	IN ST-MEALS-NON-REP				105	
5050020000	IN ST-LODGING				361	
5050041000	HR-IN ST-AUTO MILES		123		245	
5050510000	OUT ST-MEALS-NON-REP		130			
5050520000	OUT ST-LODGING		1,063			
5050541000	HR-OUT ST-AUTO MILES		184			
	<b>Total OTHER OPERATING:</b>	<b>54,500</b>	<b>9,179</b>	<b>17%</b>	<b>21,244</b>	<b>24,077</b>
	<b>Total Insurance &amp; Medical:</b>	<b>536,844</b>	<b>97,276</b>	<b>18%</b>	<b>21,244</b>	<b>418,325</b>



**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2020 As of 8/31/2019**  
**17% of year elapsed**

**Fund 38440000 - EARMARKED FUND**

**Judicial**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	302,294	90,738	30%		211,556
501070	OTH PERS SVC		6,578			-6,578
512001	OTHER OPERATING	12,800				
5020080000	FREIGHT EXPRESS DELV		62		312	
5020120000	CELLULAR PHONE SVCS				263	
5021010000	LEGAL SERVICES		120			
5030010000	OFFICE SUPPLIES				1,054	
5040510000	INSURANCE-STATE		1,263			
5050010000	IN ST-MEALS-NON-REP		70			
5050020000	IN ST-LODGING		188			
5051520000	REPORTABLE MEALS		100			
	<b>Total OTHER OPERATING:</b>	<b>12,800</b>	<b>1,803</b>	<b>14%</b>	<b>1,629</b>	<b>9,368</b>
	<b>Total Judicial:</b>	<b>315,094</b>	<b>99,119</b>	<b>31%</b>	<b>1,629</b>	<b>214,346</b>

**Employer Contributions**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
513000	EMPLOYER CONTRIB	695,959	145,167	21%		550,792
	<b>Total Employer Contributions:</b>	<b>695,959</b>	<b>145,167</b>	<b>21%</b>		<b>550,792</b>
	<b>Total EARMARKED FUND:</b>	<b>5,607,845</b>	<b>979,847</b>	<b>17%</b>	<b>978,361</b>	<b>3,649,636</b>

**South Carolina Workers' Compensation Commission  
Commitments  
FY 2020 As of 8/31/2019**

**Fund 38440000 - EARMARKED FUND**

**Administration**

Commitment Item	Commitment Item Description	Vendor	Commitment
5020080000	FREIGHT EXPRESS DELV	FEDEX	312
5020120000	CELLULAR PHONE SVCS	VERIZON WIRELESS	1,553
5030067170	EQUIP&SUPP- PRINT EU	MAJOR BUSINESS MACHINES	745
5030070000	POSTAGE	NEOFUNDS BY NEOPOST	1,400
5030070000	POSTAGE	NEOPOST USA INC	1,296
5030070000	POSTAGE	US POSTAL SERVICE	12,960
5032820000	INSTRUCTIONAL MAT	PINE PRESS PRINTING	1,408
5040057000	IT-OPER LS-CONT RENT	XEROX CORPORATION	1,023
5040060000	OPER-RENT-NON ST OWN	ALBANY ROAD - 1333 MAIN LLC	314,359
5040490000	OPER LSE-RENT-OTHER	REPUBLIC PARKING SYSTEM INC	19,656
5041020000	FEES AND FINES	NEOPOST USA INC	42
5190010000	INT EXP-LATE PAYMENT	NEOPOST USA INC	15
<b>Total Administration:</b>			<b>354,769</b>

**Inform. services**

Commitment Item	Commitment Item Description	Vendor	Commitment
5020077100	SERVICES- APP SUP	BIS DIGITAL, INC.	972
5020077230	IT CONTRACTORS	TAPFIN PROCESS SOLUTIONS	486,467
5020080000	FREIGHT EXPRESS DELV	FEDEX	312
5020120000	CELLULAR PHONE SVCS	VERIZON WIRELESS	3,547
5021469316	SECURITY ALARM SRVC	SONITROL SECURITY SYSTEMS	89
5030010000	OFFICE SUPPLIES	FORMS & SUPPLY INC	517
5030067101	PRGM LIC - APP SUPP	SHI INTERNATIONAL CORP	38,880
5030067130	EQUIP&SUPP- EUC	HYLAND SOFTWARE INC	41,217
5030067131	PLM- EUC	SHI INTERNATIONAL CORP	769
5030067170	EQUIP&SUPP- PRINT EU	FORMS & SUPPLY INC	6,204
5030067170	EQUIP&SUPP- PRINT EU	FUJITSU COMPUTER PRODUCTS OF	3,548
5030067170	EQUIP&SUPP- PRINT EU	US INK AND TONER INC	683
5040057000	IT-OPER LS-CONT RENT	XEROX	4,654
5040057000	IT-OPER LS-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 2020 As of 8/31/2019**

**Fund 38440000 - EARMARKED FUND**

**Total Inform. services: 589,706**

**Claims**

Commitment Item	Commitment Item Description	Vendor	Commitment
5020080000	FREIGHT EXPRESS DELV	FEDEX	312
5020120000	CELLULAR PHONE SVCS	VERIZON WIRELESS	267
5030010000	OFFICE SUPPLIES	FORMS & SUPPLY INC	539
5030010000	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	470
<b>Total Claims:</b>			<b>1,587</b>

**Commissioners**

Commitment Item	Commitment Item Description	Vendor	Commitment
5020080000	FREIGHT EXPRESS DELV	FEDEX	312
5020120000	CELLULAR PHONE SVCS	VERIZON WIRELESS	3,985
5030010000	OFFICE SUPPLIES	FORMS & SUPPLY INC	430
5030010000	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	68
<b>Total Commissioners:</b>			<b>4,795</b>

**Insurance & Medical**

Commitment Item	Commitment Item Description	Vendor	Commitment
5020080000	FREIGHT EXPRESS DELV	FEDEX	312
5020120000	CELLULAR PHONE SVCS	VERIZON WIRELESS	188
5021540000	NON-IT OTHER PRO SRV	A WOMANS TOUCH LLC	1,193
5021540000	NON-IT OTHER PRO SRV	NTHRIVE INC	13,500
5021540000	NON-IT OTHER PRO SRV	TPT INVESTIGATIONS LLC	320
5021540000	NON-IT OTHER PRO SRV	UPSTATE LEGAL SUPPORT SERVICES L	3,251
5021540000	NON-IT OTHER PRO SRV	WHITESSELL INVESTIGATIVE SERVICES	772
5030010000	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	520
<b>Total Insurance &amp; Medical:</b>			<b>20,056</b>

**Judicial**

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 2020 As of 8/31/2019**

**Fund 38440000 - EARMARKED FUND**

Commitment Item	Commitment Item Description	Vendor	Commitment
5020080000	FREIGHT EXPRESS DELV	FEDEX	312
5020120000	CELLULAR PHONE SVCS	VERIZON WIRELESS	263
5030010000	OFFICE SUPPLIES	FORMS & SUPPLY INC	529
5030010000	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	525
<b>Total Judicial:</b>			<b>1,629</b>
<b>Total EARMARKED FUND:</b>			<b>973,020</b>

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**  
**Earmarked Fund Revenues**  
**FY 2020 As of 8/31/2019**  
**17% of year elapsed**

Account	Acct No.	Budget	YTD Actual Revenue	% of Budget
WORKERS' COMP HEARING FEE	4110090000	1,091,322	185,250	17%
W COMP SELF INS APPL FEE	4160040000	26,577		
W COMP FILING VIOL PENALTY	4223030000	1,985,476	389,716	20%
PARKING FEE	4350040000	5,900	1,115	19%
W COMP AWARD REVIEW FEE	4350140000	32,251	2,400	7%
TRNG CONF REG FEE	4380020000	6,000		
PHOTOCOPYING FEE	4380050000	62,199	12,375	20%
SALE OF LISTINGS & LABELS	4480060000	4,187	500	12%
REFUND PRIOR YR EXPENDITURE	4520010000		78	
RETURN CHECKS	4530010000		(1,025)	
ADJUSTMENT TO AGENCY DEPOSITS	4530020000		(50)	
MISC REVENUE	4530030000		1	
<b>Total Revenues</b>		<b>3,213,912</b>	<b>590,359</b>	<b>18%</b>

<b>Self Insurance Tax</b>		<b>2,500,000</b>	<b>476,795</b>	<b>19%</b>
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<b>Total</b>		<b>5,713,912</b>	<b>1,067,154</b>	<b>19%</b>
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State of South Carolina

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**Workers' Compensation Commission**

TO: Commissioners  
FROM: Gary M Cannon  
DATE: September 11, 2019  
RE: Administrative Order Regarding KERMIT Implementation and Computation of Time

Implementation of the new claims management system (KERMIT) will require eCase and Progress to be taken offline before external stakeholders are allowed access to the new system. This is necessary to prevent activity on a claim in order to allow for a smooth transition of data from the old to the new system.

ECASE will go off line on November 23<sup>rd</sup> at 8:00 AM. Progress will go off line or "go dark" on November 25<sup>th</sup> at 5:00 PM and remain off line until 8:30 AM on December 4<sup>th</sup>. This is a total of four working days and two holidays.

During the time the system is off line or dark, parties will not be able to make filings that become due during this period of time. To accommodate this staff recommends the Commission approve an Administrative Order providing Tuesday, November 26<sup>th</sup> through Tuesday, December 3<sup>rd</sup>, 2019, be treated as statewide "holidays" for the purposes of computing time under Title 42, SC Code of Laws and Chapter 67, SC Code of Regulations. This would make all due during the time the Commission "goes dark" not due until we "go live" with the new system on December 4<sup>th</sup>, 2019. However we recommend giving the parties until Friday, December 6<sup>th</sup> to submit all pleadings, motions, or other filings due during the "dark" period. Attached is a proposed Administrative Order that will give notice to our constituents.

Further, staff recommends that the Commission not serve any Decision and Orders of the single Commissioner between the dates of November 7<sup>th</sup>, 2019 and November 16<sup>th</sup>, 2019. This will ensure that no appeals to the Full Commission under § 42-17-50 will become due during the period the Commission "goes dark". This will avoid potential conflicts with the Supreme Court's decision that the fourteen days permitted for the filing of an appeal from the decision of the single commissioner is jurisdictional. *Allison v. W.L. Gore & Assoc.*, 394 S.C. 185, 714 S.E.2d 547 (2011).

The Commission will suspend holding Informal Conferences between November 20<sup>th</sup>, 2019 and December 4<sup>th</sup>, 2019.

Judicial will continue to send pleadings for docketing until 5:00 PM on November 25<sup>th</sup>.  
Form 61 will be sent to the Commissioners' offices by November 20<sup>th</sup>, 2019 and must be returned to the Claims department by the morning of November 25<sup>th</sup>, 2019 so they can be processed before 5:00 pm.

# The South Carolina Workers' Compensation Commission

Re: Computation of Time During Claims Management System Implementation

## ORDER

WHEREAS the Commission is implementing its new web portal-based claims management system to replace the current legacy system by which all filings can be made with the Commission electronically, including electronic payment of funds; and

WHEREAS implementation will be accomplished by launching the newly developed Key Element Reporting Management & Incident Tracking system (KERMIT), which will go live on December 4<sup>th</sup>, 2019 at 8:30am; and

WHEREAS technical requirements necessitate that the Commission cease all data entry and transmissions using the current legacy systems in order to smoothly transition the data into KERMIT; and

WHEREAS this can only be accomplished by taking the Commission's current legacy systems offline for a period of time; and

WHEREAS doing so will interrupt parties' ability to make filings and transmit data to the Commission; and

WHEREAS the Commission is acutely aware of the importance of parties making timely filings under the workers' compensation laws;

IT IS ORDERED that proceedings before the South Carolina Workers' Compensation Commission are suspended beginning Monday, November 25<sup>th</sup>, 2019 at 5:00pm, until Wednesday,



December 4<sup>th</sup>, 2019 at 8:30am. The Commission finds this suspension is reasonable and necessary to allow the implementation of KERMIT.

IT IS FURTHERMORE ORDERED the days of Tuesday, November 26<sup>th</sup> through Tuesday, December 3<sup>rd</sup>, 2019 be treated as statewide “holidays” for the purposes of computing time under Title 42, SC Code of Laws and Chapter 67, SC Code of Regulations.

**AND SO IT IS ORDERED!**

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Commissioner T. Scott Beck, Chairman

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Commissioner Susan S. Barden

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Commissioner Avery B. Wilkerson, Jr.

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Commissioner Melody L. James

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Commissioner Aisha G. Taylor

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DATE

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Commissioner R. Michael Campbell, II