

A G E N D A

SOUTH CAROLINA WORKERS' COMPENSATION COMMISSION

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

November 26, 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 *CHAIRMAN BECK*
2. APPROVAL OF AGENDA OF BUSINESS MEETING
OF NOVEMBER 26, 2018 *CHAIRMAN BECK*
3. APPROVAL OF MINUTES OF THE BUSINESS MEETING
OF OCTOBER 22, 2018 *CHAIRMAN BECK*
(Tab 1)
4. GENERAL ANNOUNCEMENTS *MR. CANNON*
5. APPLICATIONS FOR APPROVAL TO SELF-INSURE (Tab 2) *MR. BERTHELETTE*
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 (Tab9) *MR. CANNON*
 - Administration – Financial Report (Tab 10) *Mr. Cannon*
9. OLD BUSINESS *CHAIRMAN BECK*
10. NEW BUSINESS *CHAIRMAN BECK*
11. ADJOURNMENT *CHAIRMAN BECK*

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THE
SOUTH CAROLINA WORKERS'
COMPENSATION COMMISSION
BUSINESS MEETING
October 22, 2018

A Business Meeting of the South Carolina Workers' Compensation Commission was held in Hearing Room A of the Workers' Compensation Commission on Monday, October 22, 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; Kim Falls, Business Analyst; Loretta Davis, Financial Technician; Sonji Spann, Claims Director. Bonnie Anzelmo, Injured Workers' Advocates, and Ivey Drawdy, Vocational Rehabilitation were also present.

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

AGENDA

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

APPROVAL OF MINUTES – BUSINESS MEETING OF AUGUST 28, 2018

Commissioner Barden moved that the minutes of the Business Meeting of August 28, 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. **Nineteen (19)** prospective members of **three (3)** funds was presented to the Commission for approval. The applications were:

Palmetto Timber Fund
Stacey D. Smoak Transportation

SC Automobile Dealer Association
Mike Reichenbach Automotive
Mike Reichenbach Ford Lincoln Inc.
Mike Reichenbach Chevrolet

SC Home Builders Self Insurance Fund

A&J Construction
Black Rhino Concrete LLC
Branks General Contracting
Case Builders
Causey's Flooring Center Inc.
Cope Concrete LLC
Clarence & Clarence LLC
Goff's Independent Services LLC
Goodwin Electric LLC
JGL Construction LLC
Key Restoration Services LLC
Kirven Landscaping
MTB Contracting LLC
Smoke Rise Builders LLC
Sweepstuff Inc.

After examination of the applications, it was determined that each complied with the Commission's requirements and each was recommended for approval. Commissioner McCaskill 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

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

- The agency had 53 full-time employees and 1 part-time.
- September was a short month for staff; missed 4 days due to Hurricane Florence.
- No new hires; no separations; one retirement, and no one on leave.
- At the time of the report, there were no open positions, but in the next month, focus will be on the open position in IMS.
- Complete 4 transactions related to benefits.
- Started preparation for Annual Open Enrollment.
- Met with Executive Director and managers about various employee related issues.
- Met with Director to discuss staffing issues.
- Held an all employee meeting was held and kicked off the United Way Campaign.
- Attended a SHRM Mock Employment Trial.
- Sent 9 "all agency" emails on various topics.
- Handled 5 CRBE issues.
- Performed 7 time related transactions.
- Sent our reminders for the EPMS and most of those have been turned in.
- Ran payroll reports (inaudible).
- One desk has been delivered from prison industries, we are currently waiting on the other desk to be delivered.
- Approved 11 travel reports
- 8 parking issues and had to follow up with ParkSimple on billing issues and those are currently being addressed.

Ms. Stuart offered to assist the Commissioners with their open enrollment. Ms. Stuart also informed the Commission that a new company will administer our Medical Spending Accounts in 2019. Lastly, Ms. Stuart reminded everyone to turn in all reimbursements for 2018.

Information Technology Department

Ms. Sprang presented the Information Services Department's report. Ms. Sprang pointed out the following highlights from the report.

- EDI- Now serving on the EDI system committee and other small technology related groups. We will be upgraded to 3.1 in the development in our new system.
- Continuing to review reports and develop new ones for the new system, and ensuring that everything we have no gets carried forward and enhanced, to ensure we don't lose anything.
- System Support- IT is rolling out the Office 16 operating systems, and that is an ongoing to project.
- Reports a couple of security events over the course of the last 30-35 days. We will be re-upping our security training. It is something that we need complete every 12-16 months. It has been about 14 months. Staff will be watching 10 minute online tutorials.
- Biggest threat has been the phishing attempts and the attackers are getting cleverer and it creates issues.
- Modernization project is going very well. As of the report it states that we have completed 5 Sprints, but since have completed 6. Everyone got a good glance at the system, and it has been well received by our stakeholders. We have had our legal stakeholders come through and gave a lot of good feedback. Carriers are next and due the amount of interest, we are looking into getting a WebEx.
- Attended the IAIABC convention. We are still ahead of a lot of the states that are also doing the same thing.
- Ms. Sprang requested feedback on the workshop. All feedback is welcomed. Commissioner Taylor provided positive feedback; she felt that audience was engaged. Commissioner McCaskill indicated that the attorneys received the message that we are moving forward and they find that exciting.

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 September, the Compliance Division compelled 23 employers to come into compliance with the Act, and collected over \$54,000 in non-compliance penalties.
- Additionally, 21 carries resolved their issues, resulting in \$5,700 in fine resolutions.
- Coverage collected over \$16,600, in fines. 1,766 new claims were established.
- The Self- Insurance Division collected over \$968, 594 in self-insurance tax.

Claims Department

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

- Claims processed 12,552 items during the month of September. This was 2,454 less than last month.
- Claims closed 1,925 files, reviewed 1,873. All the numbers are down due to the office being closed for 4 days and 2 employees out on vacation when we returned.
- Fine Revenue collected during the month of July was \$29,200, a decrease of \$14,000 in comparison to last month. Compared to the same period last year, the department collected \$39,300 which is a decrease of \$10,100.00.
- Claims Department assessed 255 fines, an increase of 13 from the previous month. 223 were assessed from the Form 18, an increase of 21 compared to last month.
- Received 1,690 Form 18s via SROI/EDI.
- Received 1,679 Form 18s via email.
- Received 529 Form 18s via USP.
- Received 678 Form 61s; approved 619 Form 61s.
- Received 1 Third Party Settlements and approved 0.

Judicial Department

Executive Director, Gary Cannon presented the Judicial Department's report in Ms. Bracy's absence. Mr. Cannon reported the following for the month of September 2018:

Judicial Department

- 824 requests for Hearings
- 103 Motions
- 116 Clincher Conference requests sent to Jurisdictional Commissioners

Commissioners

- 51 Single Commissioner Hearings conducted
- 28 pre-hearing conferences held
- 15 Full Commission Hearings conducted
- 454 Orders served at single Commissioner level; 52 of those were Decision and Orders that resulted from hearings that went on record; 116 of those were Motion Orders ruled upon by Commissioners

Informal Conference

- 303 Informal conferences conducted

Mediation

- 52 regulatory mediations scheduled
- 39 requested mediations
- 38 matters resolved in mediation with the receipt of Forms 70

Appeals to SC Court of Appeals

- In September the Judicial Department received 3 Notice of Intent to Appeal.

Mr. Cannon would like to note that the report has been reformatted the statistical data to show the year to date difference.

Commissioner Taylor wanted to note that the numbers were lower in September due to weather issues.

VOCATIONAL REHABILITATION

Ms. Drawdy presented the Vocation Rehabilitation report. Ms. Drawdy pointed out the following highlights from the report:

- 85 letters mailed
 - 5 letters returned
- 8 Responses from letters
 - 5 appointments scheduled
 - 2 applications taken
- Attended:
 - 10 Hearings
 - 10 Clincher Conferences
 - Provided VR information to attorneys and claimants
- Attended one day of Comp Camp

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 Annual Report has been completed and posted.
- List of meeting and activities.
- 429 contacts, numbers are down a little bit due to the time that we were out of the office.
- We added 3 to the distribution list.

ADMINISTRATION – FINANCIAL REPORT

Mr. Cannon reported the benchmark for period ending September, 2018 is 25%. The General Fund expenditure to date is 24%. The Earmarked Fund expenditure to date is 15%. The budgeted operating revenues received is 31% and the budgeted Self-Insurance Tax funds received is 52%.

OLD BUSINESS

No old business

NEW BUSINESS

ADJOURNMENT

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

The October 22, 2018, meeting of the South Carolina Workers' Compensation Commission adjourned at 10:53 a.m.

Reported November 6, 2018
Amy Proveaux
Office of the Executive Director

<p style="text-align: center;">SCWCC Human Resources Monthly Report October 2018</p>
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STAFFING

In October, the Commission had 53 FTEs and 1 part-time employee.

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

Recruitment:

- We recruited for a Program Coordinator I for IMS. The job was posted for 18 days. We had 712 hits but only 47 candidates applied. All 47 applications were reviewed. We narrowed it down to 5 candidates to interview.

BENEFITS

- The entire month was focused on Open Enrollment for next year's benefits. We had 100% response to acknowledging the opportunity to make changes and/or to notify me that changes had been made online.
- I created 51 individualized emails showing what benefits each employee has currently and informed them of what changes could be made during open enrollment.
- I performed 11 transactions related to benefits which is up from the 4 last month.
- Flu shots were administered onsite. We had 15 employees take advantage of the onsite shots.

EMPLOYEE RELATIONS

- I met with the Executive Director and managers about various employee related issues.

MEETINGS

- I attended the HR Advisory Quarterly Meeting. DSHR shared their goals for the future and they have big plans. They are reviewing the EPMS processes, the utilization of the NEOGov recruitment website, they completed the new Careers website. They participated in a live phone bank on WIS and received the most volume of calls that WIS TV has ever had during a news time phone bank. The group learned that we (HR) all needed to be more responsive and informative about not just our opportunities but of other opportunities available in government and the public sector.

ADMINISTRATIVE

- I sent 22 "All Agency" emails on various topics such as SCEIS, benefits, weather, job opportunities and other miscellaneous items. This was up from the 9 I sent last month.
- Performed 8 SCEIS time related transactions which is slightly higher than the 7 from last month. I made three 3 payroll related transactions. This was 2 more than last month.
- I followed up on EPMS reviews with managers. By month end, the majority of the reviews had been submitted. The last few will be finished during the first week in November. The EPMS data will be recorded in SCEIS in November.
- Each week the payroll and time reports were run.
- We received the final desk from Prison Industries. Both of the small offices are now useable.
- I completed and submitted the Agency's EEOC Report.

FISCAL RESPONSIBILITIES

- I processed/approved 10 travel expense reports which is 1 less than last month.

FACILITIES

- I notified CBRE of 6 building issues which is an increase of 1.
- I handled six 6 parking transactions with ParkSimple which included access and invoicing. This is 2 less than last month.



Workers' Compensation Commission

To: Gary Cannon
SCWCC Executive Director
From: Sandee Sprang, IT Director
Date: November 13, 2018
Subject: IT Department October 2018 Full Commission Report

This report summarizes the activities and accomplishments of departmental projects and initiatives for the IT department during October 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 as well as the EDI Systems Committee to ensure business needs of trading partners can be met with feasible technical solutions. We are working with our department heads developing their knowledge of EDI and building new business processes for version 3.1.

Progress

Several programming requests were completed and IT also provided support to assist with invoicing issues, attorney representation changes and new status code requests. We have begun mapping the development changes which will be required to move our data to the new file server at DTO.

Reporting and Standardization

The IT team continues to work on the processing of DEW data and the x-file creation process. Several new report requests were received and completed. We continue to evaluate existing reports to assist with the reporting requirements and specifications for the legacy modernization project.

Systems Support

Jason continues to roll out the Office 2016 and Windows 10 operating system updates throughout the agency. The new SCEIS system roll-out created a large number of user requests for support because their training videos were written for Adobe Flash and DTO doesn't support Flash because of the security threats so now we are recommending all training be done by reading Quick Reference Cards. Lastly, the video player we previously used, VLC, had to be removed because of security threats and so Windows Media Player is now our default player for any streaming video files.

OnBase

Kim handled 15 issues/requests related to our imaging system. These included workflow, disconnected scanning, Order and Upload problems.

II. Projects, Enhancements and Development

Hardware Upgrades

The status of the hardware upgrade projects currently in process:

- We are currently replacing our oldest iPads.
- We ordered 2 new projectors and a subscription to Cisco's Webex to help deliver better presentations, specifically related to the legacy modernization project.
- We have installed two different desktop scanners to evaluate the effectiveness and differences in the models.

Microfilm Conversion

Kim created new document types so the microfilm images could be distinguished from other images and she completed the QA review of 39 rolls loaded into OnBase.

Legacy Modernization

The development team has completed 7 Sprints and the system now has 9 completed collection processes; additionally, all stakeholder views have partial roles and views established. We continue to work with other agencies (DEW, Secretary of State and the Supreme Court) to establish the parameters for sharing vital system data. The Agency's stakeholders continue their active engagement in the JITR process and reviews. Business process standardization continues when we find varying rules. Our next area for opportunity will be to standardize processes within Commissioner's offices.

Other Software

Adobe has discontinued support for the version we currently use so Kim and Jason are testing the latest version, DC, with our environment and applications. This upgrade will be mandatory and will require we make modifications to our current certificate of service process and other macro-based actions. Jason and Kim are continuing the evaluation of HelpDesk software applications when time permits.

III. Trainings and Meetings

Sandee attended the SCWCEA conference, Comp Camp, in Hilton Head.

State of South Carolina



Workers' Compensation Commission

To: Mr. Gary Cannon
SCWCC Executive Director

From: Wayne Ducote, Jr.
IMS Director

Date: 20-Nov-18

Subj: Insurance and Medical Services Department
October 2018 Full Commission Report

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

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

- | | |
|---------------------|--|
| Compliance Division | <ol style="list-style-type: none">1. Reviewing revenue metrics / projections.2. Working with staff to review workflow processes and additional training opportunities.3. Continuing to explore outreach opportunities with stakeholders. |
| Coverage Division | <ol style="list-style-type: none">1. Working with staff to review workflow processes and explore opportunities to enhance service provision.2. Lapse in Coverage: 50 new registrants; 0 notifications sent. |
| Medical Services | <ol style="list-style-type: none">1. Working with Medical Bill Reviewers on certification renewals.2. Working with Optum on MSPM update for 2019. |

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 2 new RTSC cases and 18 total RTSC cases in the month of October. And, compelled 26 South Carolina employers to come into compliance with the Act. Year to date, 19 new RTSC cases and 119 total RTSC cases have been docketed.

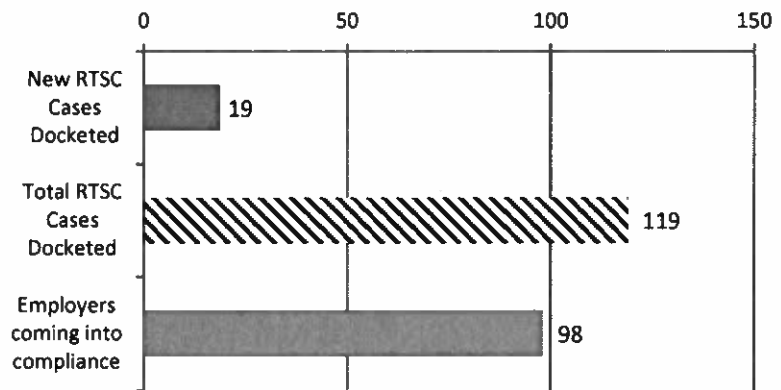
Employers Obtaining Coverage

Year to date, the Compliance Division has compelled 98 South Carolina employers to come into compliance with the Act. In so doing, approximately 941 previously uninsured workers are now properly covered.

Penalties Waived

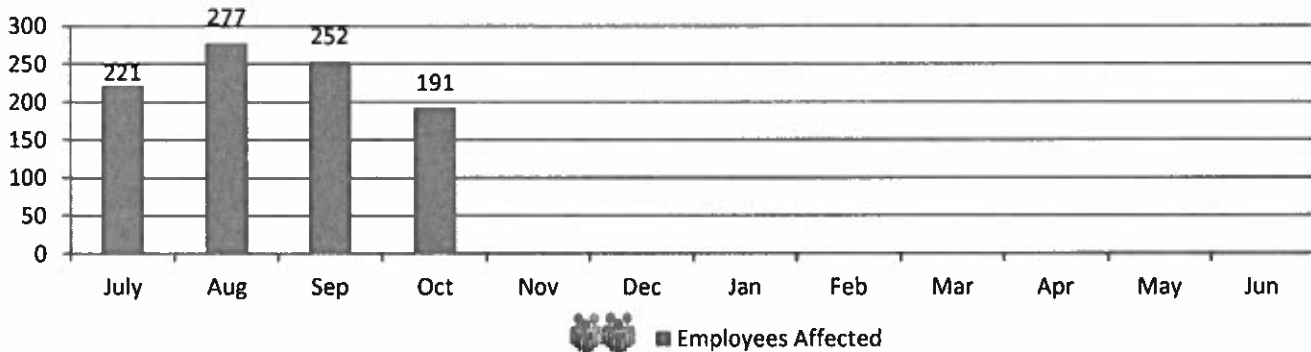
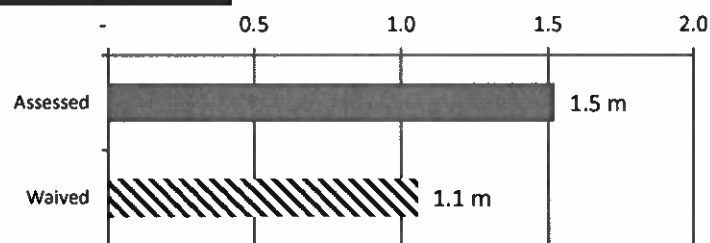
Although the Division has assessed \$1.5 m in fines this fiscal year, 69% of fines (\$1.1 m) have been waived or rescinded as employers have either obtained insurance coverage or were found not to be subject to the Act.

RTSC and Compliance Activity



Fines and Penalties

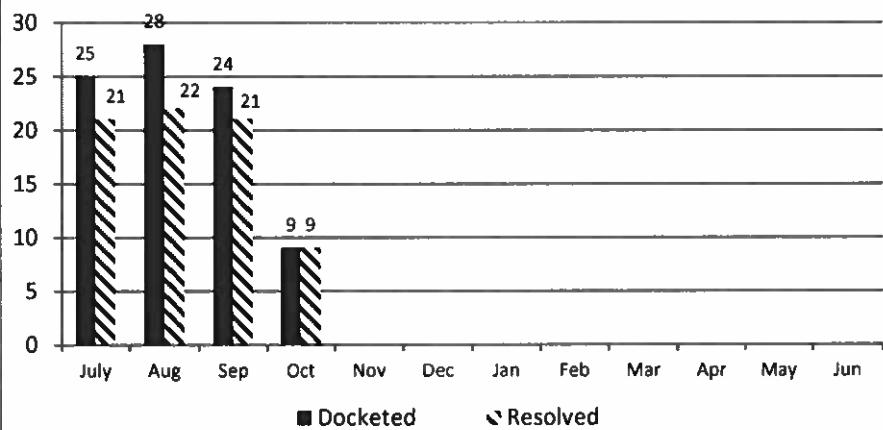
Millions



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 October 2018, 9 carrier RTSC cases were docketed; 9 cases for a total of \$4,600 were resolved.

Year to date, a total of 86 carrier RTSC cases have been docketed, 73 cases for a total of \$28,289 have been resolved.

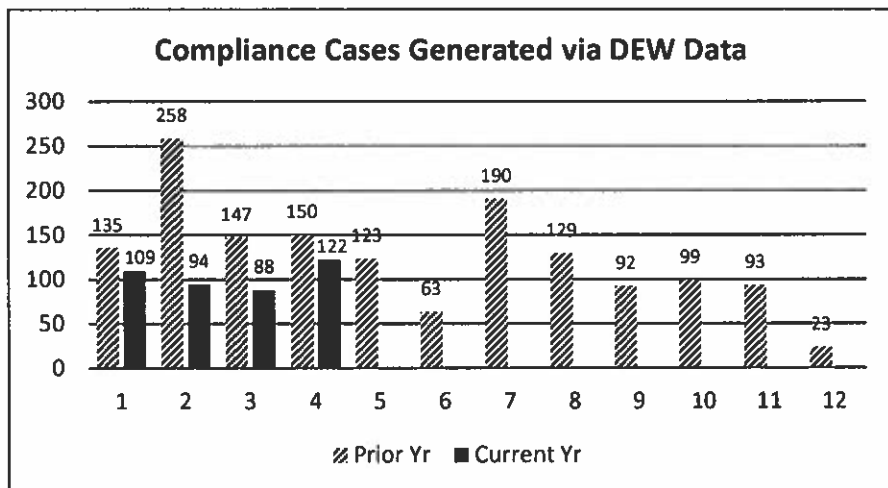
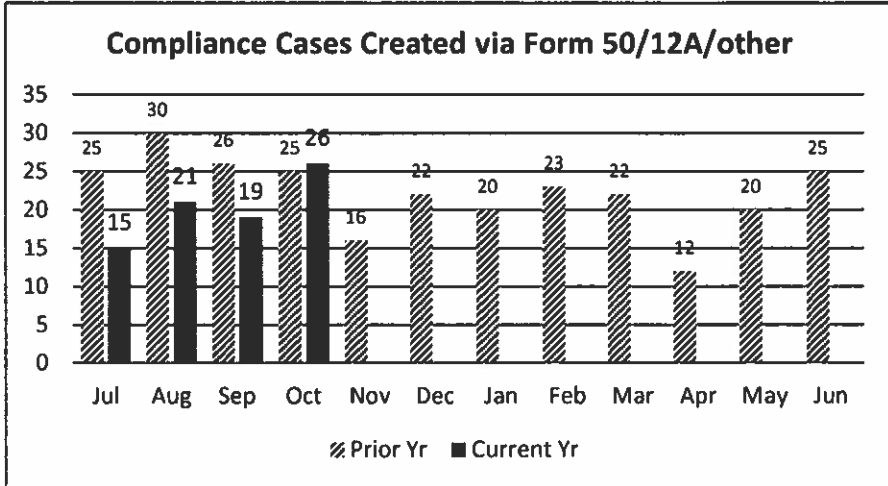


In October 2018, 26 compliance files were created from the combined filings of Form 50's, 12A's, and stakeholder reporting involving uninsured employers.

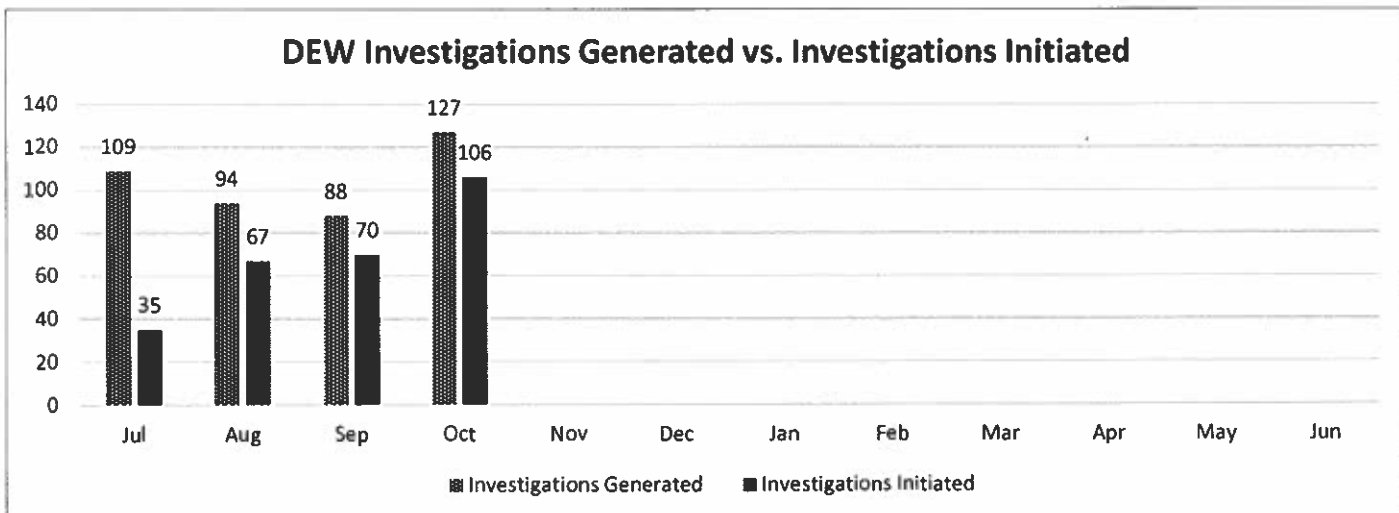
YTD vs. Prior Year total (266): 30%
 October 2018 to October 2017: 104%
 Current Yr End trend: 91% of 2017-2018
 YTD 2017-2018 v. YTD 2016-2017: 76%

In October 2018, 122 compliance files were generated from the DEW data process.

YTD vs. Prior Year total (1,502): 28%
 October 2018 to October 2017: 81%
 Current Yr End trend: 82% of 2017-2018
 YTD 2018-2019 v. YTD 2017-2018: 60%



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.



IMS COMPLIANCE DIVISION

Carryover Caseload:

The Compliance Division closed October 2018 with 428 cases active, compared to an active caseload of 384 at the close of October 2017.

Cases Resolved:

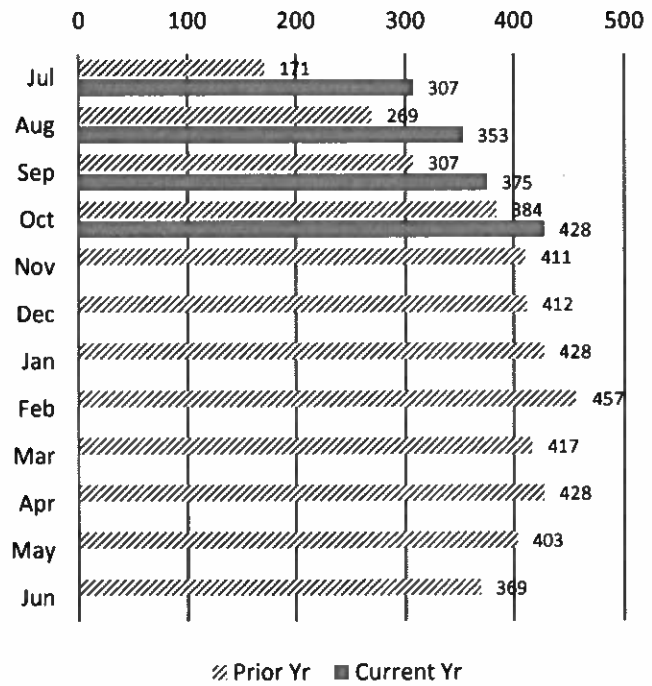
For the month of October 2018, Compliance Division staff closed-out 123 cases.

Compliance Fines:

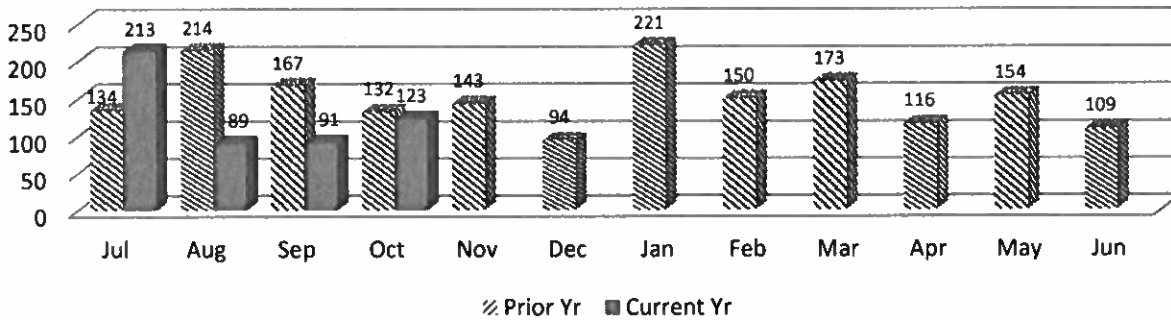
In October 2018, the Compliance Division collected \$87,547 in fines and penalties. Year to Date, the Compliance Division has collected \$269,471 in fines and penalties.

Year to Date vs Prior Year Total (\$1,507,751): 18%
 October 2017 vs. October 2018: 74%
 Current Year End trend is 54% of 2017-2018
 YTD 2018-19 (July - Oct) vs YTD 2017-2018: 64%

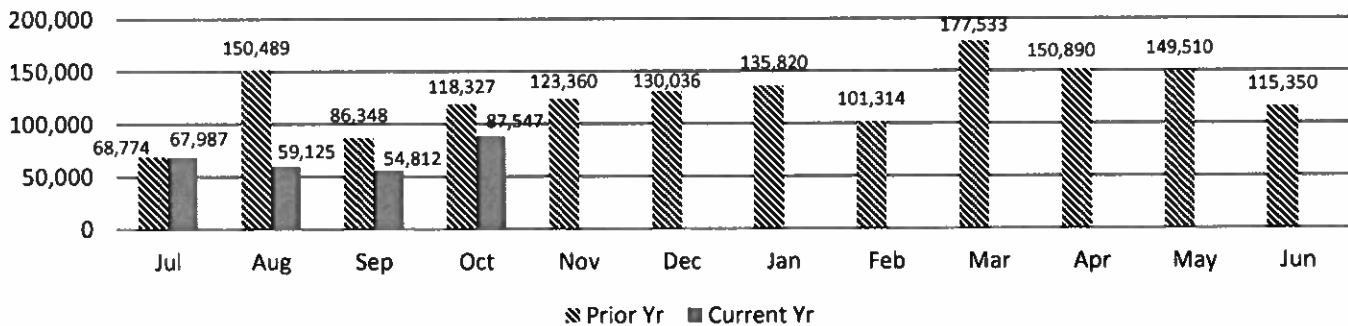
Caseload Pending v. Prior Year



Cases Resolved v. Prior Year



Compliance Fines Collected v. Prior Year

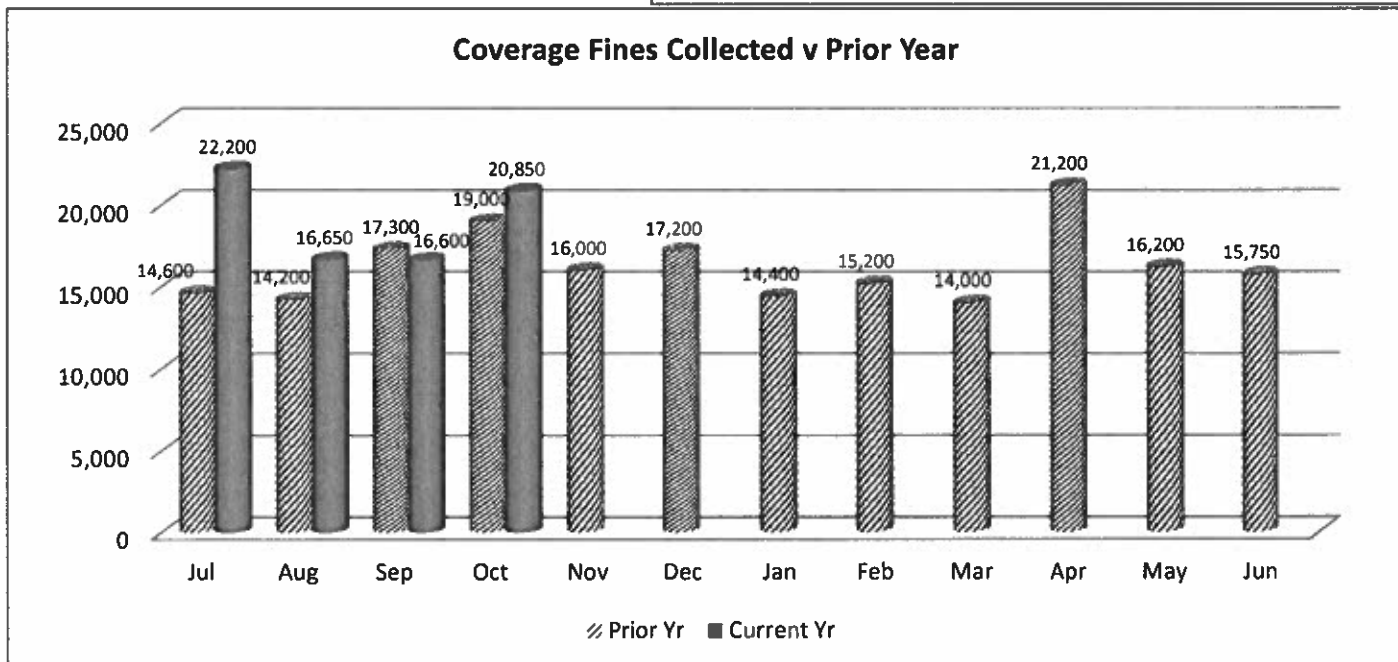
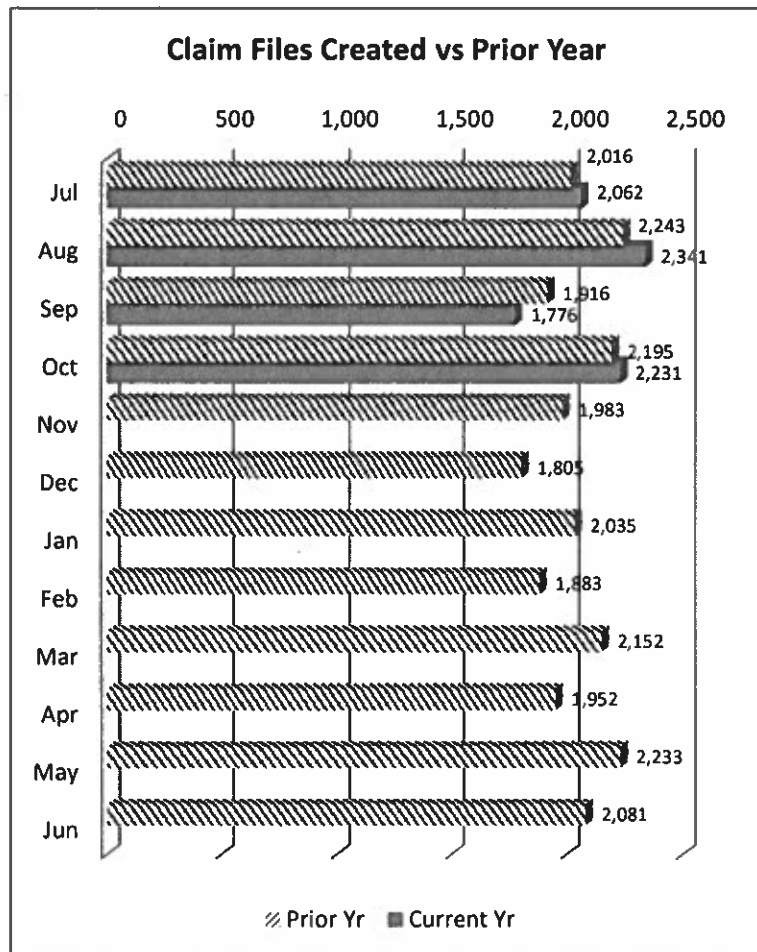


WCC Claim Files:

In October 2018, the Coverage Division received a total of 2,231 WCC Claim files. Of these, 1,878 were created through proper carrier filing of a 12A, and 353 were generated as a result of a Form 50 claim filing. Year to Date 8,410 Claim files have been created which is 34% of claim file volume prior year (24,494).

Coverage Fines:

The Coverage Division collected \$20,850 in fine revenue in October 2018, as compared to \$19,000 in Coverage fines/penalties accrued during October 2017. Year on Year, Coverage fines are at 39% of collections for prior year.



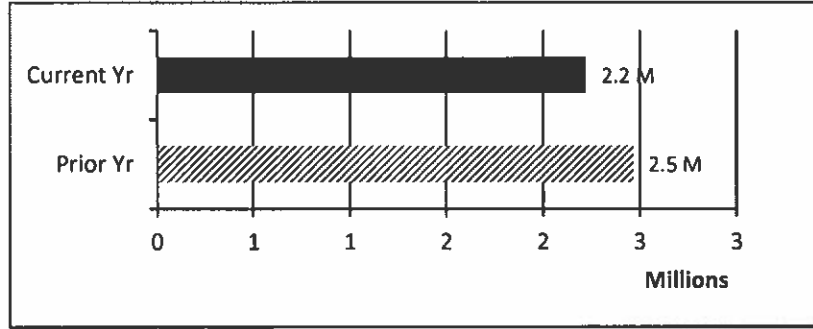
IMS SELF INSURANCE DIVISION

October 2018

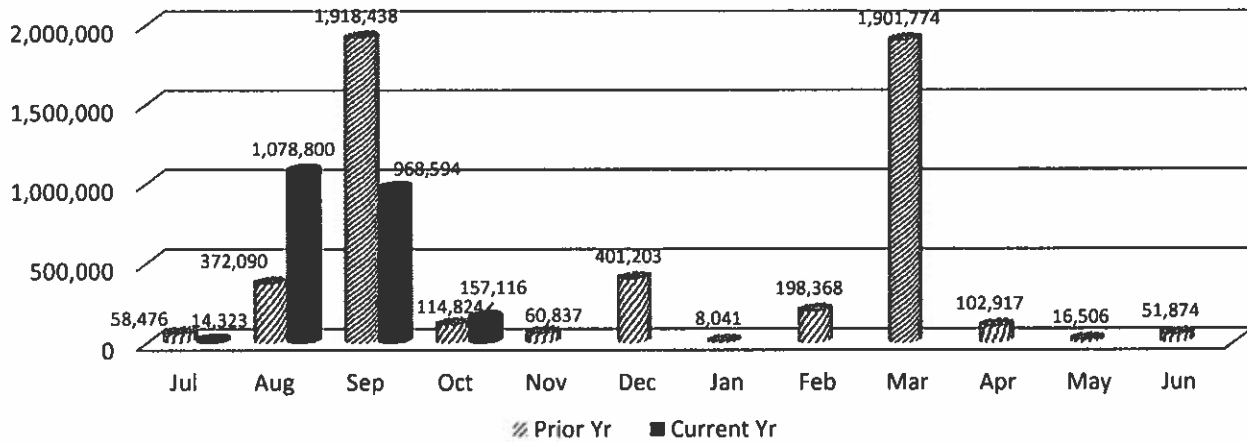
During the month of October 2018, the Self Insurance Division:

- * collected \$157,116 in self-insurance tax.
- * added 19 new self-insurers.
- * conducted 4 Self Insurance audits.

Year to Date, Self Insurance tax revenue is trending at 90% of prior year and 15 Self Insurance audits have been completed.



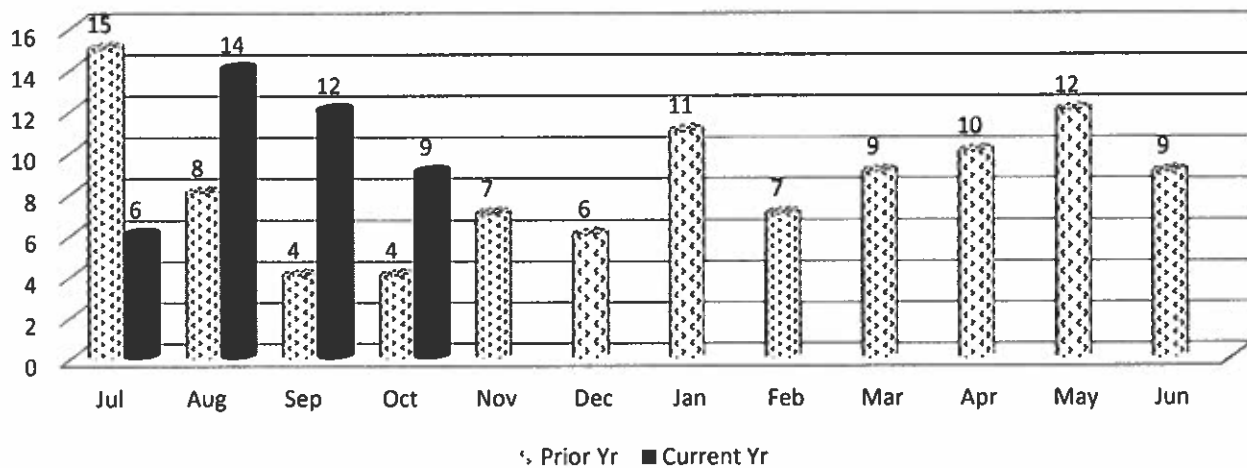
Self Insurance Tax Collections v. Prior Year



IMS MEDICAL SERVICES DIVISION

In October 2018, the Medical Services Division began the month with 12 bills pending review, received an additional 9 bills for review, conducted 12 bill reviews and ended the month with 9 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: November 1, 2018
Re: Claims Department –November 2018 Full Commission Report

Attached is Claims Department activity for the period ending October 31, 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 October, Claims processed 17,507 items, 4,955 more than the previous month. This includes 2,872 closed files and reviewed 4,280 files. When compared to the previous month, the number of Claims closed increased 947 and the number cases reviewed increased by 2407. When compared to the same period in FY 16/17, the department closed 390 more cases and reviewed 487 less cases.

In efforts to reduce the number of carriers' open files, we reviewed 911 open files of 18 carriers. This resulted in 36 cases being closed, assessing 5 fines, and mailed requests for additional information on 7 cases.

The Claims Department collected \$47,800 in fine revenue, an increase of \$18,600 compared to the previous month. When compared to the same period in FY 16/17, the department collected \$55,700 in fine revenue, a decrease of \$7,900.

The Claims Department assessed 338 fines, an increase of 83 compared to the previous month. Two-hundred fifty-eight of the number of fines assessed were for the Form 18, an increase 35 compared to the previous month. When compared to the same period in FY 16/17, the department assessed 547 fines of which 488 were for the Form 18.

The Claims Department encourages the stakeholders to submit the forms electronically and/or by email. During the month of October, the department received 2,123 Form 18s via SROI/EDI, 1,841 via email, and 751 via USPS. When compared to the same period in FY 16/17, the number of Form 18s submitted via SROI/EDI increased 718, or 51%; the number of Form 18s submitted via email decreased 379, or 17%, and the number of Form 18s mailed via USPS decreased 56, or 7%.

The Claims Department received 776 Form 61s, a decrease of 20 when compared to the same period in FY 16/17. This month the department approved 852, 161 more than the number approved during the same period in FY16/17. The department received 7 Third Party Settlements and approved 5 during the same period in FY 16/17, the department received 39 Third Party Settlements and approved 22.

- The increase in production is due to the Claims Dept. was fully staffed the month of October, getting caught up from the agency closure/vacations in September and processing what was received in October.

State of South Carolina

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Workers' Compensation Commission

November 7, 2018

To: Gary M. Cannon
Executive Director

From: Amy A. Bracy
Judicial Director

RE: Monthly Judicial Report for October 2018

During the month of October, the Judicial Department processed nine hundred forty-nine (949) requests for hearings, one hundred sixty-six (166) Motions and one hundred seventy-three (173) clincher conference requests that were sent to the Jurisdictional Commissioners.

There were sixty-four (64) Single Commissioner Hearings conducted during the past month, twenty-seven (27) pre-hearing conferences held and eight (8) Full Commission hearings held. A total of four hundred ninety-one (491) Orders were served at the single Commissioner level, thirty-eight (38) of those were Decision and Orders that resulted from hearings that went on the record and one hundred fifty-six (156) were Motion Orders that were a result of Motions ruled upon by Commissioners.

The Informal Conference system conducted one hundred seventy-nine (179) hearings during the last month.

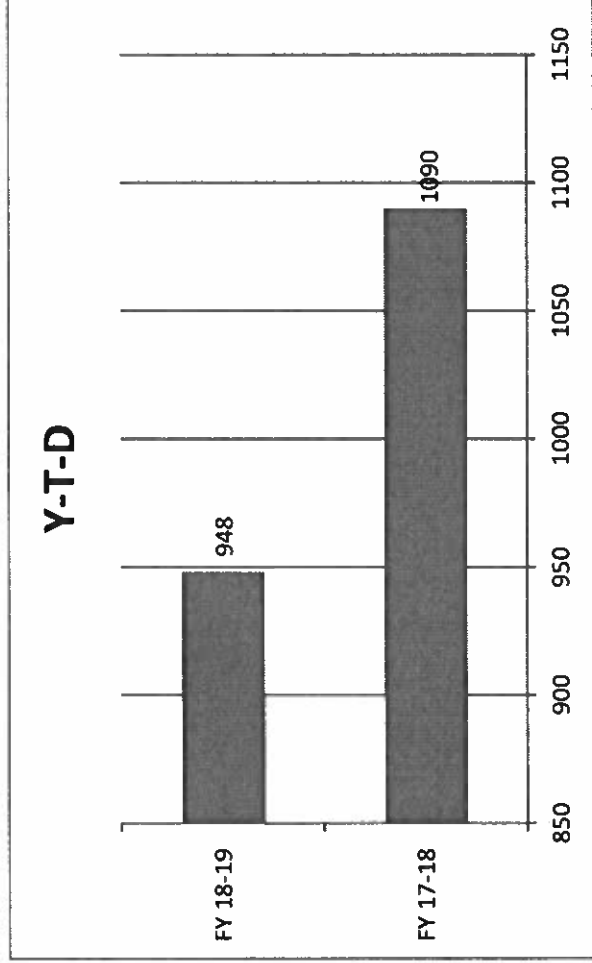
There were sixty-seven (67) regulatory mediations scheduled and sixty-four (64) requested mediations. The Judicial Department was notified of forty-eight (48) matters resolved in mediation, with the receipt of Forms 70.

In the month of September, Judicial didn't receive any Notices of Intent to Appeal to the Higher Courts.

	July	August	Sept	Oct	Totals YTD 2018-2019	Totals YTD 2017-2018	YTD Diff + (-)	FY18-19 Mth Avg	FY17-18 Mth Avg
Claimant Pleadings	565	625	551	626	2367	2,395	(28)	592	599
Defense Response to Pleadings	557	496	426	530	2009	1891	118	502	473
Defense Pleadings	283	302	273	323	1181	1207	(26)	295	302
Motions	132	140	103	166	541	483	58	135	121
Form 30	12	28	24	16	80	75	5	20	19
FC Hearings Held	7	0	15	8	30	55	(25)	8	14
FC Orders Served	19	14	4	12	49	57	(8)	12	14
Single Comm. Hearings Held	72	61	51	64	248	289	(41)	62	72
Single Comm. Orders Served	221	287	180	209	897	819	78	224	205
Single Comm. Pre-Hearing Conf Held	26	43	28	27	124	102	22	31	26
Consent Orders	244	308	262	261	1075	1036	39	269	259
Administrative Orders	9	20	12	21	62	71	(9)	16	18
Clincher Conference Requested	144	124	116	173	557	583	(26)	139	146
Informal Conference Requested	353	411	313	305	1382	1615	(233)	346	404
Informal Conference Conducted	260	206	303	179	948	1090	(142)	237	273
Regulatory Mediations	61	56	52	67	236	228	8	59	57
Requested Mediations	31	41	39	64	175	167	8	44	42
Ordered Mediations	3	0	0	1	4	3	1	1	1
Mediation Resolved	64	58	38	48	208	206	2	52	52
Mediation Impasse	16	19	6	16	57	86	(29)	14	22
Mediation Held; Issues Pending	2	0	3	0	5	1	4	1	0
Claim Settled Prior to Mediation	12	15	5	29	61	53	8	15	13
Mediation Not Complete in 60 days	7	7	4	14	32	25	7	8	6

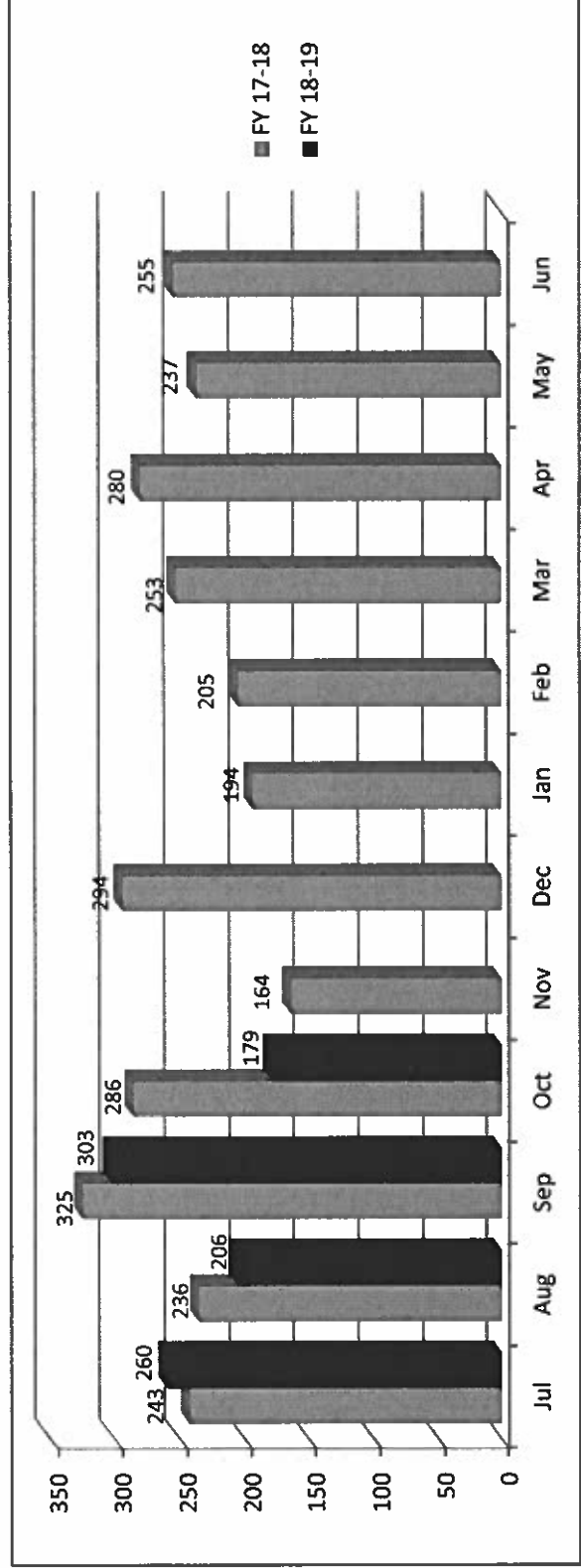
Informal Conf. Conducted

	FY 17-18	FY 18-19
Jul	243	260
Aug	236	206
Sep	325	303
Oct	286	179
Nov	164	
Dec	294	
Jan	194	
Feb	205	
Mar	253	
Apr	280	
May	237	
Jun	255	
Total	2972	948



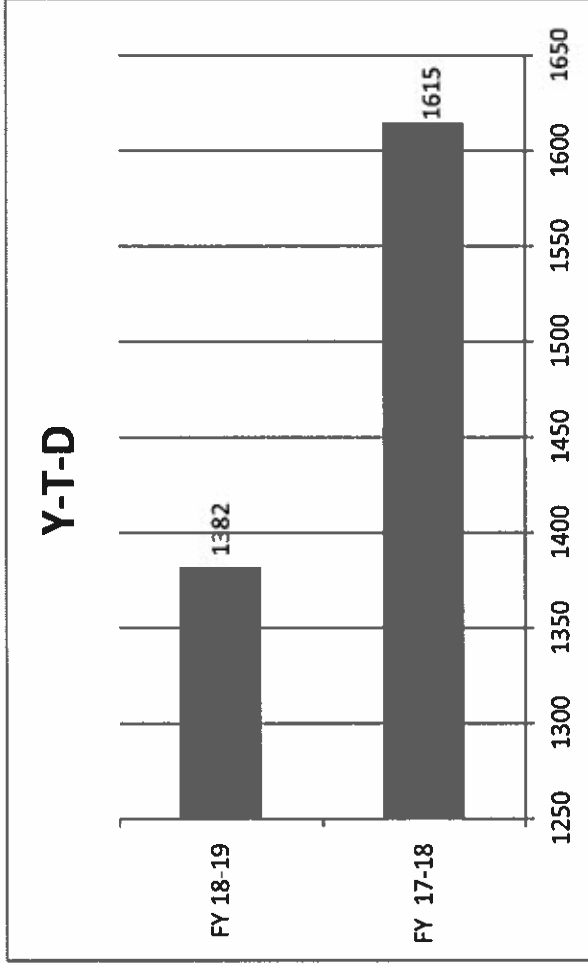
FY 17-18 1090
FY 18-19 948

Y-T-D

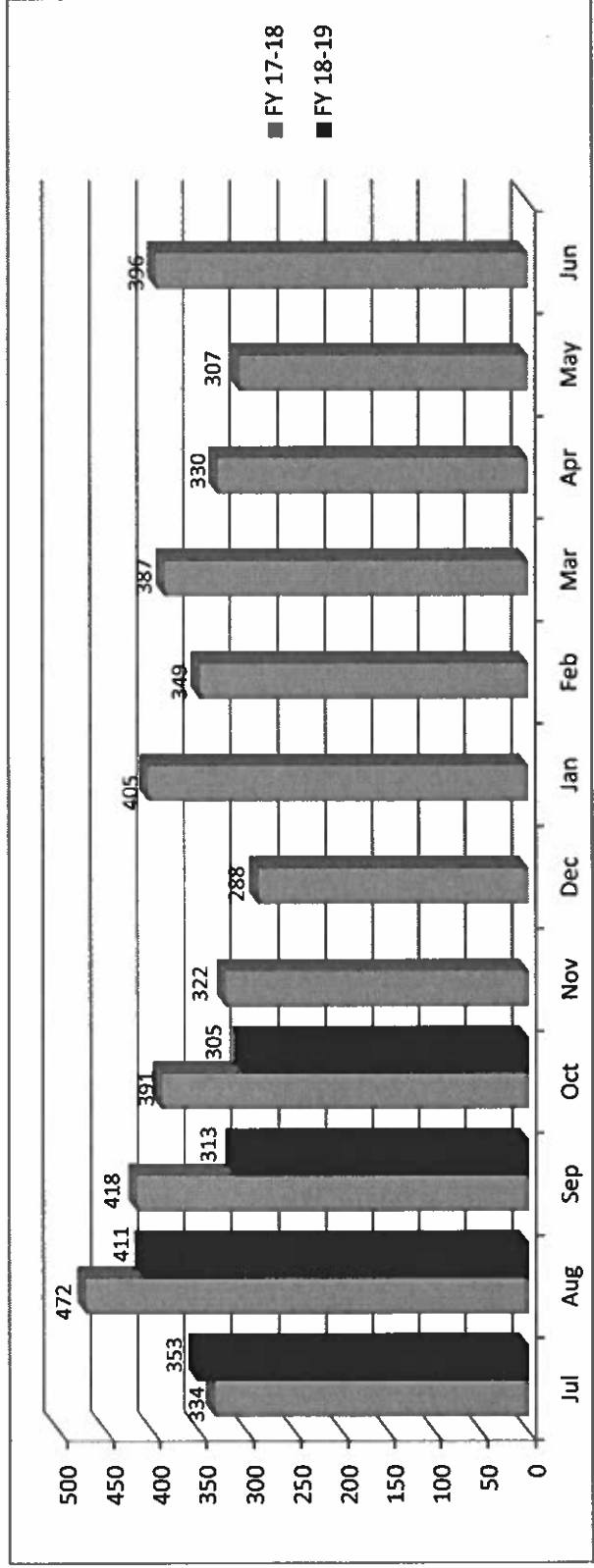


Informal Conf. Requested

	FY 17-18	FY 18-19
Jul	334	353
Aug	472	411
Sep	418	313
Oct	391	305
Nov	322	
Dec	288	
Jan	405	
Feb	349	
Mar	387	
Apr	330	
May	307	
Jun	396	
Total	4399	1382



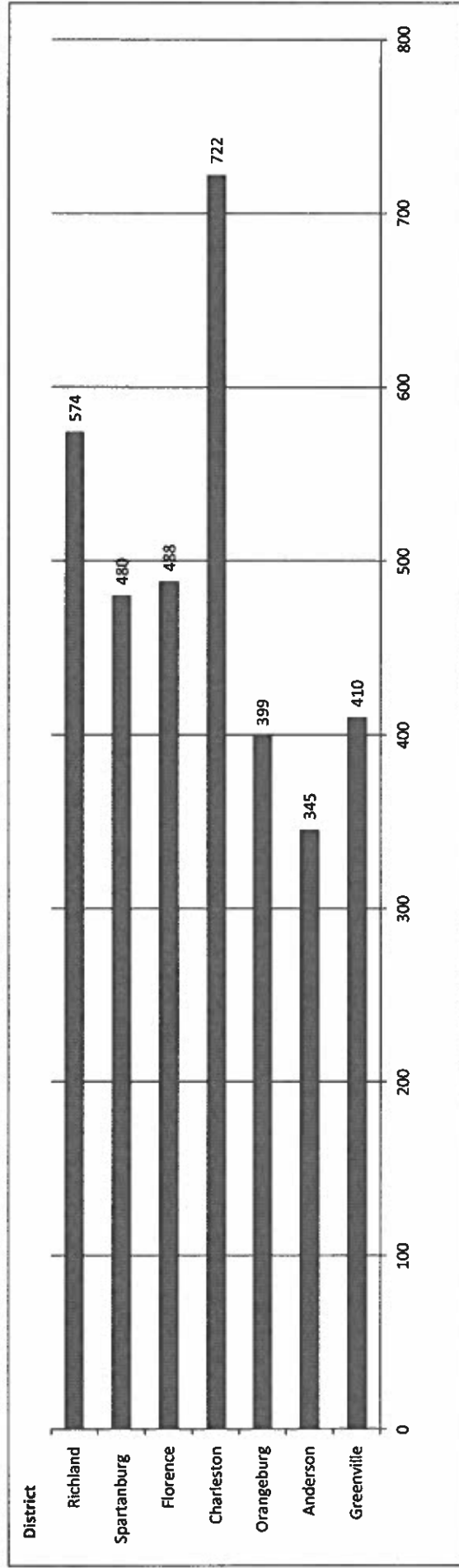
Y-T-D	FY 17-18	FY 18-19
Jul	334	353
Aug	472	411
Sep	418	313
Oct	391	305
Nov	322	
Dec	288	
Jan	405	
Feb	349	
Mar	387	
Apr	330	
May	307	
Jun	396	
Total	4399	1382



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		
	18-19	17-18	16-17	18-19	17-18	16-17	18-19	17-18	16-17	18-19	17-18	16-17	18-19	17-18	16-17	18-19	17-18	16-17	18-19	17-18	16-17
Jul	88	97	98	98	79	82	114	104	108	183	127	158	147	121	110	107	92	144	139	149	
Aug	118	113	92	71	97	97	87	120	93	187	172	176	124	134	149	107	115	138	159	157	
Sep	92	100	144	78	100	92	83	110	121	148	156	183	98	136	91	103	142	132	164	141	
Oct	112	97	104	98	68	74	115	86	93	204	135	172	119	107	130	113	119	160	177	142	
Nov		116	92		83	98		92	89		159	169		131		120	114		148	164	
Dec		122	90		81	86		113	72		150	135		108		113	85		172	129	
Jan		87	93		72	92		88	97		138	184		112		94	119		166	160	
Feb		75	96		84	74		88	76		125	142		139		119	85		163	136	
Mar		120	91		96	108		122	124		179	188		138		126	122		188	175	
Apr		119	111		87	80		113	94		174	142		128		120	103		155	146	
May		125	125		88	101		127	121		157	188		126		112	122		166	167	
Jun		111	134		84	120		126	142		191	183		169		129	125		140	169	
Totals	410	1282	1270	345	1019	1104	399	1289	1230	722	1863	2020	488	1549	480	1363	1343	574	1937	1835	

Pleadings Assigned by District Year to Date





November 2018 Workers Compensation Update

- 48 letters mailed
- 4 Responses from letters
 - 2 appointments scheduled
 - 2 not appropriate for services at this time
- Attended:
 - 1 Hearing
 - 1 Clincher Conferences
 - Provided VR information to attorneys and Claimants

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, 5th Floor
P.O. Box 1715
Columbia, S.C. 29202-1715



TEL: (803) 737-5700
www.wcc.sc.gov

Workers' Compensation Commission

Executive Director's Report Gary M. Cannon

November 26, 2018

Meetings/Activities

The Executive Director participated in the following meetings/activities:

- October 15-16 Attended SCWCEA Annual Conference in Hilton Head, SC
- October 18-Attended End of Sprint 5-Review Plan 6
- October 18-Met with HR manager to discuss staffing
- October 24-Attended meeting with Chairman and staff to discuss Piggly Wiggly LPT
- October 25- Presentation to Clemson Forestry Class
- October 30- Met with staff to discuss retention schedules
- November 1- Attended Self Insurers Employers Association Meeting
- November 2- Attended End of Sprint 6- Review Plan 7
- November 5- Met with Department of Insurance to discuss LPT approval procedures
- November 9- Attended State Agency Directors Meeting at Saluda Shoals
- November 12-16- Attend SAWCA All Committee Meeting, Colorado Springs, CO

Constituent /Public Information Services

For the period October 16, 2018 to November 9, 2018, the Executive Director's Office and the General Counsel's office had 760 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 October 17, 2018 through November 5, 2018: approved and processed 8 travel expense, reimbursement payment related activities, 23 invoices, and 18 deposits. Procurement and purchasing activities included the entries of 12 goods received.

SCWCC Stakeholder Electronic Distribution List

For the period October 16, 2018, 2108 through November 9, 2108, we added one (1) individual to the distribution list. A total of 794 individuals currently receive notifications from the Commission.

State of South Carolina

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Columbia, S.C. 29202-1715



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Workers' Compensation Commission

MEMORANUM

TO: COMMISSIONERS

FROM: Gary Cannon
Executive Director

DATE: November 26, 2018

RE: FINANCIAL REPORT - Period ending October 31, 2018

Attached is the Budget vs. Actual Report for the General Fund and Earmarked Fund for the one month period ending October 31, 2018. The benchmark for this period is 33%.

The expenditures are on pages 1-10 of the "Budget vs. Actual Report FY 2018. The total of expenditures in the General Fund (10010000) is \$1,472,874 or 30% of budget. Details are on pages 1-2. The total of expenditures, including Commitments, in the Earmarked Fund (38440000) is \$3,537,736 or 21% of budget. Details are on pages 3-9.

The Earmarked Fund Revenues page located behind the Commitments report. The total operating revenues received in the Earmarked Fund is \$807,914 or 42% of budget. We have received \$1,856,722 or 74% of the budgeted Self-Insurance Tax funds.

South Carolina Workers' Compensation Commission
Budget vs. Actual Report
FY 2019 As of 10/31/2018
33% 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	34,043	33%		68,086
501058	CLASSIFIED POS	47,092				47,092
512001	OTHER OPERATING	75,000				
5050010000	IN ST-MEALS-NON-REP		241			
5050020000	IN ST-LODGING		1,952			
5050041000	HR-IN ST-AUTO MILES		1,453			
	Total OTHER OPERATING:	75,000	3,646	5%	0	71,354
	Total Administration:	224,221	37,689	17%	0	186,532

Claims

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	77,223	26,329	34%		50,894
	Total Claims:	77,223	26,329	34%	0	50,894

Commissioners

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501026	CHAIRMAN	125,208	40,051	32%		85,157
501033	COMMISSIONER	720,918	241,991	34%		478,927
501050	TAXABLE SUBS		5,377		0	-5,377
501058	CLASSIFIED POS	305,528	112,229	37%		193,299
501070	OTH PERS SVC	8,309	8,309	100%		0
	Total Commissioners:	1,159,963	407,957	35%	0	752,006

Insurance & Medical

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	26,632	10,000	38%		16,632
	Total Insurance & Medical:	26,632	10,000	38%		16,632

South Carolina Workers' Compensation Commission
Budget vs. Actual Report
FY 2019 As of 10/31/2018
33% of year elapsed

Fund 10010000 - GENERAL FUND

Judicial

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	29,267				29,267
Total Judicial:		29,267				29,267

Employer Contributions

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
513000	EMPLOYER CONTRIB	599,001	161,459	27%		437,542
Total Employer Contributions:		599,001	161,459	27%		437,542
Total GENERAL FUND:		2,116,307	643,433	30%	0	1,472,874

South Carolina Workers' Compensation Commission
Budget vs. Actual Report
FY 2019 As of 10/31/2018
33% 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	49,980	6%		742,005
501070	OTH PERS SVC	41,000				41,000
512001	OTHER OPERATING	2,597,462				
5020030000	PRINT / BIND / ADV		4,713			
5020080000	FREIGHT EXPRESS DELV		313			
5020120000	CELLULAR PHONE SVCS				442	
5021020000	ATTORNEY FEES		-1,145			
5021329000	BUILDING RENOVATION		4,800			
5021410000	EDUC & TRNG-STATE		428			
5021469302	CARPENTRY (SERVICES)		767			
5021479208	LOCKSMITH SERVICES		254			
5021490000	AUDIT ACCT FINANCE		137			
5021530000	CATERED MEALS		2,468		240	
5021540000	NON-IT OTHER PRO SRV				1,334	
5024990000	OTH CNT-NON-IT & REA		1,124			
5030010000	OFFICE SUPPLIES		2,692		3,180	
5030010002	OFF SUP - MIN OFF EQ		1,514			
5030010004	SUBSCRIPTIONS		1,729			
5030030000	PRINTED ITEMS		69			
5030067101	PRGM LIC - APP SUPP		9,945			
5030067170	EQUIP&SUPP- PRINT EU		1,909			
5030070000	POSTAGE		8,300		38,880	
5031029000	BLDG RENOVATION SUPP		5,022			
5031469309	PLUMBING SUPPLIES		270			
5033090000	EMPLOYEE RECOG AWARD		926		551	
5040010000	RENT-OFFICE EQUIP		1,897			
5040057000	IT- RENTAL-CONT RENT		113		1,023	
5040060000	RENT-NON ST OWN PROP		164,525		67,982	
5040490000	RENT-OTHER		7,135		5,724	
5041010000	DUES & MEMBER FEES		3,855			
5041020000	FEES AND FINES		39			
5050010000	IN ST-MEALS-NON-REP		113			

South Carolina Workers' Compensation Commission
Budget vs. Actual Report
FY 2019 As of 10/31/2018
33% of year elapsed

Fund 38440000 - EARMARKED FUND

5050020000	IN ST-LODGING		356			
5050040000	IN ST-AUTO MILEAGE		25			
5050041000	HR-IN ST-AUTO MILES		217			
5050070000	IN ST-REGISTR FEES		549			
5050510000	OUT ST-MEALS-NON-REP		103			
5050570000	OUT ST-REGISTR FEES		497			
5051540000	LEASED CAR-ST OWNED		13,982			
5060325000	Other Eq Acq (MA)				10,054	
5190010000	INT EXP-LATE PAYMENT		5			
Total OTHER OPERATING:		2,597,462	239,645	9%	129,411	2,228,405
Total Administration:		3,430,447	289,625	8%	129,411	3,011,410

South Carolina Workers' Compensation Commission
Budget vs. Actual Report
FY 2019 As of 10/31/2018
33% 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		112,658			-112,658
5020077100	SERVICES- APP SUP		309,703		1,751,790	
5020077110	SERVICES- DATA NET		500		2,700	
5020077220	SERVICES- VOICENET		7,785		12,960	
5020077240	DP SERVICES – STATE		58,597			
5020080000	FREIGHT EXPRESS DELV				1	
5020120000	CELLULAR PHONE SVCS		6,473		14,947	
5021469316	SECURITY ALARM SRVC		3,215		944	
5030010000	OFFICE SUPPLIES		56		3,647	
5030010004	SUBSCRIPTIONS		225			
5030067130	EQUIP&SUPP- EUC				9,040	
5030067170	EQUIP&SUPP- PRINT EU		0		9,593	
5030090000	COMMUNICATION SUPP				492	
5040057000	IT- RENTAL-CONT RENT		1,302		3,961	
5041010000	DUES & MEMBER FEES		100			
5050010000	IN ST-MEALS-NON-REP		50			
5050020000	IN ST-LODGING		629			
5050041000	HR-IN ST-AUTO MILES		191			
5050070000	IN ST-REGISTR FEES		118			
5050510000	OUT ST-MEALS-NON-REP		176			
5050520000	OUT ST-LODGING		931			
5050531000	HR-OUT ST-AIR TRANS		453			
5050541000	HR-OUT ST-AUTO MILES		116			
5050550000	OUT ST-OTHER TRANS		108			
5050560000	OUT ST-MISC TR EXPEN		90			
5050570000	OUT ST-REGISTR FEES		872			
	Total OTHER OPERATING:		391,690		1,810,074	-2,201,764
	Total Inform. services:		504,348		1,810,074	-2,314,421

South Carolina Workers' Compensation Commission
Budget vs. Actual Report
FY 2019 As of 10/31/2018
33% of year elapsed

Fund 38440000 - EARMARKED FUND

Claims

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	277,786	87,325	31%		190,461
501070	OTH PERS SVC	3,725	3,064	82%		660
512001	OTHER OPERATING	19,039				
5020080000	FREIGHT EXPRESS DELV				86	
5020120000	CELLULAR PHONE SVCS				76	
5030010000	OFFICE SUPPLIES		39		453	
5030030000	PRINTED ITEMS		27			
5050010000	IN ST-MEALS-NON-REP		12			
5050020000	IN ST-LODGING		472			
5050041000	HR-IN ST-AUTO MILES		177			
	Total OTHER OPERATING	19,039	726	4%	615	17,698
	Total Claims:	300,550	91,115	30%	615	208,820

South Carolina Workers' Compensation Commission
Budget vs. Actual Report
FY 2019 As of 10/31/2018
33% 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	13,430	19%	0	56,570
512001	OTHER OPERATING	230,700				
5020080000	FREIGHT EXPRESS DELV		50			
5020120000	CELLULAR PHONE SVCS				1,134	
5021010000	LEGAL SERVICES		33,065			
5021410000	EDUC & TRNG-STATE		75			
5021540000	NON-IT OTHER PRO SRV		105		3,067	
5021540001	PROF SRV-LANG INTER		252			
5030010000	OFFICE SUPPLIES		57		441	
5050010000	IN ST-MEALS-NON-REP		205			
5050020000	IN ST-LODGING		2,588			
5050041000	HR-IN ST-AUTO MILES		7,371			
5050060000	IN ST-MISC TR EXP		48			
5050080000	IN ST-SUBSIST ALLOW		1,161			
5050510000	OUT ST-MEALS-NON-REP		200			
5050570000	OUT ST-REGISTR FEES		945			
	Total OTHER OPERATING:	230,700	46,122	20%	4,642	179,937
	Total Commissioners:	300,700	59,552	20%	4,642	236,507

Information Services FY18

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
561000	Special Item	1,400,000			19	1,399,981
	Total Information Services FY18:	1,400,000			19	1,399,981

South Carolina Workers' Compensation Commission
Budget vs. Actual Report
FY 2019 As of 10/31/2018
33% 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	146,914	32%		312,549
501070	OTH PERS SVC	22,881	7,843	34%		15,038
512001	OTHER OPERATING	54,500				
5020080000	FREIGHT EXPRESS DELV				86	
5020120000	CELLULAR PHONE SVCS				54	
5021540000	NON-IT OTHER PRO SRV		5,645		16,710	
5024990000	OTH CNT-NON-IT & REA		560			
5030010000	OFFICE SUPPLIES		73		408	
5030010004	SUBSCRIPTIONS		203		462	
5050010000	IN ST-MEALS-NON-REP		50			
5050020000	IN ST-LODGING		472		472	
5050041000	HR-IN ST-AUTO MILES		177		178	
	Total OTHER OPERATING:	54,500	7,179	13%	18,368	28,953
	Total Insurance & Medical:	536,844	161,936	30%	18,368	356,540

Judicial

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	291,778	143,504	49%		148,274
501070	OTH PERS SVC	38,767	13,331	34%		25,436
512001	OTHER OPERATING	12,800				
5020010000	OFFICE EQUIP SERVICE				1,053	
5020080000	FREIGHT EXPRESS DELV				86	
5020120000	CELLULAR PHONE SVCS				75	
5021010000	LEGAL SERVICES		763			
5030010000	OFFICE SUPPLIES		311		444	
5050010000	IN ST-MEALS-NON-REP		101			
5050020000	IN ST-LODGING		318			
5051520000	REPORTABLE MEALS		416			
	Total OTHER OPERATING:	12,800	1,909	15%	1,657	9,234
	Total Judicial:	343,345	158,744	46%	1,657	182,944

South Carolina Workers' Compensation Commission
Budget vs. Actual Report
FY 2019 As of 10/31/2018
33% of year elapsed

Fund 38440000 - EARMARKED FUND

Employer Contributions

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
513000	EMPLOYER CONTRIB	695,959	240,003	34%	0	455,956
Total Employer Contributions:		695,959	240,003	34%	0	455,956
Total EARMARKED FUND:		7,007,845	1,505,323	21%	1,964,786	3,537,736

**SC Workers' Compensation Commission
BALANCE SHEET**

**EARMARKED FUND
FY 2018-2019
Period Ending: October 31, 2018**

	Budget	YTD	% of budget
Total Revenues	\$ 1,914,752	\$ 807,914	42%
Self-Insurance Tax	\$ 2,500,000	\$ 1,256,722	50%
Total Revenues	<u>\$ 4,414,752</u>	<u>\$ 2,064,636</u>	47%
Total Expenditures	<u>\$ 7,007,845</u>	<u>\$ 1,505,323</u>	21%
Total Commitments		<u>\$ 452,779</u>	
Net Income/Expenditures		<u><u>\$ 106,534</u></u>	