Workers’ Compensation Management Committee Quarterly Meeting

June 2nd 8:30am Via WebEx

MISSION

The self-funded workers’ compensation program will aggressively implement “best practices” in loss control and efficiently, expeditiously, and cost effectively handle workers’ compensation claims in the best interests of the program and the employee.

AGENDA

WELCOME & INTRODUCTIONS

1. Roll Call
2. Call for any changes or additions to the Agenda
3. Approval of WC Committee 3rd Quarter Meeting Minutes as distributed with meeting materials prior to today’s meeting. (ACTION ITEM)

PUBLIC COMMENT

DIRECTOR’S REPORT & OLD BUSINESS

1. MUS Business Update
   A. Insurance
      i. Work Comp Insurance & COVID-19 – MT DLI Position/Resources
      ii. Excess Insurance
      iii. Other States Insurance
   B. Enterprise Risk Management (ERM)
   C. File Sharing & Collaborating
2. MUS, Work Comp & Committee
   A. WC Committee Development
      i. Succession Planning – Helena College, MSU Northern and MSU Billings
      ii. Committee Training Schedule (Tentative)
         • Work Comp 201/ MUS Claims Process/Time Tracking-Spring/Summer 2020
         • EAP-Spring/Summer 2020
         • Litigated Claims Process – Summer/Fall 2020
         • Reading a Financial Audit & Actuary Analysis – Fall 2020
   B. MUS Fall Plans & Contingencies
   C. MT Self-Insurers Association

STRATEGIC PLAN DEVELOPMENTS

2. Progress Report on Strategic Plan Goals
   A. Communication Plan – Michele, Therese, Terri, Brenda/Laurie, Chris
   B. Shared Resources - Chris, Carmen, Jody and Marissa
   C. Develop, Implement and Incorporate a WC Program EOP – Chris and Dan, Michele, Marissa, Connie
   D. Develop Injury Investigation Standard and Lessons Learned Method for Prevention Purposes - Leah, Chris, Nicole, and Tom

**SUBCOMMITTEE & TASK FORCE REPORTS**

1. Claims/Loss Control Subcommittee – Wheeler
   A. Claim Summary review
      i. MUS
     ii. Campus-specific
   B. Campus News, Celebrating Successes & Lessons Learned

2. Finance Subcommittee – Roberts
   A. FY20 Budget
   B. FY21 Budget (proposed)

   - Policy 713.1 Workers’ Compensation; Workplace Safety
   - Policy 713.2 Workers’ Compensation – Early Return to Work/Modified Duty

**NEW BUSINESS AND COMMITTEE ACTION**

1. FY2021 Budget (ACTION)
2. WC Vision Statement – Committee direction or Action
3. Election - WC Committee Chair and Vice Chair & Subcommittee Selection (ACTION)

**INFORMATIONAL ITEMS**

1. Regulatory and Court developments relevant to WC Committee
   A. MT DLI Publications re: COVID-19 & MT Workers Compensation Compensability
      i. MT DLI FAQ on COVID-19 & WC (March 19, 2020)
      ii. MT DLI Scenarios & Benefits Available (May 8, 2020)
   B. OSHA Updates (5/19) regarding Enforcement & Recordability of COVID-19

2. Summary on recently attended and upcoming Training/Conferences/Seminars
   A. SafetyFestMT, by MT DLI- Great Falls College *(tentative)* August 18-20.
   B. CSHEMA annual conference July 10-15, Tampa, FL
   C. If you have attended other training/conferences or seminars and want to share, please share under “For the Good of the Order”.

3. Upcoming WC Committee meetings are tentatively scheduled as follows:
   - 1st quarter FY21-Sept 2 or 16, 2020
   - TBD Billings or Butte
2nd quarter FY21 – December 2 or 9, 2020  Conf Call/WebEx
3rd quarter FY21– March 3, 2021    Conf Call/WebEx
4th quarter FY20 – June 3, 2020    TBD Billings or Butte

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<tr>
<th>Last meeting at campus</th>
<th>Bozeman</th>
<th>Billings</th>
<th>Great Falls</th>
<th>Havre</th>
<th>Missoula</th>
<th>Butte</th>
<th>Dillon</th>
<th>Helena</th>
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*Denotes campus with CEO that has not yet met with Committee

**FOR GOOD OF THE ORDER** – Any additional items prior to adjournment.