

<b>1</b>	<b>Approval of Minutes of the Business Meeting of August 10, 2020</b>
<b>2</b>	<b>Self-Insurance</b>
<b>3</b>	<b>Human Resources</b>
<b>4</b>	<b>Information Services</b>
<b>5</b>	<b>Insurance and Medical Services</b>
<b>6</b>	<b>Claims</b>
<b>7</b>	<b>Judicial</b>
<b>8</b>	<b>Vocational Rehabilitation</b>
<b>9</b>	<b>Executive Director's Report</b>
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<b>11</b>	<b>Executive Session Memo</b>

## A G E N D A

### SOUTH CAROLINA WORKERS' COMPENSATION COMMISSION

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

**September 21, 2020, 10:30 a.m.**

The meeting will be conducted electronically via Zoom with the Commissioners participating from different locations. The meeting agenda was posted prior to the meeting and proper advance notice was made in compliance with requirements in the Freedom of Information Act. Individuals who want to attend the meeting may do so by contacting Gary M. Cannon, Executive Director at [GCannon@wcc.sc.gov](mailto:GCannon@wcc.sc.gov).

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|---|--|
| 1. CALL TO ORDER  | CHAIRMAN BECK  |
| 2. APPROVAL OF AGENDA OF BUSINESS MEETING<br>OF SEPTEMBER 21, 2020  | CHAIRMAN BECK  |
| 3. APPROVAL OF MINUTES OF THE BUSINESS MEETING<br>OF AUGUST 10, 2020 (Tab 1)  | CHAIRMAN BECK  |
| 5. GENERAL ANNOUNCEMENTS  | MR. CANNON   |
| 6. APPLICATIONS FOR APPROVAL TO SELF-INSURE (Tab 2)   | MS. BOGGS  |
| 7. DEPARTMENT DIRECTORS' REPORTS<br>Human Resources (Tab 3)<br>Information Services (Tab 4)<br>Insurance and Medical Services (Tab 5)<br>Claims (Tab 6)<br>Judicial (Tab 7) | MS. STUART<br>MS. SPRANG<br>MR. DUCOTE<br>MS. SPANN<br>MS. BRACY |
| 8. DEPARTMENT OF VOCATIONAL REHABILITATION<br>Monthly Report (Tab 8)  | MR. CANNON   |
| 9. EXECUTIVE DIRECTOR'S REPORT (Tab 9)  | MR. CANNON   |
| 10. FINANCIAL REPORT (Tab 10)   | MR. CANNON   |
| 11. OLD BUSINESS  | CHAIRMAN BECK  |
| 12. NEW BUSINESS  | CHAIRMAN BECK  |
| 13. ADJOURNMENT   | CHAIRMAN BECK  |

THE  
SOUTH CAROLINA WORKERS'  
COMPENSATION COMMISSION  
MINUTES OF THE BUSINESS MEETING  
**August 10, 2020**

A Business Meeting of the South Carolina Workers' Compensation Commission was conducted electronically via ZOOM on Monday, August 10, 2020 at 10:30 AM. The meeting agenda was posted prior to the meeting and proper advance notice was made in compliance with requirements in the Freedom of Information Act. The following Commissioners participated electronically via ZOOM from different locations:

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

Also participating electronically from different locations via ZOOM were: Gary Cannon, Executive Director; Keith Roberts, General Counsel; Sandee Sprang, Information Technology Director; Amy Bracy, Judicial Director; Wayne Ducote; Insurance & Medical Services, Claims Director; Emillie Boggs, Self-Insurance Director; David Durant, Attorney; J.A Thompson and Law Clerk; Amy Proveaux, Executive Assistant and Bonnie Anzelmo of Injured Workers Advocates.

Chairman Beck called the meeting to order at 10:32 AM.

**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 20, 2020**

Commissioner Barden moved that the minutes of the Business Meeting of July 20, 2020, be approved. Commissioner Campbell seconded the motion, and the motion was approved.

**GENERAL ANNOUNCEMENTS**

Mr. Cannon reminded the Commissioners of the IT Security training that is required to be completed by all employees.

**APPLICATIONS FOR APPROVAL TO SELF-INSURE**

Self-insurance applications were presented by Emillie Boggs, Self-Insurance Director. Seven (7) prospective members of one (1) funds was presented to the Commission for approval.

**New Applications:**

**South Carolina Home Builders SIF**

Blythe Building Company, LLC  
Finley Gutter Service, Inc.  
Maintain of the Lowcountry, LLC  
Ms Jenkins Building Solutions LLC  
Paradise Pools & Hardscapes, Inc.  
Precision Plus Concrete L.L.C.  
Raise Construction LLC

After examination of the applications, it was determined that each complied with the Commission's requirements and each was recommended for approval. Commissioner Wilkerson made a motion to approve all members and both funds applications to self-insure, and Commissioner Barden seconded the motion. The motion was approved.

**Ceres Terminals Inc.**

Ms. Boggs presented the self-insure application for the Ceres Terminals Inc. Ms. Boggs recommended that Ceres Terminals Inc., be approve for self-insure. Commissioner Barden made the motion to accept Ms. Boggs' recommendation with the contingencies that Ms. Boggs' described. Commissioner McCaskill seconded the motion. The motion was approved.

**DEPARTMENT DIRECTORS' REPORTS**

The Department Directors submitted to the Commission in written form and included in the minutes.

Director Cannon indicated that Human Resource, Director, Alexa Stuart had been on vacation and would be submitting her report to the Commissioners in written form, by the end of the week.

Commissioner Taylor asked Ms. Spann if claims had been steady during the recent months. Commissioner Taylor inquired specifically about from 12A's. Mr. Ducote reported that they are seeing the same amount as during normal times.

Commissioner James inquired from Ms. Bracy about the amount of pleadings during Covid-19. Ms. Bracy indicated that the numbers are holding steady and there has not been a significant increase or decrease.

No further questions, concerns, or comments were made by the Commission.

**VOCATIONAL REHABILITATION**

Mr. Cannon gave a brief overview of the report provided by Vocational Rehabilitation. Mr. Cannon notes that during this time, our representative is not coming into the office, but is available for referrals or assist Commissioners' in any way that they may need.

## **EXECUTIVE DIRECTOR'S REPORT**

Gary Cannon, Executive Director, submitted his to the Commission in written form. There were no questions from Commission.

## **ADMINISTRATION – FINANCIAL REPORT**

Gary Cannon Executive Director Submitted his report to the Commission in written form. Director Cannon presented the highlights from his report for the month of July. Director Cannon pointed out year-end highlights from his report

## **OLD BUSINESS**

No new business

## **NEW BUSINESS**

No new business

## **EXECUTIVE SESSION**

Commissioner Barden made a motion to Executive Session and Commissioner McCaskill seconded the motion, and the motion was approved. The Commission went into Executive Session at 10:44 a.m.

Commissioner Barden made the Motion to leave Executive Session at 11:31 a.m.; notating that no action was taken. Commissioner McCaskill seconded the motion and the motion was approved.

## **ADJOURNMENT**

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

The August 10, 2020, meeting of the South Carolina Workers' Compensation Commission adjourned at 11:31 a.m.

Reported September 16, 2020  
Amy Proveaux  
Office of the Executive Director

*State of South Carolina*

1333 Main Street, 5<sup>th</sup> Floor  
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FAX: (803) 737-5764

*Workers' Compensation Commission*

**TO:** Gary Cannon

**FROM:** Alexa Stuart

**DATE:** September 14, 2020

**SUBJECT: Monthly Human Resources Report for September 2020 Business Meeting**

This report summarizes the activities of Human Resources during the month of August 2020.

In August the Commission had 51 full time employees. We have 1 part-time employee. And, we have 3 summer legal interns.

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

I met with management several times on an employee-related leave issue. This is no longer an issue for the Agency.

We sent 10 "All Agency" emails during the month.

In SCEIS, I had 11 SCEIS transactions. Responded to benefit questions and made changes. Payroll and time reports were run as scheduled. We processed 4 travel in the month of August.

We had no building issues and only 2 parking updates.

Since March 23<sup>rd</sup>, I have been reporting to the State HR department data regarding who was working onsite, telecommuting, and taking leave. This is done daily. For the month of September, we had an average of 23 employees working onsite, 35 employees working from home and average of 2 employees taking leave.

Continued to obtain the necessary PPE to safely work onsite.

I continued to track employees work activities from home. Once a week, I receive lists of the daily activities of those working from home. I take that data, summarize daily activities into a weekly summary by employee and add it to a spreadsheet for management's review.

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## Workers' Compensation Commission

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To: Gary Cannon  
SCWCC Executive Director  
From: Sandee Sprang, IT Director  
Date: September 16, 2020  
Subject: IT Department August 2020 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 2020.

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

#### EDI

We are continuing to convert all EDI trading partner accounts to a new server with enhanced security. The team worked with multiple EDI Trading Partners identify specific reasons for data rejections on Claims and POC submissions. We continue our participation in IAIABC conference calls for: Jurisdictions Only meetings, EDI Claims Committee and the XML Taskforces.

#### Progress

Duane developed a new process to correct or cancel erroneous payment and invoice entries and he made some additional enhancements to the Appeal Notice program. Liz generated X-files for the Compliance department and continues her work to map the new DEW data into our current interface.

#### Systems Support

Jason's efforts remain focused on supporting staff with hardware/software needs and building efficiencies in our work from home processes. He completed the CourtCall security changes and is continuing to work with each Commissioner to install new site links on each device. The IT team had several DTO maintenance windows requiring our support, including a large firewall migration. We renewed our maintenance contracts for FreshDesk and our Fujitsu scanners.

DTO has announced a new platform, DUO, will be implemented for multifactor authentication and this is scheduled to be installed in October; this will change will required new remote access processes for all staff. Communication on these changes will be provided in the next two weeks.

#### Reporting

Kim completed the COVID report as part of our monthly reporting schedule. Liz made some enhancements to the Claims report developed for outstanding carrier fines. Additionally, we generated several Open Claims reports for external stakeholders and provided Compliance reports for internal staff.

### OnBase

The OnBase version upgrade scheduled in September has been delayed.

### Hardware

We ordered additional monitors to accommodate the needs for staff working remotely. Our standard 3-year laptop refresh lifecycle has begun, and we will be ordering new laptops in the near future. Our iPad and iPhones are also scheduled for a refresh and we are waiting for Apple to announce a release date for the newest model to help guide this timeline.

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

### Legacy Modernization

We continue our working engagement with Microsoft as part of the gap analysis of our KERMIT project. Microsoft expects it will take several more weeks to complete their Gap Analysis.

# State of South Carolina



## Workers' Compensation Commission

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

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

**Date:** 17-Sep-20

**Subj:** Insurance and Medical Services Department  
August 2020 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

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.
4. Working with HR on posting and recruitment of two vacant compliance officer positions. The two vacancies occurred within the last eight weeks due to a retirement and a resignation due to family health issues. This has placed a strain on division resources and is reflective of the reduced case activity, fine assessments, and fine collections. This will continue to adversely affect the compliance division and the IMS department until these positions are filled and the new investigators are fully trained. HR anticipates the recruitment notices will be posted by September 19.

### Coverage Division

1. Working with staff to review workflow processes and explore opportunities to enhance service provision.
2. Lapse in Coverage: 35 new registrants; 0 notifications sent.

### Medical Services

1. Working with Medical Bill Reviewers on certification renewals.

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 **0** new RTSC cases and **6** total RTSC cases in the month of August. And, compelled **24** South Carolina employers to come into compliance with the Act. Year to date, **0** new RTSC cases and **6** total RTSC cases have been docketed.

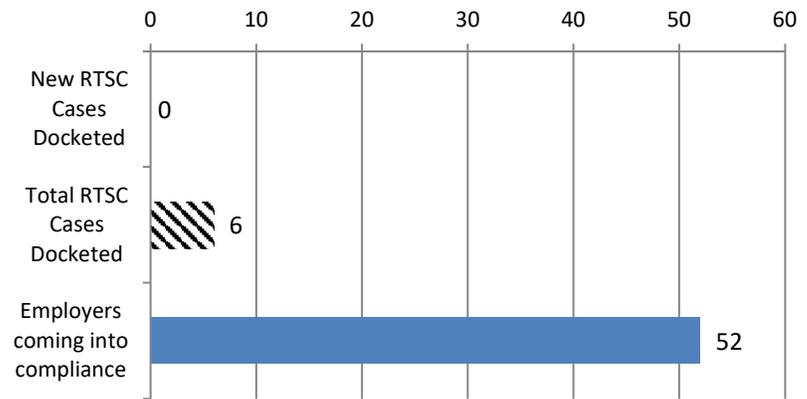
**Employers Obtaining Coverage**

Year to date, the Compliance Division has compelled **52** South Carolina employers to come into compliance with the Act. In so doing, approximately **478** previously uninsured workers are now properly covered.

**Penalties Waived**

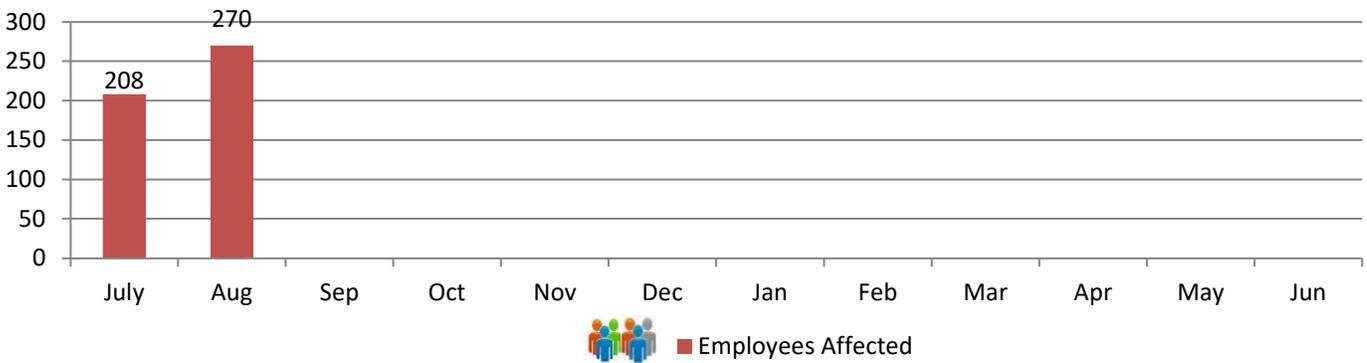
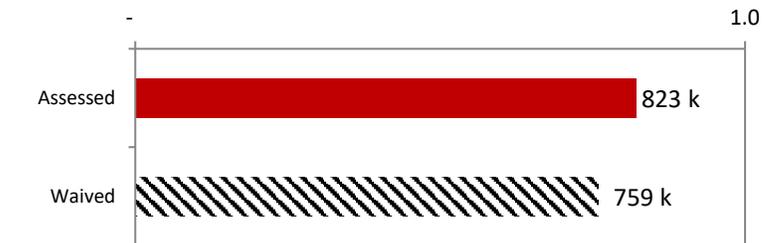
Although the Division has assessed \$823 k in fines this fiscal year, \$759 k have been waived or rescinded as employers have either obtained insurance coverage or were found not to be subject to the Act.

**RTSC and Compliance Activity**



**Fines and Penalties**

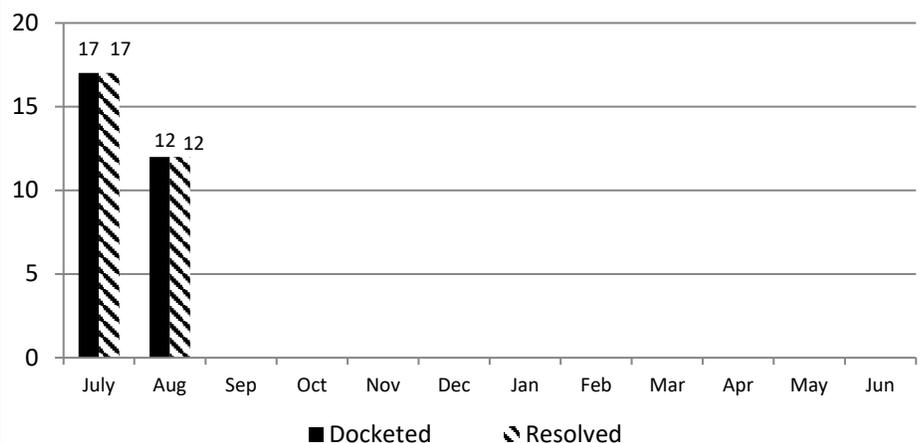
Millions



**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 2020, 12 carrier RTSC cases were docketed; 12 cases were resolved for a total of \$15,693.

Year to date, a total of 29 carrier RTSC cases have been docketed, 29 cases for a total of \$65,382 have been resolved.

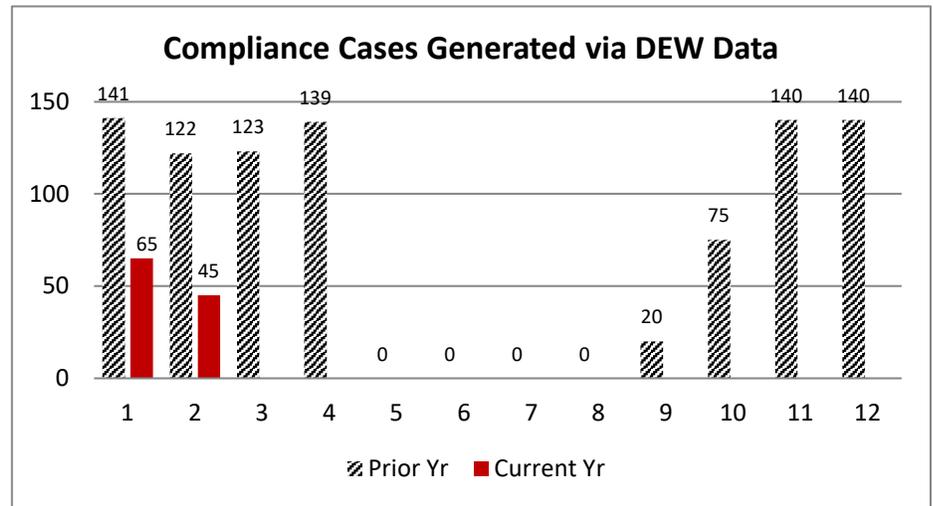
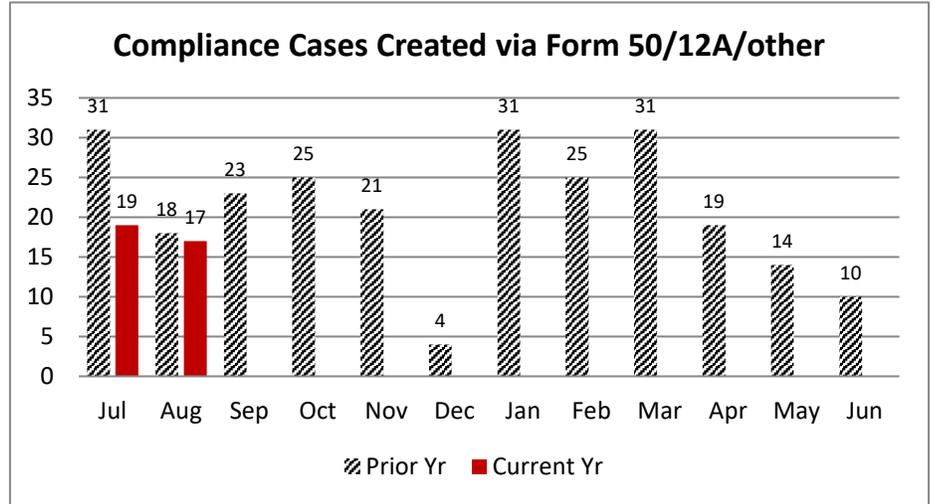


In August 2020, 17 compliance files were created from the combined filings of Form 50's, 12A's, and stakeholder reporting involving uninsured employers.

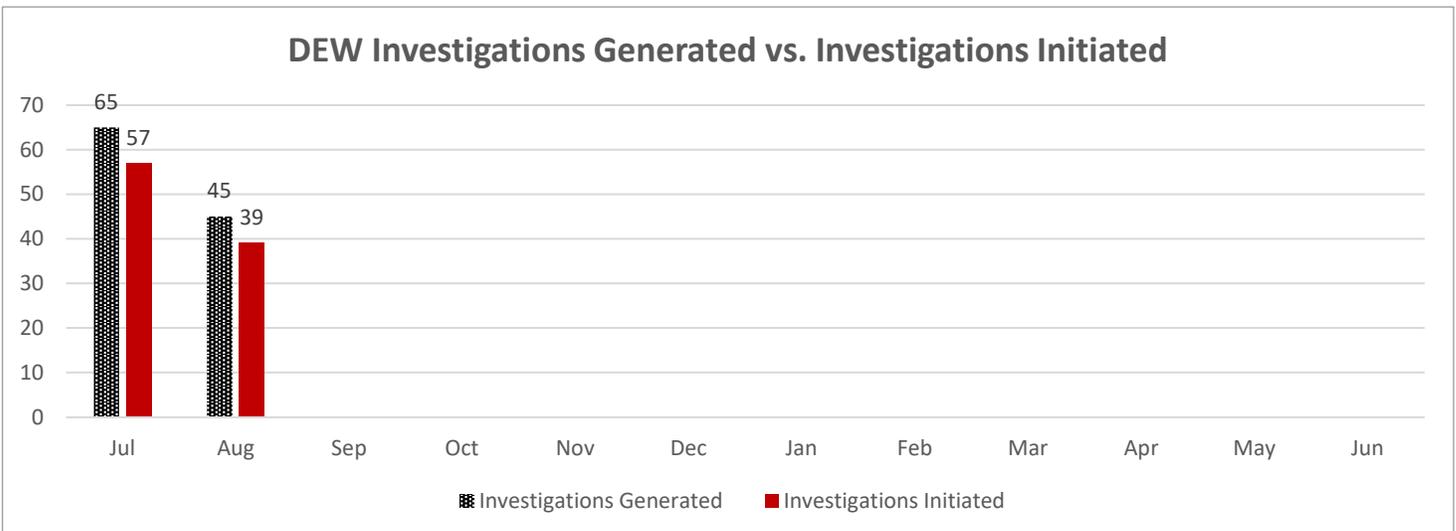
YTD vs. Prior Year total (252): 14%  
 Aug 2019 to Aug 2020: 94%  
 Current Yr End trend: 86% of 2019-2020  
 YTD 2020-2021 v. YTD 2019-2020: 73%

In August 2020, 45 compliance files were generated from the DEW data process.

YTD vs. Prior Year total (900): 12%  
 Aug 2019 to Aug 2020: 37%  
 Current Yr End trend: 73% of 2019-2020  
 YTD 2020-2021 v. YTD 2019-2020: 42%



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 2020 with 209 cases active, compared to an active caseload of 505 at the close of August 2019.

**Cases Resolved:**

For the month of August 2020, Compliance Division staff closed-out 94 cases.

**Compliance Fines:**

In August 2020, the Compliance Division collected \$74,367 in fines and penalties. Year to Date, the Compliance Division has collected \$142,347 in fines and penalties.

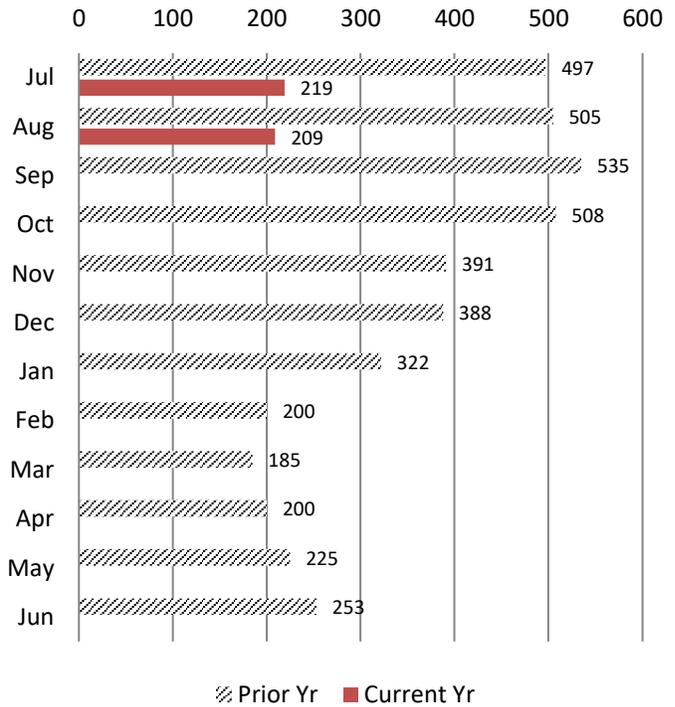
Year to Date vs Prior Year Total (\$1,072,940): 13%

Aug 2019 vs. Aug 2020: 53%

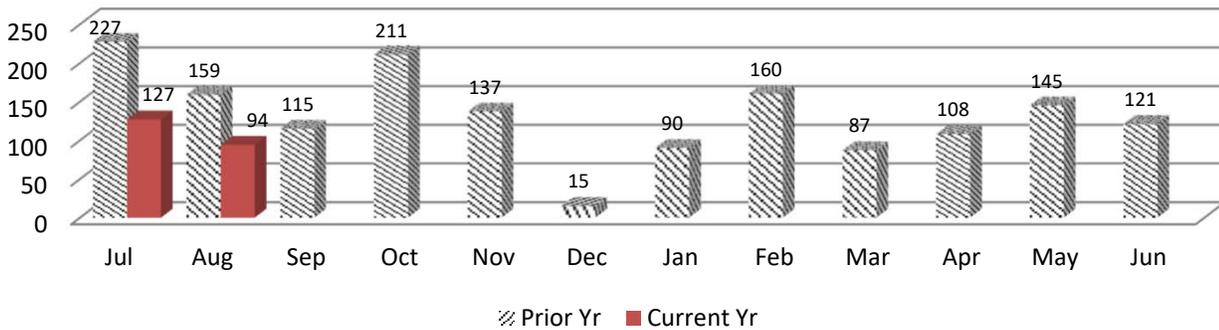
Current Year End trend is 80% of 2019-2020

YTD 2019-20 (July - Aug) vs YTD 2020-2021: 51%

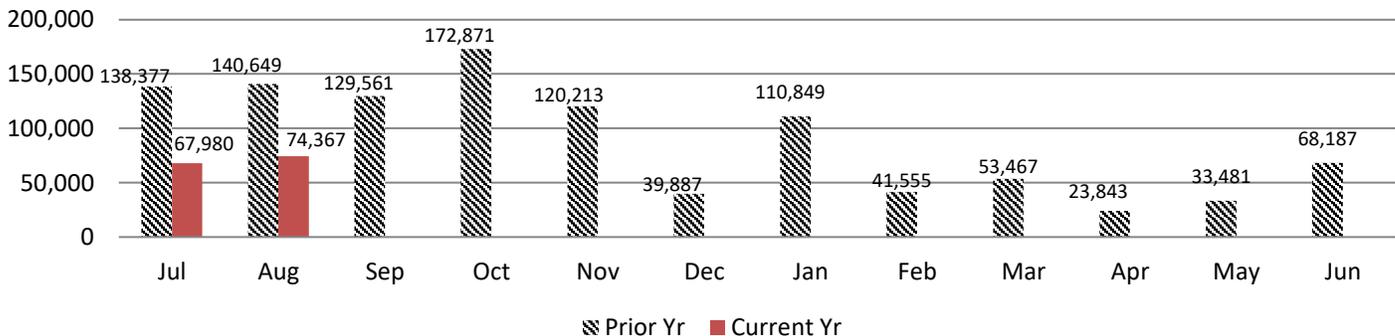
**Caseload Pending v. Prior Year**



**Cases Resolved v. Prior Year**



**Compliance Fines Collected v. Prior Year**

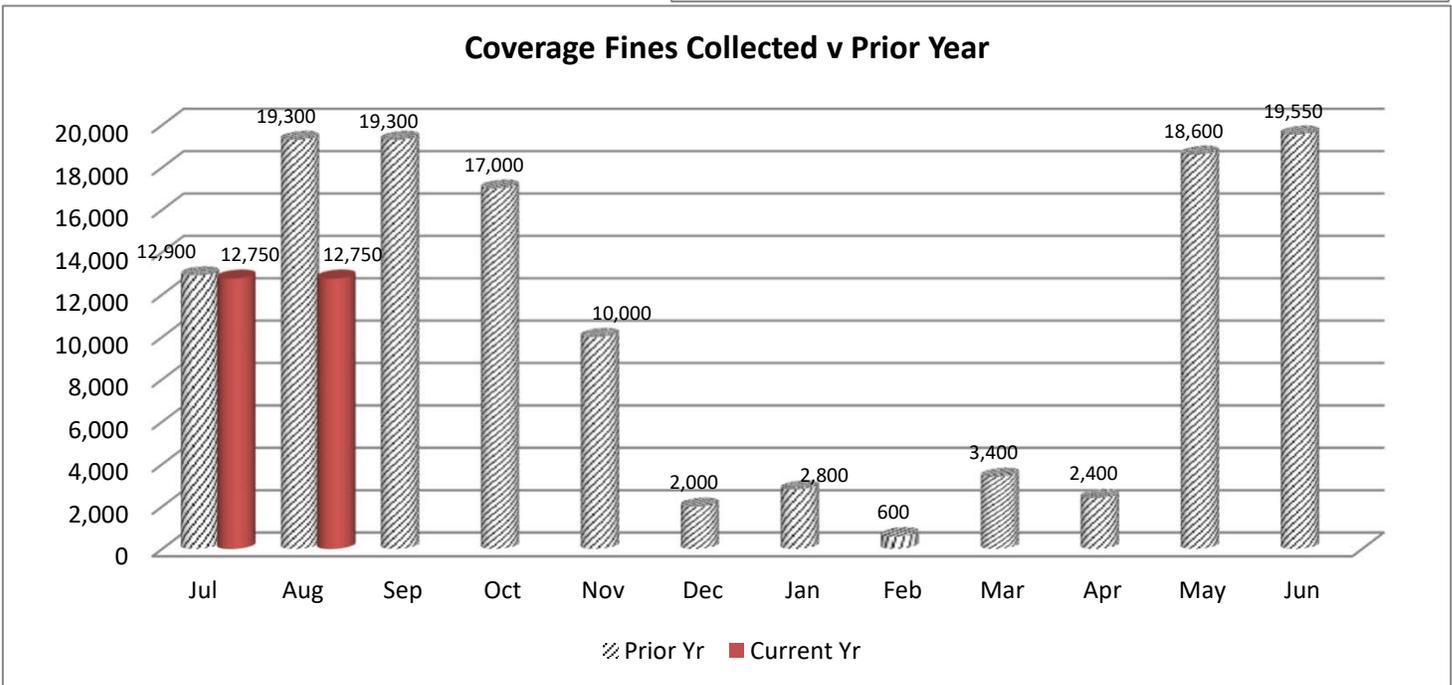
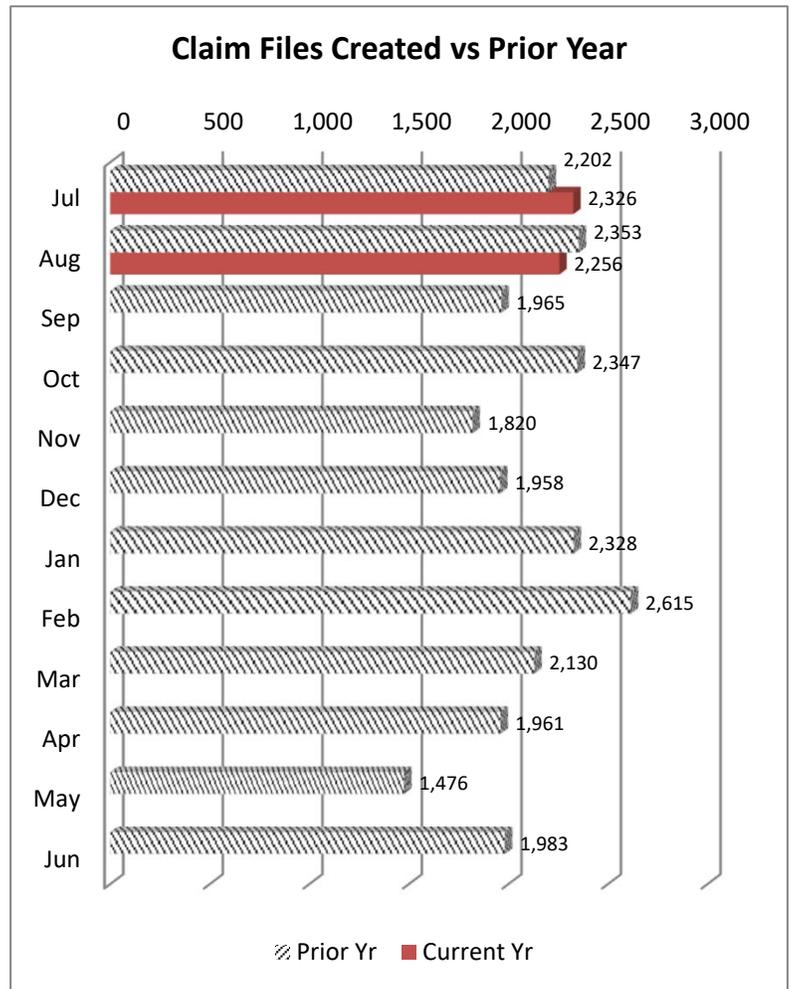


**WCC Claim Files:**

In August 2020, the Coverage Division received a total of 2,256 WCC Claim files. Of these, 1,980 were created through proper carrier filing of a 12A, and 276 were generated as a result of a Form 50 claim filing. Year to Date 4,582 Claim files have been created which is 18% of claim file volume prior year (25,138).

**Coverage Fines:**

The Coverage Division collected \$12,750 in fine revenue in August 2020, as compared to \$19,300 in Coverage fines/penalties accrued during August 2019. Year on Year, Coverage fines are at 20% of collections for prior year.



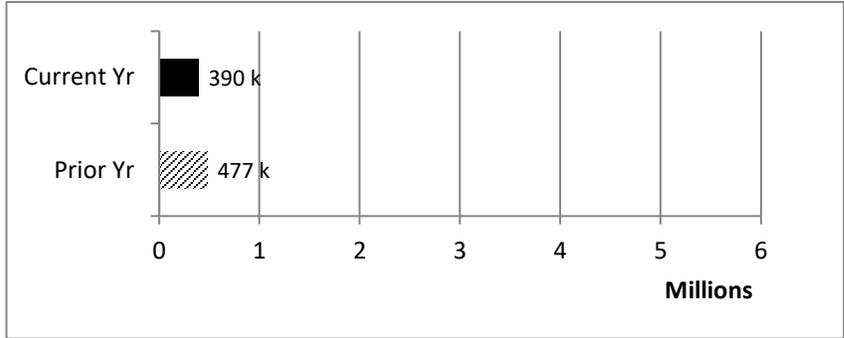
**IMS SELF INSURANCE DIVISION**

Aug 2020

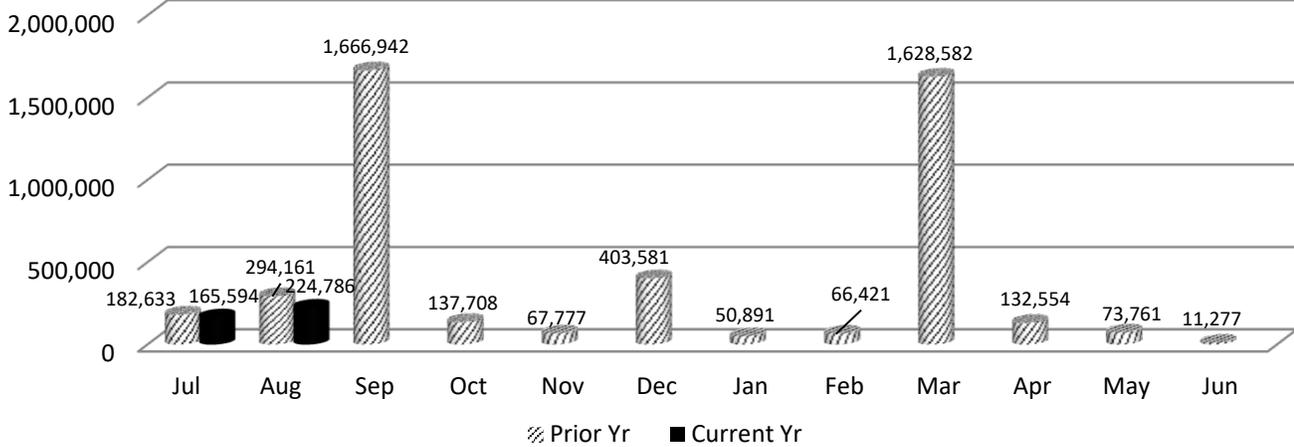
During the month of August 2020, the Self Insurance Division:

- \* collected \$224,786 in self-insurance tax.
- \* added 7 new self-insurers.
- \* conducted 4 Self Insurance audits.

Year to Date, Self Insurance tax revenue is trending at 82% of prior year and 8 Self Insurance audits have been completed.



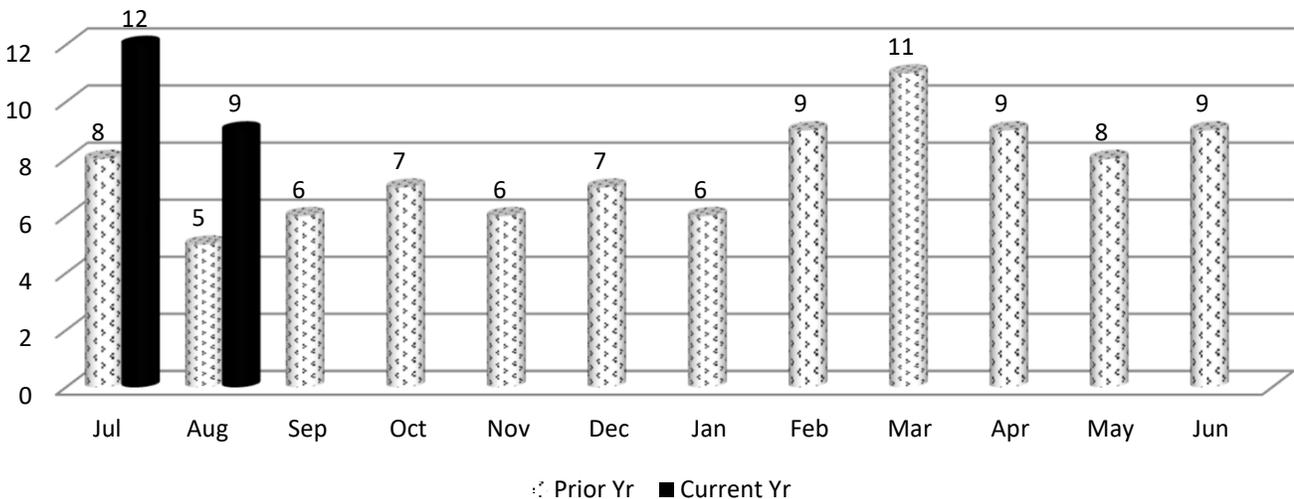
**Self Insurance Tax Collections v. Prior Year**



**IMS MEDICAL SERVICES DIVISION**

In August 2020, the Medical Services Division began the month with 12 bills pending review, received an additional 15 bills for review, conducted 18 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: September 4, 2020  
Re: Claims Department September 2020 Full Commission Report

Attached is Claims Department activity for the period ending August 31, 2020. The format of the Claims Department report highlights the key workflow benchmarks. Comparison to last month and last year can be found on the attached excel spread sheet.

Processed	16,744
Closed	3,162
Reviewed	3,580
Revenue	\$30,800
Total Fines	309
Form 18 Fines	307
EDI – 18's	2,554
Emailed -18's	1,735
USPS-18's	134
Form 61's Rec'd	788
Form 61's App	645
Third Party Settlements Rec'd	17
Third Party Settlements Processed	12

## Claims Department Statistical Report Statistics For FY20-21

Period ending , August 31, 2020

Claims Services	July	August	FY20-21 Total	FY19-20 Total	% Chg same period FY19-20	YTD Diff + (-) FY20 v FY21	FY20-21 Mth Avg	FY19-20 Mth Avg
<b>Forms 15-I</b>	1,203	1,287	2,490	2,440	-2%	50	2,490	1,144
<b>Forms 15-II/Forms 17</b>	1,032	1,026	2,058	1,996	-3%	62	172	960
<b>Forms 16 for PP/Disf</b>	235	257	492	359	-27%	133	41	1,144
<b>Forms 18</b>	4,720	4,524	9,244	9,530	3%	(286)	770	960
<b>Forms 20</b>	587	623	1,210	1,471	22%	(261)	101	209
<b>Form 50 Claims Only</b>	300	283	583	558	-4%	25	49	4,894
<b>Form 61</b>	765	788	1,553	1,494	-4%	59	129	634
<b>Letters of Rep</b>	219	216	435	405	-7%	30	36	277
<b>Clinchers</b>	890	945	1,835	1,602	-13%	233	153	705
<b>Third Party Settlements</b>	10	17	27	29	7%	(2)	2	209
<b>SSA Requests for Info</b>	35	36	71	180	154%	(109)	6	832
<b>Cases Closed</b>	2,660	3,162	5,822	4,886	-16%	936	485	14
<b>Cases Reviewed</b>	4,099	3,580	7,679	6,240	-19%	1,439	640	58
						-	-	-
						-	-	-
<b>Total Fines Assessed</b>	413	309	722	480	-34%	242	722	-
<b>Form 18 Fines</b>	409	307	716	405	-43%	310	716	-
<b>Total Amt Paid</b>	\$43,250	\$30,800	\$ 74,050	\$ 74,200	0%	\$ (150)	74,050	205

State of South Carolina



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**Workers' Compensation Commission**

September 14, 2020

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

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

**RE: Monthly Judicial Report for August 2020**

During the month of August, the Judicial Department processed eight hundred five (805) requests for hearings, one hundred ninety-six (196) Motions and one hundred seventeen (117) clincher conference requests that were sent to the Jurisdictional Commissioners.

There were eighty-six (86) Single Commissioner Hearings conducted during the past month, eighteen (18) pre-hearing conferences held and four (4) Full Commission hearings held. A total of five hundred eight (508) Orders were served at the single Commissioner level, sixty-two (62) of those were Decision and Orders that resulted from hearings that went on the record and one hundred forty-one (141) were Motion Orders that were a result of Motions ruled upon by Commissioners.

The Informal Conference system conducted two hundred thirty-four (234) hearings during the last month.

There were twenty-six (26) regulatory mediations scheduled and fifty-four (54) requested mediations. The Judicial Department was notified of sixty-four (64) matters resolved in mediation, with the receipt of Forms 70.

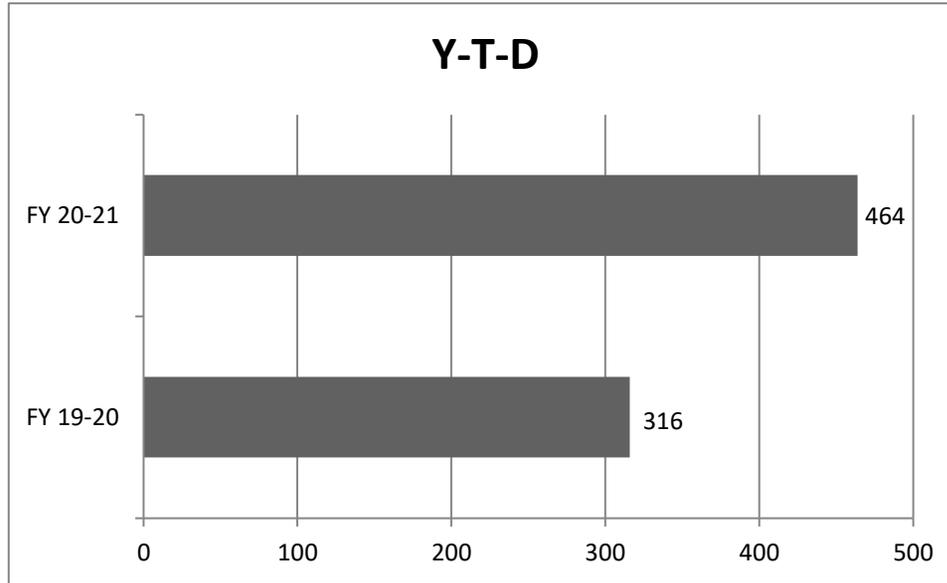
In the month of August, Judicial received zero (0) Notice of Intent to Appeal to the Court of Appeals and zero (0) to the Circuit Court.

**Judicial Department Statistcal Report  
Statistics For Fiscal Year 2020-2021**

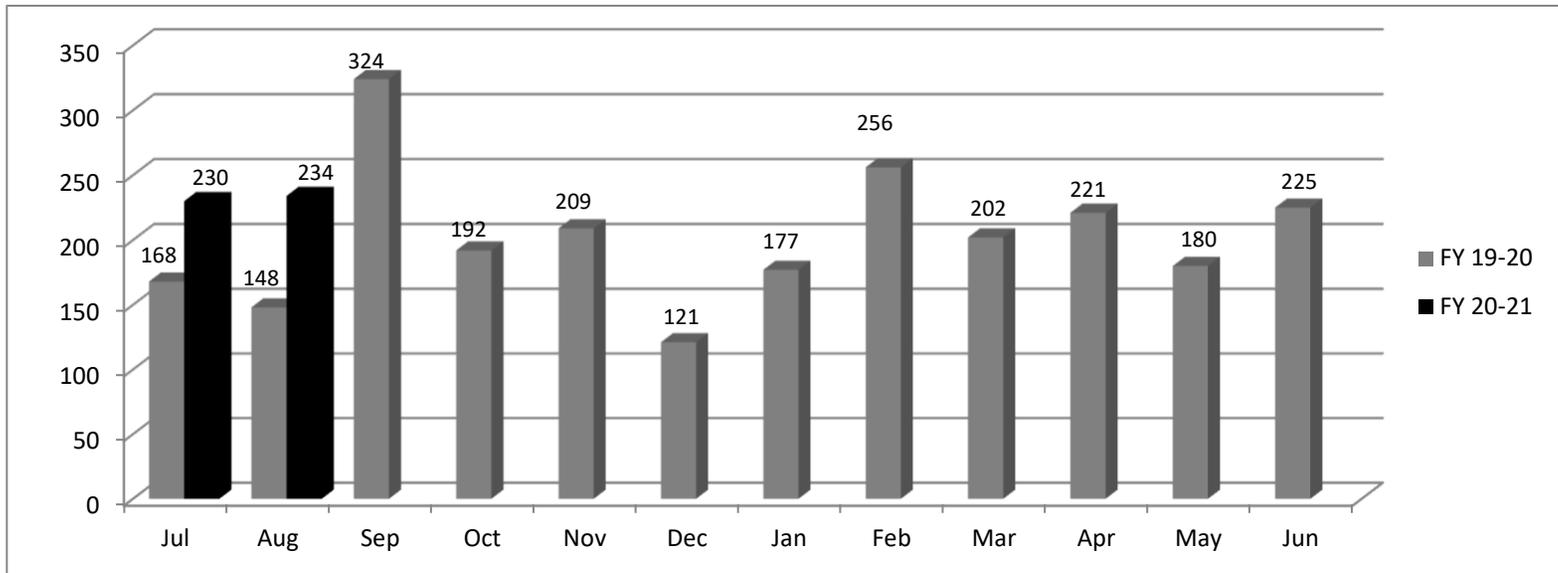
	July	Aug	Totals YTD 2020-2021	Totals YTD 2019-2020	% Diff from prev year	YTD Diff + (-)	FY20-21 Mth Avg	FY19-20 Mth Avg
Claimant Pleadings	550	544	1,094	1253	-13%	(159)	547	627
Defense Response to Pleadings	440	435	875	1025	-15%	(150)	438	513
Defense Pleadings	334	261	595	561	6%	34	298	281
Motions	133	196	329	255	29%	74	165	128
Form 30	5	18	23	20	15%	3	12	10
FC Hearings Held	4	4	8	20	-60%	(12)	4	10
FC Orders Served	15	4	19	32	-41%	(13)	10	16
Single Comm. Hearings Held	68	86	154	133	16%	21	77	67
Single Comm. Orders Served	201	221	422	393	7%	29	211	197
Single Comm. Pre-Hearing Conf Held	38	18	56	61	-8%	(5)	28	31
Consent Orders	316	272	588	529	11%	59	294	265
Adminstrative Orders	13	15	28	77	-64%	(49)	14	39
Clincher Conference Requested	148	117	265	309	-14%	(44)	133	155
Informal Conference Requested	304	299	603	694	-13%	(91)	302	347
Informal Conference Conducted	230	234	464	316	47%	148	232	158
Regulatory Mediations	38	26	64	77	-17%	(13)	32	39
Requested Mediations	60	54	114	102	12%	12	57	51
Ordered Mediations	1	0	1	6	-83%	(5)	1	3
Mediation Resolved	47	64	111	121	-8%	(10)	56	61
Mediation Impasse	10	15	25	39	-36%	(14)	13	20
Mediation Held; Issues Pending	0	0	0	0	0%	0	0	0
Claim Settled Prior to Mediation	8	8	16	34	-53%	(18)	8	17
Mediation Not Complete in 60 days	0	3	3	4	-25%	(1)	2	2

**Informal Conf. Conducted**

	FY 19-20	FY 20-21
Jul	168	230
Aug	148	234
Sep	324	
Oct	192	
Nov	209	
Dec	121	
Jan	177	
Feb	256	
Mar	202	
Apr	221	
May	180	
Jun	225	
<b>Total</b>	<b>2423</b>	<b>464</b>

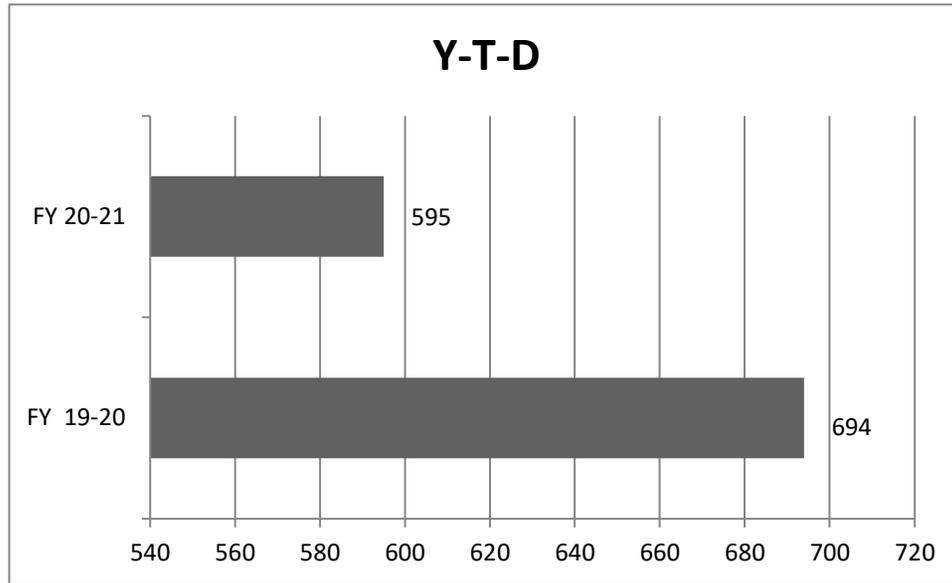


Y-T-D	FY 19-20	FY 20-21
	316	464

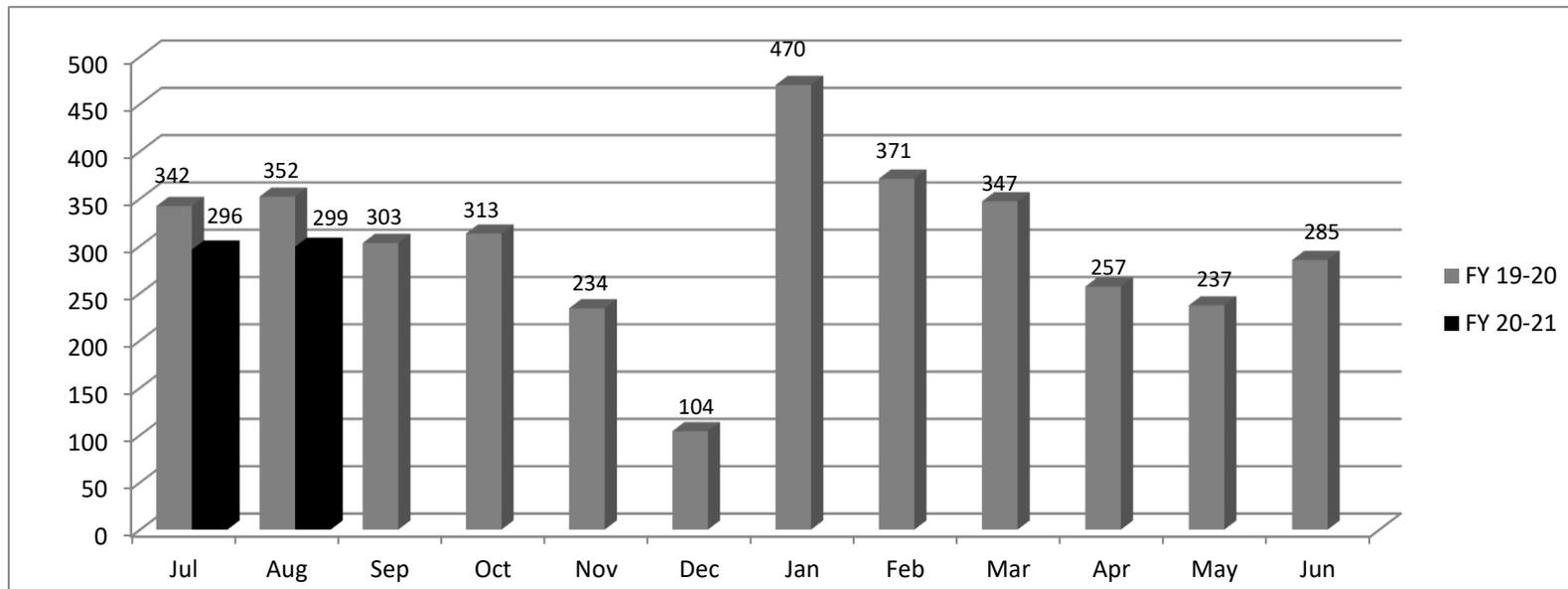


**Informal Conf. Requested**

	FY 19-20	FY 20-21
Jul	342	296
Aug	352	299
Sep	303	
Oct	313	
Nov	234	
Dec	104	
Jan	470	
Feb	371	
Mar	347	
Apr	257	
May	237	
Jun	285	
<b>Total</b>	<b>3615</b>	<b>595</b>



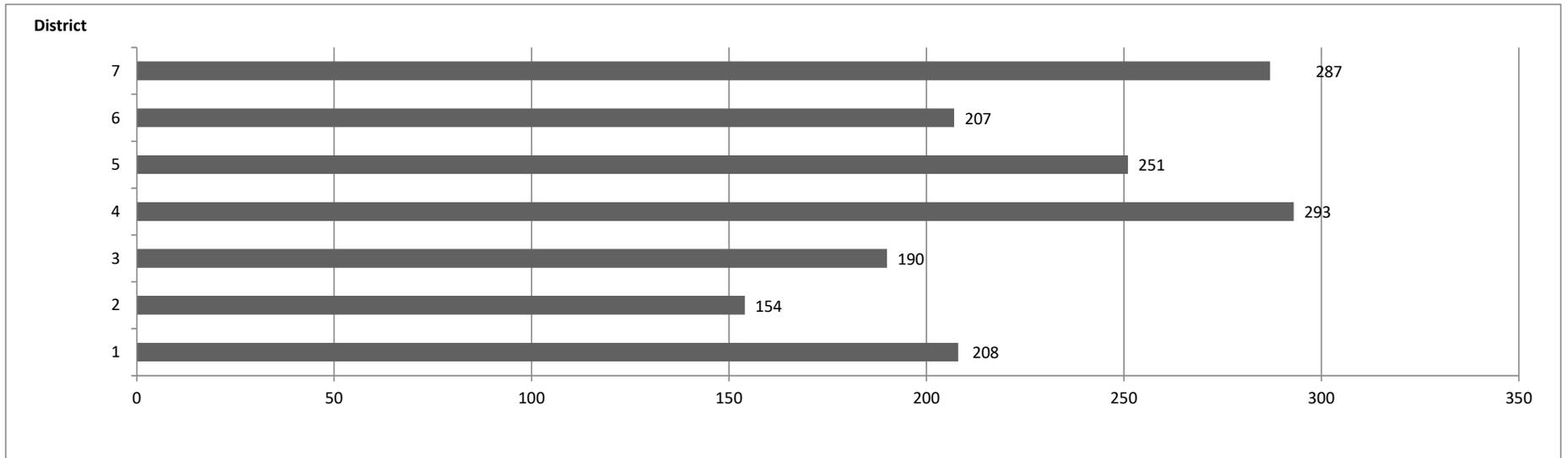
Y-T-D	FY 19-20	FY 20-21
	694	595



### Pleadings Assigned - Three Year Comparison by Month

	District 1			District 2			District 3			District 4			District 5			District 6			District 7		
	Greenville			Anderson			Orangeburg			Charleston			Florence			Spartanburg			Richland		
	20-21	19-20	18-19	20-21	19-20	18-19	20-21	19-20	18-19	20-21	19-20	18-19	20-21	19-20	18-19	20-21	19-20	18-19	20-21	19-20	18-19
Jul	120	99	88	81	84	98	85	123	114	151	183	183	126	136	147	112	137	110	154	140	144
Aug	88	99	118	73	85	71	105	78	87	142	168	187	125	153	124	95	104	149	133	147	138
Sep		101	92		77	78		98	83		174	148		108	98		104	91		131	132
Oct		115	112		90	98		76	115		187	204		124	119		121	130		142	160
Nov		83	116		74	87		108	114		155	161		116	130		78	119		148	150
Dec		81	92		65	66		80	93		140	116		99	121		104	94		117	115
Jan		98	89		69	69		78	114		186	170		104	104		88	114		110	134
Feb		91	102		85	80		78	102		143	156		132	111		126	126		166	116
Mar		112	92		96	81		134	97		187	192		131	142		111	115		183	131
Apr		90	84		78	76		90	76		150	157		136	103		100	86		140	123
May		100	112		80	114		80	189		126	211		103	151		104	138		125	183
Jun		112	94		75	103		91	89		170	153		97	121		109	100		175	145
<b>Totals</b>	<b>208</b>	<b>1181</b>	1191	<b>154</b>	958	1021	<b>190</b>	1114	1273	<b>293</b>	1969	2038	<b>251</b>	1439	1471	<b>207</b>	1286	1372	<b>287</b>	1724	1671

### Pleadings Assigned by District Year to Date





# *State of South Carolina*

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



## *Workers' Compensation Commission*

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

**September 21, 2020**

#### **Accountability Report**

The FY2019-20 Accountability Report has been completed and was submitted on September 15 to the Executive Budget Office. A copy is posted on the Commission's website.

#### **Budget FY2021-22**

The FY2021-22 Budget Request has been completed and submitted to the Executive Budget Office. The Commission is asking for the same level of funding as FY2020-21.

#### **COVID-19**

For the period February 1 through August 31 a total of 1,159 claims related to COVID 19 were filed with the Commission. The largest number reported was 370 for the month of July. Of the total reported 817 have closed. The counties reporting the highest number of claims were reported in Greenville (142), Charleston (124) and Richland (123). No claims were denied. Nine claims were reported fatalities.

The Commission will receive \$3,400 as reimbursement for expenses to purchase Personal Protective Equipment from February 1 through June 30 in response to the pandemic. Funds are provided by the State's allotted Coronavirus Relief Funds.

#### **Meetings/Activities**

During the month of August I participated in the following Zoom or Team Calls: 5 with Microsoft concerning the Gap Analysis; 2 with SC Cares regarding reimbursement for COVID 19 expenditures, 4 with staff concerning the KERMIT; 1 department head call; 1 interview of a law clerk; 1 call for training on the new budgeting system for FY21-22; and 1 call with the State of Tennessee Workers' Compensation to judge the annual award. I also was deposed by attorneys representing clients involved in a self-insurance related matter that the Commission is not a named party.

#### **Constituent /Public Information Services**

For the period August 1, 2020 to August 30, 2020, the Executive Director's Office and the General Counsel's office had 282 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**

For the period August 1, 2020 to August 30, 2020, the Director's office processed and approved 8 travel expense reports, 74 invoices, and 36 deposits for DOA to process in the SCIES system.

**SCWCC Stakeholder Electronic Distribution List**

For the period August 1, 2020 through, August 30, 2020 we added one (1) individual. A total of 786 individuals currently receive notifications from the Commission.

**Advisory Notices**

Since the last Business Meeting our office prepared 1 Advisory and other Notices for stakeholders. They were posted on the Commission's website and emailed to the distribution list.

# *State of South Carolina*

1333 Main Street, 5<sup>th</sup> Floor  
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TEL: (803) 737-5700  
[www.wcc.sc.gov](http://www.wcc.sc.gov)

## *Workers' Compensation Commission*

### *MEMORANDUM*

**TO: COMMISSIONERS**

**FROM: Gary Cannon  
Executive Director**

**DATE: September 10, 2020**

**RE: FINANCIAL REPORT - Period ending August 31, 2020**

Attached is the Budget vs. Actual Report for the General Fund and Earmarked Fund for the fiscal year period ending August 31, 2020. The benchmark for this period is 17%.

#### Expenditures

The expenditures for the General Fund are on pages 1-2 of the attached report "Budget vs. Actual Report FY2021. The year-to-day expenditures in the General Fund (10010000) for this period is \$419,414 or 10% of budget.

The Earmarked Fund financials may be found on pages 3-6 of the report. The year-to-date expenditures for the Earmarked Fund (38440000) is \$670,174 or 12% of budget. The fund has \$568,915 of Commitments.

#### Revenues

The Earmarked Fund received \$379,321 in Operating Revenues through August 31, 2020.

To date we have received \$326,709 Self-Insurance Tax funds.

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2021 As of 8/31/2020**  
**17% of year elapsed**

**Fund 10010000 - GENERAL FUND**

**Administration**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501015	DIRECTOR	138,686	23,114	17%		115,572
501058	CLASSIFIED POS	48,034				48,034
512001	OTHER OPERATING	75,000				
Total OTHER OPERATING:		75,000				75,000
<b>Total Administration:</b>		<b>261,720</b>	<b>23,114</b>	<b>9%</b>		<b>238,606</b>

**Inform. services**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
5030067131	PLM- EUC				5,080	
Total OTHER OPERATING:					5,080	-5,080
<b>Total Inform. services:</b>					<b>5,080</b>	<b>-5,080</b>

**Claims**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	78,767	13,427	17%		65,340
<b>Total Claims:</b>		<b>78,767</b>	<b>13,427</b>	<b>17%</b>		<b>65,340</b>

**Commissioners**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501026	CHAIRMAN	168,057	28,009	17%		140,048
501033	COMMISSIONER	978,964	163,160	17%		815,804
501050	TAXABLE SUBS		19,855			-19,855
501058	CLASSIFIED POS	320,113	57,323	18%		262,790
<b>Total Commissioners:</b>		<b>1,467,134</b>	<b>268,347</b>	<b>18%</b>	<b>0</b>	<b>1,198,787</b>

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2021 As of 8/31/2020**  
**17% of year elapsed**

**Fund 10010000 - GENERAL FUND**

**Information Services FY18**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
561000	Special Item	1,695,084			1,246,396	448,688
<b>Total Information Services FY18:</b>		<b>1,695,084</b>			<b>1,246,396</b>	<b>448,688</b>

**Insurance & Medical**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	27,697	5,100	18%		22,597
<b>Total Insurance &amp; Medical:</b>		<b>27,697</b>	<b>5,100</b>	<b>18%</b>		<b>22,597</b>

**Judicial**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	29,852				29,852
<b>Total Judicial:</b>		<b>29,852</b>				<b>29,852</b>

**Employer Contributions**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
513000	EMPLOYER CONTRIB	713,269	109,425	15%		603,844
<b>Total Employer Contributions:</b>		<b>713,269</b>	<b>109,425</b>	<b>15%</b>		<b>603,844</b>

<b>Total GENERAL FUND:</b>		<b>4,273,523</b>	<b>419,414</b>	<b>10%</b>	<b>1,251,476</b>	<b>2,602,633</b>
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**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2021 As of 8/31/2020**  
**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	33,021	4%		758,964
501070	OTH PERS SVC	41,000				41,000
512001	OTHER OPERATING	2,625,713				
5020080000	FREIGHT EXPRESS DELV		3		302	
5020120000	CELLULAR PHONE SVCS		2,172			
5021010005	LEGAL SRV-REPORTER		50			
5024990000	OTH CNT-NON-IT & REA		132			
5030010000	OFFICE SUPPLIES				26	
5030010004	SUBSCRIPTIONS		6,951		12,001	
5030030000	PRINTED ITEMS		1,173		29	
5030067101	PRGM LIC - APP SUPP		3,538		29,641	
5030067130	EQUIP&SUPP- EUC				1	
5030067170	EQUIP&SUPP- PRINT EU		99		2,386	
5030070000	POSTAGE		4,088		14,360	
5032820000	INSTRUCTIONAL MAT				1,408	
5040057000	IT-OPER LS-CONT RENT				1,023	
5040060000	OPER-RENT-NON ST OWN		102,640		365,520	
5040070000	OPER-RNT-ST OWN RL P		120			
5040490000	OPER LSE-RENT-OTHER				23,949	
5040490003	OPER LSE-RENT-PO BOX		1,416			
5041010000	DUES & MEMBER FEES		480			
5050070000	IN ST-REGISTR FEES		300			
5051540000	LEASED CAR-ST OWNED		3,139			
<b>Total OTHER OPERATING:</b>		<b>2,625,713</b>	<b>126,299</b>	<b>5%</b>	<b>450,647</b>	<b>2,048,767</b>
<b>Total Administration:</b>		<b>3,458,698</b>	<b>159,321</b>	<b>5%</b>	<b>450,647</b>	<b>2,848,731</b>

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2021 As of 8/31/2020**  
**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		57,455			-57,455
5020077100	SERVICES- APP SUP				972	
5020077130	SERVICES- EUC		3,548			
5020077200	SERVICES- SERVERS		48,000			
5020077220	SERVICES- VOICENET		3,883			
5020077230	IT CONTRACTORS				46,316	
5020077240	DP SERVICES – STATE		12,089			
5020080000	FREIGHT EXPRESS DELV		3		302	
5020120000	CELLULAR PHONE SVCS				1,806	
5021330000	CONTR-GOVT/NONPRFIT		39,000			
5021469316	SECURITY ALARM SRVC		2,625		46	
5021540000	NON-IT OTHER PRO SRV				15,825	
5030010000	OFFICE SUPPLIES		431		798	
5030067101	PRGM LIC - APP SUPP		10		11,367	
5030067130	EQUIP&SUPP- EUC				8,095	
5030067131	PLM- EUC				769	
5030067170	EQUIP&SUPP- PRINT EU				5,052	
5040057000	IT-OPER LS-CONT RENT		242		6,577	
<b>Total OTHER OPERATING:</b>			<b>109,830</b>		<b>97,926</b>	<b>-207,756</b>
<b>Total Inform. services:</b>			<b>167,285</b>		<b>97,926</b>	<b>-265,211</b>

**Claims**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	280,850	38,274	14%		242,576
512001	OTHER OPERATING	19,700				
5020080000	FREIGHT EXPRESS DELV		3		492	
5020120000	CELLULAR PHONE SVCS				77	
5030010000	OFFICE SUPPLIES		338		950	
<b>Total OTHER OPERATING:</b>		<b>19,700</b>	<b>340</b>	<b>2%</b>	<b>1,519</b>	<b>17,841</b>
<b>Total Claims:</b>		<b>300,550</b>	<b>38,614</b>	<b>13%</b>	<b>1,519</b>	<b>260,417</b>

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2021 As of 8/31/2020**  
**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				70,000
512001	OTHER OPERATING	230,700				
5020080000	FREIGHT EXPRESS DELV		3		302	
5020120000	CELLULAR PHONE SVCS		2,214		160	
5021010003	LEGAL SRV-TRANSCRIPT		83			
5021010005	LEGAL SRV-REPORTER		14,690			
5030010000	OFFICE SUPPLIES		163		640	
5033990000	OTHER SUPPLIES		311			
5050041000	HR-IN ST-AUTO MILES		3,394			
5050080000	IN ST-SUBSIST ALLOW		174			
Total OTHER OPERATING:		230,700	21,031	9%	1,101	208,568
<b>Total Commissioners:</b>		<b>300,700</b>	<b>21,031</b>	<b>7%</b>	<b>1,101</b>	<b>278,568</b>

**Insurance & Medical**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
501058	CLASSIFIED POS	459,463	57,667	13%		401,796
501070	OTH PERS SVC	22,881	10,554	46%		12,327
512001	OTHER OPERATING	54,500				
5020080000	FREIGHT EXPRESS DELV		3		492	
5021540000	NON-IT OTHER PRO SRV				12,613	
5024990000	OTH CNT-NON-IT & REA		90			
5030010000	OFFICE SUPPLIES				1,636	
5040060000	OPER-RENT-NON ST OWN				452	
5050070000	IN ST-REGISTR FEES		2,250			
Total OTHER OPERATING:		54,500	2,343	4%	15,194	36,964
<b>Total Insurance &amp; Medical:</b>		<b>536,844</b>	<b>70,564</b>	<b>13%</b>	<b>15,194</b>	<b>451,087</b>

**South Carolina Workers' Compensation Commission**  
**Budget vs. Actual Report**  
**FY 2021 As of 8/31/2020**  
**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	76,436	25%		225,858
501070	OTH PERS SVC		7,533			-7,533
512001	OTHER OPERATING	12,800				
5020080000	FREIGHT EXPRESS DELV		3		492	
5020120000	CELLULAR PHONE SVCS				116	
5021010005	LEGAL SRV-REPORTER		393			
5030010000	OFFICE SUPPLIES				1,921	
<b>Total OTHER OPERATING:</b>		<b>12,800</b>	<b>395</b>	<b>3%</b>	<b>2,529</b>	<b>9,876</b>
<b>Total Judicial:</b>		<b>315,094</b>	<b>84,365</b>	<b>27%</b>	<b>2,529</b>	<b>228,200</b>

**Employer Contributions**

Commitment Item	Commitment Item Description	Current Budget	YTD Expenditures	% Used	Commitments	Remaining Balance
513000	EMPLOYER CONTRIB	695,959	128,995	19%	0	566,964
<b>Total Employer Contributions:</b>		<b>695,959</b>	<b>128,995</b>	<b>19%</b>	<b>0</b>	<b>566,964</b>
<b>Total EARMARKED FUND:</b>		<b>5,607,845</b>	<b>670,174</b>	<b>12%</b>	<b>568,915</b>	<b>4,368,756</b>

**South Carolina Workers' Compensation Commission**  
**Commitments**  
**FY 2021 As of 8/31/2020**

**Fund 10010000 - GENERAL FUND**

**Inform. services**

Commitment Item	Commitment Item Description	Vendor	Commitment
5030067131	PLM- EUC	SHI INTERNATIONAL CORP	5,080
<b>Total Inform. services:</b>			<b>5,080</b>

**Information Services FY18**

Commitment Item	Commitment Item Description	Vendor	Commitment
5020077230	IT CONTRACTORS	TAPFIN PROCESS SOLUTIONS	1,246,396
<b>Total Information Services FY18:</b>			<b>1,246,396</b>

<b>Total GENERAL FUND:</b>			<b>1,251,476</b>
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**Fund 38440000 - EARMARKED FUND**

**Administration**

Commitment Item	Commitment Item Description	Vendor	Commitment
5020080000	FREIGHT EXPRESS DELV	FEDEX	302
5030010000	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	26
5030010004	SUBSCRIPTIONS	WEST PUBLISHING CORPORATION	12,001
5030030000	PRINTED ITEMS	PINE PRESS PRINTING	29
5030067101	PRGM LIC - APP SUPP	WEST PUBLISHING CORPORATION	29,641
5030067130	EQUIP&SUPP- EUC	FORMS & SUPPLY INC	1
5030067170	EQUIP&SUPP- PRINT EU	FORMS & SUPPLY INC	1,641
5030067170	EQUIP&SUPP- PRINT EU	MAJOR BUSINESS MACHINES	745
5030070000	POSTAGE	NEOFUNDS BY NEOPOST	1,400
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	GALIUM 1333 MAIN LLC	365,520
5040490000	OPER LSE-RENT-OTHER	REPUBLIC PARKING SYSTEM INC	23,949
<b>Total Administration:</b>			<b>450,647</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

### Commitments

FY 2021 As of 8/31/2020

#### Fund 38440000 - EARMARKED FUND

##### Inform. services

Commitment Item	Commitment Item Description	Vendor	Commitment
5020077100	SERVICES- APP SUP	BIS DIGITAL, INC.	972
5020077230	IT CONTRACTORS	TAPFIN PROCESS SOLUTIONS	46,316
5020080000	FREIGHT EXPRESS DELV	FEDEX	302
5020120000	CELLULAR PHONE SVCS	VERIZON WIRELESS	1,806
5021469316	SECURITY ALARM SRVC	SONITROL SECURITY SYSTEMS	46
5021540000	NON-IT OTHER PRO SRV	HYLAND SOFTWARE INC	15,825
5030010000	OFFICE SUPPLIES	FORMS & SUPPLY INC	798
5030067101	PRGM LIC - APP SUPP	SHI INTERNATIONAL CORP	11,367
5030067130	EQUIP&SUPP- EUC	MICROSOFT CORPORATION	8,095
5030067131	PLM- EUC	SHI INTERNATIONAL CORP	769
5030067170	EQUIP&SUPP- PRINT EU	US INK AND TONER INC	5,052
5040057000	IT-OPER LS-CONT RENT	XEROX	4,884
5040057000	IT-OPER LS-CONT RENT	XEROX CORPORATION	1,693
<b>Total Inform. services:</b>			<b>97,926</b>

##### Claims

Commitment Item	Commitment Item Description	Vendor	Commitment
5020080000	FREIGHT EXPRESS DELV	FEDEX	492
5020120000	CELLULAR PHONE SVCS	VERIZON WIRELESS	77
5030010000	OFFICE SUPPLIES	FORMS & SUPPLY INC	914
5030010000	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	36
<b>Total Claims:</b>			<b>1,519</b>

##### Commissioners

Commitment Item	Commitment Item Description	Vendor	Commitment
5020080000	FREIGHT EXPRESS DELV	FEDEX	302
5020120000	CELLULAR PHONE SVCS	VERIZON WIRELESS	160
5030010000	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	338
<b>Total Commissioners:</b>			<b>799</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  
Commitments  
FY 2021 As of 8/31/2020**

**Fund 38440000 - EARMARKED FUND**

**Insurance & Medical**

Commitment Item	Commitment Item Description	Vendor	Commitment
5020080000	FREIGHT EXPRESS DELV	FEDEX	492
5021540000	NON-IT OTHER PRO SRV	A WOMANS TOUCH LLC	2,230
5021540000	NON-IT OTHER PRO SRV	LUMLEY INVESTIGATIONS LLC	756
5021540000	NON-IT OTHER PRO SRV	TPT INVESTIGATIONS LLC	320
5021540000	NON-IT OTHER PRO SRV	UPSTATE LEGAL SUPPORT SERVICES L	2,700
5021540000	NON-IT OTHER PRO SRV	WHITESSELL INVESTIGATIVE SERVICES	6,607
5030010000	OFFICE SUPPLIES	FORMS & SUPPLY INC	846
5030010000	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	790
5040060000	OPER-RENT-NON ST OWN	GALIUM 1333 MAIN LLC	452
<b>Total Insurance &amp; Medical:</b>			<b>15,194</b>

**Judicial**

Commitment Item	Commitment Item Description	Vendor	Commitment
5020080000	FREIGHT EXPRESS DELV	FEDEX	492
5020120000	CELLULAR PHONE SVCS	VERIZON WIRELESS	116
5030010000	OFFICE SUPPLIES	FORMS & SUPPLY INC	1,126
5030010000	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	795
<b>Total Judicial:</b>			<b>2,529</b>

<b>Total EARMARKED FUND:</b>			<b>568,915</b>
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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 2021 As of 8/31/2020**  
**17% of year elapsed**

Account	Acct No.	Budget	YTD Actual Revenue	% of Budget
WORKERS' COMP HEARING FEE	4110090000		164,490	
W COMP FILING VIOL PENALTY	4223030000		204,568	
PARKING FEE	4350040000		875	
W COMP AWARD REVIEW FEE	4350140000		1,950	
PHOTOCOPYING FEE	4380050000		6,839	
SALE OF LISTINGS & LABELS	4480060000		450	
REFUND PRIOR YR EXPENDITURE	4520010000			
RETURN CHECKS	4530010000		(50)	
MISC REVENUE	4530030000		200	
<b>Total Revenues</b>			<b>379,321</b>	
<b>Self Insurance Tax</b>			<b>326,709</b>	
<b>Total</b>			<b>706,030</b>	