



# **Mississippi State Agencies' Workers' Compensation Trust Board Meeting**

## **Public Meeting Notice**

There will be a special board meeting of the Mississippi State Agencies' Workers' Compensation Trust on Thursday, November 3, 2022 at 3:00 p.m. Public access will be by phone. If you are interested in attending the meeting by telephone, please email [amanda.murphy@dfa.ms.gov](mailto:amanda.murphy@dfa.ms.gov).

For further information, contact the Office of Insurance, Department of Finance and Administration at 601-359-3411.

**MISSISSIPPI STATE AGENCIES SELF-INSURED  
WORKERS' COMPENSATION TRUST**

**BOARD OF TRUSTEES SPECIAL MEETING  
NOVEMBER 3, 2022  
3:00 P.M.**

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**AGENDA**

- |   |                |
|---|----------------|
| Welcome                                       | Cindy Bradshaw |
| 1. Election/Ratification of New Board Members | Cindy Bradshaw |
| 2. Election of Officers                       | Cindy Bradshaw |
| 3. Minutes of October 6, 2022 Board Meeting   | Cindy Bradshaw |
| 4. Other Business                             | Cindy Bradshaw |
| Adjournment                                   |                |

**MISSISSIPPI STATE AGENCIES SELF-INSURED WORKERS'  
COMPENSATION TRUST**

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**BOARD OF TRUSTEES  
Effective November 2021**

Mr. Kelly Breland, Chairman  
Director, Bureau of Administration  
Mississippi Department of Mental Health  
239 North Lamar Street  
Jackson, MS 39201  
601-359-6255  
E-mail: [kelly.breland@dmh.state.ms.us](mailto:kelly.breland@dmh.state.ms.us)  
Term expires October 2025

Mr. Phil Hardy, Vice Chairman  
Director, Human Resources  
Mississippi Military Department  
1410 Riverside Drive  
Jackson, MS 39202  
601-313-6213  
E-mail: [phardy@mil.ms.gov](mailto:phardy@mil.ms.gov)  
Term expires October 2026

Vacant

Mr. Ryan Beard  
Director, Human Capital Core Processes  
Mississippi State Personnel Board  
210 East Capitol Street, Suite 800  
Jackson, MS 39201  
601-359-5161  
E-mail: [ryan.beard@mspb.ms.gov](mailto:ryan.beard@mspb.ms.gov)  
Term expires October 2023

Term expires October 2024

Ms. Cassandra Walter  
Special Assistant Attorney General, General Counsel  
Mississippi State Department of Health  
570 East Woodrow Wilson, P.O. Box 1700  
Jackson, MS 39215-1700  
601-576-7419  
E-mail: [cassandra.walter@msdh.ms.gov](mailto:cassandra.walter@msdh.ms.gov)  
Term expires October 2022

Nominating Committee

Ryan Beard  
Chairman

Kelly Breland  
Phil Hardy

## **Agenda Item 1**

### **Election/Ratification of New Board Members**

Ms. Cindy Bradshaw

#### **Description of Issue**

The Trust Board members need to exercise the proxies submitted by Trust members unable to attend the 2022 Annual Meeting, and formally vote the proxies to elect the nominee as a member of the Board of Trustees. There were a total of 101 agencies represented with 58 registered agencies and 43 proxies submitted by agencies.

#### **Action Requested**

Approval of the nominees

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210 East Capitol Street, Suite 800  
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Term expires October 2022

Nominating Committee

Ryan Beard  
Chairman

Kelly Breland  
Phil Hardy

## **Agenda Item 2**

### **Election of Officers** Ms. Cindy Bradshaw

#### **Description of Issue**

Board Officers are elected to annual terms, expiring each October.

#### **Action Requested**

Election of Officers

### **Agenda Item 3**

#### **Minutes of the October 6, 2022 Workers' Compensation Trust Board Meeting Ms. Cindy Bradshaw**

##### **Description of Issue**

The minutes of the October 6, 2022 meeting of the Mississippi State Self-Insured Workers' Compensation Trust are included in this section.

##### **Action Requested**

Approval of the minutes

**Mississippi State Agencies Self-Insured  
Workers' Compensation Trust Board Meeting  
October 06, 2022**

The Mississippi State Agencies Self-Insured Workers' Compensation Trust Board convened Wednesday, October 6, 2022, at 1:00 p.m. in the 9<sup>th</sup> floor conference room in the Office of Insurance located in the Woolfolk Building, Jackson, Mississippi. All board members along with Office of Insurance Staff were present through a TEAMS meeting conducted in the Woolfolk Building. A quorum was present. The presiding officer was Ms. Cindy Bradshaw, Trust Administrator.

**Board Members Present:**

Mr. Ryan Beard  
Mr. Kelly Breland  
Col. Phil Hardy  
Ms. Cassandra Walter

**Board Members Absent:**

**Department of Finance and Administration Staff Present:**

Ms. Cindy Bradshaw  
Mr. Chris Shaman  
Ms. Amanda Murphy

**Call to Order**

Ms. Cindy Bradshaw, Trust Administrator, called the meeting to order at approximately 1:01 p.m. and announced that a quorum was present.

**Agenda Item 1: Approval of the Minutes of the Board Meeting on October 21, 2021**

The minutes of the October 21, 2021 Board meeting were provided to Board members for their review.

**Agenda Item 2: Approval of the Minutes of the Special Board Meeting on November 3, 2021**

The minutes of the June 17, 2021 Special Board meeting were provided to Board members for their review.

**Agenda Item 2: Approval of the Minutes of the Special Board Meeting on January 25, 2022**

The minutes of the January 25, 2022 Special Board meeting were provided to Board members for their review.



A motion was made by Mr. Ryan Beard to approve all minutes as presented. Col. Phil Hardy seconded the motion. The motion passed by a 3-0 vote, with members Beard, Breland, and Hardy voting affirmatively. Ms. Walter joined the meeting at 1:04 p.m.

**Agenda Item 4: Nomination of a New Board Member**

Ms. Bradshaw stated the Board needs to replace two members: (1) Ms. Cassandra Moore who retired in June 2022; and (2) Ms. Cassandra Walter whose term expires at the end of this month (October 2022). The Nominating Committee nominated Ms. Cynthia Jiles to complete Ms. Moore's term which expires October 2024; and renominated Ms. Walter to serve for a five-year term. A motion was made by Mr. Beard to put present these two nominees to the membership at the Annual Meeting to be held on October 27, 2022. Col. Hardy seconded the motion. The motion passed by a 4-0 vote, with members Beard, Breland, Hardy, and Walter voting affirmatively.

**Agenda Item 5: Financial Statements**

Ms. Bradshaw briefly reviewed the final financial statements for the Mississippi State Agencies Self-Insured Workers' Compensation Trust for Fiscal Year 2022 and the financial report through the month of September 2022. Copies of the financial statements from June 2022 (FY Final), July 2022, and August 2022 were provided to Board members for their review. No Board action was necessary on this matter.

**Agenda Item 6: FY 2022 Claims and Performance Review Audit**

Ms. Bradshaw recognized Mr. Chris Shaman, Deputy Director, who briefly reviewed the results of the claims and performance review conducted by Strategic Claims Direction, LLC (SCD), of CCMSI's performance as the third-party claims administrator for the Mississippi State Agencies Self-Insured Workers' Compensation Trust. A copy of SCD's report entitled *Claims and Performance Audit Report for the Mississippi State Agencies Self-Insured Workers' Compensation Trust, August 2022*, was distributed to Board members for their review prior to the meeting. Mr. Shaman advised the Board that CCMSI posted high levels of administrative performance and had met or exceeded all contractual performance standards. No Board action was necessary on this matter.

**Agenda Item 7: FY 2022 Actuarial Analysis**

Ms. Bradshaw briefly reviewed the annual actuarial review of the Trust by Madison Consulting Group, Inc. for the period ended June 30, 2022. A copy of the Madison's report entitled *Actuarial Analysis of the Mississippi State Agencies Self-Insured Workers' Compensation Trust As Of June 30, 2022*, was distributed to Board members for their review prior to the meeting. No Board action was necessary on this matter.

**Agenda Item 8: FY 2023 Premium Determination**

Ms. Bradshaw provided the Board with an analysis of FY2023 revenue and expenditure projections, reflecting various premium discount options. After review and discussion of the analysis by the Board and staff, Mr. Kelly Breland made a motion to approve a 15% discount across-the-board discount to the FY 2023 actuarially determined premium rates. Ms. Walter seconded the motion. The motion passed by a 4-0 vote, with members Beard, Breland, Hardy, and Walter voting affirmatively.

**Agenda Item 9: Renewal of Actuarial Consulting Services Contract**

Ms. Bradshaw advised the contract with Madison Consulting Services to provide actuarial consulting services will expire on June 30, 2023. The contract began on May 20, 2019, and will expire on June 30, 2023, with an optional one-year renewal. Staff will need to notify Madison Consulting by November 1, 2022, in order to begin this process. A motion was made by Ms. Walter to exercise the one-year renewal option. Mr. Beard seconded the motion. The motion passed by a 4-0 vote, with members Beard, Breland, Hardy, and Walter voting affirmatively.

**Agenda Item 10: Third Party Administrator Request for Proposals**

Ms. Bradshaw advised the contract with Cannon Cochran Management Services, Inc. to provide third party administrative services to the Trust expired on June 30, 2022. The one-year renewal option to extend the contract until June 30, 2023, was exercised. In order to ensure that the selected contractor will be ready to perform services effective July 1, 2023, staff will need to initiate the procurement process in the upcoming months. A motion was made by Mr. Breland to exercise the one-year renewal option and to establish a subcommittee. Mr. Beard seconded the motion. The motion passed by a 4-0 vote, with members Beard, Breland, Hardy, and Walter voting affirmatively.

**Agenda Item 11: Financial Auditor Request for Proposals**

Ms. Bradshaw advised the contract with Harper Rains Knight & Co., PA to provide financial audit services to the Trust expired on August 8, 2021. The two-year renewal option to extend the contract until August 8, 2023, was exercised. To ensure that the selected contractor will be ready to perform services effective August 9, 2023, staff will need to initiate the procurement process in the upcoming months. A motion was made by Mr. Beard to issue a Request for Proposals for financial audit services and to establish a subcommittee. Mr. Breland seconded the motion. The motion passed by a 4-0 vote, with members Beard, Breland, Hardy, and Walter voting affirmatively.

**Agenda Item 12: Other**

There was no other business to be discussed.

**Adjournment**

As there was no further business, the meeting adjourned at 1:34 p.m.

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Kelly Breland, Chairman  
Mississippi State Agencies Self-Insured  
Workers' Compensation Trust

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Date