

## Vavrinek, Trine, Day & Co., LLP Certified Public Accountants

VALUE THE DIFFERENCE

October 1, 2014

Orange County Auditor/Controller's Office Jan Grimes 12 Civic Center Plaza, Room 200 P.O. Box 567 Santa Ana, California 92702

Dear Ms. Grimes:

Enclosed is one bound copy of the annual financial report for the Northern Orange County Self-Funded Workers' Compensation Agency for the year ended June 30, 2014.

Very truly yours,

Lynelle 2 Jawwelle

Lynelle I. Jarschke

of VAVRINEK, TRINE, DAY & CO., LLP

LIJ/sab

Enclosure

AUDITOR-CONTROLLER OCT 0.3 2014,

ANNUAL FINANCIAL REPORT

**JUNE 30, 2014** 

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### COSTA MESA, CALIFORNIA

**JUNE 30, 2014** 

### **BOARD OF DIRECTORS**

REPRESENTATIVE	<u>MEMBER</u>	<u>OFFICE</u>
Tim McLellan	Cypress School District	President
Mark Schiel	Centralia School District	Vice President
Lynn Simmons	Coastline Regional Occupational Program	Secretary/Treasurer
Luis Camerena	Anaheim City School District	Member
Kelvin Tsunezumi	Buena Park School District	Member
Kathleen Thomason	Greater Anaheim Special Education Local Plan Area	Member
Carol Argomaniz	La Habra City School District	Member
Patricia Meyer	Los Alamitos Unified School District	Member
Kevin Smith	Magnolia School District	Member
Howard Burkett	North Orange County Regional Occupational Program	Member
Eric Fano	Savanna School District	Member
Pati Romo	South Coast Regional Occupational Program	Member
Tina Douglas	Westminster School District	Member

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(A Joint Powers Entity)

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FINANCIAL SECTION





### Vavrinek, Trine, Day & Co., LLP

Certified Public Accountants



### INDEPENDENT AUDITOR'S REPORT

Board of Directors Northern Orange County Self-Funded Workers' Compensation Agency Costa Mesa, California

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the Northern Orange County Self-Funded Workers' Compensation Agency (the Agency) as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the State Controller's *Minimum Audit Requirements for California Special Districts*, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Agency's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Northern Orange County Self-Funded Workers' Compensation Agency, as of June 30, 2014, and the respective changes in financial position and eash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### Other Matters

### Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 12 and the claims development information on pages 25 and 26, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated September 24, 2014, on our consideration of the Northern Orange County Self-Funded Workers' Compensation Agency's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Northern Orange County Self-Funded Workers' Compensation Agency's internal control over financial reporting and compliance.

Vavrinele, Trine, Day & Co., LLP

Rancho Cucamonga, California September 24, 2014



### Northern Orange County Self-Funded Workers' Compensation Agency

PRESIDENT Tim McLellan Cypress School District 9470 Moody Street Cypress, CA 90630 (714) 220-6941 VICE PRESIDENT
Mark Schiel
Centralla School District
6625 La Palma Avenue
Buena Park, CA 90520
(714) 228-3100

TREASURER Lynn Simmons Coastline R.O.P. 1001 Presidio Square Costa Mesa, CA 92626 (714) 220-6941

MEMBER DISTRICTS:

Buena Park SD

Capistrano-Laguna ROP

Centralia SD

Coastline SD

Cypress SD

GASELPA

La Habra City SD

Los Alamitos SD

Magnolia SD

North Orange County ROP

This discussion and analysis provides an overview of the financial condition of Northern Orange County Self Funded Workers' Compensation Agency (NOCSFWCA) for the fiscal years ended June 30, 2013 and June 30, 2014. It examines and reviews NOCSFWCA's financial operations and analyzes the significant financial changes from financial audit in conjunction with this report to enhance their understanding of NOCSFWCA's financial performance the prior year. Readers should review the financial management information report and the independent financial audit in conjunction with this report to enhance their understanding of NOCSFWCA's financial performance.

### **Introduction and Background:**

NOCSFWCA is a public risk sharing pool established pursuant to a Joint Power Agreement effective July 1, 1977, for the purpose of self-funding workers' compensation. Participation in NOCSFWCA gives members the advantage of pooled member contributions, sharing of claim liability risk and purchase of insurance at a lower cost. NOCSFWCA's membership consists of 13 individual member districts, from the Northern Orange County area. A Full Board of Directors comprised of one representative from each member governs NOCSFWCA. Each member has one vote. The Board elects from its members, a President, Vice President, Secretary, and Treasurer.

NOCSFWCA is able to retain a degree of control over their rate structure adding to the stability and longevity of their program. NOCSFWCA operates on a fiscal/program year from July 1st through June 30th with each program year operating separately from every other program year. By tracking financial activity by program year, only the members participating in a given program year will receive rebates or assessments. Further, other items such as administrative expenses and investment revenue can be accurately allocated to the proper program year's pooled equity or deficit.

Since its inception, NOCSFWCA has been proactive in controlling its costs by developing a comprehensive risk management program and safety credit reimbursement plan. The purpose of the reimbursement plan is to provide a fund for each member to designate their portion of rebates and additional contributions. This fund is then utilized at the discretion of the members for reimbursement and implementation of various safety and loss control programs within their districts.

Accredited by the California Association of Joint Powers Authorities (CAJPA), NOCSFWCA has maintained a high level of performance, member satisfaction, and fiscal stewardship among organizations of its kind.

Savanna SD

Westerinster CD



MANAGEMENT'S DISCUSSION AND ANALYSIS

### JUNE 30, 2014

#### **Mission Statement**

"The mission of Northern Orange County Self-Funded Workers' Compensation Agency is to protect the members financial resources exposed to workers' compensation losses. Through its collective resources the authority will provide risk management and loss control services to assist in the reduction of claims with the goal of providing a safe work environment".

### **Program Structure**

NOCSFWCA participated in SAWCX II from 1988-1989 to 1994-1995 for its excess coverage in the self-insured program years. As a member of SAWCX II, they paid an annual member contribution based upon their Self-Insured Retention (SIR) and shared in all rebates or deficits proportionate to their participation. On a biannual basis SAWCX II performs an actuarial review to analyze estimated ultimate incurred loss costs. Based upon increases in actuarial estimates, the Board of Directors has taken action to assess the current and former members of SAWCX II for deficit program years.

On July 1, 1995, NOCSFWCA took advantage of the insurance market and the lower rate structure by selecting a fully insured program that existed until June 30, 2003. In program year 2003-2004, NOCSFWCA joined as a member of Protected Insurance Program for Schools (PIPS) under a Finite Risk Sharing program that utilizes reinsurance and continued as a member through 2013-2014.

#### Financial Management and Control

NOCSFWCA is responsible for establishing and maintaining an internal control structure designed to ensure that assets are protected from loss, theft, or misuse and to ensure that adequate accounting data are compiled to allow for preparation of financial statements in conformity with generally accepted accounting principles (GAAP).

NOCSFWCA has contracted with Keenan & Associates for administrative management responsibilities. These services include ensuring that NOCSFWCA meets its commitment to the members for operational efficiency, organizational integrity and for implementing policies established by the Board of Directors as set forth in organizational documents and bylaws. Service Enhancement Technologies (SETECH), a Division of Keenan & Associates, provides financial management and financial reporting to the Board. Budgetary control is provided by verification of budgeted amounts before expenses and the continued analysis of all account totals compared to budgeted amounts. Detailed financial statements and Treasurer's Reports include budget-to-actual comparisons and are provided to the NOCSFWCA Board on a quarterly basis. A comprehensive financial management information report is provided semi-annually and is the basis for the independent financial audit.

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2014

NOCSFWCA has also contracted with Bay Actuarial Consultants to provide an independent actuarial review of the overall program. This study confirms the adequacy and reasonableness of the liabilities recorded as outstanding claim reserves for all program years. Finally, Vavrinek, Trine, Day & Co., Certified Public Accountants, has performed an independent audit examination of the financial statements in accordance with generally accepted auditing standards.

### **Basic Financial Statements**

NOCSFWCA's financial statements are prepared in conformity with generally accepted accounting principles and necessarily include amounts based upon reliable estimates and judgments. The financial statements include the Statement of Net Position, Statements of Revenues, Expenses, and Changes in Net Position, and Statement of Cash Flows.

The Statement of Net Position provides information on NOCSFWCA's program assets and liabilities, with the difference reported as Net Position. The Statement of Revenues, Expenses, and Changes in Net Position, presents information showing total operating Revenue versus operating expenses for fiscal years 2012-2013 and 2013-2014 and the resulting effect on Net Position. The Statement of Cash Flows provides a reconciliation of the change during the fiscal year 2013-2014 in cash and cash equivalents.

NOCSFWCA calculates the financial position of each program year on the basis that each year stands on its own. Specifically, the funding determined necessary for each claim year is collected in that claim year, and all liabilities and expenses of each claim year are accounted for in the year they are incurred. At the close of each year, an evaluation of the Net Asset position of individual program years is conducted, and any funds remaining after taking into account outstanding liabilities and other obligations, are considered eligible for return to members in accordance with NOCSFWCA's Capital Target Policy revised on April 25, 2012, and reviewed annually. Over NOCSFWCA's 32 years of operation, it has declared and returned net member experience rebates of \$10,249,621.

## MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2014

### FINANCIAL ANALYSIS

### **Condensed Statement of Net Position:**

Below is a summary of the Statement of Net Position showing total assets versus total liabilities with a percentage of change from the 2012-2013 to the 2013-2014 program year.

	As of June 30,			
	2013	2014	Difference	Percentage
Current Assets				
Cash and Cash Equivalents	\$ 2,221,221	\$ 2,137,554	\$ (83,667)	(3.77) %
Other Assets	29,091	47,622	18,531	63.70
Total Assets	2,250,312	2,185,176	(65,136)	(2.89)
Current Liabilities				
Accounts Payable and Due to Members	1,447,321	1,527,831	80,510	5.56
Claims Liabilities	30,000	15,000	(15,000)	(50.00)
Total Current Liabilities	1,477,321	1,542,831	65,510	4.43
Noncurrent Liabilities				
Claim Liabilities and ULAE	451,274	277,644	(173,630)	(38.48)
<b>Total Non-Current Liabilities</b>	451,274	277,644	(173,630)	(38.48)
Total Liabilities	1,928,595	1,820,475	(108,120)	(5.61)
Net Position				
Undesignated	19,317	140,164	120,847	625.60
Designated - Capital Target	302,400	224,537	(77,863)	(25.75)
Total Net Position	\$ 321,717	\$ 364,701	\$ 42,984	13.36 %

### MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2014

### Assets:

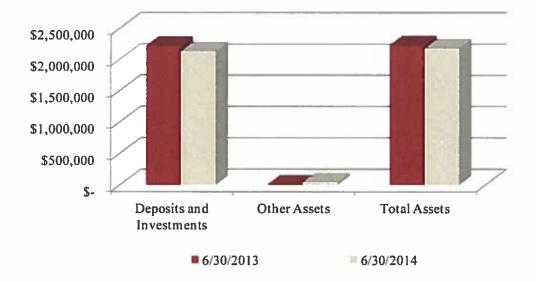
The overall assets of NOCSFWCA decreased in 2013-2014 by \$65,136 or 2.89 percent, which is largely attributed to:

 Deposit of the 2013-2014 Member Contributions of \$252,363 for Administrative Expenditures and Safety Credit Program Contributions

### Offset by:

- Payment of current year Administrative Expenditures of \$200,517
- Payment of Accounts Payable of \$33,305 as recognized at June 30, 2013
- Claims paid in 2013-2014 of \$139,650

This decrease in assets can be seen below:



The funds not necessary for the payment of claims are invested in the Orange County Treasury and Local Agency Investment Fund (LAIF) in Sacramento, California, which is administered by the State Treasurer's Office. Those assets needed for current operations are maintained in a local checking account.

## MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2014

### Liabilities:

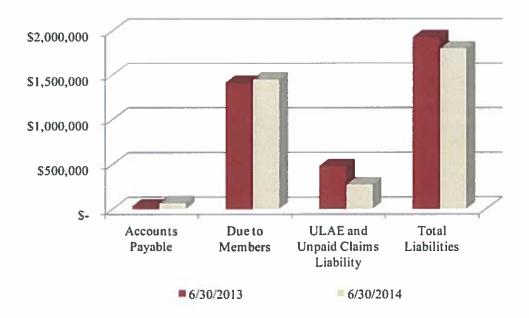
The overall liabilities of NOCSFWCA decreased in 2013-2014 by \$108,120 or 5.61 percent, which is mainly attributed to:

- Claims paid in 2013-2014 of \$139,650
- A decrease in Claim Ultimate of \$38,670 for the self-insured programs year 1994-1995 and prior

### Offset by:

• An increase in the Safety Credits and Due to Members funds of \$42,412

This decrease in liabilities can be seen below:



(A Joint Powers Entity)

## MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2014

### **Fund Net Position:**

NOCSFWCA's Net Position of \$364,701 is above the capital target, and reflects an actuarially-determined greater than 90 percent probability level funding of its outstanding liabilities. A 90 percent probability level funding means that there is only a ten percent probability that the outstanding liability is higher or lower than the actuary's best estimate. Most actuarial funding recommendations are at the 70 percent probability level, therefore, NOCSFWCA's financial position provides an increased probability of overall reserve adequacy. Probability level funding recommendations based upon the Bay Actuarial Consultants actuarial study dated April 2014 are:

- 70 percent probability level \$ 49,530
- 80 percent probability level \$104,564
- 90 percent probability level \$187,114

In order to prevent premature release of the Net Position, NOCSFWCA has adopted a capital target policy that is reviewed annually. The capital target is set at an actuarially determined contingency margin at 90 percent probability level plus 20 percent. Once the fund balance is calculated, the sum of those funds is reduced by the capital target/contingency margin and the balance is identified for return to members upon approval by the Board of Directors.

When rebates are declared by NOCSFWCA, the members have four choices for the use of the funds: 1) Credit next year's contribution, 2) Credit a Safety Credit Program, 3) Direct return to the member, and 4) Leave in NOCSFWCA in the member's name or in an interest bearing account.

## MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2014

### Statement of Revenues, Expenses, and Changes in Net Position:

Expenses are less than Revenues by \$42,894 in 2013-2014, resulting in a net increase to the Fund Net Position of 13.36 percent as shown in the Condensed Statement of Revenues/Expenses shown below.

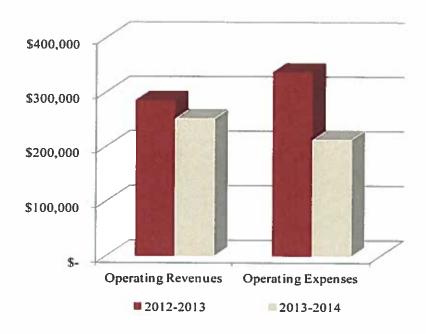
	As of J	une 30,		
	2013	2014	<b>Difference</b>	Percentage
Operating Income:				
Contributions	\$ 6,323,413	\$ 7,139,438	\$ 816,025	12.90 %
Excess Insurance	(6,038,056)	(6,887,075)	(849,019)	14.06
Total Operating Income	285,357	252,363	(32,994)	(11.56)
Expenses:				
Claims Activity	48,006	(48,980)	96,986	202.03
Claims Administration	13,221	12,500	721	5.45
Risk Management Fee	15,700	15,700	-	-
Operating Costs	196,566	205,503	(8,937)	(4.55)
Bad Debt Write-Off	20,251	-	20,251	100.00
Safety Credit Program	43,740	29,400	14,340	32.78_
Total Operating Expenses	337,484	214,123	123,361	36.55
Non Operating Income				
Investment Income	6,976	4,744	(2,232)	(32.00)
Change in Net Position	(45,151)	42,984	88,135	(195.20)
Beginning Net Position	366,868	321,717	(45,151)	(12.31)
Ending Net Position	\$ 321,717	\$ 364,701	\$ 42,984	13.36 %

Operating revenue consists of contributions received from the members offset by excess insurance premiums. Premium contributions and excess insurance increased by \$816,025 and \$849,019 respectively, due to an overall increase of 2.65 percent to the individual member payrolls and a 10.79 percent increase to the manual rate. The manual rate increase is the result of a 4.79 percent increase to the PIPS overall and a 5.73 percent increase to NOCWC ex mod as a member of PIPS.

## MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2014

Total operating expenses decreased by 36.55 percent in 2013-2014 to \$214,123. The greatest cost decrease is in the claims activity expenses which decreased by 202.03 percent due to the run-off of the self-insured claims in the pre 1994-1995 program years and a decrease to a decrease in Claim Ultimate as previously discussed.

Below is a graph that reflects a comparison of operating income and expense for 2012-2013 and 2013-2014:



### **Budgetary Highlights:**

Each year the NOCSFWCA Board of Directors approves a budget and establishes rates and funding levels for the program year. The preliminary budget is reviewed by the Board in May, with a final budget to be approved by the Board in June. The final budget incorporates any changes in assumptions or projections that have been made subsequent to the approval of the preliminary budget. NOCSFWCA is not required to make mid-year budget adjustments.

## MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2014

Below is a summary of the budget information with a comparison to actual expenses. The Change in Claim Liabilities and Paid Claims variances are attributed to an decrease in the Estimated Ultimate Incurred due to better than expected loss experience offset by claim expenditures of \$139,650.

	2013-2014			
	Adopted	·		
	Budget	Actual	Difference	Percentage
Operating Income:				
Member Contributions	\$ 7,175,161	\$ 7,139,438	\$ (35,723)	(0.50) %
Excess Insurance	(6,922,798)	(6,887,075)	35,723	(0.52)
<b>Total Operating Revenues</b>	252,363	252,363		
Operating Expenses:				
Claims Activity	(12,500)	(48,980)	(36,480)	291.84
Claims Administration	12,500	12,500	-	-
Risk Management Fee	15,700	15,700	-	-
Operating Costs	207,263	205,503	(1,760)	(0.85)
Safety Credit Program	29,400	29,400		
Total Operating Expenses	252,363	214,123	(38,240)	(15.15)
Non Operating Income				
Investment Income	6,445	4,744	(1,701)	(26.39)
Change in Net Position	6,445	42,984	36,539	566.94
Beginning Net Position	321,717	321,717		
Ending Net Position	\$ 328,162	\$ 364,701	\$ 36,539	11.13 %

## Description of Facts or Conditions That are Expected to Have a Significant Effect on Financial Position or Results of Operations

From a California standpoint, the Workers' Compensation rates are starting to increase, ranging from 5 percent to 25 percent due to carriers experiencing losses greater than premiums. The increase in losses is primarily due to rapidly increasing medical costs which represent on average over 60 percent of claims costs, continual erosion of the SB899 benefits and continual uncertainty of the ultimate impact on costs of SB 863 which passed in 2012.

Additionally there continues to be a reduction the number of players in the market which increases upward rate pressure.

For large Public Entities however, such as PIPS, program rates will also be based on their own experience.

(A Joint Powers Entity)

## STATEMENT OF NET POSITION JUNE 30, 2014

ASSETS	
Current Assets	
Deposits and investments	\$ 2,137,554
Prepaid expense	12,100
Receivables	35,522
Total Assets	2,185,176
LIABILITIES	
Current Liabilities	
Accounts payable	71,403
Due to members	1,456,428
Current portion of unpaid claims and loss adjustment expenses	15,000
Total Current Liabilities	1,542,831
Unpaid claims and loss adjustment expenses, non-current portion	277,644
Total Liabilities	1,820,475
NET POSITION	\$ 364,701

The accompanying notes are an integral part of these financial statements.

# STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION FOR THE YEAR ENDED JUNE 30, 2014

OPERATING INCOME	m = 120 420
Contributions	\$ 7,139,438
Excess insurance	(6,887,075)
Total Operating Income	252,363
OPERATING EXPENSES	
Claims payments	139,650
Provision for loss reserves	(175,680)
Provision for ULAE	(12,950)
Claims administration	12,500
Administration expenses	90,750
JPA administration	19,826
Risk management	15,700
Consulting fees	29,800
DSIP assessment	65,127
Safety credit program	29,400
Total Operating Expenses	214,123
Operating Income	38,240
NON-OPERATING REVENUES	
Interest, net of interest allocated directly to members of \$3,680	4,744
CHANGE IN NET POSITION	42,984
NET POSITION, BEGINNING OF YEAR	321,717
NET POSITION, END OF YEAR	\$ 364,701

The accompanying notes are an integral part of these financial statements.

SCHEDULE OF FINDINGS



(A Joint Powers Entity)

### STATEMENT OF CASH FLOWS FOR THE YEAR ENDED JUNE 30, 2014

CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from members and others	\$	7,181,850
Cash paid for claims and settlements		(147,756)
Cash paid for excess insurance		(6,887,075)
Cash paid to suppliers for goods and services		(235,590)
Net Cash Used in Operating Activities		(88,571)
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest income	_	4,904
NET DECREASE IN CASH AND CASH EQUIVALENTS		(83,667)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR		2,221,221
CASH AND CASH EQUIVALENTS, END OF YEAR	\$	2,137,554
RECONCILIATION OF OPERATING INCOME TO NET CASH USED IN OPERATING ACTIVITIES		
Operating income	\$	38,240
Adjustments to reconcile operating income to		·
net cash used in operating activities:		
Changes in assets and liabilities:		
Increase in accounts receivable		(14,441)
Increase in prepaid expenses		(4,250)
Increase in accounts payable		38,098
Increase in amounts due members		42,412
Decrease in claims and unallocated expense liability		(188,630)
Net Cash Used in Operating Activities	\$	(88,571)

The accompanying notes are an integral part of these financial statements.

### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### A. Reporting Entity

The Northern Orange County Self-Funded Workers' Compensation Agency (the Agency) was formed and became operational on September 28, 1977, when the Cypress Elementary School District, Los Alamitos Unified School District, Magnolia Elementary School District, Savanna Elementary School District, and Westminster Elementary School District joined together under the California Government Code to create a public agency. The following local educational agencies became members of the Agency on the respective dates:

Centralia Elementary School District	10/14/77
La Habra Elementary School District	10/01/78
Buena Park Elementary School District	07/01/79
Anaheim City Elementary School District	07/01/85
Greater Anaheim Special Education Local Plan Area (GASELPA)	11/01/85
Coastline Regional Occupational Program	07/01/87
North Orange County Regional Occupational Program	10/01/87
Capistrano-Laguna Beach Regional Occupational Program	07/01/95
ABC Unified School District	07/01/96

The purpose of the Agency is to provide its members the necessary workers' compensation coverage as presented by the laws of the State of California.

The Agency functions as a pool for its respective members. Each member of the Agency is liable only for its prorata share, based on all premiums paid, of all debts and liabilities of the Agency.

The Agency includes all funds and account groups that are controlled by or dependent on the Agency's governing board for financial reporting purposes. The Agency has considered all potential component units in determining how to define the reporting entity, using criteria set forth in accounting principles generally accepted in the United States of America. The Agency determined that there are no potential component units that meet the criteria for inclusion within the reporting entity.

### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

### B. Basis of Accounting

The accompanying financial statements are presented as a proprietary fund on the accrual basis of accounting in accordance with governmental Generally Accepted Accounting Principles (GAAP). Under the accrual basis, revenues and the related assets are recognized when earned, and expenses and related liabilities are recognized when the obligation is incurred. Operating revenues include member contributions net of any applicable rate credits. Operating expenses include the provision for claims and claims adjustment expenses, insurance premiums, premium rebates, and general and administrative expenses. All other revenues and expenses are considered non-operating.

Under GASB Statement No. 20, Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting, the Agency has elected to apply all applicable Financial Accounting Standards Board (FASB) Statements and Interpretations, Accounting Principles Board Opinions and Accounting Research Bulletins issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements. The Agency has elected not to apply FASB pronouncements issued after November 30, 1989, when preparing the financial statements.

### C. Budgets and Budgetary Accounting

Annually, the Board of Directors adopts a budget that is subject to amendment throughout the year to give consideration to unanticipated revenue and expenses primarily resulting from events unknown at the time of budget adoption.

#### D. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

### E. Cash and Cash Equivalents

For purposes of the Statement of Cash Flows, the Agency considers all investment instruments purchased with an original maturity of three months or less to be cash equivalents. The Agency considers deposits with the county and the State Treasurer's Pool to be cash equivalents during the fiscal year ended June 30, 2014.

### F. Prepaid Expenses

Prepaid expenses represent amounts paid in advance of receiving goods or services.

(A Joint Powers Entity)

### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

### G. Claims Liabilities

The Agency establishes claims liabilities based on estimates of the ultimate cost of claims (including future claims administrative costs) that have been reported but not settled, and of claims that have been incurred but not reported. The length of time for which such costs must be estimated varies depending on the coverage involved. Estimated amounts of salvage and subrogation and excess insurance recoverable on unpaid claims are deducted from the liability for unpaid claims. Because actual claims costs depend on such complex factors as inflation, changes in doctrines of legal liability, and damage awards, the process used in computing claims liabilities does not necessarily result in an exact amount. Claims liabilities are computed periodically using a variety of actuarial and statistical techniques to produce current estimates that reflect recent settlements, claim frequency, and other economic and social factors. A provision for inflation in the calculation of estimated future claims costs is implicit in the calculation because reliance is placed both on actual historical data that reflect past inflation and on other factors that are considered to be appropriate modifiers of past experience. Adjustments to claims liabilities are charged or credited to expense in the periods in which they are made.

### H. Excess Insurance

The Agency uses excess insurance agreements to reduce its exposure to large losses. Excess insurance permits recovery of a portion of losses from excess insurance carriers, although it does not discharge the primary liability of the Agency as direct insurer of the risks insured. The Agency does not report excess insurance risks as liabilities unless it is probable that those risks will not be covered by excess insurance carriers.

### I. Income Taxes

The Agency's income is exempt from Federal and State income taxes under Internal Revenue Code Section 115, and the corresponding section of the California Revenue and Taxation Code.

#### **NOTE 2 - DEPOSITS AND INVESTMENTS**

### A. Summary of Deposits and Investments

Deposits and investments as of June 30, 2014, consist of the following:

Cash on hand and in banks	\$ 889
Cash in trust account	100,000
Investments	 2,036,665
Total Deposits and Investments	\$ 2,137,554

(A Joint Powers Entity)

## NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

### **B.** Policies and Practices

The Agency is authorized under California Government Code to make direct investments in local agency bonds, notes, or warrants within the State; U.S. Treasury instruments; registered State warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; and collateralized mortgage obligations.

### C. Investment in County Treasury

The Agency is considered to be an involuntary participant in an external investment pool as the Agency is required to deposit all receipts and collections of monies with their County Treasurer (*Education Code Section* 41001). The fair value of the Agency's investment in the pool is reported in the accounting financial statements at amounts based upon the Agency's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis. For additional information visit the Orange County Treasurer's website at: www.treasurer.ca.gov/pmia-laif.

### D. Investment in the State Investment Pool

The Agency is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California *Government Code* Section 16429 under the oversight of the Treasurer of the State of California. The fair value of the Agency's investment in the pool is reported in the accompanying financial statement at amounts based upon the Agency's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which is recorded on the amortized cost basis. For additional information visit LAIF's website at: www.treasurer.ca.gov/pmia-laif.

### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

### E. General Authorizations

Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are indicated in the schedules below:

	Maximum	Maximum	Maximum
Authorized	Remaining	Percentage	Investment
Investment Type	Maturity	of Portfolio	in One Issuer
Local Agency Bonds, Notes, Warrants	5 years	None	None
Registered State Bonds, Notes, Warrants	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Banker's Acceptance	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	20% of base	None
Medium-Term Corporate Notes	5 years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

### F. Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Agency manages its exposure to interest rate risk by purchasing a combination of shorter term and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

(A Joint Powers Entity)

## NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

Information about the sensitivity of the fair values of the Agency's investments to market interest rate fluctuation is provided by the following schedule that shows the distribution of the Agency's investment by maturity:

	Fair	Average Maturity
Investment Type	 Value	Days
County Pool	\$ 1,390,862	519
State Investment Pool	644,601	232
Total	\$ 2,035,463	

### G. Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The Agency's investments in the county pool and LAIF are not required to be rated, nor have they been rated as of June 30, 2014.

### H. Concentration of Credit Risk

The investment policy of the Agency contains no limitations on the amount that can be invested in any one issuer beyond the amount stipulated by the California Government code. At June 30, 2014, there were no investments in any one issuer that represent five percent or more of the total investments.

### I. Custodial Credit Risk - Deposits

This is the risk that in the event of a bank failure, the Agency's deposits may not be returned to it. The Agency does not have a policy for custodial credit risk for deposits. However, the California Government Code requires that a financial institution secure deposits made by State or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under State law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110 percent of the total amount deposited by the public agencies. California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105 percent of the secured deposits. As of June 30, 2014, the Agency's bank balances were not exposed to custodial credit risk.

## NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

Total

JUNE 30, 2014	
NOTE 3 - RECEIVABLES	
Receivables at June 30, 2014, consist of the following:	
Reinsurance receivable	\$ 34,421
Interest income	\$ 1,101 35,522
NOTE 4 - ACCOUNTS PAYABLE	
Accounts payable at June 30, 2014, consist of the following:	
Accounts payable	\$ 33,186
Claims payable	\$ 38,217 71,403
NOTE 5 - DUE TO MEMBERS	
The amounts due to members at June 30, 2014, are summarized below:	
Anaheim City School District	\$ 17,135
Buena Park School District	112,178
Centralia School District Coastline Regional Occupational Program	6,566
Cypress School District	396,396 115,959
Greater Anaheim Special Education Local Plan Area (GASELPA)	13,436
La Habra City School District	(2,807)
Los Alamitos Unified School District	128,926
Magnolia School District	477,799
North Orange County Regional Occupational Program	100,446
Savanna Elementary	20,927
South Coast Regional Occupational Program	19,339
Westminster School District	 50,128

1,456,428

## NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

### **NOTE 6 - UNPAID CLAIMS LIABILITIES**

As discussed in Note 1, the Agency establishes a liability for both reported and unreported insured events, which includes estimates of both future payments of losses and related claim adjustment expenses. The following represents changes in those aggregate liabilities for the Agency during the years ended June 30, 2014 and 2013:

	June 30,		
	2014	2013	
Claims liabilities at beginning of fiscal year	\$ 445,590	\$ 415,981	
Incurred expenses related to: Insured events of prior fiscal years	(36,030)	46,804	
Payments related to: Insured events of prior fiscal years	139,650	17,195	
Claims liabilities at end of fiscal year	\$ 269,910	\$ 445,590	
The component units of the unpaid claims and claim adjustment expenses as of June 30, 2014 and 2013, were as follows:			
	2014	2013	
Claims liability	\$ 269,910	\$ 445,590	
Unallocated loss adjustment expenses	22,734	35,684	
	292,644	481,274	
Current portion	(15,000)	(30,000)	

277,644

451,274

## NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

#### **NOTE 7 - NET POSITION**

Net position is composed of the following elements as of June 30, 2014:

Designated
Capital target
Undesignated

Total Net Position

\$ 224,537
140,164
\$ 364,701

### NOTE 8 - PARTICIPATION IN PUBLIC ENTITY RISK POOLS

The Agency participates in two joint ventures under joint powers agreements (JPA's) as described below. The relationship between the Agency and the JPAs is that the JPAs are not component units of the Agency for financial reporting purposes.

### Schools Alliance for Workers' Compensation Excess Self-Funded (SAWCX II)

SAWCX II arranges for and provides for the joint group purchase of workers' compensation excess protection for its members. SAWCX II is governed by a board consisting of a representative from each member. The board controls the operations of SAWCX II, including approval of an operating budget. Each member pays a premium commensurate with the level of coverage requested and shares surpluses and deficits proportionate to their participation in SAWCX II.

No payments were made to SAWCX II during the 2013-2014 program years.

### The Protected Insurance Program for Schools and Community Colleges Joint Powers Authority (PIPS)

The PIPS arranges for and provides for the joint group purchase of workers' compensation reinsurance for its members. The PIPS is governed by an executive board consisting of nine members, five are K-12, and four are community colleges. This board controls the operations of the PIPS including approval of an operating budget. Each member pays a premium commensurate with their experience modification within the pool and shares surpluses and deficits proportionate to their participation in PIPS.

Payments for the current year

\$ 6,038,056

REQUIRED SUPPLEMENTARY INFORMATION



### CLAIMS DEVELOPMENT INFORMATION FOR THE YEAR ENDED JUNE 30, 2014

The following table illustrates how the Agency's earned revenue (net of reinsurance) and investment income compare to related costs of loss (net of loss assumed by reinsurers) and other expenses assumed by the Agency as of the end of each of the past years. The rows of the table are defined as follows: (1) This line shows the total of each fiscal year's gross earned contribution revenue and investment revenue, contribution revenue ceded to reinsurers and net earned contribution revenue and reported investment revenue. (2) This line shows each fiscal year's other operating costs of the Agency, including overhead and claims expense not allocable to individual claims. (3) This line shows the Agency's gross incurred claims and allocated claim adjustment expenses, claims assumed by reinsurers, and net incurred claims and allocated adjustment expenses (both paid and accrued) as originally reported at the end of the first year in which the event that triggered coverage under the contract occurred (called policy year). (4) This section of rows shows the cumulative net amounts paid as of the end of successive years for each policy year. (5) This line shows the latest re-estimated amount of claims assumed by reinsurers as of the end of the current year for each accident year. (6) This section of rows shows how each policy year's net incurred claims increased or decreased as of the end of successive years. (This annual re-estimation results from new information received on known claims, reevaluation of existing information on known claims, and emergence of new claims not previously known.) (7) This line compares the latest re-estimated net incurred claims amount to the amount originally established (line 3) and shows whether this latest estimate of net claims cost is greater or less than originally thought. As data for individual policy years mature, the correlation between original estimates and re-estimated amounts commonly is used to evaluate the accuracy of net incurred claims currently recognized in less mature policy years. The columns of the table show data for successive policy years.

### TEN-YEAR CLAIMS DEVELOPMENT INFORMATION FOR THE YEAR ENDED JUNE 30, 2014

		2005	2006	2007	2008
1.	Required contribution and investment revenues:				
	Earned	\$8,152,544	\$ 8,459,567	\$ 5,806,821	\$ 5,027,515
	Ceded	7,846,032	8,154,267	5,488,840	4,733,981
	Net earned	306,512	305,300	317,981	293,534
2.	Unallocated expenses	237,681	306,801	269,097	263,718
3.	Estimated claims and expenses, end of policy year				
	Incurred	Fully	Fully	Fully	Fully
	Ceded	Insured	Insured	Insured	Insured
	Net incurred				
4.	Paid (cumulative) as of:				
	End of policy year				
	One year later				
	Two years later				
	Three years later				
	Four years later				
	Five years later				
	Six years later				
	Seven years later				
	Eight years later				
	Nine years later				
5.	Re-estimated ceded claims and expenses				
6.	Re-estimated net incurred claims and expenses:				
	End of policy year				
	One year later				
	Two years later				

Three years later

Four years later

Five years later

Six years later

Seven years later

Eight years later

Nine years later

7. Increase (decrease) in estimated incurred claims and expenses from end of policy year

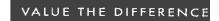
June	30,				
2009	2010	2011	2011 2012		2014
\$ 4,879,682	\$ 6,360,470	\$5,669,083	\$6,198,199	\$6,330,389	\$7,144,182
4,578,994	6,135,022	5,377,279	5,938,233	6,038,056	6,887,075
300,688	225,448	291,804	259,966	292,333	257,107
265,635	275,119	290,406	289,007	290,680	250,153
Fully	Fully	Fully	Fully	Fully	Fully
Insured	Insured	Insured	Insured	Insured	Insured



INDEPENDENT AUDITOR'S REPORTS









#### INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Governing Board Northern Orange County Self-Funded Workers' Compensation Agency Torrance, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of the Northern Orange County Self-Funded Workers' Compensation Agency (the Agency) as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise Northern Orange County Self-Funded Workers' Compensation Agency's basic financial statements, and have issued our report thereon dated September 24, 2014.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Northern Orange County Self-Funded Workers' Compensation Agency's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Northern Orange County Self-Funded Workers' Compensation Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of Northern Orange County Self-Funded Workers' Compensation Agency's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Agency's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Northern Orange County Self-Funded Workers' Compensation Agency's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

#### **Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Agency's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Agency's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Vauruele, True, Day & Co., LP

Rancho Cucamonga, California

September 24, 2014

### SCHEDULE OF FINANCIAL STATEMENT FINDINGS JUNE 30, 2014

There were no findings related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*.

### SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS JUNE 30, 2014

There were no audit findings reported in the prior year's schedule of financial statement findings.