Trindel
Insurance Fund
Alpine - Colusa - Del Norte - Lassen - Modoc - Mono - Plumas - San Benito - Sierra - Trinity
A Joint Powers Authority Established in 1980
www.trindel.org

TRINDEL BOARD MEETING **AGENDA ITEM: J**
September 11-12, 2014

SUBJECT: Workers' Compensation staffing and corresponding budget adjustment.

ACTION FOR CONSIDERATION: Approve Staffing request of two new positions with corresponding budget adjustments.

BACKGROUND: CLAIMS STAFFING REQUEST

Trindel's Workers' Comp Claims Dept. is requesting authorization to hire two additional employees to our staff. These two employees will be Claims Clerical Assistants. They will assist the claims examiner's with scanning and indexing mail, processing letters to claimants, medical providers and legal counsel, phone calls, requests for subpoenaed records, scheduling medical-legal exams, processing utilization review requests and letters and processing provider checks.

The current Claims Assistant is ready to move to the Technician position.

FISCAL IMPACT: $50,111

RECOMMENDATION: Approve staffing request of two new positions with corresponding budget adjustments.

P.O. Box 2069 Weaverville, Calif. 96093 Phone: (530) 623-2322