

**GLOUCESTER, SALEM, CUMBERLAND COUNTIES
MUNICIPAL JOINT INSURANCE FUND**

**Gloucester County Library – Mullica Hill Branch
389 Wolfert Station Rd
Mullica Hill, New Jersey**

April 28, 2014 – 3:30 PM

EXECUTIVE CLAIMS MEETING MINUTES

The Executive Claims Committee Meeting of the Gloucester, Salem, and Cumberland Counties Municipal Joint Insurance Fund (TRICO JIF) was held at the Gloucester County Library, 389 Wolfert Station Rd, Mullica Hill, New Jersey on Monday, April 28, 2014 at 3:30 PM, prevailing time. Chair Heydel, **Monroe**, presiding. The meeting was called to order at 3:34 PM.

STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETING ACT

Notice of this meeting was given by: (1) sending sufficient notice herewith to *Today's Sunbeam*, of Salem; *Bridgeton Evening News*, of Bridgeton; and the *South Jersey Newspapers*, of Woodbury; (2) filing advance written notice of this meeting with the Clerks/Administrators of all member municipalities of the TRICO Municipal Joint Insurance Fund, and (3) posting notice on the public bulletin boards of all member municipalities of the TRICO Municipal Joint Insurance Fund.

Those in attendance were:

Joe Schweigart, **East Greenwich**
Kevin Heydel, **Monroe**
Greg Sawyer, **Glassboro**
Bill Slusser, **Oldmans**
Mike Razzo, **Pitman**
Brad Campbell, **Shiloh** (*arrived 4:10pm*)
Bob Law, **Woodbury**

Also present were:

Paul J. Miola, CPCU, ARM, Executive Director, **AJGRMS**
Paul Forlenza, Deputy Executive Director, **AJGRMS**
David S. DeWeese, Esquire, **The DeWeese Law Firm, P.C.**
Tim Sheehan, **J.A. Montgomery**
Kathy Tyler-Schohl, **Qual-Lynx**
Karen Beatty, **QualCare**
Debby Schiffer, **Wellness Director** (*arrived 3:40pm*)

CLOSED SESSION PORTION OF MEETING

Chair Heydel entertained a motion to move to Executive Session to review the *Payment Authorization Requests* that will be voted on in Open Session during the Executive Committee Meeting being held on April 28, 2014 at 5:00 PM.

Motion by Mr. Slusser seconded by Mr. Schweigart to move to Executive Closed Session. All in favor. Motion carried.

REOPEN PUBLIC PORTION OF THE MEETING

Chair Heydel entertained a motion to reopen the public portion of the meeting.

Motion by Mr. Slusser seconded by Mr. Schweigart to reopen the public portion of the meeting. All in favor. Motion carried.

SOLICITOR'S REPORT FOR OPEN SESSION:

Closed Cases

Mr. DeWeese reported that three (3) case(s) were closed since the last meeting.

Closed Cases	Result
<i>Walsh v. Twp of Washington</i>	<i>Dismissed with no payment to the Plaintiff</i>
<i>Polisano v. Twp of Monroe</i>	<i>Dismissed with no payment to the Plaintiff</i>
<i>Jung-Huynh v. Twp of Monroe</i>	<i>Dismissed with no payment to the Plaintiff</i>

Mr. DeWeese asked if there were any questions. No questions were entertained.

MANAGED HEALTH CARE REPORT

Lost Time v. Medical Only Cases

Ms. Beatty presented the TRICO JIF *Lost Time v. Medical Only Cases (Intake Report)*.

	March	YTD
<i>Lost Time</i>	1	3
<i>Medical Only</i>	16	54
<i>Report Only</i>	7	32
<i>Total Intakes</i>	24	89
<i>Report Only % of Total</i>	29.2%	36.0%
<i>Medical Only/Lost Time Ratio</i>	94:06	95:05
<i>Average Days to Report</i>	3	2

Ms. Beatty noted that Paulsboro reported a claim very late as it occurred on Feb 6 and was not reported until March 11th.

Transitional Duty Report

Ms. Beatty presented the self-explanatory Year-to-Date Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	819
<i>Transitional Duty Days Worked</i>	675

<i>% of Transitional Duty Days Worked</i>	82.4%
<i>Transitional Duty Days Not Accommodated</i>	144
<i>% of Transitional Duty Days Not Accommodated</i>	17.6%

Nurse Case Assignment Report:

<i>Nurse Case Summary Report (Inclusive of 3 JIFs)</i>	<i>March</i>
<i>Total Cases Assigned in month</i>	62
<i>Total Cases Closed in month</i>	54
<i>Total active in month</i>	263

PPO Penetration Report:

Ms. Beatty presented the monthly PPO Penetration Report.

<i>PPO Penetration Rate</i>	<i>March</i>
<i>Bill Count</i>	183
<i>Original Provider Charges</i>	\$141,687
<i>Re-priced Bill Amount</i>	\$73,247
<i>Savings</i>	\$68,440
<i>% of Savings</i>	48.3%
<i>PPO Penetration Rate Bill Count Percentage</i>	95.1%
<i>PPO Penetration Rate Provider Charge Percentage</i>	98.0%
<i>EPO Penetration Rate Bill Count Percentage</i>	94.1%
<i>EPO Penetration Rate Provider Charge Percentage</i>	94.9%

Ms. Beatty asked if there were any questions. No comments or questions were entertained.

QUAL-LYNX REPORTS

Lessons Learned from Losses – April

Ms. Tyler-Schohl reported on the *Lessons Learned from Losses* which was included in the agenda packet.

Importance of Timely Investigations

Ms. Tyler-Schohl stated that she strongly recommends that a Supervisor’s Incident Investigation Form is completed at the time of every incident or accident. She also noted that it helps correct unsafe conditions and employee practices as well as determining the “root cause” of the accident/incident and the possibility of subrogation.

Why is it Important?

Ms. Tyler-Schohl noted that in another JIF a police officer slipped on ice on commercial property, resulting in a WC claim. She commented that the Incident Investigation Report was not submitted. The Fund Solicitor filed a third party suit based on the information given at the time, but later learned that the information on the third party suit was incorrect resulting in the wrong defendant being named. This was discovered after the statute of limitations had expired. Ms. Tyler-Schohl noted that this meant that there was no future chance of subrogation. Additionally two (2) years later, Qual-Lynx learned there was video of the incident that they never knew about and would have helped in their subrogation efforts.

Product Identification

Ms. Tyler-Schohl also reported that the Supervisor's Incident Investigation Form is used for product identification. She stated that when something is damaged, it's usually removed prior to Qual-Lynx getting notification of the claim. This report will aid in confirming damage as well.

Ms. Tyler-Schohl noted that this form can be found on the JIF website under the CLAIMS tab.

Ms. Tyler-Schohl asked if there were any questions at this time. No questions were entertained.

RECOMMENDATION OF APPROVAL OF CLAIMS PAYMENTS

The Executive Claims Committee recommends approval of the PARs at the Executive Committee Meeting as presented in their entirety during the Closed Session portion of the *Executive Claims Meeting*.

The Committee reviewed eighteen (18) claims. Of the claims reviewed, there were ten (10) Workers' Compensation, three (3) General Liability, one (1) Auto, and four (4) Property PARs recommended for approval of settlement or continuing defense.

Chair Heydel asked if there were any questions at this time. No questions were entertained.

RECOMMENDATION TO ABANDON SUBROGATION

There was one (1) matter(s) presented for *Abandonment of Subrogation* at the next Executive Committee Meeting during the Closed Session portion of the *Executive Claims Meeting*.

<i>QUAL-LYNX FILES</i>	<i>AMOUNT</i>
<i>X29909</i>	<i>\$54,112.00</i>

MISCELLANEOUS

NEXT MEETING

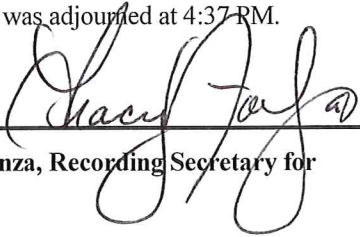
The next Executive Claims Meeting will be held on **Monday, May 19, 2014** (*the third Monday due to the holiday*) at 3:30 PM at the **Gloucester County Library, Mullica Hill, New Jersey**.

MOTION TO ADJOURN

There being no further business, Chair Heydel entertained a motion to adjourn the April 28, 2014 meeting of the TRICO JIF Executive Claims Committee.

Motion by Mr. Schweigart, seconded by Mr. Slusser, to adjourn the April 28, 2014 meeting of the TRICO JIF Executive Claims Review Committee. All in favor. Motion carried.

The meeting was adjourned at 4:37 PM.



Tracy Forlenza, Recording Secretary for



KEVIN HEYDEL, FUND CHAIR