

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

**Gloucester County Library
389 Wolfert Station Road
Mullica Hill, New Jersey**

April 27, 2015 – 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 Road, Mullica Hill, New Jersey on Monday, April 27, 2015 at 3:30 PM, prevailing time. Chair Slusser, **Oldmans**, presiding. The meeting was called to order at 3:40 PM.

STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETING ACT

Notice of this meeting was given by: (1) sending sufficient notice herewith to *South Jersey News*, of Woodbury and the *Courier Post*, Cherry Hill, NJ; (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:

Bill Slusser, *Chair Oldmans Twp.*
Doris Hall, **Logan**
Mike Razze, **Pitman**
Aldis Sotomayor, *Alternate, City of Vineland*
Karen Sweeney, **Wenonah**
Bob Law, **Woodbury City**

Also present were:

Paul A. Forlenza, Deputy Executive Director, *AJGRMS*
David S. DeWeese, Esquire, *The DeWeese Law Firm, P.C.*
Tim Sheehan, **J.A. Montgomery**
Kathie Tyler-Schohl, *Qual-Lynx*
Patty Davidson, *Qual-Lynx*
Karen Beatty, *QualCare*
Debby Schiffer, *Wellness Director*

CLOSED SESSION PORTION OF MEETING

Chair Slusser 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 27, 2015 at 5:00 PM.

Motion by Mr. Law, seconded by Mr. Razze, to move to Executive Closed Session. All in favor. Motion carried.

REOPEN PUBLIC PORTION OF THE MEETING

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

Motion by Mr. Law, seconded by Ms. Hall, to reopen the public portion of the meeting. All in favor. Motion carried.

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 twenty-one (21) claims. Of the claims reviewed, there sixteen (16) Workers' Compensation, two (2) General Liability and three (3) Property PARs recommended for approval of settlement or continuing defense.

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

SOLICITOR'S REPORT FOR OPEN SESSION:

Closed Cases

Mr. DeWeese noted that there were three (3) cases closed in the month of April, 2015:

<i>Formelio vs. Township of Washington</i>	<i>A Motion for Summary Judgment was filed and granted; dismissing any and all claims against the Township with prejudice.</i>
<i>Moriarity vs. Township of Washington</i>	<i>A Motion to Dismiss the Plaintiff's Amended Complaint was granted with prejudice dismissing any and all claims against the Township.</i>
<i>Sheppleman vs. Township of Washington</i>	<i>A Motion for Summary Judgment was filed and granted.</i>

MANAGED 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>	4	127
<i>Medical Only</i>	7	46
<i>Report Only</i>	18	35
<i>Total Intakes(New Claims)</i>	29	93
<i>Report Only % of Total</i>	62.1%	37.6%
<i>Medical Only/Lost Time Ratio</i>	64:36	79:21
<i>Average Days to Report</i>	3.2	5.0

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	778
<i>Transitional Duty Days Worked</i>	429
<i>% of Transitional Duty Days Worked</i>	55.1%
<i>Transitional Duty Days Not Accommodated</i>	349
<i>% of Transitional Duty Days Not Accommodated</i>	44.9%

PPO Penetration Report:

Ms. Beatty presented the monthly PPO Penetration Report

PPO Penetration Rate	March
<i>Bill Count</i>	297
<i>Original Provider Charges</i>	\$288,636
<i>Re-priced Bill Amount</i>	\$145,939
<i>Savings</i>	\$142,697
<i>% of Savings</i>	49.4%
<i>PPO Penetration Rate Bill Count Percentage</i>	93.6%
<i>PPO Penetration Rate Provider Charge Percentage</i>	97.1%
<i>EPO Penetration Rate Bill Count Percentage</i>	78.2%
<i>EPO Penetration Rate Provider Charge Percentage</i>	85.4%

QUAL-LYNX REPORT

Lessons Learned from Losses – April

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

This month she is focusing on claims that result from lifting. She noted that many of the same “safe pointers” apply to municipal workers. She reviewed some claims that involved municipal workers and offered the following tips:

- Lift with your legs, not with your back
- Lift without twisting
- Ensure good footing
- Employees need to ask for assistance when lifting heavy items
- Supervisors should also consider whether the task requires more than one employee
- Take into consideration whether the employee had a prior back or similar injury

She stated that the Safety Director’s noted in last month’s Safety Bulletin: “Studies show that a department-wide fitness and wellness program coupled with training on proper body mechanics and lifting procedures result in fewer injuries”.

Adjuster File Count Report

Ms. Tyler-Schohl stated that the Adjuster File Count report was included in the agenda packet.

2015 RFP/RFQ's

Mr. Forlenza stated that there were two issues to discuss regarding RFP/RFQ's to be issued in 2015. The first one is for the three year rotation of the Defense Panel members. This RFQ will go out in August, 2015.

The second issue is the Managed Care RFP. He stated that back in 2010, a five year contract was authorized effective January 1, 2011 which included the three municipal JIFs as well as the three School Board JIFs administered out of his office. We are four years into the contract and discussion have occurred as to whether to combine the managed care services with the adjuster services in one RFP. A decision has to me made as to whether we issue an RFP for managed care services or an RFP for managed care services and adjuster services as well. He reminded the Committee that the Fund undertook an RFQ last year for adjuster services that went into effect January 1, 2015. It may make sense to do an RFP for managed care services with the understanding that the successful vendor has to be able to work simultaneously with our existing TPA. The Fund can also undertake a "non-fair open process" for managed care services and stay with the current contract provisions.

He stated that the Fund needs to make some fundamental decisions on how to handle this issue. We have discussed the issue with the ACMJOF and will be discussing it with the BURLCOJIF. The School Board JIFs will not be involved this time.

Mr. Law asked if the Fund is looking to do a three year or five year contract. Mr. Forlenza stated that a five year contract would be most likely. After a brief discussion, it was recommended to do one RFP which will allow the Fund the flexibility to award either a managed care provider solely or a managed care provider and adjuster services solely. Mr. Forlenza will set up a conference call with all the Chairs to make sure that everyone is on the same page.

NEXT MEETING

The next Executive Claims Meeting will be held on **Monday, May 18, 2015 at 3:30 PM** at the **Gloucester County Library, Mullica Hill, New Jersey.**

MOTION TO ADJOURN

There being no further business, Chair Slusser entertained a motion to adjourn the April 27, 2015 meeting of the TRICO JIF Executive Claims Committee.

Motion by Mr. Law, seconded by Ms. Hall, to adjourn the April 27, 2015 meeting of the TRICO JIF Executive Claims Review Committee. All in favor. Motion carried.

The meeting was adjourned at 4:42 PM.



Brenda Smith, Recording Secretary for



BILL SLUSSER, FUND CHAIR