

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

**Monroe Township Municipal Building
125 Virginia Avenue
Williamstown, New Jersey**

January 29, 2015 – 2:30 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 Monroe Township Municipal Building, 125 Virginia Avenue, Williamstown, New Jersey on Thursday, January 29, 2015 at 2:30 PM, prevailing time. Chair Heydel, **Monroe**, presiding. The meeting was called to order at 2:44 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:

Kevin Heydel, **Monroe Township**
Bill Slusser, **Oldmans Twp**
Bill Bittner, **Westville**
Bob Law, **Woodbury City**

Also present were:

Paul J. Miola, CPCU, ARM, Executive Director, *AJGRMS*
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 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 January 29, 2015 at 4:00 PM.

Motion by Mr. Slusser, seconded by Mr. Law, 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. Law, 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 fifteen (15) claims. Of the claims reviewed, there twelve (12) Workers' Compensation, two (2) Auto Liability and one (1) 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.

SOLICITOR'S REPORT FOR OPEN SESSION:

Closed Cases

Mr. DeWeese noted that there were (2) two cases closed in the month of December, 2014:

Closed Cases	Result
<i>DiPietro vs. Township of Franklin</i>	<i>Motion to Dismiss was granted.</i>
<i>Peditto vs. Borough of Glassboro</i>	<i>Motion for Summary Judgment & Plaintiff executed a Stipulation of Dismissal without Prejudice</i>

MANAGED CARE REPORT

Lost Time v. Medical Only Cases

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

	Dec	YTD
<i>Lost Time</i>	3	23
<i>Medical Only</i>	6	201
<i>Report Only</i>	13	127
<i>Total Intakes(New Claims)</i>	22	351
<i>Report Only % of Total</i>	59.1%	36.2%
<i>Medical Only/Lost Time Ratio</i>	67:33	90:10
<i>Average Days to Report</i>	1.4	2.5

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	3,390
<i>Transitional Duty Days Worked</i>	2,512
<i>% of Transitional Duty Days Worked</i>	74.1%
<i>Transitional Duty Days Not Accommodated</i>	878
<i>% of Transitional Duty Days Not Accommodated</i>	25.9%

PPO Penetration Report:

Ms. Beatty presented the monthly PPO Penetration Report

PPO Penetration Rate	Dec	YTD
<i>Bill Count</i>	224	224
<i>Original Provider Charges</i>	\$216,688	\$216,688
<i>Re-priced Bill Amount</i>	\$98,860	\$98,860
<i>Savings</i>	\$116,372	\$116,372
<i>% of Savings</i>	53.7%	53.7%
<i>PPO Penetration Rate Bill Count Percentage</i>	89.3%	89.3%
<i>PPO Penetration Rate Provider Charge Percentage</i>	95.5%	95.5%
<i>EPO Penetration Rate Bill Count Percentage</i>	83.3%	83.3%
<i>EPO Penetration Rate Provider Charge Percentage</i>	81.1%	81.1%

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

QUAL-LYNX REPORT

Lessons Learned from Losses – January

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

Claims Reporting Refresher – She noted that as we start the New Year, her office thought it would be a good time to review claims reporting procedures. She noted that in 2014, there was an increase in weather-related claims which included slips and falls on ice and snow and motor vehicle accidents. She stated that even if an insured vehicle is not involved, they can be brought into a claim if the property or roadway is owned and maintained by the municipality. She stressed the importance of prompt claims reporting, having as much information as possible and who should be contacted in the municipality, especially in an emergency situation. The investigation can start quickly and provide a speedy evaluation and resolution to the claim. He noted that the emergency claim reporting procedures were included in the agenda packet for the members to review.

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

NEXT MEETING

The next Executive Claims Meeting will be held on **Monday, February 23, 2015 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 January 29, 2015 meeting of the TRICO JIF Executive Claims Committee.

Motion by Mr. Law, seconded by Mr. Slusser, to adjourn the January 29, 2015 meeting of the TRICO JIF Executive Claims Review Committee. All in favor. Motion carried.

The meeting was adjourned at 3:50 PM.



Brenda Smith, Recording Secretary for



KEVIN HEYDEL, FUND CHAIR