

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

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

**May 19, 2014 – 3:30 PM**

***EXECUTIVE CLAIMS MEETING MINUTES***

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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, May 19, 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 Township**  
Kevin Heydel, **Monroe Township**  
Bill Slusser, **Oldmans Township**  
Mike Razzo, **Pitman Borough**  
Brad Campbell, **Shiloh Borough** (*arrived 4:23pm*)  
Bob Law, **Woodbury City**

Also present were:

Paul Forlenza, Deputy Executive Director, *AJGRMS*  
David S. DeWeese, Esquire, *The DeWeese Law Firm, P.C.*  
Tim Sheehan, *J.A. Montgomery*  
Alice Lihou, *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 May 19, 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 two (2) new cases have been assigned since the last meeting.

New Cases
<i>Estate of Georgette v. Borough of Pitman</i>
<i>Moriarity v. Twp of Washington</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)*.

	April	YTD
<i>Lost Time</i>	0	5
<i>Medical Only</i>	8	63
<i>Report Only</i>	6	34
<i>Total Intakes</i>	14	102
<i>Report Only % of Total</i>	42.9%	33.3%
<i>Medical Only/Lost Time Ratio</i>	100:00	93:07
<i>Average Days to Report</i>	8.4	2.3

**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>	1,114
<i>Transitional Duty Days Worked</i>	899
<i>% of Transitional Duty Days Worked</i>	80.7%
<i>Transitional Duty Days Not Accommodated</i>	215
<i>% of Transitional Duty Days Not Accommodated</i>	19.3%

**Nurse Case Assignment Report:**

<b>Nurse Case Summary Report (Inclusive of 3 JIFs)</b>	<b>April</b>
Total Cases Assigned in month	28
Total Cases Closed in month	45
Total Active in month	60

**PPO Penetration Report:**

Ms. Beatty presented the monthly PPO Penetration Report.

	<b>April</b>
<b>PPO Penetration Rate</b>	200
Bill Count	\$134,585
Original Provider Charges	\$59,776
Re-priced Bill Amount	\$74,809
Savings	55.6%
% of Savings	95.0%
PPO Penetration Rate Bill Count Percentage	97.6%
PPO Penetration Rate Provider Charge Percentage	89.7%
EPO Penetration Rate Bill Count Percentage	91.8%
EPO Penetration Rate Provider Charge Percentage	

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

**QUAL-LYNX REPORTS**

**Lessons Learned from Losses – May**

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

**Affidavits of Non-Jurisdiction: What are they?**

Ms. Lihou reported that many claims are filed against public entities, including municipalities and schools, utilizing the “shotgun” approach. This means that any entity that may possibly be associated with a loss location is put on notice of a potential claim or lawsuit. This is partly due to the tight reporting requirements mandated by Title 59, the law that guides how claims are filed against public entities. Typically, claims against public entities must be filed within 90 days. Claims are sometimes filed against public entities when ownership of a loss location or property is unknown or in dispute.

Ms. Lihou then explained what happens when Qual-Lynx receives a claim and provided an example of a current claim where an affidavit of non-jurisdiction was used to remove the member from the claim.

Ms. Lihou 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 eleven (11) claims. Of the claims reviewed, there were one (1) Workers' Compensation, five (5) General Liability, two (2) Auto, and three (3) 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 were (0) matter(s) presented for *Abandonment of Subrogation* at the next Executive Committee Meeting during the Closed Session portion of the *Executive Claims Meeting*.

***MISCELLANEOUS***

***NEXT MEETING***

The next Executive Claims Meeting will be held on **Monday, June 23, 2014 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 May 19, 2014 meeting of the TRICO JIF Executive Claims Committee.

Motion by Mr. Schweigart, seconded by Mr. Slusser, to adjourn the May 19, 2014 meeting of the TRICO JIF Executive Claims Review Committee. All in favor. Motion carried.

The meeting was adjourned at 4:25 PM.

  
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Tracy Forlenza, Recording Secretary for

  
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KEVIN HEYDEL, FUND CHAIR