

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

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

October 24, 2016 – 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, October 24, 2016 at 3:30 PM, prevailing time. Chair Slusser, **Oldmans Twp**, presiding. The meeting was called to order at 3:30 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:

Doris Hall, **Logan Twp**
William Slusser, **Oldmans Twp**
Mike Razzo, **Pitman Borough**
Bob Dickenson, **Vineland City**
Karen Sweeney, **Wenonah Borough**
Bob Law, **Woodbury City**

Also present were:

Paul J. Miola, CPCU, ARM, Executive Director, ***AJGRMS***
Paul Forlenza, Deputy Executive Director, ***AJGRMS***
David DeWeese, ***The DeWeese Law Firm, P.C.***
Howard Spencer, **J.A. Montgomery**
Chris Roselli, ***Qual-Lynx***
Karen Beatty, ***Qual-Care***
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 October 24, 2016 at 5:00 PM.

Motion by Mr. Law, seconded by Ms. Hall, 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 Mr. Razze, 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 nine (9) claims. Of the claims reviewed, there were five (5) Workers' Compensation, two (2) General Liability and two (2) 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 two (2) cases closed in the month of October, 2016:

<i>Moriarity vs. Township of Washington</i>	<i>Settlement negotiated for payment to the Plaintiff in the amount of \$50,000.00. A Stipulation of Dismissal was filed.</i>
<i>Griner vs. Township of Fairfield</i>	<i>Motion for Summary Judgment was granted with prejudice.</i>

Defense Panel Annual Report

Mr. DeWeese stated that his report was included in the agenda packet and he highlighted the following:

First Eight Months of 2016 – There were 18 closed cases.

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There are currently four (4) members on the Defense Panel.

He stated that the current fee schedule for the Defense Panel was revised in 2015. He recommended that the following adjustments be made to the fee schedule for 2017:

- General Liability Assigned Defense Counsel rate be increased from \$140.00 per hour to \$150.00 per hour;
- General Liability Approved Associates rate be increased from \$120.00 per hour to \$125.00 per hour;
- General Liability paralegal rate stay the same;
- Workers' Compensation Assigned Defense Counsel rate be increased from \$125.00 per hour to \$135.00 per hour;
- Workers' Compensation paralegal rate stay the same;
- Workers' Compensation maximum of \$65.00 per Court appearance stay the same.

He noted that these rates are still comparatively low. Mr. Law asked if he could determine how much of an aggregate increase this change would cause. Mr. DeWeese stated that he could try to determine that amount. He also noted that this is Year One of the Three Year Contract and he does not think that another member of the panel is needed at this time.

Meeting with Qual-Lynx Supervisors & Adjusters – October 19, 2016

Mr. DeWeese stated that he met with the Qual-Lynx supervisors and adjusters and the meeting was very informative. He noted that the exchange of comments and discussing specific cases is important. They also discussed communication with the members in getting the appropriate information which is important to the whole claim process. He stated that he will have a written report for the November meeting.

MANAGED CARE REPORT

Lost Time v. Medical Only Cases

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

	September	YTD
<i>Lost Time</i>	0	21
<i>Medical Only</i>	24	191
<i>Report Only</i>	4	56
<i>Total Intakes(New Claims)</i>	28	268
<i>Report Only % of Total</i>	14.3%	20.9%
<i>Medical Only/Lost Time Ratio</i>	100:00	90:10
<i>Average Days to Report</i>	2.9	2.7

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	4,348
<i>Transitional Duty Days Worked</i>	2,521
<i>% of Transitional Duty Days Worked</i>	58.0%
<i>Transitional Duty Days Not Accommodated</i>	1,877
<i>% of Transitional Duty Days Not Accommodated</i>	42.0%

PPO Penetration Report:

Ms. Beatty presented the monthly PPO Penetration Report

PPO Penetration Rate	September
<i>Bill Count</i>	226
<i>Original Provider Charges</i>	\$176,365
<i>Re-priced Bill Amount</i>	\$68,810
<i>Savings</i>	\$107,556
<i>% of Savings</i>	61.0%
<i>PPO Penetration Rate Bill Count Percentage</i>	96.9%
<i>PPO Penetration Rate Provider Charge Percentage</i>	99.0%
<i>EPO Penetration Rate Bill Count Percentage</i>	96.0%
<i>EPO Penetration Rate Provider Charge Percentage</i>	78.8%

QUAL-LYNX REPORT

Lessons Learned from Losses – October

Mr. Roselli stated that he would present the Lessons Learned report for October, 2016 at the Executive Committee meeting.

Adjuster File Counts

Mr. Roselli reported that the Adjuster File Count report for the month of October, 2016 was included in the agenda packet.

MISCELLANEOUS BUSINESS

Fund Solicitor/Subrogation Attorney RFQ Response Scoring

Mr. Forlenza stated that the scoring is complete for the RFQ for Fund Solicitor and Subrogation Attorney and Dave DeWeese of the DeWeese Law Firm and had the highest score of all respondents.

Claims Administrator RFQs – Category Weighing

Mr. Forlenza stated that the score sheet and RFQ responses were emailed to the Committee on September 27, 2016 and they were due by October 14, 2016. He stated that he will send out a final reminder as he has only received two responses. A recommendation will be discussed at the November meeting.

Managed Care RFQ – Scoring of Responses

Mr. Forlenza stated that all the score sheets have been received and the final cumulative scores will be sent to the Committee shortly for their review. A recommendation will be discussed at the November meeting.

NEXT MEETING

The next Executive Claims Meeting will be held on **Monday, November 28, 2016** at 3:30 PM at the **Gloucester County Library, Mullica Hill, New Jersey.**

MOTION TO ADJOURN

Chair Slusser adjourned the Executive Claims meeting.

The meeting was adjourned at 4:31 PM.



Brenda Smith, Recording Secretary for



WILLIAM SLUSSER, CHAIR