

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

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

**November 28, 2016 – 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 Road, Mullica Hill, New Jersey on Monday, November 28, 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:

William Slusser, **Oldmans Twp**  
Mike Raze, **Pitman Borough**  
Karen Sweeney, **Wenonah Borough**  
Bill Bittner, **Westville 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.*  
Rob Garrish, **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 November 28, 2016 at 5:00 PM.

Motion by Mr. Law, seconded by Ms. Sweeney, 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 fourteen (14) claims. Of the claims reviewed, there were six (6) Workers' Compensation, one (1) General Liability and seven (7) 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 four (4) cases closed in the month of November, 2016:

<i>Hoffman vs. Borough of Swedesboro</i>	<i>Settlement negotiation of \$12,500.00 was reached</i>
<i>Errico vs. Township of Mantua</i>	<i>A Stipulation of Dismissal without Prejudice was granted.</i>
<i>Van Orden vs. Borough of Woodstown and Township of Pilesgrove</i>	<i>Motion for Summary Judgment was granted and the Judge dismissed the Plaintiff's Complaint with Prejudice.</i>
<i>Milward vs. Borough of Pitman</i>	<i>Defense Counsel was able to convince Plaintiff's Counsel to resolve the matter with no contribution from Pitman. A Stipulation of Dismissal was sent to the Court for filing.</i>

**MANAGED CARE REPORT**

**Lost Time v. Medical Only Cases**

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

	<b>October</b>	<b>YTD</b>
<i>Lost Time</i>	2	23
<i>Medical Only</i>	21	212
<i>Report Only</i>	4	60
<i>Total Intakes(New Claims)</i>	27	295
<i>Report Only % of Total</i>	14.8%	20.3%
<i>Medical Only/Lost Time Ratio</i>	91:09	90:10

<i>Average Days to Report</i>	<i>1.0</i>	<i>---</i>
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***Transitional Duty Report***

Ms. Beatty presented the Transitional Duty Report.

<b>Transitional Duty Summary Report</b>	<b>YTD</b>
<i>Transitional Duty Days Available</i>	<i>4,612</i>
<i>Transitional Duty Days Worked</i>	<i>2,789</i>
<i>% of Transitional Duty Days Worked</i>	<i>60.5%</i>
<i>Transitional Duty Days Not Accommodated</i>	<i>1,823</i>
<i>% of Transitional Duty Days Not Accommodated</i>	<i>39.5%</i>

***PPO Penetration Report:***

Ms. Beatty presented the monthly PPO Penetration Report

<b>PPO Penetration Rate</b>	<b>October</b>
<i>Bill Count</i>	<i>158</i>
<i>Original Provider Charges</i>	<i>\$452,204</i>
<i>Re-priced Bill Amount</i>	<i>\$158,085</i>
<i>Savings</i>	<i>\$294,118</i>
<i>% of Savings</i>	<i>65.0%</i>
<i>PPO Penetration Rate Bill Count Percentage</i>	<i>96.8%</i>
<i>PPO Penetration Rate Provider Charge Percentage</i>	<i>98.3%</i>
<i>EPO Penetration Rate Bill Count Percentage</i>	<i>96.0%</i>
<i>EPO Penetration Rate Provider Charge Percentage</i>	<i>96.2%</i>

**QUAL-LYNX REPORT**

***Lessons Learned from Losses – November***

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

***Adjuster File Counts***

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

**MISCELLANEOUS BUSINESS**

***Claims Administrator RFQs – Category Weighing***

Mr. Forlenza stated that the score sheets for the RFQ responses were complete and Qual-Lynx received the highest marks. Following a brief discussion, the Committee decided to recommend to the Executive Committee that Qual\_Lynx be appointed as the Fund Claims Administrator for the 2017 Fund Year.

***Managed Care RFQ – Scoring of Responses***

Mr. Forlenza stated that all the score sheets were completed for the responses received to the Managed care RFP. He noted that Qual-Care received the highest marks. Following a brief discussion, the Committee decided to recommend to the Executive Committee that Qual-Care be appointed as the Fund Managed Care provider for a five year period.

***Request to Serve on the Executive Claims Review Committee***

Mr. Forlenza stated that Susan Jacabucci, the new Fund Commissioner from Paulsboro Borough, has requested to serve on the Claims Review Committee. He noted that she is the new Administrator for Paulsboro Borough. Mr. DeWeese noted that the Committee cannot exclude a Fund Commissioner from serving on a committee and the consensus was to accept her request. Mr. Forlenza stated that he would notify her of the Committee decision and the makeup of the Claims Review Committee will be reviewed further by the Strategic Planning Committee next year.

***NEXT MEETING***

The next Executive Claims Meeting will be held on **Monday, November 28, 2016 at 2:30 PM** at the **Mantua Township Municipal Building, Mantua, New Jersey.**

***MOTION TO ADJOURN***

Chair Slusser adjourned the Executive Claims meeting.

The meeting was adjourned at 4:46 PM.



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**Brenda Smith, Recording Secretary for**



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**WILLIAM SLUSSER, CHAIR**