

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

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

**October 23, 2017 – 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 Road, Mullica Hill, New Jersey on Monday, October 23, 2017 at 3:30 PM, prevailing time. Chair Campbell, **Shiloh Borough**, 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:

John Washington, **Penns Grove Borough**  
Brad Campbell, **Shiloh Borough**  
Karen Sweeney, **Wenonah Borough**  
Mike Razzo, **Pitman Borough**  
Doris Hall, **Logan Township**

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 Garish, *J.A. Montgomery*  
Chris Roselli, *Qual-Lynx*  
Karen Beatty, *Qual-Care*  
Debby Schiffer, *Wellness Director*

***CLOSED SESSION PORTION OF MEETING***

Chair Campbell 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 23, 2017 at 5:00 PM.

Motion by Mr. Washington, seconded by Ms. Hall, to move to Executive Closed Session. All in favor. Motion carried

**REOPEN PUBLIC PORTION OF THE MEETING**

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

Motion by Ms. Hall seconded by Mr. Washington, 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 eleven (11) claims. Of the claims reviewed, there were six (6) Workers' Compensation, one (1) General Liability and four (4) Property PARs recommended for approval of settlement or continuing defense.

Chair Campbell 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 five (5) case(s) closed in the month of October, 2017:

<i>Closed Cases</i>
<i>Estate of Compton v. Twp. of Deptford</i>
<i>Samuel v. Twp. of Mantua</i>
<i>Gilligan v. Twp. of Monroe</i>
<i>Connelly v. City of Vineland</i>
<i>Scola v. Twp. of Washington</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>Sept.</b>	<b>YTD</b>
<i>Lost Time</i>	1	47
<i>Medical Only</i>	15	166
<i>Report Only</i>	12	97
<i>Total Intakes(New Claims)</i>	28	310
<i>Report Only % of Total</i>	42.9%	31.3%
<i>Medical Only/Lost Time Ratio</i>	94:06	78.22
<i>Average Days to Report</i>	2.3	3.1

### ***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>	2,886
<i>Transitional Duty Days Worked</i>	1,292
<i>% of Transitional Duty Days Worked</i>	44.8%
<i>Transitional Duty Days Not Accommodated</i>	1,594
<i>% of Transitional Duty Days Not Accommodated</i>	55.2%

### ***PPO Penetration Report:***

Ms. Beatty presented the monthly PPO Penetration Report

<b>PPO Penetration Rate</b>	<b>September</b>
<i>Bill Count</i>	322
<i>Original Provider Charges</i>	\$324,372
<i>Re-priced Bill Amount</i>	\$142,111
<i>Savings</i>	\$182,261
<i>% of Savings</i>	56.2%
<i>PPO Penetration Rate Bill Count Percentage</i>	94.1%
<i>PPO Penetration Rate Provider Charge Percentage</i>	96.6%
<i>EPO Penetration Rate Bill Count Percentage</i>	97.0%
<i>EPO Penetration Rate Provider Charge Percentage</i>	98.1%

Ms. Beatty noted there is a new Ocean County Provider listing on the JIF website and noted Kennedy Hospital is now Jefferson Health.

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

### **QUAL-LYNX REPORT**

#### ***Lessons Learned from Losses – October***

Mr. Roselli stated that he would present the Lessons Learned report for October, 2017 at the Executive Committee meeting.

#### ***Adjuster File Counts***

Mr. Roselli reported that the Adjuster File Count report for the month of October, 2017 was included in the agenda packet. He also noted Ms. Davidson has hired a new adjuster for her unit, which is now fully staffed, and Ms. Maclean is close to hiring someone for her unit.

#### ***Claims Reporting Road Maps***

Mr. Roselli reported that he, along with Mr. DeWeese, Ms. Davidson, and Ms. Maclean have designed "Roadmaps", similar to the Cyber Road Map, explaining how to properly report Liability, Property, EPL/POL, and Workers Compensation claims.

Each Road Map provides step by step instructions, along with Qual-Lynx contact information, on how to report a Claim for each individual line of coverage.

Mr. DeWeese explained that the roadmaps are partly in response to the inconsistency in how liability claims are being reported by members to Qual-Lynx and Mr. DeWeese.

Mr. DeWeese noted it was decided to send out copies of the Road Maps to several Claims Coordinators and Fund Commissioners to get their feedback and suggested revisions prior to distribution to the membership. He is hopeful that the Road Maps will be ready for final approval and distribution in November.

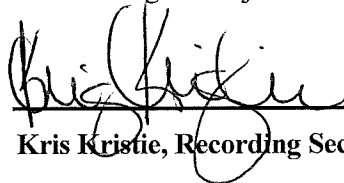
***NEXT MEETING***

The next Executive Claims Meeting will be held on **Monday, November 27, 2017 at 3:30 PM** at the Gloucester County Library, **Mullica Hill, New Jersey.**

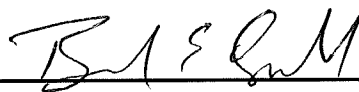
***MOTION TO ADJOURN***

Chair Campbell asked for a motion adjourned the Executive Claims meeting. Motion by Ms. Hall, seconded by Ms. Sweeney, to adjourn the meeting.

The meeting was adjourned at 4:27 PM.



**Kris Kristie, Recording Secretary for**



**BRAD CAMPBELL, CHAIR**