

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

**Gloucester County Library  
389 Wolfert Station Rd.  
Mullica Hill, NJ**

**February 26, 2018 – 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 on Monday, February 26, 2018 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 Mullica Hill 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:

Brad Campbell, **Shiloh Borough**, *Chair*....arrived 3:40 PM  
John Washington, **Penns Grove Borough**  
Sue Miller, **Clayton Borough**  
Bob Law, **Woodbury City**  
Judy O'Donnell, **Pitman Borough**

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*

Those unable to attend:

Karen Sweeney, **Wenonah Borough**  
Doris Hall, **Logan Township**  
Mike Razzo, **Pitman Borough**

***CLOSED SESSION PORTION OF MEETING***

Secretary Law 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 February 26, 2018 at 5:00 PM.

Motion by Ms. Miller, seconded by Mr. Washington, 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 Mr. Law seconded by Ms. Miller, 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 twenty (20) claims. Of the claims reviewed, there were eleven (11) Workers' Compensation, two (2) General Liability, one (1) Auto Liability, and six (6) 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 was one (1) case closed in the month of February 2018:

<i>Closed Cases</i>
<i>Bowers v City of Vineland</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>Jan.</b>	<b>YTD</b>
<i>Lost Time</i>	<i>4</i>	<i>4</i>
<i>Medical Only</i>	<i>18</i>	<i>18</i>
<i>Report Only</i>	<i>13</i>	<i>13</i>
<i>Total Intakes(New Claims)</i>	<i>35</i>	<i>35</i>
<i>Report Only % of Total</i>	<i>37.1%</i>	<i>37.1%</i>
<i>Medical Only/Lost Time Ratio</i>	<i>82:18</i>	<i>82:18</i>
<i>Average Days to Report</i>	<i>3.0</i>	<i>3.0</i>

***Transitional Duty Report***

Ms. Beatty presented the Transitional Duty Report.

<b>Transitional Duty Summary Report</b>	<b>January</b>
<i>Transitional Duty Days Available</i>	385
<i>Transitional Duty Days Worked</i>	227
<i>% of Transitional Duty Days Worked</i>	59.0%
<i>Transitional Duty Days Not Accommodated</i>	158
<i>% of Transitional Duty Days Not Accommodated</i>	41%

***PPO Penetration Report:***

Ms. Beatty presented the monthly PPO Penetration Report

<b>PPO Penetration Rate</b>	<b>January</b>
<i>Bill Count</i>	204
<i>Original Provider Charges</i>	\$245,818
<i>Re-priced Bill Amount</i>	\$95,947
<i>Savings</i>	\$149,871
<i>% of Savings</i>	61%
<i>PPO Penetration Rate Bill Count Percentage</i>	96.6%
<i>PPO Penetration Rate Provider Charge Percentage</i>	97.0%
<i>EPO Penetration Rate Bill Count Percentage</i>	96.5%
<i>EPO Penetration Rate Provider Charge Percentage</i>	94.1%

Ms. Beatty noted they would be removing Patient-First from their preferred vendors list due to ongoing billing issues.

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

***QUAL-LYNX REPORT***

***Lessons Learned from Losses – February***

Mr. Roselli stated that he would present the *Lessons Learned* report for February, 2018 at the Executive Committee meeting.

***Adjuster File Counts***

Mr. Roselli reported that the Adjuster File Count report for the month of February 2018 is included in the agenda packet. He noted that all units are fully staffed and that Ms. Davidson's unit currently has one person out on temporary leave, but should be back within a month.

***CLAIMS AUDIT***

Mr. Forlenza stated that on next month's Executive Committee agenda he will place a Resolution authorizing an Interlocal agreement with the ACM JIF and the BURLCO JIF to perform a Claims Audit for all lines of coverage.

***NEXT MEETING***

The next Executive Claims Meeting will be held on **Monday, March 26, 2018 at 3:30 PM** at the Gloucester County Library, Mullica Hill, NJ

***MOTION TO ADJOURN***

Chair Campbell asked for a motion adjourned the Executive Claims meeting. Motion by Mr. Law, seconded by Ms. Miller, to adjourn the meeting.

The meeting was adjourned at 4:35 PM.



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**Kris Kristie, Recording Secretary for**



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**Bob Law, Fund Secretary**