

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

**Via Conference Call**

**July 23, 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 via conference call on July 23, 2018 at 3:30 PM, prevailing time. Acting Chair Law, **City of Woodbury**, presiding. The meeting was called to order at 3:31 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:

Sue Miller, **Clayton Borough**  
Bob Law, *Fund Secretary*, **Woodbury City**  
Karen Sweeney, **Wenonah Borough**  
Mike Razze, **Pitman Borough**

Also present were:

Paul Miola, Executive Director, *AJGRMS*  
Paul Forlenza, Deputy Executive Director, *AJGRMS*  
Kris Kristie, Sr. Account Rep, *AJGRMS*  
David DeWeese, *The DeWeese Law Firm, P.C.*  
Rob Garish, *J.A. Montgomery*  
Keith Hummel, *J. A. Montgomery*  
Patti Davidson, *Qual-Lynx*  
Chris Roselli, *Qual-Lynx*  
Karen Beatty, *Qual-Care*  
Debby Schiffer, *Wellness Director*

Those unable to attend:

Brad Campbell, *Fund Chair*, **Shiloh Borough**  
John Washington, **Penns Grove Borough**  
Doris Hall, **Logan Township**

***CLOSED SESSION PORTION OF MEETING***

Acting Chair 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 July 26, 2018 at 4:00 PM.

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

### ***REOPEN PUBLIC PORTION OF THE MEETING***

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

Motion by Mr. Razze 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 seven (7) claims. Of the claims reviewed, there were five (5) Workers' Compensation, and two (2) Property PARs recommended for approval of settlement or continuing defense.

There was one (1) claims reviewed for abandonment of subrogation attempt.

Acting Chair Law 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 since the June 25, 2018 meeting:

*Manganaro v. Borough of Penns Grove*  
*McKloskey Estate v. Twp. of Franklin*

### ***MANAGED CARE REPORT***

#### ***Lost Time v. Medical Only Cases***

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

	<b>June</b>	<b>YTD</b>
<i>Lost Time</i>	<i>1</i>	<i>36</i>
<i>Medical Only</i>	<i>18</i>	<i>90</i>
<i>Report Only</i>	<i>9</i>	<i>58</i>
<i>New Claims Reported</i>	<i>28</i>	<i>184</i>
<i>Report Only % of Total</i>	<i>32.1%</i>	<i>31.5%</i>
<i>Medical Only/Lost Time Ratio</i>	<i>95:05</i>	<i>71:29</i>
<i>Average Days to Report</i>	<i>1.6</i>	<i>2.0</i>

#### ***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>3,644</i>
<i>Transitional Duty Days Worked</i>	<i>2,624</i>
<i>% of Transitional Duty Days Worked</i>	<i>72.0%</i>

<i>Transitional Duty Days Not Accommodated</i>	<i>1,020</i>
<i>% of Transitional Duty Days Not Accommodated</i>	<i>28.0%</i>

***PPO Penetration Report:***

Ms. Beatty presented the monthly PPO Penetration Report

<b>PPO Penetration Rate</b>	<b>June</b>
<i>Bill Count</i>	<i>338</i>
<i>Original Provider Charges</i>	<i>\$1,200,527</i>
<i>Re-priced Bill Amount</i>	<i>\$304,484</i>
<i>Savings</i>	<i>\$896,042</i>
<i>% of Savings</i>	<i>74.6%</i>
<i>PPO Penetration Rate Bill Count Percentage</i>	<i>95.3%</i>
<i>PPO Penetration Rate Provider Charge Percentage</i>	<i>93.2%</i>
<i>EPO Penetration Rate Bill Count Percentage</i>	<i>97.6%</i>
<i>EPO Penetration Rate Provider Charge Percentage</i>	<i>96.2%</i>

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

***QUAL-LYNX REPORT***

***Adjuster File Counts***

Mr. Roselli reported that the Adjuster File Count report for the month of July 2018 is included in the agenda packet. He noted that Ms. Davidson's unit has a temporary employee, who started last month, and that Ms. Maclean has stepped down as Supervisor of the Liability Unit and Ms. Mooney is currently the Acting Supervisor of the Liability Unit. Mr. Roselli noted that once that position is filled, they will start to update all of the forms on the website, re-do the roadmaps, etc.

***Claims Audit RFP***

Mr. Forlenza reminded the Committee that the responses were emailed to representatives previously chosen from the ACM, BURLCO, and TRICO JIF's and a conference call was held on June 6, 2018 to discuss the proposals and to score each response. Mr. Forlenza stated that, based on the discussion and scoring, North Shore will be recommended for appointment at the July 26, 2018 Executive Committee meeting. He noted he then hopes to start having discussions with North Shore to coordinate the audit process for later this Fall.

***Police Online Training RFP/Technology Risk Management Service RFP***

Mr. Forlenza reminded the Committee that a Conference call was held on Friday, June 29 at 9:00 AM with representatives chosen from the ACM, BURLCO, and TRICO JIF's to review the responses received to the RFP for Police Online training. Based upon the conference call and scoring of responses, Police One is being recommended for a contract award at the July 26, 2018 Executive Committee Meeting. In addition, at 10:00 AM on Friday, June 29, a conference call was held with representatives chosen from the ACM, BURLCO, and TRICO JIF's to review the responses to the Technology Risk Management Services RFP. Based upon the conference call and the scoring of the responses received to the RFP, Media Pro and Pivot Point will be recommended for appointment at the July 26, 2018 Executive Committee Meeting. He noted that he hopes to start implementing the services from these vendors in the Fall.

***NEXT MEETING***

The next Executive Claims Meeting will be held on **Monday, September 24, 2018 at 3:30 PM** at the Gloucester County Library, Mullica Hill, NJ

***MOTION TO ADJOURN***

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

The meeting was adjourned at 4:16 PM.



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**Kris Kristie, Recording Secretary for**



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**Bob Law, Fund Secretary**