

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

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

September 24, 2018 – 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, (Mullica Hill Branch) 389 Wolfert Station Road, Mullica Hill, NJ on September 24, 2018 at 3:30 PM, prevailing time. Acting Chair Mike Razze, **Pitman Borough**, 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:

Brad Campbell, *Fund Chair*, **City of Shiloh**.....arrived 4:15 pm
Bob Law, *Fund Secretary*, **Woodbury City**.....arrived 3:43 pm
Sue Miller, **Clayton Borough**
John Washington, **Penns Grove Borough**
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**
Chris Roselli, **Qual-Lynx**
Karen Beatty, **Qual-Care**
Debby Schiffer, **Wellness Director**

Those unable to attend:

Doris Hall, **Logan Township**

CLOSED SESSION PORTION OF MEETING

Acting Chair Razze 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 September 24, 2018 at 5:00 PM.

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

REOPEN PUBLIC PORTION OF THE MEETING

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

Motion by Mr. Washington seconded by Mr. Law, 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-two (22) claims. Of the claims reviewed, there were ten (10) Workers' Compensation, four (4) General Liability, and eight (8) Property PARs recommended for approval of settlement or continuing defense.

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

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Acting Chair Razze 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 three (3) cases closed since the July, 2018 meeting:

Milne-Gomez v. Twp. of Elk
Collins v. Twp. of Logan
Estate of Edwin T. Medina v. Twp. of Monroe

Defense Panel RFQ's

Lastly, Mr. DeWeese noted that the RFQ's for Defense Panel members were made available on August 27, 2018 and they are due back to the Executive Director's office by 11:00 AM September 28, 2018.

Mr. DeWeese stated his office emailed the RFQ's to all of the existing Defense Panel members, and the Executive Director's office has been emailing them out to any firms requesting the RFQ.

After the September 28 deadline, the Executive Director's office will record the responses received and then pass them along to Mr. DeWeese so he may review for compliance with the RFQ. After his review, Mr. DeWeese will provide a ranking sheet with recommendations to the Committee. The Claims Committee may make recommendations for the Defense Panel to the Executive Committee for appointment.

Mr. DeWeese reminded the Committee that the appointments are for one (1) year; however, the RFQ allows appointment for three (3) one (1) year terms; 2019-2021.

MANAGED CARE REPORT

Lost Time v. Medical Only Cases

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

	July	August	YTD
<i>Lost Time</i>	4	2	44

<i>Medical Only</i>	23	30	141
<i>Report Only</i>	20	11	89
<i>New Claims Reported</i>	47	43	274
<i>Report Only % of Total</i>	42.6%	25.6%	32.5%
<i>Medical Only/Lost Time Ratio</i>	85:15	94:06	76:24
<i>Average Days to Report</i>	3.5	1.8	2.3

Transitional Duty Report

Ms. Beatty stated that due to a report running issue and incorrect data, this report is not available this month, but will be presented in October.

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report

PPO Penetration Rate	July	August
<i>Bill Count</i>	312	324
<i>Original Provider Charges</i>	\$381,758	\$243,397
<i>Re-priced Bill Amount</i>	\$175,718	\$86,793
<i>Savings</i>	\$206,040	\$156,604
<i>% of Savings</i>	54.0%	64.3%
<i>PPO Penetration Rate Bill Count Percentage</i>	97.1%	97.5%
<i>PPO Penetration Rate Provider Charge Percentage</i>	98.8%	96.9%
<i>EPO Penetration Rate Bill Count Percentage</i>	96.4%	97.9%
<i>EPO Penetration Rate Provider Charge Percentage</i>	96.5%	99.1%

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 August 2018 is included in the agenda packet.

Qual-Lynx Supervisor Changes

Mr. Roselli referenced a memo included in the agenda packet announcing the following changes to Qual-Lynx Supervisors:

Ms. Davidson has taken a new position within Qual-Lynx and the Assistant Supervisor, Tammy Langsdorf, will be filling in for her until a formal replacement is announced. Ms. Davidson will continue to be a resource to guide this transition.

Ms. Maclean has taken a new position within Qual-Lynx, and Ms. Mooney has moved into her position as Liability Supervisor. Qual-Lynx is currently searching for a candidate to fill Ms. Mooney's old position.

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.

Vineland City TPA

Mr. Forlenza met with Vineland Mayor and Council President approximately 2 weeks ago to discuss their Renewal in the Fund as they are up for renewal January 1, 2019.

Mr. Forlenza noted they have since renewed with the Fund; however, they had indicated to him they wish to look at possible replacements for their TPA within their self-insured retention.

Mr. Forlenza explained that when Vineland joined the Fund they continued to use their existing Claims Administrator, PMA. The JIF & MEL reviewed PMA's credentials, and approved the utilization of PMA. They used PMA for approximately one year and then transitioned to Qual-Lynx using the JIF's contract with Qual Lynx due to better pricing, etc. The City has now indicated that there is a local adjusting firm named Franklin Adjustors, who has an office in Vineland, that they would like to utilize to handle claims in their self-insured retention.

Mr. Forlenza and Mr. Miola have requested copies of their credentials and sent the City a copy of the TPA RFQ which includes a lot of questions on staffing, experience, file counts, etc. Franklin Adjustors have been asked to provide answers to the questions in the RFQ. Once the responses are received, they will be reviewed with Mr. DeWeese and this Committee for a recommendation.

Claims Audit RFP

Mr. Forlenza stated the Claims Audit is moving along. His office received a listing of the claims that will be part of the Audit process and the list has been passed onto Mr. Roselli.

Mr. Roselli stated that much of the Audit will be done remotely with North Shore having access into Qual-Lynx's computer system. He noted that they are set to begin today. North Shore will also be onsite at least once to interview the adjusters.


NEXT MEETING

The next Executive Claims Meeting will be held on **Monday, October 22, 2018 at 3:30 PM** at the Gloucester County Library, Mullica Hill, NJ

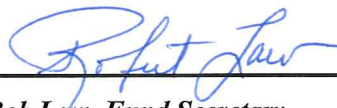
MOTION TO ADJOURN

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

The meeting was adjourned at 4:50 PM.



Kris Kristie, Recording Secretary for



Bob Law, Fund Secretary