

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

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

**October 22, 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, (Mullica Hill Branch) 389 Wolfert Station Road, Mullica Hill, NJ on October 22, 2018 at 3:30 PM, prevailing time. Acting Chair Bob Law, **Woodbury City**, presiding. The meeting was called to order at 3:42 PM. Chair Campbell arrived at 3:50, and presided.

***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 3:50 pm  
Bob Law, *Fund Secretary*, **Woodbury City**.....arrived 3:42 pm  
Sue Miller, **Clayton Borough**  
John Washington, **Penns Grove Borough**  
Karen Sweeney, **Wenonah 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*  
Chris Roselli, *Qual-Lynx*  
Karen Beatty, *Qual-Care*  
Debby Schiffer, *Wellness Director*

Those unable to attend:

Doris Hall, **Logan Township**  
Mike Razzo, **Pitman Borough**

**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 October 22, 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**

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 fifteen (15) claims. Of the claims reviewed, there were nine (9) Workers' Compensation, one (1) Auto Liability, and five (5) Property PARs recommended for approval of settlement or continuing defense.

There were three (3) claim(s) reviewed for abandonment of subrogation attempt.

#001255520  
#001255521  
#001258490

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(s) closed since the September, 2018 meeting:

*Rivera v. City of Vineland*

**MANAGED CARE REPORT**

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

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

	<b>September</b>	<b>YTD</b>
<i>Lost Time</i>	1	46
<i>Medical Only</i>	13	155
<i>Report Only</i>	13	101
<i>New Claims Reported</i>	27	302
<i>Report Only % of Total</i>	48.1%	33.4%
<i>Medical Only/Lost Time Ratio</i>	93:07	77:23
<i>Average Days to Report</i>	2.6	2.4

### ***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>	6,344
<i>Transitional Duty Days Worked</i>	4,661
<i>% of Transitional Duty Days Worked</i>	73.5%
<i>Transitional Duty Days Not Accommodated</i>	1,682
<i>% of Transitional Duty Days Not Accommodated</i>	26.5%

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

Ms. Beatty presented the PPO Penetration Report

<b>PPO Penetration Rate</b>	<b>September</b>
<i>Bill Count</i>	275
<i>Original Provider Charges</i>	\$644,848
<i>Re-priced Bill Amount</i>	\$221,388
<i>Savings</i>	\$423,460
<i>% of Savings</i>	65.7%
<i>PPO Penetration Rate Bill Count Percentage</i>	95.6%
<i>PPO Penetration Rate Provider Charge Percentage</i>	97.0%
<i>EPO Penetration Rate Bill Count Percentage</i>	91.6%
<i>EPO Penetration Rate Provider Charge Percentage</i>	90.5%

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 September 2018 is included in the agenda packet.

Mr. Roselli noted that Ms. Lansgdorf is still the Unit Supervisor for Workers Compensation on an interim basis and she is currently down two (2) Adjusters; however, is getting an assistant. The Liability Unit, is currently short one (1) adjuster.

#### ***G.O.T.C.H.A 3<sup>rd</sup> Qtr. Report***

Mr. Roselli referenced a report included in the agenda packet, depicting the G.O.T.C.H. visits over a two (2) month period.

Mr. Roselli explained a G.O.T.C.H.A (**Go Out To Check Home Activity**) visit is usually performed when an employee is out of work for more than two (2) weeks on a WC Claim. It is a visit where a representative of Qual-Lynx checks in on the employee, speaks with them, makes sure they are following Dr.'s orders, and look for evidence of activity going on that should not be due to the nature of the employee's injuries.

***VINALAND CITY TPA***

Mr. Forlenza met with Vineland Mayor and Council President on October 2, 2018 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 that they wish to look at possible replacements for their TPA for claims 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. He has also provided Vineland with TPA questionnaires from Safety National & Munich Reinsurance as these two reinsurers will have to approve the use of Franklin. Franklin Adjustors have been asked to provide answers to the questions in the RFQ and complete the questionnaires from the reinsurers and return the information to his office. Mr. Forlenza noted he has not heard from the City or Franklin yet. If and when the responses are received, they will be reviewed with Mr. DeWeese and this Committee for a recommendation. In addition, the information will be sent to the MEL and the reinsurers for review and approval

***NEXT MEETING***

The next Executive Claims Meeting will be held on **Monday, November 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 4:45 PM.



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**Kris Kristie, Recording Secretary for**



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**Bob Law, Fund Secretary**