

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

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

**November 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, (Mullica Hill Branch) 389 Wolfert Station Road, Mullica Hill, NJ on November 26, 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 3:40, 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 3:40 pm  
Bob Law, *Fund Secretary*, **Woodbury City**  
Sue Miller, **Clayton Borough**  
John Washington, **Penns Grove Borough**  
Karen Sweeney, **Wenonah Borough**  
Doris Hall, **Logan Township**  
Mike Razze, **Pitman Borough**.....arrived 4:05 pm

Also present were:

Paul Forlenza, Deputy Executive Director, *AJGRMS*  
Kris Kristie, Sr. Account Rep, *AJGRMS*  
David DeWeese, *The DeWeese Law Firm, P.C.*  
Bob Holwitt, *J.A. Montgomery*  
Chris Roselli, *Qual-Lynx*  
Karen Beatty, *Qual-Care*  
Debby Schiffer, *Wellness Director*

***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 November 26, 2018 at 5:00 PM.

Motion by Ms. Hall seconded by Ms. Miller, 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. Hall, 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 nineteen (19) claims. Of the claims reviewed, there were eight (8) Workers' Compensation, seven (7) General Liability, and four (4) Property PARs recommended for approval of settlement or continuing defense.

There were two (2) claim(s) reviewed for abandonment of subrogation attempt.

#2018117287  
 #2018108856

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 October, 2018 meeting:

*Boyko v. Gloucester, Salem & Cumberland Counties Municipal Joint Insurance Fund*

**MANAGED CARE REPORT**

**Lost Time v. Medical Only Cases**

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

	<b>October</b>	<b>YTD</b>
<i>Lost Time</i>	1	51
<i>Medical Only</i>	31	182
<i>Report Only</i>	12	114
<i>New Claims Reported</i>	44	348
<i>Report Only % of Total</i>	27.3%	33.0%
<i>Medical Only/Lost Time Ratio</i>	97:03	78:22
<i>Average Days to Report</i>	9.8	5.7

**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>	6,675
<i>Transitional Duty Days Worked</i>	4,842
<i>% of Transitional Duty Days Worked</i>	72.5%
<i>Transitional Duty Days Not Accommodated</i>	1,833
<i>% of Transitional Duty Days Not Accommodated</i>	27.5%

***PPO Penetration Report:***

Ms. Beatty presented the PPO Penetration Report

<b>PPO Penetration Rate</b>	<b>October</b>
<i>Bill Count</i>	213
<i>Original Provider Charges</i>	\$296,784
<i>Re-priced Bill Amount</i>	\$98,167
<i>Savings</i>	\$198,618
<i>% of Savings</i>	66.9%
<i>PPO Penetration Rate Bill Count Percentage</i>	93.4%
<i>PPO Penetration Rate Provider Charge Percentage</i>	98.3%
<i>EPO Penetration Rate Bill Count Percentage</i>	92.0%
<i>EPO Penetration Rate Provider Charge Percentage</i>	91.4%

Ms. Beatty reminded the Committee that even Report Only claims need to be reported to Qual-Lynx in a timely manner. Currently there is a 29 day lag time due to this situation.

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 October 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 one (1) Adjuster. The Liability Unit, is currently short one (1) adjuster.

Mr. Forlenza asked if Mr. Roselli could include a Medical Only File count column in his report going forward and possibly break out the total number of claims per JIF. Mr. Roselli noted he would look into this request.

***TPA AUDIT***

Mr. Forlenza stated he has received the Draft Report for the TPA Claims Audit. He noted he received them in his office last Monday and he has read through one of the three. He noted there were some typos, etc, in the Audit, but generally the Audit was very positive and they speak very highly of Qual-Lynx and their operation.

Mr. Forlenza stated he wanted to read through the other two reports, clean them up and then he will get them out to everyone prior to the December Executive Committee Meeting.

***VINELAND CITY TPA***

Mr. Forlenza reminded the Committee that Vineland was considering using a different TPA, Franklin Adjusting, to adjust claims within their SIR effective January 1, 2019. In response, he had provided the City with various questionnaires that needed to be completed by Franklin so the firm could be vetted by the JIF, MEL, and Reinsurer. He noted that as of today he has not received any response to these questionnaires from the City or Franklin. Mr. Forlenza noted he will reach out to the City to try and gauge their intentions. He further noted that at this late date it would be difficult to get everything approved and make a smooth transition to a new TPA effective January 1, 2019.

***NEXT MEETING***

The next Executive Claims Meeting will be held on **Monday, December 17, 2018** at **2:30 PM** at the Pitman Municipal Building, Pitman, NJ

***MOTION TO ADJOURN***

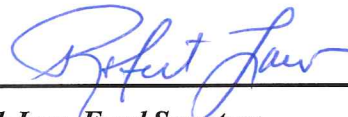
Chair Campbell asked for a motion adjourned the Executive Claims meeting. Motion by Mr. Law, seconded by Ms. Miller, to adjourn the meeting.

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**