

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

**Gloucester County Library
389 Wolbert Station Rd
Mullica Hill, NJ**

January 28, 2019 – 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 January 28, 2019 at 3:30 PM, prevailing time. Acting Chair Razze, Borough of Pitman, presiding. Chair Campbell, Borough of Shiloh, arrived after meeting opening, and then 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 after roll call*
Bob Law, *Fund Secretary Woodbury City...arrived after roll call*
Mike Razze, **Pitman Borough**
Sue Miller, **Clayton Borough**
John Washington, **Penns Grove Borough**
Karen Sweeney, **Wenonah Borough**
Carl Bagby, **Borough of Swedesboro**
Bob Diaz, **South Harrison**

Also present were:

Paul Forlenza, Executive Director, **AJGRMS**
Paul Miola, Executive Municipal Pool Strategist, **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 January 28, 2019 at 5:00 PM.

Motion by Ms. Sweeney, 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. 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 Fifteen (15) claims. Of the claims reviewed, there were Six (6) Workers' Compensation, one (1) General Liability, two (2) Auto, and six (6) Property PARs recommended for approval of settlement or continuing defense.

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

MLT-2018111545

001255261

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 December, 2018 meeting:

Bailey v. Township of Greenwich

MANAGED CARE REPORT

Lost Time v. Medical Only Cases

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

	December	YTD
<i>Lost Time</i>	<i>1</i>	<i>63</i>
<i>Medical Only</i>	<i>12</i>	<i>201</i>
<i>Report Only</i>	<i>7</i>	<i>126</i>
<i>New Claims Reported</i>	<i>20</i>	<i>390</i>
<i>Report Only % of Total</i>	<i>35.0%</i>	<i>32.3%</i>
<i>Medical Only/Lost Time Ratio</i>	<i>92:08</i>	<i>76:24</i>
<i>Average Days to Report</i>	<i>4.2</i>	<i>3.7</i>

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	7,600
<i>Transitional Duty Days Worked</i>	5,448
<i>% of Transitional Duty Days Worked</i>	71.7%
<i>Transitional Duty Days Not Accommodated</i>	2,152
<i>% of Transitional Duty Days Not Accommodated</i>	28.3%

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report

PPO Penetration Rate	December
<i>Bill Count</i>	153
<i>Original Provider Charges</i>	\$180,407
<i>Re-priced Bill Amount</i>	\$48,759
<i>Savings</i>	\$131,648
<i>% of Savings</i>	73.0%
<i>PPO Penetration Rate Bill Count Percentage</i>	96.1%
<i>PPO Penetration Rate Provider Charge Percentage</i>	61.2%
<i>EPO Penetration Rate Bill Count Percentage</i>	97.7%
<i>EPO Penetration Rate Provider Charge Percentage</i>	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 December 2018 is included in the agenda packet.

Mr. Roselli noted that Ms. Lansgdorf is now the Unit Supervisor for Workers Compensation and she is currently looking for an Assistant Supervisor. The Liability Unit is also currently short one (1) adjuster.

4th Quarter G.O.T.C.H.A Report

Mr. Roselli referenced the 4th Quarter G.O.T.C.H.A report included in the agenda packet. He 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, or three (3) weeks after a surgery. 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.

He reported for the 4th Quarter, there were 7 visits performed, with 2 resulting in Surveillance recommendations.

CLAIMS AUDIT CONFERENCE CALL

Mr. Forlenza sated a conference call was help on January 23, 2019 with representatives from the ACM, BURLCO and TRICO JIF's to review the Claims Audit.

Mr. Forlenza noted that overall; the Auditors were very complementary of Qual Lynx and the adjusting unit assigned to the ACM, BURLCO, & TRICO JIFs. The Auditors were very impressed with subrogation efforts and the Fund's Litigation Management Guidelines, and the working relationship between Qual-Lynx, Mr. DeWeese's office, and the Executive Director's office.

They complimented Qual-Lynx on their timeliness of handling Workers Compensation Claims, their initial review of the Claims, and the investigation performed on each claim.

Mr. Forlenza noted now that the review is complete, he will send the reports to Qual-Lynx asking that they respond to any recommendations that were mentioned in the Audit, and then he will share those responses with this Committee. The Committee agreed with this approach.

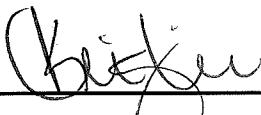
NEXT MEETING

The next Executive Claims Meeting will be held on **Monday, February 25, 2019 at 3:30 PM** at the Gloucester County Library, Mullica Hill, NJ.

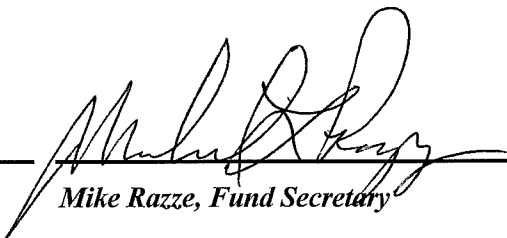
MOTION TO ADJOURN

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 4:33 PM.



Kris Kristie, Recording Secretary for



Mike Razzo, Fund Secretary