

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

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

May 20, 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 May 20, 2019 at 3:30 PM, prevailing time. Chair Law, City of Woodbury, presiding

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:

Bob Law, *Fund Chair, Woodbury City*
Karen Sweeney, *Wenonah Borough*
Sue Miller, *Clayton Borough*
John Washington, *Penns Grove Borough*
Carl Bagby, *Borough of Swedesboro*
Bob Diaz, *South Harrison*

Also present were:

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

Those unable to attend:

Doris Hall, *Logan Township*
Mike Razze, *Fund Secretary, Pitman Borough*

CLOSED SESSION PORTION OF MEETING

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 May 20, 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 Law entertained a motion to reopen the public portion of the meeting.

Motion by Ms. Miller, seconded by Ms. Sweeney, 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 sixteen (16) claims. Of the claims reviewed, there were eight (8) Workers' Compensation, one (1) General Liability, and seven (7) Property PARs recommended for approval of settlement or continuing defense.

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

- #2019163115
- #2017101921
- #2019162008

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 four (4) cases closed since the April 2019 meeting, all with no payments made to the claimants:

- Mitchell v. Township of Deptford*
- Austin v. Township of Monroe*
- Garraway v. Township of Woolwich*
- Mannan v. Township of Woolwich*

MANAGED CARE REPORT

Lost Time v. Medical Only Cases

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

	April	YTD
<i>Lost Time</i>	1	21
<i>Medical Only</i>	21	105
<i>Report Only</i>	16	59
<i>New Claims Reported</i>	38	185
<i>Report Only % of Total</i>	42.1%	31.9%
<i>Medical Only/Lost Time Ratio</i>	95:05	83:17
<i>Average Days to Report</i>	2.0	4.4

Transitional Duty Report

Mr. McNamara presented the Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	1,781
<i>Transitional Duty Days Worked</i>	1,348
<i>% of Transitional Duty Days Worked</i>	75.7%
<i>Transitional Duty Days Not Accommodated</i>	433
<i>% of Transitional Duty Days Not Accommodated</i>	24.3%

Mr. McNamara noted he had also included a Transitional Duty Report by Occupation to indicate where the claims originated.

PPO Penetration Report:

Mr. McNamara presented the PPO Penetration Report

PPO Penetration Rate	April
<i>Bill Count</i>	225
<i>Original Provider Charges</i>	\$346,655
<i>Re-priced Bill Amount</i>	\$131,146
<i>Savings</i>	\$215,509
<i>% of Savings</i>	62.2%
<i>PPO Penetration Rate Bill Count Percentage</i>	95.1%
<i>PPO Penetration Rate Provider Charge Percentage</i>	95.8%
<i>EPO Penetration Rate Bill Count Percentage</i>	96.3%
<i>EPO Penetration Rate Provider Charge Percentage</i>	97.3%

Mr. McNamara 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 April 2019 is included in the agenda packet.

Mr. Roselli noted an Assistant Supervisor position remains open in the Liability unit under Ms. Mooney, and the position for a medial only adjuster has been filled in Ms. Langsdorf's Workers Compensation Unit.

FUND PROFESSIONAL RFQ PROCESS – YEAR 2

Mr. Forlenza reminded the Committee that pursuant to the Fund's *Fund Professional Performance Review Policy*, in Year 2, the following professionals that fall under the jurisdiction of this Committee are to undergo the RFQ process; Fund Solicitor, Subrogation Attorney, and Claims Administrator.

He also reminded the Committee that at the April Executive Committee Meeting there was a Motion approved to authorize his office to prepare, advertise, and receive the RFQ's for these positions. Mr. Forlenza stated he has been working on these, and they will be released in June.

RISK MANAGEMENT PLAN AMENDMENT

Mr. Forlenza reminded the Committee of their discussions at last month's meeting regarding an amendment to the Risk Management Plan. He then distributed a copy of the proposed amendment to the Committee. He noted that the Amendment, if approved, will increase Qual Lynx's initial authority for payments on property claims and settlement authority on liability claims from \$5,000 to \$10,000. Mr. Forlenza noted it would be presented to the Executive Committee later this evening for approval.

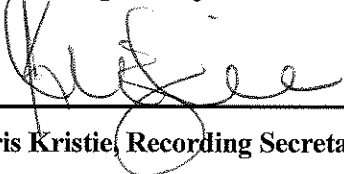
NEXT MEETING

The next Executive Claims Meeting will be held on **Monday, June 24, 2019 at 3:30 PM** at the Gloucester County Library, Mullica Hill, NJ.

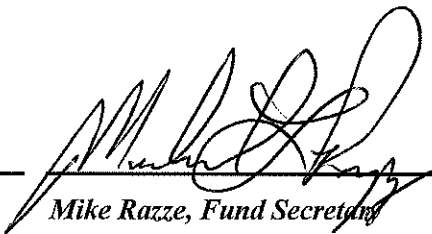
MOTION TO ADJOURN

Chair Law 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 4:20 PM.



Kris Kristie, Recording Secretary for



Mike Razze, Fund Secretary