

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

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

June 24, 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 June 24, 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**
Mike Razzo, *Fund Secretary*, **Pitman Borough**
Karen Sweeney, **Wenonah Borough**
Sue Miller, **Clayton Borough**
John Washington, **Penns Grove Borough**
Carl Bagby, **Borough of Swedesboro**

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.*
Scott 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**

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 June 24, 2019 at 5:00 PM.

Motion by Mr. Washington 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 Mr. Washington, 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 twelve (12) claims. Of the claims reviewed, there were five (5) Workers' Compensation, three (3) 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 attempts.

#2018128850

#2017104319

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 May 2019 meeting, three (3) with no payments made to the claimants:

Mendola v. Twp. of Monroe
Strittmatter Estate v. City of Vineland
Russ v. Twp. of Washington
Digs v. City of Woodbury

MANAGED CARE REPORT

Lost Time v. Medical Only Cases

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

	May	YTD
<i>Lost Time</i>	3	26
<i>Medical Only</i>	33	131
<i>Report Only</i>	17	76
<i>New Claims Reported</i>	53	233
<i>Report Only % of Total</i>	32.1%	32.6%
<i>Medical Only/Lost Time Ratio</i>	92:08	83:17
<i>Average Days to Report</i>	2.6	4.0

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	2,406
<i>Transitional Duty Days Worked</i>	1,709
<i>% of Transitional Duty Days Worked</i>	71.0%
<i>Transitional Duty Days Not Accommodated</i>	697
<i>% of Transitional Duty Days Not Accommodated</i>	29.0%

Ms. Beatty noted she had also included a Transitional Duty Report by Occupation to indicate where the claims originated.

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report

PPO Penetration Rate	May
<i>Bill Count</i>	345
<i>Original Provider Charges</i>	\$305,825
<i>Re-priced Bill Amount</i>	\$106,684
<i>Savings</i>	\$199,141
<i>% of Savings</i>	65.1%
<i>PPO Penetration Rate Bill Count Percentage</i>	95.1%
<i>PPO Penetration Rate Provider Charge Percentage</i>	97.0%
<i>EPO Penetration Rate Bill Count Percentage</i>	95.2%
<i>EPO Penetration Rate Provider Charge Percentage</i>	98.7%

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 May 2019 is included in the agenda packet.

Mr. Roselli noted an Assistant Supervisor position remains open in the Liability unit under Ms. Mooney. He noted that there are internal discussions taking place in regards to moving a seasoned adjuster into the liability unit to handle approximately 100 claims thereby reducing the open claim counts on the existing adjusters. In addition, the position for a medical only adjuster in Ms. Langsdorf's Workers Compensation Unit has been filled and is working out well. Mr. Roselli noted discussions are continuing in regards to continuing to reduce the file count per adjuster.

Emergency Reporting Procedures

Mr. Roselli referenced the updated *Emergency Reporting Procedures* in the agenda with updated/added phone numbers and noted he will discuss it at the Executive Committee Meeting and it will be posted on the JIF website.

NEXT MEETING

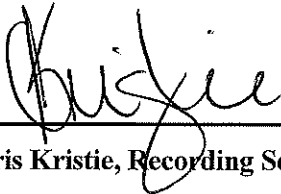
Ms. Kristie inquired, as the Executive Committee Meeting is following the Retreat on Thursday, July 25, would it be more convenient for this Committee to meet on Monday, July 22, 2019 via conference call. The Committee agreed.

The next Executive Claims Meeting will be held on **Monday, July 22, 2019 at 3:30 PM** via conference call

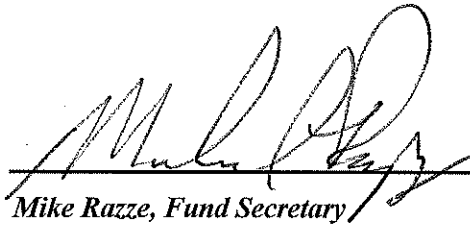
MOTION TO ADJOURN

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

The meeting was adjourned at 4:40 PM.



Kris Kristie, Recording Secretary for



Mike Razzo, Fund Secretary