

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

Via Conference Call

July 22, 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 via conference call on July 22, 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*
Scott 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*

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 July 25, 2019 at 4:00 PM.

Motion by Ms. Miller seconded by Mr. Razzo, 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 fourteen (14) claims. Of the claims reviewed, there were twelve (12) Workers' Compensation, and two (2) General Liability PARs recommended for approval of settlement or continuing defense.

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

#MLT-2019163511
#MLT-2017105322
#2018113148

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 was one (1) case(s) closed since the June 2019 meeting, with no payments made to the claimants:

Lamb v. Twp. of Monroe

MANAGED CARE REPORT

Lost Time v. Medical Only Cases

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

	June	YTD
<i>Lost Time</i>	4	29
<i>Medical Only</i>	22	151
<i>Report Only</i>	13	88
<i>New Claims Reported</i>	39	268
<i>Report Only % of Total</i>	33.3%	32.8%
<i>Medical Only/Lost Time Ratio</i>	85:15	84:16
<i>Average Days to Report</i>	7.5	4.4

Ms. Beatty explained the Average Days to Report was high as one claim wasn't reported timely due to a missed diagnosis of an injury and another claim being reported very late as the Claims Coordinator had retired and the claims information sat on her desk unnoticed for some time.

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	2,886
<i>Transitional Duty Days Worked</i>	2,030
<i>% of Transitional Duty Days Worked</i>	70.3%
<i>Transitional Duty Days Not Accommodated</i>	856
<i>% of Transitional Duty Days Not Accommodated</i>	29.7%

Ms. Beatty noted she had also included a Transitional Duty Report by Occupation to indicate where the claims originated, and that this would be a topic covered at the Retreat later this week.

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report

PPO Penetration Rate	June
<i>Bill Count</i>	232
<i>Original Provider Charges</i>	\$364,827
<i>Re-priced Bill Amount</i>	\$176,773
<i>Savings</i>	\$188,054
<i>% of Savings</i>	51.5%
<i>PPO Penetration Rate Bill Count Percentage</i>	94.8%
<i>PPO Penetration Rate Provider Charge Percentage</i>	98.0%
<i>EPO Penetration Rate Bill Count Percentage</i>	94.3%
<i>EPO Penetration Rate Provider Charge Percentage</i>	97.3%

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 June 2019 is included in the agenda packet.

Mr. Roselli noted Kristen Kiel has transferred from another unit to the Liability Unit under Ms. Mooney which will help reduce the Adjuster file count in her Unit. He further noted that the new Medical Only adjuster in Ms. Langdorf's unit is working out well. In addition, Ms. Langdorf is also currently receiving assistance from an Adjuster in the School's Unit. It was noted that Mr. Miola recently met with the adjusters and discussed a number of issues including the adjuster file counts and the "second effort" program for transitional duty. Mr. Roselli stated that these items are on Ms. Lihou's radar and she is aware of these situations and is concerned as well. He noted it may take some time for the file counts to be reduced as this is a busy time of year; however, it is continually being reviewed and discussed.

RFQ's ADVERTISED: Claims Administrator; Property Appraiser; Solicitor; Subro Attorney

Chair Law stated the RFQ's for Claims Administrator, Property Appraiser, Solicitor, and Subro Attorney were advertised for release on July 8, 2019 and are due back by 11:00 AM on Friday, August 2, 2019.

NEXT MEETING

The next Executive Claims Meeting will be held on **Monday, September 23, 2019** at **3:30 PM** at the Gloucester County Library, Mullica Hill, NJ.

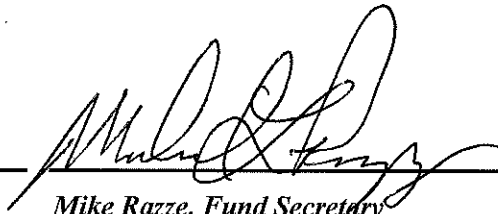
MOTION TO ADJOURN

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

The meeting was adjourned at 4:25 PM.



Kris Kristie, Recording Secretary for



Mike Razze, Fund Secretary