

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

**Via Conference Call**

**June 22, 2020 – 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 via conference call on June 22, 2020 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 Razze, *Fund Secretary*, **Pitman Borough**  
Karen Sweeney, **Wenonah Borough**  
Sue Miller, **Clayton Borough**  
Bob Diaz, **South Harrison**

Also present were:

Paul A. Forlenza, MGA, Executive Director, *RPA – A Division of Gallagher*  
Paul Miola, CPCU, ARM, Deputy Executive Director, *RPA – A Division of Gallagher*  
Kris Kristie, Sr. Account Rep, *RPA – A Division of Gallagher*  
David DeWeese, Fund Solicitor, *The DeWeese Law Firm, P.C.*  
Rob Garish, Senior Risk Control Consultant, *J.A. Montgomery*  
Keith Hummel, Safety Director, **J. A. Montgomery**  
Chris Roselli, Account Manager, *Qual-Lynx*  
Karen Beatty, Client Services Manager *Qual-Care*  
Debby Schiffer, Wellness Director, *Targeting Wellness*

Those unable to attend:

Doris Hall, **Logan Township**  
Carl Bagby, **Borough of Swedesboro**

***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 22, 2020 at 5:00 PM via conference call.

Motion by Mr. Razze 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 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 five (5) claims. Of the claims reviewed, there were two (2) Workers' Compensation, one (1) General Liability, and two (2) Property PARs recommended for approval of settlement or continuing defense.

There were no (0) claim(s) reviewed for abandonment of subrogation attempts:

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 two (2) case(s) closed since the May 2020 meeting:

*Rolle v. Borough of Clayton*  
*Harley v. City of Woodbury*

Mr. DeWeese asked if there were any questions. No questions were entertained.

***Lost Time v. Medical Only Cases***

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

	<b>May</b>	<b>YTD</b>
<i>Lost Time</i>	22	51
<i>Medical Only</i>	18	106
<i>Report Only</i>	18	98
<i>New Claims Reported</i>	61	263
<i>Report Only % of Total</i>	30%	37%
<i>Medical Only/Lost Time Ratio</i>	45:55	68:32
<i>Average Days to Report</i>	4.9	3.1



The Property unit has a total of 765 files, or 191 files per adjuster (based on 3 adjusters). Mr. Roselli stated Diane Payne has now fully transitioned into the property unit to address the recent retirement of Jim Mercanto.

In the Liability Unit the file count is at 824 files, or 244 files per adjuster, which is an increase of 39 files (based on 3 adjusters and removing Ms. Mooney's pending 93 files). Mr. Roselli stated that Ms. Mooney has interviewed several candidates including some from within Qual Lynx. He stated a decision should be made very soon regarding an Assistant Supervisor.

Mr. Roselli asked if there were any questions. No questions were entertained.

***NEXT MEETING***

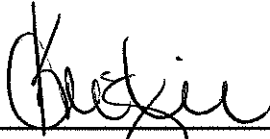
The next Executive Claims Meeting will be held on **Monday, July 27, 2020 at 3:30 PM** once again as a conference call as the meeting room in the library is still not accessible due to the social distancing guidelines.

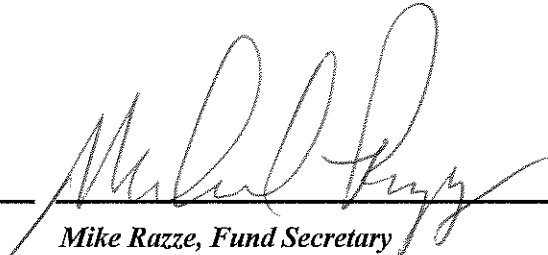
Mr. Forlenza explained he will be asking for approval via a Motion at the Executive Committee Meeting later this evening to hold both the Executive Claims Committee Meeting and the Executive Committee Meeting for July via conference call. The Committee agreed.

***MOTION TO ADJOURN***

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

The meeting was adjourned at 4:40 PM.

  
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*Kris Kristle, Recording Secretary for*

  
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*Mike Razze, Fund Secretary*