

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

**Via Zoom Conferencing**

**March 22, 2021 – 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 Zoom Conferencing on March 22, 2021 at 3:30 PM, prevailing time. Chair Razze, Borough of Pitman, 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:

Mike Razze, *Fund Chair, Pitman Borough*  
Bob Diaz, *South Harrison Township*  
Karen Sweeney, *Wenonah Borough*  
Sue Miller, *Clayton Borough*  
Carl Bagby, *Borough of Swedesboro*  
Kevin Clour, *Lower Alloways Creek*  
Mark Gravinese, *Harrison Township*

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:

N/A

***CLOSED SESSION PORTION OF MEETING***

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 March 22 2021 at 5:00 PM via Zoom conferencing.

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 Razze entertained a motion to reopen the public portion of the meeting.

Motion by Ms. Sweeney 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 twenty-two (22) claims. Of the claims reviewed, there were sixteen (16) Workers' Compensation, and six (6) Property PARs recommended for approval of settlement or continuing defense.

Also reviewed were two (2) Vineland claims that had previously been approved by Vineland:

2021220038  
MLT-2019152809

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

2019173100  
2019173509

Chair Razze asked if there were any questions at this time. No questions were entertained.

***JIF Preferred Repair Shop Program***

Mr. Miola noted that on or about February 25, 2021, he emailed the *JIF Preferred Repair Shop Program* to all Fund Commissioners to review. Mr. Miola received very little feedback in regards to his email; however, has heard that it was very well received. He noted the document has been previously reviewed with the JIF Solicitor and the Executive Claims Review Committee in both ACM and TRICO JIFs and has been recommended for adoption by Motion at the April Executive Committee meeting. Once adopted, it will be sent to all repair facilities currently being used by our members.

He reminded the Committee that members will retain the ability to choose the repair facility of their choice; however, facilities that refuse to abide by these guidelines will subject their client to a \$2,500 deductible for all repairs.

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

***SOLICITOR'S REPORT FOR OPEN SESSION:***

***Closed Cases***

Mr. DeWeese noted that there were zero (0) cases closed since the last meeting:

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

***Due to time restrictions, Ms. Beatty's Managed Care reports were tabled until the Executive Committee Meeting***

***QUAL-LYNX REPORT***

***Adjuster File Counts***

Mr. Roselli reported that at the end of February, Tammy Langsdorf's Workers' Compensation Unit had 834 lost time files (including COVID-19 lost time files). This is an average of 167 lost time files per adjuster (based upon 5 adjusters). The total count of files in this unit is 1,401 which includes both lost time and medical only files. This is a decrease of 35 files from the end of January. The total number of COVID-19 claims in the unit including both lost time and medical only files is 365 which is down from 395 the previous month. This is a decrease of 30 COVID-19 claims from the end of January.

In Sue Mooney's Liability Unit, the liability adjusters' total file count is currently at 820 files. This is an increase of 9 files from the end of January. This is an average of 196 files per adjuster (based on 4 adjusters and removing Sue Mooney's pending of 37 files).

Joe Lisciadri's Property Unit has a total file count at 1,174, which is an average of 293 files per adjuster (based upon 4 adjusters). The unit's overall pending increased by 35 files since the end of January. Joe's unit remains fully staffed.

Qual-Lynx will continue to monitor the staff pending files and any staffing issues and keep you apprised of any circumstances that may affect these numbers.

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

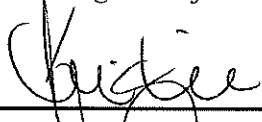
***NEXT MEETING***

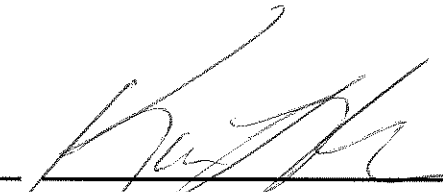
The next Executive Claims Meeting will be held on **Monday, April 26, 2021 at 3:30 PM** via Zoom Conferencing.

***MOTION TO ADJOURN***

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

The meeting was adjourned at 4:50 PM.

  
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*Kris Kristie, Recording Secretary for*

  
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*Karen Sweeney, Fund Secretary*