

GLOUCESTER, SALEM, CUMBERLAND COUNTIES
MUNICIPAL JOINT INSURANCE FUND

Gloucester County Library, Mullica Hill
September 26, 2022 – 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 on September 26, 2022 at 3:30 PM, prevailing time. Karen Sweeney, Fund Secretary, 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:

Karen Sweeney, *Fund Secretary*, **Wenonah Borough**
Bob Diaz, **South Harrison Township**
Mark Gravinese, **Harrison Township**
Leo Selb, **Hopewell Township**
Marjorie Sperry, **Quinton Township**

Also present were:

Paul Miola, CPCU, ARM, Deputy Executive Director, *RPA – A Division of Gallagher*
Kris Kristie, Sr. Account Rep, *RPA – A Division of Gallagher*
Kamini Patel, MBA, CIC, CPCU, AIDA®, Program Director, *RPA – A Division of Gallagher*
David DeWeese, Fund Attorney, *The DeWeese Law Firm, P.C.*
Keith Hummel, Safety Director, *J.A. Montgomery*
Tammy Langsdorf, WC Senior Supervisor, *Qual-Lynx*
Karen Beatty, Client Services Manager, *Qual-Care*
Debby Schiffer, Wellness Director, *Targeting Wellness*
Chris Winter, CPM, Law Enforcement Risk Management Consultant

Those unable to attend:

Mike Razze, *Fund Chair*, **Pitman Borough**
Doug Hogate, **Elsinboro Township**
Chris Roselli, Account Manager, *Qual-Lynx*
Paul A. Forlenza, MGA, Executive Director, *RPA – A Division of Gallagher*

CLOSED SESSION PORTION OF MEETING

Ms. Sweeney 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 September 26, 2022 at 5:00 PM.

Motion by Ms. Sperry, seconded by Mr. Selb to move to Executive Closed Session. All in favor. Motion carried

REOPEN PUBLIC PORTION OF THE MEETING

Ms. Sweeney entertained a motion to reopen the public portion of the meeting.

Motion by Ms. Sperry seconded by Mr. Diaz 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 eighteen (18) claims. Of the claims reviewed, there were thirteen (13) Workers' Compensation, two (2) Auto Liability, and three (3) Property PARs recommended for approval of settlement or continuing defense.

There were four (4) claim(s) reviewed this month that had previously been approved by Vineland.

2022265511
2022276831
2023281062
2022265864

There was one (1) claim(s) reviewed for abandonment of subrogation attempt since the last meeting.

2021220106

Ms. Sweeney 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 last meeting:

Joe v. Township of Deptford
Gottshall Est. v. City of Woodbury

EXECUTIVE DIRECTOR'S MONITORING REPORTS

Supervisors Incident Report

Ms. Patel referenced the current report included in the agenda noting there were seven (7) cases where a Supervisor Investigation Report was not completed out of twenty three (23) inclusive of Vineland

Ms. Patel indicated the report is sent to J.A. Montgomery, who in turn uses it as a coaching tool when they visit with the member town. Ms. Patel reiterated the importance of completing the Accident Investigation Reports.

QUAL-LYNX REPORT

Adjuster File Counts

In the absence of Mr. Roselli, Ms. Beatty referenced his OPEN/CLOSED Analysis reports included in the agenda. She explained that these reports are basically two separate depictions of each Unit's (WC, Property, and Liability) Claims Counts per Adjuster.

At the end of August, Ms. Langsdorf's Workers' Compensation Unit had 737 lost time files (including 72 lost time COVID-19 files). This is an average of 147 lost time files per adjuster (based upon 5 adjusters). The total count of files in this unit is 1,136 which includes both lost time and medical only files. This is an increase of 24 files from the end of July. The total number of COVID-19 claims in the unit including both lost time and medical only files is 95 which is up from 89 the previous month. The number of lost time COVID-19 files is at 72 files. Ms. Kaitlyn Leonard is on leave for another 5-6 weeks. Her claims are being managed in the interim by Ms. Langsdorf and her Assistant Supervisor, Ms. Mary Jane Tomasello. Ms. Langsdorf just hired a temp, Diane Miller, who started on August 29th. Medical Only adjuster, Kate Wozniak, resigned her position effective 8/26/22. A search is now underway for a new med only adjuster.

In Ms. Mooney's Liability Unit, the liability adjusters' total file count is currently at 821 files. This is a decrease of 30 files from the end of July. This was a great month for file closures with the count at 139. The 821 claim files have a total of 972 claimants attached to them. Ms. Stacey Mauceri and Ms. Christin Petrosch continue to progress. Ms. Beatty noted that earlier that week the Assistant Supervisor for the Liability Unit, Robin Sulzer retired. Assistance from other liability units will be made available to Ms. Mooney's unit while a search for Ms. Sulzer's replacement begins.

Mr. Lisciandri's Property Unit has a total file count at 1,633. Ms. Beatty noted that the pendings in this unit are high. Mr. Roselli and Ms. Long will be reviewing this unit's files to determine if some files can now be closed. The unit's overall pending increased by 83 files since the end of July.

MANAGED CARE REPORT

Lost Time v. Medical Only Cases

Ms. Beatty presented the TRICO JIF *Lost Time v. Medical Only Cases (Intake Report)* for both July and August 2022, however reported on August.

	<i>August</i>	<i>YTD</i>
<i>Lost Time</i>	2	53
<i>Medical Only</i>	26	162
<i>Report Only</i>	55	144
<i># of New Claims Reported</i>	83	362
<i>Average Days Reported to QL</i>	11.0	12.1

Claims Report by Type

This report depicts the number of claims and average number of days to report a claim by individual members YTD 2022.

\\bsdushc1cf01\mar_data\DATA\Risk\WINWORD\1 KK\TRICO\Agenda, Cover, MIN\Minutes Claims.docx

Non-COVID Claims: 9.2 days
 COVID Claims: 56.7
 All Claims: 14.2 days

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report which depicts Transitional Duty use by town. The highlights for August YTD are as follows:

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	3,341
<i>Transitional Duty Days Worked</i>	2,349
<i>% of Transitional Duty Days Worked</i>	70%
<i>Transitional Duty Days Not Accommodated</i>	992
<i>% of Transitional Duty Days Not Accommodated</i>	30%
<i>\$ Saved by Accommodating</i>	\$235,818
<i>\$ Lost by NOT Accommodating</i>	\$129,030

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report which depicts the top provider services along with the number and amount of re-priced bills for August 2022.

PPO Penetration Rate	August
<i>Bill Count</i>	182
<i>Original Provider Charges</i>	\$297,564
<i>Re-priced Bill Amount</i>	\$103,361
<i>Savings</i>	\$194,203
<i>% of Savings</i>	65%
<i>PPO Penetration Rate Bill Count Percentage</i>	90%
<i>PPO Penetration Rate Provider Charge Percentage</i>	97%
<i>EPO Penetration Rate Bill Count Percentage</i>	93%
<i>EPO Penetration Rate Provider Charge Percentage</i>	98%

Top 10 Providers by Specialty: This report breaks down our top 10 providers by specialty e.g. Anesthesia/Pain Management, Facility, and MRI/Radiology as these are the heaviest expenses the Fund incurs.

Nurse Case Assignment Report: This report depicts the number of open cases each Nurse Case Manager carried for each month to date, along with how many cases were closed for the current month, and how many cases were opened for the current month. The attached report depicts the information through August 2022.

Managed Care Quick Notes

This report provides information and savings examples for provider bill negotiation.

QUAL-LYNX STAFFING CONCERNS

Ms. Patel indicated that the update Ms. Beatty provided earlier in the meeting is an accurate depiction of the current staffing situation at Qual-Lynx. She noted that Mr. DeWeese's office, as well as her office, continue to monitor the situation and will advise the Committee of any concerns.

CLAIMS AUDIT

Ms. Patel stated the Claims Audit had been released as of this morning with a due date of 11:00 AM on October 25, 2022. She noted this Committee will continue to be updated.

CLAIMS TPA-2023 CONTRACT PROPOSAL

Ms. Patel indicated Qual-Lynx has provided a contract format for the Fund's consideration and this was discussed in greater detail with the Finance Committee. Ms. Patel advised the Committee that she will continue to update the Committee as these discussions continue.

TECHNOLOGY RISK SERVICES DIRECTOR 2023 CONTRACT PROPOSAL

Ms. Patel noted two (2) responses have been received, and once Mr. DeWeese is finished reviewing the responses for legal content, the Committee will be advised of the next steps.

NEXT MEETING

The next Executive Claims Meeting will be held on **Monday, October 24, 2022 at 3:30 PM** at the Gloucester County Library, Mullica Hill, NJ.

MOTION TO ADJOURN

Ms. Sweeney asked for a motion adjourning the Executive Claims meeting. Motion by Ms. Sperry, seconded by Mr. Diaz to adjourn the meeting.

The meeting was adjourned at 4: 45 PM.



Kris Kristie, Recording Secretary for



~~*Karen Sweeney, Secretary*~~

Mark Gravinese, Acting Secretary