

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

**Via Zoom Conferencing
November 28, 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 via Zoom Conferencing on November 28, 2022 at 3:30 PM, prevailing time. Michael Razze, Pitman Borough, 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**
Karen Sweeney, *Fund Secretary*, **Wenonah Borough**
Bob Diaz, **South Harrison Township**
Mark Gravinese, **Harrison Township**
Marjorie Sperry, **Quinton Township**
Doug Hogate, **Elsinboro 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*
Kamini Patel, MBA, CIC, CPCU, AIDA®, Program Director, *RPA – A Division of Gallagher*
David DeWeese, Fund Attorney, *The DeWeese Law Firm, P.C.*
Rob Garish, Asst. Director of Public Sector, *J.A. Montgomery*
Chris Roselli, Account Manager, *Qual-Lynx*
Karen Beatty, Client Services Manager, *Qual-Care*
Chris Winter, CPM, Law Enforcement Risk Management Consultant
Debby Schiffer, Wellness Director, *Targeting Wellness*

Those unable to attend:

Leo Selb, **Hopewell Township**

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 November 28, 2022 at 5:00 PM.

Motion by Ms. Sweeney, seconded by Mr. Sperry 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. Sperry 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 nineteen (19) claims. Of the claims reviewed, there were twelve (12) Workers' Compensation, three (3) General Liability, one (1) Auto, and three (3) Property PARs recommended for approval of settlement or continuing defense.

There were no (0) claim(s) reviewed this month that had previously been approved by Vineland.

There were three (3) claim(s) reviewed for abandonment of subrogation attempt since the last meeting.

2022249617
2021240265
2022271801

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

SOLICITOR'S REPORT FOR OPEN SESSION;

All reports were tabled due to time constraints and will be reported on at the Executive Committee Meeting later this evening.

EXECUTIVE DIRECTOR'S MONITORING REPORTS;

All reports were tabled due to time constraints and will be reported on at the Executive Committee Meeting later this evening.

QUAL-LYNX REPORT;

All reports were tabled due to time constraints and will be reported on at the Executive Committee Meeting later this evening.

MANAGED CARE REPORTS;

All reports were tabled due to time constraints and will be reported on at the Executive Committee Meeting later this evening.

QUAL-LYNX STAFFING CONCERNS

Mr. Roselli noted in Ms. Langdorf's Workers Compensation unit she is fully staffed and with one Adjuster recently returning from maternity leave; however, another adjuster has just gone out and is expected to return in early March.

In Ms. Mooney's Liability Unit, unfortunately, there was a sudden, immediate, resignation, by text, by one of her Adjusters, so she is now looking for an Assistant Supervisor for that Unit, as well as an Adjuster. Interviews are ongoing and Mr. Roselli stated he would keep this Committee updated. It was asked if there was any knowledge as to why the Adjuster suddenly quit and Mr. Roselli reported he had no idea and was not privy to that information if it was known by anyone.

Mr. Forlenza noted he and Ms. Patel will be meeting with Ms. Lihou and Ms. Long in early December to discuss the staffing, the change in the Qual-Lynx's contract format, and how the adjuster file counts will be monitored. He also noted he will inquire of Ms. Lihou as to why the Adjuster in Ms. Mooney's unit suddenly resigned. He stated he will keep this committee updated.

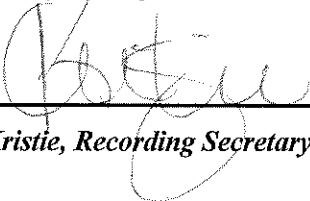
NEXT MEETING

The next Executive Claims Meeting will be held on **Monday, December 19, 2022 at 2:30 PM** at the Pitman Municipal Building in the Court Chambers.

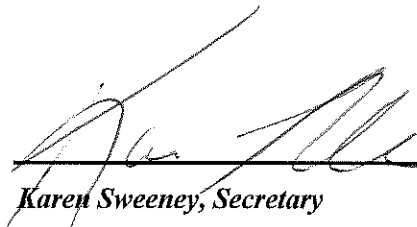
MOTION TO ADJOURN

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

The meeting was adjourned at 4: 51 PM.



Kris Kristie, Recording Secretary for



Karen Sweeney, Secretary