

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

June 26, 2023 – 3:30 PM

Gloucester County Library, Mullica Hill
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, NJ on June 26, 2023 at 3:30 PM, prevailing time. Karen Sweeney, Chair, Wenonah Township, 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, *Chair, Wenonah Borough*
Bob Diaz, *South Harrison Township*
Doug Hogate, *Elsinboro Township*
Marjorie Sperry, *Quinton Township*
Jeff Celebre, *City of Vineland*
Colette Bachich, *Washington Township*

Also present were:

Paul A. Forlenza, MGA, Executive Director, *RPA – A Division of Gallagher*
Kris Kristie, Sr. Account Rep, *RPA – A Division of Gallagher*
David DeWeese, Fund Attorney, *The DeWeese Law Firm, P.C.*
Keith Hummel, Safety Director, *J.A. Montgomery*
Rob Garish, Asst. Director of Public Sector, *J.A. Montgomery*
Dominic Spaventa, Liability Supervisor, *Qual-Lynx*
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:

Mark Gravinese, *Harrison Township*
Kamini Patel, MBA, CIC, CPCU, AIDA®, Program Director, *RPA – A Division of Gallagher*

EXECUTIVE 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 June 26, 2023 at 5:00 PM.

Motion by Mr. Hogate, seconded by Ms. Sperry 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 Mr. Hogate, seconded by Mr. Selb to reopen the public portion of the meeting. All in favor.
Motion carried.

SOLICITOR'S REPORT FOR OPEN SESSION;

Mr. DeWeese referenced a Resolution included in the agenda to confirm and accept the resignation of Cooper Levenson as an Assigned Defense Counsel member of the TRICOJIF. Mr. DeWeese explained they have requested to be removed from the panel as they handle a large amount of Planning and Zoning cases and feel there are too many conflicts with members of the Fund. He noted the attached Resolution confirms that request and if this Committee approves their request, he will recommend the Resolution for approval at tonight's Executive Committee meeting. The Committee approved.

Next Mr. DeWeese referenced a handout regarding a subrogation settlement matter: City of Vineland/Ivelis Bermudez; File #: 2022265672. This matter seeks to recover Workers Compensation benefits paid on behalf of Ivelis Bermudez who is an EMT employed by the City of Vineland.

Ms. Bermudez sustained injuries to her head, neck, shoulders and legs as a result of a motor vehicle accident in which the Defendant, the driver of the other vehicle failed to stop at a stop sign and stuck the Claimants vehicle of which Ms. Bermudez was a passenger.

Mr. DeWeese discussed the total lien amount, as well as the considerable negotiations between the Tortfeasor's insurance carrier and the settlement offered, as well as his recommendation. A discussion ensued and the committee agreed, as Ms. Bermudez's injuries will not pierce the verbal threshold, and there would likely be no recovery, to accept the offer as recommended by Mr. DeWeese.

Lastly, Mr. DeWeese noted that last week the Supreme Court ruled prevailing litigants in Common Law Right of Access cases are not entitled to recover counsel fees. He noted this is a huge win for Governmental agencies. Mr. DeWeese noted in OPRA cases there is a Counsel Fee provision as OPRA Requests are pretty clear cut and if they request a public document that does not fall into any of the exceptions, you will need to provide, however, under the Common Law Right of Access, it does require a balancing as to whether the person requesting certain documents has a genuine need to obtain the documents they are requesting and whether they are subject to the rules under the Common Law Right of Access. Mr. DeWeese then discussed some examples, including IA reports, etc.

EXECUTIVE DIRECTOR'S MONITORING REPORTS;

Supervisors Incident Report

Mr. Forlenza referenced the current report included in the agenda noting there were two (2) claim(s) where a Supervisor Investigation Report was not completed out of fourteen (14) claims. All of the incidents for Vineland had an Incident Report completed for all seven (7) claims for May.

Mr. Forlenza 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 and reiterated the importance of completing the Accident Investigation Reports.

Mr. Forlenza asked if there were any questions on any of the reports.

QUAL-LYNX REPORT;

Mr. Roselli referenced his OPEN/CLOSED Analysis reports included in the agenda. He explained that these reports are basically two separate depictions of each Unit's (WC, Property, and Liability) Claims Counts per Adjuster. Mr. Roselli reviewed the report in detail with the Committee. In addition, Mr. Roselli noted at this time Qual-Lynx is not fully staffed.

He noted that in the last month, a medical only adjuster in the WC unit had resigned and one of the newly hired liability adjusters had resigned their position. Mr. Roselli stated that Ms. Langsdorf has already begun to interview replacements for the medical only adjuster and that unit is currently receiving assistance from the Schools WC Unit as they are slower this time of year.

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

QUAL-LYNX STAFFING CONCERNS

Mr. Forlenza indicated that Mr. Roselli's staffing update provided earlier in the meeting is an accurate depiction of the current staffing situation at Qual-Lynx. He expressed concerns regarding the adjuster workloads, especially that of Bill Kissane, and the importance of filling the recent vacancies, which were reported to the Committee earlier in the meeting, in a timely manner. Mr. Spaventa noted they are monitoring Mr. Kissane's work load. In addition, Mr. Forlenza raised a concern regarding the transition of all property claims for the ACM, BURLCO, & TRICO JIFs to one adjuster and Mr. Spaventa discussed the game plan going forward, as well as acknowledged Mr. Forlenza's concern should that adjuster leave Qual Lynx. Mr. Roselli stated that all of the property subrogation matters have now been moved to one adjuster thereby freeing up the remaining property adjusters to adjudicate pending claims. Mr. Forlenza emphasized his office will be closely monitoring this situation going forward.

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

CLAIMS AUDIT

Mr. Forlenza advised the Committee that the Claims Audit is ongoing. He stated that the file review portion of the Audit is mostly complete. Mr. Forlenza stated that Mr. Lynch is in the process of scheduling a review of Qual Lynx's adjuster training program. He stated that he expects a draft report sometime in early July from Mr. Lynch.

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

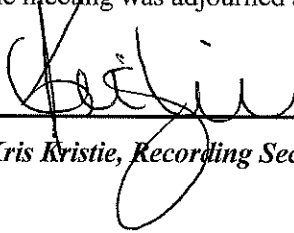
NEXT MEETING

The next Executive Claims Meeting will be held on **Monday, July 24, 2023 at 3:30 PM** via Zoom.

MOTION TO ADJOURN

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

The meeting was adjourned at 4: 40 PM.



Kris Kristie, Recording Secretary for



Robert Diaz, Secretary