



**AGENDA AND REPORTS**  
**OCTOBER 24, 2023**  
**FRANKLIN LAKES BOROUGH HALL**  
**12:00 PM**

**OPEN PUBLIC MEETINGS ACT** - In accordance with the Open Public Meetings Act, notice of this meeting was given by:

- I.** sending sufficient notice to **The Record**, Hackensack, NJ
- II.** filing advance written notice of this meeting with the Clerk/ Administrator of each member municipality and,
- III.** posting notice on the Public Bulletin Board of all member municipalities.

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND**  
**AGENDA MEETING: October 24, 2023**  
**FRANKLIN LAKES BOROUGH HALL**  
**12:00 PM**

---

**MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**

**PLEDGE OF ALLEGENCE**

**ROLL CALL OF 2023 EXECUTIVE COMMITTEE**

Gregory Hart, Chair  
Richard Kunze, Secretary  
Gregory Franz, Executive Committee  
Donna Gambutti, Executive Committee  
Bob Kakoleski, Executive Committee  
Anthony Ciannamea, Executive Committee  
Erin Delaney, Executive Committee Alternate  
James Gasparini, Executive Committee Alternate

**APPROVAL OF MINUTES:** August 22, 2023 Open..... Appendix I

**CORRESPONDENCE - None**

**MONTHLY COMMITTEE REPORTS -**

**STRATEGIC PLANNING COMMITTEE - Rich Kunze, Chair**

**FINANCE COMMITTEE - Rich Kunze, Chair**

**WELLNESS COMMITTEE - Robert Kakoleski, Chair**

**SMALL CLAIMS COMMITTEE - Donna Gambutti, Chair**

**NOMINATION COMMITTEE -Robert Kakoleski, Chair**

**EXECUTIVE DIRECTOR - PERMA - Brandon Lodics**

Executive Director's Report .....Page 4

**BENEFITS CONSULTANT REPORT - Crystal Bailey**

Conner Strong & Buckelew.....Page 19

**ATTORNEY - Russell Huntington, Esq.**

**TREASURER - Joseph Iannaconi**

Voucher List October 2023 (BMED, METRO and DIVIDENDS) .....Page 22

Treasurers Report August 2023.....Page 29  
Confirmation of Claims Paid/Certification of Transfers

WELLNESS COORDINATOR - Marianne Eskilson .....N/A

BOARD ADVISOR - Clark LaMendola

THIRD PARTY ADMINISTRATOR - Aetna - Jason Silverstein  
Monthly Report .....Page 32

PRESCRIPTION PROVIDER - Express Scripts - Charles Yuk  
Monthly Report.....Page 39

DENTAL ADMINISTRATOR - Delta Dental - Kim White

CONSENT AGENDA .....Page 43

Resolution 36-23: Approving Medical TPA Contract: EUS.....Page 44

Resolution 37-23: METRO HIF 2024 Budget Introduction .....Page 46

Resolution 38-23: METRO HIF New Member Submissions.....Page 47

Resolution 39-23: Award of METRO Fund Professionals.....Page 48

Resolution 40-23: METRO HIF 2024 Medical TPA EUS 2024 Contract.....Page 50

Resolution 41-23: METRO HIF Appointing PERMA as Agent of the FundPage 52

Resolution 42-23: Approving Additional Lines of Coverage.....Page 53

Resolution 43-23: October 2023 Bills Lists.....Page 54

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

MEETING ADJOURNED

**Bergen Municipal Employee Benefits Fund  
Executive Director's Report  
October 24, 2023**

**FINANCE AND OPERATIONS**

**PRO FORMA REPORTS**

- **Fast Track Financial Reports** as of August 31, 2023 (pages 7-14)
  - **BMED**
  - **METRO**

**BILLING PROCESS POLICY**

As a follow up to our September meeting, we implemented the new agreed upon billing timeline. Majority of the November invoices were released on 10/10.

Below is a recap of the agreed upon timelines, policies, and invoice statement updates. We will work to incorporate these changes into the 2024 Cash Management Plan of the Gateway/BMED Fund for formal adoption.

Timeline Targets:

- 30th of the Month- Pre-bill audits run and reviewed.
- 1<sup>st</sup> of the Month- Billing reports run, and invoices generated.
- 2<sup>nd</sup> of the Month- Internal invoice review.
- 6<sup>th</sup> of the Month – Invoices reviewed and released for accounting audit.
- 9<sup>th</sup> of the Month – Accounting approval for invoice release.
- 10<sup>th</sup> of the Month – Invoices are released to Fund members.

Polices:

- Enrollment/eligibility changes must be entered by last day of the month to reflect on bill.
- Members should pay bills as received; necessary adjustments will be reflected on future invoices.
- Accounting approved invoices will be released.
- Individual invoices still in review will be held.
- Payments are due within 45 days of receipt.
- Payments not received within 45 days are subject to a 10% interest penalty.
- Payments can be made via check or the preferred ACH.

Invoice Language Updates:

- ***Due Date:** Payment is due within 45 days of receipt. Payments not received within 45 days are subject to a 10% interest penalty.*
- *Please pay your invoice as issued. Any necessary adjustments will be reflected on your next invoice.*

## REQUEST FOR PROPOSALS/CONTRACTS

**Medical TPA RFP** – the Medical TPA RFP for 2024 was due on 9/21/2023. The Fund received three responses, from Aetna, UMR (a subsidiary of United Healthcare) and AmeriHealth Administrators. Enclosed is a memo that was sent to the Contracts Committee for review and consideration. The committee agreed to the recommendation to contract with Aetna at no increase in administrative cost over 2023.

Resolution 36-23 awards this contract to Aetna and includes the EUS certification for the QPA to file.

**Board Advisor** – the Board Advisor RFP has been re-released, as per the decision of the committee last month. The responses are due 10/26/2023. We will send the response(s) to the Contracts Committee and approve at our next meeting.

**Wellness Coordinator** – As has been mentioned at earlier meetings, our Wellness Coordinator will not be responding to the next RFP but has offered to continue service through April 1, 2024. We need a motion to extend her current contract through 3/31/2024.

**Motion:** *Motion to extend the Wellness Coordinator contract with Civitas 3 additional months at the same terms and conditions and fees through March 31, 2024.*

## NEW MEMBER

The Fund just recently received a membership request from Midland Park. HIF standard underwriting practices were utilized for rate development inclusive of trend and margin. The Actuary has certified the proposal as adequate. We will present to the Finance Committee for recommendation prior to the next meeting.

## METRO HIF RATIFICATIONS

The Steering Committee of the METRO HIF met on October 11, 2023, and made the following actions. We are asking the BMED as part of the Consent Agenda to formalize.

1) **Resolution 37-23; METRO HIF 2024 Budget Introduction**

Attached in your agenda is a copy of the 2024 Metropolitan HIF's 2024 Budget, which the steering committee unanimously moved for introduction. Metro's budget is increasing 4.10% to \$73,353,528.

As part of the Resolution we are requesting a special meeting of the Executive Committee to be held on November 28<sup>th</sup> to conduct a public hear for budget adoption. This can be held in person or via zoom and will be brief.

2) **Resolution 38-23; METRO New Member Submissions**

Membership applications for Maplewood Township and Hillside Board of Education were approved.

3) **Resolution 39-23; Award of METRO Fund Professionals**

Award of professional contracts: Auditor, Attorney, Actuary, Treasurer, Administrator & Benefits Consultant, and Fund Coordinator

- 4) **Resolution 40-23; Medical Third-Party Administrator 2024 EUS Contract Award**
- 5) **Resolution 41-23; Appointing PERMA As Agent of the Fund for 2024**

<b>BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND</b>						
<b>FINANCIAL FAST TRACK REPORT</b>						
		<b>AS OF</b>	<b>August 31, 2023</b>			
		<b>THIS</b>	<b>YTD</b>	<b>PRIOR</b>	<b>FUND</b>	
		<b>MONTH</b>	<b>CHANGE</b>	<b>YEAR END</b>	<b>BALANCE</b>	
1.	<b>UNDERWRITING INCOME</b>	<b>3,787,173</b>	<b>29,042,320</b>	<b>704,147,908</b>	<b>733,190,228</b>	
2.	<b>CLAIM EXPENSES</b>					
	Paid Claims	3,521,863	25,115,560	572,685,073	597,800,633	
	IBNR	15,353	603,908	3,249,899	3,853,807	
	Less Specific Excess	-	(1,476,940)	(15,746,278)	(17,223,218)	
	Less Aggregate Excess	-	-	(602,911)	(602,911)	
	<b>TOTAL CLAIMS</b>	<b>3,537,215</b>	<b>24,242,528</b>	<b>559,585,783</b>	<b>583,828,311</b>	
3.	<b>EXPENSES</b>					
	MA & HMO Premiums	183,258	1,290,167	27,348,987	28,639,154	
	Excess Premiums	85,028	658,182	33,419,561	34,077,743	
	Administrative	223,296	1,749,184	55,305,741	57,054,924	
	<b>TOTAL EXPENSES</b>	<b>491,582</b>	<b>3,697,533</b>	<b>116,074,289</b>	<b>119,771,822</b>	
4.	<b>UNDERWRITING PROFIT/(LOSS) (1-2-3)</b>	(241,625)	1,102,258	28,487,836	29,590,094	
5.	<b>INVESTMENT INCOME</b>	39,918	255,839	3,227,439	3,483,278	
6.	<b>DIVIDEND INCOME</b>	0	0	7,232,698.00	7,232,698.00	
7.	<b>STATUTORY PROFIT/(LOSS) (4+5+6)</b>	<b>(201,706)</b>	<b>1,358,098</b>	<b>38,947,973</b>	<b>40,306,071</b>	
8.	<b>DIVIDEND</b>	2,429,154	2,440,045	27,089,998	29,530,043	
9.	<b>Transferred Surplus</b>	0	0	0	0	
<b>STATUTORY SURPLUS (7-8+9)</b>		<b>(2,630,860)</b>	<b>(1,081,947)</b>	<b>11,857,976</b>	<b>10,776,028</b>	
<b>SURPLUS (DEFICITS) BY FUND YEAR</b>						
Closed	Surplus	(2,621,070)	(2,622,716)	12,784,602	10,161,886	
	Cash	(221,775)	(474,082)	12,430,360	11,956,278	
2021	Surplus	0	0	0	0	
	Cash	0	0	0	0	
2022	Surplus	(257,332)	839,210	(926,625)	(87,415)	
	Cash	(268,271)	9,703	(2,911,760)	(2,902,057)	
2023	Surplus	247,542	701,558		701,558	
	Cash	(2,032,478)	22,370		22,370	
<b>TOTAL SURPLUS (DEFICITS)</b>		<b>(2,630,860)</b>	<b>(1,081,947)</b>	<b>11,857,976</b>	<b>10,776,029</b>	
<b>TOTAL CASH</b>		<b>(2,522,524)</b>	<b>(442,010)</b>	<b>9,518,600</b>	<b>9,076,591</b>	
<b>CLAIM ANALYSIS BY FUND YEAR</b>						
<b>TOTAL CLOSED YEAR CLAIMS</b>		<b>220,912</b>	<b>385,273</b>	<b>527,502,666</b>	<b>527,887,939</b>	
<b>FUND YEAR 2022</b>						
	Paid Claims	297,840	3,814,096	30,228,514	34,042,610	
	IBNR	(38,999)	(3,147,528)	3,249,899	102,371	
	Less Specific Excess	0	(1,459,079)	(1,395,297)	(2,854,376)	
	Less Aggregate Excess	0	0	0	0	
<b>TOTAL FY 2022 CLAIMS</b>		<b>258,841</b>	<b>(792,512)</b>	<b>32,083,116</b>	<b>31,290,605</b>	
<b>FUND YEAR 2023</b>						
	Paid Claims	3,003,111	20,898,330		20,898,330	
	IBNR	54,352	3,751,436		3,751,436	
	Less Specific Excess	0	0		0	
	Less Aggregate Excess	0	0		0	
<b>TOTAL FY 2023 CLAIMS</b>		<b>3,057,463</b>	<b>24,649,767</b>		<b>24,649,767</b>	
<b>COMBINED TOTAL CLAIMS</b>		<b>3,537,215</b>	<b>24,242,528</b>	<b>559,585,782</b>	<b>583,828,311</b>	

<b>BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND</b>									
<b>RATIOS</b>									
		<b>FY2023</b>							
<b>INDICES</b>	<b>2022</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>
Cash Position	9,518,600	\$ 9,529,499	\$ 8,343,212	\$ 9,623,045	\$ 11,233,054	\$ 13,599,477	\$ 11,895,941	\$ 11,599,115	\$ 9,076,591
IBNR	3,249,899	\$ 3,155,529	\$ 3,466,494	\$ 3,727,303	\$ 3,628,323	\$ 3,727,141	\$ 3,770,836	\$ 3,838,454	\$ 3,853,807
Assets	15,947,606	\$ 15,938,627	\$ 15,991,928	\$ 16,652,651	\$ 17,351,858	\$ 17,895,012	\$ 17,689,431	\$ 17,557,443	\$ 17,340,718
Liabilities	4,089,629	\$ 3,394,943	\$ 3,692,677	\$ 4,045,826	\$ 3,953,643	\$ 4,056,891	\$ 4,099,321	\$ 4,150,553	\$ 6,564,688
Surplus	11,857,977	\$ 12,543,684	\$ 12,299,251	\$ 12,606,825	\$ 13,398,214	\$ 13,838,121	\$ 13,590,110	\$ 13,406,890	\$ 10,776,030
Claims Paid -- Month	2,734,745	\$ 2,429,768	\$ 3,084,213	\$ 3,610,446	\$ 2,419,819	\$ 2,712,376	\$ 3,919,953	\$ 3,417,122	\$ 3,521,863
Claims Budget -- Month	2,729,274	\$ 2,925,178	\$ 3,014,677	\$ 3,003,958	\$ 2,994,269	\$ 3,078,423	\$ 3,072,211	\$ 3,194,200	\$ 3,165,452
Claims Paid -- YTD	34,665,424	\$ 2,429,768	\$ 5,513,981	\$ 9,124,426	\$ 11,544,246	\$ 14,256,622	\$ 18,176,575	\$ 21,593,697	\$ 25,115,560
Claims Budget -- YTD	32,737,587	\$ 2,925,178	\$ 5,939,855	\$ 8,943,813	\$ 11,938,082	\$ 15,016,505	\$ 18,088,716	\$ 21,282,338	\$ 24,455,629
<b>RATIOS</b>									
Cash Position to Claims Paid	3.48	3.92	2.71	2.67	4.64	5.01	3.03	3.39	2.58
Claims Paid to Claims Budget -- Month	1.00	0.83	1.02	1.2	0.81	0.88	1.28	1.07	1.11
Claims Paid to Claims Budget -- YTD	1.06	0.83	0.93	1.02	0.97	0.95	1.00	1.01	1.03
Cash Position to IBNR	2.93	3.02	2.41	2.58	3.1	3.65	3.15	3.02	2.36
Assets to Liabilities	3.90	4.69	4.33	4.12	4.39	4.41	4.32	4.23	2.64
Surplus as Months of Claims	4.34	4.29	4.08	4.2	4.47	4.5	4.42	4.20	3.40
IBNR to Claims Budget -- Month	1.19	1.08	1.15	1.24	1.21	1.21	1.23	1.20	1.22



**Bergen Municipal Employee Benefits Fund**  
**2023 Budget Report**  
as of August 31, 2023

	Cumulative	Annualized	Latest filed	Cumulative Expensed	\$ Variance	% Variance
<b>Expected Losses</b>						
Medical Claims Aetna	20,836,615	31,606,872	67,132,818	20,059,162	777,453	4%
Prescription Claims	3,222,030	4,901,735	4,581,287	3,254,987	(999,567)	-44%
Prescription Formulary Rebates	(966,610)	(1,470,522)	(1,374,386)	Included Above in Prescription Claims		
Dental Claims	1,363,594	2,049,004	3,019,001	1,335,618	27,976	2%
Subtotal	24,455,629	37,087,089	73,358,720	24,649,767	(194,137)	-1%
HMO/DMO Premiums	23,568	35,002	53,751	23,343	225	1%
Medicare Advantage / EGWP	1,267,464	1,978,414	7,206,560	1,266,825	639	0%
Reinsurance						
Specific	658,305	998,540	2,190,656	658,182	123	0%
Total Loss Fund	26,404,966	40,099,046	82,809,687	26,598,116	(193,150)	-1%
Loss Fund Contingency	11,351	17,026	34,052	0	11,351	0%
Expenses						
Legal	8,500	12,750	25,500	12,750	(4,250)	-50%
Treasurer	7,022	10,533	21,067	10,533	(3,511)	-50%
Administrator	286,289	432,391	804,929	286,858	(568)	0%
Risk Management Consultants	612,581	919,734	1,938,973	612,577	4	0%
Fund Coordinator METRO				0	-	
TPA - Claims Agent Aetna	422,762	641,260	1,442,413	424,175	(1,413)	0%
Dental TPA	59,368	89,394	145,958	59,606	(239)	0%
Actuary	6,167	9,250	18,500	11,563	(5,396)	-88%
Auditor	6,333	9,500	19,000	6,336	(3)	0%
Benefits Consultant	225,322	343,691	574,681	227,152	(163)	0%
Board Advisor	6,242	9,364	18,727	10,771	(4,529)	-73%
Subtotal Expenses	1,640,587	2,477,866	5,009,747	1,662,322	(20,068)	-1%
Miscellaneous and Special Services						
Misc/Cont	6,016	9,024	18,048	7,300	(1,284)	-21%
Wellness, Disease, Case Management	33,333	50,000	100,000	29,167	4,167	13%
Affordable Care Act Taxes	5,750	8,721	19,133	22,512	(16,762)	-292%
A4 Surcharge	20,249	30,768	480,735	20,248	1	0%
Plan Documents	1,667	2,500	5,000	Included above in Benefits Consultant		
Claims Audit	26,667	40,000	40,000	26,666	1	0%
Subtotal Misc/Sp Svcs	93,681	141,013	662,916	105,892	(13,878)	-15%
Total Expenses	1,734,268	2,618,879	5,672,663	1,768,214	(33,946)	-2%
Total Budget	28,150,585	42,734,951	88,516,402	28,366,330	(215,745)	-1%

## Bergen Municipal Employee Benefits Fund

### CONSOLIDATED BALANCE SHEET

AS OF AUGUST 31, 2023

BY FUND YEAR

	BMED 2023	BMED 2022	CLOSED YEAR	FUND BALANCE
<b>ASSETS</b>				
Cash & Cash Equivalents	22,370	(2,902,057)	11,956,278	9,076,591
Assesments Receivable (Prepaid)	3,930,450	678,836	(6,889)	4,602,398
Interest Receivable	1,271	451	5,647	7,368
Specific Excess Receivable	-	2,245,097	846,611	3,091,708
Aggregate Excess Receivable	-	-	-	-
Dividend Receivable	-	-	-	-
Prepaid Admin Fees	-	-	-	-
Other Assets	562,654	-	-	562,654
<b>Total Assets</b>	<b>4,516,744</b>	<b>22,326</b>	<b>12,801,648</b>	<b>17,340,718</b>
<b>LIABILITIES</b>				
Accounts Payable	-	(0)	-	(0)
IBNR Reserve	3,751,436	102,371	-	3,853,807
A4 Retiree Surcharge	20,248	-	-	20,248
Dividends Payable	-	-	2,639,761	2,639,761
Retained Dividends	-	-	-	-
Accrued/Other Liabilities	43,502	7,370	-	50,872
<b>Total Liabilities</b>	<b>3,815,186</b>	<b>109,741</b>	<b>2,639,761</b>	<b>6,564,688</b>
<b>EQUITY</b>				
Surplus / (Deficit)	701,558	(87,415)	10,161,887	10,776,030
<b>Total Equity</b>	<b>701,558</b>	<b>(87,415)</b>	<b>10,161,887</b>	<b>10,776,030</b>
<b>Total Liabilities &amp; Equity</b>	<b>4,516,744</b>	<b>22,326</b>	<b>12,801,648</b>	<b>17,340,718</b>
<b>BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

This report is based upon information which has not been audited nor certified  
by an actuary and as such may not truly represent the condition of the fund.

Fund Year allocation of claims have been estimated.

**METRO MUNICIPAL EMPLOYEE BENEFITS FUND**

**FINANCIAL FAST TRACK REPORT**

		AS OF	August 31, 2023		
		THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1.	<b>UNDERWRITING INCOME</b>	<b>5,819,173</b>	<b>46,624,044</b>	<b>58,805,814</b>	<b>105,429,858</b>
2.	<b>CLAIM EXPENSES</b>				
	Paid Claims	6,317,431	35,450,953	47,559,179	83,010,133
	IBNR	20,262	2,442,628	3,355,561	5,798,189
	Less Specific Excess	(25,358)	(25,358)	-	(25,358)
	Less Aggregate Excess	-	-	-	-
	<b>TOTAL CLAIMS</b>	<b>6,312,335</b>	<b>37,868,224</b>	<b>50,914,740</b>	<b>88,782,964</b>
3.	<b>EXPENSES</b>				
	MA & HMO Premiums	703,236	4,819,096	0	4,819,096
	Excess Premiums	144,012	1,147,047	0	1,147,047
	Administrative	488,347	3,462,553	169,288	3,631,841
	<b>TOTAL EXPENSES</b>	<b>1,335,595</b>	<b>9,428,696</b>	<b>169,288</b>	<b>9,597,984</b>
4.	<b>UNDERWRITING PROFIT/(LOSS) (1-2-3)</b>	<b>(1,828,756)</b>	<b>(672,876)</b>	<b>7,721,786</b>	<b>7,048,910</b>
5.	<b>INVESTMENT INCOME</b>	19,755	137,373	(13,209)	124,164
6.	<b>DIVIDEND INCOME</b>	0	0	-	-
7.	<b>STATUTORY PROFIT/(LOSS) (4+5+6)</b>	<b>(1,809,002)</b>	<b>(535,503)</b>	<b>7,708,577</b>	<b>7,173,074</b>
8.	<b>DIVIDEND</b>	0	0	0	0
9.	<b>Transferred Surplus</b>	0	0	0	0
<b>STATUTORY SURPLUS (7-8+9)</b>		<b>(1,809,002)</b>	<b>(535,503)</b>	<b>7,708,577</b>	<b>7,173,074</b>
<b>SURPLUS (DEFICITS) BY FUND YEAR</b>					
Closed	Surplus	61,620	(82,439)	1,739,112	1,656,673
	Cash	63,549	(82,057)	1,737,962	1,655,905
2022	Surplus	(19,086)	(3,129,075)	5,969,465	2,840,389
	Cash	(56,137)	(1,190,071)	4,134,787	2,944,716
2023	Surplus	(1,851,535)	2,676,012		2,676,012
	Cash	(3,513,610)	(255,263)		(255,263)
<b>TOTAL SURPLUS (DEFICITS)</b>		<b>(1,809,002)</b>	<b>(535,503)</b>	<b>7,708,576</b>	<b>7,173,074</b>
<b>TOTAL CASH</b>		<b>(3,506,199)</b>	<b>(1,527,391)</b>	<b>5,872,749</b>	<b>4,345,358</b>
<b>CLAIM ANALYSIS BY FUND YEAR</b>					
<b>TOTAL CLOSED YEAR CLAIMS</b>		<b>(57,828)</b>	<b>109,574</b>	<b>19,959,256</b>	<b>20,068,831</b>
<b>FUND YEAR 2022</b>					
	Paid Claims	66,498	6,415,805	27,599,923	34,015,728
	IBNR	(40,267)	(3,249,861)	3,355,561	105,700
	Less Specific Excess	0	0	0	0
	Less Aggregate Excess	0	0	0	0
<b>TOTAL FY 2022 CLAIMS</b>		<b>26,231</b>	<b>3,165,944</b>	<b>30,955,484</b>	<b>34,121,428</b>
<b>FUND YEAR 2023</b>					
	Paid Claims	6,308,761	28,925,574		28,925,574
	IBNR	60,529	5,692,489		5,692,489
	Less Specific Excess	(25,358)	(25,358)		(25,358)
	Less Aggregate Excess	0	0		0
<b>TOTAL FY 2023 CLAIMS</b>		<b>6,343,932</b>	<b>34,592,706</b>		<b>34,592,706</b>
<b>COMBINED TOTAL CLAIMS</b>		<b>6,312,335</b>	<b>37,868,224</b>	<b>50,914,740</b>	<b>88,782,964</b>

<b>METRO HEALTH INSURANCE FUND</b>									
<b>RATIOS</b>									
		<b>FY2023</b>							
<b>INDICES</b>	<b>2022</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>
Cash Position	5,872,749	\$ 7,775,420	\$ 6,998,547	\$ 12,025,440	\$ 10,235,218	\$ 9,959,139	\$ 8,580,585	\$ 7,851,557	\$ 4,345,358
IBNR	3,355,561	\$ 4,002,151	\$ 4,749,976	\$ 5,239,826	\$ 5,557,834	\$ 5,706,377	\$ 5,754,235	\$ 5,777,928	\$ 5,798,189
Assets	11,233,425	\$ 12,304,503	\$ 13,583,314	\$ 14,750,396	\$ 15,467,817	\$ 14,599,982	\$ 14,073,135	\$ 14,890,381	\$ 13,184,772
Liabilities	3,355,561	\$ 4,043,124	\$ 5,004,809	\$ 5,536,492	\$ 5,603,550	\$ 5,801,454	\$ 5,883,823	\$ 5,908,306	\$ 6,011,698
Surplus	7,877,864	\$ 8,261,379	\$ 8,578,505	\$ 9,213,905	\$ 9,864,267	\$ 8,798,529	\$ 8,189,312	\$ 8,982,076	\$ 7,173,074
Claims Paid -- Month	2,212,162	\$ 3,466,066	\$ 3,495,173	\$ 3,716,347	\$ 3,857,454	\$ 5,302,785	\$ 5,387,449	\$ 3,908,249	\$ 6,317,431
Claims Budget -- Month	3,207,286	\$ 4,542,183	\$ 4,551,013	\$ 4,591,409	\$ 4,620,942	\$ 4,650,450	\$ 4,663,718	\$ 4,690,336	\$ 4,692,190
Claims Paid -- YTD	31,844,170	\$ 3,466,066	\$ 6,961,239	\$ 10,677,586	\$ 14,535,039	\$ 19,837,825	\$ 25,225,274	\$ 29,133,522	\$ 35,450,953
Claims Budget -- YTD	35,217,325	\$ 4,542,183	\$ 9,096,225	\$ 13,687,635	\$ 18,318,157	\$ 22,968,697	\$ 27,647,737	\$ 32,294,661	\$ 36,979,492
<b>RATIOS</b>									
Cash Position to Claims Paid	2.65	2.24	2.00	3.24	2.65	1.88	1.59	2.01	0.69
Claims Paid to Claims Budget -- Month	0.69	0.76	0.77	0.81	0.83	1.14	1.16	0.83	1.35
Claims Paid to Claims Budget -- YTD	0.90	0.76	0.77	0.78	0.79	0.86	0.91	0.90	0.96
Cash Position to IBNR	1.75	1.94	1.47	2.3	1.84	1.75	1.49	1.36	0.75
Assets to Liabilities	3.35	3.04	2.71	2.66	2.76	2.52	2.39	2.52	2.19
Surplus as Months of Claims	2.46	1.82	1.88	2.01	2.13	1.89	1.76	1.92	1.53
IBNR to Claims Budget -- Month	1.05	0.88	1.04	1.14	1.2	1.23	1.23	1.23	1.24

**Metro Municipal Employee Benefits Fund**  
**2023 Budget Report**  
as of August 31, 2023

	Cumulative	Annualized	Latest filed	Cumulative	\$ Variance	% Variance
Expected Losses				Expensed		
Medical Claims Aetna	35,972,426	54,496,741	36,767,919	33,625,203	2,347,223	7%
Prescription Claims	434,513	651,387	4,581,287	272,097	32,064	11%
Prescription Formulary Rebates	(130,352)	(195,415)	(1,374,386)	Included Above in Prescription Claims		
Dental Claims	683,162	1,053,463	3,019,001	695,405	(12,243)	-2%
Subtotal	36,959,750	56,006,176	42,993,821	34,592,706	2,367,044	6%
HMO/DMO Premiums	22,008	31,964	53,751	32,813	(10,805)	-49%
Medicare Advantage / EGWP	4,770,809	7,555,875	7,206,560	4,786,284	(15,475)	0%
Reinsurance						
Specific	1,146,185	1,735,101	2,190,656	1,147,047	(862)	0%
Total Loss Fund	42,898,751	65,329,116	52,444,788	40,558,849	2,339,902	5%
Loss Fund Contingency	11,351	17,026	34,052	0	11,351	0%
Expenses						
Legal	8,500	12,750	25,500	4,250	4,250	50%
Treasurer	7,022	10,533	21,067	3,511	3,511	50%
Administrator	353,465	544,161	804,929	354,045	(579)	0%
Risk Management Consultants	1,129,859	1,704,480	1,938,973	1,136,439	(6,580)	-1%
Fund Coordinator METRO	508,353	772,451	574,800	516,280	(7,927)	-2%
TPA - Claims Agent Aetna	736,077	1,114,277	1,442,413	736,630	(554)	0%
Dental TPA	38,548	58,855	145,958	38,539	10	0%
Actuary	6,167	9,250	18,500	2,313	3,854	62%
Auditor	6,333	9,500	19,000	6,332	1	0%
Benefits Consultant	234,139	360,720	574,681	235,981	(175)	0%
Board Advisor	6,242	9,364	18,727	0	6,242	100%
Claims Audit	0	0	40,000	0	-	#DIV/0!
Medicare Advantage Implementation	0	0	0	27,816	(27,816)	#DIV/0!
Subtotal Expenses	3,034,706	4,606,342	5,624,547	3,062,135	(25,762)	-1%
Miscellaneous and Special Services						
Misc/Cont	6,016	9,024	18,048	8,490	(2,474)	-41%
Wellness, Disease, Case Management	33,333	50,000	100,000	42,920	(9,587)	-29%
Affordable Care Act Taxes	10,011	15,154	19,133	11,547	(1,536)	-15%
A4 Surcharge	320,491	491,099	480,735	320,397	94	0%
Plan Documents	1,667	2,500	5,000	nefits Consultant		
Subtotal Misc/Sp Svcs	371,518	567,778	622,916	383,354	(13,503)	-4%
Total Expenses	3,406,224	5,174,119	6,247,463	3,445,489	(39,265)	-1%
Total Budget	46,316,325	70,520,261	58,726,303	44,004,337	2,311,988	5%

## Metro Municipal Employee Benefits Fund

### CONSOLIDATED BALANCE SHEET

AS OF AUGUST 31, 2023

BY FUND YEAR

	METRO 2023	METRO 2022	CLOSED YEAR	FUND BALANCE
<b>ASSETS</b>				
Cash & Cash Equivalents	(255,263)	2,944,716	1,655,905	4,345,358
Assesments Receivable (Prepaid)	8,710,675	0	-	8,710,675
Interest Receivable	1,549	1,373	768	3,690
Specific Excess Receivable	25,358	-	-	25,358
Aggregate Excess Receivable	-	-	-	-
Dividend Receivable	-	-	-	-
Prepaid Admin Fees	-	-	-	-
Other Assets	99,691	-	-	99,691
<b>Total Assets</b>	<b>8,582,010</b>	<b>2,946,089</b>	<b>1,656,673</b>	<b>13,184,772</b>
<b>LIABILITIES</b>				
Accounts Payable	-	-	-	-
IBNR Reserve	5,692,489	105,700	-	5,798,189
A4 Retiree Surcharge	195,630	-	-	195,630
Dividends Payable	-	-	-	-
Retained Dividends	-	-	-	-
Accrued/Other Liabilities	17,879	-	-	17,879
<b>Total Liabilities</b>	<b>5,905,998</b>	<b>105,700</b>	<b>-</b>	<b>6,011,698</b>
<b>EQUITY</b>				
Surplus / (Deficit)	2,676,012	2,840,389	1,656,673	7,173,074
<b>Total Equity</b>	<b>2,676,012</b>	<b>2,840,389</b>	<b>1,656,673</b>	<b>7,173,074</b>
<b>Total Liabilities &amp; Equity</b>	<b>8,582,010</b>	<b>2,946,089</b>	<b>1,656,673</b>	<b>13,184,772</b>
<b>BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

This report is based upon information which has not been audited nor certified  
by an actuary and as such may not truly represent the condition of the fund.

Fund Year allocation of claims have been estimated.

METRO Municipal Employee Benefits Fund				Print Date:	
2024 Proposed Budget				10/19/2023 14:34	
Census:		Monthly	Annual		
Medical Aetna		2,341	28,092		
Rx		145	1,740		
Rx Bloomfield		249	2,988		
Dental		1,540	18,480		
Medicare Advantage - Medical		1,825	21,900		
Rx No Medical (Incl in Rx above)		250	3,000		
Dental Only (Incl in Dental above)		143	1,716		
Medicare Advantage - Only (Incl above)		1,581	18,972		
DMO Only		-	-		
LINEITEMS	Annualized Budget FY2023	Proposed Budget FY2024	\$ Change	% Change	
1 Medical Claims Aetna	\$ 53,315,510	\$ 55,284,076	\$ 1,968,566	3.69%	
2 Prescription Claims	\$ 658,769	\$ 721,377	\$ 62,608	9.50%	
3 Prescription Formulary Rebates	\$ (197,631)	\$ (216,413)	\$ (18,782)	9.50%	
4 Prescription- Vaccinations Only	\$ 79,182	\$ 81,104	\$ 1,922	2.43%	
5 Dental Claims	\$ 1,078,923	\$ 1,077,955	\$ (968)	-0.09%	
6					
7 Subtotal Claims	\$ 54,934,753	\$ 56,948,099	\$ 2,013,346	3.66%	
8					
9 HMO/DMO Premiums	\$ 30,257	\$ 30,257	\$ -	0.00%	
10					
11 Medicare Advantage / EGWP	\$ 8,373,625	\$ 8,565,939	\$ 192,314	2.30%	
12					
13 Reinsurance					
14 Specific	\$ 1,729,621	\$ 2,022,343	\$ 292,722	16.92%	
15					
16 Total Loss Fund	\$ 65,068,256	\$ 67,566,638	\$ 2,498,382	\$ 0	
17					
18 Loss Fund Contingency	\$ 46,128	\$ 215,347	\$ 169,219	366.85%	
19					
20 Expenses					
21 Legal	\$ 25,500	\$ 30,000	\$ 4,500	17.6%	
22 Treasurer	\$ 21,067	\$ 21,900	\$ 833	4.0%	
23 Administrator/Benefits Consultant	\$ 941,395	\$ 1,035,600	\$ 94,205	10.0%	
24 Risk Management Consultants	\$ 1,704,443	\$ 1,749,019	\$ 44,575	2.6%	
25 Fund Coordinator METRO	\$ 778,908	\$ 825,972	\$ 47,064	6.0%	
26 TPA - Claims Agent Aetna	\$ 1,110,758	\$ 1,110,758	\$ -	0.0%	
27 Dental TPA	\$ 58,811	\$ 61,723	\$ 2,912	5.0%	
28 Actuary	\$ 18,500	\$ 17,500	\$ (1,000)	-5.4%	
29 Auditor	\$ 19,000	\$ 22,000	\$ 3,000	15.8%	
30					
31 Subtotal Expenses	\$ 4,678,382	\$ 4,874,472	\$ 196,089	4.19%	
32					
33 Miscellaneous and Special Services					
34 Misc/Cont	\$ 18,048	\$ 18,048	\$ -	0.00%	
35 Wellness, Disease, Case Management	\$ 100,000	\$ 100,000	\$ -	0.00%	
36 Affordable Care Act Taxes	\$ 15,106	\$ 15,106	\$ -	0.00%	
37 A4 Surcharge	\$ 491,831	\$ 513,917	\$ 22,086	4.49%	
38 Plan Documents	\$ 5,000	\$ 10,000	\$ 5,000	100.00%	
39 Claims Audit	\$ 40,000	\$ 40,000	\$ -	0.00%	
40 Subtotal Misc/Sp Svcs	\$ 669,985	\$ 697,071	\$ 27,086	4.04%	
41					
42 Total Expenses	\$ 5,348,368	\$ 5,571,543	\$ 223,175	4.17%	
43					
44 Total Budget	\$ 76,462,752	\$ 73,353,528	\$ 2,890,776	4.10%	

<b>METRO Municipal Employee Benefits Fund</b>			
<b>ASSESSMENT COMPARISON FY2023 vs. FY2024</b>			
	<b>Annualized Assessment FY2023</b>	<b>Proposed Assessment FY2024</b>	<b>Difference %</b>
<b>Group Name</b>	<b>Total</b>	<b>Total</b>	<b>Total</b>
Bloomfield Township	\$ 14,694,720	\$ 15,342,780	4.41%
Bloomfield Library	\$ 433,344	\$ 458,268	5.75%
East Orange	\$ 861,924	\$ 861,924	0.00%
Irvington	\$ 1,621,128	\$ 1,654,008	2.03%
Town of Morristown	\$ 495,096	\$ 504,504	1.90%
Orange Township	\$ 12,851,076	\$ 13,414,956	4.39%
Passaic Valley Sewerage Comm	\$ 1,404,420	\$ 1,432,824	2.02%
Plainfield BOE	\$ 28,417,932	\$ 29,644,920	4.32%
Scotch Plains Township	\$ 3,159,492	\$ 3,330,000	5.40%
Union Township	\$ 2,207,724	\$ 2,253,192	2.06%
West Caldwell	\$ 2,226,528	\$ 2,326,392	4.49%
West Orange Township	\$ 2,089,368	\$ 2,129,760	1.93%
<b>Totals:</b>	\$ 70,462,752	\$ 73,353,528	4.10%



REGULATORY

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
YEAR: 2023**

<u>Yearly Items</u>	<u>Filing Status</u>
<input type="checkbox"/> Budget	Filed
<input type="checkbox"/> Assessments	Filed
<input type="checkbox"/> Actuarial Certification	Filed
<input type="checkbox"/> Reinsurance Policies	Filed
<input type="checkbox"/> Fund Commissioners	Filed
<input type="checkbox"/> Fund Officers	Filed
<input type="checkbox"/> Renewal Resolutions	Filed
<input type="checkbox"/> Indemnity and Trust	In progress
<input type="checkbox"/> New Members (list)	N/A
<input type="checkbox"/> Withdrawals	N/A
<input type="checkbox"/> Risk Management Plan and By Laws	Filed
<input type="checkbox"/> Cash Management Plan	Filed
<input type="checkbox"/> Unaudited Financials	9/30/2022 Filed
<input type="checkbox"/> Annual Audit	2022 Filed
<input type="checkbox"/> Budget Changes	N/A
<input type="checkbox"/> Transfers	N/A
<input type="checkbox"/> Additional Assessments	N/A
<input type="checkbox"/> Professional Changes	N/A
<input type="checkbox"/> Officer Changes	N/A
<input type="checkbox"/> Risk Management Plan Changes	N/A
<input type="checkbox"/> Bylaw Amendments	N/A
<input type="checkbox"/> Benefit Changes (list)	N/A
<input type="checkbox"/> Other	N/A

**INDEMNITY AND TRUST AGREEMENTS - as of October 20, 2023**

Member	I&T end date
EAST ORANGE	12/31/2020
BOROUGH OF HILLSDALE	12/31/2021
BOROUGH OF EDGEWATER	12/31/2022
BOROUGH OF WALLINGTON	12/31/2022
IRVINGTON	1/31/2023
BOROUGH OF SADDLE RIVER	12/23/2023
CARLSTADT BOARD OF ED	12/23/2023
FRANKLIN LAKES BOROUGH	12/23/2023
BOROUGH OF EMERSON	12/31/2023
BOROUGH OF FT. LEE	12/31/2023
BOROUGH OF OAKLAND	12/31/2023
CITY OF ORANGE	12/31/2023
FAIRFIELD BOE	12/31/2023
VILLAGE OF RIDGEFIELD PARK	12/31/2023
WANAQUE VALLEY REGIONAL S.A.	12/31/2023

## Gateway-BMED Health Insurance Fund

### Benefits Consultant Report

October 2023

Benefits Consultant: Conner Strong & Buckelew

Online Enrollment Training: [aflinn@permainc.com](mailto:aflinn@permainc.com)

Enrollments/Eligibility/Billing: [bmedenrollments@permainc.com](mailto:bmedenrollments@permainc.com)

Brokers: [brokerservice@permainc.com](mailto:brokerservice@permainc.com)

#### **ELIGIBILITY/ENROLLMENT:**

Please direct any eligibility, enrollment, or system related questions to our dedicated BMED enrollment team. To contact the team, email [BMEDenrollments@permainc.com](mailto:BMEDenrollments@permainc.com) or fax to 856-685-2248.

System training (new and refresher) is provided to all contacts with WEX access every 3rd Wednesday at 10AM. Please contact Austin Flinn, [aflinn@permainc.com](mailto:aflinn@permainc.com) for additional information or to request an invite.

In the subject line of the email, please include: Training – Fund Name and Client Name. Please be sure to add the date of the training you would like to attend in your email so an invite can be sent.

#### **COVERAGE UPDATES:**

**Aetna Medicare Advantage** – Effective January 1, 2024, Aetna Medicare Advantage PPO plans will transition to a new CMS contract. Retirees will automatically be moved to the new contract, there is nothing employers needs to do for the transition. As a result, retirees will receive new ID cards prior to January 1, 2024. **Aetna ID numbers and the service center information currently listed on retiree ID cards will not change.** The only change to the ID card will be the contract number, located under the ID number. All age ins for December 2023 will receive the new ID card. Aetna will send notification to retirees the 1<sup>st</sup> week of December 2023. The Benefit Consultant sent all brokers information which included the letter that will be sent to all retirees enrolled in the Medicare Advantage PPO plan on August 18th.

#### **EXPRESS-SCRIPTS UPDATE**

CMS Annual Open Enrollment period for the 2024 plan year is October 15 – December 7. ESI has begun gathering information needed for their annual mailing campaign for the 2024 Notice of Creditable Coverage (NOCC). To meet the CMS requirement, Express Scripts will mail the NOCC letters the week of September 18<sup>th</sup> to those age 65 and older enrolled in ESI coverage through the HIFs. The Benefits Consultant team has provided ESI with an updated letter template for the new plan year in preparation of the mailing.

The Benefit Consultant visited Express Scripts headquarters and mail order facility in St. Louis, MO. ESI provided details on their continuous efforts to provide appropriate programs based on the ever-changing pharmacy market. They shared their overall format for implementing pilot programs and how they review individual customers data to determine how their customers can be better served. ESI's mail order facility regulated by the government compliance guidelines represented impressive efficiencies within their entire process. Their current accuracy rate is over 98% resulting in 2% of the total prescriptions filled in a day needing to be quality reviewed by their 24-hour on-site pharmacists.

## **OPERATIONAL UPDATES:**

### **Open Enrollment - 1/1/24 (Passive)**

- BMED OE will be held October 23<sup>rd</sup> through November 3<sup>rd</sup>
- All OE updates should be completed in WEX by November 10<sup>th</sup> to allow time for ID cards to be delivered to members by 1/1/24.
- OE guides and associated materials were sent to all brokers on October 6, 2023

## **2023 LEGISLATIVE REVIEW:**

**FREE COVID-19 At-HomeTest** - Effective September 25, 2023, the government has reinstated free COVID-19 at home test kits. Every U.S. household is eligible to order 4 free COVID-19 at home tests. <https://www.covid.gov/tests>

**Gag Clause Prohibition Compliance Attestation** - Beginning December 2023, health insurance issuers and self-funded (ASO) or partially self-funded group health plans are required to submit an annual Gag Clause Prohibition Compliance Attestation (GCPCA) per the requirements established by the 2021 Consolidated Appropriations Act (CAA 2021). A gag clause is a “contractual term that directly or indirectly restricts specific data and information that a plan or issuer can make available to another party.” The CAA 2021 prohibits “gag clauses” under group health plan (GHP) agreements. The first attestation is due by December 31, 2023. The submission covers the period beginning December 27, 2020 through the date of the attestation, September 21, 2023. Subsequent attestations are due each December 31. The attestation was submitted by the Benefits Consultant on September 21, 2023, for all groups with medical and/or prescription coverage in the SHIF. Groups do not need to take any additional action unless they do not have medical or prescription coverage in the SHIF.

**Medical and Rx Reporting: None**

### **No Surprise Billing and Transparency Act- Continued Delays**

The Health Insurance Funds, including Gateway-BMED protect plan members from surprise billing with involuntary out of network balance bills with a hold harmless clause:

- Example: an in-network surgeon contracts with an out of network anesthesiologist. Should the out of network anesthesiologist balance bill the patient, the Funds would hold the member harmless, paying up to the invoiced amount.

The law also imposes certain requirements on the Carriers, PBMs and healthcare providers. Many of these requirements continue to be delayed, but we will continue to work with the insurance providers to assure the Gateway-BMED HIF remains compliant.

- Issuing updated ID Cards with additional out of pocket information
- Providing transparency in coverage machine-readable files
- Providing price comparison tools
- Healthcare providers should work with insurance carriers to provide potential patients with good faith estimates of costs

### **2023 Specialized Audits**

As approved through an RFP through the Executive Director’s contract, the HIFs has acquired the services of AIM to conduct specialized audits for BMED Fund. AIM will begin to complete audits for the Mental Health Parity and Addiction Equity Act (MHPAEA) and No Surprises Act (NSA) requirements. Aim will review plan language and Aetna’s NQTL analysis performed for the BMED to determine compliance with the MHPAEA. Aim will review BMED claims to determine if Aetna is adjudicating claims in accordance with the requirements and mandates of the No Surprises Act.

Later in 2023 Aim will review Gene Therapy cost for the BMED Fund, confirming the claims carrier is administering the necessary care management programs specific to Gene Therapy.

**Appeals**

**Carrier Appeals:**

<b>Submission Date</b>	<b>Appeal Type</b>	<b>Appeal Number</b>	<b>Type of Service</b>	<b>Determination</b>	<b>Determination Date</b>
9/7/2023	Medical/Aetna	BMED 2023-09-02	Medicare COB	Upheld	9/11/2023

**IRO Submissions: None**

**BMED Small Claims Committee Appeals: None**

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
BILLS LIST**

**October 2023**

**WHEREAS**, the Treasurer has certified that funding is available to pay the following bills:

**BE IT RESOLVED** that the Bergen Municipal Employee Benefit Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

**FURTHER**, that this authorization shall be made a permanent part of the records of the Fund.

**FUND YEAR CLOSED**

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
004409			
004409	RELIANCE INSURANCE GROUP	REOPEN INV IN CY. FISCAL 2021 CLOSED.	31,349.09
			<b>31,349.09</b>
		<b>Total Payments FY Closed</b>	<b>31,349.09</b>

**FUND YEAR 2022**

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
004410			
004410	LERCH,VINCI & BLISS, LLP	ANNUAL AUDIT Y/E 2022 FINAL	2,370.00
			<b>2,370.00</b>
004411			
004411	NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND	VOZZA CHECK 2290 4/22 PAID BY NOJHIF	13,110.81
			<b>13,110.81</b>
		<b>Total Payments FY 2022</b>	<b>15,480.81</b>

**FUND YEAR 2023**

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
004412			
004412	PERMA	POSTAGE 09/23	90.24
004412	PERMA	ADMIN FEES 10/23	36,528.06
			<b>36,618.30</b>
004413			
004413	ACTUARIAL SOLUTIONS, LLC	ACTUARY 1/2 Q4 2023	2,312.50
			<b>2,312.50</b>
004414			
004414	HUNTINGTON BAILEY, LLP	ATTORNEY FEES 10/23	1,062.50
			<b>1,062.50</b>
004415			
004415	JOSEPH IANNAACONI JR.	TREASURER FEE 10/23	877.79
			<b>877.79</b>
004416			
004416	LAMENDOLA ASSOCIATES, INC.	MONTHLY RETAINER 09/23	1,530.00
			<b>1,530.00</b>
004417			
004417	NORTH JERSEY MEDIA GROUP	ACCT 396194- 9/12/23 BUDGET MEETING	47.88
004417	NORTH JERSEY MEDIA GROUP	ACCT 396194- 10/04/23 PROPOSAL	61.96
004417	NORTH JERSEY MEDIA GROUP	ACCT 396194- 10/04/23 PROPOSAL	59.32
			<b>169.16</b>
004418			
004418	NJ ADVANCE MEDIA	ACCT 100934603 10/03/23 BOARD ADVISOR	63.64
004418	NJ ADVANCE MEDIA	ACCT 100934603 09/12/23 BUDGET	49.84
			<b>113.48</b>

004419			
004419	KEPRO	MEDICAL PANEL 8/10/23	675.00
			<b>675.00</b>
004420			
004420	CIVITAS NEW JERSEY, LLC	WELLNESS CONSULTANT 10/23	2,083.33
			<b>2,083.33</b>
004421			
004421	ACCESS	DEPT 418 INV 10480715 9/30/23 FOR OCT	170.93
			<b>170.93</b>
004422			
004422	ACRISURE LLC d/b/a IMAC INSURANCE AGENCY	BROKER FEES 10/23	14,438.98
			<b>14,438.98</b>
004423			
004423	SADDLE RIVER DELI	LUNCH FOR MEETING 9/23	424.75
			<b>424.75</b>
004424			
004424	OTTERSTEDT INSURANCE AGENCY	BROKER FEES 10/23	5,921.64
			<b>5,921.64</b>
004425			
004425	COMPETITIVE ADVANTAGE BENEFITS LLC	BROKER FEES 10/23	3,355.00
			<b>3,355.00</b>
004426			
004426	WORLD INSURANCE ASSOCIATES, LLC	BROKER FEES 10/23	17,930.77
			<b>17,930.77</b>
004427			
004427	MUNICIPAL REINSURANCE H.I.F.	SPECIFIC REINSURANCE 10/23	84,597.00
			<b>84,597.00</b>
		<b>CHECK TOTALS</b>	<b>172,281.13</b>
M10231			
M10231	FLAGSHIP DENTAL PLANS	EAST RUTHERFORD 10/23	1,437.97
M10231	FLAGSHIP DENTAL PLANS	EAST RUTHERFORD 10/23	1,976.12
M10231	FLAGSHIP DENTAL PLANS	RUTHERFORD 10/23	1,444.48
			<b>4,858.57</b>
W1023-			
W1023-	DELTA DENTAL OF NEW JERSEY INC.	DENTAL TPA 10/23	7,523.19
			<b>7,523.19</b>
W10230			
W10230	AETNA HEALTH MANAGMENT, LLC	MEDICARE ADV 10/23	177,461.02
			<b>177,461.02</b>
W10232			
W10232	AETNA	MEDICAL TPA 10/23	54,327.96
			<b>54,327.96</b>
W10233			
W10233	CONNER STRONG & BUCKELEW	HEALTH CARE REFORM 10/23	208.33
W10233	CONNER STRONG & BUCKELEW	BENEFIT CONSULTANT 10/23	29,460.10
			<b>29,668.43</b>
W10234			
W10234	FAIRVIEW INSURANCE AGENCY ASSOCIATES	BROKER FEES 10/23	4,389.39
			<b>4,389.39</b>

W10235			
W10235	THE VOZZA AGENCY	OCTOBER 2023 BROKER FEES	13,298.39
			<b>13,298.39</b>
W10236			
W10236	RELIANCE INSURANCE GROUP, LLC	BROKER FEES 10/23	7,039.46
			<b>7,039.46</b>
W10237			
W10237	ACRISURE	BROKER 10/23	1,074.62
			<b>1,074.62</b>
W10238			
W10238	ALLEN ASSOCIATES	BROKER 10/23	9,502.29
			<b>9,502.29</b>
W10239			
W10239	PAYFLEX	WALLINGTON 10/23	61.80
W10239	PAYFLEX	OAKLAND 10/23	3.00
W10239	PAYFLEX	MONTVALE 10/23	102.00
W10239	PAYFLEX	S. HACKENSACK 10/23	15.00
			<b>181.80</b>
		<b>WIRE/ACH TOTALS</b>	<b>309,325.12</b>
		<b>Total Payments FY 2023</b>	<b>481,606.25</b>
		<b>TOTAL PAYMENTS ALL FUND YEARS</b>	<b>528,436.15</b>

-----  
Chairperson

Attest:

Dated: \_\_\_\_\_

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

-----  
Treasurer



**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
DIVIDEND BILLS LIST**

**OCTOBER 2023**

**WHEREAS**, the Treasurer has certified that funding is available to pay the following bills:

**BE IT RESOLVED** that the Bergen Municipal Employee Benefit Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

**FURTHER**, that this authorization shall be made a permanent part of the records of the Fund.

**FUND YEAR CLOSED**

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
004393			
004393	EMERSON BOROUGH	2023 DIVIDEND	6,734.79
			<b>6,734.79</b>
004394			
004394	LODI BOROUGH	2023 DIVIDEND	18,463.65
			<b>18,463.65</b>
004395			
004395	PARK RIDGE BOROUGH	2023 DIVIDEND	91,684.73
			<b>91,684.73</b>
004396			
004396	RUTHERFORD BOROUGH	2023 DIVIDEND	272,172.98
			<b>272,172.98</b>
004397			
004397	WESTWOOD BOROUGH	2023 DIVIDEND	132,903.94
			<b>132,903.94</b>
004398			
004398	WOOD-RIDGE BOROUGH	2023 DIVIDEND	6,300.55
			<b>6,300.55</b>
004399			
004399	EAST RUTHERFORD BOARD OF EDUCATION	2023 DIVIDEND	11,062.40
			<b>11,062.40</b>
004400			
004400	FORT LEE BOROUGH	2023 DIVIDEND	6,731.40
			<b>6,731.40</b>
004401			
004401	MOONACHIE BOROUGH	2023 DIVIDEND	116,146.86
			<b>116,146.86</b>
004402			
004402	OAKLAND BOROUGH	2023 DIVIDEND	176,292.70
			<b>176,292.70</b>
004403			
004403	SADDLE RIVER BOROUGH	2023 DIVIDEND	81,111.51
			<b>81,111.51</b>
004404			
004404	SOUTH HACKENSACK TOWNSHIP	2023 DIVIDEND	120,056.00
			<b>120,056.00</b>

004405			
004405	RIDGEFIELD PARK, VILLAGE OF	2023 DIVIDEND	205,730.42
			<b>205,730.42</b>
004406			
004406	MONTVALE BOROUGH	2023 DIVIDEND	76,597.87
			<b>76,597.87</b>
004407			
004407	FAIRFIELD TOWNSHIP	2023 DIVIDEND	210,851.53
			<b>210,851.53</b>
004408			
004408	VERONA TOWNSHIP	2023 DIVIDEND	137,311.93
			<b>137,311.93</b>
		<b>Total Payments FY CLOSED</b>	<b>1,670,153.26</b>
		<b>TOTAL PAYMENTS ALL FUND YEARS</b>	<b>1,670,153.26</b>

\_\_\_\_\_

Chairperson

Attest:

\_\_\_\_\_

Dated: \_\_\_\_\_

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

\_\_\_\_\_

Treasurer

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND (METRO FUND)  
BILLS LIST**

**OCTOBER 2023**

**WHEREAS**, the Treasurer has certified that funding is available to pay the following bills:

**BE IT RESOLVED** that the Bergen Municipal Employee Benefit Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

**FURTHER**, that this authorization shall be made a permanent part of the records of the Fund.

**FUND YEAR 2023**

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
004428			
004428	PERMA	ADMIN FEES 10/23	47,425.27
			<b>47,425.27</b>
004429			
004429	HUNTINGTON BAILEY, LLP	ATTORNEY FEES 10/23	1,062.50
			<b>1,062.50</b>
004430			
004430	JOSEPH IANNAONI JR.	TREASURER FEE 10/23	877.79
			<b>877.79</b>
004431			
004431	WELLNESS COACHES USA LLC	WELLNESS 09/23 PLAINFIELD BOE	6,177.00
			<b>6,177.00</b>
004432			
004432	ACRISURE LLC d/b/a IMAC INSURANCE AGENCY	BROKER FEES 10/23	48,687.71
			<b>48,687.71</b>
004433			
004433	MUNICIPAL REINSURANCE H.I.F.	SPECIFIC REINSURANCE 10/23	145,797.47
			<b>145,797.47</b>
		<b>CHECK TOTALS</b>	<b>250,027.74</b>
W10230			
W10230	ACTUARIAL SOLUTIONS, LLC	ACTUARY 4TH QUARTER	2,312.50
			<b>2,312.50</b>
W10231			
W10231	AETNA HEALTH MANAGEMENT, LLC	MEDICARE ADVANTAGE 10/23	631,418.29
			<b>631,418.29</b>
W10232			
W10232	UNITED HEALTHCARE INS COMPANY	MEDICARE ADVANTAGE PREM 10/23	65,975.52
			<b>65,975.52</b>
W10233			
W10233	DELTA DENTAL INSURANCE COMPANY	DENTAL PLAINFIELD F1-7871900000 10/23	4,092.46
W10233	DELTA DENTAL INSURANCE COMPANY	DENTAL-CITY ORANGE F1-7871700005 10/23	171.93
			<b>4,264.39</b>

W10234			
W10234	FAIRVIEW INSURANCE AGENCY ASSOCIATES	BROKER FEES 10/23	56,150.90
			<b>56,150.90</b>
W10235			
W10235	RELIANCE INSURANCE GROUP, LLC	BROKER FEES 10/23	38,819.45
			<b>38,819.45</b>
W10236			
W10236	CONNER STRONG & BUCKELEW	CONSULTANT FEES 10/23	31,496.94
W10236	CONNER STRONG & BUCKELEW	HEALTHCARE REFORM 10/23	208.33
			<b>31,705.27</b>
W10237			
W10237	EAGLE ROCK MANAGEMENT GROUP, LLC	FUND COORDINATOR 10/23	67,932.00
			<b>67,932.00</b>
W10238			
W10238	DELTA DENTAL OF NEW JERSEY INC.	DENTAL TPA 10/23	4,964.54
			<b>4,964.54</b>
W10239			
W10239	AETNA	MEDICAL TPA 10/23	93,630.72
			<b>93,630.72</b>
		<b>ACH/WIRE TOTALS</b>	<b>997,173.58</b>
		<b>Total Payments FY 2023</b>	<b>1,247,201.32</b>
		<b>TOTAL PAYMENTS ALL FUND YEARS</b>	<b>1,247,201.32</b>

\_\_\_\_\_  
Chairperson

Attest:

Dated: \_\_\_\_\_

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

\_\_\_\_\_  
Treasurer

Bergen Municipal Employee Benefits Fund											
SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED											
Current Fund Year: 2023 Month Ending: August		Medical	Dental	Rx	Vision	Run-In	Reinsurance	RSR	Admin	Dividend Retained	TOTAL
OPEN BALANCE		17,708,123.02	80,184.00	(2,401,217.66)	0.00	0.00	(366,162.66)	17,797.99	4,411,945.65	0.00	19,450,670.34
RECEIPTS											
Assessments		4,568,840.47	123,091.77	135,696.29	0.00	0.00	130,087.14	1,491.54	441,927.29	0.00	5,401,134.50
Refunds		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Invest Pymnts		67,434.02	3,521.11	116.16	3.98	0.00	0.00	173.83	12,834.95	0.00	84,084.05
Invest Adj		94.01	4.26	0.00	0.00	0.00	0.00	0.08	21.98	0.00	120.33
Subtotal Invest		67,528.03	3,525.37	116.16	3.98	0.00	0.00	173.91	12,856.93	0.00	84,204.38
Other *		79,653.54	1,328.00	198,896.00	0.00	0.00	0.00	0.00	17,540.50	0.00	297,418.04
TOTAL		4,716,022.04	127,945.14	334,708.45	3.98	0.00	130,087.14	1,665.45	472,324.72	0.00	5,782,756.92
EXPENSES											
Claims Transfers		9,184,911.10	248,318.33	580,175.63	0.00	0.00	0.00	0.00	0.00	0.00	10,013,405.06
Expenses		879,602.35	6,891.70	0.00	0.00	0.00	229,039.94	0.00	620,395.69	0.00	1,735,929.68
Other *		43,328.00	0.00	0.00	0.00	0.00	0.00	0.00	18,817.12	0.00	62,145.12
TOTAL		10,107,841.45	255,210.03	580,175.63	0.00	0.00	229,039.94	0.00	639,212.81	0.00	11,811,479.86
END BALANCE		12,316,303.61	(47,080.89)	(2,646,684.84)	3.98	0.00	(465,115.46)	19,463.44	4,245,057.56	0.00	13,421,947.40

CERTIFICATION AND RECONCILIATION OF CLAIMS PAYMENTS AND RECOVERIES											
Bergen Municipal Employee Benefits Fund											
Month	August										
Current Fund Year	2023										
Policy Year	Coverage	1. Calc. Net Paid Thru Last Month	2. Monthly Net Paid August	3. Monthly Recoveries August	4. Calc. Net Paid Thru August	5. TPA Net Paid Thru August	6. Variance To Be Reconciled	7. Delinquent Unreconciled Variance From	8. Change This Month		
2023	Medical	14,104,895.36	2,473,322.82	0.00	16,578,218.18	0.00	16,578,218.18	14,104,895.36	2,473,322.82		
	Dental	1,088,964.43	123,528.02	0.00	1,212,492.45	0.00	1,212,492.45	1,088,964.43	123,528.02		
	Rx	3,859,323.67	580,372.20	0.00	4,439,695.87	0.00	4,439,695.87	3,859,323.67	580,372.20		
	Vision	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	<b>Total</b>	<b>19,053,183.46</b>	<b>3,177,223.04</b>	<b>0.00</b>	<b>22,230,406.50</b>	<b>0.00</b>	<b>22,230,406.50</b>	<b>19,053,183.46</b>	<b>3,177,223.04</b>		

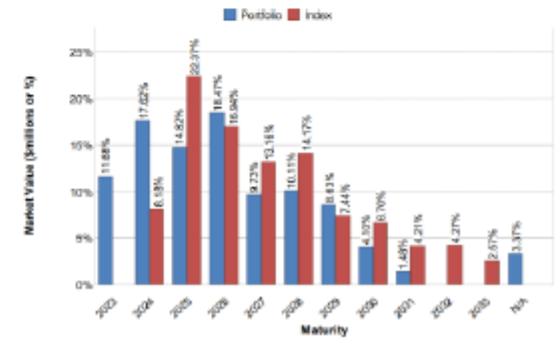
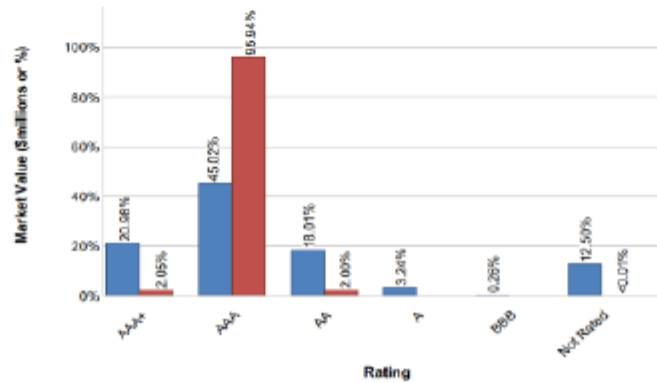
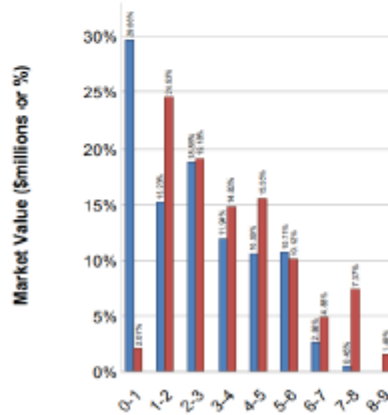
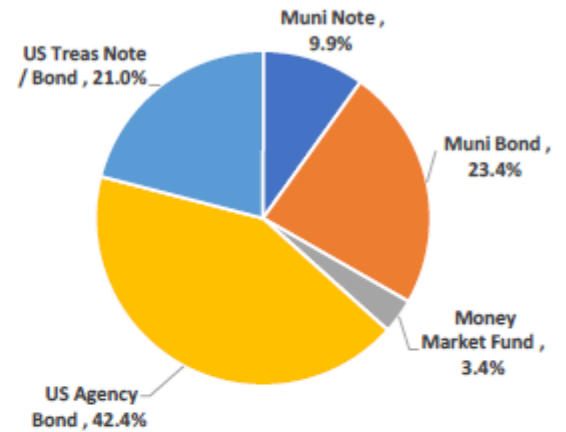
SUMMARY OF CASH AND INVESTMENT INSTRUMENTS								
Bergen Municipal Employee Benefits Fund								
ALL FUND YEARS COMBINED								
CURRENT MONTH		August						
CURRENT FUND YEAR		2023						
Description:		CHECKING	JCMI	CLAIMS	UHC CLAIMS	TD Invest	Investors	
ID Number:								
Maturity (Yrs)								
Purchase Yield:								
TOTAL for All Accts & instruments								
Opening Cash & Investment Balance		\$19,450,669.68	5909305.02	2800434.38	0	0	4354519.06	6386411.22
Opening Interest Accrual Balance		\$35,589.77	0	0	0	0	35589.77	0
1	Interest Accrued and/or Interest Cost	\$5,718.39	\$0.00	\$0.00	\$0.00	\$0.00	\$5,718.39	\$0.00
2	Interest Accrued - discounted Instr.s	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3	(Amortization and/or Interest Cost)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4	Accretion	\$120.33	\$0.00	\$120.33	\$0.00	\$0.00	\$0.00	\$0.00
5	Interest Paid - Cash Instr.s	\$48,211.45	\$12,447.08	\$5,202.56	\$0.00	\$0.00	\$7,675.73	\$22,886.08
6	Interest Paid - Term Instr.s	\$30,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,250.00	\$0.00
7	Realized Gain (Loss)	\$5,622.61	\$0.00	\$1,002.61	\$0.00	\$0.00	\$4,620.00	\$0.00
8	Net Investment Income	\$59,672.78	\$12,447.08	\$6,325.50	\$0.00	\$0.00	\$18,014.12	\$22,886.08
9	Deposits - Purchases	\$5,637,684.04	\$5,637,684.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10	(Withdrawals - Sales)	-\$11,750,611.36	-\$11,749,334.74	-\$1,276.62	\$0.00	\$0.00	\$0.00	\$0.00
Ending Cash & Investment Balance		\$13,421,946.75	-\$189,898.60	\$2,805,483.26	\$0.00	\$0.00	\$4,397,064.79	\$6,409,297.30
Ending Interest Accrual Balance		\$11,058.16	\$0.00	\$0.00	\$0.00	\$0.00	\$11,058.16	\$0.00
Plus Outstanding Checks		\$189,898.60	\$189,898.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Less Deposits in Transit)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Balance per Bank		\$13,611,845.35	-\$0.00	\$2,805,483.26	\$0.00	\$0.00	\$4,397,064.79	\$6,409,297.30

# Muni Excess Liability Joint Insurance Fund

As of 9/30/2023	
Portfolio Total Par	\$ 343,516,000
Principal Market Value	\$ 305,949,090
Accrued Interest	\$ 11,923,046
Market Value Plus Accrued	\$ 317,872,136
Total Revenue YTD	\$ (1,306,496)
NAV	\$ 9.4076
Average Maturity (yrs)	2.70
Modified Duration	2.41
Book Yield	2.02%
Yield to Maturity / Call	5.09%
Projected Coupon Income	\$ 5,948,704

As of 9/30	QTD	YTD
MEL (Gross)	-0.20%	0.10%
BB Govt Intermediate	-0.78%	-1.02%

\*account funding inception 2/3/23





**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
CLAIMS**

**Monthly Claim Activity Report**

***October 24, 2023***





**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND**

	<u>MEDICAL CLAIMS PAID 2022</u>	<u># OF EES</u>	<u>PER EE</u>	<u>MEDICAL CLAIMS PAID 2023</u>	<u># OF EES</u>	<u>PER EE</u>
JANUARY				\$ 2,471,010	1,287	\$ 1,920
FEBRUARY				\$ 1,815,151	1,338	\$ 1,357
MARCH				\$ 2,146,796	1,317	\$ 1,630
APRIL				\$ 1,983,801	1,313	\$ 1,511
MAY				\$ 2,885,649	1,346	\$ 2,144
JUNE				\$ 2,581,178	1,339	\$ 1,928
JULY				\$ 2,438,426	1,398	\$ 1,744
AUGUST				\$ 3,262,140	1,383	\$ 2,359
SEPTEMBER	\$2,516,897	1,281	\$ 1,965			
OCTOBER	\$1,981,188	1,285	\$ 1,542			
NOVEMBER	\$2,501,093	1,279	\$ 1,956			
DECEMBER	\$2,094,808	1,283	\$ 1,633			
<b>TOTALS</b>	<b>\$9,093,987</b>					
				<b>2023 Average</b>	<b>1,340</b>	<b>\$ 1,824</b>
				<b>2022 Average (4th Qtr)</b>	<b>1,282</b>	<b>\$ 1,774</b>

## Large Claimant Report (Drilldown) - Claims Over \$50000

**Plan Sponsor Unique ID :** All  
**Customer:** BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
**Group / Control:** 00866353,00880725,S1283129

**Paid Dates:** 08/01/2023 - 08/31/2023  
**Service Dates:** 01/01/2011 - 08/31/2023  
**Line of Business:** All

	<b>Billed Amt</b>	<b>Paid Amt</b>
	\$314,580.00	\$133,823.39
	\$178,215.88	\$124,865.67
	\$0.00	\$105,237.35
	\$408,489.00	\$65,032.66
	\$111,542.83	\$62,508.68
	\$153,326.37	\$54,813.20
<b>Total:</b>	<b>\$1,166,154.08</b>	<b>\$546,280.95</b>



**METRO MUNICIPAL EMPLOYEE BENEFITS FUND  
CLAIMS**

**Monthly Claim Activity Report**

***October 24, 2023***



**METRO**

	<u>MEDICAL CLAIMS PAID 2022</u>	<u># OF EES</u>	<u>PER EE</u>	<u>MEDICAL CLAIMS PAID 2023</u>	<u># OF EES</u>	<u>PER EE</u>
JANUARY				\$3,381,213	2,310	\$ 1,464
FEBRUARY				\$3,440,605	2,315	\$ 1,486
MARCH				\$3,645,653	2,311	\$ 1,578
APRIL				\$3,571,570	2,334	\$ 1,530
MAY				\$5,173,842	2,342	\$ 2,209
JUNE				\$5,256,054	2,338	\$ 2,248
JULY				\$3,820,544	2,350	\$ 1,626
AUGUST				\$6,193,858	2,353	\$ 2,632
SEPTEMBER	\$2,673,128	1,649	\$ 1,621			
OCTOBER	\$2,504,540	1,694	\$ 1,478			
NOVEMBER	\$2,715,123	1,706	\$ 1,592			
DECEMBER	\$2,171,019	1,726	\$ 1,258			
<b>TOTALS</b>	<b>\$10,063,809</b>					
				<b>2023 Average</b>	<b>2,332</b>	<b>\$ 1,847</b>
				<b>2022 Average (4th Qtr)</b>	<b>1,694</b>	<b>\$ 1,487</b>

## Large Claimant Report (Drilldown) - Claims Over \$50000

**Plan Sponsor Unique ID:** All  
**Customer:** METRO  
**Group / Control:** 00169469 - BERGEN MUNICIPAL EMPLOYEE BENEFIT FUND

**Paid Dates:** 08/01/2023 - 08/31/2023  
**Service Dates:** 01/01/2011 - 08/31/2023  
**Line of Business:** All

	<b>Billed Amt</b>	<b>Paid Amt</b>
	\$218,930.00	\$188,449.20
	\$303,310.00	\$184,290.98
	\$467,649.31	\$175,232.31
	\$229,477.83	\$105,962.40
	\$313,499.00	\$103,239.99
	\$307,849.00	\$103,171.94
	\$411,165.70	\$102,803.77
	\$133,199.47	\$100,879.17
	\$293,349.00	\$99,600.75
	\$173,157.00	\$89,081.25
	\$155,277.91	\$85,155.06
	\$147,666.00	\$84,900.50
	\$94,155.06	\$66,636.29
	\$90,575.99	\$63,646.73
	\$221,741.53	\$58,275.28
	\$198,352.55	\$56,830.22
	\$67,836.83	\$50,037.79
<b>Total:</b>	<b>\$3,827,192.18</b>	<b>\$1,718,193.63</b>



<b>Medical Claims Paid: January 2023 – August 2023</b>	
Total Medical Paid per EE:	
<b>BMED \$1824</b>	
<b>METRO \$1,847</b>	
<b>Network Discounts</b>	
Inpatient:	<b>61.2%</b>
Ambulatory:	<b>66.8%</b>
Physician/Other:	<b>64.6%</b>
<b>TOTAL:</b>	<b>64.7%</b>
<b>Provider Network</b>	
% Admissions In-Network:	<b>96.0%</b>
% Physician Office:	<b>89.4%</b>
<b>Aetna Book of Business:</b>	
Admissions 97.7%; Physician 91.6%	
<b>Top Facilities Utilized (by total Medical Spend)</b>	
<ul style="list-style-type: none"> <li>• Hackensack University</li> <li>• Morristown Medical Center</li> <li>• JFK University Medical Center</li> <li>• Cooperman Baribas</li> <li>• Valley Hospital</li> </ul>	

<b>Catastrophic Claim Impact January 2023- August 2023</b>	
Number of Claims Over \$50,000:	<b>173</b>
Claimants per 1000 members:	<b>20.3</b>
Avg. Paid per Claimant:	<b>\$113,294</b>
Percent of Total Paid:	<b>38.4%</b>
• <b>Aetna BOB- HCC account for an average of 44.0% of total Medical Cost</b>	

<b>Aetna One Flex Member Outreach: Through August 2023</b>	
Total Members Identified: <b>2,324</b>	
Members Targeted for 1:1 Nurse Support : <b>622</b>	
Members Targeted for Digital Activity: <b>1,702</b>	
Member 1:1 outreach completed: <b>589</b>	
Member 1:1 Outreach in Progress: <b>33</b>	

<b>Teladoc Activity: January 2023 – August 2023</b>	
Total Registrations:	<b>110</b>
Total Online Visits:	<b>306</b>
Total Net Claims Savings:	<b>\$160,572</b>
Total Visits w/ Rx:	<b>230</b>
Mental Health Visits: 134	
Dermatology Visits: 24	

<b>Allentown Service Center Performance Goal Metrics YTD 2023</b>	
<b>Customer Service Performance</b>	
1 <sup>st</sup> Call Resolution:	<b>95.01%</b>
Abandonment Rate:	<b>0.69%</b>
Avg. Speed of Answer:	<b>21.0 sec</b>
<b>Claims Performance</b>	
Financial Accuracy:	<b>97.71%</b>
-	
90% processed w/in:	<b>9.1 days</b>
95% processed w/in:	<b>17.6 days</b>
*****	
<b>Claims Performance (Monthly) (August 2023)</b>	
90% processed w/in:	<b>8.5 days</b>
95% processed w/in:	<b>13.5 days</b>
(Note: This is not a PG metric)	
*****	
<b>Performance Goals</b>	
1 <sup>st</sup> Call Resolution:	90%
Abandonment Rate less than:	3.0%
Average Speed of Answer:	30 sec
Financial Accuracy:	99%
<b>Turnaround Time</b>	
90% processed w/in:	14 days
95% processed w/in:	30 days



**EXPRESS SCRIPTS®**

*Bergen Municipal Employee Benefits Fund - Monthly Utilization Tracking Report*

Total Component/Date of Service (Month)	2022 01	2022 02	2022 03	2022 Q1	2022 04	2022 05	2022 06	2022 Q2	2022 07	2022 08	2022 09	2022 Q3	2022 10	2022 11	2022 12	2022 Q4	2022 YTD
Membership	2,519	2,513	2,517	2,516	2,531	2,536	2,531	2,533	2,534	2,541	2,545	2,540	2,563	2,560	2,572	2,565	2,539
Total Days	102,796	94,485	106,472	303,753	103,831	105,901	106,363	316,095	105,040	106,090	104,425	315,555	102,642	107,763	110,270	320,810	1,257,113
Total Patients	994	943	1,023	1,449	1,038	1,051	1,014	1,527	1,034	1,032	996	1,518	1,091	1,119	1,118	1,663	2,089
Total Plan Cost	\$397,226	\$400,750	\$439,519	\$1,237,496	\$441,324	\$398,692	\$521,683	\$1,361,699	\$504,418	\$440,690	\$459,415	\$1,404,523	\$533,965	\$466,038	\$437,946	\$1,478,209	\$5,481,965
Generic Fill Rate (GFR) - Total	86.1%	84.5%	85.9%	85.6%	86.6%	85.2%	83.8%	85.2%	84.4%	84.4%	84.1%	84.3%	78.3%	81.4%	82.7%	80.7%	83.9%
<b>Plan Cost PMPM</b>	<b>\$157.69</b>	<b>\$159.48</b>	<b>\$174.62</b>	<b>\$163.93</b>	<b>\$174.37</b>	<b>\$157.22</b>	<b>\$206.04</b>	<b>\$179.19</b>	<b>\$199.06</b>	<b>\$173.49</b>	<b>\$190.11</b>	<b>\$187.55</b>	<b>\$208.39</b>	<b>\$197.43</b>	<b>\$169.41</b>	<b>\$191.71</b>	<b>\$180.66</b>
Total Specialty Plan Cost	\$169,658	\$189,993	\$134,131	\$493,782	\$198,287	\$133,936	\$217,540	\$549,762	\$233,034	\$158,007	\$176,221	\$567,262	\$280,566	\$173,046	\$150,526	\$642,303	\$2,253,109
Specialty % of Total Specialty Plan Cost	42.7%	47.4%	30.5%	39.9%	44.9%	33.6%	41.7%	40.4%	46.2%	35.9%	38.4%	40.4%	52.5%	37.1%	34.4%	43.5%	41.1%

Total Component/Date of Service (Month)	2023 01	2023 02	2023 03	2023 Q1	2023 04	2023 05	2023 06	2023 Q2	2023 07	2023 08	2023 09	2023 Q3	2023 10	2023 11	2023 12	2023 Q4	2023 YTD
Membership	2,899	2,996	2,995	2,963	2,989	3,101	3,350	3,147	3,499	3,483	3,487	3,490					
Total Days	119,700	118,122	129,332	367,154	123,054	133,994	132,808	389,826	136,735	134,684	95,632	367,051					
Total Patients	1,212	1,225	1,317	1,877	1,261	1,311	1,283	1,951	1,345	1,340	1,095	1,992					
Total Plan Cost	\$565,259	\$481,655	\$600,154	\$1,647,069	\$632,330	\$629,723	\$572,569	\$1,831,738	\$760,898	\$747,888	\$437,157	\$1,945,944					
Generic Fill Rate (GFR) - Total	83.3%	84.9%	84.3%	84.2%	86.5%	85.6%	85.8%	85.9%	86.3%	85.6%	83.5%	85.3%					
<b>Plan Cost PMPM</b>	<b>\$194.98</b>	<b>\$160.77</b>	<b>\$200.39</b>	<b>\$185.27</b>	<b>\$211.55</b>	<b>\$203.07</b>	<b>\$170.92</b>	<b>\$194.04</b>	<b>\$217.46</b>	<b>\$214.73</b>	<b>\$125.37</b>	<b>\$185.88</b>					
<b>% Change Plan Cost PMPM</b>	<b>23.6%</b>	<b>0.8%</b>	<b>14.8%</b>	<b>13.0%</b>	<b>21.3%</b>	<b>29.2%</b>	<b>-17.0%</b>	<b>8.3%</b>	<b>9.2%</b>	<b>23.8%</b>	<b>-34.1%</b>	<b>-0.9%</b>					
Total Specialty Plan Cost	\$275,695	\$186,987	\$248,667	\$711,349	\$336,037	\$269,636	\$199,584	\$802,282	\$425,645	\$372,854	\$152,209	\$950,708					
Specialty % of Total Specialty Plan Cost	48.8%	38.8%	41.4%	43.2%	53.1%	42.8%	34.9%	43.8%	55.9%	49.9%	34.8%	48.9%					

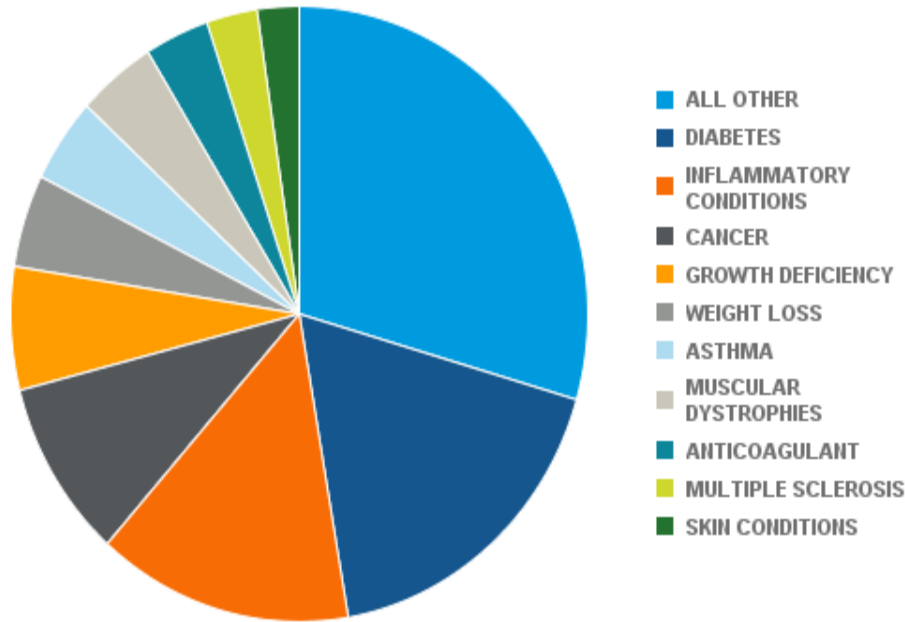
PMPM	
Q3-22	<b>\$187.55</b>
Q3-23	<b>\$185.88</b>
<b>Q3 22-23</b>	<b>-0.9%</b>



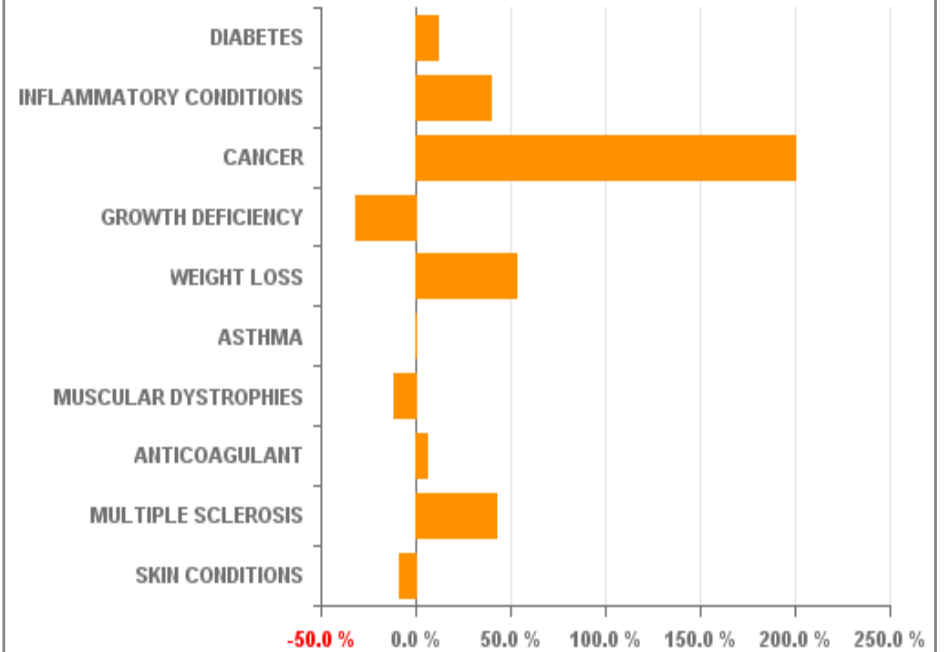
# Top Indications

BERGEN MUNICIPAL EMP BENEFITS (Current Period 01/2023 - 08/2023 vs. Previous Period 01/2022 - 08/2022) Peer = Government - Northeast Region

Top Indications by Plan Cost



Plan Cost PMPM % Change (Trend)



			Current Period						Previous Period						Trend
Rank	Peer Rank	Indication	Market Share	Adjusted Rxs	Plan Cost	Plan Cost PMPM	GFR	Peer GFR	Market Share	Adjusted Rxs	Plan Cost	Plan Cost PMPM	GFR	Peer GFR	Plan Cost PMPM
1	1	DIABETES	25.24%	2,864	\$887,669	\$35.07	33.4%	32.6%	26.95%	2,272	\$638,427	\$3157	35.3%	37.1%	11.1%
2	2	INFLAMMATORY CONDITIONS	20.28%	277	\$713,315	\$28.18	53.1%	44.3%	17.27%	205	\$409,070	\$20.23	61.5%	46.1%	39.3%
3	3	CANCER	13.35%	168	\$469,637	\$18.55	75.6%	74.2%	5.28%	147	\$125,002	\$6.18	82.3%	73.7%	200.2%
4	9	GROWTH DEFICIENCY	9.17%	54	\$322,601	\$12.74	0.0%	0.0%	15.90%	64	\$376,633	\$18.62	0.0%	0.0%	-316.0%
5	5	WEIGHT LOSS	6.91%	224	\$243,147	\$9.61	7.1%	10.2%	5.35%	164	\$126,771	\$6.27	32.9%	22.5%	53.2%
6	6	ASTHMA	6.31%	1,455	\$222,063	\$8.77	74.9%	72.3%	7.46%	1,148	\$176,619	\$8.73	72.4%	70.1%	0.4%
7	10	MUSCULAR DYSTROPHIES	6.24%	13	\$219,385	\$8.67	0.0%	0.0%	8.37%	16	\$198,207	\$9.80	0.0%	0.0%	-116.0%
8	4	ANTICOAGULANT	5.11%	427	\$179,811	\$7.10	15.5%	21.1%	5.73%	367	\$135,718	\$6.71	20.4%	23.6%	5.8%
9	8	MULTIPLE SCLEROSIS	4.03%	26	\$141,786	\$5.60	34.6%	47.8%	3.37%	13	\$79,826	\$3.95	0.0%	36.7%	419.0%
10	7	SKIN CONDITIONS	3.34%	499	\$117,430	\$4.64	84.8%	88.6%	4.32%	358	\$102,249	\$5.06	80.7%	89.0%	-8.2%
<b>Total Top 10</b>				<b>6,007</b>	<b>\$3,516,844</b>	<b>\$138.94</b>	<b>47.2%</b>	<b>48.4%</b>		<b>4,754</b>	<b>\$2,368,520</b>	<b>\$117.13</b>	<b>48.3%</b>	<b>51.7%</b>	<b>18.6%</b>

## Top Drugs

BERGEN MUNICIPAL EMP BENEFITS (Current Period 01/2023 - 08/2023 vs. Previous Period 01/2022 - 08/2022) Peer = Government - Northeast Region

					Current Period				Previous Period				Change
Rank	Peer Rank	Brand Name	Indication	Specialty Drug	Adjusted Rxs	Patients	Plan Cost	Plan Cost PMPM	Adjusted Rxs	Patients	Plan Cost	Plan Cost PMPM	Plan Cost PMPM
1	1	OZEMPIC	DIABETES	N	262	47	\$222,867	\$8.80	161	24	\$126,723	\$6.27	40.5 %
2	413	EMFLAZA	MUSCULAR DYSTROPHIES	Y	13	1	\$219,385	\$8.67	16	1	\$198,207	\$9.80	-11.6 %
3	6	WEGOVY	WEIGHT LOSS	N	174	41	\$210,451	\$8.31	85	13	\$104,069	\$5.15	61.6 %
4	66	POMALYST	CANCER	Y	9	1	\$186,746	\$7.38		NA			NA
5	81	GENOTROPIN	GROWTH DEFICIENCY	Y	28	4	\$154,676	\$6.11	9	1	\$16,705	\$0.83	639.7 %
6	4	STELARA	INFLAMMATORY CONDITION	Y	14	2	\$44,091	\$5.57	14	2	\$93,470	\$4.62	20.6 %
7	71	NORDITROPIN FLEXPRO	GROWTH DEFICIENCY	Y	20	4	\$118,070	\$4.66	55	8	\$359,927	\$17.80	-73.8 %
8	11	TRULICITY	DIABETES	N	117	17	\$101,080	\$3.99	108	16	\$87,744	\$4.34	-8.0 %
9	453	MEKINIST	CANCER	Y	8	1	\$97,093	\$3.84	3	1	\$27,219	\$1.35	185.0 %
10	474	TAFINLAR	CANCER	Y	9	1	\$94,687	\$3.74	3	1	\$25,070	\$1.24	201.7 %
11	7	ELIQUIS	ANTICOAGULANT	N	181	33	\$90,496	\$3.58	135	25	\$63,475	\$3.14	13.9 %
12	25	XARELTO	ANTICOAGULANT	N	180	26	\$86,460	\$3.42	154	22	\$70,518	\$3.49	-2.0 %
13	12	MOUNJARO	DIABETES	N	86	17	\$80,580	\$3.18		NA			NA
14	2	HUMIRA(CF) PEN	INFLAMMATORY CONDITION	Y	15	2	\$79,775	\$3.15	15	3	\$68,519	\$3.39	-7.0 %
15	114	NUCALA	ASTHMA	Y	17	2	\$79,669	\$3.15	9	1	\$63,407	\$3.14	0.4 %
16	15	ENBREL SURECLICK	INFLAMMATORY CONDITION	Y	15	2	\$77,062	\$3.04	15	3	\$65,437	\$3.24	-5.9 %
17	13	JARDIANCE	DIABETES	N	142	22	\$75,898	\$3.00	100	13	\$51,249	\$2.53	18.3 %
18	213	VUMERITY	MULTIPLE SCLEROSIS	Y	13	2	\$70,223	\$2.77		NA			NA
19	18	FARXIGA	DIABETES	N	127	17	\$64,583	\$2.55	122	16	\$60,322	\$2.98	-14.5 %
20	21	SKYRIZI PEN	INFLAMMATORY CONDITION	Y	12	2	\$60,382	\$2.39	4	1	\$25,250	\$1.25	91.1 %
21	36	RYBELSUS	DIABETES	N	71	13	\$59,615	\$2.36	63	9	\$50,481	\$2.50	-5.7 %
22	79	CABOMETYX	CANCER	Y	3	1	\$58,580	\$2.31		NA			NA
23	19	DUPIXENT PEN	SKIN CONDITIONS	Y	21	3	\$50,791	\$2.01	18	3	\$43,984	\$2.18	-7.7 %
24	240	OMNITROPE	GROWTH DEFICIENCY	Y	6	2	\$49,855	\$1.97		NA			NA
25	108	ENBREL	INFLAMMATORY CONDITION	Y	8	1	\$48,877	\$1.93	8	1	\$34,269	\$1.69	13.9 %
<b>Total Top 25</b>					<b>1,551</b>		<b>\$2,578,993</b>	<b>\$101.89</b>	<b>1,097</b>		<b>\$1,636,045</b>	<b>\$80.90</b>	<b>25.9 %</b>

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
CONSENT AGENDA  
October 24, 2023**

The following Resolutions listed on the Consent Agenda will be enacted in one motion. Copies of all Resolutions are available to any person upon request. Any Commissioner wishing to remove any Resolution(s) to be voted upon, may do so at this time, and said Resolution(s) will be moved and voted separately.

**Resolutions**

**Subject Matter**

Resolution 36-23: Approving Medical TPA Contract: EUS .....Page 44  
Resolution 37-23: METRO HIF 2024 Budget Introduction .....Page 46  
Resolution 38-23: METRO HIF New Member Submissions.....Page 47  
Resolution 39-23: Award of METRO Fund Professionals.....Page 48  
Resolution 40-23: METRO HIF 2024 Medical TPA EUS 2024 Contract.....Page 50  
Resolution 41-23: METRO HIF Appointing PERMA as Agent of the FundPage 52  
Resolution 42-23: Approving Additional Lines of Coverage.....Page 53  
Resolution 43-23: October 2023 Bills Lists.....Page 54

**Motion** \_\_\_\_\_

**Second** \_\_\_\_\_

**RESOLUTION NO. 36-23**

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
RESOLUTION AWARD OF CONTRACT  
EXTRAORDINARY, UNSPECIFIABLE SERVICES**

**WHEREAS**, the Bergen Municipal Employee Benefits Fund (hereinafter “the Fund”) is duly constituted as an insurance Fund and is subject to certain requirements of the Local Public Contracts Law; and;

**WHEREAS**, the Executive Committee of the Fund has deemed it necessary and appropriate to obtain certain extraordinary and unspecifiable services; and

**WHEREAS**, the Executive Committee resolves to award a contract for certain Fund services in accordance with N.J.S.A 40A:11-5(l)(m) and N.J.S.A. 40A:11-5(1)(ii), and has received a certification from the Administrator for the Fund on the nature of such services and the due diligence efforts that were made to obtain quotes for the coverages described herein.

**NOW, THEREFORE, BE IT RESOLVED** that the following insurance contract to be awarded for the period of January 1, 2024 through December 31, 2024:

- Medical Third Party Administrator – Aetna at \$39.54 pepm (approx. \$656,680 annually)

**BE IT FURTHER RESOLVED** that contract providing the specified services will be on file in the Fund’s office, located at 9 Campus Drive – Suite 216, Parsippany, NJ 07054; and

**BE IT FURTHER RESOLVED** that notice of this action shall be advertised in the Fund’s official newspapers in accordance with law and notice of this action along with completed contracts shall be filed with the New Jersey Department of Banking and Insurance, the New Jersey Department of Community Affairs, and the New Jersey Office of the Comptroller, where applicable.

**ADOPTED: OCTOBER 23, 2023**

**BY:** \_\_\_\_\_

**CHAIR**

**ATTEST:**

---

**SECRETARY**

**STANDARD CERTIFICATION DECLARATION FOR  
AN EXTRAORDINARY UNSPECIFIABLE SERVICE**

TO: Members of the Bergen Municipal Employee Benefits Fund  
FROM: Brandon Lodics, PERMA Risk Management Services  
DATE: October 24, 2023  
SUBJECT: This is a contract for selection of a Medical TPA

---

This is to request your approval of a resolution authorizing a contract to be executed as follows:

Firms: Aetna  
Cost: Not to exceed the budgeted amount based on the exposure as of the date the budget was prepared/adopted at \$656,680  
Duration: One Year (N.J.S.A. 40A:11-15(1)(6))  
Purpose: Provide Medical third party administrative services for the Bergen Municipal Employee Benefits Fund

This is to request an award of a contract without the receipt of formal bids as an Extraordinary Unspecifiable Service [N.J.S.A. 18A:18A-5(a)(ii) and N.J.A.C. 5:34-2.3(b)]. I do hereby certify to the following:

**1. Provide a clear description of the nature of the work to be done.**

The contractor will provide the day to day claims adjudication and management in accordance to member plan documents and Fund rules and regulations. This vendor was selected based upon cost and other factors, including but not limited to, the ability to provide coverage levels that meets or exceeds the current health care coverage.

**2. Describe in detail why the contract meets the provisions of the statute and rules:**

N.J.S.A. 40A:11-5(1)(m), N.J.S.A. 40A:11-5(1)(ii)

**3. The service(s) is of such a specialized and qualitative nature that the performance of the service(s) cannot be reasonably described by written specifications because:**

Not applicable.

**4. Describe the informal solicitation of quotations:**

The Contracts Committee reviewed the current contracts and through the guidance of the Fund Administrator and Program Manager, the Committee determined that the Fund's best option would be to negotiate a new one-year contract in lieu of an RFP process.

**5. I have reviewed the rules of the Division of Local Government Services pursuant to N.J.A.C. 5:34-2.1 et seq. and certify that the proposed contract may be considered an extraordinary unspecifiable service in accordance with the requirements thereof.**

Respectfully,

Name \_\_\_\_\_  
(Signature)

Title \_\_\_\_\_

**RESOLUTION NO. 37-23**

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
INTRODUCTION OF THE 2024 PROPOSED BUDGET  
ON BEHALF OF THE METROPOLITAN HEALTH INSURANCE FUND**

**WHEREAS**, The Bergen Municipal Employee Benefits Fund is required under State regulation to adopt an annual budget in accordance with the Fiscal Affairs Law; and

**WHEREAS**, the Metropolitan Steering Committee held a meeting to introduce the proposed budget for the 2024 Fund Year; and

**WHEREAS**, the Bergen Municipal Employee Benefits Fund will hold a meeting on October 24, 2023 to formally introduce the budget a schedule a public hearing.

**BE IT FURTHER RESOLVED** that a hearing on the 2024 budget in the amount of \$73,353,528 shall be held at the Fund's advertised meeting of November \_\_, 2024 via zoom. The 2024 budget shall be considered for adoption at a second reading at that time and after the completion of a public hearing.

**BE IT FURTHER RESOLVED** that copies of this resolution shall be sent to each Commissioner, Risk Manager, and Governing Body, the New Jersey Department of Banking and Insurance, and the New Jersey Department of Community Affairs.

**ADOPTED:**

**BY:** \_\_\_\_\_  
**CHAIRPERSON**

**ATTEST:**

\_\_\_\_\_  
**SECRETARY**

**RESOLUTION NO. 38-23**

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
ON BEHALF OF THE METROPOLITAN HEALTH INSURANCE FUND  
RESOLUTION TO OFFER MEMBERSHIP  
HILLSIDE BOE AND MAPLEWOOD TOWNSHIP**

**WHEREAS**, a number of municipalities in the state of New Jersey have joined together to form a Joint Insurance Fund, under the name of the Bergen Municipal Employee Benefits Fund (the "Fund"), as permitted by law; and

**WHEREAS**, the Metropolitan Health Insurance Fund is a sub-Fund of the Fund with the intent to become its independent Fund

**WHEREAS**, the Fund held a Public Meeting on **October 24, 2023** for the purposes of conducting the official business of the Fund; and

**WHEREAS**, the Executive Director, Benefits Consultant and the Fund Actuary has reviewed the risk, underwriting detail and expenses to the Fund and recommends an annual total assessment as presented in detail; and

**WHEREAS**, the Metropolitan Fund Steering Committee has reviewed a submission from the Township of Maplewood and the Hillside School District for medical and prescription coverage and recommended approval to join the Metro subgroup effective the January 1, 2024;

**WHEREAS**, the Hillside School District has requested an offer for run out funding in which the Fund Actuary has reviewed and approved at \$1.3 million to be financed over 12 months;

**BE IT RESOLVED**, it has been determined that the admission to membership in the Fund of the above mentioned entities would be in the best interests of the Fund and the inclusion of the entity in the Fund is consistent with the Fund's By-laws;

**BE IT RESOLVED**, that the Bergen Municipal Employee Benefits Fund hereby offers membership to the Township of Maplewood and the Hillside School District for medical and prescription coverage and the run out financing to the Hillside BOE over 12 months to the Metro subgroup effective the January 1, 2024 contingent upon receipt of the Fund's authorizing resolution to join the Fund and its executed Indemnity and Trust agreement.

**ADOPTED: October 24, 2023**

**BY:** \_\_\_\_\_  
**CHAIRPERSON**

**ATTEST:**  
\_\_\_\_\_  
**SECRETARY**

**RESOLUTION NO. 39-23**

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
ON BEHALF OF THE METROPOLITAN HEALTH INSURANCE FUND**

**Resolution Awarding CC# 23-07 2024 Professionals for Metro Health Insurance Fund**

**WHEREAS**, there is a need for professionals for the Metropolitan Health Insurance Fund for the 2024 year; and

**WHEREAS**, the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-4.1 et seq.) allows the use of competitive contracts and approved by council resolution; and

**WHEREAS**, the Fund duly advertised for public receipt of competitive contracts providing the required 20 days prior to receipt for CC# 23-07 in a fair and open manner, consistent with N.J.S.A.19:44A-20.4 et. Seq., and

**WHEREAS**, the Fund received competitive contracts for the following professionals on July 20, 2023, and August 15, 2023 (Fund Coordinator)

AUDITOR  
ACTUARY  
FUND COORDINATOR  
EXECUTIVE DIRECTOR  
TREASURER

; and

**WHEREAS**, the rating committee has reviewed the submittals and rated according to the direction under competitive contracts as required within N.J.A.C. 5:34-4 et. Seq., and

**WHEREAS**, the rating committee has prepared a summary report and recommended award to the following professionals as the most advantageous to the fund, price and other factors considered.

Antonelli Kantor Rivera as Fund Attorney  
Actuarial Solutions LLC as Fund Actuary  
PERMA Risk Management as Executive Director  
Eagle Rock Management Group as Fund Coordinator  
Laracy Associates as Treasurer  
Donohue, Gironda, Doria & Tomkins, Auditor  
; and

**WHEREAS**, the process was administered as required by law by the Qualified Purchasing Agent who has concurred with the legality of the purchase in accord with the New Jersey Local Publics Contract Law (N.J.S.A. 40A:11-1 et seq.); and

**WHEREAS**, the term of contract is allowable for up to five (5) years as authorized under N.J.S.A.40A:11-4.1 et. Seq.



**NOW, THEREFORE, BE IT RESOLVED** by the Board of Fund Commissioners of the Bergen Municipal Employee Benefits Fund on behalf of the Metropolitan Health Insurance Fund that:

1. The contract for CC#23-07 for the following fund professionals are hereby awarded to a three (3) year contract for fund professionals as follows.

Antonelli Kantor Rivera as Fund Attorney  
Actuarial Solutions LLC as Fund Actuary  
PERMA Risk Management as Executive Director  
Eagle Rock Management Group as Fund Coordinator  
Laracy Associates as Treasurer  
Donohue, Gironda, Doria & Tomkins as Auditor

**ADOPTED: October 24, 2023**

**BY:** \_\_\_\_\_  
**CHAIR**

**ATTEST:**  
\_\_\_\_\_  
**SECRETARY**

**RESOLUTION NO. 40-23**

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
ON BEHALF OF THE METROPOLITAN HEALTH INSURANCE FUND  
RESOLUTION AWARD OF CONTRACT  
EXTRAORDINARY, UNSPECIFIABLE SERVICES**

**WHEREAS**, the Southern Coastal Regional Employee Benefits Fund (hereinafter “the Fund”) is duly constituted as an insurance Fund and is subject to certain requirements of the Local Public Contracts Law; and;

**WHEREAS**, the Executive Committee of the Fund has deemed it necessary and appropriate to obtain certain extraordinary and unspecifiable services; and

**WHEREAS**, the Executive Committee resolves to award a contract for certain Fund services in accordance with N.J.S.A 40A:11-5(l)(m) and N.J.S.A. 40A:11-5(1)(ii), and has received a certification from the Administrator for the Fund on the nature of such services and the due diligence efforts that were made to obtain quotes for the coverages described herein.

**NOW, THEREFORE, BE IT RESOLVED** that the following insurance contracts be awarded for the periods of January 1, 2024 through December 31, 2024:

- Medical Third Party Administrator – Aetna at \$39.54 pepm (approx. \$1,110,758 annually)

**BE IT FURTHER RESOLVED** that contracts providing the specified services will be on file in the Fund’s office, located at 9 Campus Drive – Suite 216, Parsippany, NJ 07054; and

**BE IT FURTHER RESOLVED** that notice of this action shall be advertised in the Fund’s official newspapers in accordance with law and notice of this action along with completed contracts shall be filed with the New Jersey Department of Banking and Insurance, the New Jersey Department of Community Affairs, and the New Jersey Office of the Comptroller, where applicable.

**ADOPTED: October 11, 2023**

**BY:** \_\_\_\_\_  
**CHAIR**

**ATTEST:**  
\_\_\_\_\_  
**SECRETARY**

**STANDARD CERTIFICATION DECLARATION FOR  
AN EXTRAORDINARY UNSPECIFIABLE SERVICE**

TO: Members of the Metropolitan Health Insurance Fund  
FROM: Brandon Lodics, PERMA Risk Management Services  
DATE: October 11, 2023  
SUBJECT: This is a contract for selection of a Medical TPA

---

This is to request your approval of a resolution authorizing a contract to be executed as follows:

Firms: Aetna  
Cost: Not to exceed the budgeted amount based on the exposure as of the date the budget was prepared/adopted at \$1,110,758  
Duration: One Year (N.J.S.A. 40A:11-15(1)(6))  
Purpose: Provide Medical third party administrative services for the Metropolitan Health Insurance Fund

This is to request an award of a contract without the receipt of formal bids as an Extraordinary Unspecifiable Service [N.J.S.A. 18A:18A-5(a)(ii) and N.J.A.C. 5:34-2.3(b)]. I do hereby certify to the following:

**1. Provide a clear description of the nature of the work to be done.**

For Aetna:

The contractor will provide the day to day claims adjudication and management in accordance to member plan documents and Fund rules and regulations. This vendor was selected based upon cost and other factors, including but not limited to, the ability to provide coverage levels that meets or exceeds the current health care coverage.

**2. Describe in detail why the contract meets the provisions of the statute and rules:**

N.J.S.A. 40A:11-5(1)(m), **N.J.S.A. 40A:11-5(1)(ii)**

**3. The service(s) is of such a specialized and qualitative nature that the performance of the service(s) cannot be reasonably described by written specifications because:**

Not applicable.

**4. Describe the informal solicitation of quotations:**

The Contracts Committee reviewed the current contracts and through the guidance of the Fund Administrator and Program Manager, the Committee determined that the Fund's best option would be to negotiate a new one-year contract in lieu of an RFP process.

**5. I have reviewed the rules of the Division of Local Government Services pursuant to N.J.A.C. 5:34-2.1 et seq. and certify that the proposed contract may be considered an extraordinary unspecifiable service in accordance with the requirements thereof.**

Respectfully,

Name \_\_\_\_\_  
(Signature)

**RESOLUTION NO.41 -23**

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
ON BEHALF OF THE METROPOLITAN HEALTH INSURANCE FUND  
APPOINTING  
PERMA RISK MANAGEMENT SERVICES  
AS AGENT FOR THE FUND  
FOR PROCESS OF SERVICE FOR THE YEAR 2024**

**BE IT RESOLVED** by the Executive Committee of the Bergen Municipal Employee Benefits Fund on behalf of the Metropolitan Health Insurance Fund that PERMA Risk Management Services is hereby appointed as agent for process of service upon the Fund, at its office located at 9 Campus Drive, Suite 216, Parsippany, NJ 07054, for the year 2024 or until its successor has be appointed and qualified.

**ADOPTED: October 24, 2023**

**BY:** \_\_\_\_\_  
**CHAIRPERSON**

**ATTEST:**

\_\_\_\_\_  
**SECRETARY**

**RESOLUTION NO. 42-23**

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
RESOLUTION TO CHANGE DENTAL PLAN BENEFIT**

**WHEREAS**, the Bergen Municipal Employee Benefits Fund (hereinafter the Fund) is duly constituted as a joint insurance fund;

**WHEREAS**, the Fund held a Public Meeting on **October 24, 2023** for the purposes of conducting the official business of the Fund; and

**WHEREAS**, the Program Manager of the Fund received requests from members to include additional lines of coverage for their retiree population

**WHEREAS**, the members listed below will be adding the following plans effective January 1, 2024:

1. Borough of Franklin Lakes - adding Medicare Advantage \$0 w/ \$5/\$5 Rx plan
2. Borough of Rutherford - adding Medicare Advantage \$0 w/\$1/\$1 Rx and \$0 w/ \$6/\$12/\$24 Rx plan and an alternate Dental PPO Premium Advantage Plan
3. Township of West Caldwell (being moved on behalf of the Metro subgroup) - adding Medicare Advantage ESO PPO plan

**BE IT RESOLVED**, it has been determined that changing the benefits increase the members premium, therefore altering the adopted 2024 budget but less than 5%;

**BE IT RESOLVED**, that the Bergen Municipal Employee Benefits Fund hereby adds the above mentioned plans to the above mentioned entities effective January 1, 2024 and will be invoiced accordingly; unless otherwise negotiated;

**ADOPTED: October 24, 2023**

**BY:** \_\_\_\_\_  
**CHAIRPERSON**

**ATTEST:** \_\_\_\_\_  
**SECRETARY**

**RESOLUTION NO. 43-23**

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
APPROVAL OF THE OCTOBER 2023 BILLS LISTS**

**WHEREAS**, the **Bergen Municipal Employee Benefits Fund** held a Public Meeting on **October 24, 2023** for the purposes of conducting the official business of the Fund; and

**WHEREAS**, The Treasurer for the Fund presented bills lists to satisfy outstanding costs incurred for operating the Fund, including the METRO Subgroup and dividend payments, during the months of October 2023 for consideration and approval of the Executive Committee; and

**WHEREAS**, a quorum of the Executive Committee was present thereby conforming with the By-laws of the Fund to conduct official business of the Fund,

**NOW THEREFORE BE IT RESOLVED** the Commissioners of the Executive Committee of the **Bergen Municipal Employee Benefits Fund** hereby approve the BMED and METRO Bills List for the months of October 2023 prepared by the Treasurer of the Fund and duly authorize and concur said bills to be paid expeditiously, in accordance with the laws and regulations promulgated by the State of New Jersey for Municipal Health Insurance Funds.

**ADOPTED: October 24, 2023**

**BY:** \_\_\_\_\_  
**CHAIRPERSON**

**ATTEST:**  
\_\_\_\_\_  
**SECRETARY**

# APPENDIX I

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND**  
**OPEN MEETING: SEPTEMBER 26, 2023**  
**FRANKLIN LAKES BOROUGH**  
**12:00 P.M.**

---

Meeting called to order by Chairman Hart. The Open Public Meeting Notice was read into the record.

**ROLL CALL OF 2023 EXECUTIVE COMMITTEE:**

Gregory Hart, Chair	Present
Richard Kunze, Secretary	Present
Gregory Franz, Executive Committee	Present
Donna Gambutti, Executive Committee	Absent
Bob Kakoleski, Executive Committee	Present
Anthony Ciannamea, Executive Committee	Present
Erin Delaney, Executive Committee Alternate	Absent
James Gasparini, Executive Committee Alternate	Present

**APPOINTED OFFICIALS PRESENT:**

Executive Director/ Administrator	<b>PERMA Risk Management Services</b>	Brandon Lodics, Executive Director Emily Koval, Account Manager Jordyn DeLorenzo, Assistant Account Manager
Attorney	<b>Huntington Bailey, LLP</b>	Bill Bailey
Treasurer	<b>Joseph Iannaconi</b>	Present
Third Party Administrator	<b>Aetna</b>	Jason Silverstein
Dental Claims Administrator	<b>Delta Dental of NJ, Inc.</b>	Absent
Auditor	<b>Lerch, Vinci &amp; Higgins</b>	Present
Actuary	<b>John Vataha</b>	Absent
Independent Consultant	<b>LaMendola Associates</b>	Clark LaMendola
Benefits Consultant	<b>Conner Strong</b>	Crystal Bailey Peter Mina
RX Administrator	<b>Express Scripts</b>	Charles Yuk
Wellness Coordinator	<b>Civitas</b>	Marianne Eskilson - present via phone



**OTHERS PRESENT:**

Brittany Voza  
Kathleen Marano  
Joseph Voytus  
Matt McArow  
Maureen Fennell  
Kathrine Polanco  
Renee Gear  
Frank Covelli  
Lisa Sabato  
Megan Doherty  
Tom Padilla

**APPROVAL OF MINUTES:** August 22, 2023

<b>MOTION:</b>	Commissioner Franz
<b>SECOND:</b>	Commissioner Kakoleski
<b>ROLL CALL VOTE:</b>	All in Favor

**CORRESPONDENCE** - None.

**COMMITTEE REPORTS:**

**Strategic Planning** - Commissioner Kunze said there is a Strategic planning meeting today with the committee and board advisor to go over the results of the previous meetings .

**Finance Committee** - Commissioner Kunze said the adoption of the budget will take place today.

**Wellness Committee** - Mr. Kakoleski stated there was no meeting in the past month but there will be a discussion coming up in the month to talk about the new wellness coordinator RFP.

**Small Claims Committee** - No Report.

**Nominations Committee** - No Report.

**EXECUTIVE DIRECTOR'S REPORT**

**FAST TRACK FINANCIAL REPORT** - Mrs. Koval stated that the BMED financial fast track shows a slight loss through July 31, 2023. With an overall statutory surplus of

about \$13.4 million. She stated that surplus is over 4 months of surplus which is looking good going into the new budget.

#### **2024 BMED BUDGET - INTRODUCTION**

Mrs. Koval stated that there was a slight change to the MRHIF numbers since introduction. There is a decrease on that line. Mrs. Koval stated that there was also a slight change to the members who switched from self-insured to fully insured that helped the budget as well.

#### **MOTION TO OPEN THE PUBLIC HEARING**

**MOTION:** Commissioner Kakoleski  
**SECOND:** Commissioner Franz  
**VOTE:** 6 Yes, 0 Nays

#### **MOTION TO CLOSE THE PUBLIC HEARING**

**MOTION:** Commissioner Kakoleski  
**SECOND:** Commissioner Kunze  
**VOTE:** All in Favor

#### **MOTION TO ADOPT RESOLUTION 33-23 ADOPTING THE 2024 BMED BUDGET:**

**MOTION:** Commissioner Kakoleski  
**SECOND:** Commissioner Kunze  
**VOTE:** 6 Yes, 0 Nays

Motion carries.

Mrs. Koval stated that if there is a need for a final rate sheet please reach out to Jordyn DeLorenzo.

#### **METRO HIF UPDATE**

Mrs. Koval stated that phase 2 filing has begun. The Committee has completed its RFP evaluations. Action will take place during their organization meeting.

#### **BOARD ADVISOR RFP**

Mrs. Koval stated that the QPA has requested the resolution for competitive contracting include authorization to include the Board Advisor. Our earlier resolution only included professionals. Resolution 34-23 is included in consent.

#### **MRHIF MEETING**

Mrs. Koval stated that the MRHIF met on September 13, 2024 and took the following action items:

1. *Introduction of the 2024 Budget* – The MRHIF Budget was introduced at an overall increase of 9.2%. Each member’s assessment is weighed 25% for 5 years’ experience in the Fund; and 75% weight on the average increase. The Fund’s estimated premium is \$1,195,147 for January 1, 2024- December 31, 2024 (+16.29%).

Mr. Hart asked why the increase is higher for the BMED compared to the other funds in the MRHIF. Mr. Lodics stated that the fund ran at 85% of the budget which was a little higher than other finds. They use the 5-year average to develop that budget.

2. *RFP Approvals* – The Committee approved a contract to Delta Dental for the Statewide Dental TPA and Princeton Strategic for the marketing consultant.

3. *Dividend Release* – The Committee approved a \$2.75 million dividend. Coastal will receive a check for \$286,254 in October.

## **BILLING PROCESS**

Mrs. Karen Kidd introduced herself as the Director of Benefits and the leader of the enrollment team. She stated that she took the feedback from the treasurer and executive committee to redo the billing process internally. There was a memo handed out to the committee as well as included in the agenda. Mr. Lodics stated that the RMP does not specify billing deadlines. The parameters are at the discretion of the committee. Mr. Kunze stated that 30 days to pay and 30-day grace period will give you the 60 days. Mr. Franz stated at the JIF level there is a due date and a line stating that interest will accrue if payment is received after the die date. He stated that it is important to write on the statement a set due date. Mrs. Kidd stated that there is a line on the statement that says to pay before the next billing but they are able to change that. Mr. Lodics stated that we should make the interest charge visible on the bill.

Interest should accrue after the due date. Payments are due in 45 days, after that interest will accrue. Mr. Kunze stated that should we make this a policy set in stone in the RMP or CMP.

Mr. Lodics agreed. Mrs. Kidd stated that it should state something along the lines of: this invoice was made on such and such date – if there is an adjustment it will reflect on the next bill.

Mr. Lodics stated that they will write out the changes in the next meeting agenda.

**PROGRAM MANAGER REPORT:** Ms. Bailey reviewed the following report items covered in the agenda.

**ELIGIBILITY/ENROLLMENT:**

Please direct any eligibility, enrollment, or system related questions to our dedicated BMED enrollment team. To contact the team, email [BMEDenrollments@permainc.com](mailto:BMEDenrollments@permainc.com) or fax to 856-685-2248.

System training (new and refresher) is provided to all contacts with WEX access every 3rd Wednesday at 10AM. Please contact Austin Flinn, [aflinn@permainc.com](mailto:aflinn@permainc.com) for additional information or to request an invite.

In the subject line of the email, please include: Training – Fund Name and Client Name. Please be sure to add the date of the training you would like to attend in your email so an invite can be sent.

### **COVERAGE UPDATES:**

**Aetna Medicare Advantage** – Effective January 1, 2024, Aetna Medicare Advantage PPO plans will transition to a new CMS contract. Retirees will automatically be moved to the new contract, there is nothing employers needs to do for the transition. As a result, retirees will receive new ID cards prior to January 1, 2024. **Aetna ID numbers and the service center information currently listed on retiree ID cards will not change.** The only change to the ID card will be the contract number, located under the ID number. All age ins for December 2023 will receive the new ID card. Aetna will send notification to retirees the 1<sup>st</sup> week of December 2023. The Program Manager sent all brokers information which included the letter that will be sent to all retirees enrolled in the Medicare Advantage PPO plan on August 18th.

**EXPRESS-SCRIPTS UPDATE** - CMS Annual Open Enrollment period for the 2024 plan year is October 15 – December 7. ESI has begun gathering information needed for their annual mailing campaign for the 2024 Notice of Creditable Coverage (NOCC). To meet the CMS requirement, Express Scripts will mail the NOCC letters the week of September 18th to those age 65 and older enrolled in ESI coverage through the HIFs. The Program Manager team has provided ESI with an updated letter template for the new plan year in preparation of the mailing.

2Q2023 SaveOn Savings – To date (1/1/2023 – 6/22/2023), BMED Health Insurance Fund has saved \$151,594 for members enrolled in SaveOn, an additional \$69,691 savings in 2Q2023. There are currently 28 participants in the program since January 2023, adding an additional 8 participants in 2Q2023. The average savings per prescription to date is \$1,648. This average is down by \$452 versus 1Q2023.

**OPERATIONAL UPDATES** – Mrs. Bailey stated that open Enrollment for 1/1/24 is Passive.

- o BMED OE will be held October 23rd through November 3rd
- o All OE updates should be completed in WEX by November 10th to allow time for ID cards to be delivered to members by 1/1/24

- o OE guides are currently being updated and will be sent once finalized.

**2023 LEGISLATIVE REVIEW: - FREE COVID-19 At-Home Test** – Effective September 25, 2023, the government has reinstated free COVID-19 at home test kits. Every U.S. household is eligible to order 4 free COVID-19 at home tests.

<https://www.covid.gov/tests>

**Gag Clause Prohibition Compliance Attestation** – Beginning December 2023, health insurance issuers and self-funded (ASO) or partially self-funded group health plans are required to submit an annual Gag Clause Prohibition Compliance Attestation (GCPCA) per the requirements established by the 2021 Consolidated Appropriations Act (CAA 2021). A gag clause is a “contractual term that directly or indirectly restricts specific data and information that a plan or issuer can make available to another party.” The CAA 2021 prohibits “gag clauses” under group health plan (GHP) agreements. The first attestation is due by December 31, 2023. The submission covers the period beginning December 27, 2020 through the date of the attestation, September 21, 2023. Subsequent attestations are due each December 31. The attestation was submitted by the Program Manager on September 21, 2023, for all groups with medical and/or prescription coverage in the SHIF. Groups do not need to take any additional action unless they do not have medical or prescription coverage in the SHIF.

**Medical and Rx Reporting: None**

**No Surprise Billing and Transparency Act: Continued Delays.** - Mrs. Bailey stated that there are no new updates.

**2023 Specialized Audits:** Mrs. Bailey stated that there are no new updates.

**Appeals**

**Carrier Appeals:**

<b>Submission Date</b>	<b>Appeal Type</b>	<b>Appeal Number</b>	<b>Type of Service</b>	<b>Determination</b>	<b>Determination Date</b>
08/30/2023	Medical/Aetna	BMED-2023-08-03	OON Surgical Assistant	Upheld	09/01/2023
09/01/2023	Medical/Aetna	BMED 2023-09-01	Investigational Lab Services	Upheld	09/05/2023

**IRO Submissions: None**

## **BMED Small Claims Committee Appeals: None**

**ATTORNEY** – Mr. Bailey stated that the office in civil rights have looked over HIPPA stating that cyber breaches increased 58%. He stated that he just wants to bring awareness to continuing our Cyber security. Mr. Hart stated it would be helpful to have an educational program that shares information to our members with the HIPPA guidelines.

**TREASURER** – Fund Treasurer is absent. The bills list and treasurers report is in the agenda.

**WELLNESS COORDINATOR** – Mrs. Eskilson telephonically attended the meeting. She reviewed the report that was included in the agenda. In the education portion, participation continues to remain strong through the end of August. She stated that there are flyers going out announcing Octobers offerings. She stated that the surveys have been completed and the results have been released to the participating towns. She stated that she will be working with towns to wrap up their year end programs. The monthly newsletter was send out and she stated that she continues to reach out to non-participating towns to spark their interest to get them to join.

Mrs. Eskilson stated that there is projected growth for 2024. She stated that she will be with the fund to help through march 30, 2024.

**BOARD ADVISOR**- The Board Advisor stated that there is a Strategic planning meeting today after this meeting to discuss all of the findings.

**AETNA** – Mr. Silverstien reviewed the reports included in the agenda which included BMED only members as well as METRO only reports. He stated that for BMED only members, there were 3 high-cost claimants for the month of July over the threshold of \$50,000. He also stated that for Metro only members, there were 7 high-cost claimants for the month of July combined over the threshold of \$50,000. He reviewed the dashboard metrics.

**EXPRESS SCRIPTS** – Charles Yuk reviewed the report included in the agenda for the month of July. He stated that total plan costs pmpm. This compared to July of last year is about a 10% difference. He stated that specialty plan costs is driving the pmpm to be higher than it has been. He stated that increase in cancer drugs as well as weight loss drugs are what is riving that costs.

**DELTA DENTAL** – Kim White thanked the fund for reappointment. She stated that they will be officially introducing the new account manager shortly.

**CONSENT AGENDA:** The Committee approved the consent agenda, as presented.

**MOTION TO APPROVE CONSENT AGENDA:**

<b>MOTION:</b>	Commissioner Franz
<b>SECOND:</b>	Commissioner Ciannamea
<b>VOTE:</b>	6 Ayes, 0 Nays

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENT:** None.

**MOTION TO ADJOURN:**

<b>MOTION:</b>	Commissioner Kakoleski
<b>SECOND:</b>	Commissioner Kunze
<b>VOTE:</b>	Unanimous

**MEETING ADJOURNED:** 12:49 pm

**NEXT MEETING:** OCTOBER, 24 2023

Jordyn DeLorenzo, Assistant Account Manager

Bergen Municipal Employee Benefits Fund

Contracts Committee

Zoom

October 16,2023

Rich Kunze, Contracts Committee Chair

Greg Hart, Fund Chair

Robert Kakoleski, Committee member

Brandon Lodics, BMED Executive Director

Emily Koval, Associate Executive Director

Mr. Lodics reviewed the issue with the comptroller's office who believes that the MRHIF cannot do a procurement on behalf of the local Funds. This RFP was for one year for just the BMED Aetna lives, while we work closely with the DCA and DOBI to relay the benefits of doing the RFP at the higher level.

Although Aetna was at the higher fee, Mr. Lodics said it does not take into consideration contract strength and network. He said that we will be working to redo this RFP at the MRHIF level if the Comptroller allows.

Mr Kunze said the rationale makes sense. He would not want to make a change this close to January 1. I think it will be good to have this discussion next year, then possibly offer two networks as an option. He said the rates will reflect the savings, if any. In response to Mr. Kunze, Mr. Lodics said that the Comptroller said the local Funds are making the decision for their member entities and adding the additional layer to the MRHIF is too distant to the entity at which the decision is being made for.

Mr. Kakoleski said that we will have to file this with the Comptroller and justify the contract to a higher fee. Mr. Lodics said the contract will be under the threshold to file it with the Comptroller.

Mr. Hart said he believes we must have significant justification for awarding to a higher proposal. He said disruption might not be the only reason. Mr. Lodics said there is Mr. Lodics said that this exercise is to stay compliant with the law and do the procurement. Since we will be going out to RFP in 2024, Aetna probably made a business decision to keep the rates flat and be more competitive next year.

The Committee agreed to contract with Aetna for one year, starting January 1, with full justification to go with the higher ASO fee.



# APPENDIX II

## **Gateway Fund - Bergen and Metro 2023 Operations Review and Medical Claims Audit**

A health care claims audit is designed to assess whether claims are being adjudicated correctly, in accordance with the provisions of the plan of benefits, and paid only on behalf of eligible participants as determined by the provisions of the plan. Best practice is to look beyond just the claims and to identify operational or administrative issues that may lead to broader claims processing and service issues, allowing for real-world recommendations for resolution.

AIM will perform an Operations Review of Aetna, which is an in-depth evaluation of the controls employed by the administrator to ensure quality administration. In conjunction with the Operations Review, a medical claims audit will also be conducted on the administration by Aetna for the HIF employee medical plan. The 2023 audits will include claims adjudication for both Bergen and Metro as claims are being processed under the same HIF but under different funding. A division of the two funds will occur January 1, 2024.

For the Operations Review (OR), a comprehensive Request for Information (RFI) is prepared and sent to Aetna in advance of the scheduled OR meeting.

- During the OR, interviews are conducted with key management and operations personnel to review Aetna's responses, procedures and methodologies.
- The OR encompasses such areas as system capabilities, staffing levels and turnover, performance standards, quality assurance for claim processing and customer service, Aetna's actual performance vs. client-specific and/or industry standards for accuracy, timeliness of claims adjudication, reporting capabilities, coordination with other administrative areas/vendors, and cost-management activities such as overpayment recovery, pricing controls and TPL investigations.
- Findings are compared to industry best practices.
- An OR can identify weaknesses in administrative controls that lead to poor performance.

The medical claims audit will be conducted on a sample of claims finalized during the identified audit period. The audit will assess whether claims are being adjudicated correctly, in accordance with the provisions of the HIF plan of benefits and paid on behalf of eligible participants as determined by the provisions of the plan.

The purpose of the audit is to provide an assessment of Aetna's overall claims processing and financial accuracy performance during the audit period versus industry standards and applicable contractual standards.

**Claim Audit Methodology** - The principal objective of the claims audit will be to determine Aetna's claim processing accuracy and financial accuracy on medical claims. The financial accuracy calculation will identify the financial impact (and potential recoveries) for payment errors. In addition, a critical component of the audit process will be to identify the causes of errors. AIM's audit findings and recommendations will specifically identify these causes and recommend solutions that can help Aetna improve its claims administration and eliminate the kinds of errors identified through the audit process.

# APPENDIX III

## MEMO

To: Executive Committee of the BMED / Gateway Fund

From: Karen Kidd, Director of HIF Operations

Date: September 12, 2023

RE: Revised Monthly Billing Process

---

PERMA's Operations team has made changes to their billing process and procedures to accommodate distributing the monthly bills on a consistent and timely basis moving forward. The new process will ensure bills are sent out earlier each month and in turn payments should be received within the grace period provided.

The new process is outlined below.

2<sup>nd</sup> of the month – PERMA's Operations team will run and review all pre-bill audits.

4<sup>th</sup> of the month – PERMA's Operations team will generate all invoices and associated billing reports.

**Please note, all changes must be entered in the system by the 3<sup>rd</sup> of the month to reflect on the bill.**

5<sup>th</sup> of the month -PERMA's Operations team will review all invoices by the enrollment team and any corrections made by 10<sup>th</sup> of the month.

11<sup>th</sup> of the month – PERMA Operations team will notify PERMA's accounting team to review and audit the invoices.

14<sup>th</sup> of the month - PERMA's accounting will provide approval of the invoices so they can be distributed.

15<sup>th</sup> of the month -PERMA's enrollment team will send out the bills electronically.

**Please note, if there is a delay on one client's bill, this will not hold up the distribution of any other of the Fund's bills.**

All clients should review their bills immediately and report any discrepancies so they can be addressed before the next invoice is generated.

The Fund's policy is to pay as billed.

Payments are due within 30 days of the date of the bill and payments are accepted by check or ACH.

If payment is not received within the 30-day grace period, the client will receive a delinquent notice via email and should make payment immediately.

**If any of the dates outlined above fall on a weekend or holiday, the due date will be the next business day.**