



INVOICE NO. 511

2.7.2023

BILL TO

Attn: Mr. Brian Hofmeister, Esq.
 Members Health Plan NJ
 3131 Princeton Pike
 Building 5 Suite 110
 Lawrenceville, NJ 08648

REMIT PAYMENT TO:

Concord Management Resources LLC
 Attn: John J. McSorley, President & CEO
 1 Mill Ridge Lane
 Suite 100
 Chester, NJ 08873

For Billing questions please call (908) 293-6101 or email jmsorley@concordmgt.com

DATE	STAFF	DESCRIPTION	HOURS
1/4/2023	JM	Review year end procedures for APEMT and address emails	1.50
1/11/2023	JM	Research account status for collections and AR analysis	1.50
1/13/2023	JM	Accounting and posting analysis	2.00
1/16/2023	JM	1099 analysis and preparations for submission	2.00
1/18/2023	JM	AR posting rec for run at 12/2022 and weekly operations finance call	3.50
1/19/2023	JM	1099 summaries and discussion with staff, research payments and reconcile Merlino's schedule	3.00
1/23/2023	JM	Weekly operations finance call, research accounts for SM law bank levies	1.75
1/25/2023	JM	Cash posting, accounting and email review and responses	4.00
1/30/2023	JM	Weekly operations finance call, Call with Bederson for Audit, research accounts for SM law bank levies	2.00
1/2/2023	DC	review and send emails on RxDC reporting	0.20
1/3/2023	DC	Review emails and follow up	0.20
1/4/2023	DC	Review emails and follow up	0.20
1/5/2023	DC	review and follow up on the cyber insurance renewals, Unilux emails	0.20
1/5/2023	DC	Download archives from Diligent before close out. Covered board books from 2012 - 2019	1.80
1/6/2023	DC	Download archives from Diligent before close out. Covered CentraState, EANJ, APMT, BioNJ sub trusts and E&F from 2012-2014	1.50
1/9/2023	DC	Emails and updates to MJL for Sharefile	0.20
1/9/2023	DC	Staff meeting update - discuss APEMT contracts	0.20



DATE	STAFF	DESCRIPTION	HOURS
1/9/2023	DC	Meeting on database and proof of claims with MJL, D. Clarke, B. Hofmeister	0.50
1/9/2023	DC	Meeting with MJL & BB. Hofmeister and follow up on QualCare contract and SPD for OON services	1.25
1/10/2023	DC	scan mail and statements to JM and PK	0.25
1/10/2023	DC	review and finalize diligent for close down. Work with VS to ensure items are all offloaded.	0.75
1/12/2023	DC	emails to ESI re Medicare and review other emails re collections	0.20
1/13/2023	DC	Review MJL email from DOL for follow up	0.20
1/13/2023	DC	Call with MJ on Aetna claims, follow up with Aetna on appeal timelines	0.25
1/13/2023	DC	call with Rawlings on subrogation and follow up emails to MJ/BH and Aetna.	0.50
1/17/2023	DC	Review emails from D Clarke Re Brainbuilders	0.50
1/17/2023	DC	Review and respond to M1 filing email	0.20
1/18/2023	DC	Meeting with MJL	0.50
1/18/2023	DC	Update assessment tracker with Nov and Dec payments for Mitnick	1.50
1/19/2023	DC	Call with MJ on Aetna claims, follow up with Aetna on appeal timelines	0.20
1/20/2023	DC	Call with extra space storage to negotiate the rate	0.25
1/20/2023	DC	updated assessment report with current aging. Research and review discrepancies.	2.20
1/24/2023	DC	Review multiple emails and follow up	0.40
1/25/2023	DC	Review multiple emails and follow up	0.20
1/26/2023	DC	FU on emails related to storage unit. FU with Aetna on recent funding activity.	0.25
1/30/2023	DC	Weekly call with Trustee	0.50
1/30/2023	DC	Review emails related to proof of claim filings	0.25
1/31/2023	DC	review M1 filing with VS and Jm and prepare updates for MJ meeting on 2/1	0.25
1/31/2023	DC	update assessment report with cases that defaulted and were sent to Mitnick	0.25
1/31/2023	DC	Review Independent Receiver initial court report	0.50
1/2/2023	BG	Reviewed emails from Receiver and Merlino	0.25
1/3/2023	BG	Reviewed and Sent Emails to Receiver, GB, SM	0.25
1/4/2023	BG	Reviewed and Sent Emails to Receiver, GB, SM	0.25
1/5/2023	BG	Reviewed and Sent Emails to Receiver, GB, SM	0.25
1/6/2023	BG	Reviewed and Sent Emails to Receiver, GB, SM (subrogation/member claimdata reports)	0.50



DATE	STAFF	DESCRIPTION	HOURS
1/9/2023	BG	APEMT weekly financial and operation call with Receiver	0.75
1/9/2023	BG	Meeting to Discuss Claim Data	0.50
1/9/2023	BG	Reviewed and Sent Emails to Receiver, GB, SM (proof of claims/brainbuilders files)	1.00
1/10/2023	BG	reviewed and sent Emails and Documents with SM regarding Motion to Dismiss Case - Member Litigation	0.75
1/12/2023	BG	Reviewed and Sent Emails to Receiver, GB, SM	0.25
1/13/2023	BG	APEMT Call with Rawlings and Aetna	0.50
1/18/2023	BG	Responded and provided requested invoice documentation for group #87528	0.50
1/18/2023	BG	Reviewed and Sent Emails to Receiver, GB, SM (QualCare)	0.25
1/19/2023	BG	Reviewed and Sent Emails to Receiver, GB, SM	0.60
1/20/2023	BG	Reviewed and Sent Emails to Receiver, GB, SM	0.25
1/23/2023	BG	APEMT weekly financial and operation call with Receiver	0.75
1/23/2023	BG	Reviewed and Sent Emails to Receiver, GB, SM	0.50
1/24/2023	BG	Reviewed and Sent Emails to Receiver, GB, SM	0.25
1/24/2023	BG	Spoke with OCA regarding open invoices	0.40
1/25/2023	BG	Reviewed and sent information on OCA invoices	0.25
1/27/2023	BG	Reviewed and approved invoices and statement from OCA	0.40
1/27/2023	BG	Reviewed and Sent Emails to Receiver, GB, SM	0.50
1/30/2023	BG	APEMT weekly financial and operation call with Receiver	0.50
1/31/2023	BG	Reviewed and Sent Emails to Receiver, GB, SM	0.50
1/31/2023	BG	Reviewed Receiver Report to Court	0.50
1/9/2023	PK	Review 1099 process with J. McSorley	1.00
1/12/2023	PK	Compile detail list of vendors payments and reconcile to monthly bank statements	5.25
1/16/2023	PK	Compile detail list of vendors payments and reconcile to monthly bank statements	6.75
1/19/2023	PK	Review final detail file and reconcile to file provided by J. McSorley	4.75
1/25/2023	PK	Enter vendor invoices and corresponding payments into financial software system in preparation of printing and filing 1099's	7.00
1/26/2023	PK	Enter vendor invoices and corresponding payments into financial software system in preparation of printing and filing 1099's	5.25
1/27/2023	PK	Enter vendor invoices and corresponding payments into financial software system in preparation of printing and filing 1099's	4.75
1/30/2023	PK	Review, compile and print 1099's & 1096 for mailing	4.25
1/31/2023	PK	Mail 1099 & 1096's	0.50



DATE	STAFF	DESCRIPTION	HOURS
1/13/2023	JC	Data and collection assistance for APEMT	4.00
1/23/2023	JC	Aetna contract extracts and research	0.50
1/3/2023	KD	SM Law inquiries - Contract, assessment questions	1.00
1/10/2023	KD	SM Law inquiries – Contract pulls and distribution	1.00
1/20/2023	KD	Respond to Member request to 01095	0.25
1/19/2023	KD	87578 pulled invoices for 2020 and 2021 and distributed to SM	0.50
1/23/2023	KD	SM inquiry - Reviewed group portals for copies of checks for bank levies	0.50
1/23/2023	KD	SM inquiry - Research termination 31232	0.25
1/30/2023	KD	Final groups reconciliation with balance due; notified group, forwarded some to Mitnick's team, others need explanation.	5.00
1/10/2023	VS	Downloaded documents out of Diligent for files	1.00
1/11/2023	VS	Downloaded documents out of Diligent for files	0.75
1/12/2023	VS	Downloaded documents out of Diligent for files	1.00
1/19/2023	VS	2022 M-1 preparation APEMT	0.25
1/23/2023	VS	Posting of notice on Sharefile, prepare distribution to Trustees. Printed & mailed notice to Trustees via certified mail.	2.25
1/31/2023	VS	Updated M-1 2022 APEMT	0.50

TOTAL HOURS 107.25

TOTAL PROFESSIONAL SERVICES \$ 46,262.50

Reviewed and Approved for Payment



SUMMARY OF PROFESSIONAL SERVICES

Name		Staff Level	Hours	Rate	Total
John J. McSorley	JM	Member/CEO	21.25	600.00	11,550.00
Dawn Clessuras	DC	Member/COO	16.35	600.00	9,810.00
Bridget Gielis	BG	Member EVP Sales/Marketing	11.40	600.00	6,840.00
Pam Kress	PK	SVP Finance & Administration	39.50	350.00	13,825.00
Jennifer Competelli	JC	AVP Implementation/Systems	4.50	200.00	900.00
Kendra Daniels	KD	Manager Sales Operations	8.50	150.00	1,275.00
Valerie Seto	VS	Director Client Operations	5.75	150.00	862.50
TOTALS			107.25		\$46,262.50

Reviewed and Approved for Payment

OUT-OF-POCKET EXPENSES

01/23/2023 - Certified & Postage for 15 APEMT BOT letters	\$121.95
02/08/2023 - Storage Rental APEMT records – Feb 2023 to December 2023	\$7,158.25
02/14/2023 – Constant Contact monthly	\$369.00

Total OUT-OF-POCKET Expenses

Reviewed and Approved for Payment **\$7,649.20**

Total Due this Invoice by 02/15/2023

\$53,911.70

Reviewed and Approved for Payment