

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
7/11/2023	JM	Team conference call to discuss assorted APEMT issues, Audit planning and prep	1.75
7/12/2023	JM	Auditor call with Mazur Planning, follow up with P.Kres on audit schedules	1.00
7/17/2023	JM	Team conference call to discuss assorted APEMT issues, Audit planning and prep	0.50
7/21/2023	JM	Audit prep accounting and schedules review	3.00
7/24/2023	JM	Team conference call to discuss assorted APEMT issues, auditor meeting for 2020 and 2021 requests	1.25
7/25/2023	JM	Audit prep with P Kress, SM banking research for collections	1.75
7/30/2023	JM	Accounting updates, reconciliation and audit schedule support prep	3.00
7/31/2023	JM	Team conference to discuss assorted APEMT issues, review audit schedule accrued	0.75
7/3/2023	DC	Review various emails from the Trustee and Professionals	0.20
7/5/2023	DC	Weekly Trustee call, Brain builders call, DFL Group call	2.20
7/6/2023	DC	Review of Independent Receiver draft report	0.40
7/7/2023	DC	review brainbuilders discovery and begin organization	1.50
7/10/2023	DC	Scan and deposit checks, review various emails from receivers professionals, review draft II of receivers report	0.60
7/11/2023	DC	Weekly Trustee Call	1.00
7/11/2023	DC	Brainbuilders discovery review	2.75
7/12/2023	DC	Call with Trustee and Mazars	0.50
7/12/2023	DC	Brainbuilders discovery review	4.25
7/13/2023	DC	Brainbuilders discovery review and Aetna MSA response	1.40
7/13/2023	DC	Call with Houston McNulty regarding APEMT checks	0.20
7/13/2023	DC	Call with Don Clarke Re: Brainbuilders	1.00



DATE	STAFF	DESCRIPTION	HOURS
7/14/2023	DC	Monthly call with Aetna to discuss APEMT issues	0.25
7/17/2023	DC	Weekly Trustee Call	0.50
7/17/2023	DC	Scanning of mail and distribution	0.20
7/17/2023	DC	QualCare Discovery Review	1.75
7/18/2023	DC	Call and emails with Houston McNulty regarding APEMT checks and resolution	0.20
7/18/2023	DC	Review various emails from the Trustee and Professionals	0.20
7/24/2023	DC	Weekly Trustee Call	0.40
7/27/2023	DC	Review and respond to emails from Aetna and Professionals	0.25
7/31/2023	DC	Weekly Trustee Call	0.40
7/7/2023	BG	Reviewed and Prepared information related to BrainBuilders LawSuit	6.50
7/7/2023	BG	Call with Aetna to discuss member claim issue	0.40
7/11/2023	BG	Team conference call to discuss assorted APEMT issues	1.00
7/11/2023	BG	Reviewed communications and documents related to assorted APEMT matters	1.60
7/12/2023	BG	Conference call to discuss assorted APEMT issues (Brian Builders)	1.00
7/13/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.50
7/14/2023	BG	Exchange of Communications and documents related to constant contact email notification and website updates	0.50
7/14/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.50
7/17/2023	BG	Team conference call to discuss assorted APEMT issues	0.50
7/17/2023	BG	Exchange of Communications and documents related to constant contact email notification and website updates	0.25
7/17/2023	BG	Prepared and distributed response to receivers professionals regarding employer assorted matters	1.25
7/17/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.40
7/18/2023	BG	Prepared and distributed response to receivers professionals regarding employer assorted matters	1.75
7/19/2023	BG	Prepared and distributed response to receivers professionals regarding employer assorted matters	1.50
7/20/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.75
7/20/2023	BG	Prepared and distributed response to receivers professionals regarding employer assorted matters	3.50
7/21/2023	BG	Exchange of Communications related to assorted APEMT issues	0.40
7/24/2023	BG	Team conference call to discuss assorted APEMT issues	0.50



DATE	STAFF	DESCRIPTION	HOURS
7/24/2023	BG	Exchange of Communications and documents related to constant contact email notification and website updates	0.40
7/25/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.25
7/26/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.50
7/31/2023	BG	Team conference call to discuss assorted APEMT issues	0.40
7/31/2023	BG	Exchange of Communications and documents related to constant contact email notification and website updates	0.25
7/11/2023	PK	Review Trial Balance and schedules in preparation of 2021 Audit with John McSorley	0.75
7/12/2023	PK	Audit Planning Meeting with Auditors for 2021 Audit	1.00
7/24/2023	PK	Audit Meeting Update with Auditors to begin process for 2021 audit relating to 2020 balances and request list for 2021	1.00
7/25/2023	PK	Meeting with John McSorley to review schedules for rollforward of 2020 balances to 2021 activity. Walked through various schedules and work plan.	1.00
7/27/2023	PK	2021 Accounts Payable worksheet prep for audit. 2021 Accrued Expense worksheet and categorization for 2021 audit	7.00
7/28/2023	PK	2021 Accrued Expense worksheet reconciliation	4.00
7/31/2023	PK	Continuation of the 2021 Accrued worksheet reconciliation in preparation of final audit by Mazur	5.25
7/14/2023	VS	Updated invoices on the website and sent Constant Contact notice.	0.75
7/18/2023	VS	Updated invoices on the website.	0.50
TOTAL HOURS			85.70
TOTAL PROFESSIONAL SERVICES			\$ 45,857.50

Reviewed and Approved for Payment



SUMMARY OF PROFESSIONAL SERVICES

Name		Staff Level	Hours	Rate	Total
John J. McSorley	JM	Member/CEO	13.00	600.00	\$7,800.00
Dawn Clessuras	DC	Member/COO	20.15	600.00	\$12,090.00
Bridget Gielis	BG	Member EVP Sales/Marketing	31.30	600.00	\$18,780.00
Pam Kress	PK	SVP Finance & Administration	20.00	350.00	\$7,000.00
Valerie Seto	VS	Director Client Operations	1.25	150.00	\$187.50
TOTALS			85.70		\$45,867.50

Reviewed and Approved for Payment

OUT-OF-POCKET EXPENSES

07/17/2023 – Constant Contact monthly

\$429.00

Total OUT-OF-POCKET Expenses

Reviewed and Approved for Payment

\$429.00

Total Due this Invoice by 09/04/2023

\$46,296.50

Reviewed and Approved for Payment

From: [John McSorley](#)
To: [DFL Group](#)
Subject: Fwd: EXTERNAL: Constant Contact Payment Receipt for Dawn Clessuras
Date: Monday, August 7, 2023 5:33:07 PM

Mj.
Here is better invoice support for CC
Thanks
John

Get [Outlook for iOS](#)

From: Dawn Clessuras <dclessuras@concordmgt.com>
Sent: Monday, August 7, 2023 12:54:44 PM
To: John McSorley <jmcsorley@concordmgt.com>
Subject: FW: EXTERNAL: Constant Contact Payment Receipt for Dawn Clessuras

Dawn Clessuras

Chief Operating Officer
Concord Management Resources

A: 1 Mill Ridge Lane, Suite 100, Chester, NJ 07930
P: 908.293.6103 **F:** 908.293.6099 **M:** 908.285.0458
E: dclessuras@concordmgt.com **W:** www.concordmgt.com

From: Constant Contact Billing <notification@constantcontact.com>
Sent: Friday, July 14, 2023 3:05 AM
To: Dawn Clessuras <dclessuras@concordmgt.com>
Subject: EXTERNAL: Constant Contact Payment Receipt for Dawn Clessuras

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Payment Receipt for July 14, 2023

Thank you for your recent payment. Your payment receipt is found below.

Attention: Dawn Clessuras

Concord Management Resources

1 Mill Ridge Lane

Suite 100

Chester, NJ 07930

US

9082936103

User Name: mewasales@concordmgt.com

Today's Date: July 14, 2023

Payment Date: July 14, 2023

Payment Method: VI (last 4 digits: 9309)

Amount: \$429.00

Thank you for your payment!

Amounts shown may reflect sales tax which is applicable in certain areas.

You can view payment receipts at any time in the Billing tab of your account.

Important Notice: To help maintain Constant Contact's strong sending reputation, we have implemented a monthly email send allowance and overage fee if the allowance is exceeded. This charge will be reflected on your next invoice, if you exceed the allowance. While most of our customers won't be impacted, [click here](#) to learn more.

We appreciate your business.

Best Regards,

Constant Contact Billing

1601 Trapelo Road, Suite 329 - Waltham, MA 02451

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