



INVOICE NO. 521

12.11.2023

**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](mailto:jmsorley@concordmgt.com)

DATE	STAFF	DESCRIPTION	HOURS
11/3/2023	JM	Trustee call re Aetna Contract, Review and respond to emails regarding assorted matters	0.75
11/6/2023	JM	Team conference call to discuss assorted APEMT issues, follow ups re: audit	1.50
11/7/2023	JM	Accounting and finance entries and analysis	1.00
11/8/2023	JM	Audit responses analysis and cash research for SM collections	3.00
11/9/2023	JM	Review emails and follow up, Audit meeting on revenue, financial analysis for posting	2.00
11/10/2023	JM	Aetna run out call and follow up, review of insurance renewals	0.75
11/13/2023	JM	Team conference call to discuss assorted APEMT issues, audit selections plan, year end preparations and accounting	5.00
11/14/2023	JM	Cash projections updates for Trustee reporting	0.75
11/15/2023	JM	DOL meeting with Trustee, Reconciliation of Merlinos analysis schedule	1.25
11/16/2023	JM	Payment posting and reconciliation to financials	2.00
11/20/2023	JM	Team conference call to discuss assorted APEMT issues, A/R accounts reconciliation	1.25
11/27/2023	JM	Team conference call to discuss assorted APEMT issues, follow up re audit outstandings	1.00
11/2/2023	DC	Communication with Larry Downs related to APEMT	0.20
11/3/2023	DC	Trustee call re Aetna Contract, Review and respond to emails regarding assorted matters	0.75
11/4/2023	DC	Call with Aetna re contract extension	0.20
11/6/2023	DC	Team conference call to discuss assorted APEMT issues	0.50

DATE	STAFF	DESCRIPTION	HOURS
11/7/2023	DC	Review CAA Gag Clause Attestation and communicate with Trustee Professional Re same.	0.40
11/8/2023	DC	Review various emails and communications	0.50
11/14/2023	DC	Review professional reports, call with receiver professional, review various emails	0.75
11/15/2023	DC	Call with DOL, review of emails related to filing and other various items	1.50
11/16/2023	DC	Call with Trustee re reconciliation of assessments	0.50
11/17/2023	DC	Mailing to interested parties	0.40
11/21/2023	DC	Team conference call to discuss assorted APEMT issues/updating Mitnick payment files/AR update	1.25
11/22/2023	DC	Finalize payment files for Trustee/Merlinos	0.75
11/27/2023	DC	Team conference call to discuss assorted APEMT issues/scan mail/review various emails	1.25
11/28/2023	DC	Review various emails and communications	0.20
11/29/2023	DC	Update tracking file with past due balances/update and send to Trustee/Review various emails	1.50
11/30/2023	DC	Review various emails and communications	0.25
11/3/2023	BG	Team conference call to discuss assorted APEMT issues, Exchange of Communications and documents related to constant contact email notification and website updates	1.25
11/6/2023	BG	Team conference call to discuss assorted APEMT issues, Reviewed communications and documents related to assorted APEMT matters	0.75
11/7/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.50
11/8/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.25
11/9/2023	BG	Exchange of Communications and documents related to constant contact email notification and website updates	0.50
11/10/2023	BG	Team conference call to discuss assorted APEMT issues	0.50
11/13/2023	BG	Team conference call to discuss assorted APEMT issues, Exchange of Communications and documents related to assorted matters	0.50
11/14/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.50
11/15/2023	BG	Exchange of Communications and documents related to constant contact email notification and website updates, Reviewed communications and documents related to assorted APEMT matters	0.60
11/16/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.50



DATE	STAFF	DESCRIPTION	HOURS
11/20/2023	BG	Team conference call to discuss assorted APEMT issues, Exchange of Communications and documents related to assorted matters	1.75
11/21/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.50
11/22/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.25
11/27/2023	BG	Team conference call to discuss assorted APEMT issues, Exchange of Communications and documents related to assorted matters	1.00
11/28/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.60
11/29/2023	BG	Reviewed communications and documents related to assorted APEMT matters	0.50
11/9/2023	PK	Meeting with Mazar - Revenue Walkthrough	0.50
11/9/2023	PK	Review APEMT audit schedules with John and walk through payment postings for vendors	1.50
11/9/2023	PK	APEMT audit - reconcile Aetna fundings posted in GL to Aetna CDR reports and document variances for auditors	5.00
11/12/2023	PK	APEMT Audit - begin Revenue Selection pull for Invoices	0.50
11/13/2023	PK	APEMT Audit - Pull 12 months of Invoice selections provided by Mazar for revenue testing	5.00
11/14/2023	PK	APEMT Audit - Pull Payment support for revenue selections	3.50
11/15/2023	PK	APEMT Audit - Pull Payment support for revenue selections	8.75
11/16/2023	PK	APEMT Audit - Pull Payment support for revenue selections	5.50
11/15/2023	VS	Updated invoices on the website and sent Constant Contact notice.	0.50
11/16/2023	VS	Updated an invoice on the website.	0.25
11/16/2023	VS	Drafted Gag Clause online and sent to attestor.	0.25
<b>TOTAL HOURS</b>			72.85
<b>TOTAL PROFESSIONAL SERVICES</b>			<b>\$35,697.50</b>

Reviewed and Approved for Payment

**SUMMARY OF PROFESSIONAL SERVICES**



Name		Staff Level	Hours	Rate	Total
John J. McSorley	JM	Member/CEO	20.25	600.00	\$12,150.00
Dawn Clessuras	DC	Member/COO	10.90	600.00	\$ 6,540.00
Bridget Gielis	BG	Member EVP Sales/Marketing	10.45	600.00	\$ 6,270.00
Pam Kress	PK	SVP Finance & Administration	30.25	350.00	\$10,587.50
Valerie Seto	VS	Director Client Operations	1.00	150.00	\$ 150.00
<b>TOTALS</b>			<b>72.85</b>		<b>\$35,697.50</b>

Reviewed and Approved for Payment

**OUT-OF-POCKET EXPENSES**

11/14/2023 – Constant Contact monthly	Reviewed and Approved for Payment	\$429.00
12/4/2023 – Concord Payment for Receiver Bond 2024 Colonial	Reviewed and Approved for Payment	\$3,900.00

**Total OUT-OF-POCKET Expenses** Reviewed and Approved for Payment **\$4,329.00**

**Total Due this Invoice by 01/05/2024** **\$40,026.50**

Reviewed and Approved for Payment

## John McSorley

---

**From:** Dawn Clessuras  
**Sent:** Tuesday, November 14, 2023 2:42 PM  
**To:** John McSorley  
**Subject:** FW: EXTERNAL: Constant Contact Payment Receipt for Bridget Gielis

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

Constant Contact for APEMET

---

### 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](mailto:dclessuras@concordmgt.com) **W:** [www.concordmgt.com](http://www.concordmgt.com)

---

**From:** Constant Contact Billing <[notification@constantcontact.com](mailto:notification@constantcontact.com)>  
**Sent:** Tuesday, November 14, 2023 3:05 AM  
**To:** Dawn Clessuras <[dclessuras@concordmgt.com](mailto:dclessuras@concordmgt.com)>  
**Subject:** EXTERNAL: Constant Contact Payment Receipt for Bridget Gielis

**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 November 14, 2023

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

Attention: Bridget Gielis

Concord Management Resources

1 Mill Ridge Lane  
Suite 100  
Chester, NJ 07930  
US  
9082936103

**User Name:** [mewasales@concordmgt.com](mailto:mewasales@concordmgt.com)  
**Today's Date:** November 14, 2023

**Payment Date:** November 14, 2023  
**Payment Method:** VI (last 4 digits: 4011)  
**Amount:** \$429.00

Received and Approved for Payment

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

Questions? Please give us a call!  
US / Canada Toll Free: (855) 229-5506

UK Toll Free: 0808-234-0942  
Outside US / Canada: 0808-234-0945

Need to cancel your account? Just give us a call!  
US / Canada Toll Free: 855-229-5506  
UK Toll Free: 0808-234-0945  
Outside US / Canada: +1 781-472-8120

Please do not reply to this email, as the reply address does not go to a monitored mailbox. If you have additional questions, please visit our Help Center at <https://www.constantcontact.com/help>.

©2023 Constant Contact

● ACTIVE



## Receiver ⓘ

Surety Bonds | Court & Fiduciary

**Insured/Bonded:** Brian Hofmeister ⓘ

✓ PAID IN FULL

**Bond term:** Dec 26, 2022 - Dec 26, 2024

**Bond No:** 303498C | **Case No:** MRS-C-111-22

**Obligee:** Superior Court of New Jersey L..., New Jersey

Downloads ▾

### Coverage

Bond amount \$4,000,000.00

### Duration

↻ Auto renew

Bond term 2 Year (Dec 26, 2022 - Dec 26, 2024)

### Payment

Selected payment plan Pay-in-full

Premium \$3,900.00

Payment method Credit card ending in 2334