

NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND
MEETING: APRIL 22, 2015
Toms River MUA
10:30 AM

-
- MEETING CALLED TO ORDER - OPEN NOTICE READ**
 - PLEDGE OF ALLEGIANCE**
 - ROLL CALL OF EXECUTIVE COMMITTEE**
 - APPROVAL OF MINUTES: March 25, 2015..... Appendix I**

REPORTS

- EXECUTIVE DIRECTOR/ADMINISTRATOR – Perma Risk Management Svcs**
 .Executive Director's Report.....Page 1

- TREASURER – Stuart Neuhof**
 .Vouchers Report – April Bills Page 20
 .Monthly Report Page 23

- ATTORNEY –Robert Budes, Esquire**

- MANAGED CARE – QualCare**
 .Monthly Reports Page 40

- SAFETY DIRECTOR – JA Montgomery Risk Control**
 .Monthly Report and Agenda..... Page 46

- CLAIMS SERVICE – Qual-Lynx**

-
- OLD BUSINESS**
 - NEW BUSINESS**
 - PUBLIC COMMENT**

RESOLUTION - EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSES
PERSONNEL - SAFETY AND PROPERTY OF PUBLIC – LITIGATION
1. Payment Authority Requests

- MEETING ADJOURNED**

New Jersey Utility Authorities Joint Insurance Fund

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Telephone (201) 881-7632 Fax (201) 881-7633

Date: April 22, 2015

Memo to: Executive Committee
New Jersey Utility Authorities Joint Insurance Fund

From: Cathleen Kiernan

Subject: Executive Director's Report

- ❑ **2015 Financial Disclosure Forms:** Last year, the Division of Local Government Services introduced a new online program for financial disclosure filings. Perma has provided all Fund Commissioners with the PIN they need to complete their Financial Disclosure filing for the Morris JIF. Email included link to the instructions and the webpage to file your disclosure. The filing deadline is April 30th.

The division has begun issuing violations to anyone that failed to complete the 2014 filing by September 1, 2014. All Fund Commissioners for the NJUA Joint Insurance Fund completed their filings on time.

- ❑ **2014/2015 Public Officials/Elected Officials Training Seminars** - While the MEL continues to recommend that public officials attend a training class, the MEL is making available an on-line training program version for local elected officials, the municipal manager/administrator, authority commissioners and authority executive directors to earn their \$250 training credit. Please follow the attached directions to access the on-line program. To receive credit, the program must be completed by June 1, 2015.

Enclosed is a list of instructor led courses held at various locations throughout the state, which is also available on the MEL webpage www.njmel.org.

- ❑ **CPR Training** – The Fund has issued another RFP for CPR training. We will email a report on the responses before the JIF meeting.
- ❑ **Risk Management Consultant Fees** - Each year, the JIF provides credits for seminar attendance. Much of the attendance occurs after the billings are issued. In those situations, the credit appears on the following year's assessment. It can be very difficult to resolve the changes to the Risk Management Consultant fee – which, as a % of assessment, is reduced accordingly. We are asking the board to consider waiving adjustments to RMCs fees when amount is less than \$100 since most RMCs don't recognize the adjustment requiring the Fund office to spend a fair amount of time to resolve.

❑ **League Magazine:** Enclosed is the second of a series of MEL advertisements to appear in the League magazine. Each advertisement in the “Power of Collaboration” series will be different and will highlight activities of the MEL and JIFs as well as people who have rendered significant service.

❑ **Due Diligence Reports:**

- **Financial Fast Track Report** – 1/31/2015 and 2/28/2015 Page 6
- **Income Portfolio** – as of 2/28/15 Page 8
- **Expected Loss Ratio Analysis** – as 3/31/15 Page 9
- **Claim Activity Report** – as of 3/31/15 Page 10
- **JIF Recap of Lost Time Accident Frequency**– as of 3/31/15 Page 11
- **Lost-Time Frequency** – as of 3/31/15 Page 12
- **Lost Days Report** – as of 3/31/15 Page 14
- **POL/EPL – Compliance Status List** – as of 4/15/15 Page 16
- **RMC Resolution & Agreement Status List** – as of 4/15/15 Page 18
- **Regulatory Affairs Checklist**- as of 4/15/15 Page 19
- **Claims Management Exception Report** – as of 3/31/15 Appendix II