

NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND
MEETING: FEBRUARY 22, 2017
Clarion Hotel, Toms River
10:30 AM

-
- MEETING CALLED TO ORDER - OPEN NOTICE READ**
 - PLEDGE OF ALLEGIANCE**
 - ROLL CALL OF EXECUTIVE COMMITTEE**
 - APPROVAL OF MINUTES: January 25, 2017Appendix I**

CORRESPONDENCE: None

REPORTS

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

TREASURER – Stuart Neuhof
.Vouchers Report – February billsPage 14
.Monthly Reports Page 16

ATTORNEY –Robert Budes, Esquire

MANAGED CARE – QualCare
.Monthly ReportPage 24

SAFETY DIRECTOR – JA Montgomery
.Monthly Report and Agenda.....Page 29

CLAIMS SERVICE – Qual-Lynx Associates

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

9 Campus Drive, Suite 216

Parsippany, NJ 07054-4412

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

Date: February 22, 2017

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

From: Cathleen Kiernan

Subject: Executive Director's Report

- Assessments** - First installment payments were due by January 15th. The Fund has a grace period - which has been extended to February 15th this year. Any authority's assessment received after that date will have an interest penalty imposed from the January 15th due date.
- 2017 MEL Board of Fund Commissioners Retreat** - The MEL Board of Fund Commissioners will hold its one-day annual retreat on February 17, 2017 at the Princeton Marriott at Forrestal in Princeton.
- 2017 MEL & MR HIF Educational Seminar** - The 7th annual seminar is scheduled for Friday, April 21st beginning at 9:00 AM at the National Conference Center in East Windsor, NJ. The seminar qualifies for an extensive list of Continuing Educational Credits including CFO/CMFO, Public Works, Clerks, Insurance Producers and Purchasing Agents. There is no fee for employees and insurance producers associated with MEL and MR HIF members as well as personnel who work for service companies that are engaged by MEL member JIFs and MR HIF member HIFs. Attached is the enrollment form.
- 2017 PRIMA Conference** – The 2017 PRIMA Annual Conference will take place June 4-7, 2017 in Phoenix, AZ.

To review all information regarding the 2017 PRIMA Conference including registration, please visit the website – www.primacentral.org.

- Motion to Adopt Resolution # 11-17 Authorizing Travel and Related Expenses for Attendance of _____ members at the Annual Risk Management Conference.**
- Elected Officials Training:** Every year, the MEL holds training seminars for elected officials and reduces a member's assessment by \$250 for each elected official completing the course by May 1st. This course is now available online. Enclosed are the directions to take the class on-line.

- ❑ **League Magazine** – The latest in the series of “Power of Collaboration: to appear in the League magazine. Each of the MEL advertisements highlights activities of the MEL and JIFs as well as people who have rendered significant service. This advertisement highlights the MEL Safety Institute.

- ❑ **Inclement Weather Procedure** - As a reminder, PERMA has instituted a procedure for Commissioners to confirm whether or not a meeting has been canceled. The Executive Director will discuss with the Fund Chairperson if the meeting should be canceled. In the event of an early morning or evening meeting(s), Perma will provide a recorded message indicating the status of the meeting. The recorded message can be obtained by calling the Fund's main number (201) 881-7632 at any time of the day or night. For meetings that occur during the course of normal business hours, meeting status can be obtained by utilizing the same number.

- ❑ **Due Diligence Reports**
 - ❑ Financial Fast Track Report To Be Distributed
 - ❑ Interest Rate Comparison Report Page 7
 - ❑ Expected Loss Ratio Page 8
 - ❑ Claim Activity Report Page 9
 - ❑ Lost Time Accident Frequency Report Not Available
 - ❑ Lost Time Accident Frequency JIF All Not Available
 - ❑ Lost Days Report Not Available
 - ❑ POL/EPL – Compliance Status List – as of 2/14/17 Page 10
 - ❑ RMC Resolution & Agreement Status List – as of 2/14/17 Page 12
 - ❑ Regulatory Compliance Check List - as of 2/14/2017 Page 13