

**NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND**  
**MEETING: JUNE 24, 2015**  
**Toms River MUA**  
**10:30 AM**

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- MEETING CALLED TO ORDER - OPEN NOTICE READ**
  - PLEDGE OF ALLEGIANCE**
  - ROLL CALL OF EXECUTIVE COMMITTEE**
  - APPROVAL OF MINUTES: May 27, 2015..... Appendix I**

**REPORTS**

- EXECUTIVE DIRECTOR/ADMINISTRATOR – Perma Risk Management Svcs**  
    .Executive Director's Report.....Page 1
  
- TREASURER – Stuart Neuhof**  
    .Vouchers Report – June Bills ..... Page 29  
    .Monthly Report ..... Page 32
  
- ATTORNEY –Robert Budes, Esquire**
  
- MANAGED CARE – QualCare**  
    .Monthly Reports ..... Page 49
  
- SAFETY DIRECTOR – JA Montgomery Risk Control**  
    .Monthly Report and Agenda..... Page 55
  
- CLAIMS SERVICE – Qual-Lynx**  
    .New Jersey Tort Claims Act.....Page 68

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

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

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- MEETING ADJOURNED**

## **New Jersey Utility Authorities Joint Insurance Fund**

9 Campus Drive, Suite 16

Parsippany, NJ 07054

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

Date: June 24, 2015

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

From: Cathleen Kiernan

Subject: Executive Director's Report

- Audit Report and Actuary Valuation Report as of December 31, 2014** – Enclosed with your agenda booklet is the Auditor’s Report as of December 31, 2014. A representative from Nisivoccia LLP will be present at the meeting to review the final audit report. Following the presentation, the enclosed Resolution and Group Affidavit must be executed.

- Motion to Approve Year-End Financials, Adopt Resolution #18-15 and execute Group Affidavit indicating that the Fund Commissioners have read the General Comments Section of the Audit Report.**

The Fund office will file the financial reports with the state by the June 30<sup>th</sup> deadline.

- RCF Report** - The RCF met on June 3, 2015 at the Forsgate Country Club. Commissioner Bigler’s report is included in the agenda.

The RCF Board voted to accept local member transfers of Fund year 2011 liabilities. We’ve enclosed Resolution #19-15 authorizing the transfer of the NJUA JIF’s Fund Year 2011 to the Residual Claims Fund. Assessments to local JIFs will be determined by the valuation as of June 30, 2015.

- Motion to adopt Resolution# 19 -15 authorizing the transfer of Fund Year 2011 liabilities to the Residual Claims Fund.**

- EJIF Report** - The EJIF met on June 3, 2015 at the Forsgate Country Club. Commissioner Fetherman’s report is included in the agenda.

- MEL Report** – The MEL met on June 3, 2015 at the Forsgate Country Club. Commissioner Wilkin’s report is included in the agenda.

- 2016 RENEWAL ONLINE UNDERWRITING DATABASE** - Last year the MEL contracted with Exigis to develop an underwriting database for members and/or their risk managers to add/amend schedules online thereby eliminating the annual paper Renewal Application process.

Members should have received an email on or near June 15<sup>th</sup>.

- ❑ **PERMA OFFICE LOCATION** - PERMA has moved offices within its current building and has an updated suite number. While all other contact information remains the same, the new address is:

PERMA Risk Management Services  
9 Campus Drive, **Suite 216**  
Parsippany, NJ 07054-4412

- ❑ **CPR Training** – In addition to the CPR training held at the first Safety Expo, we have scheduled 3 other classes. Attached is a copy of the notice and registration form sent to members.

- ❑ **Due Diligence Reports:**

- **Financial Fast Track Report** – 4/30/2015 Page 16
- **Income Portfolio** – as of 4/30/15 Page 17
- **Expected Loss Ratio Analysis** – as 5/31/15 Page 18
- **Claim Activity Report** – as of 5/31/15 Page 19
- **JIF Recap of Lost Time Accident Frequency**– as of 5/31/15 Page 20
- **Lost-Time Frequency** – as of 5/31/15 Page 21
- **Lost Days Report** – as of 5/31/15 Page 23
- **POL/EPL – Compliance Status List** – as of 6/18/15 Page 25
- **RMC Resolution & Agreement Status List** – as of 6/18/15 Page 27
- **Regulatory Affairs Checklist**- as of 6/18/15 Page 28
- **Claims Management Exception Report** – as of 5/31/15 Appendix II