

NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND
MEETING: MARCH 22, 2017
Toms River MUA
10:30 AM

-
- MEETING CALLED TO ORDER - OPEN NOTICE READ**
 - PLEDGE OF ALLEGIANCE**
 - ROLL CALL OF EXECUTIVE COMMITTEE**
 - APPROVAL OF MINUTES: February 22, 2017Appendix I**

CORRESPONDENCE: None

REPORTS

EXECUTIVE DIRECTOR/ADMINISTRATOR – Perma Risk Management Svcs
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TREASURER – Stuart Neuhof
 .Vouchers Report – March billsPage 26
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ATTORNEY –Robert Budes, Esquire

MANAGED CARE – QualCare
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SAFETY DIRECTOR – JA Montgomery
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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: March 22, 2017

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

From: Cathleen Kiernan

Subject: Executive Director's Report

- MEL Meeting** - The MEL met on March 1, 2017 at the Forsgate, Jamesburg, NJ. Enclosed is Commissioner Rutkowski's report.
- RCF Meeting** - The RCF met on March 1, 2017 at the. Forsgate, Jamesburg, NJ. Enclosed is Commissioner Bigler's report.
- EJIF Meeting** - The EJIF met on March 1, 2017 at the Forsgate, Jamesburg, NJ. Enclosed is Commissioner Bigler's report.
- RCF/EJIF/MEL June Meeting Date Change** - The RCF, EJIF and MEL have changed the date of the June meeting to Thursday June 1, 2017 – location of the Forsgate Country Club in Jamesburg, NJ remains the same.
- Assembly Bill 4234 – (Pages 10-11)** - Attached you will find a memorandum that was distributed to members urging MEL members to contact the Assembly to support legislation that will allow the Joint Insurance Funds to expand their investment opportunities. Many members already adopted Resolutions supporting this bill. The bill has passed in the Senate. We are asking members to contact legislatures to urge that A4234 be posted for adoption in the Assembly.
- 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.

- ❑ **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.
- ❑ **February Bills List** - There is a correction to the February 2017 Bills List. The 2016 Fund Year subtotal should have been \$1,595.31 which is \$30 more than what was approved at the meeting. The correct final total of the bills list should be \$283,237.67.
- ❑ **2017 Financial Disclosures** - Commissioners should anticipate the online filing of the Financial Disclosure forms inclusive of the MEL/EJIF/RCF Commissioner and any municipal related positions that require filing. It is expected the Division of Local Government Services will distribute a notice in March and forms will need to be filed by April 30th.
- ❑ **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 Not Available
 - ❑ Interest Rate Comparison Report - *as of 1/31/17* Page 14
 - ❑ Expected Loss Ratio - *as of 1/31/17* Page 15
 - ❑ Claim Activity Report - *as of 1/31/17* Page 16
 - ❑ Lost Time Accident Frequency Report - *as of 1/31/17* Page 17
 - ❑ Lost Time Accident Frequency JIF All - *as of 1/31/17* Page 19
 - ❑ Lost Days Report - *as of 1/31/17* Page 20
 - ❑ POL/EPL – Compliance Status List - *as of 3/13/17* Page 22
 - ❑ RMC Resolution & Agreement Status List - *as of 3/15/17* Page 24
 - ❑ Regulatory Compliance Check List - *as of 3/15/17* Page 25