

MAY 24, 2017
TOMS RIVER MUA
10:30 AM
AGENDA AND REPORTS

STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

NOTICE OF THIS MEETING WAS GIVEN BY (1) SENDING SUFFICIENT NOTICE HEREWITH TO THE STAR LEDGER, (2) FILING ADVANCE WRITTEN NOTICE OF THIS MEETING WITH THE CLERK/ADMINISTRATOR OF EACH MEMBER AUTHORITY AND (3) POSTING A COPY OF THE MEETING NOTICE ON THE PUBLIC BULLETIN BOARD OF ALL MEMBER AUTHORITIES

NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND
MEETING: MAY 24, 2017
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: APRIL 20, 2017Appendix I**

CORRESPONDENCE:

REPORTS

- EXECUTIVE DIRECTOR/ADMINISTRATOR – Perma Risk Management Svcs**
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- TREASURER – Stuart Neuhof**
 .Vouchers Report – May billsPage 27
 .Monthly ReportsPage 30

- ATTORNEY –Robert Budes, Esquire**

- MANAGED CARE – QualCare**
 .Monthly Report.....Page 44

- SAFETY DIRECTOR – JA Montgomery**
 .Monthly Report and Agenda.....Page 49

- CLAIMS SERVICE – Qual-Lynx Associates**

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

RESOLUTION - EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSES
PERSONNEL - SAFETY AND PROPERTY OF PUBLIC – LITIGATION
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: May 24, 2017

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

From: Cathleen Kiernan

Subject: Executive Director's Report

- National Flood Insurance Program** – Most utility authorities and municipalities in the MEL have properties in flood zones. Therefore, it is critical that Congress acts to continue the National Flood Insurance Program. The MEL recommends that each JIF adopt the attached resolution and pass it on to the members for their action as well.

Motion to Adopt Resolution 16-17

- Auditor & Actuary Year-End Reports** – The financial audit for the period ending December 31, 2016 will be ready for review and approval at the June meeting and will be filed with the Departments of Insurance and Community Affairs by the June 30th deadline.
- 2017 Coverage Documents** - The Fund office has started to distribute the 2017 coverage documents to all Fund Commissioners and Risk Managers via email.
- Jersey City MUA** - When the NJUA JIF offered membership to the Jersey City MUA it was with the understanding that AssetWorks would perform a property appraisal and the MUA would be issued an additional assessment if values were greater than had been scheduled. Property appraised resulted in an increase of values totaling \$21,759,730.

Motion to certify additional assessment of \$24,709 to the Jersey City MUA for increase in property values.

- MEL Risk Management Consultant Educational Program:** The MEL is instituting a program to recognize the MEL's numerous experienced RMCs and train new staff. Producers who complete this program may use the designation "MEL Accredited Risk Management Consultant". To achieve accreditation, a RMC must complete the four all day sessions that will be conducted over a six month period.

Each session will be held twice – once in Jamesburg at the Forsgate Country Club (Exit 8A) and once at the Conner Strong and Buckelew Headquarters facility in Marlton (Exit 4). The program is also eligible for producer continuing education credits. The fee is a nominal \$500 payable to the Municipal Excess Liability Joint Insurance Fund.

- ❑ **2017 Financial Disclosures - Commissioners are required to complete the online filing of** Financial Disclosure forms as JIF Commissioner, as well as, any municipal related positions that require filing. While the LFB has no statutory authority to extend the filing deadline, due to the delay in opening the 2017 FDS system for filers, the LFB is expected to delay enforcement of the statutory deadline until May 30, 2017. We have followed up with the four Fund Commissioner that have yet to complete the filing.

- ❑ **2018 Renewal Online Underwriting Database:** Members and Risk Managers will receive an email when the database is set up to begin the 2018 underwriting renewal – which is expected to begin on or near June 1, 2017. The MEL awarded a contract to Origami for the on-line underwriting – but that system will not be functional until 2018. This year’s renewal will still be conducted in the Exigis system.

- ❑ **2017 Safety Expo** – Attached is a copy of the 2017 Safety Expo Registration packet, emailed to Fund Commissioners and Safety Delegates. Expos will be held on June 23rd at the Middlesex Fire Academy and September 29th at the Camden County Emergency Training Center. Registration packets were also emailed to all MEL members.

- ❑ **Due Diligence Reports**
 - ❑ Financial Fast Track Report - 3/31/17 Page 14
 - ❑ Interest Rate Comparison Report - as of 3/31/2017 Page 15
 - ❑ Expected Loss Ratio - as of 3/31/17 Page 16
 - ❑ Claim Activity Report- as of 3/31/17 Page 17
 - ❑ Lost Time Accident Frequency Report - as of 3/31/17 Page 18
 - ❑ Lost Time Accident Frequency JIF All – as of 3/31/17 Page 20
 - ❑ Lost Days Report - as of 3/31/17 Page 21
 - ❑ POL/EPL – Compliance Status List – as of 5/17/17 Page 23
 - ❑ RMC Resolution & Agreement Status List –as of 5/17/17 Page 25
 - ❑ Regulatory Compliance Check List - as of 5/17/2017 Page 26