

NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND
MEETING: TUESDAY, NOVEMBER 17, 2015
CAESARS – PALLADIUM C, ATLANTIC CITY
2:30 PM

-
- MEETING CALLED TO ORDER - OPEN NOTICE READ**
 - PLEDGE OF ALLEGIANCE**
 - ROLL CALL OF EXECUTIVE COMMITTEE**
 - APPROVAL OF MINUTES: October 26, 2015 Appendix I**

REPORTS

- EXECUTIVE DIRECTOR/ADMINISTRATOR – Perma Risk Management Svcs**
 .Executive Director's Report.....Page 1
- PUBLIC HEARING – 2016 BUDGETPage 3**
- TREASURER – Stuart Neuhof**
 .Vouchers Report – November Bills Page 23
 .Monthly Report Page 25
- ATTORNEY –Robert Budes, Esquire**
- MANAGED CARE – QualCare**
 .Monthly Reports Page 42
- SAFETY DIRECTOR – JA Montgomery Risk Control**
 .Monthly Report and Agenda..... Page 48
- CLAIMS SERVICE – Qual-Lynx**
 .Subrogation Policy Page 62

-
- 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

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

Njuajif.org

Date: November 17, 2015

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

From: Cathleen Kiernan

Subject: Executive Director's Report

- 2016 BUDGET** - Last month we introduced the 2016 proposed budget. All members were mailed a notice of the public hearing. In addition, the proposed budget was published in the Fund's designated newspaper. The proposed budget totaling \$10,345,021, representing a 1.45% increase, is enclosed.

In accordance with the Fund's assessment allocation methodology, assessments are capped at 4% over the average budget increase of standard members plus loss ratio surcharges.

- Motion to open the Public Hearing on the 2016 Budget.**
- Discussion of Budget & Assessments.**
- Motion to close the Public Hearing.**
- Motion to adopt budget & certify assessments.**

- 2015 Dividend:** The Board voted at the October meeting to release a dividend in the amount of \$1,500,000. Enclosed is the distribution by member authority.
- MEL Meeting** – The MEL Board of Fund Commissioners will hold its public hearing on the 2016 budget on November 18, 2015 at 5:00 pm in Room 305 in the Atlantic City Convention Center.
- Nominating Committee** - The Nominating Committee will need to meet to develop their recommendation for a 2016 slate at the December meeting. In accordance with the bylaws, the Executive Committee is comprised of seven Executive Committee members and four alternates. The Nominating Committee is: Tammy Fetherman, Brian Bigler, Bernie Rutkowski and Robert Fisher.
- E-JIF Report** - The EJIF will meet at 12:00 on November 18, 2015 in the Sheraton, Atlantic City.
- Elected Officials Training** - This year's elected officials training program will focus on Public Officials & Employment Practices Liability. A session will be held on Tuesday, November 17, 2015 in Caesars. Another session is scheduled at the League of Municipalities Conference for 3:45 pm in Atlantic City Convention Center on Wednesday, November 18, 2015.
- 2016 Fund Professionals** – In October, Executive Committee reviewed the results of the Fund's Requests for Qualifications. Since the Fund received multiple responses for Third Party Administrators and Managed

Care, we have contacted those responders and asked for a fee proposal. We will distribute to the Executive Committee upon receipt.

☐ **Membership Renewals** – Attached is a list of the members scheduled to renew fund membership by January 1, 2016.

☐ **Due Diligence Reports:**

- **Financial Fast Track Report** – 9/30/2015 Page 10
- **Income Portfolio** – as of 9/30/15 Page 11
- **Expected Loss Ratio Analysis** – as 10/31/15 Page 12
- **Claim Activity Report** – as of 10/31/15 Page 13
- **JIF Recap of Lost Time Accident Frequency**– as of 10/31/15 Page 14
- **Lost-Time Frequency** – as of 10/31/15 Page 15
- **Lost Days Report** – as of 10/31/15 Page 17
- **POL/EPL – Compliance Status List** – as of 11/9/15 Page 19
- **RMC Resolution & Agreement Status List** – as of 11/10/15 Page 21
- **Regulatory Affairs Checklist**- as of 11/10/15 Page 22
- **Claims Management Exception Report** – as of 10/31/15 Appendix II