

NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND
MEETING: OCTOBER 25, 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: September 27, 2017Appendix I**

CORRESPONDENCE:

REPORTS

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

TREASURER – Stuart Neuhof
 .Vouchers Report – October Bills Page 30
 .Monthly ReportsPage 33

ATTORNEY –Robert Budes, Esquire

MANAGED CARE – QualCare
 .Monthly Report.....Page 47

SAFETY DIRECTOR – JA Montgomery
 .Monthly Report and Agenda.....Page 52

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
Payment Authority Requests

MEETING ADJOURNED

New Jersey Utility Authorities Joint Insurance Fund

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Date: October 25, 2017

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

From: Cathleen Kiernan

Subject: Executive Director's Report

- 2018 Budget:** The main business of this month's meeting is the introduction of the 2018 budget. The Finance Committee met on October 17th at the Two Rivers Water Reclamation Authority to review the draft budget which is enclosed in **Appendix II** along with the minutes of the meeting.
 - Motion to introduce the 2018 budget totaling \$11,137,897 as presented and to schedule a public hearing on November 14, 2017 at 3:00 pm in Caesars, Atlantic City**
- Dividend** – The Finance Committee reviewed the Fund's available dividend at its meeting. Enclosed with the budget is a copy of the available dividend calculations. Committee recommends a dividend in the amount of \$1,000,000. Resolution 24-17 is included in the agenda.
 - Motion to adopt Resolution 24-17 authorizing the release of a dividend in the amount of \$1,000,000.**
- EJIF Report** - The EJIF met on October 18, 2017 at 10:50 am at the Forsgate Country Club in Jamesburg, NJ and held its public hearing on its 2018 Budget. Enclosed is a copy of Commissioner Rutkowski's report.
- EJIF Regulatory Compliance Training** – As mentioned last month, the EJIF would like to extend an invitation to you and members of your municipality and utility authority to an upcoming workshop – “Keeping Up with Changing Regulations” to discuss staying in compliance with new, changing problematic rules.
- MEL Report** - The MEL also met on October 18, 2017 at 11:15 am at the Forsgate Country Club in Jamesburg to introduce the 2018 Budget. Enclosed is a copy of Commissioner Rutkowski's report.
- Cyber Liability-** As requested at last month's meeting, enclosed in **Appendix III** is a copy of the MEL's bulletin on Cyber Liability Coverage and Claim Report.
- RCF Report-** The RCF met on October 18, 2017 at 10:30 am at the Forsgate Country Club in Jamesburg, NJ and held its public hearing and adopted the amended 2017 Budget and the 2018 Budget. Enclosed is a copy of Commissioner Bigler's report on the meeting.

- ❑ **2018 Membership Renewals-** Attached is a list of members scheduled to renew fund membership by January 1, 2018.
- ❑ **Elected Officials Training-** This year’s elected officials training program will focus on Land Use Liability and Technology Risk Management. A session will be held on Tuesday, November 14, 2017 at Caesars at 3:45pm. Another session is scheduled at the League of Municipalities Conference for 3:45 pm in Atlantic City Convention Center on Wednesday, November 15, 2017.
- ❑ **Requests for Qualifications** – As authorized in September, the Fund re-advertised RFQs for Defense Panel and Payroll Auditor. Enclosed is a summary of responses received.
- ❑ **Nominating Committee** – A meeting of Nominating Committee should be scheduled prior the Fund’s December meeting.

Due Diligence Reports

- ❑ Financial Fast Track Report - 8/31/17 Page 17
- ❑ Interest Rate Comparison Report - as of 8/31/2017 Page 18
- ❑ Expected Loss Ratio - as of 8/31/17 Page 19
- ❑ Claim Activity Report- as of 8/31/17 Page 20
- ❑ Lost Time Accident Frequency Report - as of 8/31/17 Page 21
- ❑ Lost Time Accident Frequency JIF All – as of 8/31/17 Page 23
- ❑ Lost Days Report - as of 8/31/17 Page 24
- ❑ POL/EPL – Compliance Status List – as of 10/18/17 Page 26
- ❑ RMC Resolution & Agreement Status List –as of 10/18/17 Page 28
- ❑ Regulatory Compliance Check List - as of 10/18/2017 Page 29