

July 27, 2022

MEETING BEING HELD TELEPHONICALLY

Call In Number: 1-929-205-6099 US (New York)

Meeting ID: 918 6924 5771

(Please note a passcode is not required)

OR

Join via computer link

<https://permainc.zoom.us/j/91869245771>

Meeting ID: 918 6924 5771

*(Enter Meeting ID when prompted – please note a passcode **is not required**)*

10:30 AM

**STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS
ACT**

The New Jersey Utility Authorities Joint Insurance Fund will conduct its July 27, 2022 meeting electronically, in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. 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.

During a remote meeting, participants, including members of the public, may be muted by the host, however there will be an opportunity for them to participate and speak during the public portion of the meeting where participants will be unmuted at their request.

NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND
MEETING: July 27, 2022
VIA ZOOM
10:30 AM

- MEETING CALLED TO ORDER - OPEN NOTICE READ**
- PLEDGE OF ALLEGIANCE**
- ROLL CALL OF EXECUTIVE COMMITTEE**
- APPROVAL OF MINUTES: June 22, 2022.....Appendix I**

CORRESPONDENCE: NONE

- MEETING OF FUND COMMISSIONERS CALLED TO ORDER**
- ROLL CALL OF FUND COMMISSIONERS**

REPORTS

EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMA
 .Executive Director's Report.....Page 1

TREASURER – Stuart Neuhof
 .Vouchers Report – July billsPage 19
 .Monthly ReportsPage 22

ATTORNEY –Robert Budesa, Esquire
 .Monthly Reports Verbal

MANAGED CARE – QualCare
 .Monthly Report.....Page 32

SAFETY DIRECTOR – JA Montgomery
 .Monthly Report and Agenda.....Page 36

UNDERWRITING MANAGER – Epic Insurance Brokers & Consultants
 .Monthly Report and Agenda..... Verbal

MEL UNDERWRITING MANAGER– Conner Strong & Buckelew
 .Cyber Risk Management Compliance – As of June 30, 2022Page 40

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: July 27, 2022

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

From: Cathleen Kiernan

Subject: Executive Director's Report

- ❑ **2021 Audit Filing:** PERMA filed the 2021 Year End Audit, Certification of the Audit adopted by the Executive Committee, Actuarial Valuation and Actuarial Certification with the Departments of Insurance and Community Affairs. In addition, the Synopsis of Audit was published in the Fund's official newspaper.
- ❑ **2022 Coverage Documents:** The fund office is in the process of uploading member manuals to the Fund's Risk Management Information System (Origami). We will email Fund Commissioners and Risk Management Consultants when the process is complete.
- ❑ **Cyber Security Compliance Review Project.** Attached is a status report submitted by Lou Romero and Brian Lau. To date, almost 50 members have not responded to their communications. Executive Director's office is going to contact those Fund Commissioners and Risk Managers emphasizing the importance of this project. Our broker for this coverage has been reporting the difficulty in purchasing or renewing cyber liability policies if clients does not have risk control measures in place. David Grubb, MEL Executive Director, has completed the filing with the state for the formation of the Cyber Joint Insurance Fund. Preliminary discussions with the sub-committees formed to shepherd this JIF have recognized that coverage levels may differ based on compliance.
- ❑ **Membership Renewals:** Members on **Page 4** are scheduled to renew fund membership by January 1, 2023. Membership documents will be distributed following the meeting.
- ❑ **Risk Management Information/Operating System (RMIS):** Members and Risk Managers will be receiving an email with a link to renewal worksheets - to begin the 2022 underwriting renewal during the month of July with a September 8th completion date.
- ❑ **Safety Expo:** Effective this year, the Safety Expo has been reorganized in coordination with the MEL Safety Institute. The same schedule of courses will be held at five different locations and dates. Members may use the Learning Management System to register. Enclosed on **page 5** is a copy of the flyer. To register for any of the training session, please go to the MSI LIVE Schedule and click on the selected course name/date. The NJUA JIF will also be providing CPR/AED/First Aid Training at the September Expo.

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☐ Lost Time Accident Frequency Report – as of 5/31/2022	Page 20
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☐ POL/EPL – Compliance Status List – as of 7/22/2022	Page 25
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