

NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND
MEETING: JUNE 22, 2016
Toms River MUA
10:30 AM

-
- MEETING CALLED TO ORDER - OPEN NOTICE READ**
 - PLEDGE OF ALLEGIANCE**
 - ROLL CALL OF EXECUTIVE COMMITTEE**
 - APPROVAL OF MINUTES: MAY 25, 2016Appendix I**

- CORRESPONDENCE:**
 - .Letter from JIF Underwriter on Filing of Reinsurance Policies.....Page 1
 - .Letter from MEL Underwriter on Filing of Excess Reinsurance Policies.....Page 3

REPORTS

- EXECUTIVE DIRECTOR/ADMINISTRATOR – Perma Risk Management Svcs**
 - .Executive Director's Report.....Page 5

- TREASURER – Stuart Neuhof**
 - .Vouchers Report – June billsPage 37
 - .Monthly ReportsPage 40

- ATTORNEY –Robert Budesa, Esquire**

- MANAGED CARE – QualCare**
 - .Monthly Report.....Page 54

- SAFETY DIRECTOR – JA Montgomery**
 - .Monthly Report and Agenda.....Page 60

- 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: June 22, 2016

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

From: Cathleen Kiernan

Subject: Executive Director's Report

Audit Report and Actuary Valuation Report as of December 31, 2015 – Enclosed with your agenda booklet is the Auditor's Report as of December 31, 2015 and Actuary Report. A representative from Nisivoccia LLP will be present at the meeting to review the final audit report. Following the presentation, the enclosed Resolution and Group Affidavit must be executed.

Motion to Approve Year-End Financials, Adopt Resolution #19-16 and execute Group Affidavit indicating that the Fund Commissioners have read the General Comments Section of the Audit Report.

The Fund office will file the financial reports with the state by the June 30th deadline.

Employment Practices Program: As a reminder, changes to the 2017 POL/EPL Program are posted on the MEL's webpage - www.njmel.org - which details changes to the MEL's Model Personnel Manual and information on training program requirements. Members have until October 1st to submit checklist to qualify and/or maintain deductible and co-pay incentives. Compliance includes updating Personnel Manuals, Training Managers & Supervisors and offering training to non-supervisory personnel.

Managers & Supervisory Trainings were scheduled in various authorities during April, May & June.

2017 Renewal Online Underwriting Database: Members and risk managers will receive an email when the database is set up to begin the 2017 underwriting renewal – which is expected to begin on June 20, 2016.

Residual Claims Fund – The RCF met on June 1, 2016 at the Forsgate Country Club in Jamesburg, NJ. Commissioner Bigler's report on the meeting is enclosed.

The RCF board adopted a Resolution accepting the transfer of member JIF's Fund Year 2012. Enclosed you will find Resolution 20-16 authorizing the transfer of the NJUA JIF's 2012 claim liabilities to the RCF – which is part of the consent agenda.

Motion to adopt Resolution# 20-16 authorizing the transfer of Fund Year 2012 liabilities to the Residual Claims Fund.

- ❑ **EJIF**- The EJIF met on June 1, 2016 at the Forsgate in Jamesburg, NJ. Commissioner Rutkowski’s report on the meeting is enclosed.
- ❑ **MEL JIF** – The MEL met on June 1, 2016 at the Forsgate in Jamesburg, NJ. Commissioner Rutkowski’s report on the meeting is enclosed.
- ❑ **Safety Expo** – The first of two NJUA Safety Expos has been scheduled for June 24th at the Middlesex County Fire Academy. Enclosed is a copy of the registration information that has been emailed to all member authorities. To date, over 120 employees have registered for the June Expo.

❑ **Due Diligence Reports**

- ❑ Financial Fast Track Report - 4/30/16 Page 24
- ❑ Interest Rate Comparison Report - as of 4/30/2016 Page 25
- ❑ Expected Loss Ratio - as of 5/31/16 Page 26
- ❑ Claim Activity Report- as of 5/31/16 Page 27
- ❑ Lost Time Accident Frequency Report - as of 5/31/16 Page 28
- ❑ Lost Time Accident Frequency JIF All – as of 5/31/16 Page 30
- ❑ Lost Days Report - as of 5/31/16 Page 31
- ❑ POL/EPL – Compliance Status List – as of 6/15/16 Page 33
- ❑ RMC Resolution & Agreement Status List –as of 6/15/16 Page 35
- ❑ Regulatory Compliance Check List - as of 6/16/2016 Page 36
- ❑ Claims Management Exception Report- as of 5/31/2016 Appendix II