

**NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND**  
**MEETING: TUESDAY, NOVEMBER 15, 2016**  
**CAESARS – PALLADIUM C, ATLANTIC CITY**  
**2:30 PM**

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- MEETING CALLED TO ORDER - OPEN NOTICE READ
  - PLEDGE OF ALLEGIANCE
  - ROLL CALL OF EXECUTIVE COMMITTEE
  - APPROVAL OF MINUTES: OCTOBER 26, 2016 .....Appendix I

**CORRESPONDENCE:**

**REPORTS**

- EXECUTIVE DIRECTOR/ADMINISTRATOR – Perma Risk Management Svcs  
    .Executive Director's Report.....Page 1
- PUBLIC HEARING – 2017 BUDGET .....Page 3
- TREASURER – Stuart Neuhof  
    .Vouchers Report – November Bills .....Page 30  
    .Monthly Reports ..... Page 32
- ATTORNEY –Robert Budes, Esquire
- MANAGED CARE – QualCare  
    .Monthly Report.....Page 46
- SAFETY DIRECTOR – JA Montgomery  
    .Monthly Report and Agenda.....Page 52
- 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**

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- MEETING ADJOURNED

## New Jersey Utility Authorities Joint Insurance Fund

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

Date: November 15, 2016

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

From: Cathleen Kiernan

Subject: Executive Director's Report

- 2017 Budget** - Last month we introduced the 2017 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 \$10,380,505, representing a .34% increase, is enclosed.

In accordance with the Fund's assessment allocation methodology, enclosed 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 2017 Budget.**
- Discussion of Budget & Assessments.**
- Motion to close the Public Hearing.**
- Motion to adopt budget & certify assessments.**

- 2016 Dividend:** The Board voted at the October meeting to release a dividend in the amount of \$1,200,000. Enclosed is the distribution by member authority.
- MEL Report-** The MEL Board of Fund Commissioners will hold its public hearing on the 2017 budget on November 16, 2016 at 5:00 pm in Room 305 in the Atlantic City Convention Center. Enclosed is a copy of the proposed budget.
- Elected Officials Training** - This year's elected officials training program will focus on "Ethics for local Government Officials". A session will be held on Tuesday, November 15, 2016 in Caesars. Another session is scheduled at the League of Municipalities Conference for 3:45 pm in Atlantic City Convention Center on Wednesday, November 16, 2016.
- 2017 Fund Professionals** – In October, Executive Committee reviewed the results of the Fund's Requests for Qualifications. Since the Fund received multiple responses for Fund Attorney, Third Party Administrator and Managed Care, we are providing loss information to the responders and asking for a fee proposal.
- Membership Renewals** - Attached is a list of the members scheduled to renew fund membership by January 1, 2017.

**League Magazine** - Enclosed are articles on cyber security that appeared in the October edition of New Jersey Municipalities magazine written by Joseph Hrubash of PERMA and by Marc Pfeiffer of the Bloustein Local Government Research Center at Rutgers University.

**New Member** – We are working on a submission for the Jersey City MUA.

**Due Diligence Reports**

<input type="checkbox"/> Financial Fast Track Report - 9/31/16	Page 17
<input type="checkbox"/> Interest Rate Comparison Report - as of 9/31/2016	Page 18
<input type="checkbox"/> Expected Loss Ratio - as of 10/30/16	Page 19
<input type="checkbox"/> Claim Activity Report- as of 10/30/16	Page 20
<input type="checkbox"/> Lost Time Accident Frequency Report - as of 10/30/16	Page 21
<input type="checkbox"/> Lost Time Accident Frequency JIF All – as of 10/30/16	Page 23
<input type="checkbox"/> Lost Days Report - as of 10/30/16	Page 24
<input type="checkbox"/> POL/EPL – Compliance Status List – as of 11/8/16	Page 26
<input type="checkbox"/> RMC Resolution & Agreement Status List – as of 11/8/16	Page 28
<input type="checkbox"/> Regulatory Compliance Check List - as of 11/8/2016	Page 29