

FEBRUARY 27, 2019
CLARION HOTEL
TOMS RIVER NJ
SAFETY BREAKFAST - 9:00 AM
JIF MEETING - 10:30 AM
AGENDA AND REPORTS

STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

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

NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND
MEETING: FEBRUARY 27, 2019
Clarion Hotel, Toms River
10:30 AM

-
- MEETING CALLED TO ORDER - OPEN NOTICE READ**
 - PLEDGE OF ALLEGIANCE**
 - ROLL CALL OF EXECUTIVE COMMITTEE**
 - APPROVAL OF MINUTES: January 23, 2019 Appendix I**

- CORRESPONDENCE:**
 - Memo From PERMAPage 1

REPORTS

- EXECUTIVE DIRECTOR/ADMINISTRATOR – Perma Risk Management Svcs**
 - .Executive Director's Report.....Page 2

- TREASURER – Stuart Neuhof**
 - .Vouchers Report – February bills Page 20
 - .Monthly Reports Page 23

- ATTORNEY –Robert Budes, Esquire**

- MANAGED CARE – QualCare**
 - .Monthly Report..... Page 31

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

- 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**



As you may be aware, PERMA was attacked by cyber criminals, an attack that temporarily impacted our ability to access our email. The good news is our email is back up and running and you can now communicate with your PERMA representative using the same email you have used in the past.

Please be assured our team members will be receiving all emails sent during the outage which occurred from Monday, February 4 until today. At this time, there is no evidence that any of our data has been compromised or damaged. We take the security of our data seriously and have a security team deployed 24/7 to monitor our systems, however, these types of criminal attacks are increasingly sophisticated and no system or company can prevent every attack or ever be completely safe.

Thank you for your patience and understanding, and please do not hesitate to contact your PERMA representative directly by phone or email with any questions or concerns.

PERMA Risk Management, 9 Campus Drive, Parsippany, NJ, 07054

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: February 27, 2019

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

From: Cathleen Kiernan

Subject: Executive Director's Report

2019 MEL/RCF/EJIF March 29th Meeting & Retreat - The MEL, RCF and EJIF will be holding their March 6th meetings in conjunction with the MEL Annual Retreat. We are working on securing a location. The purpose of the retreat is provide the sub-committees of the MEL an expanded opportunity to report directly to the Boards of the MEL, RCF and EJIF.

2019 MEL & MR HIF Educational Seminar - The 9th annual seminar is scheduled for Friday, May 3, 2019 beginning at 9:00 AM at the National Conference Center in East Windsor, NJ. The seminar qualifies for an extensive list of Continuing Educational Credits including CFO/CMFO, Public Works, Clerks, Insurance Producers and Purchasing Agents. There is no fee for employees and insurance producers associated with MEL and MR HIF members as well as personnel who work for service companies that are engaged by MEL member JIFs and MR HIF member HIFs. Attached is the enrollment form. An electronic fillable form will also be distributed via email to fund commissioners and risk managers.

2019 PRIMA Conference – The 2019 PRIMA Annual Conference will take place June 9-12, 2019 in Orlando.

To review all information regarding the 2019 PRIMA Conference including registration, please visit the website – www.primacentral.org.

Motion to Adopt Resolution #11-19 Authorizing Travel and Related Expenses for Attendance of _____ members at the Annual Risk Management Conference.

Elected Officials Training: Every year, the MEL holds training seminars for elected officials and reduces a member's assessment by \$250 for each elected/appointed official and chief operating officer completing the course by May 1st. Instructor-led sessions, locations and dates are posted on the MEL website at njmel.org. The on-line version for 2019 will be available in February; instructions are enclosed. The course covers ways to prevent employment practices lawsuits.

- Cyber Task Force:** The MEL’s Cyber Task Force met on February 4th to review next steps in address the evolving cyber risks faced by members. The task force reviewed the slow response of MEL members in submitting their minimum loss control program. Last week, the Fund office sent another copy of the Cyber Risk Management Program to member entities. Implementing the program provides members the opportunity to recover part of the policy deductible in the event of a loss. Edward Cooney, MEL Underwriting manager, will be present at the meeting to review the Fund’s Cyber Security Coverage. In addition, the board may want to consider a discussion on developing a Request for Proposals for vendors able to identify member’s cyber risk – to at least be able to see the types of services available and gauge pricing.

- League Magazine** - The latest in the series of “Power of Collaboration” to appear in the League magazine. Each of the MEL advertisements highlights activities of the MEL and JIFs as well as people who have rendered significant service. The advertisement highlights the Sustainable Energy Joint Meeting.

- Inclement Weather Procedure** - As a reminder, PERMA has instituted a procedure for Commissioners to confirm whether or not a meeting has been canceled. The Executive Director will discuss with the Fund Chairperson if the meeting should be canceled. In the event of an early morning or evening meeting(s), Perma will provide a recorded message indicating the status of the meeting. The recorded message can be obtained by calling the Fund's main number (201) 881-7632 at any time of the day or night. For meetings that occur during the course of normal business hours, meeting status can be obtained by utilizing the same number.

- Due Diligence Reports**

| | |
|---------------------------------------------------------------------------------|---------------|
| <input type="checkbox"/> Financial Fast Track Report | Not Available |
| <input type="checkbox"/> Interest Rate Comparison Report | Page 8 |
| <input type="checkbox"/> Expected Loss Ratio | Page 9 |
| <input type="checkbox"/> Claim Activity Report | Page 10 |
| <input type="checkbox"/> Lost Time Accident Frequency Report | Page 11 |
| <input type="checkbox"/> Lost Time Accident Frequency JIF All | Page 13 |
| <input type="checkbox"/> Lost Days Report | Page 14 |
| <input type="checkbox"/> POL/EPL – Compliance Status List – as of 2/20/19 | Page 16 |
| <input type="checkbox"/> RMC Resolution & Agreement Status List – as of 2/21/19 | Page 18 |
| <input type="checkbox"/> Regulatory Compliance Check List - as of 2/21/2019 | Page 19 |