

MARCH 27, 2019
TOMS RIVER MUA
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: MARCH 27, 2019
Toms River MUA
10:30 AM

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- MEETING CALLED TO ORDER - OPEN NOTICE READ**
 - PLEDGE OF ALLEGIANCE**
 - ROLL CALL OF EXECUTIVE COMMITTEE**
 - APPROVAL OF MINUTES: February 27, 2019 Appendix I**

CORRESPONDENCE: None

REPORTS

EXECUTIVE DIRECTOR/ADMINISTRATOR – Perma Risk Management Svcs
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TREASURER – Stuart Neuhof
.Vouchers Report – March bills Page 32
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ATTORNEY –Robert Budes, Esquire

MANAGED CARE – QualCare
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SAFETY DIRECTOR – JA Montgomery
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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: March 27, 2019

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

From: Cathleen Kiernan

Subject: Executive Director's Report

- Resolution 13-19 Appointing Certain Professionals and Service Organizations** – Attached is a revised Resolution reflecting the noted correction to the annual fee for Qual-Lynx.

Motion to adopt Resolution 13-19

- 2019 MEL/RCF/EJIF March 29th Meeting & Retreat** - The MEL, RCF and EJIF will be holding their March meetings in conjunction with the MEL Annual Retreat. The annual Retreat has been scheduled for Friday, March 29th at Princeton Marriott at Forrestal from 9 am – 12:30 pm. 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.

This year the MEL sent the attached email extending invitations to local JIF Executive Committee and Sub-committee chairs.

- 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 Municipal Reinsurance Health Insurance Fund (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 Board and Fund Commissioners and Risk Managers.
- Online 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. This course is also available on-line; instructions on how to access the course is enclosed for your review. The course covers ways to prevent employment practices lawsuits.

- ❑ **Cyber Security:** We scheduled a conference call on March 25th with members of the Board to review RFP options for Cyber Security services.
- ❑ **New Jersey Sustainable Energy Meeting (NJSEM)** – NJSEM is a DCA approved Joint Meeting of NJ public entities with the desire to control energy costs and reduce greenhouse gases. Formed in 2009, the NJSEM was established by members of the MEL to procure electric and gas as a large buying group. NJSEM has saved the tax payers of its 200+ governmental entities approximately 34.5 million in gas and electric costs.

NJSEM is free to join for any NJ governmental entity; Towns, Counties, MUA, Housing Authorities, Libraries, parking authorities, BOE, etc. Membership given the opportunity to “opt-out” of any auction. Enclosed are flyers with NJSEM savings as compared to PSE&G and Elizabethtown Gas Company.

- ❑ **League Magazine** - The latest in the series of “Power of Collaboration” to appear in the League magazine. The MEL advertisement highlights activities of the MEL and JIFs as well as people who have rendered significant service. The NJ SEM is saving \$34.5M to its members.
- ❑ **Financial Disclosures** - Commissioners should anticipate the online filing of the Financial Disclosure forms inclusive of the MEL/EJIF/RCF Commissioner and any municipal related positions that require filing. We have been asked by the Division of Local Government Services to update the 2019 Fund Commissioner roster and expect a notice to be issued shortly.

❑ **Due Diligence Reports**

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| ❑ RMC Resolution & Agreement Status List – as of 2/21/19 | Page 30 |
| ❑ Regulatory Compliance Check List - as of 2/21/2019 | Page 31 |