

**MERCER COUNTY INSURANCE FUND COMMISSION  
AGENDA AND REPORTS  
NOVEMBER 24, 2014**

**MERCER COUNTY  
MCDADE ADMINISTRATION BUILDING  
640 SOUTH BROAD STREET  
ROOM 211  
TRENTON, NJ 08650-8068  
10:30 AM**

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

**In accordance with the Open Public Meetings Act, notice of this meeting was given by:**

- I. Advertising the notice in the Trenton Times, The Trentonian and the Princeton Packet**
- II. Filing advance written notice of this meeting with the Commissioners of the Mercer County Insurance Fund Commission; and**
- III. Posting notice on the Public Bulletin Board of the Office of the County Clerk**

**MERCER COUNTY INSURANCE FUND COMMISSION**  
**AGENDA**  
**OPEN PUBLIC MEETING: NOVEMBER 24, 2014**  
**640 S. BROAD STREET, ROOM 211**  
**TRENTON, NJ 08650-8068**  
**10:30 AM**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- ROLL CALL OF COMMISSIONERS**
- APPROVAL OF MINUTES: October 27, 2014 Open Minutes .....Appendix I**  
**October 27, 2014 Closed Minutes .....Handout**
  
- CORRESPONDENCE: Letter from Inservco.....Page 3**
  
- COMMITTEE REPORTS**  
    **Safety Committee:..... Verbal**  
    **Claims Committee: ..... Verbal**
  
- EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMA ..... Pages 4-15**
  
- TREASURER – David Miller**  
    **Resolution 45-14 November Bill List.....Page 16**
  
- ATTORNEY – Arthur R. Sypek, Jr., Esq. .... Verbal**
  
- CLAIMS SERVICE –Inservco Insurance Services, Inc.**  
    **Resolution 46-14 Authorizing Disclosure of Liability Claims Check Register..... Pages 17-18**  
    **Liability Claims Payments 10-1-14 to 10-31-14 ..... Pages 19-20**
  
- MANAGED CARE – First MCO**  
    **Monthly Summary Report - October .....Page 21**
  
- CEL SAFETY DIRECTOR – J.A. Montgomery Risk Control**  
    **Monthly Report..... Pages 22-23**
  
- RISK MANAGER CONSULTANT – Borden Perlman Salisbury & Kelly**  
    **Monthly Report..... Verbal**
  
- OLD BUSINESS**
- NEW BUSINESS: Elizabeth Scannella Resignation**
- PUBLIC COMMENT**
  
- CLOSED SESSION – Payment Authorization Requests (PARS) .....Pages 24-26**  
    **Resolution [47-14](#) Executive Session for purpose as permitted by the Open Public Meetings Act,**  
    **more specifically to discuss PARS related to pending or anticipated litigation as identified in**  
    **the list of claims prepared by third-party claim administrator Inservco Insurance Services,**  
    **Inc. and attached to this agenda.**

Motion for Executive Session

APPROVAL OF PARS

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MEETING ADJOURNMENT

NEXT SCHEDULED MEETING: **December 22, 2014, MERCER COUNTY, McDADE  
ADMINISTRATION BUILDING, 640 S. BROAD STREET, TRENTON, NJ 08650-8068  
10:30 AM**

**Harrisburg Office**  
Post Office Box 3899  
Harrisburg, PA 17105-3899  
717.230.8300 Phone  
800.356.0438 Phone  
866.356.0438 Fax

**Pittsburgh Office**  
Post Office Box 3899  
Harrisburg, PA 17105-3899  
412.247.4565 Phone  
800.222.0355 Phone  
866.497.4764 Fax

www.Inservco.net



November 13, 2014

CONNER STRONG  
CATHY DODD  
9 CAMPUS DRIVE  
PARSIPPANY, NJ 07054

Dear Mrs Dudd:

I would like to take this opportunity to advise you that Debbie Stout, CSO Manager at Inservco, will retire from our organization effective December 31, 2014. Debbie enjoyed a very distinguished career during her tenure with Inservco and Penn National Insurance. Debbie has shown her dedication to the organization and clients for the past 40 years. Over the years, she provided impeccable service and consultation to the customers she serviced.

We are pleased to announce that Terry Sheerin has accepted the position of Claims Service Office Manager for the Inservco New Jersey office. Terry brings with her to her new position over 28 years of experience specifically relating to claims management servicing New Jersey self insured clients. Terry brings a wealth of experience to her new position, gained during her career in the TPA arena.

Everyone from Inservco and Penn National appreciates the tireless energies that Debbie has provided for the good of each customer as well as our organization over the years. We extend our thanks to her and wish her a happy and fulfilling retirement. We also thank you for the trust and cooperation that you have demonstrated throughout our partnership. We are confident that Terry will fulfil and exceed your expectations in her new role.

Should you have any questions please do not hesitate to contact me at 800-334-1348 extension 4057.

We look forward to our continued relationship servicing your program.

Sincerely,

*Staci L. Ulp/tdm*

Staci L. Ulp, AIC  
Vice President-Client Services/Field Management

**.MERCER COUNTY INSURANCE FUND COMMISSION**

9 Campus Drive, Suite 16

Parsippany, NJ 07054

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

Date: November 24, 2014

Memo to: Commissioners of the Mercer County Insurance Fund Commission

From: PERMA Risk Management Services

Subject: Executive Director's Report

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- 2015 Property and Casualty Budget Introduction** – (Pages 6-8) – Attached on page 6 for your review and discussion is the 2015 proposed Property and Casualty Budget. The introductory budget represents a 2.51% increase. The CEL portion of this budget should be approved on November 20, 2014. Also included in the agenda on pages 7-8 is a narrative regarding the 2015 Proposed Budget introduction. PERMA will advertise the proposed 2015 Budget in the applicable newspapers. The proposed annualized assessments will follow shortly. The annual assessment would be billed in three installments and payable as follows: 40% on 1/15/15, 30% on 5/15/15 and 30% on 10/15/15.
  - Motion to introduce the 2015 Property and Casualty Budget in the amount of \$7,833,212 and schedule a Public Hearing on December 22, 2014 at the Mercer County McDade Building, 640 S. Broad Street, Trenton, NJ at 10:30 AM**
  
- Amendment to the Plan of Risk Management (Pages 9-13)** – The Plan of Risk Management was revised to include a list of the perils for which underground piping is not covered. Also the non owned watercraft was amended from 32' to 35'. The applicable pages of the Plan of Risk Management are included in the agenda on pages 9-13. The changes are highlighted in yellow.
  - Motion to amend the Plan of Risk Management – Resolution 44-14**
  
- Certificate of Insurance Request Form (Page 14)** - Attached on page 14 is the certificate of insurance issuance reports from the CEL listing those certificates issued for the period of October 21, 2014 to November 16, 2014. There were 3 certificates of insurance issued during this period. The report has been re-formatted to include pertinent description information from page 2 of the COI as requested by the Commissioners.
  - Motion to approve the certificate of insurance report**
  
- NJ Excess Counties Insurance Fund (CELJIF)** - The CEL scheduled a Public Hearing on November 20, 2014 to adopt the 2015 Budget via a teleconference. A verbal update of the meeting will be provided at the meeting.

- ❑ **Mercer County Insurance Fund Commission Property & Casualty Financial Fast Track** – The August and September Financial Fast Tracks are not available at this time as PERMA has not received the necessary claim bank statements from the Commission Treasurer. PERMA will follow up with the Treasurer. We will include the August, September, and October Financial Fast Tracks in the December Executive Committee Meeting Agenda.
  
- ❑ **NJ CEL Property and Casualty Financial Fast Track (Page 15)** – Included in the agenda on page 15 is a copy of the CEL Financial Fast Track for September. As of **September 15, 2014** the report indicates the CEL has a surplus of **\$5,147,421**.

<b>MERCER COUNTY INSURANCE COMMISSION</b>					
<b>2015 PROPOSED BUDGET -</b>					
		<b>ANNUALIZED BUDGET FY2014*</b>	<b>PROPOSED BUDGET</b>	<b>Change \$</b>	<b>Change %</b>
<b>APPROPRIATIONS</b>					
<b>I. Claims and Excess Insurance</b>					
<b>Claims</b>					
1	Property	79,361	80,948	1,587	2.00%
2	Liability	152,839	155,896	3,057	2.00%
3	Auto	129,000	131,580	2,580	2.00%
4	Workers' Comp.	4,362,500	4,449,750	87,250	2.00%
5					
6	<b>Subtotal - Claims</b>	<b>4,723,700</b>	<b>4,818,174</b>	<b>94,474</b>	<b>2.00%</b>
7					
8	<b>Premiums</b>				
9	XS JIF	2,051,269	2,089,656	38,388	1.87%
10					
11	<b>SubTotal Premiums</b>	<b>2,051,269</b>	<b>2,089,656</b>	<b>38,388</b>	<b>1.87%</b>
12	<b>Total Loss Fund</b>	<b>6,774,969</b>	<b>6,907,830</b>	<b>132,862</b>	<b>1.96%</b>
13					
14	<b>II. Expenses, Fees &amp; Contingency</b>				
15					
16	Claims Adjustment	192,000	197,052	5,052	2.63%
17	Safety Director	116,550	118,881	2,331	2.00%
18	General Expense				
19	Exec. Director	151,803	154,839	3,036	2.00%
20	Actuary	26,723	27,257	534	2.00%
21	Auditor	19,810	20,206	396	2.00%
22	Attorney	0	0	0	0.00%
23	Treasurer	0	0	0	0.00%
24	Underwriting Manager	0	0	0	0.00%
25					
26	Misc. Expense & Contingency	32,357	32,357	0	0.00%
27					
28	<b>Total Fund Exp &amp; Contingency</b>	<b>539,243</b>	<b>550,592</b>	<b>11,349</b>	<b>2.10%</b>
29	Risk Managers	38,331	53,331	15,000	39.13%
30					
31					
32	XS JIF Ancillary Coverage				
33	POL/EPL	163,721	171,907	8,186	5.00%
34	XS POL/EPL	0	0	0	0.00%
35	Excess Liability	73,512	77,187	3,676	5.00%
36	Crime Policy	15,323	16,089	766	5.00%
37	Medical Malpractice	36,031	36,031	(0)	0.00%
38	Pollution Liability	0	0	0	0.00%
39	Employed Lawyers Liab	0	0	0	0.00%
40	Cyber Liability/ Special Coverages	0	0	0	0.00%
41	XS Flood		20,245	20,245	100.00%
42					
43	<b>Total FUND Disbursements</b>	<b>7,641,129</b>	<b>7,833,212</b>	<b>192,083</b>	<b>2.51%</b>
<b>Notes:</b>					
<b>NJCEL proposed assessment reflects UNEQUALIZED Loss Fund</b>					

**Mercer County Insurance Fund Commission  
2015 Proposed Budget Introduction**

**The 2015 Proposed Budget includes the following Commission Members:**

- ❖ Mercer County
- ❖ Mercer Improvement Authority

The budget is divided into the following categories:

- ❖ **Actuarial Loss Projections JIF Retention:** The Actuary reviews Mercer’s loss experience and applies trend factors for changes in the Commission’s exposures and changes impacting the underlying costs of claims. The 2015 Loss Funds accounts for **61%** of the Commission’s total budget.

Loss Funds	Annualized 2014 Loss Funds	Projected 2015 Loss Funds	\$ - Change	% - Change
Property	\$ 79,361	\$ 80,948	\$ 1,587	2%
Liability	\$ 152,839	\$ 155,896	\$ 3,057	2%
Auto	\$ 129,000	\$ 131,580	\$ 2,580	2%
Workers Compensation	\$ 4,362,500	\$ 4,449,750	\$ 87,250	2%
<b>Total</b>	\$ 4,723,700	\$ 4,818,174	\$ 94,474	2%

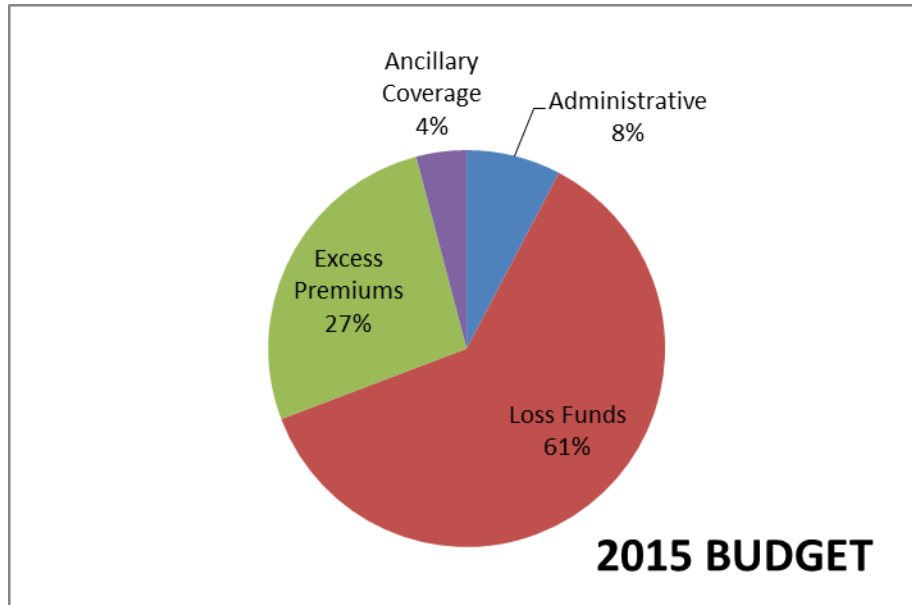
- ❖ **Excess Insurance Premiums & Ancillary Coverages:** We are introducing a 2015 budget based upon certain reasonable assumptions given our loss experience and market conditions. The excess insurance premiums account for **27%** of the total budget and the ancillary coverages is **4%**.

Premiums	Annualized 2014	Projected 2015	\$ - Change	% - Change
NJCE Fund	\$ 2,051,269	\$ 2,089,656	\$ 38,387	1.87%
<b>Total</b>	\$ 2,051,269	\$ 2,089,656	\$ 38,387	1.87%

Ancillary Coverages	Annualized 2014	Projected 2015	\$ - Change	% - Change
POL/EPL	\$ 163,721	\$ 171,907	\$ 8,186	5%
Excess Liability	\$ 73,512	\$ 77,187	\$ 3,675	5%
Crime	\$ 15,323	\$ 16,089	\$ 766	5%
Medical Malpractice	\$ 36,031	\$ 36,031	\$ -	0%
XS Flood		\$ 20,245	\$ 20,245	100%
<b>Total</b>	\$ 288,587	\$ 321,459	\$ 32,872	11%



- ❖ **Administrative Expenses:** The expenses to operate the Joint Insurance Fund accounts for **8%** of the budget and include professional fees, general fund expenses and miscellaneous contingency.



**RESOLUTION NO. 44-14**

**Mercer County Insurance Fund Commission**

(hereinafter the "Insurance Commission")

**Revised November 10, 2014**

BE IT RESOLVED by the Insurance Commission's governing body that effective 1/1/14 the 2014 Plan of Risk Management shall be:

- 1.) The perils or liability to be insured against.
  - a.) The Insurance Commission insures the following perils or liability:
    - Workers' Compensation including Employer's Liability, USL&H and Harbor Marine/Jones Act.
    - General Liability including Law Enforcement Liability and Employee Benefits Liability.
    - Automobile Liability including PIP and Uninsured/Underinsured Motorists Coverage.
    - Property, Auto Physical Damage and Boiler & Machinery.
  - b.) The following coverage are provided to the Insurance Commission's member entities by their membership in the New Jersey Counties Excess Joint Insurance Fund (NJC).
    - Excess Workers' Compensation including employers liability
    - Excess General Liability including law enforcement liability
    - Excess Auto Liability
    - Excess Property including Boiler and Machinery
    - Public Officials Liability/School Board Legal/EPL
    - Crime
    - Pollution Liability
    - Medical Professional and General Liability

- Employee Benefits Liability - included in the General Liability limits.
  - Subsidence - \$250,000 per occurrence
  - Sexual Abuse or Molestation Coverage - \$250,000 per occurrence except for schools.
  - Owned Watercraft 35' in length or less - \$250,000.
  - Garagekeepers Legal Liability - \$250,000
- The NJC covers excess liability claims as follows:
    - General Liability - \$20,250,000 excess the Insurance Commission's \$250,000. The \$10,000,000 excess \$500,000 commercial excess layer is subject to a \$20,000,000 per member insurance commission 12 month aggregate limit (1/1/14-1/1/15). The \$10,000,000 excess \$10,000,000 commercial excess layer is subject to a \$10,000,000 annual aggregate limit (1/1/14-1/1/15).
    - Law Enforcement - included in the NJC's excess General Liability limits.
    - Employee Benefits Liability - included in the NJC's excess General Liability limits.
    - Subsidence - \$750,000 per occurrence excess of the Insurance Commission's \$250,000. NJC retains 100% of the limit excess of the Member Commission's retention.
    - Sexual Abuse or Molestation Coverage - \$750,000 excess of the Insurance Commission's \$250,000 except for schools. NJC retains 100% of the limit excess of the Member Commission's retention.
    - Owned Watercraft 35' in length or less - \$750,000 excess of the Insurance Commission's \$250,000. NJC retains 100% of the limit excess of the Member Commission's retention.
    - Garagekeepers Legal Liability - \$250,000 excess of the Insurance Commission's \$250,000. NJC retains 100% of the limit excess of the Member Commission's retention.

- Asbestos Cleanup - \$50,000 per occurrence
- Valuable Paper And Records - \$10,000,000
- Accounts Receivable - \$10,000,000
- Demolition & Increased Cost of Construction -\$25,000,000
- Business Interruption -Included in \$110,000,000 blanket limit (Business Income On Revenue Producing Property Only)
- Extra Expense – \$10,000,000
- Transit- \$1,000,000 Per Conveyance/\$1,000,000 Per Occurrence
- Fine Arts - \$2,500,000 (Owned And Non Owned)
- Pollution And Contamination Cleanup (Limited) - \$250,000 (Annual Aggregate)
- Miscellaneous Unnamed Locations - \$10,000,000
- Builders' Risk - \$25,000,000 (the lesser of \$1,000,000 sublimit or 60 days for soft costs, subject to applicable deductible per cause of loss and 24 hour qualifying period)
- Newly Acquired Locations – \$25,000,000 per location (90 day reporting period)
- Service Interruption - \$10,000,000 Combined Time Element and Property Damage Including Overhead Transmission Lines within 1 mile of insured premises, 24 hour qualifying period)
- Ingress/Egress – Lesser of \$5,000,000 or 30 day period, within 1 mile radius
- Debris Removal -\$25,000,000
- Civil Government Authority – Lesser of \$5,000,000 or 30 day period, within 5 mile radius
- Leasehold Interest - \$15,000,000
- Loss Of Rents - \$15,000,000
- Professional Fees - \$1,250,000
- Extended Period of Liability – 365 Days
- Auto Physical Damage - \$15,000,000
- Underground Piping - \$5,000,000 (only if within 5 MILES of a pump station, process plant, metering pit, wells or similar operational locations which are owned, leased, used occupied or intended for use by the member entity). **There is no coverage for perils of Earthquake, Flood or Named Storm**
- EDP Equipment – Subject to a 24 hour qualifying period. No sub-limit for equipment. \$1,000,000 sublimit for data and software
- Outdoor Property - \$10,000,000
- Equipment Breakdown - \$100,000,000

- State Parkway and any covered property in Cape May County” For Property Damage: subject to a deductible of 1% of the value, per the Valuation clause of the General Conditions section, of the property insured as of the date of loss, for the Location where the direct physical loss or damage occurred, per occurrence; For Time Element: 1% of the full 12 months Gross Earnings or Gross Profit values that would have been earned following the occurrence by use of the facilities at the Location where the direct physical loss or damage occurred and all other Locations where Time Element loss ensues, per occurrence. Combined PD and TE deductible subject to a minimum deductible of \$250,000 per Location and a maximum deductible of \$1,000,000 per occurrence. The “Named Storm” deductible is a per member entity deductible. Note: The Mercer County Insurance Fund Commission provides coverage for the difference in deductible for “insured property” resulting from “insured perils” (per the terms and conditions of the Zurich policy through the NJC JIF), but only for what is not reimbursed by FEMA less the member entity deductible. The Mercer County Insurance Commission will not provide coverage for the difference in deductible for time element loss.

Named Storm is defined as any storm or weather disturbance that is named by the U.S. National Oceanic and Atmospheric Administration (NOAA) or the U.S. National Weather Service or the National Hurricane Center or any comparable worldwide equivalent.. Location is defined as a building(s) bounded on all sides by public streets, clear land space or open waterways, each not less than 50 feet wide, a site or tract of land occupied or available for occupancy with tangible property. If the Named Storm involves covered property within the 100-year flood zone, the 100-year flood zone deductible above applies.

- Underground Piping \$100,000 per occurrence less the member entity deductibles as stated above. **There is no coverage for the perils of Earthquake, Flood or named Storm**
- Golf Carts - \$25,000

NJC does not retain any risk as it is fully insured in the commercial market.

- accident year. Because this method does not use case reserve data, estimates from it are not affected by changes in case reserving practices. However, the results of this method are sensitive to changes in the rate of which claims are settled and losses are paid, and may underestimate ultimate losses if provisions are not included for very large open claims.
- Case Incurred Loss Development Method - This method is similar to the paid loss development method except it uses historical case incurred loss patterns (paid plus case outstanding reserves) to estimate ultimate losses. Because the data used includes case reserve estimates, the results from this method may be affected by changes in case reserve adequacy.

11.) The maximum amount a certifying and approving officer may approve pursuant to N.J.A.C. 11:15-2.22.

- \$20,000 for workers compensation claims
- \$7,500 for liability claims
- With the advance approval of the Insurance Commission Attorney or Executive Director, the certifying and approving officer may also pay hospital bills if waiting until after the next regularly scheduled Insurance Commission meeting would result in the loss of a discount on such bills. When the certifying and approving officer utilizes this authority, a report shall be made to the Commissioners at their next meeting.

Adopted by the Governing Body this 24th day of November 2014.

Mercer County Insurance Fund Commission

By: \_\_\_\_\_  
Chairperson

Attest:

\_\_\_\_\_  
Secretary

# Mercer County Insurance Commission Certificate Of Insurance Monthly Report

*Monday, November 17, 2014*

From 10/21/14 to 11/16/14

Holder (H) / Insured Name (I)	Holder / Insured Address	Holder Code	Description of Operations	Issue Date	Coverage
<b>MCIC</b>					
H- NJ Division of Disability Services I- County of Mercer	11 A Quakerbridge Rd.; PO Box 705 Trenton, NJ 08625 McDade Administration Building 640 South Broad Street, PO Box 8068 Trenton, NJ 08650-0068	1024	Certificate holder is additional insured where obligated by virtue of a 0/24/2014 GLEXAUWC written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement with respect to the grant for Personal Assistance Services Program  Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term: 7/1/13 to 1/1/15 Policy # SP4048950  Company D: XS Liability \$10,000,000 XS of \$10,000,000, (\$10,000,000 Annual Aggregate) Policy Term: 1/1/14 to 1/1/15 Policy # XCO0000261		
H- Evidence of Insurance I- County of Mercer	McDade Administration Building 640 South Broad Street, PO Box 8068 Trenton, NJ 08650-0068	1266	Evidence of insurance. Coverage under general liability policy is 10/22/2014 GLEXAUWC extended to owned watercraft under 35' while in operation on the water.  Company D: XS Liability \$10,000,000 XS of \$10,000,000, (\$10,000,000 Annual Aggregate) Policy Term: 1/1/14 to 1/1/15 Policy # XCO0000261  Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term: 7/1/13 to 1/1/15 Policy # SP4048950		
H- New Jersey Historical Commission I- County of Mercer	225 W. State Street, P.O. Box 305 Trenton, NJ 08625 McDade Administration Building 640 South Broad Street, PO Box 8068 Trenton, NJ 08650-0068	1329	Certificate holder is additional insured where obligated by virtue of a 0/24/2014 GLEXAUWC written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement with respects to grant.  Company D: XS Liability \$10,000,000 XS of \$10,000,000, (\$10,000,000 Annual Aggregate) Policy Term: 1/1/14 to 1/1/15 Policy # XCO0000261  Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term: 7/1/13 to 1/1/15 Policy # SP4048950		

**Total # of Holders = 3**

NEW JERSEY COUNTIES EXCESS JIF					
FINANCIAL FAST TRACK REPORT					
AS OF September 30, 2014					
ALL YEARS COMBINED					
	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE	
1.	UNDERWRITING INCOME	1,559,839	14,038,552	36,221,905	50,260,457
2.	CLAIM EXPENSES				
	Paid Claims	2,347	65,702	236,073	301,775
	Case Reserves	247,746	76,186	759,995	836,181
	IBNR	(191,760)	1,838,111	5,913,932	7,752,043
	Discounted Claim Value	(405)	(322,928)	(1,115,267)	(1,438,195)
	<b>TOTAL CLAIMS</b>	<b>57,928</b>	<b>1,657,071</b>	<b>5,794,733</b>	<b>7,451,804</b>
3.	EXPENSES				
	Excess Premiums	1,114,081	10,011,726	23,442,850	33,454,576
	Administrative	115,701	1,028,580	2,715,194	3,743,774
	<b>TOTAL EXPENSES</b>	<b>1,229,781</b>	<b>11,040,306</b>	<b>26,158,044</b>	<b>37,198,350</b>
4.	UNDERWRITING PROFIT (1-2-3)	272,130	1,341,175	4,269,128	5,610,303
5.	INVESTMENT INCOME	2,797	19,867	124,802	144,669
6.	STATUTORY PROFIT (4+5)	274,927	1,361,042	4,393,930	5,754,972
7.	Cancelled Appropriations	0	0	607,551	607,551
8.	STATUTORY SURPLUS (6-7)	274,927	1,361,042	3,786,379	5,147,421
<b>SURPLUS (DEFICITS) BY FUND YEAR</b>					
	2010	5,662	(54,499)	741,645	687,147
	2011	15,068	43,980	968,813	1,012,794
	2012	10,387	201,753	715,685	917,438
	2013	(10,710)	39,532	1,360,235	1,399,767
	2014	254,520	1,130,275		1,130,275
	<b>TOTAL SURPLUS (DEFICITS)</b>	<b>274,927</b>	<b>1,361,042</b>	<b>3,786,379</b>	<b>5,147,421</b>
<b>CLAIM ANALYSIS BY FUND YEAR</b>					
<b>FUND YEAR 2010</b>					
	Paid Claims	(1,135)	35,297	0	35,297
	Case Reserves	1,135	189,315	6	189,321
	IBNR	(5,000)	(159,612)	599,994	440,382
	Discounted Claim Value	(383)	(8,088)	(76,200)	(84,288)
	<b>TOTAL FY 2010 CLAIMS</b>	<b>(5,383)</b>	<b>56,912</b>	<b>523,800</b>	<b>580,712</b>
<b>FUND YEAR 2011</b>					
	Paid Claims	0	4,344	139,753	144,097
	Case Reserves	1	(107,592)	110,263	2,671
	IBNR	(10,001)	53,248	1,099,984	1,153,232
	Discounted Claim Value	(4,618)	9,886	(190,876)	(180,990)
	<b>TOTAL FY 2011 CLAIMS</b>	<b>(14,618)</b>	<b>(40,114)</b>	<b>1,159,124</b>	<b>1,119,010</b>
<b>FUND YEAR 2012</b>					
	Paid Claims	3,482	26,061	96,320	122,381
	Case Reserves	246,513	(5,678)	649,704	644,026
	IBNR	(249,995)	(270,384)	1,803,976	1,533,592
	Discounted Claim Value	(9,762)	53,629	(390,771)	(337,142)
	<b>TOTAL FY 2012 CLAIMS</b>	<b>(9,762)</b>	<b>(196,372)</b>	<b>2,159,229</b>	<b>1,962,857</b>
<b>FUND YEAR 2013</b>					
	Paid Claims	0	0	0	0
	Case Reserves	(11)	1	22	23
	IBNR	11	(85,001)	2,409,978	2,324,977
	Discounted Claim Value	11,050	48,345	(457,420)	(409,075)
	<b>TOTAL FY 2013 CLAIMS</b>	<b>11,050</b>	<b>(36,655)</b>	<b>1,952,580</b>	<b>1,915,925</b>
<b>FUND YEAR 2014</b>					
	Paid Claims	0	0		0
	Case Reserves	108	140		140
	IBNR	73,225	2,299,860		2,299,860
	Discounted Claim Value	3,308	(426,700)		(426,700)
	<b>TOTAL FY 2014 CLAIMS</b>	<b>76,641</b>	<b>1,873,300</b>	<b>0</b>	<b>1,873,300</b>
	<b>COMBINED TOTAL CLAIMS</b>	<b>57,928</b>	<b>1,657,071</b>	<b>5,794,733</b>	<b>7,451,804</b>

This report is based upon information which has not been audited nor certified by an actuary and as such may not truly represent the condition of the fund.



**MERCER COUNTY INSURANCE FUND COMMISSION  
BILLS LIST**

**Resolution No. 45-14**

**NOVEMBER 2014**

**WHEREAS**, the Treasurer has certified that funding is available to pay the following bills:

**BE IT RESOLVED** that the Mercer County Insurance Fund Commission, hereby authorizes the Commission Treasurer to issue warrants in payment of the following claims; and

**FURTHER**, that this authorization shall be made a permanent part of the records of the Commission

**FUND YEAR 2014**

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
<b>00064</b>			
000064	BORDEN PERLMAN SALISBURY&KELLY	RMC FEE INSTALLMENT 11-1 TO 12-1 2014	3,194.83
			<b>3,194.83</b>
<b>00065</b>			
000065	PERMA RISK MANAGEMENT SERVICES	POSTAGE FEE 10/2014	1.61
000065	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR - 11/2014	12,653.84
			<b>12,655.45</b>
<b>00066</b>			
000066	THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES - 11/2014	2,227.58
			<b>2,227.58</b>
<b>00067</b>			
000067	INSERVCO INSURANCE SERVICES	CLAIMS ADMIN - 11/2014	15,999.99
			<b>15,999.99</b>
<b>00068</b>			
000068	THE PRINCETON PACKET	ACCT 1042540 - 10/17/14 - LEGAL AD	14.00
000068	THE PRINCETON PACKET	ACCT 1042540 - 8/15/14 - LEGAL NOTICE	14.00
			<b>28.00</b>
<b>00069</b>			
000069	THE TRENTONIAN	ACCT 811-1101944 - 10/15/14	15.12
000069	THE TRENTONIAN	ACCT 811-1101944 - 09/07/14	12.96
000069	THE TRENTONIAN	ACCT 811-1101944 - 0813/14	12.96
000069	THE TRENTONIAN	ACCT 811-1101944 - 08/30/14	7.92
			<b>48.96</b>
<b>00070</b>			
000070	THE TIMES	ACCT 1153600 10/15/14 -10/27 CLOSED MTG	39.50
			<b>39.50</b>
<b>00071</b>			
000071	J.A. MONTGOMERY RISK CONTROL	LOSS CONTROL SERVICES - 11/2014	9,715.33
			<b>9,715.33</b>
	TOTAL PAYMENTS FY 2014	43,909.64	
	<b>TOTAL PAYMENTS ALL FUND YEARS \$ 43,909.64</b>		

\_\_\_\_\_  
Chairperson

Attest:

Dated: \_\_\_\_\_

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

\_\_\_\_\_  
Treasurer

**RESOLUTION 46-14**

**MERCER COUNTY INSURANCE FUND COMMISSION  
AUTHORIZING DISCLOSURE OF LIABILITY CLAIMS CHECK REGISTER**

**WHEREAS**, the MERCER COUNTY INSURANCE FUND COMMISSION (hereinafter "MCIFC") is duly constituted as an Insurance Commission pursuant to N.J.S.A. 40A:10-6 et seq.; and

**WHEREAS**, the MCIFC is subject to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

**WHEREAS**, the Open Public Meetings Act requires all meetings of public bodies be open to the public; and

**WHEREAS**, the Open Public Meetings Act further provides a public body may permissibly exclude the public from a portion of a meeting at which the public body discusses items per the Open Public Meetings Act at N.J.S.A. 10:4-12.b.(1) thru (9) recognized as requiring confidentiality, and

**WHEREAS**, it is necessary and appropriate for the MCIFC to discuss certain matters in a meeting not open to the public consistent with N.J.S.A. 10:4-12.b.(7); and

**WHEREAS**, the MCIFC is a public agency which must comply with the Open Public Records Act (OPRA) N.J.S.A. 47: 1A-1 to -13; and

**WHEREAS**, the MCIFC must comply with OPRA and reported New Jersey Case Law interpreting same; and

**WHEREAS**, the MCIFC did hold a closed session from which the public was excluded on November 24, 2014 at which time certain items were discussed as were referenced in a separate resolution authorizing said closed session and it being determined certain liability & property claim payment information can be made public at this time; and

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of said MERCER County Insurance Fund Commission pursuant to both the Open Public Meetings Act and the Open Public Records Act as follows:

The attached financial transaction logs generated by third party administrator Inservco Insurances Inc. for the period October 1, 2014 to October 31, 2014 and related to all non-workers compensation payments are hereby approved for distribution to the listed claimants and for disclosure to the general public

**ADOPTED** by THE MERCER COUNTY INSURANCE FUND COMMISSION at a properly noticed meeting held on November 24 2014.

**ADOPTD:**

\_\_\_\_\_  
**ANDREW A. MAIR, CHAIRMAN**

\_\_\_\_\_  
**DATE**

**ATTEST:**

\_\_\_\_\_  
**RAISSA WALKER**

\_\_\_\_\_  
**DATE**

**Mercer County Ins Fund Comm - 396**  
**Financial Transaction Log - Liability Claim Payments**  
**Monthly / Detail / By Coverage / By Payment Type / By Check Number**  
**10/01/2014 Thru 10/31/2014**

Type	Check #	Claim #	Claimant Name	From Date	To Date	Payee Name	Trans. Date	Payment Description	Amt. Requested	Amt. Paid
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*Inservco Report Terminology*

Reporting Name	Business Name	Business Description
Amount/Amt Paid	Amount Paid	Amount actually paid or received
Amount/Amt Requested	Amount Requested	Amount requested to be paid
As Of Date/To Date	Report End Date	Ending date of transactions on report; usually month end
Payment Type	Type	Types of transactions—Computer, Manual, Refund, Recovery, Stop Pay, Void
Report Begin Date	Report Begin Date	Beginning date of transactions on report; usually beginning of month or inception
Trans Date	Transaction Date	Issue date for computer issued payments and add date for all other type entries

**Mercer County Ins Fund Comm - 396**  
**Financial Transaction Log - Liability Claim Payments**  
**Monthly / Detail / By Coverage / By Payment Type / By Check Number**  
**10/01/2014 Thru 10/31/2014**

Type	Check #	Claim #	Claimant Name	From Date	To Date	Payee Name	Trans. Date	Payment Description	Amnt. Requested	Amnt. Paid
<b>Coverage: General Liability</b>										
C	2741	3960000340 001	ZEPPADORO, ANGELO	7/8/2014	7/8/2014	ANGELO ZEPPADORO	10/6/2014	Full Final Settlement of Alls Claims	500.00	500.00
<b>Total for Coverage: General Liability</b>								<b>Number of entries: 1</b>	<b>500.00</b>	<b>500.00</b>
<b>Total for Mercer County Ins Fund Comm - 396</b>								<b>Number of entries: 1</b>	<b>500.00</b>	<b>500.00</b>





*First Managed Care Option, Inc.*

**First MCO Bill Review Services**  
**MERCER CO INS COMM**  
**Medical Savings by Month**  
**NJ**

Month of Reprice Service	Provider Billed Amount	First MCO Repriced	U & C / Fee Schedule	Savings	% of Savings	# of Bills	In Network	Out Of Network	% PPO Penetration	# of Appeals	FMCO Fee	Net Savings
Feb-14	\$15,871	\$10,405	\$14,550	\$5,466	34%	33	29	4	88%	0	\$1,093	\$4,373
Mar-14	\$62,228	\$32,167	\$56,695	\$30,062	48%	87	74	13	85%	0	\$5,544	\$24,518
Apr-14	\$132,598	\$64,280	\$133,359	\$68,318	52%	96	77	19	80%	0	\$13,549	\$54,769
May-14	\$84,698	\$34,770	\$73,369	\$49,927	59%	70	53	17	76%	2	\$9,978	\$39,949
Jun-14	\$132,636	\$106,435	\$134,174	\$26,201	20%	69	54	15	78%	0	\$5,240	\$20,961
Jul-14	\$61,702	\$30,100	\$70,573	\$31,602	51%	81	71	10	88%	2	\$5,979	\$25,623
Aug-14	\$47,881	\$35,351	\$52,856	\$12,530	26%	86	74	12	86%	1	\$2,506	\$10,024
Sep-14	\$85,424	\$50,096	\$84,809	\$35,327	41%	63	51	12	81%	0	\$7,066	\$28,262
Oct-14	\$45,354	\$28,859	\$45,418	\$16,495	36%	64	53	11	83%	0	\$3,299	\$13,196
<b>Total 2014</b>	<b>\$668,392</b>	<b>\$392,464</b>	<b>\$665,803</b>	<b>\$275,928</b>	<b>41%</b>	<b>649</b>	<b>536</b>	<b>113</b>	<b>83%</b>	<b>5</b>	<b>\$54,254</b>	<b>\$221,673</b>
<b>Total to Date</b>	<b>\$668,392</b>	<b>\$392,464</b>	<b>\$665,803</b>	<b>\$275,928</b>	<b>41%</b>	<b>649</b>	<b>536</b>	<b>113</b>	<b>83%</b>	<b>5</b>	<b>\$54,254</b>	<b>\$221,673</b>

Report Run Date:11/03/2014

MCC



**MERCER COUNTY INSURANCE FUND COMMISSION  
 SAFETY DIRECTOR'S REPORT**

**TO:** Fund Commissioners  
**FROM:** J.A. Montgomery Risk Control, Safety Director  
**DATE:** November 16, 2014

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**October - December 2014  
 RISK CONTROL ACTIVITIES**

**JIF MEETINGS ATTENDED / TRAINING PRESENTED**

- **October 22:** Presentation on Office Safety was conducted at the Annual Safety Day.
- **October 22:** Conducted a loss control survey at the Mercer County Board of Social Services.
- **October 27:** Attended the MCIFC meeting in Trenton.
- **October 27:** Attended the MCIFC Claims Committee meeting in Trenton.
- **October 29:** Conducted a loss control survey of the Mercer County Fire Academy and the Court Houses.

**UPCOMING JIF MEETINGS**

- **November 24:** Plan to attend the MCIFC meeting in Trenton.
- **December 9:** Plan to attend the MCIFC Claims Committee meeting in Trenton.

**TRAINING CONDUCTED AND SCHEDULED (OCTOBER-DECEMBER)**

DATE	LOCATION	TOPIC	TIME
10/2/14	MCIFC -County Corrections	HazCom w-GHS	8:00 - 9:30 am
10/2/14	MCIFC -County Corrections	Fire Safety	9:45 - 10:45 am
10/2/14	MCIFC -County Corrections	Fire Extinguisher	11:00 - 12:00 pm

10/2/14	MCIFC -County Corrections	BBP	12:30 - 1:30 pm
10/2/14	MCIFC -County Corrections	HazCom w-GHS - <a href="#">Evening</a>	3:30 - 5:00 pm
10/2/14	MCIFC -County Corrections	Fire Safety - <a href="#">Evening</a>	5:15 - 6:15 pm
10/2/14	MCIFC -County Corrections	Fire Extinguisher - <a href="#">Evening</a>	6:30 - 7:30 pm
10/2/14	MCIFC -County Corrections	BBP - <a href="#">Evening</a>	8:00 - 9:00 pm
DATE	LOCATION	TOPIC	TIME
10/7/14	MCIFC – Airport	Scissor Lift Training	8:30 am
10/14/14	MCIFC -County Corrections	DDC 6 - <a href="#">Evening</a>	3:30 - 10:00 pm
10/17/14	MCIFC-DOT	Excavation/Trenching/Shoring	8:30 - 12:30 pm
10/21/14	MCIFC-DOT	HazMat Awareness w/HazCom GHS	8:00 - 11:00 am
10/21/14	MCIFC-DOT	Shop & Tool Safety	11:15 - 12:15 pm
10/23/14	MCIFC - County Corrections	HazCom w-GHS	8:00 - 9:30 am
10/23/14	MCIFC - County Corrections	Fire Safety	9:45 - 10:45 am
10/23/14	MCIFC - County Corrections	Fire Extinguisher	11:00 - 12:00 pm
10/23/14	MCIFC - County Corrections	BBP	12:30 - 1:30 pm
10/23/14	MCIFC - County Corrections	HazCom w-GHS - Evening	3:30 - 5:00 pm
10/23/14	MCIFC - County Corrections	Fire Safety - Evening	5:15 - 6:15 pm
10/23/14	MCIFC - County Corrections	Fire Extinguisher - Evening	6:30 - 7:30 pm
10/23/14	MCIFC - County Corrections	BBP - Evening	8:00 - 9:00 pm
10/27/14	MCIFC - DOT	Forklift Certification	8:30 - 2:30 pm
10/28/14	MCIFC - County Corrections	DDC 6	8:30 - 3:00 pm
10/29/14	MCIFC - DOT	DDC 6	8:30 - 3:00 pm
10/30/14	MCIFC - DOT	Heavy Equipment	9:00 - 12:00 pm
10/30/14	MCIFC - DOT	LOTO	12:30 - 2:30 pm
11/3/14	MCIFC - County Corrections	Employee Conduct & Violence Prevention	8:30 - 10:00 am
11/3/14	MCIFC - County Corrections	Employee Conduct & Violence Prevention-Evening	3:30 - 5:00 pm
11/5/14	MCIFC - County Corrections	Employee Conduct & Violence Prevention	8:30 - 10:00 am
11/5/14	MCIFC - DOT	Chain Saw Safety	8:00 - 9:30 am
11/5/14	MCIFC - DOT	Back Safety	9:45 - 10:45
11/5/14	MCIFC - DOT	Confined Space Awareness	11:00 - 12:00 pm
11/7/14	MCIFC - DOT	HazMat Awareness w/HazCom GHS	9:00 - 12:00 pm
11/7/14	MCIFC - DOT	Fall Protection Awareness	12:30 - 2:30 pm
11/10/14	MCIFC - County Corrections	HazCom w-GHS	8:00 - 9:30 am
11/10/14	MCIFC - County Corrections	Fire Safety	9:45 - 10:45 am
11/10/14	MCIFC - County Corrections	Fire Extinguisher	11:00 - 12:00 pm
11/10/14	MCIFC - County Corrections	BBP	12:30 - 1:30 pm
11/10/14	MCIFC - County Corrections	HazCom w-GHS - Evening	3:30 - 5:00 pm
11/10/14	MCIFC - County Corrections	Fire Safety - Evening	5:15 - 6:15 pm
11/10/14	MCIFC - County Corrections	Fire Extinguisher - Evening	6:30 - 7:30 pm
11/10/14	MCIFC - County Corrections	BBP - Evening	8:00 - 9:00 pm
11/12/14	MCIFC - County Corrections	HazCom w-GHS - Evening	3:30 - 5:00 pm
11/12/14	MCIFC - County Corrections	Fire Safety - Evening	5:15 - 6:15 pm
11/12/14	MCIFC - County Corrections	Fire Extinguisher - Evening	6:30 - 7:30 pm
11/12/14	MCIFC - County Corrections	BBP - Evening	8:00 - 9:00 pm
11/13/14	MCIFC - DOT	DDC 6	8:30 - 3:00 pm
11/18/14	MCIFC - DOT	Respiratory Protection & Fit Testing	8:00 AM
12/1/14	MCIFC – DOT	Flagger Workzone	8:30 – 12:30 pm



**RESOLUTION 47-14**

**MERCER COUNTY INSURANCE FUND COMMISSION  
AUTHORIZING A CLOSED SESSION TO DISCUSS  
PAYMENT AUTHORIZATION REQUESTS (PARS) & SETTLEMENT (SARS)  
RELATED TO PENDING OR ANTICIPATED LITIGATION**

**WHEREAS**, the MERCER COUNTY INSURANCE FUND COMMISSION (hereinafter “MCIFC”) is duly constituted as an Insurance Commission pursuant to N.J.S.A. 40A:10-6 et seq.; and

**WHEREAS**, the MCIFC is subject to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

**WHEREAS**, the Open Public Meetings Act requires all meetings of public bodies be open to the public; and

**WHEREAS**, the Open Public Meetings Act further provides a public body may permissibly exclude the public from a portion of a meeting at which the public body discusses items per the Open Public Meetings Act at N.J.S.A. 10:4-12.b.(1) thru (9) recognized as requiring confidentiality; and

**WHEREAS**, it is necessary and appropriate for the MCIFC to discuss certain matters in a meeting not open to the public consistent with N.J.S.A. 10:4-12.b.(7); and

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of said MERCER County Insurance Fund Commission pursuant to the Open Public Meetings Act as follows:

The MCIFC shall hold a closed session from which the public shall be excluded on November 24, 2014.

The general nature of the items to be discussed at said closed session shall include the following: the appropriateness of payment of statutorily required workers’ compensation benefits, settlement authority if any or continuing defense of pending or anticipated litigation, discussion of litigation strategy, position the MCIFC will take in said litigation, strengths and weaknesses of MCIFC’s position in said litigation.

The specific litigation is identified by the claim number assigned by Inservco in its capacity as the third-party claims administrator, name of the claimant, date of loss, workers’ compensation petition number and/or court assigned docket number which is set forth in the attached list which list is also appended to the MCIFC monthly meeting agenda for November 24, 2014 which agenda has been timely posted per the Open Public Meetings Act.

The minutes of said closed session shall be made available for disclosure to the public consistent with N.J.S.A. 10:4-13 when the items which are the subject of the closed session discussions are resolved and the reasons for confidentiality as to both the MCIFC and the claimant no longer exist.

**ADOPTED** by THE MERCER COUNTY INSURANCE FUND COMMISSION at a properly noticed meeting held on November 24, 2014.

**ADOPTED:**

\_\_\_\_\_  
**ANDREW A. MAIR, CHAIRMAN**

\_\_\_\_\_  
**DATE**

**ATTEST:**

\_\_\_\_\_  
**RAISSA WALKER**

\_\_\_\_\_  
**DATE**

**PAYMENT AUTHORIZATION REQUESTS**

# **APPENDIX I**

**MERCER COUNTY INSURANCE FUND COMMISSION  
OPEN MINUTES  
MEETING – OCTOBER 27, 2014  
Mercer County  
McDade Administration Building  
640 South Broad Street  
Trenton, NJ 08650-0068  
10:30AM**

Meeting was called to order by Chairman Mair. Ms. Dodd read the Open Public Meeting notice into record.

**ROLL CALL OF COMMISSIONERS:**

Andrew A. Mair	Present
Elizabeth A. Scannella	Present
Raissa Walker	Present ( <i>arrived 10:47</i> )

**FUND PROFESSIONALS PRESENT:**

Executive Director	PERMA Risk Management Services <b>Joseph Hrubash</b>
Claims Service	Inservco Insurance Services, Inc. <b>Nancy Fowlkes</b> <b>Debbie Stout</b>
	Conner Strong & Buckelew <b>Robyn Walcoff</b>
Managed Care Services	First MCO
Risk Management Consultant	Borden Perlman Salisbury & Kelly <b>Doug Borden</b>
Attorney	<b>Arthur J. Sypek, Jr.</b> <b>Paul Adezio</b>
Treasurer	
Safety Director	J.A. Montgomery Risk Control <b>Glenn Prince</b>

**ALSO PRESENT:**

Alma Ortiz, Mercer County Improvement Authority  
Thomas J. Walls, Jr., Capehart Scatchard  
Cathy Dodd, PERMA Risk Management Services

**APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF SEPTEMBER 30, 2014**

**MOTION TO APPROVE THE OPEN & CLOSED MINUTES OF  
SEPTEMBER 30, 2014**

Moved:	Commissioner Scannella
Second:	Chairman Mair
Vote:	2 Ayes, 0 Nays

**CORRESPONDENCE:** None

**COMMITTEE REPORTS:**

**SAFETY COMMITTEE:** Mr. Prince reported the Safety Committee last met on September 23<sup>rd</sup> and another meeting would be scheduled during the last quarter of 2014 which would be attended by Mr. Barry Sloane. Mr. Prince advised he would discuss the safety related items during his report.

**CLAIMS COMMITTEE:** Ms. Walcoff reported the Claims Committee met prior to the Commission meeting today to review and discuss the PARS that would be presented during closed session. Ms. Walcoff referred to a copy of the Claims Committee's Best Practices Workshop which was included in the agenda. Ms. Walcoff advised there were five guest speakers and the workshop was well attended. Commissioner Scannella advised she attended the Workshop with Lillian Nazzaro, Nancy Fowlkes, and Susan Schaefer. Commissioner Scannella indicated they all picked up some good tips and were especially interested in Dean Sizemore's report from Gloucester County. Commissioner Scannella noted she thought it would be a good idea to talk to an injured employee after they returned to work so both parties could express their opinions about the work related incident as they did in Gloucester County. A brief discussion ensued on the takeaways from the break out session regarding the challenges of repeat claims. Mr. Prince reported he sent e-mails to all CEL member Insurance Commissions and Counties with the user information to access the MAP Client Services which were discussed by Marian Bell of Safety National.

**EXECUTIVE DIRECTOR REPORT:** Executive Director advised he had one action item for his report along with some informational items.

**CERTIFICATE OF INSURANCE REQUEST FORM:** Executive Director reported on the Certificate of Insurance Report for the period of September 23, 2014 to October 21, 2014. There

were three (3) certificate of insurances issued during this period. In response to Chairman Mair's inquiry regarding the Description of Operations Commissioner Scannella advised certificates could be issued for use of facilities for an event or many times the State would request a certificate for a grant. Ms. Dodd advised the actual need for the certificate appeared on page 2 of the certificate; however the report was not formatted to show that information. Ms. Dodd indicated she would check with the appropriate department in PERMA to see if the report could be amended to include the pertinent page 2 information. Commissioner Scannella advised the information on the report did correspond with her information and recommended the report be approved.

**MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT**

Moved:	Commissioner Scannella
Second:	Chairman Mair
Vote:	2 Ayes, 0 Nays

**NJ EXCESS COUNTIES INSURANCE FUND:** Executive Director reported the CEL met on October 23, 2014 and a summary report of the meeting was distributed at the beginning of the meeting. Executive Director advised at that meeting the Board of Commissioners made a motion to introduce the 2015 Budget in the amount of \$19,964,592 and scheduled a Public Hearing for November 20<sup>th</sup> at 2:00 PM via a teleconference. Executive Director reviewed the insurance company premiums and also noted there was a new line item under the Ancillary Coverage's for XS Flood in the amount of \$250,000. Executive Director noted due to the addition of Ocean County and the possibility of Atlantic County as of January 1<sup>st</sup> monies were budgeted to pursue if feasible the purchase of additional flood limits. Executive Director advised the Board of Fund Commissioners offered membership to the County of Atlantic.

**MERCER COUNTY INSURANCE FUND COMMISSION PROPERTY & CASUALTY FINANCIAL FAST TRACK:** Executive Director advised the August Financial Fast Track was not available as PERMA had not received the claim bank statements for the month of August and September. Executive Director advised the August Financial Fast Track would be included in the November agenda.

**NJ CEL PROPERTY AND CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the agenda included the Financial Fast Track for the NJ CEL for the month of August. As of August 31, 2014 the CEL had a surplus of \$4,872,494.

**2015 AUTO ID CARDS/WC POSTING NOTICES/RENEWAL CERTIFICATES OF INSURANCE:** Executive Director advised the 2015 auto ID cards and WC Posting Notices would be sent for distribution the first week of December. Executive Director noted Ms. Dodd would review with Commissioner Scannella any certificates which should be re-issued for 2015.

**REPORTING OF CLAIMS TO CLAIMS MADE POLICIES PRIOR TO 12/31/14 EXPIRATION:** Executive Director asked Ms. Walcoff to review her letter to the Commissioners regarding the Reporting of Claims to Claims Made Policies Prior to 12/31/14. Ms. Walcoff referred to a copy of her letter and limit schematics which were included in the agenda. Ms. Walcoff

reminded the Commission that the Public Officials/Employment Practices, Medical Professional and General Liability policy along with the Crime policy were expiring on 12/31/14. Ms. Walcoff explained the policies were written on a claims made and reported policy form basis. Ms. Walcoff noted with this type of coverage, any claims made against a member entity that would be covered under the policies must be reported during the same policy year within which the claims were received by the member entity. Ms. Walcoff stressed the importance of reporting any claim or potential claim be reported prior to the policy expiration. Ms. Walcoff requested the Insurance Commission follow their usual claim reporting procedures and provide notice to Conner Strong & Buckelew by December 19, 2014 to ensure any claim was reported to the carrier prior to the expiration of the policy. Ms. Walcoff advised she would also e-mail the letter and limit schematics to Commissioner Scannella so she could reach out to her internal departments. Commissioner Scannella requested the e-mail also be sent to the legal department.

Executive Director advised since the CEL had introduced their budget, the 2015 Mercer County Insurance Fund Commission Budget would be introduced at the November meeting.

Executive Director advised that concluded his report unless anyone had any questions.

Executive Director's Report Made Part of Minutes.

**TREASURER REPORT:** Chairman Mair advised the Treasurer was not present. Chairman Mair advised the October Bill List, Resolution 41-14, was included in the agenda. In response to Commissioner Scannella's inquiry, Ms. Dodd advised we do advertise with the Trentonian, however, she did not receive the required voucher to include their payment on the October Bill list.

**MOTION TO APPROVE RESOLUTION 41-14, OCTOBER BILL LIST**

Moved:	Commissioner Scannella
Second:	Chairman Mair
Vote:	3 Ayes, 0 Nays

**ATTORNEY:** Mr. Sypek advised he did not have anything to report.

**CLAIMS SERVICE:**

Executive Director advised Resolution 42-14, Disclosure of Liability Claims Check Register, was included in the agenda along with a copy of the check register for the period of September 1, 2014 to September 30, 2014. Ms. Dodd pointed out that the check register included the entry for voiding the check that was issued to EB Fence in error.

Ms. Stout referred to the quarterly claims report which was included in the agenda. Ms. Stout advised since the Commission was only in existence for three quarters of a year the charts did not include a full year of data and there was nothing to compare to yet as far as trending. Ms. Stout advised the charts indicated what type of claims were occurring and their cost. Ms. Stout advised next year the reports would show the trends. Mr. Sypek thought it would be interesting to see which claims were unwitnessed. Ms. Stout advised she would have to check with her IT



department to see if that information could be captured but would try to do something manually back to the inception of the Commission. Executive Director also suggested looking at pre Commission claims.

Executive Director reported at the last meeting Mr. Mooney from First MCO offered to do an assessment of the account to determine if the Insurance Commission was receiving the best possible savings and to review the out of network providers. Ms. Stout advised she would follow up with Mr. Mooney.

Chairman Mair requested a motion to approve Resolution 42-14.

**MOTION TO APPROVE RESOLUTION 42-14 AUTHORIZING  
DISCLOSURE OF LIABILITY CLAIMS CHECK REGISTER**

Moved:	Commissioner Scannella
Second:	Chairman Mair
Vote:	3 Ayes, 0 Nays

**MANAGED CARE:** Executive Director reported a copy of First MCO’s report was included in the agenda. Executive Director advised the report included an additional column to reflect the amount of net savings which was requested at a previous meeting.

**CEL SAFETY DIRECTOR:** Mr. Prince reviewed the September – November Risk Control Activity Report which was included in the agenda. Mr. Prince commended the County for their participation in the training classes. Mr. Prince referred to the listing of the training courses conducted and those scheduled which were included in his report. Mr. Prince reviewed a copy of a Loss Control Report for the Mercer County Department of Corrections which was distributed at the meeting. Mr. Prince advised at the request of Commissioner Scannella he visited the Corrections Department to investigate a worker compensation incident. Mr. Prince advised based on the information he gathered at the facility and an interview with Captain Bearden he concluded that the injured worker did sustain the injuries while performing the assigned duties. Mr. Prince also recommended the repairs to the door be made as soon as possible. Mr. Prince also reviewed a Loss Control Report for “MCBOSS” prepared by Mr. Sloane that was included in the agenda. Commissioner Scannella commented that Mercer Safety Day was held the previous week and Mr. Sloane made a presentation in the afternoon on office safety.

**RISK MANAGER CONSULTANT:** Mr. Borden advised he did not have anything to report.

Correspondence Made Part of Minutes.

**OLD BUSINESS:** None

**NEW BUSINESS:** In response to Chairman Mair’s inquiry regarding MCBOSS, Mr. Prince advised Mr. Sloane did identify some issues in his report regarding the fire extinguishers. Mr.

Prince reported it was suggested the extinguishers be replaced with ABC rated fire extinguishers and he thought MCBOS was following up with their vendor.

**PUBLIC COMMENT:**

**MOTION TO OPEN MEETING TO THE PUBLIC**

Moved: Commissioner Scannella  
Second: Commission Walker  
Vote: 3 Ayes, 0 Nays

Seeing no members of the public wishing to speak Chairman Mair asked for a motion to close the public comment portion of the meeting.

**MOTION TO CLOSE MEETING TO THE PUBLIC**

Moved: Commissioner Scannella  
Second: Commissioner Walker  
Vote: 3 Ayes, 0 Nays

**CLOSED SESSION: RESOLUTION 43-14, EXECUTIVE SESSION FOR THE PURPOSE AS PERMITTED BY THE OPEN PUBLIC MEETINGS ACT, MORE SPECIFICALLY TO DISCUSS PARS RELATED TO PENDING OR ANTICIPATED LITIGATION AS IDENTIFIED IN THE LIST OF CLAIMS PREPARED BY THIRD PARTY CLAIM ADMINISTRATOR INSERVCO INSURANCE SERVICES, INC. AND ATTACHED TO THIS AGENDA.**

**MOTION TO APPROVE RESOLUTION 43-14 FOR EXECUTIVE SESSION**

Moved: Commissioner Scannella  
Second: Commissioner Walker  
Vote: 3 Ayes, 0 Nays

**MOTION TO RETURN TO OPEN SESSION**

Moved: Commissioner Scannella  
Second: Commissioner Walker  
Vote: 3 Ayes, 0 Nays

Commissioner Scannella advised she would make a motion to approve the PARS that was discussed during closed session.

**MOTION TO APPROVE THE PARS THAT WAS PRESENTED DURING  
CLOSED SESSION**

Moved:	Commissioner Scannella
Second:	Chairman Mair
Vote:	3 Ayes, 0 Nays

**MOTION TO ADJOURN:**

Moved:	Chairman Mair
Second:	Commissioner Scannella
Vote:	3 Ayes, 0 Nays

**MEETING ADJOURNED: 11:15 AM**

Minutes prepared by:  
Cathy Dodd, Assisting Secretary