

**MERCER COUNTY INSURANCE FUND COMMISSION
AGENDA AND REPORTS
MARCH 23, 2015**

**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: MARCH 23, 2015
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: February 23, 2015 Open Minutes.....Appendix I**
February 23, 2015 Closed Minutes.....Handout

- CORRESPONDENCE:**

- COMMITTEE REPORTS**
 Safety Committee:..... Verbal
 Claims Committee: Verbal

- EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMA Pages 3-20**

- TREASURER – David Miller**
 Resolution 17-15 March Bill List **Pages 21-22**
 January Reports **Pages 23-24**

- ATTORNEY – Arthur R. Sypek, Jr., Esq. Verbal**

- CLAIMS SERVICE –Inservco Insurance Services, Inc.**
 Resolution 18-15 Authorizing Disclosure of Liability Claims Check Register..... **Pages 25-26**
 Liability Claims Payments 2-1-15 to 2-28-15 **Pages 27-28**

- MANAGED CARE – First MCO**
 Monthly Summary Report - February.....**Page 29**

- CEL SAFETY DIRECTOR – J.A. Montgomery Risk Control**
 Monthly Report..... **Pages 30-31**

- RISK MANAGER CONSULTANT – Borden Perlman Salisbury & Kelly**
 Monthly Report..... Verbal

- OLD BUSINESS**
- NEW BUSINESS:**
- PUBLIC COMMENT**
- CLOSED SESSION – Payment Authorization Requests (PARS)Pages 32-34**
 Resolution 19-15 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

MEETING ADJOURNMENT

**NEXT SCHEDULED MEETING: April 28, 2015, MERCER COUNTY, McDADE
ADMINISTRATION BUILDING, 640 S. BROAD STREET, TRENTON, NJ 08650-8068
10:30 AM**

.MERCER COUNTY INSURANCE FUND COMMISSION

9 Campus Drive, Suite 16

Parsippany, NJ 07054

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

Date: March 23, 2015

Memo to: Commissioners of the Mercer County Insurance Fund Commission

From: PERMA Risk Management Services

Subject: Executive Director's Report

Certificate of Insurance Request Form (Pages 5-6) - Attached on pages 5-6 is the certificate of insurance issuance reports from the CEL listing those certificates issued for the period of February 17, 2015 to March 16, 2015. There were 8 certificates of insurance issued during this period.

Motion to approve the certificate of insurance report

Claims Committee Charter (Pages 7-13) - Included in the agenda on pages 7-11 is a copy of the March 2015 Edition of the Claims Committee Charter. The Charter was revised to reflect Megan Hughes as the Chair of the Committee and also the voting member representing the County. Attached on pages 12-13 is Resolution 16-15 amending the Charter.

Motion to adopt Resolution 16-15, Amendment to the Claims Committee Charter

Amendment to the 2015 Plan of Risk Management (Page 14) - At our last Commission meeting we approved the 2015 Plan of Risk Management subject to some corrections on page 3 of the Plan. Attached in the agenda on page 14 is a copy of the revisions that were made. The revisions are highlighted in blue. This is for informational purposes and no action is needed.

NJ Excess Counties Insurance Fund (CELJIF) (Pages 15-17) - The CEL held their Reorganization meeting and adopted the respective resolutions to conduct business on February 25, 2015. Mr. Michael Smith of the Burlington County Insurance Commission was re-elected as the Chairman. A summary report of that meeting is included in the agenda on pages 15-17. The next NJCE Fund meeting is scheduled for April 23, 2015 at 1:00 PM.

MCIFC Property & Casualty Financial Fast Track (Page 18) – Included in the agenda on page 18 is a copy of the Financial Fast Track as of **January 31, 2015**. The report indicates the Commission has a surplus of **\$1,575,483**. Line 8 of the report, “Investment in Joint Venture” is Mercer County Insurance Fund Commission’s share of equity in the CEL. MCIFC’s equity in the CEL as of January 31, 2015 is **\$245,390**.

- ❑ **NJ CEL Property and Casualty Financial Fast Track** - The January NJ CEL Financial Fast was not available for the meeting and will appear in next month's agenda.
- ❑ **Claims Tracking Reports (Pages 19-20)** – Included in the agenda on pages 19-20 are the two new claim monitoring reports as of January 31, 2015. Executive Director will review the Claim Activity Report and Claims Management Report Expected Loss Ratio Analysis with the Commission.
- ❑ **New Member Entities** – Executive Director will provide the Commission with an update on providing a proposal for the College.
- ❑ **CEL Stewardship Report for Mercer County** – Frank Proctor of CSB and Joe Hrubash of PERMA will be providing a stewardship report presentation to the Freeholders on Tuesday March 24th.

MERCER COUNTY INSURANCE FUND COMMISSION
Certificate Of Insurance Monthly Report

Tuesday, March 17, 2015

From 2/17/15 to 3/16/15

Holder (H) / Insured Name (I)	Holder / Insured Address	Holder Code	Description of Operations	Issue Date	Coverage
<u>MCIFC</u>					
H- Hopewell Township I- County of Mercer	201 Washington Crossing - Pennington Road Titusville, NJ 08560 McDade Administration Building 640 South Broad Street, PO Box 8068 Trenton, NJ 08650-0068	1015	Evidence of insurance. All operations usual to County Governmental Entity as respects to The Master Gardeners of Mercer County's Plant Expo. Company D: XS Liability \$10,000,000 XS of \$10,000,000, (\$10,000,000 Annual Aggregate) Policy Term: 1/1/15 to 1/1/16 Policy # XCO0000261 Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/15 to 1/1/16 Policy # SP4052392	2/25/2015	GL EX AU WC
H- NJ Division of Disability Services I- County of Mercer	11 A Quakerbridge Rd.; PO Box 705 McDade Administration Building 640 South Broad Street, PO Box 8068 Trenton, NJ 08650-0068	1024	Evidence of Insurance. (2/25/2015)	2/25/2015	GL EX AU WC
Company D: XS Liability \$10,000,000 XS of \$10,000,000, (\$10,000,000 Annual Aggregate) Policy Term: 1/1/15 to 1/1/16 Policy # XCO0000261 Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/15 to 1/1/16 Policy # SP4052392					
H- Evidence of Insurance I- County of Mercer	McDade Administration Building 640 South Broad Street, PO Box 8068 Trenton, NJ 08650-0068	1460	Evidence of insurance for 1589 Lambertson Road valued at \$3,885,567.	3/12/2015	PR
H- Evidence of Insurance I- County of Mercer	McDade Administration Building 640 South Broad Street, PO Box 8068 Trenton, NJ 08650-0068	1460	Evidence of insurance for 1589 Lambertson Road valued at \$3,885,567.	3/12/2015	GL EX

<p>H- Princeton Academy of the Sacred Heart I- County of Mercer</p>	<p>1128 The Great Road Princeton, NJ 08540 McDade Administration Building 640 South Broad Street, PO Box 8068 Trenton, NJ 08650-0068</p>	<p>1478</p>	<p>Evidence of Insurance. (see page 2)</p> <p>Company D: XS Liability \$10,000,000 XS of \$10,000,000, (\$10,000,000 Annual Aggregate) Policy Term: 1/1/15 to 1/1/16 Policy # XCO0000261</p> <p>Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/15 to 1/1/16 Policy # SP4052392</p>	<p>2/25/2015 GL EX AU WC</p>
<p>H- The Hun School I- County of Mercer</p>	<p>176 Edgerstoune Road Princeton, NJ 08540 McDade Administration Building 640 South Broad Street, PO Box 8068 Trenton, NJ 08650-0068</p>	<p>1479</p>	<p>Evidence of insurance. (see page 2)</p> <p>Company D: XS Liability \$10,000,000 XS of \$10,000,000, (\$10,000,000 Annual Aggregate) Policy Term: 1/1/15 to 1/1/16 Policy # XCO000026</p> <p>Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/15 to 1/1/16 Policy # SP4052392</p>	<p>2/25/2015 GL EX AU WC</p>
<p>H- Princeton Board of Education I- County of Mercer</p>	<p>25 Valley Road Princeton, NJ 08540 McDade Administration Building 640 South Broad Street, PO Box 8068 Trenton, NJ 08650-0068</p>	<p>1480</p>	<p>Evidence of insurance. (see page 2)</p> <p>Company D: XS Liability \$10,000,000 XS of \$10,000,000, (\$10,000,000 Annual Aggregate) Policy Term: 1/1/15 to 1/1/16 Policy # XCO000026</p> <p>Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/15 to 1/1/16 Policy # SP4052392</p>	<p>2/25/2015 GL EX AU WC</p>
<p>H- Princeton United Methodist Church I- County of Mercer</p>	<p>7 Vandeventer Street Princeton, NJ 08542 McDade Administration Building 640 South Broad Street, PO Box 8068 Trenton, NJ 08650-0068</p>	<p>1481</p>	<p>Evidence of insurance. (see page 2)</p> <p>Company D: XS Liability \$10,000,000 XS of \$10,000,000, (\$10,000,000 Annual Aggregate) Policy Term: 1/1/15 to 1/1/16 Policy # XCO000026</p> <p>Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/15 to 1/1/16 Policy # SP4052392</p>	<p>2/25/2015 GL EX AU WC</p>

Total # of Holders = 8

**MERCER COUNTY INSURANCE FUND COMMISSION
CLAIMS COMMITTEE MEETING SCHEDULE,
ASSIGNMENTS AND CLAIMS CHARTER**

The Claims Committee will conduct meetings on the following schedule:

Claims Committee Meetings will be held immediately prior to the Commission meeting on the fourth Monday of the month at 9:30 or 10 am, depending on the number of claims to be discussed. (Notification of time to be sent via email prior to the meeting.)

2015 CLAIMS COMMITTEE ASSIGNMENTS

Committee Members

Name		Affiliation
Megan Clark	(Chair)	Mercer County Insurance Fund Commission
Representative from County Counsel's Office		Mercer County
Lillian Nazarro, Esq.		Mercer County
Delores Smith		Mercer County Board of Social Services
Alma Ortiz		Mercer County Improvement Authority

Fund Professionals

Arthur R. Sypek, Jr.	Commission Attorney
Raissa Walker	Mercer County Insurance Commission
Joseph Hrubash	Executive Director, PERMA
Robyn Walcoff	Conner Strong & Buckelew
Michelle Leighton	Conner Strong & Buckelew
Glenn Prince	CEL Safety Director, J.A. Montgomery
Matt Baron	Inservco Insurance Services
Nancy Fowlkes	Inservco Insurance Services
Terry Sheerin	Inservco Insurance Services
Doug Borden	Risk Manager, Borden Perlman Salisbury & Kelly
Courtney Cameron	Risk Manager, Borden Perlman Salisbury & Kelly

March 2015 Edition

MERCER COUNTY INSURANCE FUND COMMISSION CLAIMS COMMITTEE MEETING SCHEDULE, ASSIGNMENTS AND CLAIMS CHARTER

CLAIMS COMMITTEE CHARTER

The Mercer County Insurance Fund Commission hereby constitutes and establishes a Claims Committee, an advisory committee authorized by the Commission's rules and regulations:

Composition

The Claims Committee shall be comprised of at least one representative from each member of the Mercer County Insurance Fund Commission and one Mercer County Insurance Fund Commissioner. Each representative shall have one vote. As additional members join the Mercer County Insurance Fund Commission, a representative from the new member entity shall be appointed to the Claims Committee.

Also serving on the Committee, with no voting privileges, shall be a representative from the Executive Director's office, the Fund Attorney, a representative from the Risk Management Consultant's office, a representative from the Third Party Administrator's office, and a representative from the CEL's Safety Director's office.

Authority and Responsibility

1. The Claims Committee shall review and recommend for approval or denial all payment authority requests which are subject to any combination of payments that exceed seven thousand five hundred dollars (\$7,500) for Property, including Boiler & Machinery, Auto Liability, General Liability including Law Enforcement Legal Liability, and twenty thousand dollars (\$20,000) for Workers' Compensation Claims, inclusive of legal fees, expenses, and such other items to be charged to the Mercer County Insurance Fund Commission. This notification also includes any prior claim where a request for additional payment authority is needed beyond an amount previously approved, any requests for lien compromises, and any subrogation abandonment requests.
2. The Claims Committee shall develop and recommend claims cost containment programs.

March 2015 Edition

MERCER COUNTY INSURANCE FUND COMMISSION CLAIMS COMMITTEE MEETING SCHEDULE, ASSIGNMENTS AND CLAIMS CHARTER

Claims Committee Bylaws

The Claims Committee of the Mercer County Insurance Fund Commission was established in February 2014, where the Mercer County Insurance Fund Commission adopted a resolution appointing certain employees of member entities to the Claims Committee, an advisory committee authorized by the Commission's rules and regulations. The Committee's operational guidelines are set down herein and may be amended by the Commissioners of the Mercer County Insurance Fund Commission.

Meetings

In 2015, the Claims Committee shall meet at least monthly, on the fourth Monday of the month, and as many times as the Committee Chairman deems necessary; provided, however, if there are five or less payment authority requests to review in one month, the Claims Committee may conduct the review of the payment authority requests electronically or telephonically in lieu of an in-person meeting.

Attendance

A majority of members of the Claims Committee shall be present at all meetings. In addition, a representative from the Executive Director's office, the Fund Attorney, a representative from the Risk Management Consultant's office, a representative from the Third Party Administrator's Office, and a representative from the CEL's Safety Director's office shall attend such meetings. As necessary or desirable, the Chairman may request other professionals and/or member representatives to also attend in order to exchange views on any issue that may be at hand.

Specific Duties

In undertaking its responsibilities as outlined above, the Claims Committee is to:

1. Apprise the Commissioners of the Mercer County Insurance Fund Commission, through special presentations as necessary, of significant developments in the course of performing its responsibility.
2. Review and recommend for approval or denial all payment authority requests which are subject to any combination of payments that exceeds seven thousand five hundred dollars (\$7,500) for Property, including Boiler & Machinery, Auto Liability, General Liability including Law Enforcement Legal Liability, and twenty thousand dollars (\$20,000) for Workers' Compensation inclusive of legal fees, expenses, and such other items to be charged to the Mercer County Insurance Fund Commission. This notification also includes any prior claim where a

**MERCER COUNTY INSURANCE FUND COMMISSION
CLAIMS COMMITTEE MEETING SCHEDULE,
ASSIGNMENTS AND CLAIMS CHARTER**

request for additional payment authority is needed beyond an amount previously approved, any requests for lien compromises, and any subrogation abandonment requests.

2. Recommend to Commissioners of the Mercer County Insurance Fund Commission any changes or extensions in the duties of the Committee.

March 2015 Edition

**MERCER COUNTY INSURANCE FUND COMMISSION
CLAIMS COMMITTEE MEETING SCHEDULE,
ASSIGNMENTS AND CLAIMS CHARTER**

**Mercer County Insurance Fund Commission
Claims Committee
2015 Meeting Schedule**

Meetings will be held in person before the Commission Meetings on the fourth Monday of the month at 9:30 or 10 am.

(Time is dependent on the number of claims to review, notice to be sent via email prior to the meeting).

January 26, 2015

February 23, 2015

March 23, 2015

April 27, 2015

May 2015 – To Be Determined

June 22, 2015

July 27, 2015

August 24, 2015

September 28, 2015

October 26, 2015

November 23, 2015

December 28, 2015

RESOLUTION NO. 16-15

**MERCER COUNTY INSURANCE FUND COMMISSION
RESOLUTION AMENDING CLAIMS COMMITTEE CHARTER
FOR A CHANGE IN THE COMMITTEE MEMBERS**

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

WHEREAS, the Commission has deemed it necessary and appropriate to form advisory committees as permitted by the duly adopted Commission Rules and Regulations; and

WHEREAS, on March 24, 2014, the Commission adopted Resolution 15-14, establishing a Claims Committee and Claims Committee Charter

WHEREAS, The Claims Committee has determined it was necessary to make certain changes to the Committee and Charter, therefore

BE IT RESOLVED by the Mercer County Insurance Fund Commission that effective immediately, Resolution # 16-15 is hereby adopted to revise the Committee Members participating on the Claims Committee

Representative

K. Megan Clark Hughes (Chair)
Representative from
County Counsel’s Office
Lillian Nazzaro, Esq.
Delores Smith
Alma Ortiz

Affiliated Member Entity

Mercer County
Mercer County
Mercer County
Mercer County Board of Social Services
Mercer County Improvement Authority

Fund Professional

Arthur R. Sypek
Raissa Walker
Joseph Hrubash
Robyn Walcoff
Michelle Leighton
Glenn Prince
Matt Baron
Nancy Fowlkes
Doug Borden
Courtney Cameron

Fund Position

Commission Attorney
Mercer County Insurance Commission
Executive Director, PERMA
Conner Strong & Buckelew
Conner Strong & Buckelew
CEL Safety Director, J. A. Montgomery
Inservco Insurance Services
Inservco Insurance Services, Inc
Risk Manager, Borden Perlman Salisbury & Kelly
Risk Manager, Borden Perlman Salisbury & Kelly

BE IT FURTHER RESOLVED that the members of the claims committee shall serve pursuant to the Rules and Regulations of the Mercer County Insurance Fund Commission, Article III,

Organization, Advisory Committees and the Claims Committee Charter which is attached to this resolution.

ADOPTED:

ANDREW A. MAIR, CHAIRMAN

DATE

ATTEST:

K.MEGAN CLARK HUGHES, VICE CHAIRMAN

DATE

- Law Enforcement - included in the General Liability limits.
 - 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 (1/1/15-1/1/16). The \$10,000,000 excess \$10,000,000 commercial excess layer is subject to a \$10,000,000 12 month annual aggregate limit (1/1/15-1/1/16).
 - Law Enforcement - included in the NJC's excess General Liability limits.
 - Employee Benefits Liability - included in the NJC's excess General Liability limits.
 - Subsidence - \$250,000 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 - \$250,000 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 - \$250,000 excess of the Insurance Commission's \$250,000. NJC retains 100% of the limit excess of the Member Commission's retention.

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND

9 Campus Drive – Suite 16
Parsippany, NJ 07054-4412
Telephone (201) 881-7632 Fax (201) 881-7633

Date: February 26, 2015
To: Executive Committee
Mercer County Insurance Fund Commission
From: PERMA Risk Management Services
Subject: New Jersey Counties Excess Meeting Report

2015 Reorganization: The NJCE conducted its 2015 Reorganization and adopted the respective resolutions to conduct the business of the Fund. As per the NJCE Bylaws, the total number of commissioners exceeds seven and can meet as an Executive Committee with a Chair, Secretary, five-member Executive Committee and up to four Alternate Commissioners. Below is a listing of the 2015 Executive Committee and alternates; however, the NJCE meets as a Board of Fund Commissioners.

2015 Officers & Executive Committee

Chairman	Michael Smith	Burlington County Insurance Commission
Secretary	Ross Angilella	Camden County Insurance Commission
Executive Committee	Gerald White	Gloucester County Insurance Commission
	Norman Albert	Union County
	Ken Mecouch	Cumberland County Insurance Commission
	Andrew Mair	Mercer County Insurance Fund Commission
	Kevin Crouch	Salem County Insurance Commission
Alternate #1	John Kelly	Ocean County
Alternate #2	Janette Kessler	Atlantic County Insurance Commission
Alternate #3	Edmund Shea	Hudson County

2015 Meeting Schedule

April 23, 2015	Camden County Emergency Training Center	1:00PM
June 25, 2015	Camden County Emergency Training Center	1:00PM
September 24, 2015	Camden County Emergency Training Center	1:00PM
October 22, 2015	Camden County Emergency Training Center	1:00PM
November 19, 2015	9 Campus Drive – Parsippany, NJ (Fund Office) Via Teleconference	1:00PM
February 25, 2016	2016 Reorganization Camden County Emergency Training Center	1:00PM

Claims Committee: Executive Director addressed the need to schedule separate NJCE claims meeting to meet at least monthly in conjunction with the fund's meeting dates. Further discussion and review of dates is required before finalizing a claims committee.

2015 Risk Management Plan: Included as part of the Reorganization was the 2015 Risk Management Plan with changes highlighted from the prior year.

NJCE Membership/Marketing Report: Atlantic County Insurance Commission has joined the Fund effective January 1, 2015 for a total of ten members. Mr. Proctor of Conner Strong & Buckelew provided a marketing report noting that efforts for 2015 will focus on Essex, Monmouth, Bergen, Cape May and Middlesex Counties.

Professional Contracts: Executive Director, Underwriting Manager and Safety Director original contracts have fee provisions based upon a percentage of the budget with a "not to exceed amount" ceiling for the 3-year contract period. The subsequent years of the fee amounts adjust to the corresponding membership and a percentage over the previous year of no more than 2% on the annualized budgeted amount. The Board authorized contract amendments for the Executive Director, Underwriting Manager and Safety Director to adjust original percentages down to equal the actual budgeted amounts.

Auditor Quotations: The Fund office will obtain quotes for auditing services; the results will be prepared by the next meeting for the board to review and make the necessary appointment so work can begin on the audit ending December 31, 2014.

2015 Excess & Ancillary Renewals: The Board previously approved authorization for the Underwriting Manager to bind coverage of the 2015 renewal program. The Extraordinary Unspecifiable Services (EUS) statements were included in the agenda and the Board of Fund Commissioners adopted Resolution 13-15 memorializing the authorization of the purchase of insurances.

Underwriting Manager provided a report on the 2015 Renewal Program and said negotiations were successful for an alternative for the Excess Liability (\$15,000,000 excess of the underlying Underwriters at Lloyds policy) program with National Casualty Company. Underwriting Manager secured additional aggregate Flood limits, above those offered by the Primary Property carrier, Zurich American Insurance Company. The additional limits were negotiated through Axis Surplus (33.34%) / RSUI Indemnity (33.33%) / Westchester Surplus which provides a \$15,000,000 aggregate limit above the aggregate limits provided by Zurich American Insurance Company (\$25,000,000 for all locations in a Special Flood Hazard Area and \$50,000,000 for all other locations). Lastly, there were 15 entities that elected to purchase Network Privacy & Security Liability coverage through National Union Fire Insurance Company (AIG) in 2015.

2015 Renewal Policies: The renewal policies are made available to NJCE members electronically through the Conner Strong & Buckelew secure website at sftp.connerstrong.com for those authorized representatives designated by their respective member entity. We are in the process of reviewing the policies and will release an e-mail with instructions to access the

website when the policies are available. The policies are expected to be available by April 2015. To be granted access to the secure site please contact Missy Williamson at 267-702-1424.

BRIT acquisition: Enclosed in the agenda was a notice on the acquisition of BRIT by Fairfax. Underwriting Manager reported once BRIT is owned by Fairfax Financials Holdings, LTD, BRIT will continue to operate on a decentralized basis, which means there will be no significant changes to their day-to-day underwriting and management.

Claim Reporting Requirements: Included in the agenda was a memorandum dated 1/26/15 distributed to all local Commission TPA's on the 2015 Claim Reporting Procedures.

Claims Status Summary: AmeriHealth Casualty Services prepared a summary report of any claims with large open reserves which were reviewed during Closed Session.

Catastrophe losses (CAT): The majority of the insurance industry has adopted a standard definition of a CAT loss, which is a multiple loss claim as a result of a single cause. CAT losses are typically assigned and numbered by Property Claims Services (PCS). Executive Director reported that the most recent CAT63 loss was on 2/14/15-2/15/15 and impacted some NJCE members and as such would be treated as one occurrence subject to one shared deductible.

NJCE Financials: The Financial Fast Track as of December 31, 2014 showed the fund's statutory surplus of \$5.3 million.

NJCE Website: The fund's website, www.njce.org, continues to be updated on an as-needed basis with fund information.

Risk Control: Safety Director's report included a report reflecting the risk control activities from November 2014 thru March 2015.

Next Meeting: The next meeting of the NJCE fund is scheduled for April 23, 2015 at 1:00PM at the Camden County Emergency Training Center.

MERCER COUNTY INSURANCE COMMISSION						
FINANCIAL FAST TRACK REPORT						
AS OF January 31, 2015						
ALL YEARS COMBINED						
		THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE	
1.	UNDERWRITING INCOME	653,592	653,592	7,489,494	8,143,086	
2.	CLAIM EXPENSES					
	Paid Claims	83,875	83,875	1,145,419	1,229,294	
	Case Reserves	65,969	65,969	1,097,825	1,163,794	
	IBNR	251,670	251,670	1,280,177	1,531,847	
	Discounted Claim Value	(18,835)	(18,835)	(140,251)	(159,086)	
	TOTAL CLAIMS	382,679	382,679	3,383,170	3,765,849	
3.	EXPENSES					
	Excess Premiums	204,030	204,030	2,250,966	2,454,996	
	Administrative	47,784	47,784	544,364	592,148	
	TOTAL EXPENSES	251,814	251,814	2,795,330	3,047,144	
4.	UNDERWRITING PROFIT (1-2-3)	19,099	19,099	1,310,994	1,330,093	
5.	INVESTMENT INCOME	0	0	0	0	
6.	PROFIT (4 + 5)	19,099	19,099	1,310,994	1,330,093	
7.	CEL APPROPRIATION CANCELLATION	0	0	0	0	
8.	INVESTMENT IN JOINT VENTURE	0	0	245,390	245,390	
9.	SURPLUS (6 + 7 + 8)	19,099	19,099	1,556,384	1,575,483	
SURPLUS (DEFICITS) BY FUND YEAR						
	2014	(4,895)	(4,895)	1,556,384	1,551,489	
	2015	23,994	23,994		23,994	
	TOTAL SURPLUS (DEFICITS)	19,099	19,099	1,556,384	1,575,483	
TOTAL CASH						
					188,649	
CLAIM ANALYSIS BY FUND YEAR						
FUND YEAR 2014						
	Paid Claims	81,193	81,193	1,145,419	1,226,612	
	Case Reserves	(11,998)	(11,998)	1,097,825	1,085,827	
	IBNR	(69,194)	(69,194)	1,280,177	1,210,983	
	Discounted Claim Value	4,817	4,817	(140,251)	(135,434)	
	TOTAL FY 2014 CLAIMS	4,817	4,817	3,383,170	3,387,987	
FUND YEAR 2015						
	Paid Claims	2,682	2,682		2,682	
	Case Reserves	77,968	77,968		77,968	
	IBNR	320,865	320,865		320,865	
	Discounted Claim Value	(23,652)	(23,652)		(23,652)	
	TOTAL FY 2015 CLAIMS	377,862	377,862	0	377,862	
COMBINED TOTAL CLAIMS		382,679	382,679	3,383,170	3,765,849	

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
CLAIM ACTIVITY REPORT

AS OF		January 31, 2015								
COVERAGE LINE - PROPERTY										
CLAIM COUNT - OPEN CLAIMS										
Year		2010	2011	2012	2013	2014	2015		TOTAL	
	December-14	0	0	0	0	8	0		8	
	January-15	0	0	0	0	8	0		8	
NET CHGE		0	0	0	0	0	0		0	
Limited Reserves									\$16,717	
Year		2010	2011	2012	2013	2014	2015		TOTAL	
	December-14	\$0	\$0	\$0	\$0	\$104,600	\$0		\$104,600	
	January-15	\$0	\$0	\$0	\$0	\$130,737	\$3,000		\$133,737	
NET CHGE		\$0	\$0	\$0	\$0	\$26,137	\$3,000		\$29,137	
Ltd Incurred		\$0	\$0	\$0	\$0	\$156,548	\$3,000		\$159,548	
COVERAGE LINE - GENERAL LIABILITY										
CLAIM COUNT - OPEN CLAIMS										
Year		2010	2011	2012	2013	2014	2015		TOTAL	
	December-14	0	0	0	0	35	0		35	
	January-15	0	0	0	0	32	0		32	
NET CHGE		0	0	0	0	-3	0		-3	
Limited Reserves									\$2,566	
Year		2010	2011	2012	2013	2014	2015		TOTAL	
	December-14	\$0	\$0	\$0	\$0	\$93,511	\$0		\$93,511	
	January-15	\$0	\$0	\$0	\$0	\$82,110	\$0		\$82,110	
NET CHGE		\$0	\$0	\$0	\$0	(\$11,401)	\$0		(\$11,401)	
Ltd Incurred		\$0	\$0	\$0	\$0	\$83,450	\$83,450		\$166,900	
COVERAGE LINE - AUTO LIABILITY										
CLAIM COUNT - OPEN CLAIMS										
Year		2010	2011	2012	2013	2014	2015		TOTAL	
	December-14	0	0	0	0	8	0		8	
	January-15	0	0	0	0	2	1		3	
NET CHGE		0	0	0	0	-6	1		-5	
Limited Reserves									\$833	
Year		2010	2011	2012	2013	2014	2015		TOTAL	
	December-14	\$0	\$0	\$0	\$0	\$4,950	\$0		\$4,950	
	January-15	\$0	\$0	\$0	\$0	\$2,000	\$500		\$2,500	
NET CHGE		\$0	\$0	\$0	\$0	(\$2,950)	\$500		(\$2,450)	
Ltd Incurred		\$0	\$0	\$0	\$0	\$8,742	\$500		\$9,242	
COVERAGE LINE - WORKERS COMP.										
CLAIM COUNT - OPEN CLAIMS										
Year		2010	2011	2012	2013	2014	2015		TOTAL	
	December-14	0	0	0	0	62	0		62	
	January-15	0	0	0	0	53	12		65	
NET CHGE		0	0	0	0	-9	12		3	
Limited Reserves									\$14,545	
Year		2010	2011	2012	2013	2014	2015		TOTAL	
	December-14	\$0	\$0	\$0	\$0	\$895,056	\$0		\$895,056	
	January-15	\$0	\$0	\$0	\$0	\$870,980	\$74,468		\$945,447	
NET CHGE		\$0	\$0	\$0	\$0	(\$24,076)	\$74,468		\$50,391	
Ltd Incurred		\$0	\$0	\$0	\$0	\$2,063,276	\$77,150		\$2,140,426	
TOTAL ALL LINES COMBINED										
CLAIM COUNT - OPEN CLAIMS										
Year		2010	2011	2012	2013	2014	2015		TOTAL	
	December-14	0	0	0	0	113	0		113	
	January-15	0	0	0	0	95	13		108	
NET CHGE		0	0	0	0	-18	13		-5	
Limited Reserves									\$10,776	
Year		2010	2011	2012	2013	2014	2015		TOTAL	
	December-14	\$0	\$0	\$0	\$0	\$1,098,117	\$0		\$1,098,117	
	January-15	\$0	\$0	\$0	\$0	\$1,085,827	\$77,968		\$1,163,794	
NET CHGE		\$0	\$0	\$0	\$0	(\$12,290)	\$77,968		\$65,677	
Ltd Incurred		\$0	\$0	\$0	\$0	\$2,312,017	\$164,100		\$2,476,117	
13-Mar-15										

Mercer County Insurance Fund Commission

CLAIMS MANAGEMENT REPORT

EXPECTED LOSS RATIO ANALYSIS

AS OF

January 31, 2015

FUND YEAR 2014 -- LOSSES CAPPED AT RETENTION

	Budget	Unlimited Incurred	Limited Incurred	Actual 31-Jan-15		MONTH TARGET	Unlimited Incurred	Limited Incurred	Actual 31-Dec-14		MONTH TARGET	Unlimited Incurred	Limited Incurred	Actual 30-Jan-14		MONTH TARGET
PROPERTY	62,322	156,548	156,548	251.19%	59,598	95.63%	120,195	120,195	192.86%	59,354	95.24%	0	0	0.00%	3,739	6.00%
GEN LIABILITY	124,157	83,450	83,450	67.21%	77,275	62.24%	94,741	94,741	76.31%	74,717	60.18%	0	0	0.00%	1,242	1.00%
AUTO LIABILITY	127,016	8,742	8,742	6.88%	68,795	54.16%	10,442	10,442	8.22%	64,990	51.17%	0	0	0.00%	1,270	1.00%
WORKER'S COMP	4,356,301	2,063,276	2,063,276	47.36%	3,055,124	70.13%	2,007,520	2,007,520	46.08%	2,791,248	64.07%	0	0	0.00%	21,782	0.50%
TOTAL ALL LINES	4,669,797	2,312,017	2,312,017	49.51%	3,260,792	69.83%	2,232,898	2,232,898	47.82%	2,990,309	64.04%	0	0	0.00%	28,033	0.60%
NET PAYOUT %	\$1,226,191					26.26%										

FUND YEAR 2015 -- LOSSES CAPPED AT RETENTION

	Budget	Current Unlimited Incurred	Limited Incurred	1 Actual 31-Jan-15		MONTH TARGET	Last Month Unlimited Incurred	Limited Incurred	0 Actual 31-Dec-14		MONTH TARGET	Last Year Unlimited Incurred	Limited Incurred	-11 Actual 30-Jan-14		MONTH TARGET
PROPERTY	80,948	3,000	3,000	3.71%	4,857	6.00%	0	0	0.00%	0	0.00%	0	0	N/A	N/A	N/A
GEN LIABILITY	155,896	0	0	0.00%	1,559	1.00%	0	0	0.00%	0	0.00%	0	0	N/A	N/A	N/A
AUTO LIABILITY	131,580	500	500	0.38%	1,316	1.00%	0	0	0.00%	0	0.00%	0	0	N/A	N/A	N/A
WORKER'S COMP	4,449,750	77,150	77,150	1.73%	22,249	0.50%	0	0	0.00%	0	0.00%	0	0	N/A	N/A	N/A
TOTAL ALL LINES	4,818,174	80,650	80,650	1.67%	29,980	0.62%	0	0	0.00%	0	0.00%	0	0	N/A	N/A	N/A
NET PAYOUT %	\$0					0.00%										

**MERCER COUNTY INSURANCE FUND COMMISSION
BILLS LIST**

Resolution No. 17-15

MARCH 2015

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>
000096			
000096	THE TIMES	ACCT: 1153600 - 12/11/14 - PUBLIC NOTICE	36.02
			36.02
TOTAL PAYMENTS FY 2014			36.02

FUND YEAR 2015

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000097			
000097	BORDEN PERLMAN SALISBURY&KELLY	INSURANCE CONSULTING FEE 03/2015	4,444.25
			4,444.25
000098			
000098	PERMA RISK MANAGEMENT SERVICES	POSTAGE FEE 02/2015	2.45
000098	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 03/2015	12,903.25
			12,905.70
000099			
000099	THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES FEE 03/2015	2,271.42
			2,271.42
000100			
000100	INSERVCO INSURANCE SERVICES	CLAIM SERVICES FEE 03/2015	16,421.00
			16,421.00
000101			
000101	THE PRINCETON PACKET	ACCT: 1042540 - 02/13/15 - NOTICE	14.00
			14.00
000102			
000102	THE TRENTONIAN	ACCT: 811-1101944 - 01/14/15 - PUBL NOTI	16.20
000102	THE TRENTONIAN	ACCT: 811-1101944 - 01/14/15 - MCIC	35.28
			51.48
000103			
000103	THE TIMES	ACCT: 1153600 - 02/12/15 - PUBLIC NOTICE	35.73
000103	THE TIMES	ACCT: 1153600 - 01/21/15 - EXEC SECTION	36.60
000103	THE TIMES	ACCT: 1153600 - 01/15/15 - PUBLIC NOTICE	61.54
			133.87
000104			
000104	SPARK CREATIVE GROUP LLC	WEBSITE HOSTING/DOMAIN MAANAGEMENT 3/15	375.00
			375.00
000105			
000105	J.A. MONTGOMERY RISK CONTROL	LOSS CONTROL SERVICES 03/2015	9,906.75
			9,906.75
TOTAL PAYMENTS FY 2015			46,523.47

TOTAL PAYMENTS ALL FUND YEARS \$ 46,559.49

Chairperson

Attest:

Dated: _____

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

Treasurer

MERCER COUNTY INSURANCE FUND COMMISSION
SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED

Current Fund Year: 2015								
Month Ending: January								
	Property	Liability	Auto	Worker's Comp	0	NJ CEL	Admin	TOTAL
OPEN BALANCE	(313.32)	52,599.69	65,335.97	1,351,942.87	0.00	(1,026,709.40)	(209,360.13)	233,495.68
RECEIPTS								
Assessments	706.56	1,413.12	1,447.17	49,518.70	0.00	25,580.83	6,461.17	85,127.55
Refunds	0.00	0.00	0.00	1,518.76	0.00	0.00	0.00	1,518.76
Invest Pymnts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Invest Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subtotal Invest	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	706.56	1,413.12	1,447.17	51,037.46	0.00	25,580.83	6,461.17	86,646.31
EXPENSES								
Claims Transfers	0.00	110.33	1,250.00	84,033.31	0.00	0.00	0.00	85,393.64
Expenses	0.00	0.00	0.00	0.00	0.00	0.00	46,024.84	46,024.84
Other *	0.00	0.00	0.00	0.00	0.00	0.00	75.00	75.00
TOTAL	0.00	110.33	1,250.00	84,033.31	0.00	0.00	46,099.84	131,493.48
END BALANCE	393.24	53,902.48	65,533.14	1,318,947.02	0.00	(1,001,128.57)	(248,998.80)	188,648.51

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS				
MERCER COUNTY INSURANCE FUND COMMISSION				
ALL FUND YEARS COMBINED				
CURRENT MONTH	January			
CURRENT FUND YEAR	2015			
		Description:	MCIFC General A/C	MCIFC Claims A/C
		ID Number:		
		Maturity (Yrs)		
		Purchase Yield:		
		TOTAL for All		
		Accts & instrumnts		
Opening Cash & Investm	\$233,495.68		284,493.78	- 50,998.10
Opening Interest Accrua	\$0.00		-	-
1	Interest Accrued and/or	\$0.00	\$0.00	\$0.00
2	Interest Accrued - discot	\$0.00	\$0.00	\$0.00
3	on and/or Interest Cost)	\$0.00	\$0.00	\$0.00
4	Accretion	\$0.00	\$0.00	\$0.00
5	Interest Paid - Cash Inst	\$0.00	\$0.00	\$0.00
6	Interest Paid - Term Ins	\$0.00	\$0.00	\$0.00
7	Realized Gain (Loss)	\$0.00	\$0.00	\$0.00
8	Net Investment Income	\$0.00	\$0.00	\$0.00
9	Deposits - Purchases	\$86,646.31	\$0.00	\$86,646.31
10	(Withdrawals - Sales)	-\$131,493.48	-\$46,024.84	-\$85,468.64
	Ending Cash & Investment	\$188,648.51	\$238,468.94	-\$49,820.43
	Ending Interest Accrual Bal	\$0.00	\$0.00	\$0.00
	Plus Outstanding Checks	\$96,987.46	\$46,024.84	\$50,962.62
	(Less Deposits in Transit)	\$0.00	\$0.00	\$0.00
	Balance per Bank	\$285,635.97	\$284,493.78	\$1,142.19

RESOLUTION 18-15

**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 March 23, 2015 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 February 1, 2015 to February 28, 2015 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 March 23, 2015.

ADOPTD:

ANDREW A. MAIR, CHAIRMAN

DATE

ATTEST:

K. MEGAN CLARK HUGHES, VICE CHAIRMAN

DATE

Mercer County Ins Fund Comm - 396
Financial Transaction Log - Liability Claim Payments
Monthly / Detail / By Coverage / By Payment Type / By Check Number
02/01/2015 Thru 02/28/2015

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
02/01/2015 Thru 02/28/2015

Type	Check #	Claim #	Claimant Name	From Date	To Date	Payee Name	Trans. Date	Payment Description	Amt. Requested	Amt. Paid
Coverage: Auto Liability										
C	3771	3902000550	001 ROUNTREE, MARY	10/18/2014	10/18/2014	MARY ROUNTREE	02/03/2015	FULL FINAL SETTLEMENT OF ALL CLAIMS	500.00	500.00
Total for Coverage: Auto Liability							Number of entries: 1		500.00	500.00
Coverage: Auto Physical Damage										
R	260131	3903000348	001 MERCER COUNTY INSURANCE	08/01/2014	08/01/2014	NEW JERSEY MANUFACTURERS	02/04/2015	Subro recovery	-1,991.79	-1,991.79
Total for Coverage: Auto Physical Damage							Number of entries: 1		-1,991.79	-1,991.79
Total for Mercer County Ins Fund Comm - 396							Number of entries: 2		-1,491.79	-1,491.79



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
Total 2014	\$822,559	\$509,923	\$814,817	\$312,636	38%	752	618	134	82%	6	\$61,563	\$251,073
Jan-15	\$106,403	\$56,196	\$97,566	\$50,206	47%	74	59	15	80%	1	\$9,957	\$40,250
Feb-15	\$44,022	\$27,168	\$40,016	\$16,854	38%	81	61	20	75%	0	\$3,371	\$13,483
Total 2015	\$150,424	\$83,364	\$137,582	\$67,061	45%	155	120	35	77%	1	\$13,327	\$53,733
Total to Date	\$972,984	\$593,287	\$952,399	\$379,697	39%	907	738	169	81%	7	\$74,890	\$304,807

Report Run Date:03/02/2015

MCC



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

TO: Fund Commissioners
FROM: J.A. Montgomery Risk Control, Safety Director
DATE: March 16, 2015

**February - March 2015
RISK CONTROL ACTIVITIES**

JIF MEETINGS ATTENDED / TRAINING PRESENTED

- **February 18:** Attended the MCIFC Accident Review Panel meeting in Trenton.
- **February 20:** Conducted an Accident Investigation for Highway Department.
- **February 23:** Attended the MCIFC meeting in Trenton.
- **February 23:** Attended the MCIFC Claims Committee meeting in Trenton.
- **February 24:** Attended the MCIFC Accident Review Committee meeting in Trenton.

UPCOMING JIF MEETINGS

- **March 18:** Plan to attend the MCIFC Accident Review Committee meeting in Trenton.
- **March 23:** Plan to attend the MCIFC meeting in Trenton.
- **March 23:** Plan to attend the MCIFC Claims Committee meeting in Trenton.
- **March TBD:** Plan to attend the MCIFC DOT Safety Committee meeting.

TRAINING CONDUCTED AND SCHEDULED (FEBRUARY-MARCH)

DATE	LOCATION	TOPIC	TIME
2/4/15	MCIFC - DOT	Respiratory Protection & Fit Testing	8:00 AM
2/4/15	MCIFC - Parks	Fire Extinguisher	8:00 - 9:00 am
2/4/15	MCIFC - Parks	Back Safety / Material Handling	9:15 - 11:15 am
2/6/15	MCIFC - Parks	LOTO	8:00 - 10:00 am
2/6/15	MCIFC - Parks	Fall Protection Awareness	10:15 - 12:15 pm
2/6/15	MCIFC - Parks	Employee Conduct & Violence Prevention	12:45 - 2:15 pm
2/10/15	MCIFC - Parks	Accident Investigation	8:00 - 10:00 am
2/10/15	MCIFC - Parks	Ladder Safety	10:15 - 12:15 pm
2/12/15	MCIFC - Parks	Accident Investigation	8:00 - 10:00 am
2/12/15	MCIFC - Parks	Ladder Safety	10:15 - 12:15 pm
2/12/15	MCIFC - T.R.A.D.E	Driver Safety Awareness	8:00 - 9:30 am
2/12/15	MCIFC - T.R.A.D.E	BBP	9:45 - 10:45 am
2/12/15	MCIFC - T.R.A.D.E	Fire Safety	11:00 - 12:00 pm
2/12/15	MCIFC - T.R.A.D.E	Fire Extinguisher	12:30 - 1:30 pm
2/12/15	MCIFC - T.R.A.D.E	HazCom w-GHS	1:45 - 3:15 pm
2/13/15	MCIFC - Parks	Shop & Tool Safety	11:15 - 12:15 pm
2/13/15	MCIFC - Parks	BBP	12:45 - 1:45 pm
2/17/15	MCIFC - Parks	Toolbox Talks Essentials	8:00 - 9:30 am
2/17/15	MCIFC - Parks	PPE	9:45 - 11:45 am
2/17/15	MCIFC - Parks	Driving Safety Awareness	12:30 - 2:00 pm
2/19/15	MCIFC - Parks	DDC – 6	8:00 - 2:30 pm (w/lunch brk)
2/23/15	MCIFC - Parks	CDL-Supervisors Reasonable Suspicion	8:00 - 10:00 am
2/23/15	MCIFC - Parks	Special Events Management	10:15 - 12:15 pm
2/23/15	MCIFC - Parks	Fire Extinguisher Safety	12:45 - 1:45 pm
2/26/15	MCIFC - Parks	CDL-Supervisors Reasonable Suspicion	8:00 - 10:00 am
2/26/15	MCIFC - Parks	Special Events Management	10:15 - 12:15 pm
2/26/15	MCIFC - Parks	Fire Extinguisher Safety	12:45 - 1:45 pm
3/2/15	MCIFC – Parks	DDC 6	8:00 – 2:30 pm (w/lunch brk)
3/9/15	MCIFC - Parks	Toolbox Talks Essentials	8:00 - 9:30 am
3/9/15	MCIFC - Parks	PPE	9:45 - 11:45 am
3/9/15	MCIFC - Parks	Driving Safety Awareness	12:30 - 2:00 pm
3/19/15	MCIFC - Parks	Landscape Safety	8:00 - 11:00 am
3/19/15	MCIFC - Parks	Shop & Tool Safety	11:15 - 12:15 pm
3/19/15	MCIFC - Parks	BBP	12:45 - 1:45 pm

SAFETY DIRECTOR'S BULLETINS & SAFETY ANNOUNCEMENTS

- Police Safety In and Around Patrol Vehicle – March 12

RESOLUTION 19-15

**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 March 23, 2015.

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 March 23, 2015 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 March 23, 2015.

ADOPTED:

ANDREW A. MAIR, CHAIRMAN

DATE

ATTEST:

K. MEGAN CLARK HUGHES, VICE CHAIRMAN

DATE

PAYMENT AUTHORIZATION REQUESTS

<u>Claim #</u>	<u>Claimant</u>	<u>Type of Claim</u>	<u>PAR/SAR</u>	<u>C.P or DO #</u>
3960000597	Michael Dellrossa	Worker Compensation	PAR	
3960000584	Ralph MacKelvey	Worker Compensation	PAR	
3960000532	Xuande Guo (deceased)	Liability	PAR	
3960000593	Mercer County	Property	PAR	

APPENDIX I

**MERCER COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – FEBRUARY 23, 2015
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
K. Megan Clark Hughes	Present
Raissa Walker	Present

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Joseph Hrubash
Claims Service	Inservco Insurance Services, Inc. Nancy Fowlkes Terry Sheerin
	Conner Strong & Buckelew Robyn Walcoff
Managed Care Services	First MCO Thea Isabella Mark Spivak
Risk Management Consultant	Borden Perlman Salisbury & Kelly Doug Borden
Attorney	Arthur J. Sypek, Jr., Esq. Paul Adezio, Esq.
Treasurer	
Safety Director	J.A. Montgomery Risk Control Glenn Prince

ALSO PRESENT:

Alma Ortiz, Mercer County Improvement Authority
Susan Schaefer, Susan Schaefer, LLC
Lillian L. Nazzaro, Esq., Mercer County Counsel
Michael S. Trump, Vericclaim, Inc. (arrived 11:10 AM)
Karl Thomas, Mercer County
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN MINUTES OF JANUARY 26, 2015

Chairman Mair indicated he had a few comments on the minutes before they were approved. Chairman Mair advised the Executive Director prepared a stewardship report in preparation for the Freeholder meeting and that he also met with Mr. Borden who would also prepare a list of coverage. Chairman Mair also indicated Mr. Borden reviewed the policies. Chairman Mair advised the Executive Director would be meeting with the Board on March 24th. Chairman Mair noted there should be a discussion on designating an alternate for Executive Committee. In response to Chairman Mair’s inquiry regarding the Claims Committee representation, Executive Director advised Ms. Walker and Ms. Hughes could both be members of the committee; however, only one could be a voting member. Chairman Mair asked Commission Attorney to draft a motion by title under new business. Chairman Mair advised the RFP for the auditor was still not complete and the Treasurer was not available for an update. Chairman Mair asked if anyone had any questions regarding the minutes.

MOTION TO APPROVE THE OPEN MINUTES OF JANUARY 26, 2015

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

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on February 18th and reviewed 8 accidents. Mr. Prince also advised he completed an accident investigation for the Highway Department for an incident on January 31, 2015.

CLAIMS COMMITTEE: Ms. Walcoff reported the Claims Committee met prior to the Commission at 10:00 to discuss and review a PAR that would be presented during closed session. Ms. Walcoff advised the committee also held a discussion on the County representation for the Claims Committee. In response to Chairman Mair’s inquiry, Commission Walker advised Ms. Hughes should be the voting member for the County on the Claims Committee. Ms. Walcoff noted there was a fairly large property loss and Mr. Michael Trump of Vericclaim would attend the meeting to discuss the status of the claim.

EXECUTIVE DIRECTOR REPORT: Executive Director advised he had several action items for his report.

2015 RISK MANAGEMENT PLAN: Executive Director referred to a copy of the 2015 Plan of Risk Management which was included in the Appendix II section of the agenda. Executive Director advised the changes were highlighted in yellow and he would review the significant changes. Executive Director reported the Cyber Liability was now listed as coverage. Executive Director referred to page 3 of the plan and noted Mr. Borden had discovered an error in the Sexual Abuse or Molestation Coverage and the Owner Watercraft paragraphs. Executive Director advised the coverage was \$250,000 excess of the Insurance Commission's \$250,000 and not \$750,000. Executive Director indicated he would ask for a motion to approve the plan subject to the correction. Executive Director advised the insurers for the excess property layer changed and was reflected on page 5 of the plan. Executive Director referred to page 7 of the Plan and advised the CEL purchased Excess Flood/Earthquake coverage and that information was highlighted. Executive Director advised page 10 included a synopsis of the Cyber Liability coverage.

MOTION TO ADOPT RESOLUTION 12-15, PLAN OF RISK MANAGEMENT FOR 2015 SUBJECT TO THE CHANGES NOTED BY THE EXECUTIVE DIRECTOR

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

CERTIFICATE OF INSURANCE REQUEST FORM: Executive Director reported on the Certificate of Insurance Report for the period of January 23, 2015 to February 16, 2015. There were five (5) certificate of insurances issued during this period.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

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

NJ EXCESS COUNTIES INSURANCE FUND (CELJIF): Executive Director reported the CEL 2015 Re-Organization meeting was scheduled for February 26, 2015 at 1:00 PM at the Camden County College Regional Emergency Training Center. Chairman Mair advised he would participate in the meeting via teleconference.

MCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACKS: Executive Director advised the December 2014 monthly Financial Fast Track was included in the agenda. The Commission had a surplus of \$1,556,384 as of December 31, 2014. Executive Director also referred to line 8 of the December report, "Investment in Joint Venture" and indicated \$245,390 of the surplus was the MCIFC's share of the CEL JIF equity.

NJ CEL PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the agenda included the Financial Fast Track for the NJ CEL for the month of December. As of December 31, 2014 the CEL had a surplus of \$5,322,955.

NEW CLAIMS TRACKING REPORTS: Executive Director reported the agenda included two new claim monitoring reports. Executive Director advised the first report was the “Claim Activity Report” as of December 31, 2014 and included the number of open claims and the corresponding reserve amounts by month. Executive Director explained the purpose of the report was to look for any inconsistencies posted by the TPA. Executive Director reviewed the second report, “Claims Management Report Expected Loss Ratio Analysis” and advised the report compared the incurred amount of losses to the (1) budget amounts and (2) Actuary amounts. Executive Director advised the actual incurred amounts as of 12/31/14 (12 months) were 47.97% of the budgeted amount and the actuary projection target was 64.07%. The Commission’s loss reserve was running below the actuary’s projection. However, Executive Director pointed out that the property losses and general liability claims were higher than projected at 12 months. Executive Director advised in 2015 Fund Year this report would also provide a comparison to 2014 Fund Year.

NEW MEMBER ENTITIES: Executive Director advised Mr. Proctor of Conner Strong & Buckelew would be looking into the feasibility of providing a proposal for the College. Executive Director advised the College’s program expired on 7/1/15; however the two other school districts were committed in their current program till 7/1/17.

CEL STEWARDSHIP REPORT FOR MERCER COUNTY: Executive Director reported he and Mr. Proctor met with Chairman Mair, Mr. Brian M. Hughes, and other County representatives and presented a Stewardship Report. Executive Director indicated he would make another presentation at the March 24th Freeholder 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 February Bill List, Resolution 13-15, was included in the agenda.

MOTION TO APPROVE RESOLUTION 13-15, FEBRUARY BILL LIST

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

Executive Director advised the monthly Treasurer Reports were included in the agenda.

ATTORNEY: Commission Attorney advised he did not have anything to report but would make a motion during New Business to address the Claims Committee representation.

CLAIMS SERVICE:

Executive Director advised Resolution 14-15, Disclosure of Liability Claims Check Register, was included in the agenda along with a copy of the check register for the period of January 1, 2015 to January 31, 2015.

MOTION TO APPROVE RESOLUTION 14-15 AUTHORIZING DISCLOSURE OF LIABILITY CLAIMS CHECK REGISTER

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

Ms. Sheerin reported she was working with Ms. Walcoff to conduct a Claim Review in March and would be set up through the Claims Committee. Executive Director asked that the worker compensation claims be reviewed to make sure the reserves were reflected accurately.

In response to Chairman Mair’s inquiry regarding OPRA, Ms. Dodd advised OPRA requests could be done through the website and sent via e-mail to the PERMA office. Executive Director advised if the OPRA request was not Commission related PERMA would notify the requestor and send a copy to Mr. Sypek.

MANAGED CARE: Thea Isabella of First MCO advised she would review the Managed Care Report which was included in the agenda. Ms. Isabella introduced Mr. Mark Spivak who was attending the meeting from her office. Ms. Isabella reported for the month of January provider bills were received in the amount of \$106,403 and First MCO re-priced the bills to \$56,196 for a savings of \$50,206 or 47% with 80% PPO penetration. Ms. Isabella advised she was going to review the bills with Ms. Schaefer to determine the PPO penetration percentage.

CEL SAFETY DIRECTOR: Mr. Prince reviewed the January – March Risk Control Activity Report which was included in the agenda. Mr. Prince advised there were 27 training opportunities for February and March for Mercer County employees. Mr. Prince reported prior to the meeting he had an opportunity to discuss with Commissioner Hughes the BRIT online training program and indicated he would schedule an appointment to provide a demonstration on the program to see if the County wanted to participate in the free program. In response to Executive Director’s inquiry, Mr. Prince advised the Gloucester County Insurance Commission was utilizing the program and Burlington County Insurance Commission should be operational shortly. Mr. Prince indicated he could schedule an online demonstration for Mercer County with Natalie Dougherty of his office who administers the BRIT program. Mr. Prince advised a test was given at the end of each training class. Lastly, Mr. Prince advised two Safety Director’s Bulletins were sent out on January 14th, “MVR Checks Reminder” and “OSHA Summary Log Reminder”. Mr. Prince advised that concluded his report unless anyone had any questions.

RISK MANAGER CONSULTANT: Mr. Borden advised there were some pending items on the Crime and Public Official coverages but wanted to wait until everything was finalized and would defer until the next meeting.

Correspondence Made Part of Minutes.

OLD BUSINESS: None

NEW BUSINESS: Chairman Mair explained that currently both Commissioner Walker and Commissioner Hughes were on the Claims Committee; however, only one Commissioner could only be a voting member. Mr. Sypek requested a motion to authorize Commissioner Hughes as the voting member.

MOTION TO AUTHORIZE COMMISSIONER HUGHES AS THE VOTING MEMBER OF THE CLAIMS COMMITTEE

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

Ms. Walcoff advised the Claims Committee Charter should be updated to reflect the change. Executive Director advised the Charter and Resolution could be presented at the next meeting for approval.

PUBLIC COMMENT:

MOTION TO OPEN MEETING TO THE PUBLIC

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

CLOSED SESSION: Chairman Mair read and requested a motion to approve Resolution 15-15 authorizing a Closed Session to discuss PARS.

RESOLUTION 15-15, 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 15-15 FOR EXECUTIVE SESSION

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

MOTION TO RETURN TO OPEN SESSION

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

MOTION TO APPROVE PAYMENT AUTHORITY REQUEST FOR # 0508 IN THE AMOUNT OF \$33,939.96

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

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 11:30 AM

Minutes prepared by:
Cathy Dodd, Assisting Secretary