

**MERCER COUNTY INSURANCE FUND COMMISSION
AGENDA AND REPORTS
JULY 24, 2017**

**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: JULY 24, 2017
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: June 26, 2017 Open MinutesAppendix I
June 26, 2017 Closed MinutesHandout

- CORRESPONDENCE:

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

- EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMA Pages 3-16

- TREASURER – David Miller
 - Resolution 34-17 July Bill List - *Motion*Page 17
 - May Treasurer Reports..... Pages 18-19

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

- CLAIMS SERVICE –Inservco Insurance Services, Inc. - *Motion*
 - Resolution 35-17 Authorizing Disclosure of Liability Claims Check Register..... Pages 20-21
 - Liability Claims Payments 6-1-17 to 6-30-17 Pages 22-23

- MANAGED CARE – First MCO
 - Monthly Summary Report – JunePage 24

- CEL SAFETY DIRECTOR – J.A. Montgomery Risk Control
 - Monthly Report.....Page 25
 - Safety Director’s Bulletin – Ladder Safety Pages 26-27

- RISK MANAGER CONSULTANT – Borden Perlman Salisbury & Kelly

- OLD BUSINESS
- NEW BUSINESS:
- PUBLIC COMMENT

- CLOSED SESSION – Payment Authorization Requests (PARS)Pages 28-30
 - Resolution 36-17 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 - Motion

MEETING ADJOURNMENT

NEXT SCHEDULED MEETING: **September 25, 2017, 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 216
Parsippany, NJ 07054
Telephone (201) 881-7632 Fax (201) 881-7633

Date: July 24, 2017
Memo to: Commissioners of the Mercer County Insurance Fund Commission
From: PERMA Risk Management Services
Subject: Executive Director's Report

Certificate of Insurance Issuance Report (Pages 5-6) – Attached on pages 5-6 is the certificate of issuance report from the CEL listing the certificates issued for the period of 6/1/17 to 6/30/17. There were 2 certificate of insurances issued during this period.

Motion to approve the certificate of insurance report

Worker Compensation Case Management Services (Page 7) - Included in the agenda on page 7 is Resolution 32-17 authorizing the services of Susan Schaefer, LLC to provide worker compensation case management services for the Mercer County Insurance Fund Commission for the period of July 1, 2017 to July 30, 2018. This resolution was reviewed by Mr. Adezio.

Motion to adopt Resolution 32-17 Authorizing the Services Of Susan Schaeffer, LLC

2017 Meeting Schedule (Page 8) – The 2017 Meeting Schedule does not include an August Meeting date. When we discussed the August meeting date earlier in the year, Chairman Mair suggested we wait to see how much activity there was during the summer months. At the present time we do not anticipate any pertinent action items for August. We will ask the Commissioners to determine if there is a need for an August meeting. Included in the agenda on page 8 is Resolution 33-17, Authorizing Commission Treasurer to Process Contracted Payments and Expenses. If it is decided an August meeting is not needed we will ask the Commissioners to adopt the Resolution. If a meeting is needed we would propose a date of August 28, 2017.

Motion to adopt Resolution 33-17 Authorizing the Commission Treasurer to Process Contracted Payments and Expenses

OR

Motion to schedule a meeting for August 28, 2017 and advertise in the Commission's official newspapers

- ❑ **NJ Excess Counties Insurance Fund (CELJIF) (Pages 9-10)** – During the June meeting we provided a verbal summary of the CELJIF’s meeting of June 22, 2017. Included in the agenda on pages 9-10 is a written summary of that meeting. The CEL is scheduled to meet again on 9-28-17.
- ❑ **MCIFC Property & Casualty Financial Fast Track (Page 11)** – Included in the agenda on page 11 is a copy of the Financial Fast Track as of **May 31, 2017**. The report indicates the Commission has a surplus of **\$5,500,501**. Line 10 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 May 31, 2017 is **\$694,842**. The total cash balance is **\$900,877**.
- ❑ **NJ CEL Property and Casualty Financial Fast Track (Pages 12-13)** – Included in the agenda on pages 12-13 is a copy of the CEL Financial Fast Track for the month of May. As of **May 31, 2017** the Fund has a surplus of **\$7,496,557**. The cash balance is **\$20,947,475**.
- ❑ **Claims Tracking Reports (Pages 14-16)** – Included in the agenda on pages 14-16 are copies of the Claim Activity Report and the Claims Management Report Expected Loss Ratio Analysis report as of June 30, 2017. The Executive Director will review the reports with the Commission.
- ❑ **2018 Renewal** –The Fund Office is in the process of sending the NJCE FY 2018 Renewal Data Schedules to the County and Improvement Authority along with copies to the Commission Risk Manager’s office. The updated documents should be returned by e-mail to Cathy Dodd no later than Friday, August, 25 2017. The Underwriting Manager will also be sending out the renewal applications for completion as respects to the ancillary lines of insurance. Since the budget process is dependent on the timely receipt of the renewal data we ask your cooperation in meeting the due dates.
- ❑ **2016 Commission Audit** – Mr. Jim Miles of Bowman & Company, LLP is starting the 2016 Commission Audit. We expect Mr. Miles to present a draft copy of the audit at our September meeting.

Mercer County Insurance Commission

Monday, July 10, 2017

Certificate Of Insurance Monthly Report

From 6/1/2017 To 6/30/2017

Holder (H) / Insured Name (I)	Holder / Insured Address	Holder Code	Description of Operations	Issue Date	Coverage
H- NJ Transit	Local Programs and Minibus Support One Penn Plaza 2008 East – 4th floor Newark, New Jersey 07105		NJ Transit is included as additional insured ATIMA for General and Excess Liability pursuant to the terms, conditions, limitations and exclusions of the JIF Casualty Insurance Policy only and as loss payee with respects to Vehicle# 16-1937, Grant year: NJ-16-0010, 2017 Dodge Caravan, Vin#: 2C7WDGBG7HR743017, value: \$39,865.71. 30 days notice of cancellation (except 10 days for non-payment) is provided to the Insured.	6/1/2017	GL EX AU WC
I- County of Mercer	McDade Administration Building 640 South Broad Street, PO Box 8068 Trenton, NJ 08650-0068		Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379		
H- NJ Transit	Local Programs and Minibus Support One Penn Plaza 2017 East – 4th floor Newark, New Jersey 07105-2246		Certificate holder is included as additional insured ATIMA for General and Excess Liability pursuant to the terms, conditions, limitations and exclusions of the JIF Casualty Insurance Policy only and as loss payee with respects to the following vehicles: 30 days notice of cancellation (except 10 days for non-payment) is provided to the Insured.	6/13/2017	GL EX AU WC
I- County of Mercer	McDade Administration Building 640 South Broad Street, PO Box 8068 Trenton, NJ 08650-0068				
			491 OP8260 16-1491 1FDFE4FS6DDA62881 E450 SUPER DUTY \$53,800.00	2013	BUS FORD
			492 OP8256 16-1492 1FDFE4FS8DDA62882 E450 SUPER DUTY \$53,800.00	2013	BUS FORD
SUPER DUTY			524 OP8258 16-1524 1FDFE4FS5DDB09799 \$53,500.00	2013	BUS FORD E450
			525 OP8254 16-1525 1FDFE4FS8DDB09800 E450 SUPER DUTY \$53,550.00	2013	BUS FORD
SUPER DUTY			526 OP8239 16-1526 1FDFE4FSXDDDB09801 \$53,550.00	2013	BUS FORD E450

SUPER DUTY	555	OP8255	16-1555	1FD FE4FSX DDB16214	2013	BUS	FORD	E450
				\$49,650.00				
	556	OP8253	16-1556	1FD FE4FS1D DB16247	2013	BUS	FORD	E450
				\$49,650.00				
SUPER DUTY	557	OP8250	16-1557	1FD FE4FS3D DB16248	2013	BUS	FORD	E450
				\$49,650.00				
SUPER DUTY	558	OP8252	16-1558	1FD FE4FS5D DB16249	2013	BUS	FORD	E450
				\$49,650.00				
SUPER DUTY	559	OP8251	16-1559	1FD FE4FS1D DB16250	2013	BUS	FORD	E450
				\$49,650.00				
SUPER DUTY	560	OP8257	16-1560	1FD FE4FS3D DB16251	2013	BUS	FORD	E450
				\$49,650.00				
SUPER DUTY	561	OP8259	16-1561	1FD FE4FS5D DB16252	2013	BUS	FORD	E450
				\$49,650.00				
SUPER DUTY	571	OP8261	16-1571	1FD FE4FS4D DA92992	2013	BUS	FORD	E450
				\$46,640.00				
SUPER DUTY	683	OP3150	16-1563	1FD FE4FS9E DA13532	2014	BUS	FORD	E450
				\$46,640.00				
	659	OP9149	16-1659	57WMD1A69EM100513	2014	MINIVAN	MV1	minii
				\$46,670.00				
	709	OP9472	16-1709	57WMD1A67EM101224	2014	MINIVAN	MV1	minii
				\$46,670.00				

Total # of Holders =

2

RESOLUTION NO. 32-17

MERCER COUNTY INSURANCE FUND COMMISSION

**AUTHORIZING THE SERVICES OF
SUSAN SCHAEFER, LLC**

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

WHEREAS, the Commissioners of said Commission have deemed it necessary and appropriate to obtain certain professionals and other extraordinary and unspecifiable services

WHEREAS, the Mercer County Insurance Fund Commission has a need for worker compensation case management services

WHEREAS, the County Of Mercer authorized resolution 2017-305 to execute a professional service agreement (awarded through a non-fair and open process) with Susan Schaefer, LLC for worker compensation case management services for the County of Mercer and the Mercer County Insurance Fund Commission for the period of July 1, 2017 through July 30, 2018. Amount not to exceed: \$85/hour - \$207,000.00 annually. This amount will be paid as an expense under the Commission’s respective claim file.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Mercer County Insurance Fund Commission that the Commission agrees to authorize the services of Susan Schaefer, LLC pursuant to the County of Mercer’s approved resolution 2017-305.

ADOPTED by THE MERCER COUNTY INSURANCE FUND COMMISSION at a properly noticed meeting held on July 24, 2017.

ADOPTED:

BY: _____
ANDREW A. MAIR, CHAIRMAN

DATE

ATTEST:

DATE

RESOLUTION NO. 33-17

**MERCER COUNTY INSURANCE FUND COMMISSION
AUTHORIZING COMMISSION TREASURER TO PROCESS
CONTRACTED PAYMENTS AND EXPENSES**

WHEREAS, the MERCER COUNTY INSURANCE FUND COMMISSION (hereinafter “the Commission”) is duly constituted as an insurance commission and is subject to all applicable laws and regulations of the State of New Jersey; and

WHEREAS, the Board of Commissioners has deemed it necessary and appropriate to provide authorization to the Commission Treasurer to pay certain Commission contracted payments and expenses during the month(s) when the Commission does not meet; and

WHEREAS, payment by the Commission Treasurer of contracted payments and expenses for the month(s) in which the Commission does not meet shall be ratified by the Commission at its next regularly scheduled meeting; now, therefore,

BE IT RESOLVED by the Board of Commissioners of the MERCER COUNTY INSURANCE FUND COMMISSION that the Commission Treasurer is hereby authorized to process the contracted payments and Commission expenses for all months in which the Commission does not meet during the year 2017.

BE IT FURTHER RESOLVED that the Board of Commissioners of the MERCER COUNTY INSURANCE FUND COMMISSION shall ratify the contracted payments and Commission expenses so paid by the Commission Treasurer pursuant to the Resolution at its next regularly scheduled monthly meeting.

ADOPTED by THE MERCER COUNTY INSURANCE COMMISSION at a properly noticed meeting held on July 24, 2017.

ADOPTED:

BY: _____
ANDREW A. MAIR, CHAIRMAN

DATE

ATTEST:

DATE

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND

9 Campus Drive – Suite 216
Parsippany, NJ 07054-4412
Telephone (201) 881-7632 Fax (201) 881-7633

Date: June 22, 2017
To: Mercer County Insurance Fund Commission
From: PERMA Risk Management Services
Subject: New Jersey Counties Excess Meeting Report

December 31, 2016 Audit: The Fund Auditor submitted and reviewed a draft financial audit for the period ending December 31, 2016. Fund Auditor noted a final report would be prepared for the next meeting and stated there were no recommendations or findings. The Board adopted Resolution 23-17 authorizing the fund office to file the draft audit and request an extension to submit the final report to the Department of Community Affairs.

Third Party Claims (TPA) Administrator Request for Proposals (RFP): As last reported, the fund's contract with AmeriHealth Casualty Services will expire on 8/1/17. The fund office advertised the RFP for a TPA Claims Administrator and responses were received from three vendors: AmeriHealth Casualty Services, Qual-Lynx and Inservco Insurance Services, Inc. Fund Attorney submitted a memorandum detailing the RFP rating factors used to score the responders, as well as, the RFP Review Committee's recommendation to award a contract to AmeriHealth Casualty Services. The Board accepted the recommendation and adopted Resolution 24-17 authorizing an agreement for claims administration services with AmeriHealth Casualty Services for a term of three years effective August 1, 2017 through July 31, 2020.

2018 Renewal

Data Collection: Executive Director reported the fund office will start the data collection process for the 2018 renewal in order to provide relevant information to underwriters. As with last year, the process will begin in mid- July with deadline to have all exposure data by September to present a budget by the October meeting.

Payroll Auditor Price Quotes: Executive Director reported in anticipation of the 2018 renewal, the fund office solicited price quotes for a Payroll Auditor to conduct audits and employee headcounts for consistent and ratable workers' compensation premiums. Enclosed with the agenda was the single response received from Bowman & Company for a proposed fee of \$12,500 (\$450 per location/28 locations). Fund Attorney noted additional documentation and/or action may be required before payroll auditing services are contracted; the Board tabled any action on this matter until further notice.

Membership Renewal: The Commissions of Atlantic County, Burlington County, Cumberland County and Salem County are scheduled to renew their membership with the Fund as of January 1, 2018. Renewal documents will be sent to each respective County.

Risk Management Plan: Last meeting, the Board of Fund Commissioners accepted recommendations by the Underwriting Manager to extend certain coverages to stand alone County members already in place for Commissions. Enclosed in the agenda was a copy of the amended 2017 Risk Management Plan for information only.

Financial Fast Track: The Financial Fast Track as of April 30, 2017 reflected a statutory surplus of \$7.4 million.

Underwriting Manager: Underwriting Manager reported the 2018 renewal program would begin shortly and members should expect to receive application coverage applications to complete. In addition, the first Coverage Committee met on May 1, 2017 and a summary of discussion items would be prepared for the next agenda.

Risk Control: Safety Director submitted a report reflecting the risk control activities from April through June 2018 and a Safety Director Bulletin on Short-Term Stationary Work Zones. Safety Director reminded members to present any applicable proposals in order to be considered for the annual BRIT Safety Grant.

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

Next Meeting: The next meeting of the NJCE fund is scheduled for September 28, 2017 at 1:00PM at the Camden County College Regional Emergency Training Center.

MERCER COUNTY INSURANCE COMMISSION					
FINANCIAL FAST TRACK REPORT					
		AS OF	May 31, 2017		
ALL YEARS COMBINED					
		THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1.	UNDERWRITING INCOME	670,161	3,350,806	23,272,864	26,623,670
2.	CLAIM EXPENSES				
	Paid Claims	180,034	602,155	4,490,926	5,093,081
	Case Reserves	263,239	869,948	2,541,379	3,411,327
	IBNR	(12,273)	475,897	3,082,038	3,557,934
	Discounted Claim Value	(10,945)	(51,444)	(171,381)	(222,825)
	TOTAL CLAIMS	420,055	1,896,556	9,942,961	11,839,517
3.	EXPENSES				
	Excess Premiums	199,119	995,595	7,070,368	8,065,963
	Administrative	46,502	236,167	1,676,363	1,912,530
	TOTAL EXPENSES	245,621	1,231,762	8,746,731	9,978,493
4.	UNDERWRITING PROFIT (1-2-3)	4,486	222,487	4,583,172	4,805,659
5.	INVESTMENT INCOME	0	0	0	0
6.	PROFIT (4 + 5)	4,486	222,487	4,583,172	4,805,659
7.	CEL APPROPRIATION CANCELLATION	0	0	0	0
8.	DIVIDEND INCOME	0	0	0	0
9.	DIVIDEND EXPENSE	0	0	0	0
10.	INVESTMENT IN JOINT VENTURE	2,962	(49,308)	744,150	694,842
11.	SURPLUS (6 + 7 + 8)	7,448	173,179	5,327,322	5,500,501
SURPLUS (DEFICITS) BY FUND YEAR					
	2014	2,006	18,033	2,346,979	2,365,012
	2015	128	(3,236)	1,917,929	1,914,693
	2016	137	158,647	1,062,415	1,221,062
	2017	5,177	(265)		(265)
	TOTAL SURPLUS (DEFICITS)	7,448	173,179	5,327,323	5,500,501
TOTAL CASH					900,877
CLAIM ANALYSIS BY FUND YEAR					
FUND YEAR 2014					
	Paid Claims	3,912	17,229	1,747,206	1,764,435
	Case Reserves	1,488	(22,041)	407,154	385,113
	IBNR	(5,400)	(20,188)	566,120	545,931
	Discounted Claim Value	0	683	(30,942)	(30,258)
	TOTAL FY 2014 CLAIMS	0	(24,317)	2,689,538	2,665,221
FUND YEAR 2015					
	Paid Claims	25,789	100,888	1,628,411	1,729,299
	Case Reserves	33,391	(1,216)	773,291	772,074
	IBNR	(59,180)	(104,672)	707,161	602,490
	Discounted Claim Value	0	1,122	(45,233)	(44,111)
	TOTAL FY 2015 CLAIMS	0	(3,878)	3,063,630	3,059,752
FUND YEAR 2016					
	Paid Claims	74,035	328,666	1,115,309	1,443,975
	Case Reserves	(4,697)	(62,156)	1,360,934	1,298,778
	IBNR	(69,338)	(443,510)	1,808,757	1,365,247
	Discounted Claim Value	0	8,673	(95,207)	(86,534)
	TOTAL FY 2016 CLAIMS	0	(168,327)	4,189,793	4,021,466
FUND YEAR 2017					
	Paid Claims	76,298	155,372		155,372
	Case Reserves	233,057	955,362		955,362
	IBNR	121,645	1,044,266		1,044,266
	Discounted Claim Value	(10,945)	(61,922)		(61,922)
	TOTAL FY 2017 CLAIMS	420,055	2,093,078	0	2,093,078
COMBINED TOTAL CLAIMS		420,055	1,896,556	9,942,961	11,839,517

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.

NEW JERSEY COUNTIES EXCESS JIF					
FINANCIAL FAST TRACK REPORT					
		AS OF	May 31, 2017		
ALL YEARS COMBINED					
		THIS	YTD	PRIOR	FUND
		MONTH	CHANGE	YEAR END	BALANCE
1.	UNDERWRITING INCOME	1,746,446	8,732,235	97,465,900	106,198,135
2.	CLAIM EXPENSES				
	Paid Claims	183,365	391,648	2,721,199	3,112,847
	Case Reserves	(246,082)	1,099,370	2,624,454	3,723,824
	IBNR	362,078	997,479	9,575,203	10,572,682
	Discounted Claim Value	(10,035)	(124,392)	(715,004)	(839,396)
	TOTAL CLAIMS	289,326	2,364,105	14,205,852	16,569,958
3.	EXPENSES				
	Excess Premiums	1,308,257	6,541,283	67,102,915	73,644,198
	Administrative	132,982	664,624	7,163,639	7,828,263
	TOTAL EXPENSES	1,441,238	7,205,907	74,266,554	81,472,461
4.	UNDERWRITING PROFIT (1-2-3)	15,882	(837,778)	8,993,494	8,155,716
5.	INVESTMENT INCOME	4,582	19,171	229,221	248,392
6.	PROFIT (4+5)	20,464	(818,607)	9,222,714	8,404,108
7.	Dividend	0	0	300,000	300,000
8.	Cancelled Appropriations	0	0	607,551	607,551
9.	SURPLUS (6-7-8)	20,464	(818,607)	8,315,163	7,496,557
SURPLUS (DEFICITS) BY FUND YEAR					
	2010	196	10,897	722,132	733,029
	2011	332	30,404	921,187	951,591
	2012	349	(415,403)	554,609	139,206
	2013	620	(111,290)	1,277,188	1,165,898
	2014	12,384	(38,787)	2,048,737	2,009,951
	2015	842	(44,933)	989,944	945,011
	2016	942	(65,320)	1,801,366	1,736,046
	2017	4,801	(184,175)		(184,175)
	TOTAL SURPLUS (DEFICITS)	20,464	(818,607)	8,315,163	7,496,556
	TOTAL CASH				20,947,475

NEW JERSEY COUNTIES EXCESS JIF					
FINANCIAL FAST TRACK REPORT					
		AS OF	May 31, 2017		
ALL YEARS COMBINED					
CLAIM ANALYSIS BY FUND YEAR					
FUND YEAR 2010					
Paid Claims	0	0	164,355	164,355	
Case Reserves	85,645	85,645	1	85,646	
IBNR	(85,645)	(95,645)	164,999	69,354	
Discounted Claim Value	0	15	(2,805)	(2,790)	
TOTAL FY 2010 CLAIMS	0	(9,985)	326,550	316,565	
FUND YEAR 2011					
Paid Claims	2,960	16,280	396,667	412,947	
Case Reserves	(2,960)	(44,055)	407,372	363,317	
IBNR	0	(2,225)	380,961	378,736	
Discounted Claim Value	0	1,131	(39,146)	(38,015)	
TOTAL FY 2011 CLAIMS	0	(28,869)	1,145,854	1,116,985	
FUND YEAR 2012					
Paid Claims	1,888	268,016	1,132,971	1,400,987	
Case Reserves	(119,615)	111,754	430,462	542,216	
IBNR	117,726	47,727	844,069	891,796	
Discounted Claim Value	0	(10,409)	(69,604)	(80,013)	
TOTAL FY 2012 CLAIMS	(0)	417,089	2,337,897	2,754,986	
FUND YEAR 2013					
Paid Claims	0	(278,204)	516,427	238,223	
Case Reserves	24,723	498,134	623,730	1,121,864	
IBNR	(24,723)	(79,930)	1,009,843	929,913	
Discounted Claim Value	0	(26,024)	(86,001)	(112,026)	
TOTAL FY 2013 CLAIMS	0	113,976	2,063,999	2,177,974	
FUND YEAR 2014					
Paid Claims	(6,316)	140,021	268,119	408,140	
Case Reserves	5,689	25,541	141,719	167,260	
IBNR	(11,019)	(130,562)	1,750,161	1,619,600	
Discounted Claim Value	0	7,160	(101,570)	(94,409)	
TOTAL FY 2014 CLAIMS	(11,646)	42,160	2,058,430	2,100,591	
FUND YEAR 2015					
Paid Claims	92,971	93,452	242,661	336,112	
Case Reserves	(147,813)	74,273	1,021,082	1,095,355	
IBNR	54,842	(117,725)	2,311,258	2,193,533	
Discounted Claim Value	0	(1,163)	(204,420)	(205,583)	
TOTAL FY 2015 CLAIMS	0	48,837	3,370,580	3,419,417	
FUND YEAR 2016					
Paid Claims	0	0	0	0	
Case Reserves	3	250,032	88	250,120	
IBNR	(3)	(179,032)	3,113,912	2,934,880	
Discounted Claim Value	0	(1,462)	(211,458)	(212,920)	
TOTAL FY 2016 CLAIMS	0	69,538	2,902,542	2,972,080	
FUND YEAR 2017					
Paid Claims	91,862	152,083		152,083	
Case Reserves	(91,755)	98,046		98,046	
IBNR	310,900	1,554,871		1,554,871	
Discounted Claim Value	(10,035)	(93,639)		(93,639)	
TOTAL FY 2017 CLAIMS	300,972	1,711,361	0	1,711,361	
COMBINED TOTAL CLAIMS	289,326	2,364,105	14,205,852	16,569,958	

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		June 30, 2017								
COVERAGE LINE-PROPERTY										
CLAIM COUNT - OPEN CLAIMS										
Year		2010	2011	2012	2013	2014	2015	2016	2017	TOTAL
	May-17	0	0	0	0	0	2	7	29	38
	June-17	0	0	0	0	0	2	7	36	45
NET CHGE		0	0	0	0	0	0	0	7	7
Limited Reserves										\$911
Year		2010	2011	2012	2013	2014	2015	2016	2017	TOTAL
	May-17	\$0	\$0	\$0	\$0	\$0	\$500	\$8,500	\$27,000	\$36,000
	June-17	\$0	\$0	\$0	\$0	\$0	\$500	\$8,500	\$32,000	\$41,000
NET CHGE		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000	\$5,000
Ltd Incurred		\$0	\$0	\$0	\$0	\$19,168	\$53,863	\$8,599	\$32,270	\$113,900
COVERAGE LINE-GENERAL LIABILITY										
CLAIM COUNT - OPEN CLAIMS										
Year		2010	2011	2012	2013	2014	2015	2016	2017	TOTAL
	May-17	0	0	0	0	3	11	29	14	57
	June-17	0	0	0	0	2	11	25	19	57
NET CHGE		0	0	0	0	-1	0	-4	5	0
Limited Reserves										\$4,866
Year		2010	2011	2012	2013	2014	2015	2016	2017	TOTAL
	May-17	\$0	\$0	\$0	\$0	\$19,386	\$124,917	\$104,100	\$22,650	\$271,053
	June-17	\$0	\$0	\$0	\$0	\$12,386	\$124,901	\$109,600	\$30,500	\$277,387
NET CHGE		\$0	\$0	\$0	\$0	(\$7,000)	(\$16)	\$5,500	\$7,850	\$6,334
Ltd Incurred		\$0	\$0	\$0	\$0	\$14,863	\$144,773	\$119,191	\$30,783	\$309,610
COVERAGE LINE-AUTO LIABILITY										
CLAIM COUNT - OPEN CLAIMS										
Year		2010	2011	2012	2013	2014	2015	2016	2017	TOTAL
	May-17	0	0	0	0	0	2	3	6	11
	June-17	0	0	0	0	0	2	3	5	10
NET CHGE		0	0	0	0	0	0	0	-1	-1
Limited Reserves										\$16,655
Year		2010	2011	2012	2013	2014	2015	2016	2017	TOTAL
	May-17	\$0	\$0	\$0	\$0	\$0	\$7,955	\$96,095	\$62,980	\$167,030
	June-17	\$0	\$0	\$0	\$0	\$0	\$7,955	\$96,095	\$62,500	\$166,550
NET CHGE		\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$480)	(\$480)
Ltd Incurred		\$0	\$0	\$0	\$0	\$10,891	\$13,920	\$118,228	\$65,706	\$208,746
COVERAGE LINE-WORKERS COMP.										
CLAIM COUNT - OPEN CLAIMS										
Year		2010	2011	2012	2013	2014	2015	2016	2017	TOTAL
	May-17	0	0	0	0	13	25	32	33	103
	June-17	0	0	0	0	12	24	32	44	112
NET CHGE		0	0	0	0	-1	-1	0	11	9
Limited Reserves										\$28,703
Year		2010	2011	2012	2013	2014	2015	2016	2017	TOTAL
	May-17	\$0	\$0	\$0	\$0	\$365,727	\$638,703	\$1,090,083	\$842,731	\$2,937,245
	June-17	\$0	\$0	\$0	\$0	\$338,218	\$639,985	\$1,083,763	\$1,152,795	\$3,214,761
NET CHGE		\$0	\$0	\$0	\$0	(\$27,510)	\$1,282	(\$6,320)	\$310,064	\$277,516
Ltd Incurred		\$0	\$0	\$0	\$0	\$2,073,488	\$2,313,861	\$2,519,340	\$1,392,634	\$8,299,324
TOTAL ALL LINES COMBINED										
CLAIM COUNT - OPEN CLAIMS										
Year		2010	2011	2012	2013	2014	2015	2016	2017	TOTAL
	May-17	0	0	0	0	16	40	71	82	209
	June-17	0	0	0	0	14	39	67	104	224
NET CHGE		0	0	0	0	-2	-1	-4	22	15
Limited Reserves										\$16,517
Year		2010	2011	2012	2013	2014	2015	2016	2017	TOTAL
	May-17	\$0	\$0	\$0	\$0	\$385,113	\$772,075	\$1,298,778	\$955,362	\$3,411,328
	June-17	\$0	\$0	\$0	\$0	\$350,603	\$773,341	\$1,297,958	\$1,277,796	\$3,699,698
NET CHGE		\$0	\$0	\$0	\$0	(\$34,510)	\$1,266	(\$820)	\$322,434	\$288,370
Ltd Incurred		\$0	\$0	\$0	\$0	\$2,118,409	\$2,526,418	\$2,765,359	\$1,521,394	\$8,931,580

FUND YEARS 2016 & 2017

Mercer County Insurance Fund Commission
 CLAIMS MANAGEMENT REPORT
 EXPECTED LOSS RATIO ANALYSIS
 AS OF June 30, 2017

FUND YEAR 2016 -- LOSSES CAPPED AT RETENTION																
Budget	Current			18	MONTH	Last Month			17	MONTH	Last Year			6	MONTH	
	Unlimited Incurred	Limited Incurred	Actual	30-Jun-17		Unlimited Incurred	Limited Incurred	Actual	31-May-17		Unlimited Incurred	Limited Incurred	Actual	29-Jun-16		
PROPERTY	80,948	8,599	8,599	10.62%	78,590	97.09%	39,178	39,178	48.40%	78,415	96.87%	47,250	47,250	58.37%	36,427	45.00%
GEN LIABILITY	155,896	119,191	119,191	76.46%	110,934	71.16%	34,259	34,259	21.98%	108,419	69.55%	20,510	20,510	13.16%	29,620	19.00%
AUTO LIABILITY	131,580	118,228	118,228	89.85%	87,411	66.43%	15,662	15,662	11.90%	84,617	64.31%	15,162	15,162	11.52%	26,316	20.00%
WORKER'S COMP	4,616,644	2,519,340	2,519,340	54.57%	3,984,675	86.31%	1,589,444	1,589,444	34.43%	3,888,683	84.23%	1,301,600	1,301,600	28.19%	646,330	14.00%
TOTAL ALL LINES	4,985,068	2,765,359	2,765,359	55.47%	4,261,610	85.49%	1,678,542	1,678,542	33.67%	4,160,134	83.45%	1,384,522	1,384,522	27.77%	738,693	14.82%
NET PAYOUT %	\$1,467,401				29.44%											
FUND YEAR 2017 -- LOSSES CAPPED AT RETENTION																
Budget	Current			6	MONTH	Last Month			5	MONTH	Last Year			-6	MONTH	
	Unlimited Incurred	Limited Incurred	Actual	30-Jun-17		Unlimited Incurred	Limited Incurred	Actual	31-May-17		Unlimited Incurred	Limited Incurred	Actual	29-Jun-16		
PROPERTY	83,000	32,270	32,270	38.88%	37,350	45.00%	0	0	0.00%	30,710	37.00%	0	0	N/A	N/A	N/A
GEN LIABILITY	159,000	30,783	30,783	19.36%	30,210	19.00%	0	0	0.00%	22,260	14.00%	0	0	N/A	N/A	N/A
AUTO LIABILITY	134,000	65,706	65,706	49.03%	26,800	20.00%	0	0	0.00%	20,100	15.00%	0	0	N/A	N/A	N/A
WORKER'S COMP	4,709,000	1,392,634	1,392,634	29.57%	659,260	14.00%	0	0	0.00%	423,810	9.00%	0	0	N/A	N/A	N/A
TOTAL ALL LINES	5,085,000	1,521,394	1,521,394	29.92%	753,620	14.82%	0	0	0.00%	496,880	9.77%	0	0	N/A	N/A	N/A
NET PAYOUT %	\$0				0.00%											

FUND YEARS 2014 & 2015

Mercer County Insurance Fund Commission
CLAIMS MANAGEMENT REPORT
EXPECTED LOSS RATIO ANALYSIS
AS OF **June 30, 2017**

FUND YEAR 2014 -- LOSSES CAPPED AT RETENTION																
	Budget	Current		42		MONTH	Last Month		41		MONTH	Last Year		30		MONTH
		Unlimited Incurred	Limited Incurred	Actual	30-Jun-17		Unlimited Incurred	Limited Incurred	Actual	31-May-17		Unlimited Incurred	Limited Incurred	Actual	29-Jun-16	
PROPERTY	62,322	19,168	19,168	30.76%	62,322	100.00%	19,168	19,168	30.76%	62,322	100.00%	19,168	19,168	30.76%	62,322	100.00%
GEN LIABILITY	124,157	14,863	14,863	11.97%	116,035	93.46%	86,852	86,852	69.95%	115,452	92.99%	76,852	76,852	61.90%	106,235	85.57%
AUTO LIABILITY	127,016	10,891	10,891	8.57%	114,584	90.21%	10,891	10,891	8.57%	114,018	89.77%	10,891	10,891	8.57%	105,312	82.91%
WORKER'S COMP	4,356,301	2,073,488	2,073,488	47.60%	4,309,330	98.92%	2,123,670	2,123,670	48.75%	4,304,646	98.81%	2,106,893	2,106,893	48.36%	4,206,954	96.57%
TOTAL ALL LINES	4,669,797	2,118,409	2,118,409	45.36%	4,602,270	98.55%	2,240,580	2,240,580	47.98%	4,596,438	98.43%	2,213,803	2,213,803	47.41%	4,480,823	95.95%
NET PAYOUT %	\$1,767,806					37.86%										
FUND YEAR 2015 -- LOSSES CAPPED AT RETENTION																
	Budget	Current		30		MONTH	Last Month		29		MONTH	Last Year		18		MONTH
		Unlimited Incurred	Limited Incurred	Actual	30-Jun-17		Unlimited Incurred	Limited Incurred	Actual	31-May-17		Unlimited Incurred	Limited Incurred	Actual	29-Jun-16	
PROPERTY	80,948	53,863	53,863	66.54%	80,948	100.00%	58,363	58,363	72.10%	80,948	100.00%	67,428	67,428	83.30%	78,590	97.09%
GEN LIABILITY	155,896	144,773	144,773	92.87%	133,393	85.57%	184,327	184,327	118.24%	131,970	84.65%	187,427	187,427	120.23%	110,934	71.16%
AUTO LIABILITY	131,580	13,920	13,920	10.58%	109,095	82.91%	25,420	25,420	19.32%	107,923	82.02%	27,420	27,420	20.84%	87,411	66.43%
WORKER'S COMP	4,449,750	2,313,861	2,313,861	52.00%	4,297,199	96.57%	2,292,142	2,292,142	51.51%	4,281,076	96.21%	2,310,185	2,310,185	51.92%	3,840,627	86.31%
TOTAL ALL LINES	4,818,174	2,526,418	2,526,418	52.44%	4,620,636	95.90%	2,560,252	2,560,252	53.14%	4,601,917	95.51%	2,592,460	2,592,460	53.81%	4,117,562	85.46%
NET PAYOUT %	\$1,753,077					36.38%										

**MERCER COUNTY INSURANCE FUND COMMISSION
BILLS LIST**

Resolution No. 34-17

JULY 2017

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 2017

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000328			
000328	NEW JERSEY COUNTIES EXCESS JIF	CEL 2ND INSTALLMENT 2017	955,771.03
			955,771.03
000329			
000329	BORDEN PERLMAN SALISBURY&KELLY	INSURANCE CONSULTING FEE 07/2017	5,500.00
			5,500.00
000330			
000330	PERMA RISK MANAGEMENT SERVICES	POSTAGE FEE 062017	2.24
000330	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 07/2017	13,358.75
			13,360.99
000331			
000331	THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES FEE 07/2017	625.00
			625.00
000332			
000332	INSERVCO INSURANCE SERVICES	MONTHLY CLAIMS SERVICE FEE 07/2017	10,833.35
			10,833.35
000333			
000333	PACKET MEDIA LLC	CUST: 32129 - 6/16/17 - MEETING	16.80
			16.80
000334			
000334	21ST CENTURY MEDIA	ACCT: 884004 - 6/13/17 - ADV JUN CLOSED	12.95
			12.95
000335			
000335	SPARK CREATIVE GROUP LLC	WEBSITE UPDATES - 07/2017	131.25
			131.25
000336			
000336	J.A. MONTGOMERY RISK CONTROL	RISK CONTROL SERVICES - 07/2017	10,370.00
			10,370.00
		TOTAL PAYMENTS FY 2017	996,621.37
			TOTAL PAYMENTS ALL FUND YEARS \$ 996,621.37

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 COMMISSION							
SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED							
Current Fund Year: 2017							
Month Ending: May							
	Property	Liability	Auto	Worker's Com	NJ CEL	Admin	TOTAL
OPEN BALANCE	77,546.84	261,451.17	231,649.08	4,428,750.62	(3,613,024.48)	(662,131.62)	724,241.61
RECEIPTS							
Assessments	4,134.34	7,946.08	6,696.07	235,185.01	120,274.32	28,996.64	403,232.46
Refunds	0.00	0.00	0.00	1,758.15	0.00	0.00	1,758.15
Invest Pymnts	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
Subtotal Invest	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
TOTAL	4,134.34	7,946.08	6,696.07	236,943.16	120,274.32	28,996.64	404,990.61
EXPENSES							
Claims Transfers	255.00	334.41	3,596.58	177,606.12	0.00	0.00	181,792.11
Expenses	0.00	0.00	0.00	0.00	0.00	46,563.30	46,563.30
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	255.00	334.41	3,596.58	177,606.12	0.00	46,563.30	228,355.41
END BALANCE	81,426.18	269,062.84	234,748.57	4,488,087.66	(3,492,750.16)	(679,698.28)	900,876.81

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS			
MERCER COUNTY INSURANCE COMMISSION			
ALL FUND YEARS COMBINED			
CURRENT MONTH	May		
CURRENT FUND YEAR	2017		
	Description:	MCIFC General A/C	MCIFC Claims A/C
	ID Number:		
	Maturity (Yrs)		
	Purchase Yield:		
	TOTAL for All Accts & instruments		
Opening Cash & Investment Balance	\$724,241.61	793664.53	-69422.92
Opening Interest Accrual Balance	\$0.00	0	0
1	Interest Accrued and/or Interest Cost	\$0.00	\$0.00
2	Interest Accrued - discounted Instr.s	\$0.00	\$0.00
3	(Amortization and/or Interest Cost)	\$0.00	\$0.00
4	Accretion	\$0.00	\$0.00
5	Interest Paid - Cash Instr.s	\$0.00	\$0.00
6	Interest Paid - Term Instr.s	\$0.00	\$0.00
7	Realized Gain (Loss)	\$0.00	\$0.00
8	Net Investment Income	\$0.00	\$0.00
9	Deposits - Purchases	\$404,990.61	\$213,884.85
10	(Withdrawals - Sales)	-\$228,355.41	-\$46,563.30
	Ending Cash & Investment Balance	\$900,876.81	\$960,986.08
	Ending Interest Accrual Balance	\$0.00	\$0.00
	Plus Outstanding Checks	\$207,038.81	\$46,563.30
	(Less Deposits in Transit)	\$0.00	\$0.00
	Balance per Bank	\$1,107,915.62	\$1,007,549.38
			\$100,366.24

RESOLUTION NO. 35-17

**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 July 24, 2017 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 June 1, 2017 to June 30, 2017 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 July 24, 2017.

ADOPTD:

ANDREW A. MAIR, CHAIRMAN

DATE

ATTEST:

DATE

Mercer County Ins Fund Comm - 396
Financial Transaction Log - Liability Claim Payments
Monthly / Detail / By Coverage / By Payment Type / By Check Number
06/01/2017 Thru 06/30/2017

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
06/01/2017 Thru 06/30/2017

Type	Check #	Claim #	Claimant Name	From Date	To Date	Payee Name	Trans. Date	Payment Description	Amnt. Requested	Amnt. Paid
Coverage: Auto Liability										
C	10430	3990001857	001 MURPHY, RORY	3/14/2017	3/14/2017	RORY M MURPHY	6/26/2017	Full & Final Settlement of All Claims	480.00	480.00
Total for Coverage: Auto Liability							Number of entries: 1		480.00	480.00
Coverage: Auto Physical Damage										
C	12266	3990001854	001 COUNTY OF MERCER	6/9/2017	6/9/2017	GEORGE OLMEZER APPRAISAL	6/12/2017	Additional Pay File#00174665	15.00	15.00
Total for Coverage: Auto Physical Damage							Number of entries: 1		15.00	15.00
Coverage: General Liability										
C	12431	3990000820	001 SCOTT, TERRENCE	5/3/2017	5/3/2017	THE ARC	6/26/2017	INVOICE #91005763	16.00	16.00
Total for Coverage: General Liability							Number of entries: 1		16.00	16.00
Total for Mercer County Ins Fund Comm - 396							Number of entries: 3		511.00	511.00



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
Total 2015	\$718,860	\$435,127	\$706,183	\$283,733	39%	695	558	137	80%	18	\$56,661	\$227,072
Total 2016	\$1,310,806	\$661,339	\$1,492,038	\$649,467	50%	1,311	1,172	139	89%	18	\$129,313	\$520,155
Jan-17	\$35,284	\$24,951	\$43,318	\$10,334	29%	80	70	10	88%	0	\$2,067	\$8,267
Feb-17	\$22,389	\$10,423	\$24,993	\$11,966	53%	28	27	1	96%	0	\$2,393	\$9,573
Mar-17	\$42,343	\$55,329	\$115,494	-\$12,986	-31%	77	73	4	95%	2	\$-2,597	\$-10,389
Apr-17	\$22,563	\$16,627	\$26,723	\$5,936	26%	60	53	7	88%	1	\$1,187	\$4,749
May-17	\$138,284	\$37,557	\$149,254	\$100,727	73%	85	61	24	72%	3	\$20,145	\$80,581
Jun-17	\$232,376	\$113,818	\$242,819	\$118,558	51%	121	96	25	79%	0	\$23,712	\$94,847
Total 2017	\$493,239	\$258,705	\$602,601	\$234,534	48%	451	380	71	84%	6	\$46,907	\$187,628
Total to Date	\$3,345,465	\$1,865,094	\$3,615,639	\$1,480,371	44%	3,209	2,728	481	85%	48	\$294,443	\$1,185,927



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

TO: Fund Commissioners
FROM: J.A. Montgomery Risk Control, Safety Director
DATE: July 17, 2017

**June - July 2017
 RISK CONTROL ACTIVITIES**

David McHale, Public Sector Director dmchale@jamontgomery.com Office: 732-736-5213 Cell: 732-673-4802	Glenn Prince, Associate Public Sector Director gprince@jamontgomery.com Office: 856-552-4744 Cell: 609-238-3949	Natalie Dougherty, Executive Assistant ndougherty@jamontgomery.com Office: 856-552-4738
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MEETINGS ATTENDED / LOSS CONTROL VISITS CONDUCTED

- **June 21:** Attended the MCIFC Accident Review Panel Meeting in Trenton.
- **June 26:** Attended the MCIFC Meeting in Trenton.
- **June 26:** Attended the MCIFC Claims Committee Meeting in Trenton.
- **July 13:** Conducted loss control surveys of various County Parks.

UPCOMING MEETINGS / LOSS CONTROL VISITS PLANNED

- **July 19:** Plan to attend the MCIFC Accident Review Panel Meeting in Trenton.
- **July 19:** Plan to conduct an Accident Investigation for MCIFC Corrections.
- **July 25:** One session of Bucket Truck training is scheduled for MCIFC.

SAFETY DIRECTOR BULLETINS

- Ladder Safety – June 26.

Ladder Safety

Ladders are one of the most frequently used tools in the workplace and in the home. Familiarity can lead to underestimating the dangers associated with ladder use. According to a recent study by the Centers for Disease Control and Prevention (CDC), falls remain a leading cause of death and nearly half of those falls have been from ladders. When a task requires working above floor level, you need to decide whether to use a ladder or an elevated work platform. Factors to consider in making this decision include:

- The length of time the job will take
- Side-to-side movement of work
- Movement between work areas
- Two hands needed to do work

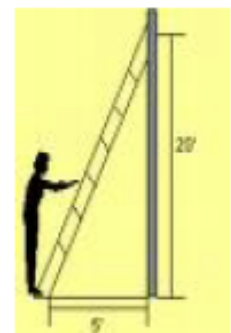
Use a ladder for jobs like wiring a security light or replacing a bulb, but consider using an elevated platform when you have to do strenuous work such as freeing a seized nut, installing a run of cable trays or removing a heavy object. Any sudden movement can cause you to lose your balance.

Twice as many falls occur while descending ladders compared to going up ladders. Managers must reinforce proper climbing body position and basic ladder safety policies:

- Make sure you have the right footwear. Footwear should be clean, in good condition and without dangling laces. Wear shoes with slip-resistant soles and minimum half inch heels.
- Do not hold objects in your hand when moving up or down, or stepping on or off a ladder. Attach objects to your tool belt or use a line after you get to your work spot.
- Always maintain 3-point contact when ascending or descending ladders. Hands should be slid along side rails so as to always be in contact with ladder. Extend arms and keep knees inside the rails when moving up or down ladder. Don't rush.
- Upon nearing the bottom, watch where you place your feet. Make sure you do not miss the lower rungs as you step off.

The main cause of falls from straight and extension ladders is sliding of the ladder base. For stepladders, the main cause is tipping sideways. Proper set-up and positioning should be emphasized as the main control against these hazards.

- Always inspect a ladder before you use it; recheck it if it has been unattended. Ensure that the feet of an extension ladder are set on firm, level surface.
- Extension and straight ladders must be set using the "4:1 Rule." A field test for this is to stand with the balls of your feet against the inside of the rails. Extend your arms to shoulder height. The palms of your hands should be just inside the rails.
- The ladder should extend 3' (3 rungs) past the upper landing, such as a roof, for safe access.
- Do not overreach. Move the ladder so that you can keep your belt buckle (navel) inside the rails and both feet on the same rung throughout the task. Always face the ladder.
- Avoid working side-on from a stepladder, especially when drilling or applying force. Don't place a foot on another surface (window frame) to extend your reach.
- Ladders should be secured top and bottom, for all but the shortest-term tasks.



This bulletin is intended for general information purposes only. It should not be construed as legal advice or legal opinion regarding any specific or factual situation. Always follow your organization's policies and procedures as presented by your manager or supervisor. For further information regarding this bulletin, contact your Safety Director at 877.398.3046.

Safe use of all types of ladders

- Do not use a ladder if you have a medical condition, or are taking medication that could affect your safety. Discuss any of these conditions with your supervisor.
- It is recommended only Type I, IA or IAA ladders be purchased by the county.
- Evaluate environmental conditions before and during tasks requiring the use of ladders. High winds, rain or ice, will dramatically increase the risk of using ladders. Decide if the work must be performed under these conditions and if so, take additional precautions.
- When working on or close to electrical equipment that is live or may become live, use ladders that will not conduct electricity, such as those with fiberglass side rails. Maintain a 10 foot clearance from overhead electrical wires, including the arc of the extended ladder.
- Do not place ladders in front of doorways, or at intersections of aisles, unless sufficient means to protect the worker and pedestrians have been established.
- Do not throw things from ladders. Keep the bottom of the ladder clear of debris.

Using an extension ladder

- Extension ladders are primarily for access to higher levels, and not as work platforms.
- If you must work from an extension ladder, consider using a fall protection system attached to a secure anchor point on the building, especially if pushing, pulling, or prying. And keep both feet on the same rung.
- Never work from any of the top 3 steps of a straight or extension ladder.
- Never move a ladder while someone is on it.
- Lower the top section of an extension ladder before you move it.



Using a step ladder

- Make sure the legs are fully open and the spreader bar is locked before you use. All four feet must be on the same level surface. Do not use a step ladder as a straight ladder or to access upper platforms.
- When working from a stepladder do not stand on the top step or cap plate.
- Do not stand on the back leg brace.



Inspection and maintenance of ladders

- Ladders must have a documented inspection “frequently” under OSHA regulations. Follow manufacturer’s recommendations.
- If a ladder is found to be defective, it must be clearly tagged “Dangerous-Do Not Use” and removed from service. Repairs must be made by a qualified technician.
- Ladders should be supported at multiple points when in storage.

Always Use the Right Ladder for the Job!

RESOLUTION NO. 36-17

**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 July 24, 2017.

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 July 24, 2017 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 July 24, 2017.

ADOPTED:

ANDREW A. MAIR, CHAIRMAN

DATE

ATTEST:

DATE

PAYMENT AUTHORIZATION REQUESTS

July 24, 2017

<u>Claim #</u>	<u>Claimant</u>	<u>Type of Claim</u>	<u>PAR/SAR</u>	<u>C.P or DO #</u>
3960000208	Karen Brockington	Worker Compensation	PAR/SAR	2014-34010
3960001706	Michael Giesler	Worker Compensation	PAR	
3960001608	Melissa James	Worker Compensation	PAR	
3960001709	Nicholas Mauro	Worker Compensation	PAR	
3960001716	Richard Morgan	Worker Compensation	PAR	
3960001670	Steven Niederer	Worker Compensation	PAR	
3960000744	Jeannette Reese-Bennett	Worker Compensation	PAR	
3960000720	Santa Montero	Liability	PAR	

APPENDIX I

**MERCER COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – June 26, 2017
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 Meetings 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 Keith Platt Amy Zeiders
	Conner Strong & Buckelew Danielle Batchelor
Managed Care Services	First MCO Kelly Royce
CEL Underwriting Manager	Conner Strong & Buckelew
Risk Management Consultant	Borden Perlman Salisbury & Kelly Doug Borden
Attorney	Paul Adezio, Esq.
Treasurer	
Safety Director	J.A. Montgomery Risk Control Glenn Prince

ALSO PRESENT:

Ana-Eliza T. Bauersachs, Esq., Capehart Scatchard, PA
Jacqueline Tolbert, Mercer County Improvement Authority
Susan Schaefer, Susan Schaefer, LLC
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF MAY 22, 2017

MOTION TO APPROVE THE OPEN & CLOSED MINUTES OF MAY 22, 2017

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

CORRESPONDENCE: Executive Director advised there was a letter from First MCO and asked Ms. Royce to discuss. Ms. Royce referred to a copy of First MCO’s letter which was included in the agenda. Ms. Royce advised Mr. Tom Mooney was no longer with the company and was pleased to announce Mr. Bruce Nash had been appointed as the new President and Chief Operating Officer. Ms. Royce indicated this should be a seamless transition and asked if anyone had any questions.

Executive Director reported the other correspondence would be discussed during closed session.

SAFETY COMMITTEE: Mr. Prince reported the Safety & Accident Review Committee last met on June 21st and were scheduled to meet again on July 19th. Mr. Prince advised sixteen incidents were discussed and his associate Mr. Sloane completed several accident investigations and the results and recommendations of those reports would be discussed at the next Safety & Accident Review Committee Meeting.

CLAIMS COMMITTEE: Ms. Batchelor reported the Claims Committee met prior to the Commission meeting and there were five PARS/SARS to discuss during closed session as well as a couple of additional items. Ms. Batchelor reported the committee was scheduled to meet again on July 24th. Ms. Batchelor advised that concluded her report unless there were any questions.

EXECUTIVE DIRECTOR REPORT: Executive Director reported there were two action items during his report today.

WELCOME JACQUELINE TOLBERT: Executive Director welcomed Jackie Tolbert from the Mercer County Improvement Authority and advised she had just attended her first Claims Committee Meeting.

2016 AUDITOR PROPOSAL: Executive Director referred to a copy of a letter from Mr. Jim Miles of Bowman & Company, LLP which was included in the agenda. Executive Director advised the proposed fee to conduct the 2016 Commission audit was \$9,400 and the letter was sent to the Commissioners for their review. Executive Director requested a motion to accept the proposal fee.

MOTION TO ACCEPT THE PROPOSAL FEE OF \$9,400 FROM BOWMAN & COMPANY, LLP TO PERFORM THE 2016 INSURANCE COMMISSION AUDIT

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

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director reported on the Certificate of Insurance Report for the month of May. Executive Director advised there were 2 certificate of insurances issued for the period of 5-1-17 to 5-31-17. Executive Director asked if anyone had any questions on the report.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

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

NJ EXCESS COUNTIES INSURANCE FUND (CELJIF): Executive Director reported the CELJIF met on June 22, 2017. Executive Director advised Mr. Jim Miles of Bowman & Company LLP presented a draft of the 2016 audit. Executive Director said Amerihealth was re-appointed as the Third Party Administrator. Executive Director advised there was also a discussion on a payroll auditor and the Fund Attorney noted additional documentation or action was needed. The Board tabled this matter. Executive Director explained the payroll auditor would provide the payroll information for each member so the figures were consistent. Executive Director noted Atlantic, Burlington, Cumberland and Salem County were scheduled to renew their membership as of January 1, 2018. Executive Director noted the next CEL meeting was scheduled for September 28, 2017. Executive Director asked if anyone had any questions or if the Chairman had anything to add. Chairman Mair said the fund balance of the CEL was very healthy.

MCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director advised the April Financial Fast Track was included in the agenda. The Commission had a surplus of \$5,493,053 as of April 30, 2017. Executive Director also referred to line 10 of the report, "Investment in Joint Venture" and indicated \$691,879 of the surplus was the MCIFC's share of the CELJIF equity. Executive Director noted the cash balance was \$724,242. In response to Chairman Mair's inquiry Executive Director advised the claim information on the Financial Fast Track for 2017 represented the first 4 months of the year.

NJ CEL PROPERTY AND CASUALTY FINANCIAL FAST TRACK: Executive Director reported the May Financial Fast Track was included in the agenda. As of April 30, 2017 the Fund had a surplus of \$7,476,092 and the cash balance was \$20,195,055. Executive Director asked if anyone had any questions regarding the Financial Fast Tracks.

CLAIMS TRACKING REPORTS: Executive Director advised the Claims Tracking Reports for the month of April were included in the agenda. Executive Director reported he reviewed the Claim Activity Report and did not see any anomalies. Executive Director reviewed the Claims Management Report Expected Loss Ratio Analysis report and advised this report compared the actuary's projections of the loss funds versus the actual figures. Executive Director noted in 2017 the report indicated the Commission was running higher than the actuary's projection. Executive Director referred to the 2016 figures and explained the current figures were similar to last year and during the year the figures improved. Executive Director explained there was more activity during the winter months. Executive Director indicated 2016 was performing great along with 2014 and 2015. Executive Director said he planned to have a conversation with the Chairman and Treasurer to discuss the surplus and the funding. Executive Director noted the Treasurer was funding on a cash basis.

2018 RENEWALS: Executive Director advised the Fund Office would start the data collection process for the 2018 renewal and would work with the Commission Risk Manager to collect the data. Executive Director reported as mentioned earlier the payroll auditor would assist by conducting payroll audits.

CYBER SECURITY INITIATIVES: Executive Director reported Mr. Marc Pfeiffer had become the cyber expert for public entities in New Jersey. Mr. Pfeiffer was on his second contract with the MEL performing certain projects. Executive Director advised everyone is concerned with cyber and its growing area of exposure. Executive Director noted he wanted to offer the Commission as a potential source for partially or fully funding a project the County might be interested in. Executive Director asked the Chairman to keep him posted.

BAN ON SPARKLERS & OTHER FIREWORKS: Executive Director advised he had a discussion with the Chairman on legislation that would amend current law with respect to the sale, possession, storage and use of certain fireworks. Executive Director referred to an e-mail from the MELJIF lobbyist on the current status along with the bill with the proposed changes which was included in the agenda. Chairman Mair advised the members of fire services have expressed dismay with this legislation. Chairman Mair explained the dangers of sparklers and its problems. A brief discussion took place on the legislation. Executive Director advised he would reach out to the lobbyist again and then communicate with the Commission.

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 May Bill List, Resolution 29-17, was included in the agenda.

MOTION TO APPROVE RESOLUTION 29-17, JUNE BILL LIST IN THE AMOUNT OF \$46,600.98

Moved:	Commissioner Walker
Second:	Commissioner Hughes

Vote: 3 Ayes, 0 Nays

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

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

CLAIMS SERVICE: Executive Director advised Resolution 30-17, Disclosure of Liability Claims Check Register, was included in the agenda along with a copy of the check register for the period of May 1, 2017 to May 30, 2017.

**MOTION TO APPROVE RESOLUTION 30-17 AUTHORIZING
DISCLOSURE OF LIABILITY CLAIMS CHECK REGISTER**

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

MANAGED CARE: Ms. Royce reported for the month of May, provider bills were received in the amount of \$138,284 and First MCO repriced the bills to \$37,557 for a total savings of \$100,727 or a 73%. Ms. Royce asked if anyone had any questions and concluded her report. Chairman Mair noted he was pleased with the PPO penetration of 86% and thanked everyone involved.

CEL SAFETY DIRECTOR: Mr. Prince reviewed the May – June Risk Control Activity Report which was included in the agenda. Mr. Prince referred to a copy of the Short Term Stationary Work Zones Bulletin which was included in the agenda. In response to Chairman Mair’s inquiry Mr. Prince advised they were not consulting with the Park Commission at this time for water safety however it would be a topic for discussion at the next Safety meeting. Mr. Prince advised that concluded his report unless there were any questions.

RISK MANAGER CONSULTANT: Mr. Borden advised he had two items to discuss; the first was the cancellation of events. Mr. Borden reported he received a list of the events from Mr. Adezio and he had a quote for the two big events, Ambassadors of Funk on July 5th and War on August 5th. Mr. Borden reviewed the quote of \$1400 which was fully earned. Mr. Borden asked Mr. Adezio to confirm there were no rain dates which he confirmed. After a brief discussion with the respect to purchasing the event cancellation for the summer concerts it was agreed Mr. Borden would secure a quote to cover all events scheduled for the summer in addition to the two larger events. Ms. Walker suggested that a discussion be held with Aaron Watson. Chairman Mair requested Mr. Adezio talk to Mr. Watson while he was on vacation.

Mr. Borden advised the above ground storage tanks were automatically covered by the excess pollution policy that the County purchased from the CEL. Mr. Borden reported he did have a list of under ground storage tanks that they knew of and there were four new ones at the boathouse which he was able to obtain quotes for. The premium was \$1,150 for a year with a one million dollar limit and a \$25,000 deductible. Executive Director reported the policy that was purchased through the CEL would automatically respond over underground storage tanks as long as there was primary coverage in place. Mr. Borden explained the premium was for an annual policy and he suggested

the policy coincide with the CEL pollution policy date of January 1st. Mr. Borden advised there were some tanks that he cannot obtain coverage for as they are active sites. Mr. Borden indicated his office checks with Brinkerhoff Environmental Services on a quarterly basis for the status of those tanks. Ms. Hughes noted she thought an internal meeting was needed to discuss the importance and urgency of which tanks they needed to focus on.

Correspondence Made Part of Minutes.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT:

MOTION TO OPEN THE 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 Hughes
Vote:	3 Ayes, 0 Nays

CLOSED SESSION: Chairman Mair read and requested a motion to approve Resolution 31-17 authorizing a Closed Session to discuss PARS.

MOTION TO APPROVE RESOLUTION 31-17 FOR EXECUTIVE SESSION

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

MOTION TO RETURN TO OPEN SESSION

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

**MOTION TO AUTHORIZE PAYMENT AUTHORITY/SETTLEMENT
AUTHORITY REQUESTS DISCUSSED IN CLOSED SESSION**

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

**MOTION TO RE-LITIGATE THE LONGSTREET CASE DISCUSSED
DURING CLOSED SESSION**

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

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 11:43 AM

Minutes prepared by:
Cathy Dodd, Assisting Secretary