

**MERCER COUNTY INSURANCE FUND COMMISSION
AGENDA AND REPORTS
OCTOBER 23, 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: OCTOBER 23, 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:** September 25, 2017 Open Minutes.....Appendix I
September 25, 2017 Closed MinutesHandout

- ☐ **CORRESPONDENCE:**

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

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

- ☐ **TREASURER – David Miller**
 - Resolution 43-17 October Bill List - MotionPage 21
 - August Treasurer Reports..... Pages 22-23

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

- ☐ **CLAIMS SERVICE –Inservco Insurance Services, Inc. - Motion**
 - Resolution 44-17 Authorizing Disclosure of Liability Claims Check Register..... Pages 24-25
 - Liability Claims Payments 9-1-17 to 9-30-17 Pages 26-27

- ☐ **MANAGED CARE – First MCO**
 - Monthly Summary Report – September.....Page 28

- ☐ **CEL SAFETY DIRECTOR – J.A. Montgomery Risk Control**
 - Monthly Report..... Pages 29-31
 - Safety Director’s Bulletin..... Pages 32-33

- ☐ **RISK MANAGER CONSULTANT – Borden Perlman Salisbury & Kelly** Verbal

- ☐ **OLD BUSINESS**
- ☐ **NEW BUSINESS**
- ☐ **PUBLIC COMMENT**
- ☐ **CLOSED SESSION – Payment Authorization Requests (PARS/SARS)** Pages 34-36
 - Resolution 45-17 Executive Session for purpose as permitted by the Open Public Meetings Act, more specifically to discuss PARS/SARS 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: **November 27, 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: October 23, 2017

Memo to: Commissioners of the Mercer County Insurance Fund Commission

From: PERMA Risk Management Services

Subject: Executive Director's Report

☐ **2016 Audit Report as of December 31, 2016 (Pages 5-7)** – A draft copy of the 2016 audit will be distributed at the meeting. The report is valued as of 12/31/16. Mr. Jim Miles of Bowman & Company, LLP will attend the meeting to review the audit. We will be seeking approval of the 2016 Audit from the Commissioners at the meeting. Included in the agenda on pages 5-7 is Resolution 42-17 approving the Certification of Annual Audit Report for the Period Ending December 31, 2016.

☐ **Motion to approve Resolution 42-17 Certification of Annual Audit Report for Period Ending December 31, 2016**

☐ **Certificate of Insurance Issuance Report (Page 8)** – Attached on page 8 is the certificate of issuance report from the CEL listing the certificates issued for the month September. There was (1) one certificate of insurance issued during the month of September.

☐ **Motion to approve the certificate of insurance report for the month of September**

☐ **NJ Excess Counties Insurance Fund (CELJIF) (Pages 9-10)** – The CEL met on September 28, 2017. A summary report of the meeting is included in the agenda on pages 9-10. The Board of Fund Commissioners adopted a resolution approving the 2016 Audit and also appointed Bowman & Company LLP for Payroll Auditing services. The CEL received documentation for Burlington and Atlantic Counties to renew their membership. Cumberland and Salem Counties were also sent documents to renew their membership. The Counties of Sussex, Essex and Cape May are being quoted for potential new membership. The CEL is scheduled to meet again on October 26, 2017 and will introduce the 2018 Budget.

☐ **MCIFC 2018 Budget** – The 2018 Budget will be introduced at our next meeting on November 27, 2017 and budget adoption is scheduled for the December 20th meeting.

☐ **Clash Coverage** - Also at the CEL meeting the Board of Fund Commissioners agreed to a recommendation to amend the current Risk Management Plan to reflect Clash Coverage. Clash Coverage protects against aggregations of losses from one occurrence that can affect one or more coverages or one or more members. The Fund Actuary reviewed the current

loss funding and advised there were adequate levels in place so a charge to increase the funding was not necessary.

- ❑ **MCIFC Property & Casualty Financial Fast Track (Page 11)** – Included in the agenda on page 11 is a copy of the Financial Fast Track for the month of August. As of August 31, 2017 the Commission has a surplus of **\$6,094,277**. 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 August 31, 2017 is **\$707,627**.
- ❑ **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 August. As of **August 31, 2017** the Fund has a surplus of **\$7,698,993**. The cash balance is **\$25,581,140**.
- ❑ **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 September 30, 2017. The Executive Director will review the reports with the Commission.
- ❑ **2018 Auto ID Cards/WC Posting Notices/Renewal Certificate of Insurance** – The 2018 auto ID cards and WC Posting Notices will be sent to each member entity representative for distribution the beginning of December. The CEL Underwriting Manager’s Team will review any certificates which need to be re-issued for the 2018 renewal.
- ❑ **New Jersey Counties Excess Joint Insurance Fund – Joint Insurance Claims Committees Best Practices Workshop (Pages 17-18)** – As discussed previously the Workshop will be held at the Conner Strong & Buckelew Marlton office on Wednesday, November 1, 2017. Registration starts at 8:30 AM. Included in the agenda on pages 17-18 is a copy of the agenda for the Workshop.
- ❑ **Reporting of Claims to Claims Made Policies Prior to 12/31/17 Expiration (Pages 19-20)** Included in the agenda on pages 19-20 is a copy of a memorandum from Ms. Leighton regarding reporting of claims to claims made policies prior to 12/31/17. We will discuss the information with the Commission at the meeting.
- ❑ **Subrogation** – At last month’s meeting we discussed the possibility of utilizing a subrogation firm. It was decided we would continue the discussion at the next meeting. Additional information will be distributed at the meeting.

RESOLUTION NO. 42-17

**Resolution of Certification
Annual Audit Report for Period Ending December 31, 2016**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2016 has been filed by the appointed Fund Auditor with the Secretary of the Fund as per the requirements of N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36, and a copy has been received by each member of the BOARD OF COMMISSIONERS, and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34, and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the BOARD OF FUND COMMISSIONERS of the Fund shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the BOARD OF COMMISSIONERS have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments
and
Recommendations

and

WHEREAS, the members of the BOARD OF COMMISSIONERS have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments
and
Recommendations

as evidenced by the group affidavit form of the BOARD OF COMMISSIONERS.

WHEREAS, such resolution of certification shall be adopted by the BOARD OF COMMISSIONERS no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board, and

WHEREAS, all members of the BOARD OF COMMISSIONERS have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance

Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the BOARD OF COMMISSIONERS to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE, BE IT RESOLVED, that the BOARD OF COMMISSIONERS of the Mercer County Insurance Fund Commission hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey, dated July 30, 1968, and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE
RESOLUTION PASSED AT THE MEETING HELD ON OCTOBER 23, 2017

Andrew A. Mair, Chairman

GROUP AFFIDAVIT FORM
CERTIFICATION OF BOARD OF FUND COMMISSIONERS

of the

MERCER COUNTY INSURANCE FUND COMMISSION

We members of the BOARD OF COMMISSIONERS of the Mercer County Insurance Fund Commission, of full age, being duly sworn according to law, upon our oath depose and say:

1.) We are duly elected members of the BOARD OF COMMISSIONERS of the Mercer County Insurance Fund Commission.

2.) In the performance of our duties, and pursuant to the Local Finance Board Regulation, we have familiarized ourselves with the contents of the Annual Fund Audit filed with the Secretary of the Fund pursuant to N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36 for the year 2016.

3.) We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled:

GENERAL COMMENTS – RECOMMENDATIONS

(L.S.) Andrew A. Mair

(L.S.) Raissa Walker

(L.S.)

K. MEGAN CLARK HUGHES
Vice Chair

The Secretary of the Fund shall set forth the reason for the absence of signature of any members of the BOARD OF COMMISSIONERS.

Important: This certificate must be sent to the Division of Local Government Services, CN 803, Trenton, NJ 08625

Mercer County Insurance Fund. Commission

Certificate of Insurance Monthly Report

From 9/1/2017 To 9/30/2017

Holder (H)/ Insured Name (I)	Holder / Insured Address	Description of Operations	Issue Date/ Cert ID	Coverage
H - Christopher Uffer I - County of Mercer	NJ Transit Local Program Community Mobility One Penn Plaza East, 4th Floor Newark, NJ 07105	Company D: XS Liability \$10,000,000 XS of \$10,000,000 (\$10,000,000 Annual Aggregate) Policy Term: 1/1/17 to 1/1/18 Policy # XCO0000702 Company E: XS Workers Compensation Statutory xs \$1,000,000 XS Employers Liability \$5,000,000 xs \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # 4056379 Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies and Loss Payee if required by written contract as respects to: 1.) Vehicle #:16-1897 Grant #: NJ-65-0004 Vehicle Type: 2017 Ford E-450 Vin #:1FD4E4FS1HDC61939 2.) Vehicle #: 16-1924 Grant #: NJ-65- 0004 Vehicle Type: 2017 Ford E-450 Vin#: 1FD4E4FS2HDC65966 3.) Vehicle #: 16-1925 Grant #: NJ-65-0004 Vehicle Type: 2017 Ford E-450 Vin #: 1FD4E4FSHDC65967 30 days notice of cancellation (except 10 days for non-payment) is provided to the First Named Insured.	9/22/2017 #1757240	GL AU EX WC OTH
Total # of Holders: 1				

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: September 28, 2017
To: Mercer County Insurance Fund Commission
From: PERMA Risk Management Services
Subject: New Jersey Counties Excess Meeting Report

December 31, 2016 Audit: The draft audit was previously reviewed at the June meeting and filed with DOBI & DCA on June 23, 2017 along with an extension request to file the final report. The Board of Fund Commissioners reviewed the final financial audit for the period ending December 31, 2016; Fund Auditor reported there were no comments or recommendations. The Board of Fund Commissioners adopted a resolution approving the year-end financials and will execute an affidavit indicating they have read the General Comments section of the Audit Report. The Fund office will file the final report and supporting resolution with the State.

2018 Renewal & 2018 Budget:

Exposure Data & Underwriting Applications – Executive Director reported the fund office is following up with members on outstanding information as this information is necessary to present the NJCE and local Commission budgets.

2018 Budget Discussion – Executive Director said the 2018 budget presentation will include projections, loss funding, premiums, possible increase to the property self-insured retentions (SIR), as well as, a line item for an underwriting data collection system.

The timeline for the budget process is as follows:

- October 6th – final deadline for submission of underwriting data
- Week of October 16th – Sub-Committee to review budget presentation
- October 26th – Budget Introduction
- November 16th – Budget Adoption

Underwriting Manager reported favorable renewal negotiations with excess carriers and noted there will be alternative options marketed for excess property as the Fund has experienced three consecutive years of high dollar losses. Commissioners White and Mecouch volunteered to serve on the budget sub-committee; the fund office will schedule a meeting based on availability.

Risk Management Plan – Clash Coverage: On the agenda for consideration was the addition of Clash Coverage, which protects against aggregations of losses from one occurrence that can affect one or more coverages. Deputy Executive Director said the Fund Actuary reviewed the current loss funding and reported there are adequate levels in place so a change to increase funding would not be necessary. The Board of Fund Commissioners agreed to the recommendation to amend the current Risk Management Plan reflecting this coverage enhancement. A revised copy would be included in the next agenda for information only.

Payroll Auditor Request for Proposals (RFP): As a follow-up to last meeting discussion, an RFP was issued for Payroll Auditing services to conduct audits and employee headcounts for consistent and ratable workers' compensation premiums. A single response was received from Bowman & Company for a proposed fee of \$16,100 for 28 locations. The Board of Fund Commissioners adopted a resolution authorizing an agreement between the Fund and Bowman & Company LLP for Payroll Auditing Services.

Membership Renewal: The Counties of Atlantic, Burlington, Cumberland and Salem are scheduled to renew their membership with the Fund as of January 1, 2018. Renewal documents have been sent to each County; to date the Fund office received documentation from Burlington County renewing membership.

Potential Membership: The Counties of Sussex, Essex and Cape May are being quoted for potential new membership; more information to follow if available at next meeting.

Joint Insurance Claims Committees Best Practices Workshop: The 6th annual Joint Insurance Claims Committees Best Practices Workshop is scheduled for Wednesday, November 1, 2017 and will focus on *Cyber Liability – Coverage, Risk Management and Available Resources*; an invitation will be emailed.

Financial Fast Track: The Financial Fast Track as of July 31, 2017 reflected a statutory surplus of \$7.5 million.

Underwriting Manager: Underwriting Manager submitted a memorandum that accurate and detailed property information is being requested in preparation of the 2018 property insurance renewal; full Construction, Occupancy, Protection and Exposure (COPE) should be reported in full for any locations over \$20 million in value. A second memorandum was submitted requesting members review their expiring cyber limits; quotes will be provided to each entity at varying coverage limits for their consideration.

Risk Control: Safety Director submitted a report reflecting the risk control activities from June through October 2018 and several Safety Director Bulletins that were distributed. 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 October 26, 2017 at 1:00PM at the Camden County College Regional Emergency Training Center.

MERCER COUNTY INSURANCE COMMISSION						
FINANCIAL FAST TRACK REPORT						
		AS OF	August 31, 2017			
ALL YEARS COMBINED						
		THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE	
1.	UNDERWRITING INCOME	670,161	5,361,289	23,272,864	28,634,153	
2.	CLAIM EXPENSES					
	Paid Claims	140,673	1,020,357	4,490,926	5,511,282	
	Case Reserves	(160,891)	1,248,510	2,541,379	3,789,889	
	IBNR	427,385	382,467	3,082,038	3,464,504	
	Discounted Claim Value	(11,425)	(62,265)	(171,381)	(233,646)	
	TOTAL CLAIMS	395,742	2,589,068	9,942,961	12,532,029	
3.	EXPENSES					
	Excess Premiums	199,119	1,592,952	7,070,368	8,663,320	
	Administrative	46,511	375,840	1,676,363	2,052,203	
	TOTAL EXPENSES	245,630	1,968,792	8,746,731	10,715,523	
4.	UNDERWRITING PROFIT (1-2-3)	28,789	803,429	4,583,172	5,386,601	
5.	INVESTMENT INCOME	0	0	0	0	
6.	PROFIT (4 + 5)	28,789	803,429	4,583,172	5,386,601	
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	14,623	(36,340)	743,967	707,627	
11.	SURPLUS (6 + 7 + 8)	43,412	767,088	5,327,139	6,094,227	
SURPLUS (DEFICITS) BY FUND YEAR						
	2014	154	30,048	2,346,979	2,377,027	
	2015	162	(3,296)	1,917,929	1,914,632	
	2016	177	525,818	1,062,232	1,588,050	
	2017	42,919	214,519		214,519	
TOTAL SURPLUS (DEFICITS)		43,412	767,088	5,327,140	6,094,228	
TOTAL CASH					1,024,885	
CLAIM ANALYSIS BY FUND YEAR						
FUND YEAR 2014						
	Paid Claims	23,322	45,114	1,747,206	1,792,319	
	Case Reserves	(58,852)	(110,895)	407,154	296,259	
	IBNR	35,530	(4,219)	566,120	561,901	
	Discounted Claim Value	0	1,104	(30,942)	(29,838)	
	TOTAL FY 2014 CLAIMS	0	(68,896)	2,689,538	2,620,642	
FUND YEAR 2015						
	Paid Claims	37,021	183,464	1,628,411	1,811,875	
	Case Reserves	(22,315)	(5,977)	773,291	767,314	
	IBNR	(14,706)	(177,487)	707,161	529,674	
	Discounted Claim Value	0	2,162	(45,233)	(43,070)	
	TOTAL FY 2015 CLAIMS	(0)	2,162	3,063,630	3,065,793	
FUND YEAR 2016						
	Paid Claims	34,596	397,837	1,115,309	1,513,146	
	Case Reserves	(35,219)	(99,153)	1,360,934	1,261,781	
	IBNR	623	(834,684)	1,808,757	974,073	
	Discounted Claim Value	0	24,753	(95,207)	(70,454)	
	TOTAL FY 2016 CLAIMS	0	(511,247)	4,189,793	3,678,546	
FUND YEAR 2017						
	Paid Claims	45,734	393,942		393,942	
	Case Reserves	(44,506)	1,464,534		1,464,534	
	IBNR	405,938	1,398,857		1,398,857	
	Discounted Claim Value	(11,425)	(90,284)		(90,284)	
	TOTAL FY 2017 CLAIMS	395,742	3,167,049	0	3,167,049	
COMBINED TOTAL CLAIMS		395,742	2,589,068	9,942,961	12,532,029	

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	August 31, 2017			
ALL YEARS COMBINED						
		THIS	YTD	PRIOR	FUND	
		MONTH	CHANGE	YEAR END	BALANCE	
1.	UNDERWRITING INCOME		1,814,054	14,045,767	97,465,900	111,511,667
2.	CLAIM EXPENSES					
		Paid Claims	(4,447)	454,553	2,721,199	3,175,752
		Case Reserves	(237,386)	1,163,111	2,624,454	3,787,565
		IBNR	555,636	1,702,090	9,575,203	11,277,293
		Discounted Claim Value	(17,590)	(138,623)	(715,004)	(853,626)
	TOTAL CLAIMS		296,213	3,181,131	14,205,852	17,386,983
3.	EXPENSES					
		Excess Premiums	1,309,056	10,472,445	67,102,915	77,575,360
		Administrative	112,055	1,042,319	7,163,639	8,205,958
	TOTAL EXPENSES		1,421,111	11,514,763	74,266,554	85,781,318
4.	UNDERWRITING PROFIT (1-2-3)		96,730	(650,128)	8,993,494	8,343,366
5.	INVESTMENT INCOME		6,520	33,958	229,221	263,178
6.	PROFIT (4+5)		103,249	(616,170)	9,222,714	8,606,544
7.	Dividend		0	0	300,000	300,000
8.	Cancelled Appropriations		0	0	607,551	607,551
9.	SURPLUS (6-7-8)		103,249	(616,170)	8,315,163	7,698,993
SURPLUS (DEFICITS) BY FUND YEAR						
	2010		253	(153,939)	722,132	568,193
	2011		427	83,860	921,187	1,005,047
	2012		438	(288,823)	554,609	265,785
	2013		802	(34,236)	1,277,188	1,242,952
	2014		954	(239,792)	2,048,737	1,808,946
	2015		1,065	(5,501)	989,944	984,442
	2016		1,219	100,212	1,801,366	1,901,579
	2017		98,092	(77,951)		(77,951)
TOTAL SURPLUS (DEFICITS)			103,249	(616,170)	8,315,163	7,698,993
TOTAL CASH						25,581,140

NEW JERSEY COUNTIES EXCESS JIF					
FINANCIAL FAST TRACK REPORT					
		AS OF	August 31, 2017		
ALL YEARS COMBINED					
		THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
CLAIM ANALYSIS BY FUND YEAR					
FUND YEAR 2010					
	Paid Claims	240	400	164,355	164,755
	Case Reserves	(240)	85,245	1	85,246
	IBNR	0	80,000	164,999	244,999
	Discounted Claim Value	0	(10,192)	(2,805)	(12,997)
TOTAL FY 2010 CLAIMS		0	155,453	326,550	482,003
FUND YEAR 2011					
	Paid Claims	4,440	26,640	396,667	423,307
	Case Reserves	(4,440)	(54,415)	407,372	352,957
	IBNR	0	(57,225)	380,961	323,736
	Discounted Claim Value	0	3,690	(39,146)	(35,456)
TOTAL FY 2011 CLAIMS		0	(81,310)	1,145,854	1,064,544
FUND YEAR 2012					
	Paid Claims	3,216	321,522	1,132,971	1,454,492
	Case Reserves	(253,312)	(217,423)	430,462	213,040
	IBNR	250,096	188,399	844,069	1,032,467
	Discounted Claim Value	0	(929)	(69,604)	(70,533)
TOTAL FY 2012 CLAIMS		0	291,569	2,337,897	2,629,466
FUND YEAR 2013					
	Paid Claims	53,016	(225,188)	516,427	291,239
	Case Reserves	(64,013)	414,932	623,730	1,038,662
	IBNR	10,997	(129,744)	1,009,843	880,100
	Discounted Claim Value	0	(21,173)	(86,001)	(107,174)
TOTAL FY 2013 CLAIMS		0	38,827	2,063,999	2,102,826
FUND YEAR 2014					
	Paid Claims	(67,277)	81,690	268,119	349,809
	Case Reserves	31,521	288,341	141,719	430,061
	IBNR	35,756	(130,031)	1,750,161	1,620,130
	Discounted Claim Value	0	5,434	(101,570)	(96,136)
TOTAL FY 2014 CLAIMS		0	245,434	2,058,430	2,303,864
FUND YEAR 2015					
	Paid Claims	1,918	96,422	242,661	339,083
	Case Reserves	53,083	299,302	1,021,082	1,320,383
	IBNR	(55,001)	(400,724)	2,311,258	1,910,534
	Discounted Claim Value	0	16,937	(204,420)	(187,483)
TOTAL FY 2015 CLAIMS		0	11,937	3,370,580	3,382,517
FUND YEAR 2016					
	Paid Claims	0	0	0	0
	Case Reserves	3	250,029	88	250,117
	IBNR	(3)	(359,029)	3,113,912	2,754,883
	Discounted Claim Value	0	15,903	(211,458)	(195,555)
TOTAL FY 2016 CLAIMS		0	(93,097)	2,902,542	2,809,445
FUND YEAR 2017					
	Paid Claims	0	153,068		153,068
	Case Reserves	12	97,099		97,099
	IBNR	313,792	2,510,444		2,510,444
	Discounted Claim Value	(17,590)	(148,293)		(148,293)
TOTAL FY 2017 CLAIMS		296,213	2,612,318	0	2,612,318
COMBINED TOTAL CLAIMS		296,213	3,181,131	14,205,852	17,386,983

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	September 30, 2017									
COVERAGE LINE - PROPERTY										
CLAIM COUNT - OPEN CLAIMS										
Year	2010	2011	2012	2013	2014	2015	2016	2017	TOTAL	
August-17	0	0	0	0	0	3	2	32	37	
September-17	0	0	0	0	0	3	1	25	29	
NET CHGE	0	0	0	0	0	0	-1	-7	-8	
Limited Reserves										\$2,674
Year	2010	2011	2012	2013	2014	2015	2016	2017	TOTAL	
August-17	\$0	\$0	\$0	\$0	\$0	\$500	\$9,500	\$33,500	\$43,500	
September-17	\$0	\$0	\$0	\$0	\$669	\$53,888	\$7,500	\$15,500	\$77,557	
NET CHGE	\$0	\$0	\$0	\$0	\$669	\$53,388	(\$2,000)	(\$18,000)	\$34,057	
Ltd Incurred	\$0	\$0	\$0	\$0	\$19,168	\$53,863	\$7,599	\$15,905	\$96,535	
COVERAGE LINE - GENERAL LIABILITY										
CLAIM COUNT - OPEN CLAIMS										
Year	2010	2011	2012	2013	2014	2015	2016	2017	TOTAL	
August-17	0	0	0	0	1	10	24	23	58	
September-17	0	0	0	0	1	9	25	26	61	
NET CHGE	0	0	0	0	0	-1	1	3	3	
Limited Reserves										\$5,201
Year	2010	2011	2012	2013	2014	2015	2016	2017	TOTAL	
August-17	\$0	\$0	\$0	\$0	\$6,386	\$121,312	\$111,100	\$64,000	\$302,798	
September-17	\$0	\$0	\$0	\$0	\$6,386	\$117,292	\$121,100	\$72,500	\$317,278	
NET CHGE	\$0	\$0	\$0	\$0	\$0	(\$4,020)	\$10,000	\$8,500	\$14,480	
Ltd Incurred	\$0	\$0	\$0	\$0	\$8,863	\$154,813	\$130,691	\$72,783	\$367,150	
COVERAGE LINE - AUTO LIABILITY										
CLAIM COUNT - OPEN CLAIMS										
Year	2010	2011	2012	2013	2014	2015	2016	2017	TOTAL	
August-17	0	0	0	0	0	2	1	5	8	
September-17	0	0	0	0	0	3	1	3	7	
NET CHGE	0	0	0	0	0	1	0	-2	-1	
Limited Reserves										\$25,741
Year	2010	2011	2012	2013	2014	2015	2016	2017	TOTAL	
August-17	\$0	\$0	\$0	\$0	\$0	\$14,650	\$94,595	\$64,000	\$173,245	
September-17	\$0	\$0	\$0	\$0	\$0	\$22,150	\$94,595	\$63,444	\$180,189	
NET CHGE	\$0	\$0	\$0	\$0	\$0	\$7,500	\$0	(\$556)	\$6,944	
Ltd Incurred	\$0	\$0	\$0	\$0	\$10,891	\$28,465	\$117,228	\$71,314	\$227,899	
COVERAGE LINE - WORKERS COMP.										
CLAIM COUNT - OPEN CLAIMS										
Year	2010	2011	2012	2013	2014	2015	2016	2017	TOTAL	
August-17	0	0	0	0	11	22	31	50	114	
September-17	0	0	0	0	11	21	30	47	109	
NET CHGE	0	0	0	0	0	-1	-1	-3	-5	
Limited Reserves										\$30,203
Year	2010	2011	2012	2013	2014	2015	2016	2017	TOTAL	
August-17	\$0	\$0	\$0	\$0	\$289,874	\$630,852	\$1,046,586	\$1,303,034	\$3,270,346	
September-17	\$0	\$0	\$0	\$0	\$289,874	\$679,455	\$898,636	\$1,424,124	\$3,292,088	
NET CHGE	\$0	\$0	\$0	\$0	\$0	\$48,603	(\$147,951)	\$121,090	\$21,742	
Ltd Incurred	\$0	\$0	\$0	\$0	\$2,049,874	\$2,403,865	\$2,430,453	\$1,891,603	\$8,775,796	
TOTAL ALL LINES COMBINED										
CLAIM COUNT - OPEN CLAIMS										
Year	2010	2011	2012	2013	2014	2015	2016	2017	TOTAL	
August-17	0	0	0	0	12	37	58	110	217	
September-17	0	0	0	0	12	36	57	101	206	
NET CHGE	0	0	0	0	0	-1	-1	-9	-11	
Limited Reserves										\$18,772
Year	2010	2011	2012	2013	2014	2015	2016	2017	TOTAL	
August-17	\$0	\$0	\$0	\$0	\$296,259	\$767,315	\$1,261,781	\$1,464,534	\$3,789,890	
September-17	\$0	\$0	\$0	\$0	\$296,928	\$872,786	\$1,121,830	\$1,575,568	\$3,867,113	
NET CHGE	\$0	\$0	\$0	\$0	\$669	\$105,471	(\$139,951)	\$111,034	\$77,223	
Ltd Incurred	\$0	\$0	\$0	\$0	\$2,088,795	\$2,641,007	\$2,685,971	\$2,051,606	\$9,467,379	

FUND YEARS 2016 & 2017

Mercer County Insurance Fund Commission															
CLAIMS MANAGEMENT REPORT															
EXPECTED LOSS RATIO ANALYSIS															
AS OF September 30, 2017															
FUND YEAR 2016 -- LOSSES CAPPED AT RETENTION															
	Budget	Current		21			Last Month		20			Last Year		9	
		Unlimited	Limited	Actual		MONTH	Unlimited	Limited	Actual		MONTH	Unlimited	Limited	Actual	MONTH
		Incurred	Incurred	30-Sep-17		TARGETED	Incurred	Incurred	31-Aug-17		TARGETED	Incurred	Incurred	29-Sep-16	TARGETED
PROPERTY	80,948	7,599	7,599	9.39%	79,361	98.04%	9,599	9,599	11.86%	79,105	97.72%	40,970	40,970	50.61%	55,045
GEN LIABILITY	155,896	130,691	130,691	83.83%	117,817	75.57%	120,691	120,691	77.42%	115,633	74.17%	82,969	82,969	53.22%	56,123
AUTO LIABILITY	131,580	117,228	117,228	89.09%	94,710	71.98%	117,228	117,228	89.09%	92,447	70.26%	24,909	24,909	18.93%	46,053
WORKER'S COMP	4,616,644	2,430,453	2,430,453	52.65%	4,189,332	90.74%	2,527,409	2,527,409	54.75%	4,131,965	89.50%	2,053,267	2,053,267	44.48%	1,523,493
TOTAL ALL LINES	4,985,068	2,685,971	2,685,971	53.88%	4,481,220	89.89%	2,774,927	2,774,927	55.66%	4,419,149	88.65%	2,202,116	2,202,116	44.17%	1,680,713
NET PAYOUT %	\$1,564,141					31.38%									
FUND YEAR 2017 -- LOSSES CAPPED AT RETENTION															
	Budget	Current		9			Last Month		8			Last Year		-3	
		Unlimited	Limited	Actual		MONTH	Unlimited	Limited	Actual		MONTH	Unlimited	Limited	Actual	MONTH
		Incurred	Incurred	30-Sep-17		TARGETED	Incurred	Incurred	31-Aug-17		TARGETED	Incurred	Incurred	29-Sep-16	TARGETED
PROPERTY	83,000	15,905	15,905	19.16%	56,440	68.00%	33,905	33,905	40.85%	50,630	61.00%	0	0	N/A	N/A
GEN LIABILITY	159,000	72,783	72,783	45.78%	57,240	36.00%	64,283	64,283	40.43%	47,700	30.00%	0	0	N/A	N/A
AUTO LIABILITY	134,000	71,314	71,314	53.22%	46,900	35.00%	70,870	70,870	52.89%	40,200	30.00%	0	0	N/A	N/A
WORKER'S COMP	4,709,000	1,891,603	1,891,603	40.17%	1,553,970	33.00%	1,689,417	1,689,417	35.88%	1,224,340	26.00%	0	0	N/A	N/A
TOTAL ALL LINES	5,085,000	2,051,606	2,051,606	40.35%	1,714,550	33.72%	1,858,476	1,858,476	36.55%	1,362,870	26.80%	0	0	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 September 30, 2017																
FUND YEAR 2014 -- LOSSES CAPPED AT RETENTION																
	Budget	Current		45			Last Month		44			Last Year		33		
		Unlimited	Limited	Actual		MONTH	Unlimited	Limited	Actual		MONTH	Unlimited	Limited	Actual		MONTH
		Incurred	Incurred	30-Sep-17		TARGETED	Incurred	Incurred	31-Aug-17		TARGETED	Incurred	Incurred	29-Sep-16		TARGETED
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	8,863	8,863	7.14%	117,584	94.71%	8,863	8,863	7.14%	117,107	94.32%	87,352	87,352	70.36%	109,293	88.03%
AUTO LIABILITY	127,016	10,891	10,891	8.57%	116,156	91.45%	10,891	10,891	8.57%	115,648	91.05%	10,891	10,891	8.57%	108,293	85.26%
WORKER'S COMP	4,356,301	2,049,874	2,049,874	47.06%	4,321,299	99.20%	2,049,237	2,049,237	47.04%	4,317,872	99.12%	2,134,859	2,134,859	49.01%	4,245,494	97.46%
TOTAL ALL LINES	4,669,797	2,088,795	2,088,795	44.73%	4,617,361	98.88%	2,088,158	2,088,158	44.72%	4,612,950	98.78%	2,252,269	2,252,269	48.23%	4,525,402	96.91%
NET PAYOUT %	\$1,791,867				38.37%											
FUND YEAR 2015 -- LOSSES CAPPED AT RETENTION																
	Budget	Current		33			Last Month		32			Last Year		21		
		Unlimited	Limited	Actual		MONTH	Unlimited	Limited	Actual		MONTH	Unlimited	Limited	Actual		MONTH
		Incurred	Incurred	30-Sep-17		TARGETED	Incurred	Incurred	31-Aug-17		TARGETED	Incurred	Incurred	29-Sep-16		TARGETED
PROPERTY	80,948	53,863	53,863	66.54%	80,948	100.00%	53,863	53,863	66.54%	80,948	100.00%	57,363	57,363	70.86%	79,361	98.04%
GEN LIABILITY	155,896	154,813	154,813	99.31%	137,232	88.03%	157,313	157,313	100.91%	136,011	87.24%	166,873	166,873	107.04%	117,817	75.57%
AUTO LIABILITY	131,580	28,465	28,465	21.63%	112,183	85.26%	20,965	20,965	15.93%	111,226	84.53%	11,420	11,420	8.68%	94,710	71.98%
WORKER'S COMP	4,449,750	2,403,865	2,403,865	54.02%	4,336,566	97.46%	2,347,047	2,347,047	52.75%	4,324,764	97.19%	2,236,786	2,236,786	50.27%	4,037,886	90.74%
TOTAL ALL LINES	4,818,174	2,641,007	2,641,007	54.81%	4,666,930	96.86%	2,579,189	2,579,189	53.53%	4,652,949	96.57%	2,472,443	2,472,443	51.31%	4,329,773	89.86%
NET PAYOUT %	\$1,768,221				36.70%											

**LIABILITY AND WORKERS' COMPENSATION COST
CONTAINMENT STRATEGIES
CYBER LIABILITY – COVERAGE, RISK MANAGEMENT AND
AVAILABLE RESOURCES
NOVEMBER 1, 2017
AGENDA**

8:30 – 9:00

Registration

9:00 – 9:05

Introductions and Opening Remarks

Michelle M. Leighton, AIC, *Vice President, Senior Claim Consultant, Conner Strong & Buckelew*

9:05 – 9:30

Past Successes and Future Initiatives

Joseph P. Hrubash, *Senior Vice President, Insurance Commission Executive Director, PERMA Risk Management Services*

Ed Cooney, *Vice President, Account Executive/Underwriting Manager, Conner Strong & Buckelew*

9:30 – 10:15

Recognizing, Detecting and Preventing Cyber Security Threats

Marc H. Pfeiffer, MPA, *Assistant Director and Senior Policy Fellow, Bloustein Local Government Research Center, Edward J. Bloustein School of Planning and Public Policy, Rutgers, The State University of New Jersey*

10:15 – 11:00

Coverage and Claim Reporting

Ed Cooney, *Vice President, Account Executive/Underwriting Manager, Conner Strong & Buckelew*

Michelle M. Leighton, AIC, *Vice President, Senior Claim Consultant, Conner Strong & Buckelew*

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PERMA

**LIABILITY AND WORKERS' COMPENSATION COST
CONTAINMENT STRATEGIES
CYBER LIABILITY – COVERAGE, RISK MANAGEMENT AND
AVAILABLE RESOURCES
NOVEMBER 1, 2017
AGENDA**

11:00 – 11:15

Break

11:15 – 11:45

AIG CyberEdge Claims Services – Review of Cyber Claims Scenarios and Available Resources to Implement a Response Plan, Engage any Required Vendors and Initiate the Restoration and Recovery Process

Deborah Hirschorn, Complex Claim Director, AIG Financial Lines Claims

11:45 – 12:45

Data Breach Response Team - Working with a Breach Coach and Forensic Investigator in the Investigation and Response to a Data Breach Event

Sian M. Schafle, Partner, Mullen Coughlin LLC

Bill Hardin, Vice President, CRA Charles River Associates

12:45 – 1:00

Test You Cyber Security Awareness

1:00 – 1:45

Q&A, Lunch and Networking

MERCER COUNTY INSURANCE FUND COMMISSION

To: Fund Commissioners

From: Michelle Leighton

Date: October 23, 2017

Re: VERY IMPORTANT – Reporting to “Discovery” or “Claims Made and Reported” Policies Prior to 12/31/17 Expiration Date

As a reminder, the following policies are set to expire on **12/31/17**:

Member(s)	Coverage Line	Carrier	Policy No.
Mercer County Mercer County Board of Social Services Mercer County Improvement Authority	Public Officials & Employment Practices Liability	Lexington Insurance Company	06-520-64-08
Mercer County Mercer County Board of Social Services	Cyber	National Union Fire Insurance Company of Pittsburgh, PA	05-843-06-77
Mercer County Improvement Authority	Cyber	National Union Fire Insurance Company of Pittsburgh, PA	05-766-64-89
Mercer County	Healthcare Professional & General Liability	Lexington Insurance Company	6796617 (Primary)
Mercer County	Healthcare Professional & General Liability	Lexington Insurance Company	6796618 (Excess)
Mercer County Mercer County Improvement Authority	Crime	National Union Fire Insurance Company of Pittsburgh, PA	04-582-09-11

These policies, or portions of these policies, provide coverage on a “discovery” or “claims-made and reported” basis. ***With these types of coverage, any loss discovered or claim made against you MUST be reported during the same policy year within which you discovered the loss or received the claim.*** Therefore, it is imperative that any claim, potential claim, or facts and circumstances that may give rise to a claim be reported to your insurance company prior to the policy expiration.

You should refer to the terms and conditions in your complete policies for specific reporting requirements and coverage triggers. However, with respect to the Public Officials & Employment Practices Liability Policy, claims generally involve allegations of a wrongful act committed by an insured. With respect to the Cyber Policy, claims typically involve a security failure or a privacy event. With respect to the Healthcare Professional & General Liability Policy, claims involve allegations of injury/damages caused by a healthcare professional. Finally, with respect to the Crime Policy, claims generally involve theft.

Please conduct a review “sweep” of any Public Officials & Employment Practices Liability, Employed Lawyers Professional Liability, Cyber, Healthcare Professional & General Liability, or Crime claims, suits and/or incidents of which you (or anyone else in your organization) may be aware, which need to be reported to the carrier prior to the expiration date of 12/31/17. Please keep in mind that these policies are “discovery” or “claims made and reported” policies, and failure to timely report a discovered loss or claim (or potential claim of which you are aware) is likely to result in a denial of coverage from the insurance carrier.

Given that the above-referenced policies expire during a holiday time period, please provide notice to **Conner Strong & Buckelew** no later than Monday, 12/18/17. These matters should be emailed to ClaimsTeamC@connerstrong.com, with a copy to Michelle Leighton at mleighton@connerstrong.com or fax to 856-685-2221. Please contact Michelle Leighton if you have any questions or concerns, including whether a claim or incident should be reported. Michelle can be reached by email at mleighton@connerstrong.com or telephone at 856-552-4842.

**MERCER COUNTY INSURANCE FUND COMMISSION
BILLS LIST**

Resolution No. 43-17

OCTOBER 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>
000350			
000350	BORDEN PERLMAN SALISBURY&KELLY	INSURANCE CONSULTING FEE 10/2017	5,500.00
			5,500.00
000351			
000351	PERMA RISK MANAGEMENT SERVICES	POSTAGE FEE 09/2017	1.82
000351	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 10/2017	13,358.75
			13,360.57
000352			
000352	THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES FEE 10/2017	625.00
			625.00
000353			
000353	INSERVCO INSURANCE SERVICES	CLAIMS SERVICES - 10/2017	15,833.33
			15,833.33
000354			
000354	PACKET MEDIA LLC	ACCT: 32129 - 9/15/17 - SEPT MEETING	16.80
			16.80
000355			
000355	21ST CENTURY MEDIA-PHILLY CLUSTER	ACCT: 884004 - 9/12/17 - PUBLIC NOTICE	12.95
			12.95
000356			
000356	J.A. MONTGOMERY RISK CONTROL	RISK CONTROL SERVICES - 10/2017	10,370.00
			10,370.00
000357			
000357	NJ ADVANCE MEDIA	ACCT: 1153600 - 9/14/17 CLSD SESSION MTG	13.92
			13.92
TOTAL PAYMENTS FY 2017			45,732.57
TOTAL PAYMENTS ALL FUND YEARS \$ 45,732.57			

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: August							
	Property	Liability	Auto	Worker's Comp	NJ CEL	Admin	TOTAL
OPEN BALANCE	84,601.45	259,307.86	237,720.67	4,418,539.76	(4,350,849.62)	(743,188.12)	(93,868.00)
RECEIPTS							
Assessments	13,313.46	25,582.81	21,536.79	757,818.14	391,008.35	95,906.44	1,305,165.99
Refunds	0.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00
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	13,313.46	25,582.81	21,536.79	758,818.14	391,008.35	95,906.44	1,306,165.99
EXPENSES							
Claims Transfers	0.00	0.00	2,586.77	139,086.09	0.00	0.00	141,672.86
Expenses	0.00	0.00	0.00	0.00	0.00	45,739.80	45,739.80
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	2,586.77	139,086.09	0.00	45,739.80	187,412.66
END BALANCE	97,914.91	284,890.67	256,670.69	5,038,271.81	(3,959,841.27)	(693,021.48)	1,024,885.33

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS			
MERCER COUNTY INSURANCE COMMISSION			
ALL FUND YEARS COMBINED			
CURRENT MONTH	August		
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	-\$93,868.00	-82236.27	-11631.73
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	\$2,106,165.99	\$1,913,278.28
10	(Withdrawals - Sales)	-\$987,412.66	-\$845,739.80
	Ending Cash & Investment Balance	\$1,024,885.33	\$985,302.21
	Ending Interest Accrual Balance	\$0.00	\$0.00
	Plus Outstanding Checks	\$122,659.29	\$18,333.33
	(Less Deposits in Transit)	\$0.00	\$0.00
	Balance per Bank	\$1,147,544.62	\$1,003,635.54
			\$143,909.08

RESOLUTION NO. 44-17

**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 October 23, 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 September 1, 2017 to September 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 October 23, 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
09/01/2017 Thru 09/30/2017

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
09/01/2017 Thru 09/30/2017

Type	Check #	Claim #	Claimant Name	From Date	To Date	Payee Name	Trans. Date	Payment Description	Amnt. Requested	Amnt. Paid	
Coverage: Auto Liability											
C	13131	3960001745	001	JOHNSON, CHRISTOPHE	5/23/2017	5/23/2017	CHRISTOPHER JOHNSON	9/5/2017	Full & Final Settlement of All Claims	500.00	500.00
C	13267	3960001781	001	CARROLL, TERENCE	7/13/2017	7/13/2017	TERENCE CARROLL	9/18/2017	Full & Final Settlement of All Claims	500.00	500.00
Total for Coverage: Auto Liability							Number of entries: 2		1,000.00	1,000.00	
Coverage: Auto Physical Damage											
V	396	3960000908	001	COUNTY OF MERCER	8/12/2015	8/12/2015	COUNTY OF MERCER	9/29/2017	2002 Ford F250 Plate#J352CG	-3,388.34	-3,388.34
V	396	3960000398	001	COUNTY OF MERCER	6/21/2014	6/21/2014	COUNTY OF MERCER	9/29/2017	200 CHEV GMC TRUCK PLATE#CG19269	-668.86	-668.86
Total for Coverage: Auto Physical Damage							Number of entries: 2		-4,057.20	-4,057.20	
Coverage: General Liability											
C	13129	3960000620	001	SCOTT, TERENCE	7/18/2017	7/18/2017	E-REPORTING STENOGRAPHIC	9/5/2017	INVOICE #244545	214.00	214.00
C	13130	3960000620	001	SCOTT, TERENCE	7/8/2017	7/27/2017	LENIX SOCEY FORMIDONI	9/5/2017	LEGAL FEE - INV #18754	1,306.00	1,306.00
Total for Coverage: General Liability							Number of entries: 2		1,520.00	1,520.00	
Coverage: Property											
V	396	3960000593	001	COUNTY OF MERCER			ALL RISK INC	9/29/2017		-50,000.00	-50,000.00
Total for Coverage: Property							Number of entries: 1		-50,000.00	-50,000.00	
Total for Mercer County Ins Fund Comm - 396							Number of entries: 7		-51,537.20	-51,537.20	





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
Jul-17	\$45,857	\$20,056	\$68,748	\$25,801	56%	80	67	13	84%	0	\$5,155	\$20,646
Aug-17	\$44,519	\$21,598	\$53,618	\$22,921	51%	57	39	18	68%	1	\$4,584	\$18,337
Sep-17	\$99,374	\$32,630	\$102,325	\$66,744	67%	67	56	11	84%	2	\$13,349	\$53,395
Total 2017	\$682,989	\$332,988	\$827,293	\$350,001	51%	655	542	113	83%	9	\$69,995	\$280,006
Total to Date	\$3,535,215	\$1,939,378	\$3,840,330	\$1,595,837	45%	3,413	2,890	523	85%	51	\$317,531	\$1,278,306

Report Run Date:10/02/2017

MCC



MERCER COUNTY INSURANCE FUND COMMISSION SAFETY DIRECTOR'S REPORT

TO: Fund Commissioners
FROM: J.A. Montgomery Risk Control, Safety Director
DATE: October 13, 2017

September - October 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

- **September 20:** Attended the MCIFC Accident Review Panel Meeting in Trenton.
- **September 20:** Conducted Accident Investigation for MCBOSS, Mercer Oaks Golf Course and Parks Department,.
- **September 25:** Attended the MCIFC Meeting in Trenton.
- **September 25:** Attended the MCIFC Claims Committee Meeting in Trenton.

UPCOMING MEETINGS / LOSS CONTROL VISITS PLANNED

- **October 18:** Plan to attend the MCIFC Accident Review Panel Meeting in Trenton.
- **October 18:** Plan to conduct loss control surveys of the Mercer County Court Houses.
- **October 23:** Plan to attend the MCIFC Meeting in Trenton.

- **October 23:** Plan to attend the MCIFC Claims Committee meeting in Trenton.

SAFETY DIRECTOR BULLETINS

- October is Fire Prevention Month – October 9.

TRAINING CONDUCTED AND SCHEDULED (SEPTEMBER)

TRAINING CONDUCTED AND SCHEDULED (SEPTEMBER 17 THRU OCTOBER)

DATE	CLIENT	TOPIC	TIME
9/18/17	MCIFC - Corrections	HazCom w-GHS	8:00 - 9:30 am
9/18/17	MCIFC - Corrections	Fire Safety	9:45 - 10:45 am
9/18/17	MCIFC - Corrections	Fire Extinguisher	11:00 - 12:00 pm
9/18/17	MCIFC - Corrections	BBP	12:30 - 1:30 pm
9/18/17	MCIFC - Corrections	Employee Conduct and Violence Prevention	1:45 - 3:15 pm
9/18/17	MCIFC - Corrections	HazCom w-GHS-evening	3:30 - 5:00 pm
9/18/17	MCIFC - Corrections	Fire Safety-evening	5:15 - 6:15 pm
9/18/17	MCIFC - Corrections	Fire Extinguisher - evening	6:30 - 7:30 pm
9/18/17	MCIFC - Corrections	BBP-evening	8:00 - 9:00 pm
9/18/17	MCIFC - Corrections	Employee Conduct & Violence Prevention-evening	9:15 - 10:45 pm
9/20/17	MCIFC - Corrections	HazCom w-GHS-evening	3:30 - 5:00 pm
9/20/17	MCIFC - Corrections	Fire Safety-evening	5:15 - 6:15 pm
9/20/17	MCIFC - Corrections	Fire Extinguisher - evening	6:30 - 7:30 pm
9/20/17	MCIFC - Corrections	BBP-evening	8:00 - 9:00 pm
9/20/17	MCIFC - Corrections	Employee Conduct & Violence Prevention-evening	9:15 - 10:45 pm
10/5/17	MCIFC - Corrections	HazCom w-GHS	8:00 - 9:30 am
10/5/17	MCIFC - Corrections	Fire Safety	9:45 - 10:45 am
10/5/17	MCIFC - Corrections	Fire Extinguisher	11:00 - 12:00 pm
10/5/17	MCIFC - Corrections	BBP	12:30 - 1:30 pm
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10/5/17	MCIFC - Corrections	HazCom w-GHS-evening	3:30 - 5:00 pm
10/5/17	MCIFC - Corrections	Fire Safety-evening	5:15 - 6:15 pm
10/5/17	MCIFC - Corrections	Fire Extinguisher - evening	6:30 - 7:30 pm
10/5/17	MCIFC - Corrections	BBP-evening	8:00 - 9:00 pm
10/5/17	MCIFC - Corrections	Employee Conduct & Violence Prevention-evening	9:15 - 10:45 pm
10/10/17	MCIFC - Corrections	HazCom w-GHS	8:00 - 9:30 am

DATE	CLIENT	TOPIC	TIME
10/10/17	MCIFC - Corrections	Fire Safety	9:45 - 10:45 am
10/10/17	MCIFC - Corrections	Fire Extinguisher	11:00 - 12:00 pm
10/10/17	MCIFC - Corrections	BBP	12:30 - 1:30 pm
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10/10/17	MCIFC - Corrections	Fire Extinguisher - evening	6:30 - 7:30 pm
10/10/17	MCIFC - Corrections	BBP-evening	8:00 - 9:00 pm
10/10/17	MCIFC - Corrections	Employee Conduct & Violence Prevention-evening	9:15 - 10:45 pm
10/18/17	MCIFC - Corrections	DDC 6 - evening	3:30 - 10:00 pm (w/dinner brk)
10/24/17	MCIFC - Corrections	Fire Safety-evening	5:15 - 6:15 pm
10/24/17	MCIFC - Corrections	Fire Extinguisher - evening	6:30 - 7:30 pm
10/24/17	MCIFC - Corrections	BBP-evening	8:00 - 9:00 pm
10/24/17	MCIFC - Corrections	Employee Conduct & Violence Prevention-evening	9:15 - 10:45 pm
10/25/17	MCIFC - Corrections	Fire Safety	9:45 - 10:45 am
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October 2017

October is Fire Prevention Month

National Fire Protection Association has declared the 2017 theme to be, “*Every Second Counts: Plan 2 Ways Out!*”. In a fire, seconds count. Seconds can mean the difference between residents of our community escaping safety from a fire or having their lives end in tragedy.

Here is a short fire safety quiz to test your knowledge of fire prevention, fire protection, and fire safety:

1. How often should an ABC fire extinguisher in your home be replaced?
 - a. 10 - 12 years
 - b. 20 - 25 years
 - c. Never, if not used

10 – 12 years
2. Why is Fire Prevention Week always the week of October 9th?
 - a. To commemorate the Great Chicago Fire
 - b. To commemorate the Great Roman Fire
 - c. To commemorate the Triangle Shirtwaist Fire

Great Chicago Fire
3. How often should smoke detectors be replaced?
 - a. After a fire
 - b. Every 5 years
 - c. Every 10 years

Every 10 years
4. Most fire deaths occur where?
 - a. In motor vehicles
 - b. In the home
 - c. In the workplace
 - d. In a place of assembly; restaurant, theater, casino, etc.

In the home
5. What age group has the greatest chance of dying in a fire in the home?
 - a. Infants
 - b. Pre-teen age children
 - c. Young adults
 - d. Adults
 - e. Senior citizens

By far, the two age groups who are most likely to die in a fire at home are:
Infants & Senior citizens

Fire safety is not just for the workplace. Homes – where are children and perhaps elderly parents are – represent a significant fire hazard to what and who we hold dear. Protect them by going home and doing these things tonight:

- Test your smoke detector by pushing the button. Check the date of manufacture. Replace if over 10 years old.
- Check your fire extinguisher’s date of manufacture. Replace if over 10 years old.
- Hold a fire drill with your family. Know two ways out. Know to call 9-1-1 from OUTSIDE the house.

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.



EVERY SECOND COUNTS

PLAN **2** WAYS OUT!™



FIRE PREVENTION WEEK

OCTOBER 8–14, 2017

firepreventionweek.org

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- ☐ Draw a map of your home. Show all doors and windows.
- ☐ Visit each room. Find two ways out.
- ☐ All windows and doors should open easily. You should be able to use them to get outside.
- ☐ Make sure your home has smoke alarms. Push the test button to make sure each alarm is working.
- ☐ Pick a meeting place outside. It should be in front of your home. Everyone will meet at the meeting place.
- ☐ Make sure your house or building number can be seen from the street.
- ☐ Talk about your plan with everyone in your home.
- ☐ Learn the emergency phone number for your fire department.
- ☐ Practice your home fire drill!
- ☐ Make your own home fire escape plan using the grid provided on page 2.



RESOLUTION NO. 45-17

**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 October 23, 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 October 23, 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 October 23, 2017.

ADOPTED:

ANDREW A. MAIR, CHAIRMAN

DATE

ATTEST:

DATE

PAYMENT AUTHORIZATION REQUESTS

October 23, 2017

<u>Claim #</u>	<u>Claimant</u>	<u>Type of Claim</u>	<u>PAR/SAR</u>
3960001442	Marcella Covello	Worker Compensation	PAR
3960001132	Patricia Grygon	Worker Compensation	PAR/SAR
3960001501	Norman Gryziewicz	Worker Compensation	SAR
3960001150	Jeret Johnson	Worker Compensation	SAR
3960001065	Charles McCloskey	Worker Compensation	SAR
3960001037	Russell Morgan	Worker Compensation	SAR

APPENDIX I

**MERCER COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – September 25, 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
Lillian Nazzaro (<i>Alternate</i>)	Absent

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Joseph Hrubash
Claims Service	Inservco Insurance Services, Inc. Nancy Fowlkes Keith Platt Amy Zeiders (<i>via teleconference</i>) Conner Strong & Buckelew Michelle Leighton
Managed Care Services	First MCO
CEL Underwriting Manager	Conner Strong & Buckelew
Risk Management Consultant	Borden Perlman Salisbury & Kelly Doug Borden
Attorney	Paul Adezio, Esq.
Safety Director	J.A. Montgomery Risk Control Glenn Prince

ALSO PRESENT:

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

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF JULY 24, 2017

Chairman Mair noted he had a few comments and inquiries regarding the minutes. In response to Chairman Mair's inquiry regarding the actuary's projections in the claims report, Executive Director advised it was too soon to be concerned about the current year and indicated the report might have improved since July.

Chairman Mair reported that he was told that "no swimming" signs were posted. Chairman Mair informed Mr. Borden they discussed the Event Insurance internally and given the restraints on the coverage a decision was made not to pursue. Chairman Mair then asked for a motion to approve the minutes.

MOTION TO APPROVE THE OPEN & CLOSED MINUTES OF JULY 24, 2017

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

Executive Director noted that when he reviews the claim reports he will point out that the year Chairman Mair questioned earlier had improved.

CORRESPONDENCE: Executive Director referred to a copy of Bulletin NJCE 17-02 from the NJCE Underwriting Manager which was included in the agenda with respect to self-deployment for Hurricane Harvey and Irma. Executive Director advised there was a process for providing assistance through the State and information on the Emergency Management Assistance Compact was included in the agenda.

SAFETY COMMITTEE: Mr. Prince reported the Safety & Accident Review Committee conducted meetings on July 19th, August 16th and September 20th. Mr. Prince advised at the last meeting the Committee discussed 15 incidents.

In response to Chairman Mair's comment regarding the safety of wood chippers Mr. Prince advised his associate Barry Sloan had gone out to the Parks Department on several occasions and also completed an accident investigation relating to a wood chipper claim settlement that would be discussed during closed session today. Mr. Prince noted recommendations were made in his investigation.

CLAIMS COMMITTEE: Ms. Leighton reported the Claims Committee met prior to the Commission meeting and there were nine payment authority requests to discuss during closed

session. Ms. Leighton mentioned the sixth annual Joint Insurance Claims Committees Best Practices Workshop was scheduled for November 1st at the Conner Strong & Buckelew office in Marlton. Ms. Leighton advised the focus this year was specifically on Cyber Liability including Coverage, Risk Management and Available Resources. Ms. Leighton noted an e-mail invitation would be sent out shortly. Ms. Leighton 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 and some informational items.

CLAIMS COMMITTEE CHARTER: Executive Director advised the first item was a revision to the Claims Committee Charter to reflect some member representative changes. Executive Director referred to a copy of the revised Charter and indicated Danielle Batchelor, Matt Baron and Alma Ortiz were deleted and Jackie Tolbert, Amy Zeiders and Keith Platt were added. Executive Director reported the agenda included Resolution 37-17, Amendment to the Claims Committee Charter and requested a motion to adopt.

**MOTION TO ADOPT RESOLUTION 37-17 AMENDMENT TO THE
CLAIMS COMMITTEE CHARTER**

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 months of July and August. Executive Director advised there was one certificate of insurance issued for July and six certificates for August. 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 advised the CEL was scheduled to meet again on September 28, 2017. Executive Director reported the CEL would introduce their 2018 Budget on October 26, 2017 and Budget Adoption was scheduled for November 16, 2017. Executive Director noted the Mercer County Insurance Fund Commission Budget would be introduced at the November 27th meeting.

MCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACKS: Executive Director advised the June and July Financial Fast Tracks were included in the agenda. The Commission had a surplus of \$6,050,816 as of July 31, 2017. Executive Director also referred to line 10 of the report, "Investment in Joint Venture" and indicated \$693,004 of the surplus was the MCIFC's share of the CELJIF equity.

NJ CEL PROPERTY AND CASUALTY FINANCIAL FAST TRACK: Executive Director reported the June and July Financial Fast Tracks were included in the agenda. As of July 31, 2017 the Fund had a surplus of \$7,595,744 and the cash balance was \$23,011,699. 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 August were included in the agenda. Executive Director reported he reviewed the Claim Activity Report and did not see any anomalies. Executive Director referred to page 26 of the agenda and reviewed the Claims Management Report Expected Loss Ratio Analysis report for the Fund years of 2016 and 2017. In response to Chairman Mair's earlier comments Executive Director pointed out that the actuary's projection for the 2017 Fund were at 27% and the actual was now 16%. Executive Director pointed out the 2014 and 2015 Fund Years were also doing well. Executive Director asked if anyone had any other questions on the claim reports.

2018 RENEWAL APPLICATION AND UPDATED EXPOSURE INFORMATION: Executive Director thanked everyone involved for their efforts in returning the renewal applications and exposure information for the 2018 renewal.

2016 AUDIT REPORT AS OF DECEMBER 31, 2016: Executive Director advised Mr. Jim Miles of Bowman & Company, LLP would attend the October meeting to present the 2016 Commission Audit.

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND – JOINT INSURANCE CLAIMS COMMITTEES BEST PRACTICES WORKSHOP: Executive Director stated Ms. Leighton spoke earlier regarding the Workshop which was scheduled for Wednesday, November 1, 2017 at the Conner Strong & Buckelew office in Marlton.

Executive Director reported two memorandums from the Underwriting Manager were distributed at the start of the meeting. Executive Director advised the Underwriting Manager was requesting a review of the property values to ensure accurate and detailed information including construction, occupancy, protection and exposure (COPE) data for locations over \$20 million.

Executive Director advised the second memorandum related to Cyber limits. Executive Director reported the Underwriting Manager would provide quotes for \$5M and \$10M. Executive Director noted currently the County had limits of \$2M. In response to Chairman Mair's inquiry, Executive Director advised the cyber coverage would not assist on any EPL claims.

Ms. Dodd advised she would e-mail Mr. Borden a copy of both memorandums.

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 August Bill List, Resolution 38-17 and September Bill List, 39-17 were included in the agenda.

MOTION TO APPROVE RESOLUTION 38-17, AUGUST BILL LIST IN THE AMOUNT OF \$45,739.80

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

MOTION TO APPROVE RESOLUTION 39-17 SEPTEMBER BILL LIST IN THE AMOUNT OF \$45,705.91

Moved:	Commissioner Walker
Second:	Commissioner Hughes
Vote:	3 Yes, 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: Ms. Fowlkes reported she would present the PARS during closed session. Ms. Fowlkes advised Resolution 40-17, Disclosure of Liability Claims Check Register, was included in the agenda along with a copy of the check register for the periods of July 1, 2017 to July 31, 2017 and August 1, 2017 to August 31, 2017.

MOTION TO APPROVE RESOLUTION 40-17 AUTHORIZING DISCLOSURE OF LIABILITY CLAIMS CHECK REGISTER

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

MANAGED CARE: Executive Director reported a representative from First MCO was not in attendance and referred to the Managed Care report which was included in the agenda. Executive Director advised the PPO penetration rate for August was 68%. In response to Executive Director's inquiry, Ms. Fowlkes indicated there were recent claims where the injured workers went to Capital Health which was not in the network. Executive Director advised further discussions would follow in closed session.

CEL SAFETY DIRECTOR: Mr. Prince reviewed the July – September Risk Control Activity Report which was included in the agenda along with the training schedule for the month of September. Mr. Prince noted there were over fifty sessions available and some were in the evening. Mr. Prince advised there were three Safety Bulletins included in the agenda, Preventing Heat-

Related Illness - A Team Approach, Ticks and Tick-borne Diseases and September is National Preparedness Month. Mr. Prince noted the September bulletin included information on several resources available and their websites. Mr. Prince advised that concluded his report unless there were any questions.

RISK MANAGER CONSULTANT: Mr. Borden advised he did not have anything to report at this time.

Correspondence Made Part of Minutes.

OLD BUSINESS: None

NEW BUSINESS: Executive Director reported Chairman Mair wanted to talk about subrogation and Ms. Dodd distributed a handout from Clark & DiStefano. Chairman Mair advised the law firm aggressively pursued subrogation claims and did not know if there were any opportunities to recover any funds in addition to funds that were already recovered. Ms. Bauersachs reported at the workers' compensation level they also reserve their section 40 lien rights and if it was a claim that they thought the other attorney was not going after a third party a discussion was held. If the other attorney was not pursuing a third party claim it usually meant they did not believe it would exceed the verbal threshold. Executive Director asked if there were any reports that provided information regarding subrogation efforts. Mr. Platt indicated if there was a liability subrogation available and Inservco was unsuccessful they would notify the County's Counsel for further action. After a brief discussion it was agreed that Inservco would prepare a report and the topic would be discussed again next month.

PUBLIC COMMENT:

MOTION TO OPEN THE MEETING TO THE PUBLIC

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

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

MOTION TO CLOSE MEETING TO THE PUBLIC

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

CLOSED SESSION: Chairman Mair read and requested a motion to approve Resolution 41-17 authorizing a Closed Session to discuss PARS.

MOTION TO APPROVE RESOLUTION 41-17 FOR EXECUTIVE SESSION

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

MOTION TO RETURN TO OPEN SESSION

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

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

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

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 11:13 AM

Minutes prepared by:
Cathy Dodd, Assisting Secretary