

**MERCER COUNTY INSURANCE FUND COMMISSION
AGENDA AND REPORTS
JUNE 24, 2019**

**MERCER COUNTY
MCDADE ADMINISTRATION BUILDING
640 SOUTH BROAD STREET
ROOM 212
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: JUNE 24, 2019
640 S. BROAD STREET, ROOM 212
TRENTON, NJ 08650-8068
10:30 AM

- ☐ **MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- ☐ **ROLL CALL OF COMMISSIONERS**
- ☐ **APPROVAL OF MINUTES:** March 25, 2019 Open Minutes.....Appendix I
March 25, 2019 Closed MinutesHandout
April 22, 2019 Open MinutesAppendix I
April 22, 2019 Closed MinutesHandout

- ☐ **CORRESPONDENCE:** None

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

- ☐ **EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMA** Pages 3-17

- ☐ **TREASURER – David Miller**
Resolution 25-19 May Bill List – Confirmation of Payment Motion.....Page 18
Resolution 26-19 June Bill List - MotionPage 19
March Treasurer Reports Pages 20-21

- ☐ **ATTORNEY – Paul Adezio, Esq.** Verbal

- ☐ **CLAIMS SERVICE –Inservco Insurance Services, Inc. - Motion**
Resolution 27-19 Authorizing Disclosure of Liability Claims Check Register..... Pages 22
Liability Claim Payments 4-1-19 to 4-30-19 Pages 23-24
Liability Claim Payments 5-1-19 to 5-31-19 Pages 25-26

- ☐ **MANAGED CARE – First MCO**
Monthly Summary Report – May.....Page 27

- ☐ **NJCE SAFETY DIRECTOR – J.A. Montgomery Risk Control**
Monthly Report.....Page 28
Safety Director Bulletin – Prepare Now for Hurricane Season Pages 29-31

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

- ☐ **OLD BUSINESS**
- ☐ **NEW BUSINESS:**
- ☐ **PUBLIC COMMENT**

- ❑ **CLOSED SESSION – Payment Authorization Requests (PARS) Pages 32**
Resolution [28-19](#) 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**

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- ❑ **MEETING ADJOURNMENT**

- ❑ **NEXT SCHEDULED MEETING: [July 22, 2019](#), 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: June 24, 2019

Memo to: Commissioners of the Mercer County Insurance Fund Commission

From: PERMA Risk Management Services

Subject: Executive Director's Report

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- ☐ **Certificate of Insurance Report (Pages 5-7)** – Attached on pages 5-7 is the certificate of insurance report from the NJCE listing those certificates issued during the month of May. There were 11 certificates issued. There were no certificates requested in April.
 - ☐ **NJ Excess Counties Insurance Fund (NJCE) (Pages 8-10)** - The NJCE met on April 25, 2019. Attached on pages 8-10 is a written summary of the meeting. The NJCE is scheduled to meet again on June 27, 2019.
 - ☐ **NJCE Coverage Committee** – The NJCE Coverage Committee is scheduled to meet on July 9, 2019 at 11:00 AM at the new Conner Strong & Buckelew Camden Office.
 - ☐ **MCIFC Property & Casualty Financial Fast Track (Pages 11-12)** – Included in the agenda on pages 11-12 is a copy of the Financial Fast Track for the month of March. As of **March 31, 2019** the Commission has a surplus of **\$11,122,065**. Line 10 of the report “Investment in Joint Venture” is Mercer County Insurance Fund Commission’s share of equity in the NJCE. MCIFC’s equity in the NJCE as of March 31, 2019 is **\$1,207,862**.
 - ☐ **NJCE Property and Casualty Financial Fast Track (Pages 13-14)** – Included in the agenda on pages 13-14 is a copy of the NJCE Financial Fast Track for the month of March. As of **March 31, 2019** the Fund has a surplus of **\$16,770,243**. The cash balance is **\$32,360,213**.
 - ☐ **Claims Tracking Reports (Pages 15-17)** - Included in the agenda on pages 15-17 are copies of the Claim Activity Report and the Claims Management Report Expected Loss Ratio Analysis report as of March 31, 2019. The Executive Director will review the reports with the Commission.
 - ☐ **Legislation** - The MEL, NJ League of Municipalities, NJ School Board Association and NJ Association of Counties have been monitoring Senate bill no. S-477 for some time. The bill extends the statute of limitations in civil actions for sexual abuse claims. Recently the bill was fast tracked and was approved in early June 2019. In late April, the draft bill was amended whereas eliminating public entity immunities under Title 59, common law and case law creating a situation of “strict liability”. The implications of this are significant. Through the joint effort of the MEL, LOM, NJAC and NJBSAIG and with the help of other parties, the sponsor agreed to amend the Bill to bring back common law immunities and case law immunities for public

entities. Although we could not get Title 59 immunities reinstated this is a better result than having public entities in a “strict liability” situation. This Bill goes into effect 12/31/19.

- ❑ **Origami’s Risk Management Information Systems, (RMIS)** – PERMA representatives have met with representatives from Origami to start the implementation of the online system to collect the underwriting information for the 2020 renewal. Two users from every member entity in the NJCE will have access to the system. More information will follow shortly regarding training of the users and the collection of underwriting data for the 2020 renewal.
- ❑ **NJCE JIF Membership** – Mercer County’s three year membership in the NJCE JIF expires on 12/31/19. The NJCE will mail the applicable Resolution and Indemnity Agreement to the County Administrator for execution.
- ❑ **Entity Membership in the Insurance Commission** – The three year membership for the Mercer County Insurance Fund Commission is also due to expire at the end of the year. The Fund Office will be mailing the applicable Indemnity and Trust Agreement to the County and Improvement Authority for execution. Each member entity will need to pass a resolution authorizing its participation in the Mercer County Insurance Fund Commission.
- ❑ **2019 MEL, MRHIF and NJCE Educational Seminar** – The 9th Annual Educational Seminar was held on May 3rd at the National Conference Center in East Windsor. Over 200 people attended the event covering a wide range of topics including legalized marijuana and cyber liability. We have received positive feedback on the seminar.
- ❑ **New Jersey Association of Counties (NJAC)** – At the last NJCE meeting the Board supported and agreed with the recommendation for the NJCE to become a member of the NJAC. The NJCE was an exhibitor at the recent 2019 NJAC Annual Conference in Atlantic City.
- ❑ **Chubb – Cyber Services (Appendix II)** – Chubb Insurance Company provides pre-loss services to its cyber policyholders, several of which are complimentary. Mr. Cusack will review the information which is included in Appendix II of the agenda.

Mercer County Insurance Comm.

Certificate of Insurance Monthly Report

From 5/1/2019 To 6/1/2019

Holder (H)/ Insured Name (I)	Holder / Insured Address	Description of Operations	Issue Date/ Cert ID	Coverage
H - Township of West Windsor I - County of Mercer	271 Clarksville Road Princeton, NJ 08550	Company D: XS Liability \$5,000,000 XS of \$15,000,000 Policy Term: 1/1/19 to 1/1/20 Policy # TBD Company E: XS Workers Compensation Statutory xs \$1,000,000 XS Employers Liability \$5,000,000 xs \$1,000,000 Policy Term 1/1/19 to 1/1/20 Policy #SP4056379 Evidence of Insurance with respect to Mercer County Cultural Festival.	5/13/2019 #2171487	GL AU EX WC OTH
H - Sanda Properties, LLC c/o HAVCO I - County of Mercer	& State of New Jersey 441 East State Street Trenton, NJ 08608	Company D: XS Liability \$5,000,000 XS of \$15,000,000 Policy Term: 1/1/19 to 1/1/20 Policy # TBD Company E: XS Workers Compensation Statutory xs \$1,000,000 XS Employers Liability \$5,000,000 xs \$1,000,000 Policy Term 1/1/19 to 1/1/20 Policy #SP4056379 Sanda Properties, LLC c/o HAVCO, and The State of New Jersey are an Additional Insured on the above referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to the use of the parking lot for Riders Graduation Ceremonies on May 18, 2019.	5/13/2019 #2171492	GL AU EX WC OTH
H - Hopewell Township I - County of Mercer	201 Washington Crossing-Pennington Titusville, NJ 08560	Company D: XS Liability \$5,000,000 XS of \$15,000,000 Policy Term: 1/1/19 to 1/1/20 Policy # TBD Company E: XS Workers Compensation Statutory xs \$1,000,000 XS Employers Liability \$5,000,000 xs \$1,000,000 Policy Term 1/1/19 to 1/1/20 Policy #SP4056379 Evidence of Insurance with respect to upcoming 4-H Events to be held July 29, 2019-August 5, 2019	5/16/2019 #2172712	GL AU EX WC OTH
H - New Jersey Juniors Breeder's Fund, Inc. I - County of Mercer	NJ Dept of Agriculture PO Box 330 Trenton, NJ 08625	Company D: XS Liability \$5,000,000 XS of \$15,000,000 Policy Term: 1/1/19 to 1/1/20 Policy # TBD Company E: XS Workers Compensation Statutory xs \$1,000,000 XS Employers Liability \$5,000,000 xs \$1,000,000 Policy Term 1/1/19 to 1/1/20 Policy #SP4056379 Evidence of Insurance with respect to upcoming 4-H Events to be held July 31, 2019-August 6, 2019 NJ Jr. Breeder Fund, Inc.	5/16/2019 #2172713	GL AU EX WC OTH
H - Ethel McKnight School I - County of Mercer	58 Twin Rivers Drive South East Windsor, NJ 08520	Company D: XS Liability \$5,000,000 XS of \$15,000,000 Policy Term: 1/1/19 to 1/1/20 Policy # TBD Company E: XS Workers Compensation Statutory xs \$1,000,000 XS Employers Liability \$5,000,000 xs \$1,000,000 Policy	5/31/2019 #2186103	GL AU EX WC OTH

Mercer County Insurance Comm.

Certificate of Insurance Monthly Report

From 5/1/2019 To 6/1/2019

		Term 1/1/19 to 1/1/20 Policy #SP4056379 The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to use of Facility as Polling Site for upcoming Election		
H - Melvin Kreps School I - County of Mercer	5 Kent Lane Highstown, NJ 08520	Company D: XS Liability \$5,000,000 XS of \$15,000,000 Policy Term: 1/1/19 to 1/1/20 Policy # TBD Company E: XS Workers Compensation Statutory xs \$1,000,000 XS Employers Liability \$5,000,000 xs \$1,000,000 Policy Term 1/1/19 to 1/1/20 Policy #SP4056379 The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to use of Facility as Polling Site for upcoming Election	5/31/2019 #2186104	GL AU EX WC OTH
H - Perry L. Drew School I - County of Mercer	70 Twin Rivers Drive North East Windsor, NJ 08520	Company D: XS Liability \$5,000,000 XS of \$15,000,000 Policy Term: 1/1/19 to 1/1/20 Policy # TBD Company E: XS Workers Compensation Statutory xs \$1,000,000 XS Employers Liability \$5,000,000 xs \$1,000,000 Policy Term 1/1/19 to 1/1/20 Policy #SP4056379 The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to use of Facility as Polling Site for upcoming Election	5/31/2019 #2186105	GL AU EX WC OTH
H - SRI International I - County of Mercer	201 Washington Road Princeton, NJ 08540	Company D: XS Liability \$5,000,000 XS of \$15,000,000 Policy Term: 1/1/19 to 1/1/20 Policy # TBD Company E: XS Workers Compensation Statutory xs \$1,000,000 XS Employers Liability \$5,000,000 xs \$1,000,000 Policy Term 1/1/19 to 1/1/20 Policy #SP4056379 The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to use of Facility as Polling Site for upcoming Election	5/31/2019 #2186106	GL AU EX WC OTH
H - The Kamson Corporation and I - County of Mercer	Montage at Hamilton Condominium Association 270 Sylvan Avenue Englewood Cliffs, NJ 07632	Company D: XS Liability \$5,000,000 XS of \$15,000,000 Policy Term: 1/1/19 to 1/1/20 Policy # TBD Company E: XS Workers Compensation Statutory xs \$1,000,000 XS Employers Liability \$5,000,000 xs \$1,000,000 Policy Term 1/1/19 to 1/1/20 Policy #SP4056379 The Kamson Corporation and Montage Hamilton Condominium Associations are an Additional Insured on the above referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect	5/31/2019 #2186112	GL AU EX WC OTH

Mercer County Insurance Comm.

Certificate of Insurance Monthly Report

From 5/1/2019 To 6/1/2019

		to Location: 1100 Talbot Way, Hamilton, NJ 08691		
H - SealMaster I - County of Mercer	6853 Ruppsville Road Allentown, PA 18106	Company D: XS Liability \$5,000,000 XS of \$15,000,000 Policy Term: 1/1/19 to 1/1/20 Policy # TBD Company E: XS Workers Compensation Statutory xs \$1,000,000 XS Employers Liability \$5,000,000 xs \$1,000,000 Policy Term 1/1/19 to 1/1/20 Policy #SP4056379 The Certificate Holder is an Additional Insured on the above- referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to the following equipment listed below: Make: SealMaster Model:Crack Pro260 Replacement Value: \$55,000 Trailered Tandem Axle, 260 Gallon Diesel Fired Oil Jacketed Melter/Applicator	5/31/2019 #2186113	GL AU EX WC OTH
H - Hamilton Twp. Board of Education I - County of Mercer	Facilities Department 1700 Bell Avenue Hamilton, NJ 08619	Company D: XS Liability \$5,000,000 XS of \$15,000,000 Policy Term: 1/1/19 to 1/1/20 Policy # TBD Company E: XS Workers Compensation Statutory xs \$1,000,000 XS Employers Liability \$5,000,000 xs \$1,000,000 Policy Term 1/1/19 to 1/1/20 Policy #SP4056379 The Certificate Holder is an Additional Insured on the above- referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to use of facility as Polling Site for upcoming Election	5/31/2019 #2186117	GL AU EX WC OTH
Total # of Holders: 11				

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: April 25, 2019
To: Mercer County Insurance Fund Commission
From: PERMA Risk Management Services
Subject: New Jersey Counties Excess Meeting Report

Election of Secretary: The Board conducted an election for Secretary since this action was tabled at the last meeting. Commissioner Tim Sheehan of Gloucester County was elected to serve as Secretary for Fund Year 2019.

Commission Membership – Status Update: Executive Director reported the County of Monmouth has accepted membership into Fund as a stand-alone County effective April 1, 2019 becoming the Fund's 10th member; County Administrator Teri O'Connor will serve as the representative to the Board.

Authorized Signatures for Fund Bank Accounts: The Board adopted a resolution for authorized signatures for the Fund's bank accounts reflecting the addition of Monmouth County, as well as, a change to Cumberland County's Fund Commissioner.

New Jersey Association of Counties (NJAC): The NJAC is a non-partisan organization that provides its members advocacy for legislation, regulations and policies related to County operations. The NJAC hosts an annual conference of workshops and panel discussions in Atlantic City in the spring, as well as, a summit of County officials in the winter. Executive Director requested authorization for the NJCE JIF to become an Associate Member of the NJAC, as well as, exhibit at the annual conference to highlight the Fund and the benefits it has served its growing members. Deputy Executive Director noted a logo representing the NJCE JIF would be designed and circulated for feedback. The total anticipated costs not to exceed \$5,000 (\$450 annual associate membership fee, \$1,950 conference attendance and up to \$2,000 marketing materials); the Board supported and agreed with the recommendation for the NJCE to become an Associate Member of the NJAC and exhibit at the annual conference.

Litigation Management: A Request for Proposals (RFP) for Litigation Management services was advertised with a deadline to respond by April 11, 2019. A response was received from the incumbent firm; action on the award of contract was tabled until further notice.

Excess Property Third Party Administrator (TPA): As previously discussed, effective 1/1/2019 the Excess Property Self-Insured Retention (SIR) increased from \$100,000 to \$250,000 - funded at the NJCE level – and claims will be managed by a TPA to adjust Excess Property claims from 1st dollar. An initial RFP was issued; all responses were rejected and a 2nd RFP will be released. Executive Director reported the Fund Attorney is working with Ms. Walcoff to draft the Scope of Services and once finalized it will be issued.

2019 MEL, MRHIF and NJCE Educational Seminar: Registration is still open for the 9th annual seminar is scheduled for Friday, May 3, 2019, beginning at 9:00 AM at the National Conference Center in East Windsor, NJ. The seminar has been historically co-sponsored by the MEL and MRHIF and this year marks the first time the NJCE JIF is a co-sponsor. The seminar qualifies for an extensive list of Continuing Educational Credits including CFO/CMFO, Public Works, Clerks, Insurance Producers and Purchasing Agents. There is no fee for employees and insurance producers associated with MEL, MRHIF or NJCE members as well as personnel who work for service companies that are engaged by these entities. Copies of the enrollment form were distributed via email.

Underwriting Data Validation: During the 2017 budget development, the Board agreed that the Fund introduce progressive initiatives to obtain consistent and ratable data through payroll audits, property appraisals and an underwriting data system. The following updates were provided regarding these initiatives:

- PERMA has met with representatives from Origami to begin development of the Fund's online underwriting and claims data platform for members' to access as a resource. We anticipate the online program will be available on/about July 15th.
- Bowman & Company issued requests for payroll information as part of the 2020 renewal process. Reminder notices will be issued to members that have not submitted their information yet.

Legislation: Deputy Executive Director reported the MEL, NJ League of Municipalities and NJAC have been monitoring Senate bill no. 477, which extends the statute of limitations in civil actions for sexual abuse claims. Recently the bill was fast tracked and could be approved as early as May 2019. Deputy Executive Director reported that last week the draft bill was amended whereas eliminating public entity immunities under Title 59. The implications of this bill if not amended to add back Title 59 immunities for public entities, public officials, elected officials and all levels of government employees are significant.

Financial Fast Track: The Financial Fast Track as February 28, 2019 reflected a statutory surplus of \$15.3 million.

NJCE Claims Review Committee: Included in the agenda was a draft of the Claims Review Committee charter developed by the Fund Attorney and Ms. Walcoff. The Board adopted a resolution approving the formation of a Claims Review Committee and its Charter. To date, three Commissioners have expressed interest in serving on the committee.

NJCE Coverage Committee: A Coverage Committee meeting has been scheduled for July 9, 2019 at 11:00AM; location will be the new Connor Strong & Buckelew Camden location with video conference available. Please contact the Fund office if you would like to attend the meeting.

2019 Financial Disclosures: The Local Finance Board has advised the online system is open for Financial Disclosure filings. Commissioners should file as a JIF Commissioner, as well as, any County and/or Municipal related positions that require filing. Please note the deadline to file is April 30th.

Underwriting Manager: Underwriting Manager reported preliminary discussions are underway with excess carriers on the 2020 renewal. In addition, Underwriting Manager reported a cyber liability risk management framework is being developed for NJCE members.

Risk Control: Safety Director submitted a report reflecting the risk control activities and the Safety Director Bulletins that were distributed from February thru May 2019. Also included in the report was the 2018 BRIT Safety Grant Program reimbursements where the deadline to submit was December 31, 2018. Safety Director encouraged members to submit towards the 2019 BRIT Safety Grant Program; the total annual grant available to all members is \$45,000.

Claims Status Summary: AmeriHealth Casualty Services was in need of a Closed Session to discuss claims status and other matters, which was reviewed during Closed Session.

Next Meeting: The next meeting of the NJCE fund is scheduled for June 27, 2019 at 1:00PM at the Camden County Emergency Training Center.

MERCER COUNTY INSURANCE COMMISSION						
FINANCIAL FAST TRACK REPORT						
			AS OF	March 31, 2019		
ALL YEARS COMBINED						
			THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1.	UNDERWRITING INCOME		639,631	1,918,892	39,200,662	41,119,554
2.	CLAIM EXPENSES					
		Paid Claims	149,594	504,032	8,607,798	9,111,830
		Case Reserves	(151,365)	441,998	3,371,815	3,813,813
		IBNR	148,126	110,731	2,780,441	2,891,172
		Discounted Claim Value	20,803	1,900	(164,942)	(163,042)
	TOTAL CLAIMS		167,158	1,058,661	14,595,112	15,653,773
3.	EXPENSES					
		Excess Premiums	215,182	645,546	11,954,709	12,600,255
		Administrative	48,072	144,003	2,807,320	2,951,323
	TOTAL EXPENSES		263,254	789,549	14,762,029	15,551,578
4.	UNDERWRITING PROFIT (1-2-3)		209,219	70,682	9,843,521	9,914,203
5.	INVESTMENT INCOME		0	0	0	0
6.	PROFIT (4 + 5)		209,219	70,682	9,843,521	9,914,203
7.	CEL APPROPRIATION CANCELLATION		0	0	0	0
8.	DIVIDEND INCOME		0	0	22,069	22,069
9.	DIVIDEND EXPENSE		0	0	(22,069)	(22,069)
10.	INVESTMENT IN JOINT VENTURE		0	51,191	1,156,671	1,207,862
11.	SURPLUS (6 + 7 + 8)		209,219	121,873	11,000,192	11,122,065
SURPLUS (DEFICITS) BY FUND YEAR						
	2014		21,341	19,781	2,433,230	2,453,012
	2015		(57,578)	(56,178)	2,243,378	2,187,199
	2016		37,780	39,380	2,307,201	2,346,581
	2017		(159,888)	(158,334)	2,675,148	2,516,814
	2018		190,181	206,434	1,341,235	1,547,669
	2019		177,382	70,789		70,789
TOTAL SURPLUS (DEFICITS)			209,219	121,873	11,000,192	11,122,065
TOTAL CASH						1,488,503

MERCER COUNTY INSURANCE COMMISSION				
FINANCIAL FAST TRACK REPORT				
AS OF March 31, 2019				
ALL YEARS COMBINED				
CLAIM ANALYSIS BY FUND YEAR				
FUND YEAR 2014				
Paid Claims	2,267	88,174	1,919,054	2,007,228
Case Reserves	(3,419)	(69,073)	288,151	219,078
IBNR	(38,031)	(58,285)	400,196	341,911
Discounted Claim Value	17,843	17,843	(35,376)	(17,533)
TOTAL FY 2014 CLAIMS	(21,341)	(21,341)	2,572,025	2,550,683
FUND YEAR 2015				
Paid Claims	2,592	12,502	2,004,477	2,016,978
Case Reserves	4,090	70,737	437,940	508,677
IBNR	47,450	(29,106)	303,737	274,631
Discounted Claim Value	3,446	3,446	(27,187)	(23,741)
TOTAL FY 2015 CLAIMS	57,578	57,578	2,718,967	2,776,545
FUND YEAR 2016				
Paid Claims	53,452	79,598	2,085,902	2,165,500
Case Reserves	(117,246)	(101,372)	822,231	720,860
IBNR	23,105	(18,915)	160,316	141,400
Discounted Claim Value	2,909	2,909	(22,666)	(19,757)
TOTAL FY 2016 CLAIMS	(37,780)	(37,780)	3,045,783	3,008,003
FUND YEAR 2017				
Paid Claims	10,848	107,374	1,456,623	1,563,997
Case Reserves	(19,348)	12,012	853,171	865,183
IBNR	171,673	43,787	359,760	403,547
Discounted Claim Value	(3,285)	(3,285)	(26,370)	(29,656)
TOTAL FY 2017 CLAIMS	159,888	159,888	2,643,183	2,803,071
FUND YEAR 2018				
Paid Claims	42,954	164,402	1,141,742	1,306,145
Case Reserves	(71,684)	279,666	970,322	1,249,988
IBNR	(164,442)	(651,739)	1,556,433	904,694
Discounted Claim Value	2,990	2,990	(53,342)	(50,352)
TOTAL FY 2018 CLAIMS	(190,181)	(204,681)	3,615,154	3,410,473
FUND YEAR 2019				
Paid Claims	37,481	51,982		51,982
Case Reserves	56,241	250,028		250,028
IBNR	108,371	824,990		824,990
Discounted Claim Value	(3,099)	(22,002)		(22,002)
TOTAL FY 2019 CLAIMS	198,995	1,104,998	0	1,104,998
COMBINED TOTAL CLAIMS	167,158	1,058,661	14,595,112	15,653,773
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	March 31, 2019		
ALL YEARS COMBINED					
		THIS	YTD	PRIOR	FUND
		MONTH	CHANGE	YEAR END	BALANCE
1.	UNDERWRITING INCOME	1,960,830	5,883,273	139,838,292	145,721,566
2.	CLAIM EXPENSES				
	Paid Claims	27,193	50,558	3,794,828	3,845,386
	Case Reserves	(18,551)	(253,275)	5,641,230	5,387,955
	IBNR	(872,314)	190,906	8,032,894	8,223,800
	Discounted Claim Value	74,906	(23,251)	(1,272,066)	(1,295,316)
	TOTAL CLAIMS	(788,766)	(35,062)	16,196,887	16,161,825
3.	EXPENSES				
	Excess Premiums	1,237,470	3,712,064	97,129,691	100,841,755
	Administrative	166,560	500,991	10,482,471	10,983,463
	TOTAL EXPENSES	1,404,030	4,213,055	107,612,162	111,825,217
4.	UNDERWRITING PROFIT (1-2-3)	1,345,567	1,705,280	16,029,244	17,734,523
5.	INVESTMENT INCOME	58,414	145,741	497,530	643,271
6.	PROFIT (4+5)	1,403,981	1,851,021	16,526,774	18,377,794
7.	Dividend	0	0	1,607,551	1,607,551
8.	SURPLUS (6-7-8)	1,403,981	1,851,021	14,919,223	16,770,243
SURPLUS (DEFICITS) BY FUND YEAR					
2010		(1,070)	1,603	777,092	778,695
2011		(62,605)	(88,845)	878,879	790,034
2012		24,799	29,725	1,184,534	1,214,259
2013		124,599	133,352	2,027,740	2,161,092
2014		228,416	215,483	2,492,972	2,708,455
2015		136,186	148,585	1,162,564	1,311,149
2016		452,297	466,649	3,256,376	3,723,026
2017		(302,791)	(289,097)	2,011,827	1,722,731
2018		633,347	648,117	1,127,237	1,775,354
2019		170,801	585,449		585,449
TOTAL SURPLUS (DEFICITS)		1,403,981	1,851,021	14,919,222	16,770,243
TOTAL CASH					32,360,213

NEW JERSEY COUNTIES EXCESS JIF					
FINANCIAL FAST TRACK REPORT					
		AS OF	March 31, 2019		
ALL YEARS COMBINED					
CLAIM ANALYSIS BY FUND YEAR					
FUND YEAR 2010					
	Paid Claims	0	0	171,840	171,840
	Case Reserves	0	0	(0)	(0)
	IBNR	3,031	3,031	9,666	12,697
	Discounted Claim Value	(214)	(214)	(1,005)	(1,219)
TOTAL FY 2010 CLAIMS		2,818	2,818	180,501	183,318
FUND YEAR 2011					
	Paid Claims	6,268	15,988	488,982	504,971
	Case Reserves	(6,268)	54,144	461,457	515,601
	IBNR	69,902	30,527	39,375	69,902
	Discounted Claim Value	(4,688)	(4,688)	(53,088)	(57,776)
TOTAL FY 2011 CLAIMS		65,214	95,971	936,726	1,032,697
FUND YEAR 2012					
	Paid Claims	2,542	5,276	1,533,507	1,538,783
	Case Reserves	3,958	802	87,538	88,340
	IBNR	(34,657)	(34,236)	126,579	92,343
	Discounted Claim Value	6,575	6,575	(22,910)	(16,335)
TOTAL FY 2012 CLAIMS		(21,582)	(21,582)	1,724,714	1,703,132
FUND YEAR 2013					
	Paid Claims	6,787	10,182	520,298	530,481
	Case Reserves	(6,746)	(81,291)	507,306	426,015
	IBNR	(137,794)	(66,644)	226,103	159,460
	Discounted Claim Value	18,563	18,563	(77,544)	(58,981)
TOTAL FY 2013 CLAIMS		(119,190)	(119,190)	1,176,165	1,056,975
FUND YEAR 2014					
	Paid Claims	3,691	3,998	447,238	451,236
	Case Reserves	(3,691)	9,882	655,655	665,538
	IBNR	(253,950)	(243,726)	472,893	229,167
	Discounted Claim Value	32,523	32,523	(91,782)	(59,259)
TOTAL FY 2014 CLAIMS		(221,427)	(197,322)	1,484,004	1,286,682
FUND YEAR 2015					
	Paid Claims	368	2,664	395,960	398,624
	Case Reserves	(368)	(139,411)	2,462,260	2,322,849
	IBNR	(149,124)	(12,377)	603,828	591,451
	Discounted Claim Value	21,042	21,042	(223,216)	(202,174)
TOTAL FY 2015 CLAIMS		(128,082)	(128,082)	3,238,832	3,110,750
FUND YEAR 2016					
	Paid Claims	0	0	0	0
	Case Reserves	0	(10,735)	530,313	519,578
	IBNR	(507,510)	(496,775)	1,132,357	635,583
	Discounted Claim Value	64,597	64,597	(170,405)	(105,807)
TOTAL FY 2016 CLAIMS		(442,912)	(442,912)	1,492,266	1,049,353
FUND YEAR 2017					
	Paid Claims	121	330	25,647	25,977
	Case Reserves	(122)	134,841	640,084	774,924
	IBNR	376,559	241,387	2,126,369	2,367,756
	Discounted Claim Value	(64,813)	(64,813)	(247,426)	(312,239)
TOTAL FY 2017 CLAIMS		311,744	311,744	2,544,674	2,856,418
FUND YEAR 2018					
	Paid Claims	7,416	12,119	211,356	223,475
	Case Reserves	(5,314)	(221,707)	296,617	74,910
	IBNR	(653,486)	(441,724)	3,295,723	2,854,000
	Discounted Claim Value	27,776	27,776	(384,692)	(356,916)
TOTAL FY 2018 CLAIMS		(623,608)	(623,536)	3,419,005	2,795,469
FUND YEAR 2019					
	Paid Claims	0	0		0
	Case Reserves	0	200		200
	IBNR	414,714	1,211,441		1,211,441
	Discounted Claim Value	(26,455)	(124,612)		(124,612)
TOTAL FY 2019 CLAIMS		388,259	1,087,029	0	1,087,029
COMBINED TOTAL CLAIMS		(788,766)	(35,062)	16,196,887	16,161,825
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 March 31, 2019							
COVERAGE LINE - PROPERTY							
CLAIM COUNT - OPEN CLAIMS							
Year	2014	2015	2016	2017	2018	2019	TOTAL
February-19	0	1	0	0	23	12	36
March-19	0	1	0	0	20	15	36
NET CHGE	0	0	0	0	-3	3	0
Limited Reserves							\$1,781
Year	2014	2015	2016	2017	2018	2019	TOTAL
February-19	\$0	\$0	\$0	\$0	\$58,500	\$12,500	\$71,000
March-19	\$0	\$0	\$0	\$0	\$56,500	\$7,600	\$64,100
NET CHGE	\$0	\$0	\$0	\$0	(\$2,000)	(\$4,900)	(\$6,900)
Ltd Incurred	\$18,499	(\$25)	\$99	\$75,405	\$131,640	\$7,740	\$233,357
COVERAGE LINE - GENERAL LIABILITY							
CLAIM COUNT - OPEN CLAIMS							
Year	2014	2015	2016	2017	2018	2019	TOTAL
February-19	1	4	3	10	27	2	47
March-19	1	4	3	8	27	7	50
NET CHGE	0	0	0	-2	0	5	3
Limited Reserves							\$5,062
Year	2014	2015	2016	2017	2018	2019	TOTAL
February-19	\$1,000	\$21,337	\$115,000	\$55,383	\$57,100	\$1,068	\$250,888
March-19	\$1,000	\$24,307	\$115,000	\$45,683	\$64,300	\$2,800	\$253,090
NET CHGE	\$0	\$2,970	\$0	(\$9,700)	\$7,200	\$1,732	\$2,202
Ltd Incurred	\$79,677	\$61,381	\$124,591	\$49,769	\$66,144	\$2,800	\$384,361
COVERAGE LINE - AUTO LIABILITY							
CLAIM COUNT - OPEN CLAIMS							
Year	2014	2015	2016	2017	2018	2019	TOTAL
February-19	0	0	1	2	3	0	6
March-19	0	0	1	2	3	2	8
NET CHGE	0	0	0	0	0	2	2
Limited Reserves							\$9,050
Year	2014	2015	2016	2017	2018	2019	TOTAL
February-19	\$0	\$0	\$2,830	\$62,470	\$4,000	\$0	\$69,300
March-19	\$0	\$0	\$2,830	\$62,470	\$4,000	\$3,100	\$72,400
NET CHGE	\$0	\$0	\$0	\$0	\$0	\$3,100	\$3,100
Ltd Incurred	\$10,891	\$6,969	\$25,728	\$73,780	\$13,607	\$3,100	\$134,075
COVERAGE LINE - WORKERS COMP.							
CLAIM COUNT - OPEN CLAIMS							
Year	2014	2015	2016	2017	2018	2019	TOTAL
February-19	10	13	21	26	52	26	148
March-19	9	13	19	26	47	38	152
NET CHGE	-1	0	-2	0	-5	12	4
Limited Reserves							\$22,828
Year	2014	2015	2016	2017	2018	2019	TOTAL
February-19	\$221,497	\$483,251	\$720,275	\$766,678	\$1,202,071	\$180,219	\$3,573,992
March-19	\$218,078	\$484,372	\$603,030	\$757,030	\$1,170,797	\$236,528	\$3,469,834
NET CHGE	(\$3,419)	\$1,121	(\$117,246)	(\$9,648)	(\$31,274)	\$56,309	(\$104,158)
Ltd Incurred	\$2,116,818	\$2,457,331	\$2,735,941	\$2,230,226	\$2,390,352	\$288,370	\$12,219,038
TOTAL ALL LINES COMBINED							
CLAIM COUNT - OPEN CLAIMS							
Year	2014	2015	2016	2017	2018	2019	TOTAL
February-19	11	18	25	38	105	40	237
March-19	10	18	23	36	97	62	246
NET CHGE	-1	0	-2	-2	-8	22	9
Limited Reserves							\$15,689
Year	2014	2015	2016	2017	2018	2019	TOTAL
February-19	\$222,497	\$504,588	\$838,105	\$884,531	\$1,321,671	\$193,787	\$3,965,179
March-19	\$219,078	\$508,678	\$720,860	\$865,183	\$1,295,597	\$250,028	\$3,859,423
NET CHGE	(\$3,419)	\$4,090	(\$117,246)	(\$19,348)	(\$26,074)	\$56,241	(\$105,756)
Ltd Incurred	\$2,225,885	\$2,525,655	\$2,886,360	\$2,429,180	\$2,601,742	\$302,010	\$12,970,832

FUND YEARS 2017 2018 2019

Mercer County Insurance Fund Commission																
CLAIMS MANAGEMENT REPORT																
EXPECTED LOSS RATIO ANALYSIS																
AS OF March 31, 2019																
FUND YEAR 2017 -- LOSSES CAPPED AT RETENTION																
	Budget	Current		27		MONTH	Last Month		26		MONTH	Last Year		15		MONTH
		Unlimited	Limited	Actual		TARGETED	Unlimited	Limited	Actual		TARGETED	Unlimited	Limited	Actual		TARGETED
		Incurred	Incurred	31-Mar-19			Incurred	Incurred	28-Feb-19			Incurred	Incurred	30-Mar-18		
PROPERTY	83,000	75,405	75,405	90.85%	83,000	100.00%	75,405	75,405	90.85%	83,000	100.00%	89,905	89,905	108.32%	80,039	96.43%
GEN LIABILITY	159,000	49,769	49,769	31.30%	131,492	82.70%	58,269	58,269	36.65%	129,828	81.65%	85,629	85,629	53.85%	105,047	66.07%
AUTO LIABILITY	134,000	73,780	73,780	55.06%	107,234	80.03%	73,780	73,780	55.06%	105,753	78.92%	73,280	73,280	54.69%	79,838	59.58%
WORKER'S COMP	4,709,000	2,230,226	2,230,226	47.36%	4,489,037	95.33%	2,230,226	2,230,226	47.36%	4,463,930	94.80%	1,945,760	1,945,760	41.32%	3,704,374	78.67%
TOTAL ALL LINES	5,085,000	2,429,180	2,429,180	47.77%	4,810,763	94.61%	2,437,680	2,437,680	47.94%	4,782,511	94.05%	2,194,574	2,194,574	43.16%	3,969,298	78.06%
NET PAYOUT %	\$1,563,997				30.76%											
FUND YEAR 2018 -- LOSSES CAPPED AT RETENTION																
	Budget	Current		15		MONTH	Last Month		14		MONTH	Last Year		3		MONTH
		Unlimited	Limited	Actual		TARGETED	Unlimited	Limited	Actual		TARGETED	Unlimited	Limited	Actual		TARGETED
		Incurred	Incurred	31-Mar-19			Incurred	Incurred	28-Feb-19			Incurred	Incurred	30-Mar-18		
PROPERTY	74,417	131,640	131,640	176.90%	71,762	96.43%	133,640	133,640	179.58%	71,465	96.03%	65,200	65,200	87.61%	17,116	23.00%
GEN LIABILITY	157,000	66,144	66,144	42.13%	103,726	66.07%	58,944	58,944	37.54%	100,790	64.20%	23,000	23,000	14.65%	9,420	6.00%
AUTO LIABILITY	131,000	13,607	13,607	10.39%	78,051	59.58%	13,607	13,607	10.39%	74,623	56.96%	2,500	2,500	1.91%	7,860	6.00%
WORKER'S COMP	4,455,000	2,390,352	2,390,352	53.66%	3,504,563	78.67%	2,378,672	2,378,672	53.39%	3,336,079	74.88%	649,062	649,062	14.57%	133,650	3.00%
TOTAL ALL LINES	4,817,417	2,601,742	2,601,742	54.01%	3,758,101	78.01%	2,584,862	2,584,862	53.66%	3,582,957	74.38%	739,762	739,762	15.36%	168,046	3.49%
NET PAYOUT %	\$1,306,145				27.11%											
FUND YEAR 2019 -- LOSSES CAPPED AT RETENTION																
	Budget	Current		3		MONTH	Last Month		2		MONTH	Last Year		-9		MONTH
		Unlimited	Limited	Actual		TARGETED	Unlimited	Limited	Actual		TARGETED	Unlimited	Limited	Actual		TARGETED
		Incurred	Incurred	31-Mar-19			Incurred	Incurred	28-Feb-19			Incurred	Incurred	30-Mar-18		
PROPERTY	75,000	7,740	7,740	10.32%	17,250	23.00%	12,500	12,500	16.67%	9,750	13.00%	0	0	N/A	N/A	N/A
GEN LIABILITY	160,000	2,800	2,800	1.75%	9,600	6.00%	1,068	1,068	0.67%	4,000	2.50%	0	0	N/A	N/A	N/A
AUTO LIABILITY	132,000	3,100	3,100	2.35%	7,920	6.00%	0	0	0.00%	3,300	2.50%	0	0	N/A	N/A	N/A
WORKER'S COMP	4,141,000	288,370	288,370	6.96%	124,230	3.00%	194,720	194,720	4.70%	82,820	2.00%	0	0	N/A	N/A	N/A
TOTAL ALL LINES	4,508,000	302,010	302,010	6.70%	159,000	3.53%	208,288	208,288	4.62%	99,870	2.22%	0	0	N/A	N/A	N/A
NET PAYOUT %	\$51,982				1.15%											

FUND YEARS 2014 2015 2016

Mercer County Insurance Fund Commission															
CLAIMS MANAGEMENT REPORT															
EXPECTED LOSS RATIO ANALYSIS															
AS OF March 31, 2019															
FUND YEAR 2014 -- LOSSES CAPPED AT RETENTION															
	Budget	Current		63		MONTH	Last Month		62		MONTH	Last Year		51	
		Unlimited	Limited	Actual		TARGETED	Unlimited	Limited	Actual		TARGETED	Unlimited	Limited	Actual	MONTH
		Incurred	Incurred	31-Mar-19			Incurred	Incurred	28-Feb-19			Incurred	Incurred	30-Mar-18	TARGETED
PROPERTY	62,322	18,499	18,499	29.68%	62,322	100.00%	18,499	18,499	29.68%	62,322	100.00%	18,499	18,499	29.68%	62,322
GEN LIABILITY	124,157	79,677	79,677	64.17%	120,588	97.13%	79,677	79,677	64.17%	120,588	97.13%	8,863	8,863	7.14%	119,658
AUTO LIABILITY	127,016	10,891	10,891	8.57%	122,911	96.77%	10,891	10,891	8.57%	122,686	96.59%	10,891	10,891	8.57%	118,907
WORKER'S COMP	4,356,301	2,116,818	2,116,818	48.59%	4,354,124	99.95%	2,117,971	2,117,971	48.62%	4,353,254	99.93%	2,021,219	2,021,219	46.40%	4,337,649
TOTAL ALL LINES	4,669,797	2,225,885	2,225,885	47.67%	4,659,945	99.79%	2,227,038	2,227,038	47.69%	4,658,849	99.77%	2,059,471	2,059,471	44.10%	4,638,536
NET PAYOUT %	\$2,006,807				42.97%										
FUND YEAR 2015 -- LOSSES CAPPED AT RETENTION															
	Budget	Current		51		MONTH	Last Month		50		MONTH	Last Year		39	
		Unlimited	Limited	Actual		TARGETED	Unlimited	Limited	Actual		TARGETED	Unlimited	Limited	Actual	MONTH
		Incurred	Incurred	31-Mar-19			Incurred	Incurred	28-Feb-19			Incurred	Incurred	30-Mar-18	TARGETED
PROPERTY	80,948	(25)	(25)	-0.03%	80,948	100.00%	(25)	(25)	-0.03%	80,948	100.00%	475	475	0.59%	80,948
GEN LIABILITY	155,896	61,381	61,381	39.37%	150,247	96.38%	58,381	58,381	37.45%	150,015	96.23%	108,398	108,398	69.53%	143,339
AUTO LIABILITY	131,580	6,969	6,969	5.30%	123,179	93.62%	6,969	6,969	5.30%	122,731	93.27%	20,965	20,965	15.93%	116,856
WORKER'S COMP	4,449,750	2,457,331	2,457,331	55.22%	4,430,698	99.57%	2,453,649	2,453,649	55.14%	4,428,493	99.52%	2,377,926	2,377,926	53.44%	4,386,151
TOTAL ALL LINES	4,818,174	2,525,655	2,525,655	52.42%	4,785,072	99.31%	2,518,973	2,518,973	52.28%	4,782,188	99.25%	2,507,763	2,507,763	52.05%	4,727,294
NET PAYOUT %	\$2,016,977				41.86%										
FUND YEAR 2016 -- LOSSES CAPPED AT RETENTION															
	Budget	Current		39		MONTH	Last Month		38		MONTH	Last Year		27	
		Unlimited	Limited	Actual		TARGETED	Unlimited	Limited	Actual		TARGETED	Unlimited	Limited	Actual	MONTH
		Incurred	Incurred	31-Mar-19			Incurred	Incurred	28-Feb-19			Incurred	Incurred	30-Mar-18	TARGETED
PROPERTY	80,948	99	99	0.12%	80,948	100.00%	99	99	0.12%	80,948	100.00%	99	99	0.12%	80,948
GEN LIABILITY	155,896	124,591	124,591	79.92%	143,339	91.95%	124,591	124,591	79.92%	142,462	91.38%	203,163	203,163	130.32%	128,925
AUTO LIABILITY	131,580	25,728	25,728	19.55%	116,856	88.81%	25,728	25,728	19.55%	116,185	88.30%	22,633	22,633	17.20%	105,298
WORKER'S COMP	4,616,644	2,735,941	2,735,941	59.26%	4,550,660	98.57%	2,799,735	2,799,735	60.64%	4,543,941	98.43%	2,516,361	2,516,361	54.51%	4,400,995
TOTAL ALL LINES	4,985,068	2,886,360	2,886,360	57.90%	4,891,803	98.13%	2,950,153	2,950,153	59.18%	4,883,536	97.96%	2,742,257	2,742,257	55.01%	4,716,166
NET PAYOUT %	\$2,165,500				43.44%										

MERCER COUNTY INSURANCE FUND COMMISSION

BILLS LIST

Resolution No. 25-19

MAY 2019

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 2019

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000505			
000505	BORDEN PERLMAN SALISBURY&KELLY	INSURANCE CONSULTING FEE 5/19	5,500.00
			5,500.00
000506			
000506	PERMA RISK MANAGEMENT SERVICES	POSTAGE 4/19	3.65
000506	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 5/19	13,898.42
			13,902.07
000507			
000507	THE ACTUARIAL ADVANTAGE	ACTUARIAL CONSULTING SERVICES 5/19	650.25
			650.25
000508			
000508	INSERVCO INSURANCE SERVICES	CLAIMS SERVICE FEE 5/19	16,308.33
			16,308.33
000509			
000509	PACKET MEDIA GROUP, LLC	ACCT#00032129 - LEGAL AD - 4.12.19	18.90
			18.90
000510			
000510	21ST CENTURY MEDIA-PHILLY CLUSTER	ACCT#896855 - NOTICE - 4.9.19	13.65
			13.65
000511			
000511	J.A. MONTGOMERY RISK CONTROL	LOSS CONTROL SERVICES 5/19	10,788.97
			10,788.97
000512			
000512	NJ ADVANCE MEDIA	ACCT#1153600 - AD - 4.11.19	16.53
			16.53
		Total Payments FY 2019	47,198.70
		TOTAL PAYMENTS ALL FUND YEARS	\$47,198.70

Chairperson

Attest:

Dated: _____

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

Treasurer

MERCER COUNTY INSURANCE FUND COMMISSION BILLS LIST

Resolution No. 26-19

JUNE 2019

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

2019

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000513			
000513	BORDEN PERLMAN SALISBURY&KELLY	INSURANCE CONSULTING FEE 6/19	5,500.00
			5,500.00
000514			
000514	PERMA RISK MANAGEMENT SERVICES	POSTAGE 5/19	1.75
000514	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 6/19	13,898.42
			13,900.17
000515			
000515	THE ACTUARIAL ADVANTAGE	ACTUARIAL CONSULTING SERVICES 6/19	650.25
			650.25
000516			
000516	INSERVCO INSURANCE SERVICES	CLAIMS SERVICE FEE 6/19	16,308.33
			16,308.33
000517			
000517	SPARK CREATIVE GROUP LLC	WEBSITE UPDATES 1ST QTR 2019	262.50
			262.50
000518			
000518	J.A. MONTGOMERY RISK CONTROL	LOSS CONTROL SERVICES 6/19	10,788.97
			10,788.97
		Total Payments FY 2019	47,410.22
		TOTAL PAYMENTS ALL FUND YEARS	\$47,410.22

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:	2019						
Month Ending:	March						
	Property	Liability	Auto	Worker's Com	NJ CEL	Admin	TOTAL
OPEN BALANCE	60,262.28	326,347.69	350,863.29	5,418,015.01	(6,121,102.43)	(1,089,337.38)	(1,054,951.54)
RECEIPTS							
Assessments	28,168.92	54,371.00	45,819.66	1,599,534.50	818,577.81	193,846.11	2,740,318.00
Refunds	0.00	0.00	0.00	19.58	0.00	0.00	19.58
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	28,168.92	54,371.00	45,819.66	1,599,554.08	818,577.81	193,846.11	2,740,337.58
EXPENSES							
Claims Transfers	(5,042.47)	1,230.50	5,182.47	148,243.23	0.00	0.00	149,613.73
Expenses	0.00	0.00	0.00	0.00	0.00	47,269.58	47,269.58
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	(5,042.47)	1,230.50	5,182.47	148,243.23	0.00	47,269.58	196,883.31
END BALANCE	93,473.67	379,488.19	391,500.48	6,869,325.86	(5,302,524.62)	(942,760.85)	1,488,502.73

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS			
MERCER COUNTY INSURANCE COMMISSION			
ALL FUND YEARS COMBINED			
CURRENT MONTH	March		
CURRENT FUND YEAR	2019		
	Description:	MCIFC General A/C	MCIFC Claims A/C
	ID Number:		
	Maturity (Yrs)		
	Purchase Yield:		
	TOTAL for All		
	Accts & instruments		
Opening Cash & Investment Balance	-\$ 1,054,951.54	-\$ 1,287,889.07	\$ 232,937.53
Opening Interest Accrual Balance	\$ -	\$ -	\$ -
1 Interest Accrued and/or Interest Cost	\$0.00	\$0.00	\$0.00
2 Interest Accrued - discounted Instr.s	\$0.00	\$0.00	\$0.00
3 (Amortization and/or Interest Cost)	\$0.00	\$0.00	\$0.00
4 Accretion	\$0.00	\$0.00	\$0.00
5 Interest Paid - Cash Instr.s	\$0.00	\$0.00	\$0.00
6 Interest Paid - Term Instr.s	\$0.00	\$0.00	\$0.00
7 Realized Gain (Loss)	\$0.00	\$0.00	\$0.00
8 Net Investment Income	\$0.00	\$0.00	\$0.00
9 Deposits - Purchases	\$2,740,337.58	\$2,672,994.87	\$67,342.71
10 (Withdrawals - Sales)	-\$196,883.31	-\$47,269.58	-\$149,613.73
Ending Cash & Investment Balance	\$1,488,502.73	\$1,337,836.22	\$150,666.51
Ending Interest Accrual Balance	\$0.00	\$0.00	\$0.00
Plus Outstanding Checks	\$163,756.47	\$47,919.83	\$115,836.64
(Less Deposits in Transit)	\$0.00	\$0.00	\$0.00
Balance per Bank	\$1,652,259.20	\$1,385,756.05	\$266,503.15

RESOLUTION NO. 27-19

**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 June 24, 2019 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 April 1, 2019 to April 30, 2019 and May 1, 2019 to May 31, 2019 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 June 24, 2019.

ANDREW A. MAIR, CHAIRMAN

DATE

ATTEST:

K. MEGAN CLARK HUGHES, VICE CHAIR

DATE

Mercer County Ins Fund Comm - 396
Financial Transaction Log - Liability Claim Payments
Monthly / Detail / By Coverage / By Payment Type / By Check Number
04/01/2019 Thru 04/30/2019

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
04/01/2019 Thru 04/30/2019

Type	Check #	Claim #	Claimant Name	From Date	To Date	Payee Name	Trans. Date	Payment Description	Amt. Requested	Amt. Paid
Coverage: Police Professional										
C	19718	3960000905 001	NASH, MONICA	4/2/2019	4/2/2019	CHRISTOPHER CHAPMAN MD	4/9/2019	Expert Witness Contract Fee	3,500.00	3,500.00
C	19988	3960000905 001	NASH, MONICA	2/21/2019	2/21/2019	ROBERT BERKOWITZ	4/15/2019	Material Review	4,400.00	4,400.00
C	19989	3960000905 001	NASH, MONICA	3/6/2019	3/6/2019	TWIN COURT REPORTING LLC	4/15/2019	INVOICE #1530	538.25	538.25
Total for Coverage: Police Professional							Number of entries: 3		8,438.25	8,438.25
Total for Mercer County Ins Fund Comm - 396							Number of entries: 3		8,438.25	8,438.25

Mercer County Ins Fund Comm - 396
Financial Transaction Log - Liability Claim Payments
Monthly / Detail / By Coverage / By Payment Type / By Check Number
05/01/2019 Thru 05/31/2019

Type	Check #	Claim #	Claimant Name	From Date	To Date	Payee Name	Trans. Date	Payment Description	Amt. Requested	Amt. Paid
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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
05/01/2019 Thru 05/31/2019

Type	Check #	Claim #	Claimant Name	From Date	To Date	Payee Name	Trans. Date	Payment Description	Amt. Requested	Amt. Paid	
Coverage: Auto Liability											
C	20419	3960002704	001	SALGUERO-CINCILLA, VIVIAN	3/11/2019	3/11/2019	VIVIAN SALGUERO-CINCILLA	5/13/2019	FULL & FINAL SETTLEMENT	350.93	350.93
C	20636	3960002704	001	SALGUERO-CINCILLA, VIVIAN	3/11/2019	3/11/2019	VIVIAN SALGUERO-CINCILLA	5/28/2019	FULL & FINAL SETTLEMENT	350.93	350.93
C	20637	3960002674	001	BROMBACHER, SETH	3/28/2019	3/28/2019	SETH BROMBACHER	5/28/2019	FULL & FINAL SETTLEMENT	2,750.00	2,750.00
C	20638	3960002639	001	BARAN, CHRISTINE	2/16/2019	2/16/2019	CHRISTINE BARAN	5/28/2019	FULL/FINAL SETTLEMENT	96.01	96.01
V	20419	3960002704	001	SALGUERO-CINCILLA, VIVIAN	3/11/2019	3/11/2019	VIVIAN SALGUERO-CINCILLA	5/13/2019	VOID: FULL & FINAL SETTLEMENT	-350.93	-350.93
Total for Coverage: Auto Liability							Number of entries: 5		3,196.94	3,196.94	
Coverage: Police Professional											
C	20480	3960001546	001	BATSCH, KYLE	3/26/2019	3/26/2019	RICHARD A MERLINO & ASSOCIATES	5/13/2019	INVOICE #18282	356.55	356.55
C	20481	3960001546	001	BATSCH, KYLE	4/18/2019	4/18/2019	RICHARD A MERLINO & ASSOCIATES	5/13/2019	INV 18294	283.05	283.05
C	20482	3960000905	001	NASH, MONICA	4/24/2019	4/24/2019	HENRY J AUSTIN HEALTH CENTER I	5/13/2019	INVOICE #2019-328 - RECORD FEE	155.00	155.00
C	20483	3960000905	001	NASH, MONICA	3/28/2019	3/28/2019	NJL COURT REPORTING LLC	5/13/2019	INVOICE #5397	354.10	354.10
C	20484	3960001546	001	BATSCH, KYLE	3/12/2019	3/12/2019	TWIN COURT REPORTING LLC	5/13/2019	INVOICE #1539	424.70	424.70
Total for Coverage: Police Professional							Number of entries: 5		1,573.40	1,573.40	
Total for Mercer County Ins Fund Comm - 396							Number of entries: 10		4,770.34	4,770.34	



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
Total 2017	\$858,268	\$428,786	\$995,115	\$429,482	50%	819	686	133	84%	13	\$85,891	\$343,591
Total 2018	\$1,316,429	\$549,418	\$1,501,858	\$767,011	58%	1,056	898	158	85%	23	\$153,381	\$613,630
Jan-19	\$81,487	\$40,117	\$80,567	\$41,371	51%	45	41	4	91%	0	\$8,274	\$33,097
Feb-19	\$46,173	\$21,650	\$46,353	\$24,524	53%	43	35	8	81%	1	\$4,905	\$19,619
Mar-19	\$75,212	\$42,042	\$65,216	\$33,170	44%	83	75	8	90%	0	\$6,634	\$26,536
Apr-19	\$300,295	\$180,619	\$303,135	\$119,677	40%	165	155	10	94%	1	\$23,936	\$95,741
May-19	\$448,037	\$278,278	\$531,673	\$169,758	38%	99	70	29	71%	11	\$33,952	\$135,807
Total 2019	\$951,204	\$562,705	\$1,026,942	\$388,499	41%	435	376	59	86%	13	\$77,700	\$310,799
Total to Date	\$5,978,127	\$3,147,299	\$6,536,953	\$2,830,829	47%	5,068	4,308	760	85%	91	\$564,509	\$2,266,320

Report Run Date:06/03/2019

MCC



MERCER COUNTY INSURANCE FUND COMMISSION
SAFETY DIRECTOR'S REPORT

TO: Fund Commissioners
FROM: J.A. Montgomery Risk Control, Safety Director
DATE: June 14, 2019

RISK CONTROL ACTIVITIES

Paul Shives, Vice President Public Sector Director pshives@jamontgomery.com Office: 732-736-5213	Glenn Prince, Associate Public Sector Director gprince@jamontgomery.com Office: 856-552-4744 Cell: 609-238-3949	Natalie Dougherty, Senior Administrative Coordinator ndougherty@jamontgomery.com Office: 856-552-4738
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APRIL – JUNE 2019

MEETINGS ATTENDED / LOSS CONTROL VISITS CONDUCTED

- **April 22:** Attended the MCIFC Meeting in Trenton.
- **April 22:** Attended the MCIFC Claims Committee meeting in Trenton.
- **April 25:** Attended the MCIFC Accident Review Panel meeting in Trenton.
- **May 15:** Attended the MCIFC Accident Review Panel meeting in Trenton.
- **May 15:** Attended the MCIFC Bi-Annual McDade Fire Drill.
- **June 3:** One session of Defensive Driving training was conducted for MCIFC.

UPCOMING MEETINGS / LOSS CONTROL VISITS PLANNED

- **June 19:** Plan to attend the Accident Review Panel meeting in Trenton.
- **June 24:** Plan to attend the MCIFC Meeting in Trenton.
- **June 24:** Plan to attend the MCIFC Claims Committee meeting in Trenton.

CEL MEDIA LIBRARY USAGE

No Videos have been utilized in 2019.

SAFETY DIRECTOR BULLETINS

- Preparing for the 2019 Hurricane Season – May 23.

Prepare Now for Hurricane Season

The Atlantic hurricane season runs from June 1 to November 30, with the peak activity during September through November. Effective planning is the key to maintaining your organization's operations and being able to provide for your community. Public-sector leaders play a dual role in helping both their employees and their agency as a whole, to be prepared to respond in the community. This Bulletin concentrates on preparing your employees, facilities, and operations so you can continue to serve your community before, during and immediately after a hurricane.

One of the most effective ways to share information about personal and organizational preparedness is to talk to your staff. Add preparedness discussions to the agenda of your staff meetings ahead of the storm season. Consider the discussion points provided in FEMA's booklet, *Prepare your Organization for a Hurricane Playbook*.

https://www.fema.gov/media-library-data/1409933369110-5d82e4e75ba272f6cef6d656ff190c422/preparesession_playbook_hurricane_final_090414_508.pdf

- Share the potential impact of hurricanes – New Jersey has recently had to deal with a series of hurricanes and a superstorm and we have learned a lot. But as the years pass, those with the experience and firsthand knowledge are leaving. It is important to share the lessons learned with newer leaders in the organization. Even more effective is to write them down. These notes become the genesis of a response and recovery plan that is tailored to your community.
- Review with your employees the National Weather Service terms; Advisory, Watch and Warning. Relate them in terms of timelines, severity of storms and your agency's preparation plans.
- Outline your organization's emergency communication plan. Routine lines of authority and communication often need to be modified during emergencies as people and electronic communication modes become unavailable. Lines of authority and communication can further change when an official state of emergency is declared. Review routine, emergency, and back-up plans for communications now.
 - Inventory routine, emergency and back-up equipment. Evaluate on-hand inventory against your needs assessment.
 - Test emergency and back-up equipment. Ensure they are in operational readiness.
 - Verify contact information of all responders. Distribute updated information to stakeholders.
- Review your organization's preparation, response, and recovery procedures with elected officials and department leaders. Consensus, cooperation, and coordination between leaders are needed for effective preparation, response, and recovery operations. Get them now. Focus on priorities and capabilities.
 - Distribute any written plans and discuss past operations' successes and challenges
 - Adjust plans and procedures according to lessons-learned and changes in your community
 - Encourage department leaders to continue the discussions with their supervisors and employees. Readiness starts with the employee. If he or she has not made preparations for their families and homes, they cannot be ready to serve their community. Consider distributing the Red Cross's Family Disaster Plan fillable form to assist with their planning.

http://www.redcross.org/images/MEDIA_CustomProductCatalog/m12140360_ARC_Family_Disaster_Plan_Template_r083012.pdf

Post-Storm Safety Action Plan

After a significant hurricane or storm, recovery and clean-up operations can expose responders to several hazards that are different than normal operations.

- Carbon monoxide poisoning – Emergency generators, gas-powered pressure washers and pumps that are used extensively during recovery operations produce carbon monoxide (CO) as a byproduct. CO is an odorless, colorless, gas that can cause sudden illness and death if inhaled. To minimize the potential for CO poisoning follow these safety tips:
 - Never run a generator, pressure washer, or any gasoline-powered engine inside a basement, garage, or other enclosed structure, even if the doors or windows are open. Gasoline-powered equipment should be at least 20 feet from open windows, doors or ventilation equipment.
 - Be alert for signs and symptoms of CO poisoning. The most common symptoms of CO poisoning are headache, dizziness, weakness, nausea, vomiting, chest pain, and confusion. Call 9-1-1 if overexposure is suspected.

For more information and resources visit <https://www.cdc.gov/disasters/carbonmonoxide.html>

- Downed power lines – Workers should treat all power lines as “hot” unless the lines have been de-energized, grounded, and tested by a qualified electrician. During power outages, many people use portable electrical generators. If the portable generator is improperly sized, installed, or operated, it can send power back to the electrical lines. This problem is called backfeed. Backfeed can seriously injure or kill repair workers.
- Chain Saw Injuries – Operating chain saws during and immediately after a storm presents additional hazards than routine operations. Severe time constraints, wires, traffic, and working in downpours or flood waters complicate the operations, even by experienced chain saw operators. Remind workers of the following:
 - Chainsaw operators on the ground must wear leg chaps of ballistic nylon or Kevlar. The Safety Director recommends the best practice of having at least one pair of chaps for each chainsaw the agency owns. Ensure the workers are wearing properly sized chaps, gloves, face / eye, and hearing protection.
 - As a routine, all agency chainsaws should be maintained before the storm. Properly sharpen chain saw teeth and properly lubricate the blade with bar and chain oil. Additionally, remind workers to periodically check and adjust the blade to keep the correct tension on the chain to keep it from coming off the blade, and ensure good cutting action.
 - Check around the tree for hazards such as nails, power lines, and cables. Take extra care in cutting “spring poles” trees or branches that have been bent, twisted, hung up on, or caught under another object during a high wind.

For more information and resources visit <https://www.cdc.gov/disasters/chainsaws.html>

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- Check around the tree for hazards such as nails, power lines, and cables. Take extra care in cutting “spring poles” trees or branches that have been bent, twisted, hung up on, or caught under another object during a high wind.
- Over-exposure to mold – Buildings wet for longer than 48 hours will generally support visible mold growth and excessive exposure to mold-contaminated materials can cause adverse health effects in susceptible persons regardless of the type of mold or the extent of contamination. For the majority of persons, undisturbed mold is not a substantial health hazard. Mold is a greater hazard for persons with mold allergies. To prevent exposure that could result in adverse health effects from disturbed mold, persons should 1) avoid areas where mold contamination is obvious; 2) use environmental controls; 3) use personal protective equipment; and 4) keep hands, skin, and clothing clean and free from mold-contaminated dust.

Visit the CDC website for more information and resources <https://www.cdc.gov/disasters/hurricanes/workers.html>

RESOLUTION NO. 28-19

**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 June 24, 2019.

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 June 24, 2019 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 June 24, 2019.

ADOPTED:

ANDREW A. MAIR, CHAIRMAN

DATE

ATTEST:

K. MEGAN CLARK HUGHES, VICE CHAIR

DATE

PAYMENT AUTHORIZATION REQUESTS

June 24, 2019

<u>Claim #</u>	<u>Claimant</u>	<u>Type of Claim</u>	<u>PAR/SAR</u>
3960000762	Anthony Kuligorski	Worker Compensation	PAR
3960001749	Judy Bellamy	Worker Compensation	SAR
3960001133	Kyle Kidd	Worker Compensation	PAR/SAR
3960001419	Leigh Gordon	Worker Compensation	PAR/SAR
3960002666	Shane Coderoni	Worker Compensation	PAR
3960002699	Mercer County	Property	PAR
3960002689	Mercer County	Property	PAR
3960000549	Kyle Batsch	Liability	PAR/SAR

APPENDIX I

**MERCER COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – March 25, 2019
Mercer County
McDade Administration Building
640 South Broad Street
Trenton, NJ 08650-0068
10:30 AM**

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	Excused
Lillian Nazzaro (<i>Alternate</i>)	Excused

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Joseph Hrubash
Claims Service	Inservco Insurance Services, Inc. Nancy Fowlkes Amy Zeiders
	Conner Strong & Buckelew Michael Cusack
Managed Care Services	First MCO Alyson Cronk
NJCE Underwriting Manager	Conner Strong & Buckelew
Risk Management Consultant	Borden Perlman Salisbury & Kelly Jeff Martin
Attorney	Paul Adezio, Esq.
Safety Director	J.A. Montgomery Risk Control Glenn Prince

ALSO PRESENT:

Ana-Eliza T. Bauersachs, Capehart Scatchard, PA
Susan Schaefer, Susan Schaefer, LLC
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF FEBRUARY 25, 2019

**MOTION TO APPROVE THE OPEN & CLOSED MINUTES OF
FEBRUARY 25, 2019**

Moved:	Commissioner Hughes
Second:	Chairman Mair
Vote:	2 Yes, 0 Nays

CORRESPONDENCE: None

SAFETY COMMITTEE REPORTS: Mr. Prince reported the Safety and Accident Review Committee last met on March 20, 2019 and reviewed approximately 20 claims. Mr. Prince advised the Committee was scheduled to meet again on April 17, 2019. Mr. Prince advised that concluded his report unless there were any questions.

CLAIMS COMMITTEE: Mr. Cusack referred to a copy of the 2019 Claims Reporting Procedure which was included in the agenda. Mr. Cusack advised the document provided an overview of the reporting procedures for the different types of insurance coverages. Mr. Cusack also referred to a copy of “Zurich Environmental Emergency Response” pamphlet included in the agenda and reviewed the key benefits provided through the insurance carrier. Lastly, Mr. Cusack reviewed the provisions of the Chubb Quarterly Bordereau Endorsement for Mercer County. Mr. Cusack reviewed the definition of a Designated Claim as outlined in the endorsement and explained those claims should be reported as soon as practicable. Mr. Cusack further explained for all claims other than a Designated Claims the insured shall provide written notice to the carrier on a quarterly basis in the form of a quarterly bordereau. Mr. Cusack advised that concluded his report unless there were any questions.

EXECUTIVE DIRECTOR REPORT: Executive Director advised he did not have any action items for his report.

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director reported the certificate of issuance report from the NJCE listing the certificates issued for the month of February was included in the agenda. Executive Director advised there were 5 certificate of insurances issued during the month.

NJ COUNTIES EXCESS JOINT INSURANCE FUND (NJCE): Executive Director reported the NJCE held its Reorganization Meeting on February 28, 2019. Executive Director referred to a summary report of the meeting which was included in the agenda. Executive Director advised Ross Angilella would continue as the Chair of the NJCE. Executive Director reported the professional contracts for the Executive Director, Underwriting Manager and Safety Director were all renewed. Executive Director noted based on prior authorization from the Board, PERMA would meet with representatives from Origami to begin the development of the online underwriting and claims data

platform. Executive Director advised the 2020 collection renewal data would be processed through the new system. Executive Director noted training would be provided to the Risk Managers.

2019 MEL, MRHIF AND NJCE EDUCATIONAL SEMINAR: Executive Director reported the 9th annual seminar was scheduled for Friday, May 3, 2019 beginning at 9:00 AM at the National Conference Center in East Windsor. Executive Director noted the NJCE was now a co-sponsor of the seminar. Executive Director referred to a copy of the enrollment form which was included in the agenda and indicated the topics and presenters were listed. Executive Director advised the seminar qualified for certain Continuing Education Credits.

MCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director advised the January Financial Fast Track was included in the agenda. The Commission had a surplus of \$10,983,175 as of January 31, 2019. Executive Director also referred to line 10 of the report, "Investment in Joint Venture" and indicated \$1,182,090 of the surplus was the MCIFC's share of the NJCE equity. Executive Director noted the cash amount was \$1,267,557.

NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the January Financial Fast Track was included in the agenda. As of January 31, 2019 the Fund had a surplus of \$15,146,956 and the cash balance was \$19,802,106.

CLAIMS TRACKING REPORTS: Executive Director advised the Claims Tracking Reports for the month of January 31, 2019 were included in the agenda. Executive Director referred to a copy of the Claims Management Report and reviewed the actuary's projections compared to the actual losses. Executive Director noted that when preparing the 2020 budget the loss funds should be analyzed for a possible reduction.

Executive Director advised that concluded his report unless there were any questions.

Executive Director's Report Made Part of Minutes.

TREASURER REPORT: Chairman Mair advised the Treasurer was not present. Chairman Mair advised the March Bill List, Resolution 19-19 was included in the agenda.

MOTION TO APPROVE RESOLUTION 19-19, MARCH BILL LIST

Moved:	Chairman Mair
Second:	Commissioner Hughes
Vote:	2 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 20-19, Disclosure of Liability Claims Check Registers, was included in the agenda along with a copies of the check registers for February 1, 2019 to February 28, 2019.

MOTION TO APPROVE RESOLUTION 20-19 AUTHORIZING DISCLOSURE OF LIABILITY CLAIMS CHECK REGISTERS

Moved:	Commissioner Hughes
Second:	Chairman Mair
Vote:	2 Yes, 0 Nays

Ms. Fowlkes distributed copies of Inservco Insurance Services, Inc. Worker Compensation Liability Stewardship Report. Ms. Fowlkes advised she would provide a quick overview of the report. Ms. Fowlkes referred to the Executive Summary and spoke about KeyScripts and their ownership in the pharmacy benefit management company. Ms. Fowlkes stated the Executive Summary also provided a section on Observations, Conclusions and Suggestions. Ms. Fowlkes continued to review the report which was based on the last 3 years, 2016, 2017 and 2018. Ms. Fowlkes advised if anyone had any questions after reading and reviewing the report, they should reach out to her.

MANAGED CARE: Ms. Cronk advised First MCO's report was included in the agenda and she would review the month of February. Ms. Cronk reported for February bills were received in the amount of \$46,173. First MCO repriced the bills to \$21,650 for a total savings of \$24,524 or 53%. Ms. Cronk advised there were 43 bills and 35 bills were in network. Ms. Cronk noted the PPO Penetration was 81%. Ms. Cronk advised that concluded her report unless there were any questions.

NJCE SAFETY DIRECTOR: Mr. Prince reported the Safety's Director Report for February through March was included in the agenda. Mr. Prince referred to a copy of his memo which was included in the agenda regarding the provisions and opportunities of the 2019 Safety Grant Program. Mr. Prince advised the excess liability carrier, BRIT, has changed the method on how they will distribute the funds. They will now give the funds upfront and let the NJCE Commissioners decide how to distribute the funds. Mr. Prince advised the total amount of funding for 2019 was \$45,000 to be split between the member counties. Mr. Prince reported he was establishing a committee to review the safety grant submission and advised the committee would consist of one member from each Member County. Mr. Prince advised he spoke with Ms. Hughes to see if she was interested in participating on the committee and she was agreeable. Mr. Prince advised that concluded the report unless anyone had any questions.

RISK MANAGER CONSULTANT: Mr. Martin reported one of the items his office was working on with the Mercer County Parks Department was their setting up a campsite. Mr. Martin advised they talked about it internally and did not think any additional policies were needed, however there would be additional exposures with campfires, sleeping grounds, etc. After a brief discussion it was suggested that J.A. Montgomery do a site visit of the grounds. Executive Director also suggested contacting the NJCE Underwriting Manager. In response to Executive Director's inquiry, Ms. Hughes advised a permit would be needed. Executive Director advised there should be a waiver of indemnification which Mr. Martin's office could assist with.

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:	2 Yes, 0 Nays

Seeing no member 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:	2 Yes, 0 Nays

CLOSED SESSION: Ms. Walker read and requested a motion to approve Resolution 21-19 authorizing a Closed Session to discuss PARS.

MOTION TO APPROVE RESOLUTION 21-19 FOR EXECUTIVE SESSION

Moved:	Chairman Mair
Second:	Commissioner Hughes
Vote:	2 Yes, 0 Nays

MOTION TO RETURN TO OPEN SESSION

Moved:	Chairman Mair
Second:	Commissioner Hughes
Vote:	2 Yes, 0 Nays

MOTION TO AUTHORIZE PAYMENT AUTHORITY REQUESTS AND SETTLEMENT REQUESTS AS DISCUSSED IN CLOSED SESSION

Moved:	Chairman Mair
Second:	Commissioner Hughes
Vote:	2 Yes, 0 Nays

MOTION TO ADJOURN:

Moved:	Chairman Mair
Second:	Commissioner Hughes
Vote:	2 Yes, 0 Nays

MEETING ADJOURNED: 11:21AM

Minutes prepared by:
Cathy Dodd, Assisting Secretary

**MERCER COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – April 22, 2019
Mercer County
McDade Administration Building
640 South Broad Street
Trenton, NJ 08650-0068
10:30 AM**

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	Excused
Raissa Walker	Excused
Lillian Nazzaro (<i>Alternate</i>)	Present

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Joseph Hrubash
Claims Service	Inservco Insurance Services, Inc. Nancy Fowlkes Amy Zeiders (<i>via teleconference</i>) Yvonne Frey
	Conner Strong & Buckelew Michael Cusack
Managed Care Services	First MCO Alyson Cronk
NJCE Underwriting Manager	Conner Strong & Buckelew
Risk Management Consultant	Borden Perlman Salisbury & Kelly Jeff Martin
Attorney	Paul Adezio, Esq.
Safety Director	J.A. Montgomery Risk Control Jonathan Czarnecki

ALSO PRESENT:

Ana-Eliza T. Bauersachs, Capehart Scatchard, PA
Susan Schaefer, Susan Schaefer, LLC
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF MARCH 25, 2019

Ms. Dodd advised the March minutes would be tabled until the next meeting as Ms. Nazzaro was not in attendance at the March 25, 2019 meeting.

CORRESPONDENCE: None

SAFETY COMMITTEE REPORTS: Mr. Czarnecki advised he was attending the meeting for Mr. Prince and reported the Safety and Accident Review Committee last met on March 20, 2019. Mr. Czarnecki advised the Committee was scheduled to meet again on April 25, 2019 and would be attended by his colleague, Barry Sloane. Mr. Czarnecki advised that concluded his report unless there were any questions.

CLAIMS COMMITTEE: Mr. Cusack reported the Claims Committee met prior to the meeting and the claims would be presented during closed session. Mr. Cusack advised that concluded his report unless there were any questions.

EXECUTIVE DIRECTOR REPORT: Executive Director advised he did not have any action items for his report.

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director reported the certificate of issuance report from the NJCE listing the certificates issued for the month of March was included in the agenda. Executive Director advised there were 9 certificate of insurances issued during the month.

NJ COUNTIES EXCESS JOINT INSURANCE FUND (NJCE): Executive Director reported the NJCE was scheduled to meet again on April 25, 2019. Executive Director advised a summary report of the meeting would be included in the next agenda. Executive Director noted he was pleased to announce that the County of Monmouth joined the NJCE as of April 1, 2019.

2019 MEL, MRHIF AND NJCE EDUCATIONAL SEMINAR: Executive Director reported the 9th annual seminar was scheduled for Friday, May 3, 2019 beginning at 9:00 AM at the National Conference Center in East Windsor. Executive Director noted the NJCE was now a co-sponsor of the seminar. Executive Director referred to a copy of the enrollment form which was included in the agenda and indicated the topics and presenters were listed. Executive Director advised the seminar qualified for certain Continuing Education Credits.

MCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director advised the February Financial Fast Track was included in the agenda. The Commission had a surplus of \$10,912,846 as of February 28, 2019. Executive Director also referred to line 10 of the report, "Investment in Joint Venture" and indicated \$1,207,862 of the surplus was the MCIFC's share of the NJCE equity.

NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the February Financial Fast Track was included in the agenda. As of February 28, 2019 the Fund had a surplus of \$15,366,293 and the cash balance was \$24,123,894.

CLAIMS TRACKING REPORTS: Executive Director advised the Claims Tracking Reports for the month of February 28, 2019 were included in the agenda. Executive Director referred to a copy of the Claims Management Report Expected Loss Ratio Analysis Report and reviewed the actuary's projections compared to the actual losses. Executive Director noted all of the Fund Years were running below the actuary's projections. Executive Director advised the loss funds would be evaluated during budget time for a possible reduction.

PARK'S DEPARTMENT PROPOSED CAMPSITES: Executive Director reported Chairman Mair wanted to have a discussion on the proposed campsites. Chairman Mair advised they needed to know if any additional coverage was necessary. Chairman Mair indicated someone was to speak to the Parks Department in order to determine exactly what was needed. Mr. Martin reported there was communication by e-mail shortly after the last meeting. Mr. Martin advised his office did receive information from the Parks Department and J.A. Montgomery was going to visit and do a safety check. Mr. Martin advised the answer he received was no additional coverage was necessary. Executive Director reported the question was proposed to the NJCE Underwriting Manager, Ed Cooney, and he advised no additional coverage was necessary for this exposure. In response to Chairman Mair's inquiry about alcohol, Mr. Martin advised alcohol was allowed consistent to the current Park policy. Executive Director thought that was more of a legal question than an insurance question. Executive Director advised vicarious liability was covered under the program if the County were to be sued. Chairman Mair reported the Park Rangers do enforce the Park rules. Again, Executive Director advised this was a County question and there were no issues as the County was not in the business of selling alcohol.

In response to Executive Director's inquiry, Mr. Czarnecki advised on April 12th his associate, Mr. Barry Sloane completed a scheduled loss control visit. A number of items were addressed and there were no suggestions for improvement. Mr. Czarnecki advised the overhead branches and undergrowth was cleared sufficiently to prevent a fire from spreading from the grill or fire pit. Mr. Czarnecki advised the Park had at least two rangers on duty 24/7. Executive Director asked that Mr. Czarnecki e-mail a copy of the loss control visit report.

Executive Director recommended the County review their alcohol policy. Ms. Nazzaro noted she would check the rules for the parks and also the signage. In response to Executive Director's inquiry, Mr. Czarnecki advised the report did not mention anything about signs. Executive Director asked Mr. Czarnecki to ask Mr. Sloane about the signs, if they are posted and what they say.

Chairman Mair reported he had a vaguely related subject that came up recently. Chairman Mair advised they were in collective bargaining with the park rangers and one of their desires was to be issued bullet proof vests. The Director of the Department is adamantly opposed as it would encourage them to engage in police like activities. After a brief discussion, Executive Director asked Mr. Czarnecki to discuss the vests with Mr. Prince to see if the costs for the vests would qualify for the BRIT Safety Grant. In response to Executive Director's inquiry Chairman Mair thought the vests were around \$1,000 if they needed a custom fit.

Mr. Czarnecki apologized and advised the loss control report he discussed earlier did mention that permits were required in order to use the campsites. Campers were given written rules including a

prohibition on alcohol and all were required to sign waivers. Mr. Martin advised the e-mail he received would allow beer and wine as in the picnic areas.

MAY MEETING: Executive Director reported the Commission was not scheduled to meet in May. Executive Director advised he did not anticipate any action items for the month of May. Executive Director noted if there were any claims that needed approval a special teleconference meeting could be scheduled.

Executive Director advised that concluded his report unless there were any questions.

Executive Director's Report Made Part of Minutes.

TREASURER REPORT: Chairman Mair advised the Treasurer was not present. Chairman Mair advised the April Bill List, Resolution 22-19 was included in the agenda.

MOTION TO APPROVE RESOLUTION 22-19, APRIL BILL LIST

Moved:	Commissioner Nazzaro
Second:	Chairman Mair
Vote:	2 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 23-19, Disclosure of Liability Claims Check Register, was included in the agenda along with a copies of the check register for March 1, 2019 to March 31, 2019.

**MOTION TO APPROVE RESOLUTION 23-19 AUTHORIZING
DISCLOSURE OF LIABILITY CLAIMS CHECK REGISTERS**

Moved:	Commissioner Nazzaro
Second:	Chairman Mair
Vote:	2 Yes, 0 Nays

MANAGED CARE: Ms. Cronk advised First MCO's report was included in the agenda and she would review the month of March. Ms. Cronk reported for March bills were received in the amount of \$75,212. First MCO repriced the bills to \$42,042 for a total savings of \$33,170 or 44%. Ms. Cronk advised there were 83 bills and 75 bills were in network. Ms. Cronk noted the PPO Penetration was 90%. Ms. Cronk advised that concluded her report unless there were any questions.

NJCE SAFETY DIRECTOR: Mr. Czarnecki reported the Safety's Director Report for March through April was included in the agenda. Mr. Czarnecki advised the agenda also included a Safety Director Bulletin on "Comprehensive Playground Inspection and Maintenance Programs" along with the Playground Safety Checklist. Mr. Czarnecki advised that concluded his report unless anyone had any questions.

RISK MANAGER CONSULTANT: Mr. Martin advised he did not have anything additional to discuss.

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 Nazzaro
Vote:	2 Yes, 0 Nays

Seeing no member 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 Nazzaro
Vote:	2 Yes, 0 Nays

CLOSED SESSION: Chairman Mair read and requested a motion to approve Resolution 24-19 authorizing a Closed Session to discuss PARS.

MOTION TO APPROVE RESOLUTION 24-19 FOR EXECUTIVE SESSION

Moved:	Chairman Mair
Second:	Commissioner Nazzaro
Vote:	2 Yes, 0 Nays

MOTION TO RETURN TO OPEN SESSION

Moved:	Chairman Mair
Second:	Commissioner Nazzaro
Vote:	2 Yes, 0 Nays

MOTION TO AUTHORIZE PAYMENT AUTHORITY REQUESTS AND SETTLEMENT REQUESTS AS DISCUSSED IN CLOSED SESSION INCLUDING CLAIM # 3960001442 UP TO \$5,000, SECTION 20

Moved:	Chairman Mair
Second:	Commissioner Nazzaro
Vote:	2 Yes, 0 Nays

MOTION TO ADJOURN:

Moved:

Second:

Vote:

Chairman Mair

Commissioner Nazarro

2 Yes, 0 Nays

MEETING ADJOURNED: 11:21AM

Minutes prepared by:

Cathy Dodd, Assisting Secretary

APPENDIX II

CHUBB – CYBER SERVICES

Cyber Alert®

Be Prepared to Respond

The quicker a breach is remedied, the less likely you will incur a business interruption loss. According to a recent Advisen report, there was a 30% increase in cyber incidents leading to business interruption from 2016 to 2017.

Cyber threats occur within a moment's notice. Your response to the incident generally needs to occur just as fast. Speed is often key to successful incident response. Companies face possible loss of income and identifiable information - as well as reputation damage - as soon as systems are breached. Chubb's Cyber Alert® smartphone app gives commercial cyber policyholders efficient and immediate means to report a cyber incident to Chubb as soon as it happens -with the simple touch of a button.*

Cyber Alert® Features

- 24/7 incident reporting to Chubb via your mobile device
- Ability to view incident reporting history to further help coordinate response efforts
- Access to Chubb's Incident Response Coach and Team to help handle a cyber incident from initial intake all the way to post-review claims handling
- Ability to build a profile of relevant information to save time post-incident
- Ability to submit additional files and photos to help assess an event
- Ability to use as a single individual or as part of a company-wide incident response plan

How to Access

The Chubb Cyber Alert® app is available for download in the Apple Store for iOS devices and the Android Store for Android devices.

After downloading the application, you can enroll via the app itself.

Once enrollment is complete, you can report an incident to Chubb immediately by clicking "Report an Incident" on the home screen.

Contact Us

For more information on Cyber Alert® and other incident response resources from Chubb, contact your local agent or broker.

Visit us online: www.chubb.com/cyber
www.chubbcyberalert.com

Chubb. Insured.SM

*Reporting an incident with the Cyber Alert app or hotline number does not constitute as notification of a Claim under the policy. To submit a claim, email cyberclaimreport@chubb.com

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Cyber Services

Loss Mitigation for Cyber Policyholders

CHUBB®



At Chubb, we believe that being prepared for a cyber incident can go a long way in limiting losses when one occurs. To complement our superior insurance protection, we offer enhanced benefits and services through various third party service providers to deliver extra assurance and specialized attention for our cyber policyholders.

Password Defense

Chubb offers policyholders a password manager application for your desktop and mobile devices to help improve cyber security by making it easier for employees to create and use stronger passwords. Motivate individuals to keep healthier password habits by generating strong passwords for websites, storing them in a secure vault and synchronizing them across multiple devices. This system encourages employees not to write down or reuse passwords.

Password Defense: FAQs

How does the application strengthen passwords?

The application's Security Dashboard provides metrics of overall password health, helping individuals easily identify and replace weak or reused passwords.

How are passwords added to the password manager?

Passwords are entered manually through the application on any browser. Individuals can also import passwords that are stored in a browser or other password manager applications.

How does the application secure passwords?

The patented architecture is built to ensure only the account holder can access his/her passwords.

How much does password defense cost?

The offer is complimentary for Chubb's cyber policyholders.

Online Cyber Education

Chubb's cyber policyholders have access to two online cyber education courses that can be quickly and easily deployed to educate employees: Security Awareness Basics and Security Awareness for Information Technology. The online training teaches the basics of:

- Identifying potential threats
- Protecting sensitive data
- Escalating issues to the right people when necessary

Managers are able to download reports from the system to identify who has completed the courses.

Online Cyber Education: FAQs

Who can access the courses?

Both courses can be made available to all employees.

Can employees print certificates when they complete a course?

Yes, certificates can be printed to show that an employee has completed the course.

How long does it take to complete each course?

Each course has been designed to take approximately 20 to 30 minutes.

Can additional courses be added to the training portal?

Yes, additional courses are available for purchase.

How much does online cyber education cost?

The offer is complimentary for Chubb's cyber policyholders.

Signature Assessments

Packaged assessments help Chubb's cyber policyholders quickly gauge and understand key areas of risk. These cost-effective, consultative engagements are offered at a flat rate and are performed by a select group of industry-leading service providers. Signature assessments are available for the following:

- Validating a cyber incident response plan
- Identifying sensitive information
- Simulating a phishing attack
- Scanning for network vulnerabilities
- Monitoring cyber security scores

Signature Assessments: FAQs

Are the assessments completed remotely or onsite?

The assessments are designed to be completed remotely. Some providers can complete assessments onsite if necessary.

Does hardware or software have to be installed for the assessments?

No. Assessments can be performed without installations or downloads.

Does Chubb see the results of the signature assessments?

No, Chubb does not receive a copy of the results.

Can policyholders expand the scope of services?

Yes. Policyholders can work directly with each provider to expand the package as needed.

How much does each signature assessment cost?

Chubb's cyber policyholders are able to access assessments at a flat rate of \$3,000 each.

Contact Us

To learn more about Chubb's cyber services, email us at cyber@chubb.com or visit www.chubb.com/us/cyber.

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(Rev. 12/16)

Skillbridge

Educate Your Employees

It's not always large-scale, complex problems that lead to cyber incidents. Often it's the actions of a single person that leads to an exposure. For instance, writing passwords on paper, leaving company technology unattended, and falling victim to a phishing scam, are gateways that can lead to a data breach. Chubb spotted these patterns in our claims history and research, and implemented a solution to enable all of our cyber policyholders - and their employees - to clearly understand cyber security best practices and identify a potential threat.

Chubb collaborated with security training provider, Skillbridge, to deliver online cyber security training to all Chubb cyber policyholders. Risk is greatly reduced when cyber security becomes common sense.

Online Cyber Security Education Features

- Educates employees on the key ways to identify potential cyber threats, protect sensitive data, and escalate issues to the right people when necessary
- Improves security posture by giving employees the knowledge they need to better protect valuable security information assets through proactive, security-conscious behavior
- Reduces vulnerabilities by creating an aware and informed workforce
- Deploys two online courses to your entire organization and employees:
 - Security Awareness Basics
 - Security Awareness for Information Technology
- Enables managers to download reports on who has completed courses and how they performed
- Option to purchase additional courses from Skillbridge and add the courses to your portal

According to the 2017 Verizon Data Breach Investigations Report, 66% of malware was installed via malicious email attachments.

How to Access

To sign up for Chubb's Online Cyber Security Education as part of your cyber policy with Chubb, visit www.chubb.com/cyber.

For more information on Skillbridge, visit www.skillbridgetraining.com.

Contact Us

For more information on Chubb's Online Cyber Security Education and other cyber services available through Chubb, contact your local agent or broker.

Visit us online: www.chubb.com/cyber

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BitSight

Identify Cyber Risk with Security Ratings

BitSight is a cyber security rating service that allows you to monitor cyber risk as a daily measurement of an organization's security performance, determined through externally observable Internet web traffic. BitSight's platform highlights both strengths and potential gaps - providing visibility into the security of your organization through an overall rating along with several key measurements. BitSight also provides detailed logging information to help organizations track down the source of any issues.

BitSight generates ratings on a daily basis, giving continuous visibility into the performance of your security program. With the ability to determine the security details used to generate your organization's rating, pertinent security issues can be mitigated and tracked over time. In addition to daily scores, BitSight allows organizations to view 12 months of rating and industry comparisons.

BitSight Highlights

- Provides objective, quantitative measurements on your company's security performance
- Analyzes existing security events, network traffic and technical practices to produce daily numerical ratings
- Uses public Internet traffic so no permission, onsite equipment or installation is required
- Provides the opportunity to communicate with your company's stakeholders and executives regarding your data-driven security rating and progress
- Benchmarks your organization against industry peers and competitors
- Provides a look into the big picture of your organization's progress when it comes to cyber security

How to Access

To sign up for BitSight as part of your cyber policy with Chubb, visit www.chubb.com/cyber.

For more information on BitSight, visit www.bitsighttech.com.

Contact Us

For more information on BitSight and other cyber services available through Chubb, contact your local agent or broker.

Visit us online: www.chubb.com/cyber

According to Gartner, continuous monitoring of systems and behavior is the only way to reliably detect threats before it is too late.

Chubb. Insured.SM

Chubb is the marketing name used to refer to subsidiaries of Chubb Limited providing insurance and related services. For a list of these subsidiaries, please visit www.chubb.com. Chubb's cyber services cannot be construed to replace any provisions of your policy. You should read your policy, including all attachments, for complete information on the coverage parts provided. Chubb has no obligation to provide any of the cyber services. The policyholder is under no obligation to contract for services with any of the service providers. The selection of a particular pre-approved Loss Mitigation Services vendor is the independent choice of the policyholder. Neither Chubb nor its employees or agents make any warranties or assume any liability for the performance of the pre-approved vendor, including any goods or services received. Chubb does not endorse vendors or their respective services. Before a policyholder engages with vendors, the policyholder should conduct its own due diligence to ensure the company and its services meet its needs. Unless otherwise indicated or approved, payment for services provided by any vendor is the responsibility of the policyholder.

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Dashlane

Improve Your Passwords

Remembering passwords is difficult. Remembering secure, complex passwords for every account you own? Nearly impossible. The answer is Dashlane, the all-in-one solution that remembers and automatically fills in all your passwords, logins, personal info, and payment details—quickly and accurately. You can even share passwords with colleagues, friends, and family without ever revealing the real password. Dashlane makes it easy to have strong, unique passwords for everything, because passwords are the foundation of sound online security practices.

But online security can't stop there. That's why Dashlane offers a suite of advanced tools to help you secure and control all the information about you that lives online—your digital identity. With its built-in VPN, Dashlane encrypts your online activity on unsecure WiFi networks to always keep your personal information safe and private, everywhere you go. And with Dark Web Monitoring, Dashlane will scan the web and alert you if your personal information is ever found where it doesn't belong.

Dashlane Features

- Improves cybersecurity by making it easier to create stronger passwords you use on the web
- Provides benchmarking for the passwords you currently use to help you identify potential password issues and correct them
- Generates strong, secure passwords for online accounts
- Automatically logs in to websites so you don't have to type in passwords
- Sends instant security alerts to your computer or mobile device when websites you have an account with experience a breach
- Changes multiple passwords with the click of a button without leaving the app
- Synchronizes and backs up your passwords across multiple devices so you can access them securely anywhere

How to Access

To sign up for Dashlane services as part of your cyber policy with Chubb, visit www.chubb.com/cyber.

For more information on Dashlane, visit www.dashlane.com.

Contact Us

For more information on Dashlane and other cyber services available through Chubb, contact your local agent, broker, or underwriter.

Visit us online: www.chubb.com/cyber

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80% of people use the same or similar version of a password for everything, even between work and home. A single stolen credential re-used on multiple sites can unlock dozens of accounts for hackers.*

*The SecureAuth Survey, May 2017

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Cyber Services for Loss Mitigation

Signature Assessments Overview



Welcome to Chubb’s Cyber Services for Loss Mitigation! We offer these services because we believe that being ready to respond will help reduce the exposure to a loss when a cyber event occurs. As a Chubb cyber policyholder, you have access to a suite of **Loss Mitigation Services** to help mitigate potential cyber exposures *before* an event happens as well as several **Signature Assessments** which can help your organization quickly gauge and understand key areas of cyber risk. Loss Mitigation services are provided directly to your organization by a panel of Chubb pre-approved vendors at a pre-negotiated flat rate. For a complete list of services, please visit: www.chubb.com/us/cyberservices.

Response Readiness Assessment	
Delivered by Fidelis	<p>Evaluate your organization’s response plan or get started creating one.</p> <p>Fidelis Cybersecurity will provide a personalized consultation to walk your organization through a streamlined process and assess your incident response plan based on industry standards. In cases where a response plan does not already exist, Fidelis will help your organization through a process to jump start the development of one.</p> <p>Fidelis will first request that your organization execute a mutual non-disclosure agreement to establish a confidential relationship with your organization. Fidelis will then provide its multipart assessment for your organization to complete. The assessment will include requests for any existing incident response plan documentation that Fidelis can include in the overall review. Fidelis will then conduct a review of the materials, focusing on the internal and external response capabilities of your organization. The final report will include findings and suggested action items for your organization to remediate. The scope includes missing documents, technical and software recommendations and regulatory benchmarks.</p> <p>More information on Fidelis can be found at www.fideliscybersecurity.com.</p>

Security Performance Benchmarking	
Delivered by BitSight	<p>Monitor the security of your organization and third party vendors through external data gathered from the public Internet.</p> <p>Cyber policyholders receive a personalized login to the BitSight portal for 12 months, allowing you to continuous monitoring of their organization and up to three vendors of their choice.</p> <p>BitSight's online platform continuously analyzes, rates and monitors the security posture of organizations, all from the outside. Ratings are generated on a daily basis, giving continuous visibility into the performance of your security program. With the ability to determine the security details used to generate your organization's rating, pertinent security issues can be mitigated and tracked over time.</p> <p>More information on BitSight can be found at www.bitsighttech.com.</p>
Network Vulnerability Testing	
Delivered by NetDiligence	<p>Assess vulnerabilities on your external network - a common method threat actors use to gain access to organizations' networks.</p> <p>NetDiligence will conduct an automated vulnerability scan of up to eight external network addresses that represent some of your organization's external systems, such as firewalls, web applications and mail servers. Once the scan is completed, an Interpretive Summary Report is generated to bring together the key points and risk factors that should be prioritized for remediation. In addition to the summary report, the "raw" results are also provided to help your IT Staff validate and remediate the findings. Additional internal scanning options are available but require the assistance of on-site IT/networking personnel who can perform installation and placement of a "virtual scanner software" on the internal network.</p> <p>More information on NetDiligence can be found at www.netdiligence.com.</p>
Phishing Simulation	
Delivered by PhishMe	<p>Test a sample of your employees to see how well they respond to a simulated phishing attack.</p> <p>Electronic mail continues to be used by threat actors as a primary delivery mechanism to entice employees to click on malicious links or attachments. For the unaware employee, taking action on these malicious emails can lead to malware infection, theft of usernames/passwords or cyber extortion via ransomware.</p> <p>For this effort, PhishMe will work with your organization to run two phishing simulations over the course of four months: (1) a <i>Click Only</i> scenario where an email urges the recipient to click on an embedded link; and (2) a <i>Data Entry</i> scenario where an email containing a link to a customized landing page entices the user to enter their valid credentials (e.g., user ID, passwords), allowing the attacker to gain access to an organization's network environment. Individuals who fall victim to the simulation are directed to complete online training material on phishing and its effects on company security. At the conclusion of each simulation, PhishMe will provide your organization with a report containing extensive analytics, including an executive summary, simulation findings and a response analysis that details the overall susceptibility rate, reporting rate, and the repeat offense rate. No user-sensitive data is stored during simulations.</p> <p>More information on PhishMe can be found at www.phishme.com.</p>

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Form 14-01-1244 (Rev. 9/17)

Cyber Services

Partner Panel for Mitigation and Response North America

CHUBB®



At Chubb, we believe that being prepared for a cyber incident can go a long way in limiting losses when one occurs. To complement our superior insurance protection, we offer access to enhanced benefits and services through various third party service providers to deliver extra assurance and specialized attention for our cyber policyholders.

Chubb has partnered with a panel of experienced firms for various cyber services related to incident response and loss mitigation. Some partner services may be construed as part of your policy, but no coverage is provided by these partners nor can it be construed to replace any provisions of your policy. You should read your policy, including all attachments, for complete information on the coverages you are provided.

Chubb has no obligation to provide any of the legal, response – forensic, public relations, notification-identity, call center, cyber extortion-ransom, business interruption, or legal-regulatory communications services by our partners. The policyholder is under no obligation to contract for services from these service providers, except as amended by the Cyber Incident Response Team Endorsement.

Experience a Cyber Incident?

When you experience a cyber incident that you feel is an urgent matter, call 800-817-2665 or use the Chubb Cyber Alert® mobile application. The toll free number or mobile app will connect you to call center specialists to route the incident to one of our Response Coaches - pre-approved law firms that are adept in handling cyber matters.

Chubb Cyber Alert®

When you experience a cyber incident that you feel is an urgent matter, **call 800-817-2665 or use the Chubb Cyber Alert® mobile application**. The toll free number or mobile app will connect you to call center specialists to route the incident accordingly to one of our Response Coaches - pre-approved law firms that are adept in handling cyber matters.

Current Panel of Companies

Company Name	Primary Service
BakerHostetler	Response – Coach/Manager
Borden Ladner Gervais*	Response – Coach/Manager
Cipriani & Werner	Response – Coach/Manager
Cooley LLP	Response – Coach/Manager
Fasken Martineau*	Response – Coach/Manager
Marshall Dennehey	Response – Coach/Manager
Mullen Coughlin	Response – Coach/Manager
Norton Rose Fulbright	Response – Coach/Manager
Allclear ID	Response - Notification
Alvarez & Marsal	Response - Forensics
Ankura (acquired Navigant Cyber)	Response - Forensics
BitSight	Loss Mitigation
CGI*	Response - Forensics
Charles River Associates	Response - Forensics
Cofense	Loss Mitigation
CrowdStrike	Loss Mitigation Response - Forensics

Crypsis	Response - Forensics
Cyintelligence*	Response - Forensics
Dashlane	Loss Mitigation Response - Notification
Davis Wright Tremaine	Response - Legal Counsel
Edelman Canada*	Response - Public Relations
Epiq	Response - Notification
Equifax*	Response - Notification
Experian	Response - Notification
Fidelis Cybersecurity	Loss Mitigation Response - Forensics
FireEye/Mandiant	Loss Mitigation Response - Forensics
Kivu Consulting, Inc.	Response - Forensics
KPMG*	Response - Forensics
Kroll	Response - Forensics
LEVICK	Response - Public Relations
NetDiligence	Loss Mitigation
NPC	Response - Notification
RSM	Loss Mitigation Response - Forensics
Skillbridge	Loss Mitigation
STEALTHBits	Loss Mitigation
Stroz Friedberg	Response - Forensics

Thales e-Security	Loss Mitigation
The Ackerman Group	Response - Extortion
TransUnion	Response - Notification
Verizon	Response - Forensics

* Canada

Cyber Services for Incident Response

Incident Response Services Overview



Welcome to Chubb's Cyber Services for Incident Response! We offer these services because we believe that being ready to respond will help reduce the exposure to a loss when a cyber event occurs. Chubb cyber policyholders have access to **Incident Response Services** to get help when an event occurs. Incident Response services are provided by a panel of Chubb pre-approved service providers. For a complete list of services, please visit www.chubb.com/us/cyberservices.

Crisis Hotline - Get Help with Urgent Matters

As a policyholder, when you experience a cyber incident that you feel is an urgent matter, you can contact the 24/7 Crisis Hotline. Your message will be routed immediately to Chubb's Incident Response Coach, a pre-approved law firm that is adept in handling cyber matters. The Incident Response Coach will contact you to assist with the initial event triage, and can subsequently help, as applicable, to: i) investigate the legitimacy and impact of the event; ii) manage the legalities and regulatory communications if sensitive and protected information has been compromised; and iii) engage the services of other Incident Response Team members.

Cyber Incident - Claims Process

Upon experiencing a cyber incident, you can contact your broker or agent or provide notice to Chubb by sending an email to cyberclaimreport@chubb.com. You will then be assigned to a Chubb cyber claims specialist for initial analysis and triage of the incident. If warranted, the specialist can assist you in engaging one of our Cyber Incident Response Coaches. The Chubb cyber claims specialist will assist you as you navigate through this process, including answering questions on what specific incident response services may be required and helping you to engage various service providers within the Cyber Incident Response Team, if necessary.

Incident Response Team - Our Partners in Response

Chubb's Cyber Incident Response Team is a diverse group of independent service providers that provide specific incident response services in the event of a cyber incident. Chubb maintains relationships with experts in multiple response disciplines (e.g., forensics, public relations, notification, call center, legal, extortion, business interruption) to assemble the proper resources in order to obtain the best resolution for its insureds.

Frequently Asked Questions

Below is a list of questions that are frequently asked by cyber policyholders. If you have a question that isn't listed or need more information, please ask your broker or agent, or send an email to cyber@chubb.com

Does calling the Crisis Hotline satisfy notice of a claim to Chubb?	No. The Crisis Hotline is intended for the initial triage of an urgent event, and does not satisfy the claim notification requirements of your policy.
Is a list of firms who are currently a part of Chubb's Cyber Incident Response Team available?	Yes. Please contact your agent or broker for a copy, or visit our website at www.chubb.com/us/cyberservices .
Can I meet with an Incident Response Coach before experiencing a cyber incident?	Yes. We encourage our policyholders to get acquainted with the Cyber Incident Response Coaches early in the policy period.
Is the role of an Incident Response Coach different than the other service providers on the Incident Response Team?	Yes. The Incident Response Coaches are meant to assist with the initial triage of cyber events and, where necessary, work with the Chubb cyber claims team through the continued remediation of an incident.
Can other firms not listed be added to the Incident Response Team?	Yes. Specific to Chubb, policyholders have the option of requesting their own firms at the time of binding. All firms are subject to review and approval by Chubb.
Are the rates of the Incident Response Team's services pre-negotiated by Chubb?	Yes. The rates provided by the Incident Response Team firms must meet Chubb's guidelines.
Must a policyholder engage Chubb's Cyber Incident Response Team members if they experience a cyber incident?	No. A policyholder is under no obligation to contract for services with any of the Cyber Incident Response Team service providers.

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