

**SALEM COUNTY INSURANCE FUND COMMISSION
AGENDA AND REPORTS
JUNE 4, 2015 – 9 AM**

**COUNTY OLD COURTHOUSE
104 MARKET STREET – 2ND FLOOR
SALEM, NJ 08079**

**To attend the meeting via teleconference please dial 1-866-921-5493
and enter passcode 7269691#**

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 South Jersey News and the Elmer Times**
- II. Filing advance written notice of this meeting with the Commissioners of the SALEM COUNTY INSURANCE FUND COMMISSION; and**
- III. Posting notice on the Public Bulletin Board in the Salem County Courthouse and the Salem County Administration Building and filing it with the County Clerk**

**SALEM COUNTY INSURANCE FUND COMMISSION
AGENDA -OPEN PUBLIC MEETING
JUNE 4, 2015 – 9:00 AM
104 MARKET STREET
SALEM, NJ 08079**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
 - FLAG SALUTE**
 - ROLL CALL OF COMMISSIONERS**
 - APPROVAL OF MINUTES: April 2, 2015 Open Minutes.....Appendix I**
 - April 2, 2015 Closed Minutes.....To be Distributed**

 - CORRESPONDENCE - None**

 - EXECUTIVE DIRECTOR/ADMINISTRATOR – PERMA.....Page 1**

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

 - TREASURER – Katie Coleman**
 - Resolution 17-15 Bills List..... Page 10**

 - CEL SAFETY DIRECTOR – J.A. Montgomery Risk Control**
 - Monthly ReportPage 11**

 - CLAIMS SERVICE – Inservco Insurance Services**
 - Monthly Savings Report Page 13**
 - Liability Claim Payments – 3/1/15 to 4/30/15..... Page 15**
 - Resolution 18-15 Authorizing Disclosure of Claims Check Register.....Page 17**

 - Motion for Executive Session for Certain Specified Purposes for Personnel, Safety, Public Property or Litigation in accordance with the Open Public Meeting Act - PAYMENT AUTHORIZATION REQUEST**

 - Motion to Return to Open Session**
 - Motion to Approve PARS as presented in Closed Session**
-
- OLD BUSINESS**
 - NEW BUSINESS**
 - PUBLIC COMMENT**
-
- MEETING ADJOURNMENT**
 - NEXT SCHEDULED MEETING: August 6, 2015**

SALEM COUNTY INSURANCE FUND COMMISSION

9 Campus Drive, Suite 216

Parsippany, NJ 07054

Telephone (201) 881-7632

Fax (201) 881-7633

Date: June 4, 2015

Memo to: Commissioners of the Salem County Insurance Fund Commission

From: PERMA Risk Management Services

Subject: Executive Director's Report

- Certificate of Insurance Issuance Report:** On page 3 is the Certificate of Insurance Issuance Report from the CEL listing those certificates issued for the period of March 31, 2015 to May 25, 2015. There was 1 certificate issued during this period.

- Motion to approve the certificate of insurance report**

- RFQ for Professional Service** – The Agreement for the Fund’s Claims Administrator expires in October. The Fund Office will advertise and issue an RFQ in the next few weeks. Responses will be reviewed by the Commissioners and Fund Office, an award is anticipated at the August meeting.

- Motion to Authorize the Fund Office to Advertise for an RFQ for Claims Administration.**

- NJ Excess Counties Insurance Fund (CELJIF)** – The CEL held their meeting on April 23, 2015. A summary report of the meeting is included in the agenda on pages 4 & 5. At that meeting Michael Smith advised he was leaving Burlington County and the Board of Fund Commissioners elected Ross Angilella as Chairman of the CEL and tabled the Secretary election until the next meeting. Bowman & Company was appointed to conduct the 2014 audit. Also, the fund office is implementing a new data collection for the 2016 renewal. The new process should be rolled out sometime in June. The next CEL meeting is scheduled for June 25, 2015 at 1:00PM.
- Financial Fast Track** – Included on **Pages 6 & 7** of the agenda are the Financial Fast Tracks for the Salem County Insurance Fund Commission for February & March. As of March 31, 2015 the Commission has a deficit of \$242,639.
- NJ CEL Property and Casualty Financial Fast Track (Page 8)** – Included in the agenda is the NJ CEL Financial Fast Track Report. As of February 28, 2015 the CEL has a surplus of **\$5,802.522.**

- ❑ **Claims Tracking Report (Page 9)** – A new claims tracking report is on page 9 of the agenda. The Claims Activity Report tracks open claims; the Executive Director will review the report with the Commission.
- ❑ **2015 Excess Insurance and Ancillary Coverage Policies** – The CEL Underwriting Manager distributed an e-mail providing login information and instructions to access the website to view the insurance policies and endorsements. If any authorized representative experiences difficulty with the website they should contact the PERMA office for assistance.
- ❑ **2015 Property & Casualty Assessments** – The second Property & Casualty Assessment payment is due on July 15, 2015. Payments should be sent to the Commission Treasurer.
- ❑ **PERMA Change of Address** – On June 1st the PERMA Parsippany will be moving to the second floor of the building they now occupy. Below is the new address. The only change in the address is the suite number. The telephone number and e-mail address will not change for any of the PERMA team.

PERMA
9 Campus Drive, **Suite 216**
Parsippany, NJ 07054

**Salem County Insurance Commission
Certificate Of Insurance Monthly Report**

Tuesday, May 26, 2015

From 3/27/2015 To 5/25/2015

Holder (H) / Insured Name (I)	Holder / Insured Address	Holder Code	Description of Operations	Issue Date	Coverag
<u>SCIC</u>					
H- Atlantic County Police Training Center	Anthony " Tony" Canale Training Center 5033 English 425 Creek Avenue Egg Harbor Township, NJ 08234-5743		Evidence of insurance. All operations usual to County Governmental Entity as respects Eleven (11) Recruits (Salem County Provisional Correction Officers) Attending: Basic Course for County Corrections Officers, Class #23. (see page 2)	4/22/2015	GL EX AU WC
I- Salem County	94 Market Street Salem, NJ 08079		Company E: XS Worker Compensation XS Employers Liability Policy Term 1/1/15 to 1/1/16 Policy # SP4052392	Statutory x \$1,000,000 \$5,000,000 x \$1,000,000	

Total # of Holders = 1

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND

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

Date: April 23, 2015
To: Executive Committee
Salem County Insurance Fund Commission
From: PERMA Risk Management Services
Subject: New Jersey Counties Excess Meeting Report

NJCE Chairman: Chairman Michael Smith announced he would be leaving Burlington County to pursue another opportunity. Mr. Smith said he was impressed with the formation of the NJCE and wished his colleagues continued success. The Board of Fund Commissioners elected Commissioner Ross Angilella as Chairman and tabled the Secretary election until the next meeting.

Auditor Quotations: The fund office solicited quotations from four Auditing firms for the position of Auditor to conduct the December 31, 2014 Audit. Bowman & Company, LLP was the single firm to respond with a proposal of \$12,750. The Board of Fund Commissioners approved the appointment of Bowman & Company LLP to conduct the December 31, 2014 audit for the submitted fee.

Litigation Management: Fund Attorney reported that a sub-committee met on April 17, 2015 to review responses to a Request for Proposals for Litigation Management. The Board of Fund Commissioners adopted a resolution authorizing the need for closed session to discuss contract negotiations. The Board of Fund Commissioners adopted a resolution authorizing the appointment of the firm Citta, Holzapfel & Zabarsky, P.A. for Litigation Management Services for a one-year term based on the submitted fee proposal.

2015 Risk Management Plan Amendment: Included in the agenda was a revised Risk Management Plan with the following summary of changes: the Excess Earthquake and Excess Flood limits have been more clearly delineated in the Property sub-limits. The Excess Flood/Earthquake policy has been outlined. The deductible of \$100,000 which applies to a single occurrence involving multiple entities for Flood and Earthquake has been defined. And the definition of the 100 year flood zone has been updated to read Special Flood Hazard Area – SFHA. There has been no change to limits or terms. The Board of Fund Commissioner adopted a resolution amending the 2015 Risk Management Plan as presented.

2016 Renewal: Executive Director reported the fund office is implementing a new data collection procedure designed to be more dynamic to provide relevant information to underwriters. The new process will streamline operations for members by allowing for more consistent allocation of annual premiums. The fund office is working with the local Insurance Commissions and County members to roll out the process in May; the initial data to be collected will be the general liability, property and workers compensation information. The balance of the renewal applications, such as, the Public Officials/Employment Practices, Crime, Employed Lawyers, Cyber, Medical Malpractice, etc. need to be completed within 90-120 days of renewal based on the carrier. The new collection procedure is in line with the fund's initiate to present a budget at the October meeting for adoption in November.

Claims Status/Other Claim Matters: The Board of Fund Commissioners adopted a resolution authorizing the need for closed session; AmeriHealth Casualty Services discussed claims with large open reserves during Closed Session.

Financial Disclosure Forms: Last year, the Division of Local Government Services introduced a new online program for financial disclosure filings. The fund office has received notification that the same program for online filing will be implemented again this year and the deadline to file is April 30th. The fund office has contacted each commissioner and professional that is required to file.

NJCE Financials: The Financial Fast Track as of February 28, 2015 showed the fund's statutory surplus of \$5.8 million.

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

Risk Control: Safety Director's report included a report reflecting the risk control activities from February – May 2015.

Next Meeting: The next scheduled meeting of the NJCE fund is June 25, 2015 at 1:00PM at the Camden County Emergency Training Center. If a meeting is scheduled in the interim then a notice will be sent to members, advertised and posted on the fund's website.

SALEM COUNTY INSURANCE COMMISSION					
FINANCIAL FAST TRACK REPORT					
AS OF February 28, 2015					
ALL YEARS COMBINED					
	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE	
1. UNDERWRITING INCOME	121,433	242,867	3,222,630	3,465,497	
2. CLAIM EXPENSES					
Paid Claims	29,191	51,213	1,044,566	1,095,779	
Case Reserves	(17,941)	(63,226)	443,951	380,724	
IBNR	113,381	221,546	286,689	508,235	
Discounted Claim Value	10,945	9,191	(46,951)	(37,759)	
TOTAL CLAIMS	135,577	218,724	1,728,255	1,946,979	
3. EXPENSES					
Excess Premiums	65,459	130,856	1,689,146	1,820,002	
Administrative	6,788	12,823	160,931	173,754	
TOTAL EXPENSES	72,247	143,680	1,850,077	1,993,757	
4. UNDERWRITING PROFIT (1-2-3)	(86,390)	(119,537)	(355,702)	(475,239)	
5. INVESTMENT INCOME	1	1	2	3	
6. PROFIT (4 + 5)	(86,390)	(119,536)	(355,700)	(475,236)	
7. CEL APPROPRIATION CANCELLATION	0	0	1,259	1,259	
8. INVESTMENT IN JOINT VENTURE	3,646	3,646	49,984	53,630	
9. SURPLUS (6 + 7 + 8)	(82,744)	(115,890)	(304,457)	(420,347)	
SURPLUS (DEFICITS) BY FUND YEAR					
2012	(2,517)	(2,741)	(110,295)	(113,036)	
2013	(4,652)	(5,130)	(76,854)	(81,984)	
2014	(55,540)	(53,522)	(117,308)	(170,830)	
2015	(20,035)	(54,497)		(54,497)	
TOTAL SURPLUS (DEFICITS)	(82,744)	(115,890)	(304,457)	(420,347)	
TOTAL CASH				255,521	
CLAIM ANALYSIS BY FUND YEAR					
FUND YEAR 2012					
Paid Claims	1,116	4,072	173,588	177,660	
Case Reserves	869	(6,214)	45,265	39,051	
IBNR	(1,050)	3,077	8,648	11,725	
Discounted Claim Value	1,534	1,758	(3,937)	(2,179)	
TOTAL FY 2012 CLAIMS	2,469	2,693	223,564	226,257	
FUND YEAR 2013					
Paid Claims	5,508	12,950	536,291	549,241	
Case Reserves	7,861	(23,033)	215,490	192,457	
IBNR	(13,191)	10,261	100,924	111,185	
Discounted Claim Value	5,955	6,432	(20,122)	(13,690)	
TOTAL FY 2013 CLAIMS	6,133	6,611	832,583	839,194	
FUND YEAR 2014					
Paid Claims	21,708	33,332	334,687	368,019	
Case Reserves	(40,973)	(51,581)	183,195	131,614	
IBNR	68,470	64,749	177,117	241,866	
Discounted Claim Value	5,115	5,803	(22,891)	(17,088)	
TOTAL FY 2014 CLAIMS	54,321	52,303	672,108	724,411	
FUND YEAR 2015					
Paid Claims	859	859		859	
Case Reserves	14,302	17,602		17,602	
IBNR	59,152	143,459		143,459	
Discounted Claim Value	(1,659)	(4,803)		(4,803)	
TOTAL FY 2015 CLAIMS	72,654	157,117	0	157,117	
COMBINED TOTAL CLAIMS	135,577	218,724	1,728,255	1,946,979	

SALEM COUNTY INSURANCE COMMISSION				
FINANCIAL FAST TRACK REPORT				
AS OF March 31, 2015				
ALL YEARS COMBINED				
	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1. UNDERWRITING INCOME	121,433	364,300	3,222,630	3,586,930
2. CLAIM EXPENSES				
Paid Claims	66,036	117,248	1,044,566	1,161,814
Case Reserves	(29,766)	(92,992)	443,951	350,958
IBNR	(165,045)	56,501	286,689	343,190
Discounted Claim Value	1,069	10,260	(46,951)	(36,690)
TOTAL CLAIMS	(127,707)	91,018	1,728,255	1,819,273
3. EXPENSES				
Excess Premiums	65,397	196,254	1,689,146	1,885,400
Administrative	6,035	18,859	160,931	179,790
TOTAL EXPENSES	71,433	215,112	1,850,077	2,065,189
4. UNDERWRITING PROFIT (1-2-3)	177,707	58,170	(355,702)	(297,532)
5. INVESTMENT INCOME	1	2	2	4
6. PROFIT (4 + 5)	177,708	58,172	(355,700)	(297,528)
7. CEL APPROPRIATION CANCELLATION	0	0	1,259	1,259
8. INVESTMENT IN JOINT VENTURE	0	3,646	49,984	53,630
9. SURPLUS (6 + 7 + 8)	177,708	61,818	(304,457)	(242,639)
SURPLUS (DEFICITS) BY FUND YEAR				
2012	3,983	1,242	(110,295)	(109,053)
2013	43,339	38,209	(76,854)	(38,645)
2014	70,493	16,971	(117,308)	(100,337)
2015	59,893	5,396		5,396
TOTAL SURPLUS (DEFICITS)	177,708	61,818	(304,457)	(242,639)
TOTAL CASH				
				189,486
CLAIM ANALYSIS BY FUND YEAR				
FUND YEAR 2012				
Paid Claims	2,233	6,305	173,588	179,893
Case Reserves	(4,903)	(11,117)	45,265	34,148
IBNR	(766)	2,311	8,648	10,959
Discounted Claim Value	(547)	1,211	(3,937)	(2,726)
TOTAL FY 2012 CLAIMS	(3,983)	(1,289)	223,564	222,275
FUND YEAR 2013				
Paid Claims	2,447	15,398	536,291	551,689
Case Reserves	(14,299)	(37,332)	215,490	178,158
IBNR	(31,769)	(21,508)	100,924	79,416
Discounted Claim Value	282	6,714	(20,122)	(13,408)
TOTAL FY 2013 CLAIMS	(43,339)	(36,728)	832,583	795,855
FUND YEAR 2014				
Paid Claims	14,074	47,406	334,687	382,093
Case Reserves	(13,356)	(64,938)	183,195	118,257
IBNR	(72,717)	(7,968)	177,117	169,149
Discounted Claim Value	1,507	7,310	(22,891)	(15,581)
TOTAL FY 2014 CLAIMS	(70,493)	(18,189)	672,108	653,919
FUND YEAR 2015				
Paid Claims	47,281	48,140		48,140
Case Reserves	2,793	20,395		20,395
IBNR	(59,793)	83,666		83,666
Discounted Claim Value	(173)	(4,975)		(4,975)
TOTAL FY 2015 CLAIMS	(9,892)	147,225	0	147,225
COMBINED TOTAL CLAIMS	(127,707)	91,018	1,728,255	1,819,273

NEW JERSEY COUNTIES EXCESS JIF				
FINANCIAL FAST TRACK REPORT				
AS OF February 28, 2015				
ALL YEARS COMBINED				
	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1. UNDERWRITING INCOME	1,821,517	3,643,034	54,944,225	58,587,259
2. CLAIM EXPENSES				
Paid Claims	4,821	257,222	411,505	668,727
Case Reserves	24,127	(228,273)	683,535	455,261
IBNR	97,206	187,894	8,429,959	8,617,853
Discounted Claim Value	(12,511)	202,819	(1,189,781)	(986,961)
TOTAL CLAIMS	113,643	419,663	8,335,218	8,754,881
3. EXPENSES				
Excess Premiums	1,242,712	2,486,159	36,750,168	39,236,327
Administrative	135,490	262,346	4,080,877	4,343,223
TOTAL EXPENSES	1,378,202	2,748,505	40,831,045	43,579,550
4. UNDERWRITING PROFIT (1-2-3)	329,672	474,867	5,777,962	6,252,829
5. INVESTMENT INCOME	1,956	4,699	152,545	157,244
6. STATUTORY PROFIT (4+5)	331,627	479,566	5,930,507	6,410,073
7. Cancelled Appropriations	0	0	607,551	607,551
8. STATUTORY SURPLUS (6-7)	331,627	479,566	5,322,956	5,802,522
SURPLUS (DEFICITS) BY FUND YEAR				
2010	27,307	47,005	680,166	727,171
2011	53,348	87,153	994,756	1,081,909
2012	7,526	(8,328)	822,655	814,327
2013	55,671	57,978	1,310,706	1,368,684
2014	17,983	(52,331)	1,514,673	1,462,342
2015	169,792	348,089		348,089
TOTAL SURPLUS (DEFICITS)	331,627	479,566	5,322,956	5,802,522
TOTAL CASH				6,557,168
CLAIM ANALYSIS BY FUND YEAR				
FUND YEAR 2010				
Paid Claims	4,106	6,497	142,195	148,692
Case Reserves	(7,093)	(9,484)	24,085	14,601
IBNR	(26,438)	(55,227)	463,719	408,492
Discounted Claim Value	2,285	11,640	(41,484)	(29,844)
TOTAL FY 2010 CLAIMS	(27,141)	(46,575)	588,515	541,940
FUND YEAR 2011				
Paid Claims	0	0	144,097	144,097
Case Reserves	(1,656)	(1,659)	2,671	1,012
IBNR	(56,643)	(117,721)	1,113,232	995,511
Discounted Claim Value	5,245	32,989	(121,623)	(88,634)
TOTAL FY 2011 CLAIMS	(53,054)	(86,391)	1,138,377	1,051,986
FUND YEAR 2012				
Paid Claims	715	250,726	125,213	375,939
Case Reserves	32,972	(217,040)	653,695	436,655
IBNR	(45,229)	(92,132)	1,521,091	1,428,959
Discounted Claim Value	4,387	67,792	(240,518)	(172,726)
TOTAL FY 2012 CLAIMS	(7,156)	9,346	2,059,481	2,068,827
FUND YEAR 2013				
Paid Claims	0	0	0	0
Case Reserves	1	3	2,025	2,028
IBNR	(64,735)	(131,634)	2,322,975	2,191,341
Discounted Claim Value	9,548	74,908	(311,625)	(236,717)
TOTAL FY 2013 CLAIMS	(55,186)	(56,723)	2,013,375	1,956,652
FUND YEAR 2014				
Paid Claims	0	0	0	0
Case Reserves	(98)	(94)	1,058	964
IBNR	(23,612)	(43,119)	3,008,942	2,965,823
Discounted Claim Value	6,970	97,383	(474,530)	(377,147)
TOTAL FY 2014 CLAIMS	(16,739)	54,170	2,535,470	2,589,640
FUND YEAR 2015				
Paid Claims	0	0	0	0
Case Reserves	2	2		2
IBNR	313,863	627,727		627,727
Discounted Claim Value	(40,946)	(81,892)		(81,892)
TOTAL FY 2015 CLAIMS	272,919	545,836	0	545,836
COMBINED TOTAL CLAIMS	113,643	419,663	8,335,218	8,754,881

**Salem County Insurance Commission
CLAIM ACTIVITY REPORT**

AS OF		April 30, 2015						
COVERAGE LINE - PROPERTY								
CLAIM COUNT - OPEN CLAIMS								
Year		2010	2011	2012	2013	2014	2015	TOTAL
	March-15	0	0	0	0	2	2	4
	April-15	0	0	0	0	1	4	5
NET CHGE		0	0	0	0	-1	2	1
Limited Reserves								\$1,800
Year		2010	2011	2012	2013	2014	2015	TOTAL
	March-15	\$0	\$0	\$0	\$0	\$4,706	\$6,000	\$10,706
	April-15	\$0	\$0	\$0	\$0	\$2,000	\$7,000	\$9,000
NET CHGE		\$0	\$0	\$0	\$0	(\$2,706)	\$1,000	(\$1,706)
Ltd Incurred		\$0	\$0	\$0	\$45,689	\$2,000	\$52,000	\$99,689
COVERAGE LINE - GENERAL LIABILITY								
CLAIM COUNT - OPEN CLAIMS								
Year		2010	2011	2012	2013	2014	2015	TOTAL
	March-15	0	0	0	7	7	0	14
	April-15	0	0	0	7	8	1	16
NET CHGE		0	0	0	0	1	1	2
Limited Reserves								\$9,006
Year		2010	2011	2012	2013	2014	2015	TOTAL
	March-15	\$0	\$0	\$0	\$30,000	\$51,500	\$0	\$81,500
	April-15	\$0	\$0	\$0	\$87,500	\$51,600	\$5,000	\$144,100
NET CHGE		\$0	\$0	\$0	\$57,500	\$100	\$5,000	\$62,600
Ltd Incurred		\$0	\$0	\$313	\$88,648	\$53,662	\$53,662	\$196,285
COVERAGE LINE - AUTO LIABILITY								
CLAIM COUNT - OPEN CLAIMS								
Year		2010	2011	2012	2013	2014	2015	TOTAL
	March-15	0	0	0	0	0	0	0
	April-15	0	0	0	0	0	0	0
NET CHGE		0	0	0	0	0	0	0
Limited Reserves								#DIV/0!
Year		2010	2011	2012	2013	2014	2015	TOTAL
	March-15	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	April-15	\$0	\$0	\$0	\$0	\$0	\$0	\$0
NET CHGE		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ltd Incurred		\$0	\$0	\$0	\$3,558	\$4,002	\$0	\$7,559
COVERAGE LINE - WORKERS COMP.								
CLAIM COUNT - OPEN CLAIMS								
Year		2010	2011	2012	2013	2014	2015	TOTAL
	March-15	0	0	1	8	8	7	24
	April-15	0	0	1	8	8	5	22
NET CHGE		0	0	0	0	0	-2	-2
Limited Reserves								\$13,313
Year		2010	2011	2012	2013	2014	2015	TOTAL
	March-15	\$0	\$0	\$34,148	\$148,158	\$62,052	\$14,395	\$258,752
	April-15	\$0	\$0	\$28,576	\$109,999	\$127,363	\$26,954	\$292,891
NET CHGE		\$0	\$0	(\$5,572)	(\$38,159)	\$65,311	\$12,559	\$34,139
Ltd Incurred		\$0	\$0	\$213,574	\$648,585	\$506,063	\$32,632	\$1,400,854
TOTAL ALL LINES COMBINED								
CLAIM COUNT - OPEN CLAIMS								
Year		2010	2011	2012	2013	2014	2015	TOTAL
	March-15	0	0	1	15	17	9	42
	April-15	0	0	1	15	17	10	43
NET CHGE		0	0	0	0	0	1	1
Limited Reserves								\$10,372
Year		2010	2011	2012	2013	2014	2015	TOTAL
	March-15	\$0	\$0	\$34,148	\$178,158	\$118,258	\$20,395	\$350,959
	April-15	\$0	\$0	\$28,576	\$197,499	\$180,963	\$38,954	\$445,991
NET CHGE		\$0	\$0	(\$5,572)	\$19,341	\$62,705	\$18,559	\$95,033
Ltd Incurred		\$0	\$0	\$213,887	\$786,481	\$565,726	\$138,294	\$1,704,387

RESOLUTION NO. 17 -15

**SALEM COUNTY INSURANCE FUND COMMISSION
JUNE 2015 BILLS LIST**

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

BE IT RESOLVED that the Salem 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 2015

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
000127			
000127	INSERVCO INSURANCE SERVICE INC	CLAIMS ADMIN - 2ND QTR 2015	5,499.99
			5,499.99
000128			
000128	PERMA RISK MANAGEMENT SERVS	POSTAGE FEE 03/2015	2.03
000128	PERMA RISK MANAGEMENT SERVS	EXECUTIVE DIRECTOR FEE 2ND QTR 2015	8,704.25
000128	PERMA RISK MANAGEMENT SERVS	POSTAGE FEE 02/2015	2.66
			8,708.94
000129			
000129	THE ACTUARIAL ADVANTAGE	ACTUARIAL CONSULTING FEE 2ND QTR 2015	1,950.75
			1,950.75
000130			
000130	AJM INSURANCE MANAGEMENT	RMC FEE 2ND QTR 2015	2,500.00
			2,500.00
	TOTAL PAYMENTS FY 2015	18,659.68	

TOTAL PAYMENTS ALL FUND YEARS \$ 18,659.68

Chairperson

Attest:

Dated: _____

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

Treasurer

**SALEM COUNTY INSURANCE COMMISSION
 SAFETY DIRECTOR'S REPORT**

TO: Fund Commissioners
FROM: J.A. Montgomery Risk Control, Safety Director
DATE: May 28, 2015

**March – June 2015
 RISK CONTROL ACTIVITIES**

MEETINGS ATTENDED / LOSS CONTROL VISITS CONDUCTED

- **March 30:** Attended a meeting with Human Resources and the County Training Coordinator to discuss training needs in Salem.
- **April 2:** Attended the SCIC meeting in Salem.
- **April 16:** Attended a meeting with the SCIC Training Coordinator to discuss the County's safety training needs via conference call.
- **May 19:** Attended the SCIC Claims Committee meeting.
- **May 19:** Attended the SCIC Jail Claims meeting.

UPCOMING MEETINGS / LOSS CONTROL VISITS PLANNED

- **June 4:** Plan to attend the SCIC meeting in Salem.

UPCOMING TRAINING SCHEDULED (JUNE)

DATE	LOCATION	TOPIC	TIME
6/9/15	SCIC	Flagger / Work Zone Safety	8:00 -12:00 pm
6/17/15	SCIC	Landscape Safety	8:30 - 11:30 am
6/17/15	SCIC	PPE	12:30 - 2:30 pm

CEL VIDEO LIBRARY

No videos were utilized by SCIC during 2014 & 2015.



First Managed Care Option

119 Littleton Road, Parsippany, NJ 07054
Tel: (973)257-5200 Fax: (973)257-2288

May 01, 2015

Terry Sheerin

Inservco
3150 Brunswick Pike

LAWRENCEVILLE, NJ 08648

Re: Monthly Reports

Dear Terry Sheerin:

Enclosed please find the monthly reports for SALEM COUNTY INS FUND, which include the following:

- Savings Report for April, 2015

There were no appeals processed during the month of April

If you have any questions, or if I can be of additional assistance, please contact me at 973-257-5325.

Sincerely,

Mark Spivak
Account Liaison

Enclosure

CC : Veronica George, Inservco
Roby Walcoff, SALEM COUNTY INS FUND
Nancy Fowlkes, Inservco
Karen Read, SALEM COUNTY INS FUND



First Managed Care Option, Inc.

First MCO Bill Review Services
 SALEM COUNTY INS FUND
 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	EMCO Fee
Total 2013	\$358,432	\$148,272	\$244,402	\$210,160	59%	238	188	50	79%	0	\$42,032
Total 2014	\$559,839	\$242,972	\$459,691	\$316,867	57%	279	226	53	81%	0	\$62,318
Jan-15	\$4,039	\$2,323	\$3,613	\$1,716	42%	7	5	2	71%	0	\$343
Feb-15	\$30,023	\$20,738	\$25,426	\$9,285	31%	19	15	4	79%	0	\$1,857
Mar-15	\$11,290	\$6,559	\$11,211	\$4,731	42%	13	10	3	77%	0	\$946
Apr-15	\$4,185	\$3,017	\$4,743	\$1,168	28%	14	13	1	93%	0	\$234
Total 2015	\$49,537	\$32,637	\$44,994	\$16,900	34%	53	43	10	81%	0	\$3,380
Total to Date	\$967,808	\$423,881	\$749,087	\$543,927	56%	570	457	113	80%	0	\$107,730

Report Run Date:05/01/2015

SCI



SCIFC - 378
Financial Transaction Log - Liability Claim Payments
Monthly / Detail / By Coverage / By Payment Type / By Check Number
03/01/2015 Thru 03/31/2015

Type	Check #	Claim #	Claimant Name	From Date	To Date	Payee Name	Trans. Date	Payment Description	Amnt. Requested	Amnt. Paid
Coverage: Property										
C	2020	3780000208 001	COUNTY OF SALEM	3/10/2015	3/10/2015	NATIONAL RESTORATION &	3/20/2015	INV 4369 SALEM AGRICULTURAL BLDG LESS \$5000 DED.	45,000.00	45,000.00
Total for Coverage: Property							Number of entries: 1		45,000.00	45,000.00
Total for SCIFC - 378							Number of entries: 1		45,000.00	45,000.00

SCIFC - 378
Financial Transaction Log - Liability Claim Payments
Monthly / Detail / By Coverage / By Payment Type / By Check Number
04/01/2015 Thru 04/30/2015

Type	Check #	Claim #	Claimant Name	From Date	To Date	Payee Name	Trans. Date	Payment Description	Amt. Requested	Amt. Paid
Coverage: Auto Physical Damage										
R	223063	378000203 001	COUNTY OF SALEM	06/18/2014	06/18/2014	PERSONAL SERVICE INS CO	04/16/2015	subro recovery	-2,621.45	-2,621.45
V	223063	378000203 001	COUNTY OF SALEM	06/18/2014	06/18/2014	PERSONAL SERVICE INS CO	04/16/2015	subro recovery	2,621.45	2,621.45
Total for Coverage: Auto Physical Damage							Number of entries: 2		0.00	0.00
Total for SCIFC - 378							Number of entries: 2		0.00	0.00

RESOLUTION NO. 18 -15

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

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

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

NOW THEREFORE BE IT RESOLVED by the Commissioners of said Salem 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 periods 3/1/15 to 4/30/15, and related to all non-workers compensation payments are hereby approved for distribution to the listed claimants and for disclosure to the general public

ADOPTED by THE SALEM COUNTY INSURANCE FUND COMMISSION at a properly noticed meeting held on June 4, 2015.

ROBERT VANDERSLICE, CHAIRMAN

ATTEST:

KEVIN CROUCH, VICE CHAIRMAN

APPENDIX I – MEETING MINUTES

**SALEM COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES MEETING – APRIL 2, 2015
104 MARKET STREET
SALEM, NJ 9:00 AM**

Meeting called to order by Chairman Robert Vanderslice. Open Public Meetings notice read into record.

ROLL CALL OF COMMISSIONERS:

Robert Vanderslice	Present
Kevin Crouch	Present
Katie Coleman	Present

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Bradford Stokes Karen A. Read
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ALSO PRESENT:

Jessica Foote, Salem County
Michael Mulligan, Salem County
Thomas Narolewski, AJM Insurance Management
Stephanie Jenkins, AJM Insurance Management
Thea Isabella, First MCO
Veronica George, Inservco
Ashley Nelms, Inservco
Terry Sheerin, Inservco
Keith Platt, Inservco
Glenn Prince, JA Montgomery
Robyn Walcoff, Conner Strong & Buckelew
Edward Scioli, Conner Strong & Buckelew

APPROVAL OF MINUTES: OPEN SESSION OF FEBRUARY 5, 2015

MOTION TO APPROVE THE OPEN MINUTES OF FEBRUARY 5, 2015

Moved:	Commissioner Coleman
Second:	Commissioner Vanderslice
Vote:	Unanimous

CORRESPONDENCE: None

EXECUTIVE DIRECTOR REPORT:

Establishing 2015 Plan of Risk Management: Executive Director said the Risk Management Plan is an overview of the Commission's coverage, risks retained by the Commission, reserving philosophy, method of assessing member contributions, claim payment authority, etc. (**Appendix II**). Executive Director said the Underwriting Manger was present and will review the Plan.

Underwriting Manager Ed Scioli reviewed the 2015 Plan of Risk Management and said there were not many changes made to the Risk Management Plan for 2015. The only changes that were made were some clarifications with regard to the property deductibles in the named storm section under the property sub-limits. Underwriting Manager said we wanted to be sure to add the per building wording and also added \$150,000 per building loss of income coverage. All of the other terms and conditions are the same with some increase in some liability limits.

In response to Attorney Mulligan, Underwriting Manager said there would be no cost savings if you did not take the loss of income coverage. Risk Manager Tom Narelewski said they did use the extra expense this year on the Agricultural building which is a talon on this coverage.

MOTION TO ADOPT RESOLUTION 14-15 APPROVING THE RISK MANAGEMENT PLAN

Moved:	Commissioner Coleman
Second:	Commissioner Crouch
Vote:	Unanimous

NJ Excess Counties Insurance Fund (CELJIF) - The CEL held their Reorganization meeting and adopted the respective resolutions to conduct business on February 25, 2015. Commissioner Smith was re-elected as the Chairman of the CEL. A summary report of that meeting is included in the agenda on pages 4-6. The next NJCE Fund meeting is scheduled for April 23, 2015 at 1:00 pm. Executive Director said the audit was discussed at the meeting as well as three year professional contracts.

Financial Fast Track – Included on Page 6 & 7 of the agenda are the Financial Fast Tracks for the Salem County Insurance fund Commission for December and January. As of January 31, 2015 the Commission has a deficit of \$337,603. There were a lot of slip and fall claims during the winter which is contributing to the deficit. We will continue to monitor this and will report back going forward.

NJ CEL Property & Casualty Financial Fast Track – Executive Director said included in the agenda on Page 9 was the NJ CEL Financial Fast Track Report as of December 31, 2015. The CEL has a surplus of \$5,322,956. They have about 10 claims that have pierced the CEL level and none

of those are from Salem which is a good thing. Robyn Walcoff said the one claim from 2012 is closely approaching the CEL level.

Certificate of Insurance Issuance Report: Executive Director reported the Certificate of Insurance Issuance Report was included in the agenda from the CEL listing those certificates issued for the period of January 30, 2015 to March 25, 2015. There were 2 certificates of insurance issued during this period

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

Moved:	Commissioner Coleman
Second:	Commissioner Crouch
Vote:	Unanimous

Commission's Website: Executive Director said the Commission's website has been updated, if anyone would like to visit www.salemcountyinsurancefund.org.

Supplemental Notice of Tort Claim: In response to Attorney Mulligan, Executive Director said he would provide a sample of a resolution for a Supplement Notice of Tort Claim which he could use for the Freeholder Board.

SAFETY COMMITTEE REPORT

Glenn Prince reported the Safety Committee met on March 6, 2015 and said the go bags for the County have now been deployed to every building. Mr. Prince said Floor captains training was also discussed and he is working with Mr. DiGregorio to coordinated training for the newly added floor captains. Mr. Prince said he will keep the Committee posted when that training has been completed.

CLAIM COMMITTEE REPORT

Claims Manager Robyn Walcoff reported the Claims Committee met in both February and March. We had an in depth Claims Review session which was held in person and we reviewed all the open claims in the County both pre and post commission. We will have payment authorizations to discuss in closed session.

Claims Mangers discussed the losses that occurred at the Agricultural Building and the Fenwick Building. Both of these losses have been put together into one loss which means one deductible.

TREASURER

REPORT: Treasurer Katie Coleman reviewed the bills list Resolution 15-15 which was included in the agenda on page 11. A motion would be in order to approve the bills list.

MOTION TO APPROVE RESOLUTION 15-15 PAYMENT OF BILLS IN THE AMOUNT OF \$10,076.00.

Moved: Commissioner Crouch
Second: Commissioner Coleman
Vote: 3 Ayes, 0 Nays

CEL SAFETY DIRECTOR REPORT

Safety Director reviewed the report included in the agenda. Mr. Prince reported in response to an issue with the DPW Bridges and Roads Department where we were asked to immediately provide a lock out tag out program for the employees at that location on February 6, 2015. On March 30th Mr. Prince said he met with Amy Pennington and Robert DiGregorio in response to some training question going forward in 2015 and we will be working with Bob DiGregorio to provide additional training with some of your new employees on PPE Personal Protective Equipment at the DPW and Work Zone Safety to make sure they have the proper training before they go out on the road themselves. Mr. Prince said in addition to that we will be working with them on the Britt system the online training system we have talked about in the past.

CLAIMS SERVICE:

Terry Sheerin introduced Keith Platt the Claims Technical Specialist that will be handling the more technical files for the Commission.

Thea Isabella from First MCO was present at the meeting and provided a summary of savings report and the PPO Penetration rate.

A discussion ensued regarding the PPO Penetration rate and what we can do to make it a better percentage and possibly including some of the local urgent care centers in network which may be a useful tool in some cases rather than the hospital.

Executive Director said included in the agenda is Resolution 16-15 Authorizing Disclosure of Claims Check Register. The Liability Claim Payments report is included in the agenda for the time period of 1/1/15 through 2/28/2015.

MOTION TO APPROVE RESOLUTION 16-15 AUTHORIZING DISCLOUSE OF CLAIM CHECK REGISTER

Moved: Commissioner Coleman
Second: Commissioner Crouch
Vote: Unanimous

MOTION TO GO INTO CLOSED SESSION

Moved: Commissioner Coleman
Second: Commissioner Crouch
Vote: Unanimous

MOTION TO GO INTO OPEN SESSION

Moved: Commissioner Coleman
Second: Commissioner Crouch
Vote: Unanimous

MOTION TO APPROVE THE PAYMENT AUTHORIZATION REQUESTS

Moved: Commissioner Coleman
Second: Commissioner Crouch
Vote: 3 Ayes, 0 Nays

OLD BUSINESS: None

NEW BUSINESS: Risk Manager Tom Narolewski discussed the water tower and said he took some pictures of a few exposures he and Safety Director Glenn Prince were looking at and found the ladder is unlocked and the fence is really accessible and a fire hydrant that is not protected. The water tower is owned by the City of Salem and Mr. Narolewski has contacted the insurance carrier Statewide Insurance Fund and he forwarded the pictures to them. Mr. Narolewski followed up and said the loss control was out there and made recommendations to have these items corrected.

Ms. Coleman said there is a gas leak there as well. Mr. Crouch said the gas company was out there but it is still very obvious. Mr. Narolewski said he will follow up on this issue as well.

PUBLIC COMMENT: None

MOTION TO ADJOURN:

Motion: Commissioner Coleman
Second: Commissioner Crouch
Vote: Unanimous

MEETING ADJOURNED: 9:49 AM

NEXT MEETING WILL BE THURSDAY, June 4, 2015 at 9:00 AM

Minutes prepared by: Karen A. Read, Assisting Secretary