

**SALEM COUNTY INSURANCE FUND COMMISSION
AGENDA AND REPORTS
OCTOBER 6, 2016 – 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
OCTOBER 6, 2016 – 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: August 4, 2016 Open Minutes.....Appendix I
August 4, 2016 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 18-16 Bills List.....Page 14

- CEL SAFETY DIRECTOR – J.A. Montgomery Risk Control**
 - Monthly Report Page 16

- CLAIMS SERVICE – Inservco Insurance Services**
 - Monthly Savings Report..... Page 20

- EXECUTIVE SESSION**

- 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**

- OLD BUSINESS**
- NEW BUSINESS**
- PUBLIC COMMENT**

- MEETING ADJOURNMENT**
 - NEXT SCHEDULED MEETING: DECEMBER 1, 2016**

SALEM COUNTY INSURANCE FUND COMMISSION

9 Campus Drive, Suite 216
Parsippany, NJ 07054

Date: October 6, 2016

Memo to: Commissioners of the Salem County Insurance Fund Commission

From: PERMA Risk Management Services

Subject: Executive Director's Report

- ❑ **2015 Audit Report as of December 31, 2015 – (Pages 3-5)** – At last months meeting, Jim Miles of Bowman & Company, LLP presented the draft 2015 audit. There have been no changes since that report. We will be seeking approval of the Audit from the Commissioners at the meeting. Included in the agenda on pages 3-5 is Resolution 17-16, Certification of Annual Audit Report for Period ending December 31, 2015 along with the Group Affidavit Form.
 - ❑ **Motion to approve Resolution 17-16 Certification of Annual Audit Report for Period Ending December 31, 2015**
- ❑ **Certificate of Insurance Issuance Report:** Attached on **Page 6&7** is the Certificate of Insurance Issuance Report from the CEL listing those certificates issued for the period of July 27, 2016 to September 26, 2016. There were 6 certificate of insurance issued during this period.
 - ❑ **Motion to approve the certificate of insurance report.**
- ❑ **NJ Excess Counties Insurance Fund (CELJIF) (Pages 8-9)** – The CEL met on September 22, 2016. The CEL will introduce the 2017 Budget on October 27th and Budget Adoption is scheduled for November 17th. A summary report of the meeting is included in the agenda on pages 8 & 9. The next meeting will be on October 27, 2016 at 1:00 PM.
- ❑ **Financial Fast Track** – Included on **Pages 10 & 11** of the agenda are the Financial Fast Tracks for the Salem County Insurance Fund Commission for June & July.
- ❑ **NJ CEL Property and Casualty Financial Fast Track** - Included in the agenda on **Page 12** is the NJ CEL Financial Fast Track Report as of July 31, 2016. The CEL has a surplus of **\$6,196,031**.
- ❑ **Claims Tracking Report (Page 13)** – The claims tracking report is on page 13 of the agenda. The Claims Activity Report tracks open claims; the Executive Director will review the report with the Commission.

- ❑ **2017 Renewal Application and Updated Exposure Information** – The 2017 property and casualty budget is reliant on a number of factors including updated renewal applications and exposure data. We have received all of the updated exposure information and are waiting for a few renewal applications. We want to thank everyone involved for their efforts with this project.

- ❑ **New Jersey Counties Excess Joint Insurance Fund – Joint Insurance Claims Committees Best Practices Workshop** – The fifth annual Joint Insurance Claims Committees Best Practices Workshop is scheduled for Wednesday, November 2, 2016 at the Conner Strong & Buckelew office in Marlton, NJ. We ask that you hold the date for the Workshop and watch for the e-mail invitation.

RESOLUTION NO. 17-16

SALEM COUNTY INSURANCE FUND COMMISSION

**Resolution of Certification
Annual Audit Report for Period Ending December 31, 2015**

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

WHEREAS, the Annual Report of Audit for the year 2015 has been filed by the appointed Fund Auditor with the Secretary of the Fund as per the requirements of N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36, and a copy has been received by each member of the BOARD OF COMMISSIONERS, and

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

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

General Comments
and
Recommendations

and

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

General Comments
and
Recommendations

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

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

WHEREAS, all members of the BOARD OF COMMISSIONERS have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

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

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

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

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON October 6, 2016.

ROBERT VANDERSLICE, CHAIRMAN

KATIE COLEMAN, VICE-CHAIRMAN

GROUP AFFIDAVIT FORM
CERTIFICATION OF BOARD OF FUND COMMISSIONERS

of the

SALEM COUNTY INSURANCE FUND COMMISSION

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

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

- 2.) In the performance of our duties, and pursuant to the Local Finance Board Regulation, we have familiarized ourselves with the contents of the Annual Fund Audit filed with the Secretary of the Fund pursuant to N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36 for the year 2015.

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

GENERAL COMMENTS – RECOMMENDATIONS

(L.S.)

(L.S.)

(L.S.)

CAREY BERGHOLZ
Secretary

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

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

Salem County Insurance Commission Certificate Of Insurance Monthly Report

Tuesday, September 27, 2016

From 7/27/2016 To 9/26/2016

Holder (H) / Insured Name (I)	Holder / Insured Address	Holder Code	Description of Operations	Issue Date Coverage
SCIC				
H- Salem County Fair Grounds I- Salem County	735 Route 40 Pilesgrove, NJ 08098 110 Fifth Street, Suite 400 Salem, NJ 08079	656	Evidence of insurance. All operations usual to County Governmental Entity as respects to the Health Department will host a flu clinic at the Salem County Fair Grounds on Tuesday, September 20, 2016 from 4pm to 7pm. Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/16 to 1/1/17 Policy # SP4054261	7/28/2016 GL EX AU WC
H- Salem County Coop Fair Association, Inc. I- Salem County	Dorothy Quirk 463 Auburn Road Pilesgrove, NJ 08098 110 Fifth Street, Suite 400 Salem, NJ 08079	685	Evidence of insurance. All operations usual to County Governmental Entity as respects to the 3rd annual Veteran's Picnic. Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/16 to 1/1/17 Policy # SP4054261	8/19/2016 GL EX AU WC
H- Salem Community College I- Salem County	460 Hollywood Avenue Carneys Point, NJ 08069 110 Fifth Street, Suite 400 Salem, NJ 08079	866	Evidence of insurance. All operations usual to County Governmental Entity as respects to the Health Department will host a flu clinic at the Salem Community College on Tuesday, September 27, 2016 from 4pm to 7pm. Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/16 to 1/1/17 Policy # SP4054261	7/28/2016 GL EX AU WC
H- New Jersey Historical Commission I- Salem County	P.O. Box 305 Trenton, NJ 08625-0305 110 Fifth Street, Suite 400 Salem, NJ 08079	1600	Evidence of insurance. All operations usual to County Governmental Entity as respects to the New Jersey State Historical Commission Grant. (see page 2) Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/16 to 1/1/17 Policy # SP4054261	8/24/2016 GL EX AU WC
H- Schalick High School I- Salem County	718 Centerton Road Pittsgrove, NJ 08318 110 Fifth Street, Suite 400 Salem, NJ 08079	1751	Evidence of insurance. All operations usual to County Governmental Entity as respects to the Health Department will host a flu clinic at the Schalick High School on Wednesday, October 5, 2016 from 4pm to 7pm. (see page 2) Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/16 to 1/1/17 Policy # SP4054261	7/28/2016 6GL EX AU WC

H- State of New Jersey
I- Salem County

PO Box 807 Trenton, NJ 08625
110 Fifth Street, Suite 400 Salem, NJ 08079

1767 Evidence of insurance. All operations usual to County 8/23/2016 GL EX AU WC
Governmental Entity as respects the MIPPA Grant. (see page 2)

Company E: XS Worker Compensation Statutory x \$1,000,000
XS Employers Liability \$5,000,000 x \$1,000,000
Policy Term 1/1/16 to 1/1/17 Policy # SP4054261

Total # of Holders = 6

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND

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

Date: September 22, 2016
To: Executive Committee
Salem County Insurance Fund Commission
From: PERMA Risk Management Services
Subject: New Jersey Counties Excess Meeting Report

December 31, 2015 Audit: The draft audit was previously reviewed at the June meeting and filed with DOBI & DCA on June 23, 2016 along with an extension request to file the final report. The Board of Fund Commissioners reviewed the final financial audit for the period ending December 31, 2015. Fund Auditor reported there were no comments or recommendations. Upon review, the Board adopted a resolution approving the year-end financials and executing the Group Affidavit. The fund office will file the final report with the State.

2017 Renewal & 2017 Budget: All but three counties have submitted their renewal information to date; the fund office will be following up as this information is necessary to present the NJCE and local Commission budgets.

The 2017 budget presentation will include projections, loss funding and premiums as well as discussion to increase self-insured retentions (SIR) for general/auto liability from \$250,000 to \$300,000 with noted exceptions. Underwriting Manager reported favorable renewal negotiations with excess carriers.

The timeline for the budget process is as follows:

- October 7th – deadline for submission of underwriting data
- Week of October 17th – Sub-Committee to review budget presentation
- October 27th – Budget Introduction
- November 17th – Budget Adoption

On the Executive Director's recommendation, a sub-committee comprised of Commissioners White, Kelly and Mecouch will serve to review the budget; the fund office will schedule a meeting based on availability.

Lastly, BRIT, the fund's excess liability carrier, commissioned an independent auditor to review a selection of claim files as well as process and operations. A report will be provided directly to BRIT. To date the review has been favorable and the fund office will provide more information when made available.

Membership Renewal: The Counties of Union, Hudson, Ocean and Mercer County Insurance Fund Commission are scheduled to renew their membership with the Fund as of January 1, 2017. Renewal documents have been sent to each County.

NJCE Financials: The Financial Fast Track as of July 31, 2016 reflected the fund's statutory surplus of \$6.1 million.

Bylaw Amendment: Following the May 5th public meeting, the fund office distributed the proposed bylaw amendment to members for their governing bodies to approve or deny. The amendment would allow a Joint insurance Fund(s) whose members are exclusive members of a local unit under the control and finance of the governing body of a County to apply for NJCE membership. As per the NJCE bylaws, the amendment is only adopted by the Fund when the governing bodies of three-fourths (3/4) of the members approve the amendment within six (6) months of the hearing on the amendment. As of 9/19/16 the office has received confirmation that 8 members have adopted the bylaw amendment. A filing will be made with the appropriate State offices confirming the bylaw amendment.

Joint Insurance Claims Committees Best Practices Workshop: The fifth annual Joint Insurance Claims Committees Best Practices Workshop is scheduled for Wednesday, November 2, 2016 at the Conner Strong & Buckelew office in Marlton, NJ; an invitation will be emailed.

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

Risk Control: Safety Director's report included a report reflecting the risk control activities from July – October 2016.

Next Meeting: The next regularly scheduled meeting of the NJCE fund is October 27, 2016 at 1:00PM at the Camden County College Regional Emergency Training Center.

SALEM COUNTY INSURANCE COMMISSION				
FINANCIAL FAST TRACK REPORT				
AS OF		June 30, 2016		
ALL YEARS COMBINED				
	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1. UNDERWRITING INCOME	125,057	750,339	4,674,419	5,424,759
2. CLAIM EXPENSES				
Paid Claims	(45,409)	175,734	1,624,539	1,800,273
Case Reserves	156,705	84,080	783,031	867,111
IBNR	(8,291)	143,686	311,208	454,894
Discounted Claim Value	(3,661)	(5,239)	(28,566)	(33,806)
TOTAL CLAIMS	99,344	398,261	2,690,212	3,088,472
3. EXPENSES				
Excess Premiums	56,482	338,891	2,468,503	2,807,394
Administrative	7,067	43,038	245,276	288,314
TOTAL EXPENSES	63,549	381,929	2,713,779	3,095,708
4. UNDERWRITING PROFIT (1-2-3)	(37,836)	(29,850)	(729,571)	(759,421)
5. INVESTMENT INCOME	0	3	12	15
6. PROFIT (4 + 5)	(37,836)	(29,848)	(729,559)	(759,406)
7. CEL APPROPRIATION CANCELLATION	0	0	1,259	1,259
8. DIVIDEND INCOME	0	0	0	0
9. DIVIDEND EXPENSE	0	0	0	0
10. INVESTMENT IN JOINT VENTURE	2,446	4,928	52,542	57,470
11. SURPLUS (6 + 7 + 8)	(35,390)	(24,920)	(675,758)	(700,678)
SURPLUS (DEFICITS) BY FUND YEAR				
2012	47	(4,599)	(157,203)	(161,801)
2013	13,878	15,724	(311,360)	(295,636)
2014	14,711	(48,702)	(161,412)	(210,114)
2015	(125,990)	(164,769)	(45,783)	(210,552)
2016	61,964	177,425		177,425
TOTAL SURPLUS (DEFICITS)	(35,390)	(24,920)	(675,758)	(700,678)
TOTAL CASH				
				56,647
CLAIM ANALYSIS BY FUND YEAR				
FUND YEAR 2012				
Paid Claims	1,938	4,400	221,076	225,475
Case Reserves	(1,938)	(990)	44,555	43,566
IBNR	150	(410)	4,682	4,272
Discounted Claim Value	71	62	(1,837)	(1,775)
TOTAL FY 2012 CLAIMS	221	3,062	268,477	271,538
FUND YEAR 2013				
Paid Claims	3,093	9,276	647,665	656,940
Case Reserves	(9,603)	(10,719)	368,137	357,418
IBNR	(9,878)	(20,556)	60,462	39,905
Discounted Claim Value	726	1,232	(10,474)	(9,241)
TOTAL FY 2013 CLAIMS	(15,661)	(20,768)	1,065,789	1,045,022
FUND YEAR 2014				
Paid Claims	4,056	21,152	483,447	504,599
Case Reserves	(10,649)	52,021	140,737	192,758
IBNR	(7,670)	(20,172)	96,817	76,644
Discounted Claim Value	406	(975)	(6,351)	(7,325)
TOTAL FY 2014 CLAIMS	(13,857)	52,025	714,651	766,676
FUND YEAR 2015				
Paid Claims	(63,378)	116,421	272,351	388,772
Case Reserves	178,331	31,608	229,602	261,210
IBNR	16,373	15,970	149,247	165,218
Discounted Claim Value	(4,849)	(822)	(9,905)	(10,727)
TOTAL FY 2015 CLAIMS	126,478	163,178	641,295	804,473
FUND YEAR 2016				
Paid Claims	8,882	24,486		24,486
Case Reserves	564	12,159		12,159
IBNR	(7,266)	168,855		168,855
Discounted Claim Value	(16)	(4,737)		(4,737)
TOTAL FY 2016 CLAIMS	2,163	200,763	0	200,763
COMBINED TOTAL CLAIMS	99,344	398,261	2,690,212	3,088,472

SALEM COUNTY INSURANCE COMMISSION				
FINANCIAL FAST TRACK REPORT				
AS OF		July 31, 2016		
ALL YEARS COMBINED				
	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1. UNDERWRITING INCOME	125,056	875,396	4,674,419	5,549,815
2. CLAIM EXPENSES				
Paid Claims	116,681	292,415	1,624,539	1,916,954
Case Reserves	159,570	243,650	783,031	1,026,681
IBNR	27,342	171,028	311,208	482,236
Discounted Claim Value	(4,911)	(10,151)	(28,566)	(38,717)
TOTAL CLAIMS	298,682	696,943	2,690,212	3,387,154
3. EXPENSES				
Excess Premiums	56,482	395,373	2,468,503	2,863,876
Administrative	7,065	50,103	245,276	295,378
TOTAL EXPENSES	63,547	445,476	2,713,779	3,159,254
4. UNDERWRITING PROFIT (1-2-3)	(237,173)	(267,023)	(729,571)	(996,594)
5. INVESTMENT INCOME	1	3	12	15
6. PROFIT (4 + 5)	(237,172)	(267,020)	(729,559)	(996,579)
7. CEL APPROPRIATION CANCELLATION	0	0	1,259	1,259
8. DIVIDEND INCOME	0	0	0	0
9. DIVIDEND EXPENSE	0	0	0	0
10. INVESTMENT IN JOINT VENTURE	3,082	8,010	52,542	60,552
11. SURPLUS (6 + 7 + 8)	(234,090)	(259,010)	(675,758)	(934,767)
SURPLUS (DEFICITS) BY FUND YEAR				
2012	74	(4,525)	(157,203)	(161,728)
2013	48,982	64,706	(311,360)	(246,654)
2014	(50,958)	(99,660)	(161,412)	(261,072)
2015	(237,716)	(402,485)	(45,783)	(448,267)
2016	5,528	182,953		182,953
TOTAL SURPLUS (DEFICITS)	(234,090)	(259,010)	(675,758)	(934,767)
TOTAL CASH				
				9,143
CLAIM ANALYSIS BY FUND YEAR				
FUND YEAR 2012				
Paid Claims	0	4,400	221,076	225,475
Case Reserves	0	(990)	44,555	43,566
IBNR	(128)	(538)	4,682	4,144
Discounted Claim Value	5	67	(1,837)	(1,770)
TOTAL FY 2012 CLAIMS	(123)	2,938	268,477	271,415
FUND YEAR 2013				
Paid Claims	53,828	63,103	647,665	710,768
Case Reserves	(103,266)	(113,985)	368,137	254,152
IBNR	(798)	(21,355)	60,462	39,107
Discounted Claim Value	2,121	3,353	(10,474)	(7,120)
TOTAL FY 2013 CLAIMS	(48,116)	(68,883)	1,065,789	996,906
FUND YEAR 2014				
Paid Claims	0	21,152	483,447	504,599
Case Reserves	53,189	105,209	140,737	245,947
IBNR	(766)	(20,939)	96,817	75,878
Discounted Claim Value	(1,310)	(2,285)	(6,351)	(8,635)
TOTAL FY 2014 CLAIMS	51,112	103,137	714,651	817,788
FUND YEAR 2015				
Paid Claims	44,518	160,939	272,351	433,290
Case Reserves	196,977	228,586	229,602	458,187
IBNR	329	16,300	149,247	165,547
Discounted Claim Value	(4,607)	(5,429)	(9,905)	(15,334)
TOTAL FY 2015 CLAIMS	237,218	400,396	641,295	1,041,691
FUND YEAR 2016				
Paid Claims	18,336	42,822		42,822
Case Reserves	12,670	24,829		24,829
IBNR	28,705	197,560		197,560
Discounted Claim Value	(1,120)	(5,857)		(5,857)
TOTAL FY 2016 CLAIMS	58,591	259,354	0	259,354
COMBINED TOTAL CLAIMS	298,682	696,943	2,690,212	3,387,154

NEW JERSEY COUNTIES EXCESS JIF				
FINANCIAL FAST TRACK REPORT				
AS OF July 31, 2016				
ALL YEARS COMBINED				
	THIS	YTD	PRIOR	FUND
	MONTH	CHANGE	YEAR END	BALANCE
1. UNDERWRITING INCOME	1,841,670	12,411,793	76,187,004	88,598,797
2. CLAIM EXPENSES				
Paid Claims	276,875	1,060,180	1,089,974	2,150,155
Case Reserves	(61,364)	837,580	2,413,317	3,250,897
IBNR	189,751	607,158	9,188,910	9,796,069
Discounted Claim Value	(18,785)	(100,677)	(651,074)	(751,751)
TOTAL CLAIMS	386,477	2,404,241	12,041,128	14,445,369
3. EXPENSES				
Excess Premiums	1,256,071	8,789,509	52,056,606	60,846,115
Administrative	135,097	909,511	5,652,271	6,561,782
TOTAL EXPENSES	1,391,168	9,699,020	57,708,877	67,407,897
4. UNDERWRITING PROFIT (1-2-3)	64,025	308,532	6,436,999	6,745,531
5. INVESTMENT INCOME	3,154	23,327	184,725	208,052
6. PROFIT (4+5)	67,179	331,859	6,621,724	6,953,582
7. Dividend	0	0	150,000	150,000
8. Cancelled Appropriations	0	0	607,551	607,551
9. SURPLUS (6-7-8)	67,179	331,859	5,864,173	6,196,031
SURPLUS (DEFICITS) BY FUND YEAR				
2010	9,052	29,306	642,182	671,488
2011	(95,142)	(288,393)	1,149,228	860,835
2012	(14,619)	(274,246)	477,778	203,532
2013	33,899	(163,454)	1,259,797	1,096,342
2014	19,904	449,248	1,417,746	1,866,995
2015	(69,136)	(290,319)	917,441	627,122
2016	183,221	869,716		869,716
TOTAL SURPLUS (DEFICITS)	67,179	331,859	5,864,172	6,196,031
TOTAL CASH				16,070,245
CLAIM ANALYSIS BY FUND YEAR				
FUND YEAR 2010				
Paid Claims	0	901	163,454	164,355
Case Reserves	0	(0)	1	1
IBNR	(9,169)	(30,070)	326,545	296,475
Discounted Claim Value	301	1,287	(11,008)	(9,721)
TOTAL FY 2010 CLAIMS	(8,869)	(27,882)	478,992	451,109
FUND YEAR 2011				
Paid Claims	0	91,234	144,097	235,331
Case Reserves	118,934	277,702	262,007	539,709
IBNR	(17,367)	(62,369)	623,896	561,527
Discounted Claim Value	(6,094)	(15,651)	(41,637)	(57,289)
TOTAL FY 2011 CLAIMS	95,473	290,916	988,363	1,279,279
FUND YEAR 2012				
Paid Claims	2,980	554,035	515,889	1,069,923
Case Reserves	41,149	(127,537)	856,270	728,733
IBNR	(29,950)	(151,662)	1,120,043	968,381
Discounted Claim Value	786	2,169	(82,267)	(80,099)
TOTAL FY 2012 CLAIMS	14,965	277,004	2,409,934	2,686,939
FUND YEAR 2013				
Paid Claims	272,483	272,846	15,975	288,820
Case Reserves	(290,422)	294,683	511,304	805,987
IBNR	(25,445)	(410,912)	1,657,721	1,246,809
Discounted Claim Value	10,061	11,197	(110,993)	(99,796)
TOTAL FY 2013 CLAIMS	(33,322)	167,813	2,074,007	2,241,821
FUND YEAR 2014				
Paid Claims	1,412	29,046	120,096	149,142
Case Reserves	(1,098)	(157,725)	313,106	155,381
IBNR	(20,808)	(351,815)	2,411,798	2,059,983
Discounted Claim Value	1,277	36,438	(164,745)	(128,307)
TOTAL FY 2014 CLAIMS	(19,217)	(444,056)	2,680,255	2,236,199
FUND YEAR 2015				
Paid Claims	0	112,120	130,464	242,584
Case Reserves	70,062	550,428	470,629	1,021,058
IBNR	5,363	(362,123)	3,048,907	2,686,784
Discounted Claim Value	(5,527)	(1,310)	(240,424)	(241,734)
TOTAL FY 2015 CLAIMS	69,898	299,115	3,409,576	3,708,691
FUND YEAR 2016				
Paid Claims	0	0		0
Case Reserves	11	28		28
IBNR	287,127	1,976,110		1,976,110
Discounted Claim Value	(19,588)	(134,807)		(134,807)
TOTAL FY 2016 CLAIMS	267,551	1,841,332	0	1,841,332
COMBINED TOTAL CLAIMS	386,477	2,404,241	12,041,128	14,445,369

**Salem County Insurance Commission
CLAIM ACTIVITY REPORT**

AS OF AUGUST 31, 2016						
COVERAGE LINE - PROPERTY						
CLAIM COUNT - OPEN CLAIMS						
Year	2012	2013	2014	2015	2016	TOTAL
July-16	0	0	0	2	0	2
August-16	0	0	0	2	0	2
NET CHGE	0	0	0	0	0	0
Limited Reserves						\$3,750
Year	2012	2013	2014	2015	2016	TOTAL
July-16	\$0	\$0	\$0	\$7,500	\$0	\$7,500
August-16	\$0	\$0	\$0	\$7,500	\$0	\$7,500
NET CHGE	\$0	\$0	\$0	\$0	\$0	\$0
Ltd Incurred	\$0	\$45,689	\$0	\$92,856	\$0	\$138,545
COVERAGE LINE - GENERAL LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2012	2013	2014	2015	2016	TOTAL
July-16	0	3	4	10	5	22
August-16	0	2	3	9	6	20
NET CHGE	0	-1	-1	-1	1	-2
Limited Reserves						\$36,700
Year	2012	2013	2014	2015	2016	TOTAL
July-16	\$0	\$176,000	\$65,000	\$403,501	\$3,500	\$648,001
August-16	\$0	\$190,000	\$72,500	\$438,501	\$33,000	\$734,001
NET CHGE	\$0	\$14,000	\$7,500	\$35,000	\$29,500	\$86,000
Ltd Incurred	\$313	\$261,710	\$74,628	\$441,079	\$33,000	\$810,731
COVERAGE LINE - AUTO LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2012	2013	2014	2015	2016	TOTAL
July-16	0	0	0	0	0	0
August-16	0	0	0	0	0	0
NET CHGE	0	0	0	0	0	0
Limited Reserves						#DIV/0!
Year	2012	2013	2014	2015	2016	TOTAL
July-16	\$0	\$0	\$0	\$0	\$0	\$0
August-16	\$0	\$0	\$0	\$0	\$0	\$0
NET CHGE	\$0	\$0	\$0	\$0	\$0	\$0
Ltd Incurred	\$0	\$3,558	\$4,002	\$0	\$0	\$7,559
COVERAGE LINE - WORKERS COMP.						
CLAIM COUNT - OPEN CLAIMS						
Year	2012	2013	2014	2015	2016	TOTAL
July-16	2	5	7	3	9	26
August-16	2	5	7	4	7	25
NET CHGE	0	0	0	1	-2	-1
Limited Reserves						\$14,307
Year	2012	2013	2014	2015	2016	TOTAL
July-16	\$43,565	\$78,152	\$180,947	\$47,186	\$21,329	\$371,181
August-16	\$43,246	\$77,840	\$175,847	\$42,282	\$18,448	\$357,664
NET CHGE	(\$319)	(\$312)	(\$5,100)	(\$4,904)	(\$2,882)	(\$13,516)
Ltd Incurred	\$268,728	\$667,947	\$674,624	\$388,378	\$63,667	\$2,063,344
TOTAL ALL LINES COMBINED						
CLAIM COUNT - OPEN CLAIMS						
Year	2012	2013	2014	2015	2016	TOTAL
July-16	2	8	11	15	14	50
August-16	2	7	10	15	13	47
NET CHGE	0	-1	-1	0	-1	-3
Limited Reserves						\$23,386
Year	2012	2013	2014	2015	2016	TOTAL
July-16	\$43,565	\$254,152	\$245,947	\$458,187	\$24,829	\$1,026,682
August-16	\$43,246	\$267,840	\$248,347	\$488,283	\$51,448	\$1,099,165
NET CHGE	(\$319)	\$13,688	\$2,400	\$30,096	\$26,618	\$72,484
Ltd Incurred	\$269,041	\$978,903	\$753,254	\$922,313	\$96,667	\$3,020,178

RESOLUTION NO. 18-16

**SALEM COUNTY INSURANCE FUND COMMISSION
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>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000163			
000163	BOWMAN & COMPANY LLP	AUDITOR FEE 9/14/2016	4,500.00
			4,500.00
		TOTAL PAYMENTS FY 2015	4,500.00

FUND YEAR 2016

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000164			
000164	INSERVCO INSURANCE SERVICE INC	CLAIMS ADMIN - 07/15/16 - 10/14/16	5,499.99
			5,499.99
000165			
000165	PERMA RISK MANAGEMENT SERVS	POSTAGE FEE 07/2016	2.20
000165	PERMA RISK MANAGEMENT SERVS	EXECUTIVE DIRECTOR FEE 4TH QTR 2016	8,878.25
			8,880.45
000166			
000166	THE ACTUARIAL ADVANTAGE	ACTUARIAL CONSULTING FEE 4TH QTR 2016	1,989.75
			1,989.75
000167			
000167	AJM INSURANCE MANAGEMENT	RMC FEE 4TH QTR 2016	2,500.00
			2,500.00

TOTAL PAYMENTS FY 2016 18,870.19

TOTAL PAYMENTS ALL FUND YEARS \$ 23,370.19

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: September 23, 2016

August – October 2016

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

MEETINGS ATTENDED / LOSS CONTROL VISITS AND TRAINING CONDUCTED

- **August 4:** Attended the SCIC meeting in Salem

UPCOMING MEETINGS / LOSS CONTROL VISITS PLANNED

- **September 30:** Plan to conduct a loss control survey of County Department of Public Works in Salem.
- **October 6:** Plan to attend the SCIC meeting in Salem.

2016 CEL VIDEO LIBRARY USAGE

- As of 9/23 three videos have been utilized.

SAFETY DIRECTOR BULLETINS

- September is National Preparedness Month – September 19

September is National Preparedness Month

**DON'T WAIT. COMMUNICATE.
MAKE YOUR EMERGENCY PLAN TODAY.**



As public entity employers and employees, your communities rely on you for many essential services such as emergency response, snow plowing, and maintaining facilities in a ready and safe condition. With that role, comes great responsibility to ensure the agency's equipment and personnel are ready for a disaster or large-scale event. September is National Preparedness Month. Preparedness starts with having a plan for the department, and the department's workers and their families while you work to restore your agency's services and facilities. One of the lessons of Hurricane Katrina is that workers need to know their families

and homes are taken care of before they can focus on their own safety and the restoration of the community. This Bulletin offers tips to prepare for severe weather events, such as snow storms and hurricanes.

Public Employers

Public agencies must make plans to prepare for severe weather events. While police, fire, public works, and other departments will be called upon, and must be prepared to assist their communities, they must also prepare for the possibility that they may also be affected by the event. Department leaders are reminded of their obligation to protect their own, so they can protect others. Now is the time to prepare your facility, equipment, personnel, and business infrastructure for the possibility that you will be the one in need. Consider the following steps:

Discuss claim reporting procedures with your risk manager. Make sure there is a clear reporting procedure from the person finding the storm damage, to the department's representative, to the Fund's Claim Representative. Work with your Risk Consultant to identify possible insurance gaps and discuss other areas of vulnerability.

Develop a Loss Management or Business Continuity Plan. Identify the department's critical functions and infrastructure. Create mutual aid pacts and vendor lists to provide those services, or replace affected infrastructure if lost to storm water or wind. Take pictures of building and essential equipment. Safeguard vital records.

Develop salvage response plans. Protect your property from further damage wherever possible by restoring fire-protection systems, repairing leaks, providing temporary support and restoring power.

Have a written plan for critical tasks as a storm is predicted to approach. If a facility is in a historically vulnerable area, consider relocating personnel and equipment before the storm hits.

Prepare facilities & grounds – Survey the grounds and exterior of the building for loose objects and properly secure. Tape or board up windows. Trim trees from building. Gather mitigation resources such as sandbags, food & water, personal sundry items plastic sheeting & duct tape, extra mops, squeegees, etc. Make sure gasoline or diesel generators' fuel tanks are full. Secure sheds and other outbuildings. Make sure utility shut-offs are labeled and locations are known by occupants.

Prepare equipment – Fill vehicle fuel tanks. Know where to get extra fuel if electric fuel pumps go down. Perform routine maintenance on saws, pumps, etc. Sharpen blades. Buy extras.

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

Prepare your personnel – Workers must be trained to properly respond storm conditions. This is not part of normal job training and must be provided by employers. Encourage them to have Go Bags packed. As the storm nears, remind workers to sleep, eat, and hydrate themselves in preparation for potential extended and strenuous work periods.

Prepare workers' families – Essential personnel cannot be available or effective if their families are not taken care of. Leaders must work with Administration, Human Resources, banks, Red Cross, etc. to make sure families are safely evacuated and cared for well ahead of the approaching storm.

Employees' Homes

Like workplaces, the homes' of public employees must also be ready for weather events when they may be called to duty, potentially for extended periods of time. The severe weather season starts with the Hurricane Season in June and continues through the winter snow season. During cool fall weather is a good time to prepare homes for the upcoming severe weather season.

Clean gutters and downspouts. Make sure drainage is provided from the downspouts to a safe location.

Get snow shovels out of storage and check they are in good shape. Purchase ice melt and replacement shovels now. If a snow service is contracted, verify service plan meets the family needs while the employee is away servicing the community.

Check and service home mechanical systems. This can include furnaces, emergency generators, and sump pumps. Look for tree limbs overhanging electrical supply wires to the home and have them cleared. Know where the shut-offs are. Label them and educate another responsible family member of their location and use.

Check insurance coverages. An agent can clearly explain coverages and exclusions. Ask some, "What if . . ." questions to check understanding. Make sure adult members of the household understand immediate payment procedures for home repairs or relocation for the family if something were to happen while you are unavailable.

Post important phone numbers and save them to cell phones of family members. Include friends, family, neighbors who can help in an emergency. Also, include emergency and routine service companies for furnace, electrical service, plumbing, etc.

When a severe weather event is forecasted:

- Order home heating or cooking fuel (such as oil or propane) deliveries
- Check flashlights and weather radio, and have spare batteries
- Survey the exterior of the home and secure loose items, such as lawn furniture and trash containers
- Keep cell phones fully charged

Employees' Personal Vehicles

Most employees need to use their personal vehicles to get to work. After they leave, spouses and children may be using additional household cars to shop, go to school, etc. Personal vehicle and other vehicles in the household should be kept in good operating condition.

How old are the batteries? Are they ready for the coldest winter days, when you may be called in to plow streets?

Are the defroster and heater working properly? Are windshield wipers in good condition?

Add emergency equipment to vehicles; ice scraper, kitty litter / salt, blanket, flashlight, and snack food.

Have a conversation with other drivers in the household. Employees are most likely to have had some training and experience driving in inclement weather. Remind others, especially inexperienced drivers, of best practices when driving in storms, snow / ice, flooded roads, when to stay with vehicle and when to leave, etc.

When a severe weather event is forecasted:

- Fuel all vehicles
- Double-check the above list of items

Employees' Families

During inclement weather events, schools and daycare centers may be closed. If the spouse works, this can create a dilemma. Make multiple provisions for children, or other household members with supervision needs. Even if the spouse does not work, ensure you both have time to sleep while the children are being supervised.

When a severe weather event is forecasted:

- Make sure there is adequate food, including some that does not have to be heated, for a couple of days.
- Verify emergency contacts numbers and availability. Make back-up communication plans if primary contact numbers or cell systems are affected.
- Check supply of medications for family members. It may be difficult to get to an open and stocked pharmacy for a couple of days.
- Check critical medical supplies and equipment for family members. Oxygen and other healthcare deliveries may be delayed.

The Individual Employee

With the above preparations complete, employees should be able to concentrate on their welfare as they perform the difficult work of response and recovery from a large scale event. This is especially important because these tasks are unusual, which makes them more risky. They can go on for several extended shifts, making fatigue a factor, which again raises the risk. Employees need to be able to focus on their safety.

Recovery efforts, such as working in flood waters, may present health hazards different than routine duties. Keep your tetanus-diphtheria, influenza, and other vaccinations up to date.

When a severe weather event is forecasted:

- Inspect personal protective equipment. Replace missing or damaged gear. Pack spare gear and clothing.
- Get rest. New Jersey's Maggie's Law makes it a criminal offense if a driver is awake for longer than 24 hours and causes a traffic fatality.
- Eat a healthy, light meal. Pack snacks for the potential extended periods of work.
- Do not consume alcohol if there is a chance you will be called to respond.
- Pack personal medications and any special dietary needs. It may be difficult to break away from response / recovery efforts to take medications, etc.

There are several resources available:

OSHA provides a risk assessment matrix for hurricane response and recovery at www.osha.gov/SLTC/etools/hurricane/

FEMA also has several excellent resources for individuals and governmental agencies at www.ready.gov/business/index

The New Jersey Office of Emergency Management has resources for individuals and local governments at www.ready.nj.gov/

The American Red Cross provides tools, resources, and classes for families, workplaces, and community at www.redcross.org/

F I R S T
MCO

First Managed Care Option

2740 Route 10,, Suite 304, Morris Plains, NJ 07950

Tel: (973)257-5200 Fax: (973)257-2288

September 01, 2016

Staci Ulp

Inservco

3150 Brunswick Pike

LAWRENCEVILLE, NJ 08648

Re: Monthly Reports

Dear Staci Ulp:

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

- Savings Report for August, 2016

There were no appeals processed during the month of August

If you have any questions, or if I can be of additional assistance, please contact me at 973-257-5246.

Sincerely,

Tom Mooney

President

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	% FPO 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
Total 2015	\$291,510	\$166,300	\$324,272	\$125,210	43%	209	163	46	78%	1	\$25,490
Jan-16	\$133,873	\$67,261	\$144,013	\$66,612	50%	14	11	3	79%	0	\$13,322
Feb-16	\$132,956	\$70,174	\$132,961	\$62,782	47%	10	9	1	90%	0	\$12,556
Mar-16	\$9,435	\$6,886	\$10,371	\$2,549	27%	21	19	2	90%	1	\$510
Apr-16	\$70,921	\$10,269	\$29,912	\$60,652	86%	26	23	3	88%	0	\$12,130
May-16	\$4,905	\$1,522	\$4,116	\$3,384	69%	7	5	2	71%	0	\$677
Jun-16	\$11,914	\$8,832	\$12,572	\$3,082	26%	21	17	4	81%	0	\$616
Jul-16	\$21,105	\$15,850	\$21,252	\$5,255	25%	8	8	0	100%	0	\$1,051
Aug-16	\$2,245	\$1,592	\$2,558	\$653	29%	12	11	1	92%	1	\$0
Total 2016	\$387,353	\$182,386	\$357,755	\$204,967	53%	119	103	16	87%	2	\$40,863
Total to Date	\$1,597,134	\$739,930	\$1,386,119	\$857,204	54%	845	680	165	80%	3	\$170,702

Report Run Date:09/01/2016

SCI





First Managed Care Option

2740 Route 10., Suite 304, Morris Plains, NJ 07950
Tel: (973)257-5200 Fax: (973)257-2288

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Inservco

3150 Brunswick Pike

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Enclosure

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Jul-16	\$21,105	\$15,850	\$21,252	\$5,255	25%	8	8	0	100%	0	\$1,051
Total 2016	\$385,108	\$180,794	\$355,196	\$204,314	53%	107	92	15	86%	1	\$40,863
Total to Date	\$1,594,889	\$738,338	\$1,383,561	\$856,551	54%	833	669	164	80%	2	\$170,702

Report Run Date:08/01/2016

SCI



APPENDIX I – MEETING MINUTES

**SALEM COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES MEETING – AUGUST 4, 2016
104 MARKET STREET
SALEM, NJ 9:00 AM**

Meeting called to order by Vice Chairman Katie Coleman. Open Public Meetings notice read into record.

ROLL CALL OF COMMISSIONERS:

Robert Vanderslice	Absent
Katie Coleman	Present
Jessica Bishop	Present

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Bradford Stokes Karen A. Read
--------------------	--

ALSO PRESENT:

Thomas Narolweski, AJM Insurance Management
Michael Mulligan, Salem County
Keith Platt, Inservco
Veronica George, Inservco
Ashley Nelms, Inservco
Amy Zeiders, Inservco
Nancy Fowlkes, Inservco
Glenn Prince, JA Montgomery
Danielle Batchelor, Conner Strong & Buckelew

APPROVAL OF MINUTES: OPEN SESSION OF JUNE 2, 2016

MOTION TO APPROVE THE OPEN MINUTES OF JUNE 2, 2016

Moved:	Commissioner Bishop
Second:	Commissioner Coleman
Vote:	Unanimous

CORRESPONDENCE: None

EXECUTIVE DIRECTOR REPORT:

2015 Audit Report as of December 31, 2015: A draft copy of the 2015 Audit will be distributed at the meeting. The report is valued as of 12/31/2015. The Commission Auditor, Mr. James Miles, of Bowman & Company, LLP will attend the meeting to present the audit. Formal adoption will take place at our next meeting.

Mr. Miles reviewed the draft copy of the 2015 Audit and said on page 37 there were no comments or findings for the Schedule of Finding and Recommendations. Mr. Miles stated in the Comparative Statement of Net Position there are deficit balances in both 2015 and 2014. Total assets in 2015 is \$403,672 of that amount \$301,867 is in cash balance. Net position as of year end for 2015 is negative \$675,759. Mr. Miles reviewed the claims expenses as detailed in the audit. Mr. Miles said the 2015 Final Audit will be offered at the October meeting but we do not anticipate any changes to these numbers.

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 May 26, 2016 to July 26, 2016. There were 4 certificates of insurance issued during this period

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

Moved:	Commissioner Bishop
Second:	Commissioner Coleman
Vote:	Unanimous

NJ Excess Counties Insurance Fund (CELJIF) - The CEL met on June 23, 2016. Bowman & Company, LLP presented a draft copy of the 2015 Audit. The Counties of Union, Hudson, Ocean and Mercer are scheduled to renew their membership with the Fund as of January 1, 2017. A summary report of the meeting is included in the agenda on pages 4 & 5. The CEL is scheduled to meet again on September 22, 2016 at 1:00 PM.

Financial Fast Track – Included on Page 6 & 7 of the agenda are the Financial Fast Tracks for the Salem County Insurance fund Commission for April and May. As of May 31, 2016 the Commission has a deficit of \$665,250. Executive Director said the good news is 2016 is trending fairly well and hopefully we can continue that through out the rest of the year and hopefully improve those overall numbers.

NJ CEL Property & Casualty Financial Fast Track – Executive Director said included in the agenda on Page 8 was the NJ CEL Financial Fast Track Report as of May 31, 2016. The CEL has a surplus of \$5,779,623.

Claims Tracking Report (Page 9) - The claims tracking report was on page 16 of the agenda. The Claims Activity Report tracks open claims; the Executive Director reviewed the report and said we had one less claim in June than we did in May which is good news.

2017 Renewals – On July 15, 2016 the Fund Office sent the NJCE FY 2017 Renewal Data Schedules to the Risk Managers. The updated documents should be returned by e-mail to Brad Stokes no later than Monday, August 22, 2016. If anyone has any questions or needs assistance they may contact Brad Stokes or Karen Read.

The Fund Office will also be sending out the renewals applications for completion as respects to the ancillary lines of insurance. Since the budget process is dependent on the timely receipt of the renewal data we ask your cooperation in meeting the due dates.

SAFETY COMMITTEE REPORT

Glenn Prince reported the Safety Committee met on June 30, 2016 there were only a few members in attendance that date. Apparently there was a conflict with a collective bargaining agreement that date. We are waiting for a new date for the 4th Quarter meeting to be scheduled by Mr. DiGregorio.

CLAIM COMMITTEE REPORT

Claims Manager Danielle Batchelor reported the Claims Committee did not meet this month but we do have one Settlement Authority Request to discuss in closed session today. We are gearing up for the CEL Best Practices Workshop and we are targeting November 2, 2016 for the workshop this year. Invitations will go out shortly. We are hoping to have a claim review in October again this year.

TREASURER

REPORT: Treasurer reported there are four bills to pay included in Resolution 16-16 in the amount of \$293,024.96.

MOTION TO APPROVE RESOLUTION 16-16 PAYMENT OF BILLS AS IN THE AMOUNT OF \$293,024.96.

Moved:	Commissioner Bishop
Second:	Commissioner Coleman
Roll Call Vote:	2 Ayes, 0 Nays

CEL SAFETY DIRECTOR REPORT

Safety Director reviewed the report included in the agenda. Mr. Prince said on June 30th a loss control visit to the play grounds for Salem County the equipment in newer and in pretty good shape with just a few minor details. A report will be forwarded shortly. Commissioner Bishop said they

have received the report and asked can they just remove the plexi-glass. Mr. Prince said that would modify the equipment and this could lead into legal issues. Mr. Prince said regarding the Britt Grant once the documentation is received for the purchase please forward the information to Mr. Prince so that Salem County will receive the 50% reimbursement.

CLAIMS SERVICE:

Veronica George from Inservco reviewed the MCO Report that was included in the agenda. Ms. George said the First MCO fees have a cap. Executive Director said the First MCO fees are capped at \$25,000 and we are working on receiving reimbursement on the fees over the capped amount of \$25,000. Ms. Batchelor said she spoke to First MCO and they are working on issuing a check to Salem County very shortly.

MOTION TO GO INTO CLOSED SESSION

Moved:	Commissioner Bishop
Second:	Commissioner Coleman
Vote:	Unanimous

MOTION TO GO INTO OPEN SESSION

Moved:	Commissioner Bishop
Second:	Commissioner Coleman
Vote:	Unanimous

MOTION TO APPROVE THE SETTLEMENT AUTHORIZATION REQUEST

Moved:	Commissioner Bishop
Second:	Commissioner Coleman
Vote:	2 Ayes, 0 Nays

OLD BUSINESS: None

NEW BUSINESS: None.

PUBLIC COMMENT: None

MOTION TO ADJOURN:

Motion:	Commissioner Coleman
Second:	Commissioner Bishop
Vote:	Unanimous

MEETING ADJOURNED: 9:31 AM

NEXT MEETING WILL BE THURSDAY, October 6, 2016 at 9:00 AM

Minutes prepared by: Karen A. Read, Assisting Secretary