

**OCEAN COUNTY MUNICIPAL JOINT INSURANCE FUND
MINUTES
MAY 11, 2017
TOMS RIVER MUNICIPAL BUILDING
3:00 P.M.**

Meeting Called to Order by Chairperson Lapp. Open Public Meeting Statement read into the record.

Pledge of Allegiance

ROLL CALL OF 2017 EXECUTIVE COMMITTEE:

Diane Lapp, Chairperson, Township of Manchester	Present
Charlene Carney, Vice Chair, Borough of Pine Beach	Absent
Paul Shives, Secretary, Township of Toms River	Present
Veronica Laureigh, Township of Lacey	Present
Joseph Gilsean, Township of Brick	Absent
Michael Gross, Borough of Surf City	Present
Joseph Kostecki, Borough of South Toms River	Absent
William Akers, Alternate #1	Absent
Thomas Henshaw, Township of Lakewood, Alternate #2	Absent

APPOINTED OFFICIALS PRESENT:

Executive Director /Administrator	Perma Risk Management Services.	Stephen Sacco	Present
Attorney	Citta, Holzapfel, Zabarsky	Steven Zabarsky, Esq.	Present
Treasurer		Bill Garofalo	Present
Claims Service	Qual-Lynx	Gemma Armenia	Present
Underwriting Manager	Conner Strong & Buckelew	Ed Cooney	Absent
Safety Director	JA Montgomery	Joanne Hall	Absent
Risk Management Consultants	Conner Strong & Buckelew	Mike Avalone	Present

ALSO PRESENT

Jason Thorpe, PERMA
Lauren Holman, Holman Frenia Allison
Taylor Jacob, CSG
Joe Mirarchi, JA Montgomery

APPROVAL OF MINUTES: March 9, 2017

MOTION TO APPROVE OPEN & CLOSED MINUTES FOR ABOVE REFERENCED MEETING

MOTION: Commissioner Shives
SECOND: Commissioner Laureigh
ROLL CALL VOTE: Unanimous

CORRESPONDENCE:

None

TREASURER:

Mr. Garofalo reviewed the report he distributed prior to the meeting detailing the financial portfolio of the Fund as well as the cash investments and imprest/transfers. He also reported on the Bills Lists that were enclosed within the agenda booklet.

April 2017

FUND YEAR	AMOUNT
2016	\$7,762.00
2017	\$2,117,203.71
TOTAL	\$2,124,965.71

**MOTION TO APPROVE RESOLUTION # 12-17
APPROVAL FOR PAYMENT OF APRIL 2017 BILLS LIST**

MOTION: Commissioner Shives
SECOND: Commissioner Laureigh
ROLL CALL VOTE: Unanimous

April 2017 Supplemental

FUND YEAR	AMOUNT
2016	- \$225.00
2016	\$225.00
TOTAL	~ 0 ~

**MOTION TO APPROVE RESOLUTION # 13-17
APPROVAL FOR PAYMENT OF APRIL 2017 SUPPLEMENTAL BILLS LIST**

MOTION: Commissioner Shives
SECOND: Commissioner Laureigh
ROLL CALL VOTE: Unanimous

May 2017

FUND YEAR	AMOUNT
2016	\$20,411.59
2017	\$158,914.02
TOTAL	\$179,325.61

**MOTION TO APPROVE RESOLUTION # 14-17
APPROVAL FOR PAYMENT OF MAY 2017 BILLS LIST**

MOTION: Commissioner Shives
SECOND: Commissioner Laureigh
ROLL CALL VOTE: Unanimous

2016 Dividend List

FUND YEAR	AMOUNT
2016	\$293.69
TOTAL	\$293.69

**MOTION TO APPROVE RESOLUTION # 19-17
APPROVAL FOR PAYMENT OF 2016 DIVIDEND LIST**

MOTION: Commissioner Shives
SECOND: Commissioner Laureigh
ROLL CALL VOTE: Unanimous

**MOTION TO ACCEPT CLAIMS/IMPREST TRANSFERS FOR MARCH
AND APRIL 2017 AS CERTIFIED BY THE TREASURER**

MOTION: Commissioner Shives
SECOND: Commissioner Gross
ROLL CALL VOTE: Unanimous

Copy of the Treasurer's Report made a part of the Minutes.

EXECUTIVE DIRECTOR:

AUDITOR AND ACTUARY YEAR-END REPORTS - Ms. Lauren Holman was present to review the 2016 year end audit. Ms. Holman reported that the Independent Audit Report had a clean opinion and that it was unmodified with no exceptions. She further reported that the Review of Internal Controls drew no comments or findings. Ms. Holman informed the Board that the Fund is very healthy financially. She asked if there were any questions from the Board on the Auditors' report. Hearing none, Mr. Sacco indicated that the enclosed Resolution had to be adopted and the Group Affidavit had to be executed.

**MOTION TO APPROVE YEAR-END FINANCIALS, ADOPT
RESOLUTION # 15-17 AND EXECUTE GROUP AFFIDAVIT
INDICATING THAT MEMBERS OF THE EXECUTIVE
COMMITTEE HAVE READ THE GENERAL COMMENTS SECTION
OF THE AUDIT REPORT**

MOTION: Commissioner Gross
SECOND: Commissioner Shives
ROLL CALL VOTE: Unanimous

AGGREGATE LOSS FUND CONTINGENCY – Mr. Sacco reported that beginning with the 2016 Fund year, the MEL implemented a Retrospective Rating Program. He further reported that the MEL billed member JIFs only 85% of its expected claims fund and will bill balance to the JIFs that exceed that amount. Additional billing will be capped at 125% - which was determined based on the JIF's claims experience. Mr. Sacco advised that for 2016 and 2017, the Ocean JIF's cap is 125% of the expected claims fund. He indicated that the Ocean JIF

funded this corridor in the budget. Mr. Sacco informed the Board that Resolution #16-17 documents prior authorization for the creation of an aggregate loss fund contingency account and the transfer of the funding collected with the 2016 and 2017 assessments. He noted that each year, the JIF will decide how much of this corridor to fund and transfer to this account and documenting this change was a recent recommendation in the MEL's internal audit. Mr. Sacco asked if there were any questions. Hearing none, he asked for a motion to adopt Resolution #16-17.

MOTION TO ADOPT RESOLUTION #16-17 DOCUMENTING THE CREATION OF THE AGGREGATE LOSS FUND CONTINGENCY ACCOUNT.

MOTION: Commissioner Laureigh
SECOND: Commissioner Gross
ROLL CALL VOTE: Unanimous

NATIONAL FLOOD INSURANCE PROGRAM – Mr. Sacco reported that the MEL is recommending that each JIF adopt a resolution supporting legislative action to reauthorize the NFIP program as most municipalities in the MEL have properties in flood zones. He noted that it is critical that Congress acts to continue the National Flood Insurance Program. He added that the MEL is also recommending that each JIF pass the resolution onto its members for their action as well.

MOTION TO ADOPT RESOLUTION #17-17 URGING REPRESENTATIVES FROM THE STATE OF NEW JERSEY TO SUPPORT THE LEGISLATIVE ACTION TO RE-AUTHORIZE AND EXTEND THE NATIONAL FLOOD INSURANCE PROGRAM (NFIP)

MOTION: Commissioner Shives
SECOND: Commissioner Gross
ROLL CALL VOTE: Unanimous

PAY TO PLAY – Mr. Sacco reported that the Executive Committee awarded 2015, 2016 and 2017 JIF contracts to the Fund professionals pursuant to the Fair and open process. He noted that the appointments were made for a three-year term for all professionals, except the Fund's attorney. He advised that the end of that term is approaching and the Fund will need to advertise for all fund professional positions for the 2018, 2019, and 2020 fund years. Mr. Sacco referred to a copy of the legal notice and the criteria enclosed in the agenda booklet and indicated that the Fund will have to advertise, pursuant to N.J.S.A. 19:44A-20.4 et. seq for the positions of :

Fund Executive Director
Fund Attorney
Fund Defense Attorney
Fund Actuary
Fund Auditor
Fund Risk Management Consultant

Fund Claims Administrator
Fund Loss Control Consultant
Fund Right to Know Provider
Fund Treasurer
Fund Managed Care Provider
Fund Underwriting Manager

He then asked for a motion to adopt Resolution 18-17 authorizing the issuance.

MOTION TO ADOPT RESOLUTION # 18-17 AUTHORIZING THE ISSUANCE OF THE OCEAN JIF RFQ AND TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ADVERTISE FOR CERTAIN FUND PROFESSIONAL POSITIONS FOR FUND YEARS, 2018, 2019 AND 2020 PURSUANT TO THE FAIR AND OPEN PROCESS AND TO N.J.S.A. 19:44A-20.4 ET. SEQ. USING PRIOR ESTABLISHED CRITERIA

MOTION:	Commissioner Gross
SECOND:	Commissioner Laureigh
ROLL CALL VOTE:	Unanimous

MEL RISK MANAGEMENT CONSULTANT ACCREDITATION PROGRAM - Mr. Sacco reminded the Board that the MEL is instituting a program to recognize the MEL's numerous experienced RMCs and train new staff. He added that producers who complete this program may use the designation "MEL Accredited Risk Management Consultant". To achieve accreditation, a RMC must complete the four all day sessions that will be conducted over a six month period.

CYBER LIABILITY INSURANCE TWO-PART WEBINAR SERIES - Mr. Sacco informed the Board that the second part of the webinar is scheduled for May 23rd at 2:00 pm. He then referred to the copy of the announcement enclosed within the agenda packet.

CYBER TRAINING SESSIONS – Mr. Sacco informed the Board that a cyber security training session has been scheduled for June 15th in the Brick Township Municipal Building and advised that program flyers will be distributed to the membership via email. He added that the training session has also been approved for 1.5 CEU's for CFO, CTC, RMC, CPWM, QPA, and Certified Recycling Professionals.

2017 FINANCIAL DISCLOSURE FORMS - Mr. Sacco reported that Mr. Thorpe has provided all Fund Commissioners and Professionals with their login information needed to complete their Financial Disclosure filing for the Ocean JIF. He advised that the filing deadline has been extended to May 31st.

DUE DILIGENCE REPORTS - Mr. Sacco referred the Committee to the Financial Fast Track chart as of March 31st contained within the agenda booklet. He reported that the Fund had an excellent month in March picking up 1.3 million in surplus and advised that the statutory surplus position is 13.1 million.

ATTORNEY:

Mr. Zabarsky advised that he had nothing to report.

SAFETY DIRECTOR:

Mr. Mirarchi reviewed the March and April activities and the May agenda. He advised the Committee of upcoming meetings and trainings. He then referred to the Safety Director's bulletins that were recently released enclosed within the agenda booklet.

Copy of the Safety Director's Report made a part of the Minutes

UNDERWRITING MANAGER:

Mr. Thorpe referred to the list of certificates that were issued for the months of March and April.

List of Certificates made part of the Minutes.

RISK MANAGEMENT CONSULTANT:

Mr. Avalone reported that there are Elected Officials training deadline has been extended to May 31, 2017. He referred to the online instructions. He noted that the credit will be applied to 2018 assessments.

Mr. Avalone then reviewed the spotlight MEL bulletin for the month pertaining to Fireworks Displays and Amusement Ride requireents.

Lastly, Mr. Avalone referred to the Ocean JIF Cyber Claims Reporting Information and the cyber claims roadmap. He noted that it is imperative that members take advantage of the services available and immediately call the claims administrators and data breach hotline when confronted with a cyber breach and ransomware incident.

Copy of the Risk Manager's Report made a part of the Minutes.

MANAGED CARE:

Ms. Jacob referred the Committee to her report contained in the agenda booklet. She informed the Committee that for the month of April, there was a savings of \$871,242.33 or 57.45% on the medical billing for Workers' Compensation claims.

OLD BUSINESS:

None

NEW BUSINESS:

None.

MEETING OPENED TO PUBLIC FOR COMMENT:

No Public Comments were made,

PUBLIC COMMENT PORTION OF THE MEETING CLOSED

MOTION TO ENTER EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PENDING AND THREATENING LITIGATION:

MOTION:	Commissioner Shives
SECOND:	Commissioner Laureigh
VOTE:	Unanimous

MOTION TO ADJOURN EXECUTIVE SESSION:

MOTION:	Commissioner Laureigh
SECOND:	Commissioner Shives
VOTE:	Unanimous

MOTION TO APPROVE PAYMENT OF CLAIMS AS DISCUSSED IN EXECUTIVE SESSION, THE FOLLOWING PARS WERE APPROVED:

Workers Compensation

- 20177095848
- 001252285
- 2017095993
- 2017089196
- 001252177
- 001199817
- 001251578

GL, AL, and Property claims

- 2017097223
- 001193180
- 0012048321
- 2017096806

MOTION: Commissioner Shives
SECOND: Commissioner Laureigh
ROLL CALL VOTE: Unanimous

MOTION TO ADJOURN MEETING:

MOTION: Commissioner Laureigh
SECOND: Commissioner Gross
VOTE: Unanimous

Meeting Adjourned at: 3:30 PM

NEXT MEETING: July, 2017 3:00 PM
Toms River Municipal Building
33 Washington Street
Toms River, NJ 08754

- Secretary

OCEAN COUNTY MUNICIPAL JOINT INSURANCE FUND BILLS LIST

Resolution No. 12-17

APRIL 2017

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

BE IT RESOLVED that the Ocean County Municipal Joint Insurance Fund's Executive Board, hereby authorizes the Fund 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 Fund.

FUND YEAR 2016

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001217			
001217	BEACHWOOD BOROUGH	MAINTAINING THE COURSE AWARD 3/2017	225.00
			225.00
001218			
001218	POINT PLEASANT BEACH BOROUGH	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001219			
001219	SHIP BOTTOM BOROUGH	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001220			
001220	TOMS RIVER TOWNSHIP	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001221			
001221	BARGEGAT LIGHT BOROUGH	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001222			
001222	BAY HEAD BOROUGH	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001223			
001223	LAKEHURST BOROUGH	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001224			
001224	LONG BEACH TOWNSHIP	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001225			
001225	SEASIDE PARK BOROUGH	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001226			
001226	TUCKERTON BOROUGH	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001227			
001227	OCEAN TOWNSHIP	MOST IMPROVE D AWARD 03/2017	500.00
			500.00
001228			
001228	SEASIDE HEIGHTS BOROUGH	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001229			
001229	STAFFORD CATERING AT THE	MAINTAINING THE COURSE AWARD 03/2017	225.00

			225.00
001230			
001230	PERRY TROPHY CO.	GLASS & PLAQUES - 3/2/17	137.00
			137.00
001231			
001231	LACEY TOWNSHIP	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001232			
001232	BRICK TOWNSHIP	MAINTAINING THE COURSE AWARD 3/2017	225.00
			225.00
001233			
001233	HARVEY CEDARS BOROUGH	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001234			
001234	JACKSON TOWNSHIP	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001235			
001235	PINE BEACH, BOROUGH OF	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001236			
001236	SOUTH TOMS RIVER, BOROUGH OF	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001237			
001237	MANCHESTER, TOWNSHIP OF	THOMAS REENKIN AWARD 03/2017	1,000.00
			1,000.00
001238			
001238	BEACH HAVEN, BOROUGH OF	MAINTAINING THE COURSE AWARD 3/2017	225.00
			225.00
001239			
001239	SURF CITY, BOROUGH OF	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001240			
001240	BARNEGAT TOWNSHIP	EXTRA=ORDINARY EFFORT AWARD 03/2017	500.00
			500.00
001241			
001241	ISLAND HEIGHTS BOROUGH	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001242			
001242	LAKWOOD TOWNSHIP	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001243			
001243	PLUMSTED TOWNSHIP	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001244			
001244	POINT PLEASANT BOROUGH	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00
001245			
001245	LAVALLETTE, BOROUGH OF	MAINTAINING THE COURSE AWARD 03/2017	225.00
			225.00

Total Payments FY 2016

7,762.00

FUND YEAR 2017

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001246			
001246	MUNICIPAL EXCESS LIABILITY JIF	FAITHFUL PERFORMANCE BOND 2ND QTR 2017	5,175.43
			5,175.43
001247			
001247	MUNICIPAL EXCESS LIABILITY JIF	MEL PROPERTY 2ND QTR 2017	224,538.24
001247	MUNICIPAL EXCESS LIABILITY JIF	MEL 2ND QTR 2017	815,620.76
			1,040,159.00
001248			
001248	APEX INSURANCE SVS, c/o XL INSURANCE	TECH ERRORS & OMISSIONS 2OF2'17	13,113.00
			13,113.00
001249			
001249	APEX INS SVS, c/o QBE INSURANCE	VOLUNT EMRG SERV DIR & OFF 2OF2'17	16,399.00
001249	APEX INS SVS, c/o QBE INSURANCE	POL/EPL 2 OF 2 INSTALLMENT - 20'17	714,195.50
			730,594.50
001250			
001250	QUAL-LYNX	OUTSIDE ADJUSTER - 04/2017	5,598.10
001250	QUAL-LYNX	CLAIM ADJUSTING SERVICES - 04/2017	57,504.97
			63,103.07
001251			
001251	J.A. MONTGOMERY RISK CONTROL	LOSS CONTROL SERVICES - 04/2017	10,307.34
			10,307.34
001252			
001252	PERMA	POSTAGE FEE 03/2017	10.13
001252	PERMA	EXECUTIVE DIRECTOR FEE 04/2017	24,489.00
			24,499.13
001253			
001253	THE ACTUARIAL ADVANTAGE	ACTUARIAL CONSULTING SERVICES - 04/2017	3,775.00
			3,775.00
001254			
001254	CITTA, HOLZAPFEL & ZABARSKY PC	LITIGATION MANAGEMENT - 03/2017	17,936.50
001254	CITTA, HOLZAPFEL & ZABARSKY PC	ATTORNEY FEE 03/2017	3,531.41
			21,467.91
001255			
001255	CONSOLIDATED SERVICES GRP, INC	MANAGED CARE SERVICES - 04/2017	24,127.81
			24,127.81
001256			
001256	WILLIAM GAROFALO	TREASURER FEE 04/2017	2,922.33
			2,922.33
001257			
001257	MUNICIPAL EXCESS LIABILITY JIF	MSI 2ND QTR 2017	23,744.71
			23,744.71
001258			
001258	ALLSTATE INFORMATION MANAGEMNT	ACCT: 411 - ACT & STOR 2/28/2017	60.56
			60.56
001259			
001259	CONNER STRONG & BUCKELEW	UNDERWRITING MANAGER FEE 04/2017	961.92
			961.92
001260			

001260	EXECU-TECH, INC.	WEBSITE DEVELOPER MONTHLY FEE 4/2017	200.00
			200.00
001261			
001261	CONNER STRONG & BUCKELEW	RMC FEE 2ND QTR 2017	152,992.00
			152,992.00
		Total Payments FY 2017	2,117,203.71

TOTAL PAYMENTS ALL FUND YEARS \$ 2,124,965.71

CHAIRPERSON

Attest:

Dated: _____

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

Treasurer

**OCEAN COUNTY MUNICIPAL JOINT INSURANCE FUND
SUPPLEMENTAL BILLS LIST**

Resolution No. 13-17

APRIL 2017

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

BE IT RESOLVED that the Ocean County Municipal Joint Insurance Fund’s Executive Board, hereby authorizes the Fund 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 Fund.

FUND YEAR 2016

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001229			
001229	STAFFORD CATERING AT THE	VOIDED	-225.00
			-225.00
001262			
001262	STAFFORD TOWNSHIP	MAINTAINING THE COURSE AWARD 3/17	225.00
			225.00
Total Payments FY 2016			-0-

TOTAL PAYMENTS ALL FUND YEARS \$ -0-

CHAIRPERSON

Attest:

Dated: _____

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

Treasurer

OCEAN COUNTY MUNICIPAL JOINT INSURANCE FUND BILLS LIST

Resolution No. 14-17

MAY 2017

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

BE IT RESOLVED that the Ocean County Municipal Joint Insurance Fund's Executive Board, hereby authorizes the Fund 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 Fund.

FUND YEAR 2016

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001264			
001264	J.A. MONTGOMERY RISK CONTROL	2016 RIGHT TO KNOW - 4/11/2017	18,239.59
			18,239.59
001265			
001265	AWARDS OF BRICK	SAFETY AWARDS GIVEAWAY - 4/2017	1,497.00
			1,497.00
001266			
001266	EAGLESWOOD TOWNSHIP	MAINTAINING THE COURSE AWARD 3/2017	225.00
			225.00
001267			
001267	LITTLE EGG HARBOR, TWP.	MAINTAINING THE COURSE AWARD 3/2017	225.00
			225.00
001268			
001268	OCEAN GATE BOROUGH	MAINTAINING THE COURSE AWARD 3/2017	225.00
			225.00
		Total Payments FY 2016	20,411.59

FUND YEAR 2017

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001269			
001269	APEX INS SVS, c/o BEAZLEY	TECH ERRORS & OMISSIONS 2OF2 INSTALL	7,874.00
			7,874.00
001270			
001270	QUAL-LYNX	OUTSIDE ADJUSTER - 05/2017	5,598.10
001270	QUAL-LYNX	CLAIM ADJUSTING SERVICES - 05/2017	57,504.97
			63,103.07
001271			
001271	J.A. MONTGOMERY RISK CONTROL	LOSS CONTROL SERVICES - 05/2017	10,307.34
			10,307.34
001272			

001272	PERMA	POSTAGE FEE 04/2017	39.14
001272	PERMA	EXECUTIVE DIRECTOR FEE 05/2017	24,489.00
			24,528.14
001273			
001273	THE ACTUARIAL ADVANTAGE	ACTUARIAL CONSULTING SERVICES 5/2017	3,775.00
			3,775.00
001274			
001274	CITTA, HOLZAPFEL & ZABARSKY PC	SEMINARS BEACHWOOD & BRICK -04/2017	2,000.00
001274	CITTA, HOLZAPFEL & ZABARSKY PC	ATTORNEY FEE 04/2017	3,531.41
001274	CITTA, HOLZAPFEL & ZABARSKY PC	LITIGATION MANAGEMENT - 05/01/2017	15,583.00
			21,114.41
001275			
001275	CONSOLIDATED SERVICES GRP, INC	MANAGED CARE SERVICES - 05/2017	24,127.81
			24,127.81
001276			
001276	WILLIAM GAROFALO	TREASURER FEE 05/2017	2,922.33
			2,922.33
001277			
001277	CONNER STRONG & BUCKELEW	UNDERWRITING MANAGER FEE 05/2017	961.92
			961.92
001278			
001278	EXECU-TECH, INC.	WEBSITE DEVELOPER MONTHLY FEE 05/2017	200.00
			200.00
		Total Payments FY 2017	158,914.02

TOTAL PAYMENTS ALL FUND YEARS \$ 179,325.61

Resolution No. 15-17

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

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

WHEREAS, the Annual Report of Audit for the year 2016 has been filed by the appointed Fund Auditor with the Secretary of the Fund as per the requirements of N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36, and a copy has been received by each Fund Commissioner, 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 Fund Commissioners of the Fund shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all Fund Commissioners have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments
and
Recommendations

and

WHEREAS, the Fund 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 Fund Commissioners.

WHEREAS, such resolution of certification shall be adopted by the Fund 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 Fund 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 Fund 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 Fund Commissioners of the **Ocean County Municipal Joint Insurance Fund**, hereby state that they have 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: MAY 11, 2017

RESOLUTION NO: 16-17

OCEAN COUNTY MUNICIPAL JOINT INSURANCE FUND
(hereafter referred to as “the FUND”)
CONFIRMING THE CREATION OF AN AGGREGATE LOSS FUND CONTINGENCY
ACCOUNT AND THE ANNUAL TRANSFER

WHEREAS, NJAC 11:15-2.23 (f) 2 permits the FUND to establish an Aggregate Loss Fund Contingency Account and make annual contributions to this account, and

WHEREAS, this regulation provides that this account may be utilized solely for the replenishment of a claim or loss retention account for losses in excess of budgeted losses for a fund year, and

WHEREAS, the FUND appropriated \$477,032 in 2016 and \$125,970 in 2017 to the Aggregate Loss Fund Contingency Account, and

WHEREAS, the FUND shall notify the NJ Department of Banking and Insurance within 30 days of transfers of monies from this account to a claim or loss retention account, and

WHEREAS, while this regulation permits the FUND to release without reservation funds not utilized from this account after completion of the second preceding year, and

WHEREAS, the FUND shall notify the Department in writing within 30 days of any release or prior contributions, and

WHEREAS, the FUND’s Executive Committee declares that it is their intention not to release surplus from the Aggregate Loss Fund Contingency Account until this account has a balance at least equal to the statutory surplus that would be required of a reciprocal insurer domiciled or admitted to conduct business in New Jersey writing the same kinds and amounts of insurance as the FUND.

NOW, THEREFORE BE IT RESOLVED by the FUND’s Governing Body that it hereby creates an Aggregate Loss Fund Contingency Account, and

BE IT FURTHER RESOLVED that the FUND’s Governing Body transfers to the Aggregate Loss Fund Contingency Account the amount of \$477,032 plus interest collected with 2016 FUND assessments and the amount of \$125,970 plus interest collected with the 2017 FUND.

ADOPTED:

This day before the Governing Body:

RESOLUTION NO: 17-17

OCEAN COUNTY MUNICIPAL JOINT INSURANCE FUND

**RESOLUTION TO URGE REPRESENTATIVES FROM THE
STATE OF NEW JERSEY**

TO

**SUPPORT THE LEGISLATIVE ACTION TO RE-AUTHORIZE AND EXTEND
THE NATIONAL FLOOD INSURANCE PROGRAM (“NFIP”)**

WHEREAS, floods are the most common and most destructive natural disasters in the United States; and

WHEREAS, the National Flood Insurance Act authorizes a National Flood Insurance Program (“NFIP”); and

WHEREAS, the NFIP is a Federal program created by Congress to mitigate future flood losses nationwide and to provide access to affordable, federally backed flood insurance protection for property owners; and

WHEREAS, the NFIP is designed to provide an insurance alternative to disaster assistance to meet the escalating costs of repairing damage to buildings and their contents caused by floods; and

WHEREAS, New Jersey is fourth in the nation in the number of NFIP policies enforced and third in total value of claims paid; and

WHEREAS, five hundred and fifty-two communities in New Jersey participate as members of the NFIP which amounts to over 230,000 policies throughout the State of New Jersey; and

WHEREAS, the NFIP maintains a significant role in providing financial protection against flood events to New Jersey residents; and

WHEREAS, the NFIP is set to expire on September 30, 2017; and

WHEREAS, the expiration of this program could cause catastrophic loss of insurance coverage against flooding which is the number one cause of loss of property throughout the United States; and

WHEREAS, in the event the program were to expire, the consequences in the form of disruption of coverage and the potential financial burdens to residents throughout the State of New Jersey will be of great economic significance; and

WHEREAS, the purpose of this Resolution is to urge the area Federal Representatives to support the extension of the NFIP which promotes the public health, safety and general

welfare and minimizes public and private losses due to flooding events in the State of New Jersey

NOW, THEREFORE, BE IT RESOLVED, that the Ocean County Municipal Joint Insurance Fund (hereinafter the “FUND”) hereby urges its area Federal Legislators and Representatives to take any and all necessary action to insure that the National Flood Insurance Program is extended beyond the September 30, 2017 expiration date.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be forwarded to area Federal Legislators and Representatives.

BE IT FURTHER RESOLVED, that a copy of this resolution shall be forwarded to members of the FUND urging them to adopt it as well.

ADOPTED:

This day before the Governing Body:

RESOLUTION NO. #18-17
RESOLUTION OF THE OCEAN COUNTY MUNICIPAL JOINT
INSURANCE FUND

WHEREAS, the Ocean County Municipal Joint Insurance is constituted as a Municipal Self Insurance Fund and is subject to certain requirements of the Local Public Contracts Law; and

WHEREAS, the Executive Committee finds that it is necessary and appropriate to advertise Requests for Qualifications (RFQ) on behalf of the Ocean County Municipal Joint Insurance Fund for all professional positions; and

WHEREAS, the appointment of such professionals is required and necessary to meet the purposes of the Ocean County Municipal Joint Insurance Fund; and

WHEREAS, although the Local Public Contracts Law, N.J.S.A.40A: 11-1 et seq., authorizes the award of contracts for “Professional Services” without competitive bids, the Ocean County Municipal Joint Insurance Fund will publish a request for Qualifications for professional service contracts in accordance with competitive negotiation procedure which satisfies the requirements of a fair and open process un N.J.S.A. 19:44A-20.4 et seq.; and

NOW, THEREFORE, BE IT RESOLVED by the Executive Committee of the Ocean County Municipal Joint Insurance Fund that it does hereby establish and adopt the approved criteria presented to the Executive Committee for the establishment and advertisement of RFQ’s for all professional positions for fund years 2018, 2019 and 2020 ;

BE IT FURTHER RESOLVED that the Chairman of the Ocean County Municipal Joint Insurance Fund is hereby authorized to execute this resolution;

OCEAN COUNTY MUNICIPAL JOINT INSURANCE FUND DIVIDENDS LIST

Resolution No. 19-17

APRIL 2017

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

BE IT RESOLVED that the Ocean County Municipal Joint Insurance Fund's Executive Board, hereby authorizes the Fund 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 Fund.

FUND YEAR Closed

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001263			
001263	BERKELEY TOWNSHIP	2016 DIVIDEND	293.69
			293.69
		Total Payments Closed Year	293.69

TOTAL PAYMENTS ALL FUND YEARS \$ 293.69