

December 16, 2020
MEETING BEING HELD TELEPHONICALLY
Call In Number: 1-929-205-6099 US (New York)

Meeting ID: 917 2068 9373
(Please note a passcode is not required)

OR

Join via computer link
<https://permainc.zoom.us/j/91720689373>

Meeting ID: 917 2068 9373
*(Enter Meeting ID when prompted – please note a passcode **is not required**)*

10:30 AM

AGENDA AND REPORTS

The Executive Committee of the New Jersey Utility Authorities Joint Insurance Fund will conduct its **December 16, 2020** meeting **electronically**, in accordance with the Open Public Meetings Act, **N.J.S.A. 10:4-6 et seq.** and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9, 2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey.

NOTICE OF THIS MEETING WAS GIVEN BY (1) SENDING SUFFICIENT NOTICE HERewith TO THE STAR LEDGER, (2) FILING ADVANCE WRITTEN NOTICE OF THIS MEETING WITH THE CLERK/ADMINISTRATOR OF EACH MEMBER AUTHORITY AND (3) POSTING A COPY OF THE MEETING NOTICE ON THE PUBLIC BULLETIN BOARD OF ALL MEMBER AUTHORITIES

NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND
MEETING: December 16, 2020
MEETING BEING HELD TELEPHONICALLY
10:30 AM

-
- MEETING CALLED TO ORDER - OPEN NOTICE READ**
 - ROLL CALL OF EXECUTIVE COMMITTEE**
 - APPROVAL OF MINUTES: November 17, 2020.....Appendix I**

CORRESPONDENCE: None

REPORTS

EXECUTIVE DIRECTOR/ADMINISTRATOR – Perma Risk Management Svcs
.Executive Director's Report.....Page 1

TREASURER – Stuart Neuhof
.Vouchers Report – December billsPage 23
.Monthly Reports Page 25

ATTORNEY –Robert Budes, Esquire

MANAGED CARE – QualCare
.Monthly Report.....Page 40

SAFETY DIRECTOR – JA Montgomery
.Monthly Report and Agenda.....Page 44

CLAIMS SERVICE – Qual-Lynx Associates

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

RESOLUTION - EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSES
PERSONNEL - SAFETY AND PROPERTY OF PUBLIC – LITIGATION

1. Payment Authority Requests

MEETING ADJOURNED

New Jersey Utility Authorities Joint Insurance Fund

9 Campus Drive, Suite 216

Parsippany, NJ 07054-4412

Telephone (201) 881-7632 Fax (201) 881-7633

Date: December 16, 2020

Memo to: Executive Committee
New Jersey Utility Authorities Joint Insurance Fund

From: Cathleen Kiernan

Subject: Executive Director's Report

- ❑ **Coverage/Finance Committee:** A combined meeting of the Coverage and Finance Committee for December has been scheduled to review the excess renewals, and review of fund professional proposals for 2021-2023.
- ❑ **2021 Membership Renewals:** Membership documents were sent out following the July meeting. Attached is a list of members scheduled to renew fund membership by January 1, 2021. To date 31 of the 35 members submitted their documents to renew with the fund. Renewals were due back in the fund office by October 1, 2020. Fund office is following up with members yet to submit their documents.
- ❑ **2021 Budget:** In accordance with regulations, the budget adopted by the Fund has been advertised in the Fund's official newspaper. In addition, PERMA mailed the budget to member authorities and is in the process of filing with the state.
- ❑ **2021 Billings:** In accordance with the Fund's bylaws, bills have been mailed to member authorities and are due and payable by January 15, 2021. Any payments not received by February 1st will be subject to a late penalty retroactive to the due date.
- ❑ **Remote Public Meetings:** The Division of Local Government Services issued Local Finance Notice LFN2021-21 regarding holding remote public meetings during a declared emergency. Enclosed is Resolution 34-20 following the format adopted by the MEL.
- ❑ **2020/2021 Elected Officials Seminar:** This year's Elected Officials Seminar focused on ways to prevent employment practices lawsuits. The course was conducted as part of the League of Municipalities Virtual Conference. In addition to holding this seminar at the Virtual Conference conducted by League of Municipalities, we have now posted the course to the MEL's Learning Management System. Attached are the directions to follow to complete the course.

The MEL will provide a credit of \$250 against each member's assessment for each a elected official and authority commissioner who completes the course by May 1, 2021. The credit is also extended to the member's CEO (i.e. municipal manager/administrator or authority executive director). The maximum credit is 5% of the member's MEL JIF assessment.

- ❑ **MEL:** The MEL Board of Fund Commissioners conducted its meeting on November 18, 2020 via Zoom. Enclosed is a copy of Commissioner Rutkowski’s report on the meeting.

The 2021 Reorganization meeting for the MEL is scheduled for Monday, January 6, 2021 at 11:15 am via Zoom.

- ❑ **Residual Claims Fund (RCF):** The RCF scheduled its 2021 Reorganization scheduled for Monday, January 6, 2021 at 10:30 AM via Zoom.

- ❑ **Environmental JIF:** The EJIF met on November 18, 2020 via Zoom. A copy of Commissioner Rutkowski’s report on the meeting is enclosed.

The EJIF’s 2021 Reorganization meeting is scheduled for 10:50 am on Monday, January 6, 2021 via Zoom.

- ❑ **2021 Fund Reorganization:** The Fund’s Reorganization Meeting has been scheduled for January 27, 2021 at 10:30 AM via Zoom Audio/Video due to the ongoing health crisis.

- ❑ **Due Diligence Reports**

- ❑ Financial Fast Track Report Page 11
- ❑ Interest Rate Comparison Report *not available for the month*
- ❑ Expected Loss Ratio Page 12
- ❑ Claim Activity Report Page 13
- ❑ Lost Time Accident Frequency Report Page 14
- ❑ Lost Time Accident Frequency JIF All Page 16
- ❑ Lost Days Report Page 17
- ❑ POL/EPL – Compliance Status List – as of 12/9/20 Page 19
- ❑ RMC Resolution & Agreement Status List – as of 12/9/20 Page 21
- ❑ Regulatory Compliance Check List - as of 12/9/2020 Page 22