

**CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND
OPEN MINUTES
MEETING – JANUARY 23, 2012
BERLIN BOROUGH COMMUNITY CENTER 5:15 PM**

Meeting of Executive Committee called to order by Michael Mevoli, Chairman. Open Public Meetings notice read into record.

**PLEDGE OF ALLEGIANCE
MOMENT OF SILENCE OBSERVED**

ROLL CALL OF EXECUTIVE COMMITTEE:

Michael Mevoli, Chairman	Borough of Brooklawn	Present
M. James Maley, Secretary	Borough of Collingswood	Present
Richard Michielli	Borough of Magnolia	Present
Louis DiAngelo	Borough of Bellmawr	Present
Anthony Beatrice	Borough of Runnemede	Present
Terry Shannon	Borough of Barrington	Present
M. Joseph Wolk	Borough of Mount Ephraim	Present

EXECUTIVE COMMITTEE ALTERNATES:

Neal Rochford	Borough of Haddonfield	Present
Jack Lipsett	Gloucester City	Present
Joseph Gilson	Cherry Hill Fire District #13	Present

APPOINTED OFFICIALS PRESENT:

Executive Director/Administrator	PERMA, Risk Management Services Brad Stokes Nancy A. Ghani
Attorney	Brown & Connery Joseph Nardi, Esquire
Claims Service	CompServices Lisa Graiff
Safety Director	J.A. Montgomery Risk Control John Saville John Lapatchka
Treasurer	Richard Schwab
Managed Care	Consolidated Services Group Stephen McNamara
Underwriting Manager	Conner Strong & Buckelew Joseph Hrubash

FUND COMMISSIONERS PRESENT:

Lawrence Spellman, Voorhees
 Ari Messinger, Cherry Hill Alternate
 Millard Wilkinson, Berlin Boro
 Anita Mancini, Gibbsboro
 David Taraschi, Audubon
 Gary Passante, Somerdale

RISK MANAGEMENT CONSULTANTS PRESENT:

Mark von der Tann	Edgewood Associates
John McCrudden	Hardenbergh Ins. Group
Ilene Laursen	Conner Strong & Buckelew
Micheal Avalone	Conner Strong & Buckelew
Peter DiGiambattista, Jr.	Associated Partners Insurance
Roger Leonard	Leonard O'Neill Insurance Group
Terry Mason	M&C Insurance Agency, Inc.

ALSO PRESENT:

Joseph Harvey, J. Harvey & Associates

WELCOME: Mayor John Armano welcomed everyone to the Borough of Berlin Community Center.

APPROVAL OF MINUTES: OPEN SESSION OF NOVEMBER 28, 2011. THE NOVEMBER CLOSED SESSION MINUTES WERE NOT AVAILABLE FOR DISTRIBUTION AND WILL BE DISTRIBUTED FOR ADOPTION AT THE FEBRUARY MEETING.

MOTION TO APPROVE THE OPEN MINUTES OF NOVEMBER 28, 2011:

Motion:	Commissioner Beatrice
Second:	Commissioner Lipsett
Vote:	Unanimous

CORRESPONDENCE:

NONE

MOTION TO ADJOURN SINE DIE MEETING:

Motion:	Commissioner Michielli
Second:	Commissioner DiAngelo
Vote:	Unanimous

SINE DIE MEETING ADJOURNED - CHAIRMAN ASKED EXECUTIVE DIRECTOR TO RUN ELECTIONS OF OFFICERS, 5-MEMBER EXECUTIVE COMMITTEE, 3 ALTERNATES TO EXECUTIVE COMMITTEE

ROLL CALL OF ALL 2011 FUND COMMISSIONERS (OR ALTERNATES):

MEMBER	FUND COMMISSIONER	PRESENT
Audubon	David Taraschi	Yes
Audubon Park	Sandy Hook	No
Barrington	Terry Shannon	Yes
Bellmawr	Louis. P. DiAngelo	Yes
Berlin Boro	Millard Wilkinson	Yes

Berlin Twp	Catherine Underwood	No
Brooklawn	Michael Mevoli	Yes
Camden County Parking Authority	Angel Alamo	No
Cherry Hill	Ari Messinger Alternate	Yes
Cherry Hill Fire District	Joseph Gilson Jr.	Yes
Chesilhurst	Michael Blunt	No
Clementon	Lorraine Boyer	No
Collingswood	M. James Maley	Yes
Gibbsboro	Anita Mancini	Yes
Gloucester	Jack Lipsett	Yes
Haddon Twp	John Foley	No
Haddonfield	Neal Rochford	No
Hi-Nella	Catherine Connolly	No
Laurel Springs	Dawn Amadio	No
Lawnside	Tyrone Wakefield	No
Lindenwold	Robert Lodovici	No
Magnolia	Richard Michielli	Yes
Medford Lakes	Julie Keizer	No
Merchantville	Agnes Madden	No
Mt. Ephraim	M. Joseph Wolk	Yes
Oaklyn	Micheal Ritchie	No
Pine Hill	Patricia Hendricks	No
Pine Valley	Robert Mather	No
Runnemede	Anthony Beatrice	Yes
Somerdale	M. Gary Passante	Yes
Tavistock	Teresa Lappe	No
Voorhees	Lawrence Spellman	Yes
Winslow	Joseph Gallagher	No
Woodlynne	Laverne Davis	No

With 15 Commissioners present a quorum of 15 was achieved.

ELECTION OF 2012 CHAIRMAN, SECRETARY, 5-MEMBER EXECUTIVE COMMITTEE, 3 EXECUTIVE COMMITTEE ALTERNATES:

NOMINATIONS COMMITTEE – Executive Director read the slate of the 2012 committee, which was submitted by Commissioner Michielli, Chair of Nominating Committee::

OFFICERS:

Michael Mevoli – Borough of Brooklawn, Chairman
M. James Maley – Borough of Collingswood, Secretary

FIVE MEMBER EXECUTIVE COMMITTEE:

Richard Michielli – Borough of Magnolia
Louis DiAngelo - Borough of Bellmawr
Anthony Beatrice – Borough of Runnemede
Terry Shannon – Barrington Borough
M. Joseph Wolk – Borough of Mt. Ephraim

EXECUTIVE COMMITTEE ALTERNATES

#1 Neal Rochford – Borough of Haddonfield

- #2 Jack Lipsett – Gloucester City
- #3 Joseph Gilson – Cherry Hill Fire District #13

MOTION TO NOMINATE MICHAEL MEVOLI, BOROUGH OF BROOKLAWN AS CHAIR; M. JAMES MALEY, BOROUGH OF COLLINGSWOOD AS SECRETARY; RICHARD MICHIELLI, BOROUGH OF MAGNOLIA; LOUIS DIANGELO, BOROUGH OF BELLMAWR; ANTHONY BEATRICE, BOROUGH OF RUNNEMEDE, TERRY SHANNON, BOROUGH OF BARRINGTON, M. JOSEPH WOLK, BOROUGH OF MT. EPHRAIM FOR EXECUTIVE COMMITTEE AND NEAL ROCHFORD, BOROUGH OF HADDONFIELD AS ALTERNATE #1, JACK LIPSETT, GLOUCESTER CITY AS ALTERNATE #2 AND JOSEPH GILSON, CHERRY HILL FIRE DISTRICT #13 AS ALTERNATE #3:

Motion: Commissioner DiAngelo
 Second: Commissioner Beatrice

ADDITIONAL NOMINATIONS FOR EXECUTIVE COMMITTEE ENTERTAINED

Hearing no additional nominations,

MOTION TO CLOSE NOMINATIONS AND CONFIRM ELECTIONS:

Motion: Commissioner DiAngelo
 Second: Commissioner Beatrice
 Vote: 15 Ayes – 0 Nays

ATTORNEY ADMINISTERED OATH OF OFFICE TO OFFICERS AND TO THE EXECUTIVE COMMITTEE.

Chairman Mevoli called meeting to order.

ROLL CALL OF 2012 EXECUTIVE COMMITTEE:

Michael Mevoli, Chairman	Borough of Brooklawn	Present
M. James Maley, Secretary	Borough of Collingswood	Present
Richard Michielli	Borough of Magnolia	Present
Louis DiAngelo	Borough of Bellmawr	Present
Anthony Beatrice	Borough of Runnemedede	Present
Terry Shannon	Borough of Barrington	Present
M. Joseph Wolk	Borough of Mount Ephraim	Present

EXECUTIVE COMMITTEE ALTERNATES:

Neal Rochford	Borough of Haddonfield	Present
Jack Lipsett	Gloucester City	Present
Joseph Gilson	Cherry Hill Fire District #13	Present

2012 REORGANIZATION:

REORGANIZATION RESOLUTIONS: In August 2011, the board authorized the advertisement of RFQ's in accordance with a fair and open process pursuant to N.J.S.A. 19:44A-20.4 et. Seq. for fund year 2012 with consideration of fund years 2013 and 2014. The Contracts Committee reviewed the responses in November 2011 making their recommendation at the November fund meeting. Enclosed with the reorganization resolutions was Resolution 1-12 reflecting the responses and establishing compensation for Fund Year 2012, as well as Resolutions 2-12 through 6-12 for adoption.

RESOLUTION 1-12 APPOINTMENTS

- I. **PERMA Risk Management Services** is hereby appointed as **Administrator**, Mr. Bradford Stokes is appointed as Executive Director, Mr. James Kickham as Deputy Executive Director, and both as agent for process of services.

- II. Mr. Joseph Nardi, Esq. of **Brown & Connery, LLP** is hereby appointed as **Fund Attorney** and shall receive a retainer for administrative services, legal research and legal opinions. In addition, Brown & Connery, LLP. shall provide litigation management services. **Contract term to be one year.**

- III. **Mr. Richard Schwab** is hereby appointed as **Fund Treasurer. Contract term to be one year.**

- IV. **TD Bank** is hereby appointed as **Asset Manager** to the FUND. .08% of the market value of the FUND's invested assets. **Contract term to be one year with a "30 –day cancellation clause".**

- V. **Bowman & Company** is hereby appointed as **Fund Auditor. Contract term to be one year.**

- VI. **Bowman & Company** is hereby appointed as **Fund Payroll Auditor. Contract term to be one year.**

- VII. **CompServices Ins.** is hereby appointed as the **Claims Service Organization** for the FUND to adjust all claims for current and prior Fund Years. **Contract term to be one year with a two-year renewal to be negotiated.**

- VIII. **The Actuarial Advantage** is hereby appointed as **Actuary** for the FUND.

- IX. **J.A. Montgomery Risk Control** is hereby appointed **Loss Control Consultant** and **Right To Know Training Services** to the FUND.

- X. **J.A. Montgomery Risk Control** is hereby appointed **Property Appraiser** to the FUND.

- XI. **Conner Strong & Buckelew** is hereby appointed **Underwriting Manager** for the FUND.

- XII. **Interstate Mobile Care** is hereby appointed as the **Fund CDL Drug & Alcohol Monitor** for the FUND. **Contract term to be one year.**

- XIII. **Consolidated Services Group** is hereby appointed as the **Fund Managed Care Provider** for the FUND.

All professionals and service organizations appointed pursuant to this Resolution shall serve the Fund for three year term unless otherwise specified from the adoption of this Resolution or until a successor shall be appointed and qualified, in accordance with the fees, terms and conditions of the Professional Services Contract(s) which will be entered into, a copy of which will be on file in the Fund office, located at 250 Pehle Avenue-Suite 701, Plaza One, Saddle Brook, New Jersey 07663.

MOTION TO ADOPT RESOLUTION 1-12 CONFIRMING APPOINTMENT OF FUND PROFESSIONALS:

Motion: Commissioner Maley
Second: Commissioner Beatrice
Vote: 10 Ayes – 0 Nays

ORGANIZATION RESOLUTIONS

RESOLUTION 2-12 DESIGNATION FISCAL MANAGEMENT PLAN The Fiscal Management Plan includes escalating interest rates for delinquent assessments, which are tied to the New Jersey Cash Management Plan. In addition, the Fiscal Management Plan allows Cherry Hill Township to process their assessment payment based on a fiscal year operation.

I. Those banks listed as official depositories: TD Bank, TD Bank Asset Management, Wells Fargo Bank, Wells Fargo Unitized Trust (upon approval of appropriate authorities), the New Jersey Cash Management Plan, and any bank authorized to do business in the State of New Jersey within the guidelines of GUDPA (Governmental Unit Depository Protection Act).

II. Designation Of Authorized Signatures, Any Two Except For Checks Over \$50,000, Which Require Third Signature

Chairman	Michael Mevoli
Secretary	M. James Maley
Treasurer	Richard Schwab
Member Executive Committee	Terry Shannon

III. Designation Of Authorized Signatures For Claim Payments, One Of Which Must Be Treasurer For Amounts Over \$50,000

Joseph C. Santore Jr.
Donald J. Liskay

IV. Adoption of Cash and Investment Policy

V. The rate of interest assessed by the Fund, for delinquent assessments shall

- a. For the first 30 days - 0%
- b. For the 31 to 60 days - the rate paid by the N.J. Cash Management Fund rate plus (2) percent.
- c. For 61+ days – 10% percent per annum.

VI. The assessment due dates are January 31, 2012 for the first installment and June 15, 2012 for the second installment.

VII. Cherry Hill Township operates on a fiscal calendar year beginning July 1 and ending June 30. Cherry Hill Township assessment due dates are February 29, 2012 for the first installment and July 31, 2012 for the second installment.

VIII. Certifying and Approval Officer for all FUND expenses shall be the FUND's Executive Director and/or the Account Manager so designated by the Executive Director.

RESOLUTION 3-12 DESIGNATION OF PUBLIC MEETING PROCEDURES

The Camden County Municipal Joint Insurance Fund shall hold public meetings during the year 2012 at on the fourth Monday of each month (unless otherwise noted) at 5:15 p.m. in the following locations and the meeting of January 23, 2012, shall serve as the 2012 Reorganization Meeting:

February 27, 2012	Magnolia Borough	5:15 PM
March 26, 2012	Lindenwold Borough	5:15 PM
April 23, 2012	Woodlynne Borough	5:15 PM
Tuesday May 29, 2012	Runnemede Borough Senior Center	5:15 PM
June 25, 2012	Haddonfield Borough	5:15 PM
July 23 2012	Pine Hill Borough	5:15 PM
August 27, 2012	Barrington Borough	5:15 PM
September 24, 2012	Bellmawr Borough	5:15 PM
October 22, 2012	Collingswood Senior Center	5:15 PM
November 26, 2012	Brooklawn Senior Cmty Center	5:15 PM
December 24, 2012	Lawnside Borough	5:15 PM
January 28, 2013	Berlin Community Center	5:15 PM

In addition, the Camden County Municipal Joint Insurance Fund Claims Committee will meet to discuss pending litigation and claims on the Friday before the fourth Monday of every month at 10AM at the offices of Brown & Connery, LLP located at 360 Haddon Ave, Westmont, NJ 08108. The only exceptions to the Claims meeting schedule are November 23, 2012 in which the committee may meet in Atlantic City (time/location to be advertised at a later date).

II. Designation Of Official Newspapers

Courier Post, Cherry Hill, NJ. In addition, the MEL's webpage is designated for official notices – www.njmel.org

DESIGNATION OF SERVICE OF PROCESS

PERMA Risk Management Services

RESOLUTION 4-12 DESIGNATION OF SECRETARY AS CUSTODIAN OF RECORDS TO BE KEPT AND MAINTAINED AT THE FUND OFFICE AS REQUIRED BY THE FUND'S BYLAWS

RESOLUTION 5-12 AUTHORIZATION OF COMPENSATION TO EXECUTIVE COMMITTEE FOR MEETING ATTENDANCE AT EXECUTIVE COMMITTEE MEETINGS.

RESOLUTION 6-12 ESTABLISHING THE 2012 PLAN OF RISK MANAGEMENT.

Executive Director said the Underwriting Manager reviewed the Risk Management Plan and recommended for approval. Mr. Hrubash said there were several changes for the 2012 fund year, all of which were highlighted in the risk management plan. Mr. Hrubash said the property coverage is now handled by Zurich America and that Zurich will also serve as the Boiler and Machinery carrier. Mr. Hrubash also said that the Comp carrier has changed from

Chartis to Safety National. Mr. Hrubash said that there will be bulletin summarizing the changes sent to members in the near future.

MOTION TO ADOPT ORGANIZATIONAL RESOLUTIONS 2-12 THROUGH 6-12:

Motion: Commissioner Beatrice
Second: Commissioner DiAngelo
Roll Call Vote: 10 Ayes – 0 Nays

Organizational Resolutions & Risk Management Plan Made Part of Minutes.

EXECUTIVE DIRECTOR – Executive Director thanked the board for re-appointment.

CASH & INVESTMENT PLAN: The JIFs, HIFs and MEL issued a Request for Proposals for Banking Services and Asset Manager during 2011. Responses included an option to form a “unitized trust”. The Investment Committee is seeking quotes to secure a legal opinion on the permissibility of a Unitized Trust – which is expected to result in an increase in earnings.

We are recommending entering into a one-year contract with TD Bank, with a 30 day cancellation clause, so that we may consider the Unitized Trust, if deemed permissible. Attached is TD Bank’s pricing proposal and Compensating Balance Requirements – effective January 1, 2012.

COMMITTEE APPOINTMENTS: The Fund has eight standing committees. Enclosed in the agenda was a proposed list of the committee appointments for 2012, as well as a brief description of their charges. You are encouraged to volunteer to serve in the upcoming year.

AUDUBON HISTORICAL SOCIETY: Enclosed in the agenda was a quasi application from Audubon to add the Audubon Historical Society as a Class III Quasi. This class of quasi requires a resolution from Audubon adding this entity, which has not been received yet, but will be sent to the fund office once completed. If approved for coverage, there is an additional minimum assessment of \$500; however, historically, the fund has waived the JIF portion of \$375 and requested the same for the Audubon Historical Society.

MOTION TO APPROVE COVERAGE OF AUDUBON HISTORICAL SOCIETY AS A CLASS III QUASI AND WAIVE THE \$375 JIF PORTION OF THE ASSESSMENT:

Motion: Commissioner DiAngelo
Second: Commissioner Lipsett
Roll Call Vote: 10 Ayes – 0 Nays

2012 ASSESSMENTS: The 2012 Assessments were mailed via certified mail to all member towns on/about December 13th. First Installment payments are due by January 31, 2012. Please note that the Fund has a safe deposit box for assessment payments. A notice was included with the assessment billing with the safe deposit box address, which is:

**CAMDEN MUNICIPAL JOINT INSURANCE FUND
PO BOX 95000-3705
Philadelphia, PA 19195-0001**

RESIDUAL CLAIMS FUND 2012 REORGANIZATION MEETING: The Residual Claims Fund's 2012 Reorganization meeting was held on January 4, 2012 at 10:30 a.m. at the Forsgate Country Club. Enclosed in the agenda was a copy of Commissioner Wolk's report on the meeting.

E-JIF 2012 REORGANIZATION MEETING: The E-JIF 2012 Reorganization meeting was held on January 4, 2012 at 10:50 am in the Forsgate Country Club. Enclosed in the agenda was a copy of Commissioner Wolk's report on the meeting.

MEL 2012 REORGANIZATION MEETING: The MEL 2012 Reorganization meeting was held on January 4, 2012 at 11:15 am in the Forsgate Country Club. Enclosed in the agenda was a copy of Commissioner Wolk's report on the meeting.

EMPLOYMENT PRACTICES LIABILITY (EPL) PROGRAM: Every two years, the MEL updates its Employment Practices Compliance program, including the Model Personnel Manual and training programs. XL Insurance asked the MEL to continue this program – noting its value in loss control. Enclosed in the agenda was a copy of the correspondence mailed to members in November. Please visit the webpage www.njmel.org for model documents.

ELECTED OFFICIALS TRAINING: This year's elected officials training program will focus on Controlling Liability Costs. As in the past, the MEL will reduce each member's 2012 liability claims premium by \$250 for each municipal elected official and member's CEO (i.e. municipal manager/administrator). The maximum credit is 25% of the member's liability claims fund.

Mr. Nardi conducted a seminar in early January and there is a second seminar to be held on January 25, 2012 at 4:30PM at the Collingwood Senior Center.

RECORDS RETENTION & DISPOSITION SCHEDULE: We have recently determined that liability claims can not be destroyed sooner than 20 years after expiration of coverage year. All future requests to destroy liability claim records will follow this schedule.

HURRICANE IRENE (CAT 59) POSSIBLE ADDITIONAL REIMBURSEMENTS FROM FEMA: FEMA has informed us that if a JIF Member has submitted a claim to FEMA, then they may also be eligible to receive up to 100% of the insurance proceeds received for mitigation(preventing the conditions that caused the loss in the first place). So, if a member has a claim where the JIF pays them \$50,000.00, they may also be eligible to receive an additional \$50,000 from FEMA for work that will help prevent that same cause of loss in the future.

For example, a member had about \$120,000 in damages from Hurricane Irene. To help prevent a similar loss in the future, the member installed French drains around the building designed to help usher the water away from the building instead of it getting into the basement. This additional preventive work cost approximately \$40,000-\$50,000. If reported to FEMA, the member may be eligible to receive a reimbursement for the cost of this work from FEMA.

Therefore, it is important that if you have submitted a project worksheet to FEMA for Hurricane Irene, that you include the cost of any work done to prevent a similar loss in the future. For example, beams you may have constructed, retaining walls, French drains, etc.

FINANCIAL DISCLOSURE STATEMENTS: PERMA will be mailing Financial Disclosure forms for each Fund Commissioner. We would encourage all Fund Commissioners to complete these forms and provide two copies with original signatures to the Fund office on or before April 1, 2012. In accordance with State regulations, the Fund must file these disclosures with the Department of Community Affairs

INCLEMENT WEATHER PROCEDURE: As a reminder, PERMA has instituted a procedure for Commissioners to confirm whether or not a meeting has been canceled. The Executive Director will discuss with the Fund Chairman if the meeting should be canceled. In the event of an early morning or evening meeting(s), PERMA will provide a recorded message indicating the status of the meeting. The recorded message can be obtained by calling the Fund's main number (201) 587-0555 at any time of the day or night. For meetings that occur during the course of normal business hours, meeting status can be obtained by utilizing the same number.

DUE DILIGENCE REPORTS – Included in the agenda were due diligence reports as follows: the Financial Fast Track, Pure Loss Ratio Report, Claims Analysis by Fund Year, Claims Activity Report, Lost Time Frequency Report, Interest Rate Summary Comparison Report, and Regulatory Compliance Report.

The Financial Fast Track as of 12/31/11 was distributed for the board's information.

2011 CLAIMS REPORT: Executive Director said that a report summarizing the 2011 claims and safety will be provided for the board's review at the next meeting.

CLAIMS ADMINISTRATOR TRANSITION: Executive Director said the transfer of historical data is going well to date and that the transition has been seamless for the membership. Mr. Stokes wished to thank Scibal Associates for their cooperation during the process. Chairman Mevoli requested that the Executive Director send a letter to Scibal Associates thanking them on behalf of the fund. Mr. Stokes said CompServices' additional costs of file/records transfer did fall within the estimated and amount.

2012 BUDGET AMENDMENT: Executive Director said the 2012 budget, which was previously adopted, requires formal amendment for the following actions:

- Reduce Claims Administration line by \$50,000 – Mr. Stokes said the line item would be reduced to reflect CompServices contract and file transfer costs. Mr. Stokes said the reduction in that line item would result in a reduction in every member's 2nd installment assessment.
- Amend Cherry Hill's 2012 assessment – Mr. Stokes said Cherry Hill's 2012 assessment was initially calculated to increase by 8%. The Fund Actuary reviewed and agreed that Cherry Hill's increase could be modified to reflect an increase of 4.57%. Mr. Stokes said this action would not have an impact on other members.
- Voorhees – Mr. Stokes said the amended budget would include Voorhees, which was not included at the time of the November budget adoption since Voorhees had not officially submitted their renewal documents.

MOTION TO AMEND THE 2012 BUDGET AS DISCUSSED:

Motion: Commissioner Shannon
Second: Commissioner Lipsett
Roll Call Vote: 10 Ayes – 0 Nays

Executive Director's Report Made Part of Minutes.

TREASURER: Treasurer thanked the board for reappointment.

Report summarizing cash and investments as of November 2011 and December 2011 were included in the agenda.

Mr. Schwab spoke of the fees that TD Bank has been charging the funds and noted the MEL report included information on the recent activity to secure a different Asset Manager. Commissioner Shannon inquired if proposals were solicited and the frequency that they are done. Mr. Schwab said it was done approximately six months ago by the MEL on behalf of all the local funds, but a different Asset Manager could not be procured for a January 1st start. Discussion ensued and an audience member noted that their municipality had switched from TD Bank to Susquehanna Bank. Mr. Schwab said individual towns/municipalities could invest with any bank; however, the size of the MEL and its' local funds attract much larger financial institutions and the MEL Investment Committee secures those contracts on behalf of all the local funds.

Mr. Schwab said that he has been working with CompServices in setting up two claims accounts from which claims payments and transfers would be made out of.

Confirming Payment of December 2011 bills

TOTAL 2010	\$1,498.49
TOTAL 2011	\$85,999.07
TOTAL	\$87,497.56

Confirming Payment of December 2011 Dividends

TOTAL	\$138,950.85
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Approving Payment of Resolution 7-12 January 2012 Vouchers

CLOSED	\$2,781.00
TOTAL 2010	\$3,128.00
TOTAL 2011	\$651,723.60
TOTAL 2012	\$669,673.33
TOTAL	\$1,327,305.93

Confirmation of November 2011 Claims Payments/Certification of Claims Transfers:

2007	0.00
2008	31,963.04
2009	133,948.98
2010	103,337.17
2011	218,862.24
TOTAL	488,111.43

Confirmation of December 2011 Claims Payments/Certification of Claims Transfers:

2007	0.00
2008	37,196.35
2009	38,244.39
2010	127,246.92
2011	434,244.17
TOTAL	636,931.83

MOTION TO APPROVE RESOLUTION 7-12 VOUCHER PAYMENTS FOR JANUARY 2012:

Motion: Commissioner Wolk
 Second: Commissioner Gilson
 Roll Call Vote: 10 Ayes - 0 Nays

MOTION TO RATIFY & APPROVE CERTIFICATION OF CLAIMS/CONFIRMATION OF CLAIM PAYMENTS FOR THE MONTHS OF NOVEMBER & DECEMBER 2011 AS PRESENTED AND APPROVE THE TREASURER'S REPORT:

Motion: Commissioner Wolk
 Second: Commissioner Gilson
 Vote: 10 Ayes - 0 Nays

Treasurer's Report Made Part of Minutes.

ATTORNEY: Fund Attorney thanked the board for reappointment. Mr. Nardi agreed with Mr. Stokes and said that the transition to CompServices has been smooth to date and there have been no complaints from the defense panel.

Included in the agenda was Resolution 8-12 listing the Defense Panel for 2012.

MOTION TO APPROVE APPROVE RESOLUTION 8-12 FOR THE 2012 DEFENSE PANEL AS SUBMITTED:

Motion: Commissioner Beatrice
 Second: Commissioner DiAngelo
 Roll Call Vote: 10 Ayes – 0 Nays

Mr. Nardi provided a summary review of claims from the 2011 year-end stating that there are currently 52 open files of litigated cases, of which 12 are in the excess category.

Commissioner Shannon said she received word that training was being developed for police chiefs and wanted to know who would be developing that. Mr. Nardi said that during the last cycle it was developed by the NJSACOP, but he would find out who is developing the program now. Mr. Stokes said the training is actually being developed by a former Police Chief who is conducting several sessions around the state and would recommend that the Camden JIF have one session for their members.

Defense Panel Attached & Report made Part of Minutes

SAFETY DIRECTOR: Safety Director thanked board for reappointment.

Safety Director reviewed the monthly reports and said the annual JIF Safety Breakfast will be on Tuesday March 27, 2012 at the Collingswood Scottish Rite building, which would be followed by a Safety Roundtable immediately after the breakfast. Mr. Saville said the 2012 Safety Incentive Program would be distributed to members before the Safety Breakfast.

Mr. Saville reviewed his report and said participation in the MSI has gone down, which could be attributable to work force reductions. Mr. Saville said the MSI has a new learning management system for members to register employees for courses and that each member should have assigned an Administrator for that function.

Monthly Activity Report/Agenda Made Part of Minutes.

UNDERWRITING MANAGER: Underwriting Manager thanked board for reappointment.

Underwriting Manager reviewed the holding report for the period 10/20/11 to 11/16/11 and 11/17/11 to 12/19/11, as well as, the MEL Renewal certificates which were included in the agenda. Mr. Hrubash said the enclosed MEL report included a Reinsurance/Excess Insurance Renewal Summary.

List of Certificates Made Part of Minutes.

MANAGED CARE: Managed Care Provider thanked board for reappointment.

Managed Care Provider reviewed the enclosed report and said that as of December 2011, there was a savings of 64.43% for the month and a total of 52.60% for the year.

Monthly Activity Report Part of Minutes.

CLAIMS ADMINISTRATOR: Claims Administrator thanked the board for reappointment and said her report was for closed session.

**RESOLUTION - EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSES:
PERSONNEL - SAFETY & PROPERTY OF PUBLIC LITIGATION:**

Motion:	Commissioner Beatrice
Second:	Commissioner Gilson
Vote:	Unanimous

MOTION TO RETURN TO OPEN SESSION:

Motion:	Commissioner Beatrice
Second:	Commissioner Wolk
Vote:	Unanimous

MOTION TO APPROVE CLAIMS AS DISCUSSED IN EXECUTIVE SESSION:

Motion:	Commissioner Michielli
Second:	Commissioner Beatrice
Roll Call Vote:	10 Ayes – 0 Nays

OLD BUSINESS:

NONE

NEW BUSINESS:

NONE

PUBLIC COMMENT:

HISTORICAL OVERVIEW: Mr. Micheal Avalone said he would like to comment following Mayor Armano's comments with respect to Camden JIF 25th year of organizing the fund. Mr. Avalone congratulated the sitting Executive Committee and prior boards on successful sustained shared services. Mr. Avalone said he has been his pleasure and privilege to serve members as risk manager and on various committees.

Mr. Avalone said in perspective of the fund's history that "Mr. McNamara wasn't even born and Mr. Harvey was not living in the home of the Berlin seniors" and provided the following facts at the time of the fund's organization in 1987:

- Gas \$0.89/gallon
- Stamps \$0.24
- Dozen Eggs \$0.65
- Dow Jones closed at 1,938 points after a 500 point plunge in October
- Honda Civic \$6,200
- Caprice \$12,500
- The Simpsons debut on television
- These movies opened up: Fatal Attraction, Good Morning Vietnam & Wallstreet
- Michael Jackson's Bad album was released
- Fox Broadcasting premiered on primetime television
- Prozac made it's debut in United States

MOTION TO ADJOURN:

Motion:	Commissioner Michielli
Second:	Commissioner Beatrice
Vote:	Unanimous

MEETING ADJOURNED: 6:15PM

Nancy A. Ghani, Assisting Secretary for
M. JAMES MALEY, SECRETARY