

**CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND  
OPEN MINUTES  
MEETING – JANUARY 28, 2013  
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	Absent
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

**APPOINTED OFFICIALS PRESENT:**

Executive Director/Administrator	PERMA, Risk Management Services <b>Bradford Stokes, James Kickham Karen A. Read</b>
Attorney	Brown & Connery <b>Joseph Nardi, Esquire</b>
Claims Service	CompServices <b>Denise Hall, Glenn Giveans</b>
Safety Director	J.A. Montgomery Risk Control <b>John Saville</b>
Treasurer	<b>Richard Schwab</b>
Managed Care	Consolidated Services Group <b>Stephen McNamara</b>
Underwriting Manager	Conner Strong & Buckelew <b>Joseph Hrubash</b>

**FUND COMMISSIONERS PRESENT:**

Lawrence Spellman, Voorhees  
Ari Messinger, Cherry Hill Alternate  
Millard Wilkinson, Berlin Boro  
David Taraschi, Audubon  
Ethel Kemp, Camden City Parking Authority  
Eleanore Kelly, Runnemede Borough  
Robert Mather, Pine Valley  
Joseph Gallagher, Winslow Township  
Michael Blunt, Chesilhurst

**RISK MANAGEMENT CONSULTANTS PRESENT:**

Mark von der Tann                    Edgewood Associates  
John McCrudden                    Hardenbergh Ins. Group  
John Taulane                        Hardenbergh Ins. Group  
Michael Avalone                    Conner Strong & Buckelew  
Peter DiGiambattista, Jr.        Associated Partners Insurance  
Roger Leonard                      Leonard O'Neill Insurance Group  
Terry Mason                         M&C Insurance Agency, Inc.  
Rick Bean                            Henry D. Bean & Sons Insurance  
Skip Bean                            Henry D. Bean & Sons Insurance

**ALSO PRESENT:**

Joseph Harvey, J. Harvey & Associates  
John Armano, Berlin Borough

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

**APPROVAL OF MINUTES:** OPEN & CLOSED SESSION OF NOVEMBER 26, 2012.

**MOTION TO APPROVE THE OPEN & CLOSED MINUTES OF NOVEMBER 26, 2012:**

Motion:                                Commissioner DiAngelo  
Second:                                Commissioner Wolk  
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 2013 FUND COMMISSIONERS (OR ALTERNATES):**

<b>MEMBER</b>	<b>FUND COMMISSIONER</b>	<b>PRESENT</b>
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	Ethel Kemp Alternate	Yes
Cherry Hill	Ari Messinger Alternate	Yes
Cherry Hill Fire District	John Foley	No
Chesilhurst	Michael Blunt	Yes
Clementon	Lorraine Boyer	No
Collingswood	M. James Maley	Yes
Gibbsboro	Anita Mancini	No
Gloucester	Jack Lipsett	Yes
Haddon Twp	John Foley	No
Haddonfield	Neal Rochford	Yes
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	Ron Aron	No
Pine Hill	Patricia Hendricks	No
Pine Valley	Robert Mather	Yes
Runnemede	Eleanore Kelly	Yes
Somerdale	M. Gary Passante	No
Tavistock	Teresa Lappe	No
Voorhees	Lawrence Spellman	Yes
Winslow	Joseph Gallagher	Yes
Woodlynne	Laverne Davis	No

With 17 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 2013 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  
Terry Shannon – Barrington Borough  
M. Joseph Wolk – Borough of Mt. Ephraim

Neal Rochford – Borough of Haddonfield

**EXECUTIVE COMMITTEE ALTERNATES**

#1 Jack Lipsett – Gloucester City  
#2 Joseph Gallagher – Winslow Township

**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; TERRY SHANNON, BOROUGH OF BARRINGTON, M. JOSEPH WOLK, BOROUGH OF MT. EPHRAIM AND NEAL ROCHFORD, BOROUGH OF HADDONFIELD FOR EXECUTIVE COMMITTEE AND JACK LIPSETT, GLOUCESTER CITY AS ALTERNATE #1 AND JOSEPH GALLAGHER, WINSLOW TOWNSHIP ALTERNATE #2:**

Motion: Commissioner DiAngelo  
Second: Commissioner Wilkinson

**ADDITIONAL NOMINATIONS FOR EXECUTIVE COMMITTEE ENTERTAINED**

Hearing no additional nominations,

**MOTION TO CLOSE NOMINATIONS AND CONFIRM ELECTIONS:**

Motion: Commissioner DiAngelo  
Second: Commissioner Wilkinson  
Vote: Unanimous

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

Chairman Mevoli called meeting to order.

**ROLL CALL OF 2013 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
Terry Shannon	Borough of Barrington	Present
M. Joseph Wolk	Borough of Mount Ephraim	Present
Neal Rochford	Borough of Haddonfield	Present

**EXECUTIVE COMMITTEE ALTERNATES:**

Jack Lipsett	Gloucester City	Present
Joseph Gallagher	Winslow Township	Present

## **2013 REORGANIZATION:**

**REORGANIZATION RESOLUTIONS:** In August 2012, 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 2013. The Contracts Committee reviewed the responses and made their recommendation at the November fund meeting. Enclosed with the reorganization resolutions was Resolution 13-1 reflecting the appointments and re-appointments & establishing compensation for Fund Year 2013.

### **RESOLUTION 13-1 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 one-year renewal for 2014.**
- 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. **Conner Strong & Buckelew** is hereby appointed **Underwriting Manager** for the FUND.
- XI. **Interstate Mobile Care** is hereby appointed as the **Fund CDL Drug & Alcohol Monitor** for the FUND. **Contract term to be one year.**
- XII. **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 401 Route 73 North, Marlton, New Jersey 08053

**MOTION TO ADOPT RESOLUTION 13-1 CONFIRMING APPOINTMENT OF FUND PROFESSIONALS:**

Motion: Commissioner Wolk  
Second: Commissioner DiAngelo  
Vote: 9 Ayes – 0 Nays

**ORGANIZATION RESOLUTIONS**

**RESOLUTION 13-2 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

Lee Herzer  
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, 2013 for the first installment and June 15, 2013 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 28, 2013 for the first installment and July 31, 2013 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 13-3 DESIGNATION OF PUBLIC MEETING PROCEDURES**

The Camden County Municipal Joint Insurance Fund shall hold public meetings during the year 2013 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 24, 2014, shall serve as the 2014 Reorganization Meeting:

February 25, 2013	Magnolia Borough	5:15 PM
March 25, 2013	Lindenwold Borough	5:15 PM
April 22, 2013	Cherry Hill Fire District	5:15 PM
Tuesday May 28, 2013	Runnemede Borough Senior Center	5:15 PM
June 24, 2013	Haddonfield Borough	5:15 PM
July 22, 2013	Pine Hill Borough	5:15 PM
August 26, 2013	Barrington Borough	5:15 PM
September 23, 2013	Bellmawr Borough	5:15 PM
October 28, 2013	Collingswood Senior Center	5:15 PM
November 25, 2013	Brooklawn Senior Cmty Center	5:15 PM
December 23, 2013	Lawnside Borough	5:15 PM
January 27, 2014	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](http://www.njmel.org)

**DESIGNATION OF SERVICE OF PROCESS**

PERMA Risk Management Services

**RESOLUTION 13-4 DESIGNATION OF SECRETARY AS CUSTODIAN OF RECORDS TO BE KEPT AND MAINTAINED AT THE FUND OFFICE AS REQUIRED BY THE FUND'S BYLAWS**

**RESOLUTION 13-5 AUTHORIZATION OF COMPENSATION TO EXECUTIVE COMMITTEE FOR MEETING ATTENDANCE AT EXECUTIVE COMMITTEE MEETINGS.**

**RESOLUTION 13-6 ESTABLISHING THE 2013 PLAN OF RISK MANAGEMENT.**

Executive Director said the Underwriting Manager reviewed the Risk Management Plan and recommended for approval. Any changes to the Plan are highlighted in blue. Executive Director said Mr. Hrubash is present if anyone has any questions regarding the 2013 Plan of Risk Management.

With no questions being heard a motion is in order to approved Resolutions 13-2 through 13-6.

**MOTION TO ADOPT ORGANIZATIONAL RESOLUTIONS 13-2 THROUGH 13-6:**

Motion: Commissioner Maley  
Second: Commissioner Wolk  
Roll Call Vote: 9 Ayes – 0 Nays

Organizational Resolutions & Risk Management Plan Made Part of Minutes.

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

**COMMITTEE APPOINTMENTS:** The Fund has eight standing committees. Enclosed in the agenda was the Chairs list of the committee appointments for 2013, as well as a brief description of their charges. Executive Director said if anyone would like to volunteer for a committee please see Chairman Mevoli. You are encouraged to volunteer to serve in the upcoming year. Chairman Mevoli said we do have some changes this year since we lost Anthony Beatrice from Runnemedede and we have new some new members on the committees so please review the appointments for 2013.

**2013 ASSESSMENTS:** Executive Director said the 2013 Assessments were mailed via certified mail to all member towns on/about December 13<sup>th</sup>. First Installment payments are due by January 31, 2013. 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 2013 REORGANIZATION MEETING:** The Residual Claims Fund's 2013 Reorganization meeting was held on January 2, 2013 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 2013 REORGANIZATION MEETING:** The E-JIF 2013 Reorganization meeting was held on January 2, 2013 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 2013 REORGANIZATION MEETING:** The MEL 2013 Reorganization meeting was held on January 2, 2013 at 11:15 am in the Forsgate Country Club. Enclosed in the agenda was a copy of Commissioner Wolk's report on the meeting.

**ELECTED OFFICIALS TRAINING:** This year's elected officials training program will focus on Risk Management for Local Officials. As in the past, the MEL will reduce each member's 2013 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 has conducted several seminars and there will be more added soon. There is one scheduled on February 26, 2013 at 6:00PM at the Gloucester City Community Center and another on February 27, 2013 at 6:00PM at the Haddonfield Borough Hall Auditorium.

The MEL is making available on an on-line training program for elected officials to earn the training credit. The Fund office will be sending out instructions on this training option.

**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, 2013**. In accordance with State regulations, the Fund must file these disclosures with the Department of Community Affairs. Executive Director said you can also file electronically this year. Commissioner Shannon asked if that is possible for the Funds as well. Mr. Stokes said it would be sufficient for any entity you need to file a disclosure statement. Commissioner Shannon said there is a delay with the notice because the local finance notice has not been issued yet but directions will be sent for the online filing with the local finance notice.

**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) 881-7632 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.

Executive Director reviewed the Financial Fast Track and said as of year-end we are sitting at a \$3.5 million statutory surplus which is excellent. Executive Director also reviewed the Pure Loss Ratio report and said for 2012 we had 51.45% of the budget amount for claims expended where the actuary had projected almost 65%.

**UNDERGROUND STORAGE TANKS** – Mr. Kickham reported that this is the last year the EJIF will insure underground tanks without secondary containment. The famous 550 gallon heating oil tanks that you may have at your pump stations. If they are over 20 years old after this year they will no longer be insured. If you have any of these tanks please pull them this year and if you don't know if you have any please give us a call we can tell you where they are since we have inspected them in the past. A bulletin has been issued by the EJIF regarding this matter.

Mr. Kickham said on behalf of PERMA, Mr. Kickham, Brad Stokes and Karen Read would like to thank the Camden County Municipal JIF for the appointment for 2013 and it is a great honor to serve this Fund.

Executive Director's Report Made Part of Minutes.

**TREASURER:** Treasurer thanked the board for reappointment.

Report summarizing cash and investments as of November 2012 and December 2012 were included in the agenda.

**Confirming Payment of December 2012 bills**

<b>TOTAL 2012</b>	\$687,401.15
<b>TOTAL</b>	<b>\$687,401.15</b>

**Confirming Payment of December 2012 Dividends**

<b>TOTAL</b>	<b>\$123,401.60</b>
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**Approving Payment of Resolution 13-7 January 2013 Vouchers**

<b>TOTAL 2011</b>	\$900.00
<b>TOTAL 2011</b>	\$25,518.89
<b>TOTAL 2012</b>	\$813,454.44
<b>TOTAL</b>	<b>\$842,873.33</b>

**Confirmation of November 2012 Claims Payments/Certification of Claims Transfers:**

<b>2008</b>	(1,531.90)
<b>2009</b>	62,759.24
<b>2010</b>	155,122.00
<b>2011</b>	51,354.40
<b>2012</b>	189,261.18
<b>TOTAL</b>	<b>456,964.92</b>

**Confirmation of December 2012 Claims Payments/Certification of Claims Transfers:**

<b>2008</b>	0.00
<b>2009</b>	36,967.26
<b>2010</b>	115,631.53
<b>2011</b>	27,894.59
<b>2012</b>	170,840.02
<b>TOTAL</b>	<b>351,333.40</b>

**MOTION TO APPROVE RESOLUTION 13-7 VOUCHER PAYMENTS FOR JANUARY 2013:**

Motion:	Commissioner Maley
Second:	Commissioner Michielli
Roll Call Vote:	9 Ayes - 0 Nays

**MOTION TO RATIFY & APPROVE CERTIFICATION OF CLAIMS/CONFIRMATION OF CLAIM PAYMENTS FOR THE MONTHS OF NOVEMBER & DECEMBER 2012 AS PRESENTED AND APPROVE THE TREASURER'S REPORT:**

Motion: Commissioner Maley  
Second: Commissioner Michielli  
Vote: Unanimous

Treasurer's Report Made Part of Minutes.

**ATTORNEY:** Fund Attorney thanked the board for reappointment. Mr. Nardi reported included in the agenda was Resolution 13-8 listing the Defense Panel for 2013. All of these firms were part of the RFQ process. There are some other firms that may have been excluded because they were way out of the area and going too far out of the area we would end up paying travel costs.

**MOTION TO APPROVE APROVE RESOLUTION 13-8 FOR THE 2013 DEFENSE PANEL AS SUBMITTED:**

Motion: Commissioner Maley  
Second: Commissioner DiAngelo  
Roll Call Vote: 9 Ayes – 0 Nays

Defense Panel Attached & Report made Part of Minutes

**SAFETY DIRECTOR:** Safety Director thanked board for reappointment.

Safety Director reviewed the monthly reports and thanked the Committee for the reappointment for 2013. Mr. Saville said the annual JIF Safety Breakfast will be on Tuesday, March 26, 2013 at the Collingswood Scottish Rite, which would be followed by a Safety Roundtable immediately after the breakfast. Mr. Saville said the 2013 Safety Incentive Program will be distributed to members before the Safety Breakfast.

Mr. Saville said all members should have appointed a training Administrator so they can register people for the classes. Fast track training schedule is posted on the website with the training dates.

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 10/20/12 to 11/14/12 and 11/16/12 to 12/19/12, as well as, the MEL Renewal certificates which were included in the agenda. Mr. Hrubash said the deadline date for any POL/EPL buy downs options is February 1, 2013 and we would like all members to return their form whether you are not making any changes or not. The changes in the Risk Management Plan were limits in retention that were needed at the MEL level and the JIF now has cyber liability.

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 2012, there was a savings of 64.98% for the month and a total of 55.58 % 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 Wolk  
Second: Commissioner DiAngelo  
Vote: Unanimous

**MOTION TO RETURN TO OPEN SESSION:**

Motion: Commissioner DiAngelo  
Second: Commissioner Wolk  
Vote: Unanimous

**MOTION TO APPROVE CLAIMS AS DISCUSSED IN EXECUTIVE SESSION:**

Motion: Commissioner Michielli  
Second: Commissioner DiAngelo  
Roll Call Vote: 9 Ayes – 0 Nays

**OLD BUSINESS:**

Chairman Mevoli said that a long time member of this Board Tony Beatrice of Runnemedede is no longer with us in the capacity of Executive Committee member. Chairman Mevoli said it would be appropriate for the Fund to recognize Tony Beatrice for his contributions at the March meeting in Evesham.

**NEW BUSINESS:**

Commissioner Wilkinson said he has been following the Legislation A-1196 Public Safety Workers' Compensation and has been in touch with Bill Dressler of the League. The Legislation was amended on the Assembly floor today. An Alert was sent by the League to all the Mayors of the state and Commissioner Wilkinson also followed that up with all of the Camden County Mayors. Commissioner Wilkinson said this is something we should all follow and get in touch with the legislatures representing the districts in Camden County with regard to that legislation. James Kickham said PERMA has taken the initiative on this and Dave Grubb is working with the League.

**PUBLIC COMMENT:**

**MOTION TO ADJOURN:**

Motion: Commissioner Michielli  
Second: Commissioner Beatrice  
Vote: Unanimous

**MEETING ADJOURNED: 6:15PM**

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Karen A. Read, Assisting Secretary for  
**M. JAMES MALEY, SECRETARY**