

**CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND
OPEN MINUTES
MEETING – JANUARY 22, 2018
BERLIN BOROUGH MUNICIPAL HALL 5:15 PM**

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

**PLEDGE OF ALLEGIANCE
MOMENT OF SILENCE OBSERVED**

ROLL CALL OF 2017 EXECUTIVE COMMITTEE:

Michael Mevoli, Chairman	Borough of Brooklawn	Present
M. James Maley, Secretary	Borough of Collingswood	Present
Richard Michielli	Borough of Magnolia	Absent
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

APPOINTED OFFICIALS PRESENT:

Executive Director/Administrator	PERMA, Risk Management Services Bradford Stokes, Karen A. Read
Attorney	Brown & Connery Joseph Nardi, Esquire
Claims Service	CompServices Denise Hall, Cheryl Little
Safety Director	J.A. Montgomery Risk Control John Saville
Treasurer	Elizabeth Pigliacelli
Managed Care	Consolidated Services Group Jennifer Goldstein
Underwriting Manager	Conner Strong & Buckelew Edward Cooney

FUND COMMISSIONERS PRESENT:

Ari Messinger, Cherry Hill Alternate
Millard Wilkinson, Berlin Boro
David Taraschi, Audubon
Eleanor Kelly, Runnemede Borough
Robert Mather, Pine Valley
Jack Flynn, Gibbsboro
Lawrence Spellman, Voorhees
John Foley, Cherry Hill Fire District
Ken Cheeseman, Laurel Springs
Edward Hill, Lawnside
Paul Dougherty, Haddon Township

RISK MANAGEMENT CONSULTANTS PRESENT:

Mark von der Tann	Edgewood Associates
Michael Avalone	Conner Strong & Buckelew
Roger Leonard	Leonard O'Neill Insurance Group
Terry Mason	M&C Insurance Agency, Inc.
Skip Bean	Henry D. Bean & Sons Insurance
Walt Eife	Waypoint Insurance
Peter DiGambattista	Associated Insurance Partners

WELCOME: Mayor Bilella and Councilman Ron Rocco welcomed everyone to the Berlin Borough Municipal Hall

APPROVAL OF MINUTES: OPEN & CLOSED SESSION OF NOVEMBER 27, 2017

MOTION TO APPROVE THE OPEN MINUTES OF NOVEMBER 27, 2017

Motion:	Commissioner DiAngelo
Second:	Commissioner Gallagher
Vote:	Unanimous

MOTION TO APPROVE THE CLOSED MINUTES OF NOVEMBER 27, 2017

Motion:	Commissioner Lipsett
Second:	Commissioner Gallagher
Vote:	Unanimous

CORRESPONDENCE: NONE

MOTION TO ADJOURN SINE DIE MEETING:

Motion:	Commissioner Lipsett
Second:	Commissioner Wolk
Vote:	Unanimous

SINE DIE MEETING ADJOURNED – COMMISSIONER DIANGELO EXECUTIVE DIRECTOR TO RUN ELECTIONS OF OFFICERS, 5-MEMBER EXECUTIVE COMMITTEE, 3 ALTERNATES TO EXECUTIVE COMMITTEE

ROLL CALL OF ALL 2017 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 City Parking Authority	Willie Hunter	No
Cherry Hill	Ari Messinger - Alternate	Yes
Cherry Hill Fire District	John Foley	Yes
Chesilhurst	Michael Blunt	No
Clementon	Jenai Johnson	No
Collingswood	M. James Maley	Yes
Gibbsboro	Jack Flynn	Yes
Gloucester	Jack Lipsett	Yes
Haddon Twp	Paul Dougherty	Yes
Haddonfield	Neal Rochford	Yes
Hi-Nella	Phyllis Twisler	No
Laurel Springs	Ken Cheeseman	Yes
Lawnside	Edward Hill - Alternate	Yes
Lindenwold	Craig Wells	No
Magnolia	Steve Whalen	No
Medford Lakes	Dr. Robert Burton	No
Merchantville	Edward Brennan	No
Mt. Ephraim	M. Joseph Wolk	Yes
Oaklyn	Michael Enos	No
Pine Hill	Patricia Hendricks	No
Pine Valley	Robert Mather	Yes
Runnemede	Eleanor Kelly	Yes
Somerdale	M. Gary Passante	No
Tavistock	Terry Shannon	Yes
Voorhees	Lawrence Spellman	Yes
Winslow	Joseph Gallagher	Yes
Woodlynne	Jerald Fuentes	No

With 20 Commissioners present a quorum of 15 was achieved.

ELECTION OF 2018 CHAIRMAN, SECRETARY, 5-MEMBER EXECUTIVE COMMITTEE, 3 EXECUTIVE COMMITTEE ALTERNATES:

NOMINATIONS COMMITTEE – Executive Director read the slate of the 2018 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:

Louis DiAngelo - Borough of Bellmawr
Terry Shannon – Barrington Borough
M. Joseph Wolk – Borough of Mt. Ephraim
Neal Rochford – Borough of Haddonfield
Jack Lipsett – Gloucester City

EXECUTIVE COMMITTEE ALTERNATES

#1 Joseph Gallagher – Winslow Township
#2 David Taraschi - Audubon Borough

MOTION TO NOMINATE MICHAEL MEVOLI, BOROUGH OF BROOKLAWN AS CHAIR; M. JAMES MALEY, BOROUGH OF COLLINGSWOOD AS SECRETARY; LOUIS DIANGELO, BOROUGH OF BELLMAWR; TERRY SHANNON, BOROUGH OF BARRINGTON, M. JOSEPH WOLK, BOROUGH OF MT. EPHRAIM AND NEAL ROCHFORD, BOROUGH OF HADDONFIELD, JACK LIPSETT, GLOUCESTER CITY FOR EXECUTIVE COMMITTEE AND AS ALTERNATE #1 JOSEPH GALLAGHER, WINSLOW TOWNSHIP, ALTERNATE #2 DAVID TARASCHI, BOROUGH OF AUDUBON

ADDITIONAL NOMINATIONS FOR EXECUTIVE COMMITTEE ENTERTAINED

Hearing no additional nominations,

MOTION TO CLOSE NOMINATIONS AND CONFIRM ELECTIONS:

Motion: Commissioner Wolk
Second: Commissioner Mevoli
Roll Call Vote: 20 Ayes, 0 Nays

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

Chairman Mevoli called meeting to order.

ROLL CALL OF 2018 EXECUTIVE COMMITTEE:

Michael Mevoli, Chairman	Borough of Brooklawn	Present
M. James Maley, Secretary	Borough of Collingswood	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
Jack Lipsett	Gloucester City	Present

EXECUTIVE COMMITTEE ALTERNATES:

Joseph Gallagher	Winslow Township	Present
David Taraschi	Borough of Audubon	Present

Chairman Mevoli said he would like to Welcome David Taraschi as an alternate of the Board. Richard Michielli from Magnolia has retired. He was almost one of the founding members of the Fund and he will be missed. We will have a joint presentation for Richard Michielli next month at Haddon Township along with the Health Insurance Fund in which he was also a member and on the Executive Committee as well.

2018 REORGANIZATION:

REORGANIZATION RESOLUTIONS: Executive Director in July 2017 the Board authorized the advertisement of RFQ's for Professional positions in accordance with a fair and open process pursuant to NJSA 19:44A-20.4 et. Seq. Enclosed on **Page 4** is **Resolution 18-1** reflecting the appointments and establishing compensation for Fund Year 2018.

RESOLUTION 18-1 APPOINTMENTS

- I. **PERMA Risk Management Services** is hereby appointed as **Administrator**, Mr. Bradford Stokes is appointed as Executive Director, Mr. Joseph Hrubash as Deputy Executive Director and Karen Read as Account Manager, and all as agent for process of services. 2018 Fee - \$382,621.00. The estimated dollar amount that will be expended in connection with this three year term is \$1,170,973.
- 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. 2018 Fee - \$59,773.00. **Contract term to be one year.**
- III. **Elizabeth Pigiacelli** is hereby appointed as **Fund Treasurer**. Fee 2018 Fee - \$21,328.00 **Contract term to be on year.**
- IV. **Wilmington Trust** is hereby appointed as **Asset Manager** to the FUND. .05% of the market value of the FUND's invested assets.
- V. **Investors Bank** is hereby appointed as **Banking Manager** at an earning rate based on a combined average balance of \$20,000,000 of participating joint insurance funds. The estimated dollar amount that will be expended in connection with this three year term is \$21,091.00.
- VI. **Bowman & Company** is hereby appointed as **Fund Auditor**. 2018 Fee - \$23,970.00 **Contract term to be one year.**
- VII. **Bowman & Company** is hereby appointed as **Fund Payroll Auditor**. 2018 Fee - \$15,606.00 **Contract term to be one year.**
- VIII. **Amerihealth Casualty Inc.** is hereby appointed as the **Claims Service Organization** for the FUND to adjust all claims for current and prior Fund Years. 2018 Fee - \$419,500.00 The estimated dollar amount that will be expended in connection with this three year term is \$1,283,834.
- IX. **The Actuarial Advantage** is hereby appointed as **Actuary** for the FUND. 2018 Fee - \$47,188.00. The estimated dollar amount that will be expended in connection with this three year term is \$144,414.00.

- X. **J.A. Montgomery Risk Control** is hereby appointed **Loss Control Consultant** and Right To Know Training Services to the FUND. 2018 Fee - \$180,178.00. The estimated dollar amount that will be expended in connection with this three year term is \$551,417.00.
- XI. **Conner Strong & Buckelew** is hereby appointed **Underwriting Manager** for the FUND. 2018 Fee - \$11,716.00. The estimated dollar amount that will be expended in connection with this three year term is \$35,855.00.
- XII. **Interstate Mobile Care** is hereby appointed as the **Fund CDL Drug & Alcohol Monitor** for the FUND. 2018 Fee - \$30,133.00 **Contract term to be one year.** The estimated dollar amount that will be expended in connection with this three year term is \$92,219.00.
- XIII. **Consolidated Services Group** is hereby appointed as the **Fund Managed Care Provider** for the FUND. 2018 Fee \$120,462.00. The estimated dollar amount that will be expended in connection with this three year term is \$368,662.00.

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, Suite 300, Marlton, New Jersey 08053

MOTION TO ADOPT RESOLUTION 18-1 CONFIRMING APPOINTMENT OF FUND PROFESSIONALS:

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

ORGANIZATION RESOLUTIONS

RESOLUTION 18-2 DESIGNATION FISCAL MANAGEMENT PLAN The Fiscal Management Plan includes financial institutions declared as the Fund’s Official Depositories, and interest rates for delinquent assessments. 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: Wilmington Trust, Investors Bank, the New Jersey Cash Management Plan.

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	Elizabeth Pigliacelli
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

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, 2018 for the first installment and June 15, 2018 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, 2018 for the first installment and July 31, 2018 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.
- IX.** Adjustments to Risk Management Fees in the amount of \$150 or less are as a result of seminar credits.
- X.** For Wire Transfers – that the FUND does hereby require that Investors Bank obtain voice confirmation prior to executing wire transfers to external accounts from the Fund Treasurer.

RESOLUTION 18-3 ESTABLISHING PUBLIC MEETING PROCEDURES

RESOLUTION 18-4 DESIGNATION OF SECRETARY AS CUSTODIAN OF RECORDS TO BE KEPT AND MAINTAINED AT THE FUND OFFICE AS REQUIRED BY THE FUND'S BYLAWS

RESOLUTION 18-5 AUTHORIZATION OF COMPENSATION TO EXECUTIVE COMMITTEE FOR MEETING ATTENDANCE AT EXECUTIVE COMMITTEE MEETINGS.

RESOLUTION 18-6 ESTABLISHING THE 2018 PLAN OF RISK MANAGEMENT.

Executive Director said there no real significant changes in the Plan. Updates have been highlighted.

MOTION TO ADOPT ORGANIZATIONAL RESOLUTIONS 18-2 THROUGH 18-6:

Motion: Commissioner Shannon
Second: Commissioner DiAngelo
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 APOINTEMENTS: Executive Director said the Fund has eight standing committees. Enclosed in the agenda was the Chairman’s list of the committee appointments for 2018 as well as a brief description of their changes. You are encouraged to volunteer to serve in the upcoming year. (Page 34)

Chairman Mevoli said with Commissioner Michielli retiring we moved the Committees around to what we thought would be beneficial to the Fund. We have some new Fund Commissioners that are stepping up and moving into some of those positions and some of the Executive committee members are moving up to Chairman on those committees as well. Chairman Mevoli said we discussed a marketing approach to the JIF at our last Safety Committee meeting. Mayor Neal Rochford will be the Chairman of that committee along with Mayor Maley of Collingswood, Commissioner Taraschi of Audubon and Commissioner Cheeseman of Laurel Springs. Risk Managers Rick Bean and Michael Avalone along with Brad Stokes and myself will all be serving on the Marketing Committee.

Chairman Mevoli said he has commissioned the committee to put together a marketing type brochure and letter that would explain exactly how the JIF was formed and represent exactly what we do for the municipalities that are members. This information would be good to hand out to potential new members. We would also like to send a letter to the towns every year to get out a little more communications about what the Fund is doing, the savings for each town, as well as explaining the asset of the Fund to our new council members. Chairman Mevoli said he feels it is important to promote the Fund and over the years we have been saving millions and millions of dollars. Chairman Mevoli also said our safety program is to no end as well as our other professionals.

2018 ASSESSMENTS: Executive Director said the 2018 Assessments were mailed via certified mail to all member towns on/about December 15th. First Installment payments are due by **January 31, 2018**. Please note that the Fund has a safe deposit box for assessment payments. The safe deposit box address:

**CAMDEN MUNICIPAL JOINT INSURANCE FUND
PO BOX 11496
Newark, NJ 07101**

RESIDUAL CLAIMS FUND 2018 REORGANIZATION MEETING: Executive Director the Residual Claims Fund’s 2018 Reorganization meeting was held on January 3, 2018 at the Forsgate Country Club. Enclosed is a copy of Commissioner Wolk’s report on the meeting in Appendix II. Mayor Wolk said the RCF elected Robert Law from the TRICO JIF as chairperson and the recognized Robert Landolfi and Paul Schives for their many years of service to the RCF and MEL boards. Both retired at the end of last year. The Fund Attorney reported that there are only 6 EPL/POL claims left to be settled since that line of coverage was transferred out of the MEL. The next meeting will be held on March 7, 2018.

EJIF 2018 REORGANIZATION MEETING: The EJIF 2018 Reorganization meeting was held on January 3, 2018 at the Forsgate Country Club. Enclosed is a copy of Commissioner Wolk’s report on the meeting in Appendix II. Mayor Wolk said the EJIF elected Joe Caternro from the Suburban Essex JIF as Chairman.

MEL 2018 REORGANIZATION MEETING: The MEL 2018 Reorganization meeting was held on January 3, 2018 at the Forsgate Country Club. Enclosed is a copy of Commissioner Work's report on the meeting in Appendix II. Mayor Wolk said the MEL elected Richard Hirsh from the Atlantic JIF as Chairman. Renewed the contract with Rutgers to assist in implementing Cyber Security Risk Management programs. The MEL has schedule its Annual Retreat for March 7th in Princeton.

ELECTED OFFICIALS TRAINING: This year's elected officials training program focus is on "Land Use Liability and Technology Risk Management". As in the past, the MEL will reduce each member's 2018 liability claims premium by \$250 for each municipal elected official and member's CEO (i.e. municipal manager/administrator) who completes the course by May 1, 2018. The maximum credit is 25% of the member's liability claims fund. The fund will be scheduling sessions through Mr. Nardi's office.

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.

INCLEMENT WEATHER PROCEDURE - Executive Director said 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 Chairperson if the meeting should be canceled. In the event of an early morning or evening meetings, 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, L
+ost Time Frequency Report, Interest Rate Summary Comparison Report, and Regulatory Compliance Report.

Executive Director reviewed the Financial Fast Track and said as of October 31st the statutory surplus was \$9.7 million all years in the positive position. Executive Director also reviewed the Expected Loss Ratio Analysis and the actuary projected us at 54.00 % we are currently at 27.00% indicating another strong year. On the Lost Time Accident Frequency as of November 30th at 1.36 under the MEL average of 1.59. Executive Director said this may be the first time that the average was under 2.00% it was a pretty good year as far as weather and we will see how that affects our numbers in the new year. We had 15 towns with no lost time accidents. The Camden JIF is at 100% compliance for EPL Compliance which we are very proud to have been able to accomplish and will strive for that again next year.

Executive Director's Report Made Part of Minutes.

TREASURER: Treasurer Pigliacelli reviewed the reports included in the agenda.

Approving Payment of Resolution 17-28 December 2017 Vouchers

TOTAL 2017	\$748,284.07
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TOTAL	\$748,284.07
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Approving Payment of Resolution 17-29 December 2017 Dividend Vouchers

CLOSED	\$273,698.73
TOTAL	\$273,698.73

Approving Payment of Resolution 18-7 January 2018 Vouchers

TOTAL 2017	\$6,256.82
TOTAL 2016	\$891,716.93
TOTAL	\$897,973.75

Approving Payment of Resolution 18-9 January 2018 Supplemental Vouchers

TOTAL 2017	\$3,453.41
TOTAL	\$3,453.41

Confirmation of November 2017 Claims Payments/Certification of Claims Transfers:

Closed	.00
2013	.00
2014	16,205.91
2015	49,869.63
2016	15,500.62
2017	76,468.77
TOTAL	158,044.93

Confirmation of December 2017 Claims Payments/Certification of Claims Transfers:

Closed	0.00
2013	.00
2014	298,207.98
2015	84,058.42
2016	9,128.33
2017	105,800.14
TOTAL	497,194.87

MOTION TO APPROVE RESOLUTION THE DECEMBER 2017 VOUCHERS RESOLUTIONS 17-28 AND 17-29 AND RESOLUTION 18-7 AND 18-9 VOUCHER PAYMENTS FOR JANUARY 2018:

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

MOTION TO RATIFY & APPROVE CERTIFICATION OF CLAIMS/CONFIRMATION OF CLAIM PAYMENTS FOR THE MONTHS OF DECEMBER 2017 AND JANUARY 2018 AS PRESENTED AND APPROVE THE TREASURER'S REPORT:

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

Treasurer's Report Made Part of Minutes.

ATTORNEY: Fund Attorney thanked the Committee for the reappointment for 2018. On page 68 of the agenda is Resolution 17-8 appointing approved counsel. On pages 65 thru 69 of the agenda was Mr. Nardi's letter and listing of defense counsel for 2018. Attorney Nardi said he would like to recommend and increase in the hourly rate for workers' compensation from \$120.00 per hour to \$130.00 per hour and an increase in the hourly paralegal charges from \$55.00 to \$60.00 per hour. Attorney Nardi said the hourly rate will for third party liability remains the same as last year at \$185.00 per hour.

MOTION TO APPROVE RESOLUTION 18-8 FOR THE 2018 DEFENSE PANEL AS AMENDED:

Motion: Commissioner Maley
Second: Commissioner Gallagher
Roll Call Vote: 8 Ayes - 0 Nays, 1 Abstain -
Commissioner Wolk

Defense Panel Attached & Report made Part of Minutes

SAFETY DIRECTOR:

Safety Director thanked the Committee for the reappointment of JA Montgomery as Safety Director. Mr. Saville reviewed the monthly reports. Mr. Saville asked everyone to please check to make sure your safety training administrator information is current. A MEL Safety Bulletin is included in the agenda packet on Disposal of Improperly Discarded Syringes.

Monthly Activity Report/Agenda Made Part of Minutes.

UNDERWRITING MANAGER:

Underwriting Manager reviewed the Certificate Report for the period 10/22/17 to 11/21/17 and 11/21/2017 to 12/22/2017 which was included in the agenda. Underwriting Manager Ed Cooney said the renewal was very successful we had a lot of storms throughout the entire marketplace internationally that effected the insurance markets. It was a pretty unprecedented year. Luckily we have very strong partners which we were hoping to build over time and we successfully did that so with the renewal we ended up keeping all current terms and conditions etc.

Underwriting Manager said the MEL Cyber Task Force finally rolled out the MEL Cyber Risk Management Program which is a very detailed guide on what to do and what to follow when you are trying to protect your entity from cyber incidents. It available on the MEL website if you would like

to check it out. As an incentive with this guide we will have a deductible reimbursement. So there are two tiers of requirements you would need to comply with, if you comply with the first tier of requirements you will receive a \$5,000 deductible reimbursement. If you comply with the second tier you will receive a \$7,500 reimbursement with that claim. The current deductible for these claims are \$10,000, so this is a significant savings.

Underwriting Manager said as Mr. Stokes mentioned earlier in regard to Public Officials coverage there is a huge focus on Land Use Liability especially with the affordable housing issues coming out now and do we expect to see a higher frequency of these claims happening over and over again. In conjunction with the roll out of the Risk Management Program for Land Use Liability we are also rolling out much expanded coverage. Last year we had \$150,000 coverage for land use claims this year we have \$1 million on every single member, that is defense and indemnity coverage still at your current deductible and this is probably the broadest coverage in the marketplace. Underwriting Manager said his was a very significant win for all of us here.

List of Certificates Made Part of Minutes.

MANAGED CARE: Managed Care Provider thanked the board for reappointment. Managed Care Provider Jennifer Goldstein reviewed the enclosed report as of December 2017 where there was a savings of 56.15% for the month and a total of 51.21 % for the year. Ms. Goldstein reviewed the Managed Care Workers' Compensation Injury Snapshot Review for 2017. Ms. Goldstein thanked the Committee for their reappointment for 2018.

Monthly Activity Report Part of Minutes.

CLAIMS ADMINISTRATOR: Claims Administrator said their report will be in closed session to discuss the PARs. Claims Administrator thanked the Committee for their reappointment for 2018.

**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 Lipsett
Second:	Commissioner Gallagher
Vote:	Unanimous

MOTION TO APPROVE CLAIMS AS DISCUSSED IN EXECUTIVE SESSION:

Motion:	Commissioner Gallagher
Second:	Commissioner Lipsett
Roll Call Vote:	9 Ayes – 0 Nays

OLD BUSINESS: NONE

NEW BUSINESS: NONE

PUBLIC COMMENT:

Chairman Mevoli thanked everyone for coming out to the meeting.

MOTION TO ADJOURN:

Motion:	Commissioner Taraschi
Second:	Commissioner Gallagher
Vote:	Unanimous

MEETING ADJOURNED: 6:11PM

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