

Nancy Ghani, PERMA
Joeen Ciannella, PERMA

APPROVAL OF MINUTES: January 4, 2017 Open Session. Commissioner Tomasko said the minutes should be amended to reflect his attendance as the Bergen JIF representative.

MOTION TO APPROVE THE JANUARY 4, 2017 OPEN MINUTES AS AMENDED:

Moved: Commissioner Shives
Second: Commissioner Hirsch
Vote: Unanimous

CORRESPONDENCE:

NONE

TREASURER:

CONFIRMING FEBRUARY 2017 VOUCHER PAYMENTS (BILLS LIST):

2012	300.32
2013	111.14
2014	950.25
2016	103.16
2017	47,132.91
TOTAL	\$48,597.78

RESOLUTION 7-17, MARCH 2017 VOUCHER PAYMENTS (BILLS LIST):

2017	32,813.81
TOTAL	\$32,813.81

MOTION TO CONFIRM FEBRUARY 2017 BILLS LIST AND TO ADOPT RESOLUTION 7-17 APPROVING THE MARCH 2017 VOUCHER LIST, AS SUBMITTED

Moved: Commissioner Wolk
Second: Commissioner Tomasko
Roll Call Vote: 14 Ayes – 0 Nays

EXECUTIVE DIRECTOR:

2017 FISCAL MANAGEMENT PLAN - AMENDMENT: Executive Director said due to a personnel change, the previously adopted Fiscal Management Plan requires an amendment to reflect the updated Claims Administrators for AmeriHealth Casualty Services, which services the Camden JIF. In addition, the firm for Robert Fisher, Esq. should reflect CB Claims LLC. Enclosed in the agenda was the Fiscal Management Plan with the changes highlighted for reference. Executive Director said a filing will be made with the State advising of the changes.

MOTION TO ADOPT THE FISCAL MANAGEMENT PLAN AS AMENDED:

Moved: Commissioner Tomasko
Second: Commissioner Gildea
Vote: Unanimous

ANNUAL RETREAT: Executive Director reported the MEL Board of Fund Commissioners held its annual one-day retreat on February 17, 2017 in the Princeton Forrestal Marriott. The meeting opened with a presentation from Chairman Landolfi, former Commissioner Jack Tarditi, Paul Miola, Dave Grubb and Russell Huntington on the formation of the MEL JIF in recognition of its 30 years of operations. Then, each subcommittee provided a report on its activities during 2016. Executive Director said the topic that generated the most discussion was Cyber Security.

2017 MEL & MR HIF EDUCATIONAL SEMINAR: The 7th annual seminar is scheduled for Friday, April 21st beginning at 9:00 AM at the National Conference Center in East Windsor, NJ. The seminar qualifies for an extensive list of Continuing Educational Credits including CFO/CMFO, Public Works, Clerks, Insurance Producers and Purchasing Agents. There is no fee for employees and insurance producers associated with MEL and MR HIF members as well as personnel who work for service companies that are engaged by MEL member JIFs and MR HIF member HIFs. Enclosed in the agenda was the enrollment form.

CLAIMS COMMITTEE: The Claims Review Committee met on January 4, 2017 and met the morning of the Commissioner's meeting. Minutes of the January meeting were distributed to the Board. Kathy Kissane introduced herself and said she will be replacing Kathy Tyler Schohl as Qual-Lynx's account manager to the MEL.

CLAIMS AUDIT: Executive Director reported as part of the MEL Audit Universe there are a number of internal audits that completed recently including the claims audit focuses on certain MEL and RCF fund years. The results of the audit, once finalized, will be shared with the RCF JIF. The MEL Audit Committee is meeting on the 23rd of March to review the results.

JUNE 2017 MEETING: Executive Director said this year's PRIMA conference is scheduled from June 4-7th and may conflict with the scheduled June meeting. Executive Director recommended the meeting date be moved from June 7th to Thursday June 1st - Forsgate Country Club would remain as the location and the fund office will advertise the notice.

MOTION TO CHANGE THE JUNE MEETING FROM JUNE 7TH TO JUNE 1ST AND ADVERTISE THE APPROPRIATE NOTICE:

Moved:	Commissioner Law
Second:	Commissioner Wolk
Vote:	Unanimous

2017 FINANCIAL DISCLOSURES: Executive Director said Commissioners should anticipate the online filing of the Financial Disclosure forms as both an RCF Commissioner, as well as, any municipal related positions that require filing. It is expected the Division of Local Government Services will distribute a notice in March and forms will need to be filed by April 30th.

ATTORNEY:

REPORT: Fund Attorney reported that one of the last remaining EPL/POL claims is progressing towards closure, which is down from approximately 300 that were left to be settled since that line of coverage was transferred out of the MEL.

OLD BUSINESS:

NONE

NEW BUSINESS:

NONE

PUBLIC COMMENT:

NONE

MOTION TO ADJOURN:

Moved:	Commissioner Catenaro
Second:	Commissioner Cottman
Vote:	Unanimous

MEETING ADJOURNED: 10:36AM

Nancy A. Ghani, Assisting Secretary

for

Brian Bigler, SECRETARY

MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND BILLS LIST

CONFIRMATION OF PAYMENTS

FEBRUARY 2017

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

BE IT RESOLVED that the Municipal Excess Liability Residual Claim 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 2012

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001065			
001065	DORSEY & SEMRAU	CLAIMS - RCF - 01/2017	300.32
			300.32
		Total Payments FY 2012	300.32

FUND YEAR 2013

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001066			
001066	DORSEY & SEMRAU	CLAIMS - RCF - 01/2017	37.54
001066	DORSEY & SEMRAU	CLAIMS - RCF - 12/2016	73.60
			111.14
		Total Payments FY 2013	111.14

FUND YEAR 2014

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001067			
001067	DORSEY & SEMRAU	CLAIMS - RCF - 01/2017	600.64
001067	DORSEY & SEMRAU	CLAIMS - RCF - 12/2016	349.61
			950.25
		Total Payments FY 2014	950.25

FUND YEAR 2016

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001068			
001068	PERMA RISK MANAGEMENT SERVICES	POSTAGE FEE 12/2016	48.93
001068	PERMA RISK MANAGEMENT SERVICES	1099 E-FILINGS - 2016	31.84
			80.77
001069			
001069	ALLSTATE INFORMATION MANAGEMNT	ACCT: 809 - ACT & STOR - 12/31/2016	22.39
			22.39
		Total Payments FY 2016	103.16

FUND YEAR 2017

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001070			
001070	PERMA RISK MANAGEMENT SERVICES	POSTAGE FEE 01/2017	5.47
001070	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 02/2017	16,067.53
			16,073.00
001071			
001071	THE ACTUARIAL ADVANTAGE	ACTUARIAL CONSULTING SERVICES - 02/2017	3,313.00
001071	THE ACTUARIAL ADVANTAGE	ACTUARIAL CONSULTING SERVICES - 01/2017	3,313.00

			6,626.00
001072			
001072	DORSEY & SEMRAU	ATTORNEY FEE 1ST QTR 2017	10,039.35
			10,039.35
001073			
001073	CHARLES CUCCIA	FUND TREASURER FEE 02/2017	3,141.83
			3,141.83
001074			
001074	MUNICIPAL EXCESS LIABILITY JIF	REIMBURSE MEL 1/5 COST FROM 1/4/17 MTG	983.67
			983.67
001075			
001075	CB CLAIMS, LLC	CLAIMS SUPERVISION 01/2017	4,837.52
			4,837.52
001076			
001076	ARTHUR J. GALLAGHER RISK MSI	DEPUTY ADMIN/EXEC DIR - 02/2017	5,431.54
			5,431.54
		Total Payments FY 2017	47,132.91

CONFIRMING TOTAL PAYMENTS ALL FUND YEARS \$ 48,597.78

Chairperson

Attest:

Dated: _____

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

Treasurer