

**MUNICIPAL EXCESS RESIDUAL CLAIMS LIABILITY FUND
MINUTES
MARCH 2, 2016
FORSGATE COUNTRY CLUB, JAMESBURG, NJ
10:30 AM**

Meeting of Executive Committee called to order by David Matchett.

ROLL CALL OF 2016 EXECUTIVE COMMITTEE/FUND COMMISSIONERS:

DAVID MATCHETT	Chairman	Burlco	Present
WILLIAM CLOSE	Secretary	Morris	Present
BRIAN BIGLER	Exec Comm	NJUA	Present
TOM NOLAN	Exec Comm	Monmouth	Present
WILLIAM COTTMAN	Exec Comm	MEL	Present
PAUL SHIVES	Exec Comm	Ocean	Present
MADLINE COOK	Exec Comm	PHA	Present
RICHARD HIRSCH	Alt #1	Atlantic	Present
JOSEPH WOLK	Alt #2	Camden	Present
JOSEPH CATENARO	Alt #3	Sub Essex	Present
JAMES GILDEA	Alt #4	Sub Muni	Present
SCOTT CAREW	Alt#5	PMM	Absent
ROBERT LANDOLFI	Alt#6	Central	Present
ROBERT LAW	Alt#7	Trico	Present
GREGORY FRANZ	Alt #9	South Bergen	Present
PAUL TOMASKO	Alt #8	Bergen	Present

Executive Director PERMA Risk Management Services
Joseph Hrubash, Cathleen Kiernan

Deputy Administrator Arthur J. Gallagher
Paul Miola, Paul Forlenza

Attorney Dorsey & Semrau
Fred Semrau, Esq.

Treasurer **Charles Cuccia**

Claims Supervisor CB Claims
Chris Botta, Georganne Jussel

Actuary The Actuarial Advantage
Eric Bause, Michael Solomon

ALSO PRESENT:

Ezio Altamura, GJEM Agency
Michael Avalone, Conner Strong & Buckelew
Frank Covelli, PIA
Charles Casagrande, Danskin Insurance Agency
Cindy Lisa, Danskin Insurance Agency

Kathleen Tyler Schohl, Qual-Lynx
 Chris Healy, Qual-Lynx
 Pauline Kontomanolis, Perma
 Steven Sacco, Perma
 Brad Stokes, Perma
 Robyn Walcoff, Perma
 Jason Thorpe, Perma
 Nancy Ghani, Perma
 Joeen Ciannella, Perma

APPROVAL OF MINUTES: January 6, 2016 Open Session

MOTION TO APPROVE JANUARY 6, 2016 MINUTES:

Moved: Commissioner Nolan
 Second: Commissioner Cook
 Roll Call: Unanimous

COORESPONDANCE:

NONE

TREASURER:

CONFIRMING FEBRUARY 2016 VOUCHER PAYMENTS (BILLS LIST):

2009	36.80
2012	1604.94
2013	549.87
2014	1311.54
2015	38002.38
2016	43106.39
TOTAL	\$84,611.92

RESOLUTION 7-16, CONFIRMING MARCH 2016 VOUCHER PAYMENTS (BILLS LIST):

2016	25291.33
TOTAL	\$25,291.33

MOTION TO CONFIRM FEBRUARY 2016 PAYMENTS AND TO ADOPT RESOLUTION 7-16 APPROVING VOUCHER LIST FOR MARCH 2016, AS SUBMITTED

Moved: Commissioner Nolan
 Second: Commissioner Cottman
 Roll Call Vote: 15 Ayes – 0 Nays

EXECUTIVE DIRECTOR:

ANNUAL RETREAT: Executive Director said the Board of Fund Commissioners held its annual one-day retreat on February 19, 2016 in the Princeton Forrestal Marriott. For information, enclosed in the agenda was a copy of the retreat’s agenda; Clark LaMendola prepared an overview of the retreat, which was distributed for information.

RCF CASH MANAGEMENT PLAN: Executive Director said the MEL and RCF are jointly exploring options to develop a new investment plan for consideration by DCA and DOBI. Enclosed in the agenda was a copy of a revised RCF cash management plan with the proposed changes. Executive Director said the MEL will be reviewing same changes at their meeting today.

MOTION TO APPROVE THE PROPOSED CHANGES TO THE CASH MANAGEMENT PLAN:

Moved: Commissioner Cottman
Second: Commissioner Wolk
Roll Call Vote: 15 Ayes – 0 Nays

NJ URBAN CENTERS JOINT INSURANCE FUND: Executive Director said there was nothing to report at this time with respect to this initiative.

2016 MEL & MR HIF EDUCATIONAL SEMINAR: The 6th annual seminar is scheduled for Friday, April 15th 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: Executive Director said the Claims Review Committee met in January and is scheduled to meet at 9:00 AM on the day of the Commissioner's meeting. Minutes of the January meeting were enclosed under separate cover.

2016 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.

2016 BUDGET: In accordance with the regulations, the budget adopted by the Fund has been filed with the State.

NEXT MEETING: The next meeting of the RCF is scheduled for Wednesday June 1, 2016 at 10:30AM the Forsgate CC, Jamesburg, NJ.

ATTORNEY:

REPORT: Fund Attorney said there was nothing to report for the month.

OLD BUSINESS:

NONE

NEW BUSINESS:

NONE

PUBLIC COMMENT:

NONE

MOTION TO ADJOURN:

Moved: Commissioner Wolk
Second: Commissioner Cook
Vote: Unanimous

MEETING ADJOURNED: 10:35 am

Nancy A. Ghani, Assisting Secretary

for

William Close, SECRETARY

**MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND
BILLS LIST**

Resolution No. 7-16

MARCH 2016

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 2016

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000509			
000509	PERMA	EXECUTIVE DIRECTOR FEE 03/2016	14,139.45
			14,139.45
000510			
000510	THE ACTUARIAL ADVANTAGE	ACTUARIAL CONSULTING SERVICES - 03/2016	3,248.42
			3,248.42
000511			
000511	CHARLES CUCCIA	TREASURER FEE 03/2016	3,080.25
			3,080.25
000512			
000512	ALLSTATE INFORMATION MANAGEMNT	ACCT: 809 - ACT & STOR - 01/31/16	18.45
			18.45
000513			
000513	ARTHUR J. GALLAGHER RISK MSI	DEPUTY ADMIN/EXEC DIR - 03/2016	4,804.76
			4,804.76
		Total Payments FY 2016	25,291.33

TOTAL PAYMENTS ALL FUND YEARS \$ 25,291.33