

**MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND
OPEN MINUTES
SEPTEMBER 2, 2015
FORSGATE COUNTRY CLUB, JAMESBURG, NJ
11:15 AM**

Meeting of Fund Commissioners called to order by Chair Jon Rheinhardt. Open Public Meetings notice read into record.

PLEDGE OF ALLEGIANCE – Chair Jon Rheinhardt led Commissioners in the Pledge of Allegiance.

ROLL CALL OF 2015 BOARD OF FUND COMMISSIONERS

Jon Rheinhardt, Chair	Borough of Wharton – Morris JIF	Present
Robert Landolfi, Secretary	Township of Piscataway- Central JIF	Present
Richard Hirsch	Borough of Longport - Atlantic JIF	Present
Joseph Wolk	Borough of Mount Ephraim- Camden JIF	Present
Roger Butler	Cinnaminson BOFC - FRESP JIF	Present
Andrew Brannen	Township of Ocean – Mid-Jersey JIF	Absent
Thomas Nolan	Borough of Brielle - Monmouth JIF	Present
William Cottman	Pleasantville Housing Authority- PHA JIF	Present
Mauro Tucci	Township of Nutley – Sub Essex JIF	Present
Paul Shives	Township of Toms River – Ocean JIF	Present
Charles Cuccia	Borough of Maywood –S. Bergen JIF	Present
James Gildea	Town of Westfield – Suburban JIF	Present
Robert Law	Woodbury City - Trico JIF	Present
Patrick O’Hagan, Alternate	Borough of Midland Park -Bergen JIF	Present
Meghan Jack	Township of Riverside - Burlco JIF	Absent
Cynthia Ege	Lambertville – PAIC JIF	Absent
Scott Carew	Township of Moorestown - PMM JIF	Present
Commissioner to be Appointed	NJUA JIF	Absent
Joseph D’Arco	Borough of Paramus - NJMSI JIF	Present

APPOINTED OFFICIALS PRESENT:

Executive Director/Adm	Perma Risk Management Services David N. Grubb, Joseph Hrubash
Attorney	Dorsey & Semrau Fred Semrau, Esquire
Public Officials Claims Service & Ex Worker’s Comp	Qual-Lynx Kathleen Tyler-Schohl
Excess Liability Claims	CB Claims LLC Chris Botta
Excess Property Claims	Vanguard Claims Brian Gilliam, Robert Gilliam
Safety Director	JA Montgomery Risk Control Services Joanne Hall, Dave McHale

Managed Care

QualCare
Donna Setzer

Actuary

The Actuarial Advantage
Dennis Henry, Eric Bause

Lobbyist

Pathways
Paul Bent

Treasurer

Mike Zambito

Underwriting Manager

Conner Strong & Buckelew
Ed Scioli

ALSO PRESENT:

Frank Covelli, PIA

Paul Miola, FJGRMS

Paul Forlenza, AJGRMS

Charles Casagrande, Danskin Insurance Agency

Cindy Lisa, Danskin Insurance Agency

Michael Avalone, Conner Strong & Buckelew

Jay McManus, NAIMC

Amy Pieroni, NAIMC

Ezio Altamura, GJEM a division of Otterstedt

Barbara Murphy, RLM Inc

James Kickham, PERMA Risk Management Services

Pauline Kontomanolis, PERMA Risk Management Services

Robyn Walcoff, PERMA Risk Management Services

Cate Kiernan, PERMA Risk Management Services

Stephen Sacco, PERMA Risk Management Services

Brad Stokes, PERMA Risk Management Services

Nancy Ghani, PERMA Risk Management Services

Karen Read, PERMA Risk Management Services

Jason Thorpe, PERMA Risk Management Services

Joeen Ciannella, PERMA Risk Management Services

MOMENT OF SILENCE GUY J. BUONPANE: Executive Director said the fund office received sad news that Guy Buonpane, Vice President of QualCare passed away on Friday, August 31, 2015. Chairman Rheinhardt and the Executive Director led the Board and Fund Professionals in a Moment of Silence.

The following resolution was read into the record:

RESOLUTION HONORING
GUY J. BUONPANE
MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND

WHEREAS, Guy Buonpane worked for QualCare and Qual-Lynx over the past twelve years and most recently held the position of Vice President of Managed Care Operations and Client Services and;

WHEREAS, Guy was an experienced claims and managed care professional with previous employment at CNA, Hartford and Travelers Insurance and was a Risk Manager for ProLogis prior to joining QualCare and;

WHEREAS, Guy brought his passion for claims and managed care to his new role at QualCare by implementing new programs, creative solutions and adding cohesion to the claims and managed care process and;

WHEREAS, during his entire tenure at QualCare and Qual-Lynx, Guy was an integral member of the MEL team, always delivering insightful advice with both humor and humility. His coworkers remember him as intelligent, generous, gifted in his ability to share a story and most of all, chivalrous. He will be missed by many.

NOW, THEREFORE BE IT RESOLVED by the Commissioners of the Municipal Excess Liability Joint Insurance Fund that they honor GUY BUONPANE and pay tribute to his years of service and express their heartfelt condolences to his friends and family; and

BE IT FURTHER RESOLVED, that a duly authenticated copy of this resolution, signed by the Fund Chairperson, Fund Executive Director and attested by the Fund Secretary, be transmitted to the family of GUY BUONPANE.

The resolution was moved by Commissioner Carew and seconded by Commissioner Cuccia with a roll call vote of 15 Ayes – 0 Nays.

APPROVAL OF MINUTES: Included in the agenda were the June 3, 2015 open minutes for approval.

MOTION TO APPROVE JUNE 3, 2015 MINUTES:

Moved:	Commissioner Law
Second:	Commissioner Cuccia
Vote:	Unanimous – 1 Abstain (Chairman Rheinhardt)

CORRESPONDENCE:

NONE

EXECUTIVE DIRECTOR REPORT:

2016 BUDGET: A preliminary 2016 budget and rate table was distributed for review and enclosed in the agenda was the Financial Fast Track as of June 30, 2015.

Executive Director said the preliminary 2016 Budget reflects an overall decrease of 4.5%, when applying the 2015 exposures and limits against the 2016 rate table to provide a comparison.

Executive Director said this budget is representative of municipalities only and since the renewal underwriting data is currently being reviewed there will be changes to it between the October introduction and the November adoption.

Executive Director said the budget is based on the introduction of a retrospective rating program. Executive Director said the MEL will bill member JIFs a deposit assessment based on 85% of their expected claims fund assessments; only JIFs with claims that exceed that amount will be assessed a balance. Executive Director said the balance will be capped at 100%, 115% or 125% of the expected claims fund, which will be determined by the JIF's claims experience. Executive Director said this philosophy allows for the local JIF to take greater responsibility in their claims experience and allow for a more equitable distribution of the MEL assessments.

Executive Director said historically MEL premiums were based on total population, payroll, and property values and did not adequately rate JIFs with seasonal populations or sizeable summer exposures.

Executive Director said there will be an increased element of experience built into the allocation method by applying an experience modification factor. Executive Director said this will allow JIFs to have greater control and management of claims. Executive Director said each JIF will determine how to budget for claims that may exceed the 85%.

Executive Director said the Management Committee met to review the structure in July and the minutes of that meeting were included in the agenda for information. Executive Director said the Management Committee is scheduled to meet again on September 21, 2015 to review the proposed budget figures in order to present a budget and rate table at the October MEL meeting.

SUPER STORM SANDY: Fund Attorney said in the initial stages of adjusting Super Storm Sandy claims, the MEL formed a Super Sandy Claims Committee. Committee established a process to adjust claims which included mediation and arbitration process. Enclosed in the agenda was a copy of the memorandum dated 12/15/14 sent to all member entities concerning the alternative claims resolution procedure for flood claims resulting from Super Storm Sandy.

Fund Attorney said Judge Carver was appointed to mediate that process and began working with approximately 12 towns that asked that their claims adjudication be reconsidered. Fund Attorney noted that all 12 towns had “opted in” to the process set forth by the Super Sandy Committee. Judge Carver set a July 31st date to resolve the process and essentially met that date.

Fund Attorney said once the final court order is executed, the MEL will contact member towns concerning their share of the flood sublimit. Fund Attorney said the MEL tried to move this process along quickly so all affected members could complete their FEMA filings; FEMA is expected to process a payment of 95% of the amounts not paid by Zurich.

Executive Director distributed a copy of a draft memorandum announcing the finalization of all Super Storm Sandy flood claims for information only. Executive Director said the MEL expects to issue a press release and have an article in the League magazine once the matter is finalized.

MANAGEMENT COMMITTEE: The Management Committee met on July 9, 2015; enclosed were the minutes for information. Executive Director said the matter of the MEL assessment allocation was already addressed, but there were three other items reviewed by the committee for the board’s recommendation.

Executive Director said as previously discussed and approved at the MEL June meeting, the Fund Attorney will now oversee the OPRA process at an annual cost of \$16,000. In addition to removing the hourly rate charge, PERMA reduced its fee by \$5,000 for 2015 and \$10,000 for 2016 – which offsets the additional fee reflected in the Fund Attorney contract. Enclosed in the agenda were Resolution 12-15 and Resolution 13-15 amending the Professional Service Agreements for Perma and the Fund Attorney memorializing the action taken at the June meeting. In addition to the fee, the Management Committee reviewed and recommended a restructuring of the OPRA response process.

Executive Director said the committee also reviewed the utilization of the online camp counselor training courses and recommended the purchase of an additional FirstNet 5,000 usage credits at \$14,374 to offset a current deficit along with expected usage for the remainder of the year.

Lastly, Executive Director said the committee discussed an Insurance Industry Internship Program as an effort to improve minority access to careers in the insurance industry. Executive Director said initial discussions indicated that the internship could be funded through industry contributions and a possible Department of Community Affairs grant. Executive Director requested authorization to release a Request for Proposal (RFP) for a consultant to spearhead this initiative.

MOTION TO ACCEPT THE RECOMMENDATIONS OF THE MANAGEMENT COMMITTEE AND ADOPT RESOLUTION 12-15 AMENDING THE 2015-2017 PROFESSIONAL SERVICE AGREEMENT WITH PERMA RISK MANAGEMENT SERVICES, ADOPT RESOLUTION 13-15 AMENDING THE 2015-2017 PROFESSIONAL SERVICE AGREEMENT WITH FRED SEMRAU, ESQ, APPROVE ADDITIONAL FIRSTNET USAGE CREDITS AND AUTHORIZE THE FUND OFFICE TO RELEASE A REQUEST FOR PROPOSAL FOR INSURANCE INDUSTRY INTERNSHIP:

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

Chairman Rheinhardt said the online camp counselor program is fantastic program and made it mandatory for counselors in Wharton; counselors that did not participate were dismissed from duty until they fully participated in the trainings. Executive Director said credit should be given to Dave McHale of J.A. Montgomery who discovered this available training for MEL members.

NJ URBAN CENTERS JOINT INSURANCE FUND: Executive Director said initial regulatory filings have been made to the Departments of Banking & Insurance and Community Affairs for the formation of new JIF to meet the need of large cities that are not normally eligible for membership in programs like the MEL. The proposed start up date is January 1, 2016. At this time, the Urban Centers JIF is requesting associate membership into the MEL as non-risk bearing member to utilize the MEL's services. In addition, associate membership is also being requested from the Residual Claims Fund to transfer residual claims on a cost plus interest basis so that the RCF is not assuming any risk.

Executive Director said the RCF decided to refer the matter to a joint sub-committee and Chairman Rheinhardt and Commissioners Landolfi, Cuccia and Nolan volunteered to serve as MEL representatives; joint sub-committee would schedule a meeting and report back at the October meeting.

INVESTMENT COMMITTEE: Response to the MEL's Request for Qualifications for Banking & Asset Management was due in the Fund office at the end of July. Responses were received from: Wells Fargo, Ocean First, PFM Asset Management, InvestorsBank, TD Bank, CapitalOne Bank and Wilmington Trust. The Investment Committee is scheduled to meet on September 21st to begin its review of the responses.

Committee Chairman Gildea said the committee met on July 28th to review draft language to work towards a legislative change concerning Joint Insurance Fund investments. Enclosed in

the agenda were the committee's July minutes and draft legislative language. Executive Director said the draft language will allow joint insurance funds to join together to make joint investments and joint cash management funds. Executive Director said the MEL will meet with representatives from the state before further pursuing legislative remedy, but at this time there is no requested action.

MODEL PERSONNEL MANUAL MEETING: Executive Director said a meeting has been scheduled for September 28, 2015 to review any required changes to model policies, which occurs every two years. Executive Director said the JIFs will introduce the changes in the fall of 2015; members will have until December of 2016 to achieve compliance.

SAFETY AND EDUCATION COMMITTEE: The Safety & Education Committee met on August 14, 2015; enclosed in the agenda were the minutes for information.

Safety Director said at the June meeting, the board previously reviewed and approved additional services with respect to the Management and Supervisor Training Consultant contract for \$9,000. Included in the agenda was Resolution 14-15 and contract amendment reflecting the additional cost for Manager & Supervisory Training Consultant for LaMendola Associates memorializing the action taken.

Safety Director said in addition, the committee is recommending the MEL continue scheduling Management Training Seminars in 2016. The current contact with LaMendola Associates will expire at year end and the committee recommended the MEL issue a Request for Qualifications for Management Safety Training.

MOTION TO ADOPT RESOLUTION 14-15 AUTHORIZING 2015 CONTRACT ADDENDUM FOR LAMENDOLA ASSOCIATES' SAFETY TRAINING AND TO AUTHORIZE THE RELEASE OF A REQUEST FOR QUALIFICATIONS FOR 2016 MANAGEMENT SAFETY TRAINING:

Moved: Commissioner Cuccia
Second: Commissioner Shives
Vote: Unanimous

CYBER TRAINING: Executive Director distributed a one-page summary notice of the Technology Liability Best Practices study, which is expected to be completed and distributed to the membership soon. Executive Director said in addition to the study, the fund office has asked VCS to quote the cost to prepare an online Cyber Training video. Executive Director said the MEL has a contract with VCS to prepare webinar trainings and on-line trainings; enclosed in the agenda was a copy of the quote for consideration.

Executive Director said there are two options for an online training: a) a standard format in which a PowerPoint presentation is accompanied by narration or b) higher quality production with on-camera narration. Executive Director said option b is recommended given the audience, scope and importance of technology liability.

MOTION TO ACCEPT THE RECOMMENDATION AND AUTHORIZE PRODUCTION OF AN ON-CAMERA VIDEO TRAINING RELATED TO TECHNOLOGY LIABILITY:

Moved: Commissioner Cuccia
Second: Commissioner Shives
Roll Call Vote: 18 Ayes, 0 Nays, 1 Abstain (Commr D'Arco)

LEGISLATIVE COMMITTEE: The Legislative Committee met on May 29, 2015 and enclosed in the agenda were the minutes for information. The Legislative Committee is scheduled to meet on November 18th during the NJSLOM convention.

Committee Chairman provided the board with a verbal report on the following bills the MEL is monitoring that have been released from legislative committees:

A-1347 (Stender) / S-264 (Greenstein) was released by the Assembly Labor Committee on June 4th by a vote of 5 to 2. This bill, which the Fund opposes, is known as the "Thomas P. Canzanella Twenty First Century First Responders Protection Act"; concerns workers' compensation for public safety workers. It has been second referenced to the Assembly Appropriations Committee where it currently sits.

A-1779 (McKeon) was released by the Assembly Environment & Solid Waste Committee on June 4th by a vote of 3 to 1. This bill, which the Fund supports, clarifies that certain types of sewage and sewage sludge do not constitute hazardous substances under "Spill Compensation and Control Act." It is now at second reading in the Assembly awaiting a floor vote.

A-4132 (Giblin) was released by the Assembly Labor Committee on June 18th by a vote of. This bill, which the Fund opposes, permits group self-insurance plans for, and collective bargaining agreements improving the provision of workers' compensation. It is now at second reading in the Assembly awaiting a floor vote. The Senate version of this bill, S-2447 (Madden), was passed in the Senate on June 25th by a vote of 24 to 12 and now joins the Assembly version.

Committee Chairman said the Assembly has been out since the end of June and will not return until after the November 3rd elections. Committee Chairman added that there was a recent conference call between the Governor's office, the NJSLOM and the Fund Attorney to discuss the the need for municipal immunity as respects to the use of defibrillators.

EMERGENCY CLEANUP AND RESTORATION SERVICES: In response to Requests for Qualifications, the Board accepted the list of qualified vendors for Emergency Cleanup and Restoration Services at the March MEL meeting. Executive Director said it was the intent of the Board for this to be an open Request for Qualifications that would allow vendors to be added to this list periodically. However, the form included wording that process was consistent with the "formal fair & open process & in compliance with comptroller's recommendations" which is not strictly consistent with an "on-going submission process". Executive Director recommended issuing a revised RFQ.

MOTION TO AUTHORIZE THE RELEASE OF A REVISED REQUEST FOR QUALIFICATIONS TO ALLOW ADDITIONS TO THE QUALIFIED VENDOR LIST FOR EMERGENCY CLEANUP AND RESTORATION SERVICES:

Moved:	Commissioner Shives
Second:	Commissioner Landolfi
Vote:	Unanimous

COVERAGE COMMITTEE: The Coverage Committee is scheduled to meet on October 7, 2015.

RCF REPORT: Enclosed in the agenda was a copy of Commissioner Cottman’s report on the RCF Board’s June meeting for information.

LEAGUE MAGAZINE: Enclosed in the agenda was the 4th of a series of MEL advertisements to appear in the League magazine. This ad highlights the MEL’s members use of S:ERVE – an online course made available to emergency personnel through the MEL’s relationship with its excess workers’ compensation carrier.

XL HELPLINE - ENQUIRON MEMBER REPORT: Enclosed in the agenda was usage report for the period 7/1/14 to 6/30/15 on the topics and/or resources accessed by MEL members through XL’s Help Line.

CLAIMS COMMITTEE: The Claims Review Committee is scheduled to meet immediately following the Board meeting. Minutes of the June and July meetings were enclosed under separate cover.

TREASURER:

CONFIRMATION OF PAYMENTS

June 2015 #2	\$45,136.57
July 2015	\$427,747.64
August 2015	\$386,666.34

RESOLUTION 15-15 FOR SEPTEMBER VOUCHERS: Fund Treasurer said check #000759 should be listed as \$20,912.75 and the total payment for all fund years should be \$1,997,001.13

September 2015 \$1,997,001.13 As corrected

Confirmation Of May 2015 Claims Payments/Certification Of Claims Transfers:

1988 WC	2,596.93
2010	0.00
2011	270,172.74
2012	872,484.19
2013	26,155.01
2014	1,425.67
2015	165,079.42
TOTAL	1,337,913.96

Confirmation Of June 2015 Claims Payments/Certification Of Claims Transfers:

1988 WC	3,819.08
2010	0.00
2011	221,595.97
2012	4,916.12
2013	67,375.57
2014	947.02
2015	1,656,407.37
TOTAL	1,955,061.13

Confirmation Of July 2015 Claims Payments/Certification Of Claims Transfers:

1988 WC	3,632.80
2010	0.00
2011	21,066.39
2012	18,366.98
2013	40,828.41
2014	157,014.05
2015	232,425.26
TOTAL	473,333.89

MOTION TO CONFIRM PAYMENTS OF JUNE #2, JULY AND AUGUST 2015 AND TO APPROVE SEPTEMBER 2015 BILLS LIST RESOLUTION 15-15 AS CORRECTED AND TO APPROVE TREASURER'S REPORT; CURRENT AND CONFIRMING EXPENSES AS PRESENTED:

Moved: Commissioner Shives
Second: Commissioner Nolan
Roll Call Vote: 19 Ayes – 0 Nays

UNDERWRITING MANAGER:

REPORT: Underwriting Manager said discussion and negotiations with the MEL's excess carriers are currently underway for the 2016 renewal.

CLAIMS:

REPORT: Ms. Schohl said there would be a MEL Claims Committee following this meeting.

ATTORNEY:

REPORT: Fund Attorney said only 20 POL/EPL claims remain open from when the MEL retained Public Officials/Employment Practices Liability coverage and expects them to be resolved by the end of the year.

MANAGED CARE: On behalf of QualCare & Qual-Lynx, the Managed Care Provider thanked the MEL Board of Commissioners for honoring the passing of Guy Buonpane.

REPORT: A report was included in the agenda showing the Savings and Penetration report as of July 2015; the total billed was \$4,385,390.97 million with approved bills of \$2,102,455.60 for a total savings of 50%.

OLD BUSINESS:

NONE

NEW BUSINESS:

NONE

PUBLIC COMMENT:

NONE

CLOSED SESSION: There was no need for Closed Session.

MOTION TO ADJOURN:

Moved: Commissioner Cottman
Second: Commissioner Cuccia
Vote: Unanimous

MEETING ADJOURNED: 11:54 AM

NEXT MEETING: October 21, 2015
Forsgate Country Club
11:15 AM

Nancy A. Ghani, Assisting Secretary
for

ROBERT LANDOLFI, SECRETARY

**MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND
AMENDING THE 2015 THROUGH 2017
PROFESSIONAL SERVICE AGREEMENT WITH
PERMA RISK MANAGEMENT SERVICES**

WHEREAS, the Board of Fund Commissioners of the Municipal Excess Liability Joint Insurance Fund awarded and executed a Professional Service Agreement for Fund Years 2015, 2016 and 2017 to PERMA Risk Management Services, an affiliate of Conner Strong Companies, Inc. as the Fund's Administrator in a public session held on January 7, 2015;

WHEREAS, the Board of Fund Commissioners has received a recommendation from the Management Committee to adjust the annual compensation by removing the hourly rate to process Open Public Records Act (OPRA) requests, reduce the 2015 fee by \$5,000 and to reduce the 2016 fee by \$10,000 since the initial fee structure was established;

NOW, THEREFORE, BE IT RESOLVED by the Board of Fund Commissioners of the Municipal Excess Liability Joint Insurance Fund that the Professional Service Agreement with PERMA Risk Management Services, an affiliate of Conner Strong Companies, Inc., as Administrator to the Municipal Excess Liability Joint Insurance Fund for the period of January 1, 2015 through December 31, 2017 amend the compensation clause as follows:

During Fund year 2015, the FUND shall pay the SERVICE PROVIDER a fee of one million, sixteen thousand seven hundred twenty-six dollars and forty-seven cents (\$1,016,726.47) to provide the services as outlined in the in the FUND's by-laws, plan of risk management, and N.J.A.C. 11:15-2 etc. seq. which include claims management and financial services. New members shall be charged a fee in proportion to the fee charged current members.

In addition to any adjustments to compensation for Fund year 2016 and 2017 will be established by the Board of Fund Commissioners at annual reorganization – annual fee will be reduced by \$10,000, based on restructuring of OPRA responses.

**MUNICIPAL EXCESS LIABILITY
JOINT INSURANCE FUND**

RESOLUTION 13-15

**MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND
AMENDING THE 2015 THROUGH 2017
PROFESSIONAL SERVICE AGREEMENT WITH
FRED SEMRAU, ESQ**

WHEREAS, the Board of Fund Commissioners of the Municipal Excess Liability Joint Insurance Fund awarded and executed a Professional Service Agreement for Fund Years 2015, 2016 and 2017 to Fred Semrau, Esq. as the Fund's General Counsel and Attorney in a public session held on January 7, 2015;

WHEREAS, the Board of Fund Commissioners has received a recommendation from the Management Committee to adjust the annual compensation by increasing the Attorney's annual fee by \$16,000 to process and manage Open Public Records Act (OPRA) requests since the initial fee structure was established;

NOW, THEREFORE, BE IT RESOLVED by the Board of Fund Commissioners of the Municipal Excess Liability Joint Insurance Fund that the Professional Service Agreement with Fred Semrau, Esq. as the Fund's General Counsel and Attorney to the Municipal Excess Liability Joint Insurance Fund for the period of January 1, 2015 through December 31, 2017 amend the compensation clause to include the following:

The FUND shall pay the SERVICE PROVIDER to prepare responses to Open Public Records Act (OPRA) requests an annual fee of sixteen thousand dollars and zero cents (\$16,000.00).

**MUNICIPAL EXCESS LIABILITY
JOINT INSURANCE FUND**

RESOLUTION 14-15

**MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND
AMENDING THE JULY 1, 2013 THROUGH DECEMBER 31, 2015
PROFESSIONAL SERVICE AGREEMENT WITH
LAMENDOLA ASSOCIATES**

WHEREAS, the Board of Fund Commissioners of the Municipal Excess Liability Joint Insurance Fund awarded and executed a Professional Service Agreement for the period July 1, 2013 to December 31, 2015 to LaMendola Associates as the Fund's Manager and Supervisory Training Consultant in a public session held on June 6, 2013;

WHEREAS, the Board of Fund Commissioners has received a recommendation from the Safety & Education Committee to adjust the compensation by increasing the fee by \$9,000 to account for expanded MEL Leadership Institute Management Skills Training sessions since the initial fee structure was established;

NOW, THEREFORE, BE IT RESOLVED by the Board of Fund Commissioners of the Municipal Excess Liability Joint Insurance Fund that the Professional Service Agreement with LaMendola Associates as the Fund's Manager and Supervisory Training Consultant to the Municipal Excess Liability Joint Insurance Fund for the period of July 1, 2013 through December 31, 2015 amend the compensation clause to include the following:

During Fund year 2015, the FUND shall pay the SERVICE PROVIDER a fee of nine thousand dollars and zero cents (\$9,000.00) for additional MEL Leadership Institute Management Skills Training sessions.

**MUNICIPAL EXCESS LIABILITY
JOINT INSURANCE FUND**

MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND BILLS LIST

Resolution No. 15-15

SEPTEMBER 2015

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

BE IT RESOLVED that the Municipal Excess Liability Joint Insurance 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>
000744			
000744	HARWOOD LLOYD LLC	LITIGATION MANAGEMENT 07/2015 - SS SANDY	11,400.00
			11,400.00
		Total Payments FY 2012	11,400.00

FUND YEAR 2015

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000745			
000745	CONNER STRONG & BUCKELEW	EXCESS LIABILITY - 4 OF 4 - 10/2015	1,354,655.00
			1,354,655.00
000746			
000746	QUALCARE, INC.	MANAGED CARE FEE 09/2015	41,666.67
			41,666.67
000747			
000747	CONNER STRONG & BUCKELEW	OPT POL/EPL 4 OF 4 - 10/2015	219,636.75
			219,636.75
000748			
000748	QUAL-LYNX	CLAIMS - POL - 09/2015	4,166.67
000748	QUAL-LYNX	CLAIMS - EXWC - 09/2015	47,916.67
000748	QUAL-LYNX	COMPUTER ACCESS FEE - 07/2015	1,377.00
000748	QUAL-LYNX	COMPUTER ACCESS FEE - 08/2015	1,377.00
000748	QUAL-LYNX	COMPUTER ACCESS FEE 09/2015	1,377.00
			56,214.34
000749			
000749	CB CLAIMS LLC	CLAIMS ADMIN - 08/2015	30,946.97
			30,946.97
000750			
000750	J. A. MONTGOMERY RISK CONTROL	SAFETY & EDUCATION - VIDEO - 9/2015	1,500.00
000750	J. A. MONTGOMERY RISK CONTROL	MSI ADMIN - 09/2015	69,090.00
000750	J. A. MONTGOMERY RISK CONTROL	SAFETY & EDUCATION - CONSULTING - 9/2015	7,950.00
			78,540.00
000751			
000751	VANGUARD CLAIMS ADMINISTRATION	CLAIMS ADMIN - 09/2015	11,250.00
			11,250.00
000752			
000752	PERMA	EXECUTIVE DIRECTOR - 09/2015	84,310.54
			84,310.54
000753			
000753	MICHAEL S. ZAMBITO	TREASURER FEE 3RD QTR 2015	5,927.49
000753	MICHAEL S. ZAMBITO	POSTAGE FEE 07/2015	98.00
			6,025.49
000754			

000754	WILSON ELSER MOSKOWITZ EDELMAN	PROFESSIONAL SERVICE - 06/30/2015	156.68 156.68
000755			
000755	FORSGATE COUNTRY CLUB	MEL SAFETY & EDUCATION - 8/14/2015	1,189.60 1,189.60
000756			
000756	ALLSTATE INFORMATION MANAGEMNT	ACCT: 224 - ACT & STOR 07/31/2015	219.22 219.22
000757			
000757	ARTHUR J. GALLAGHER RMS, INC.	REINSURANCE MANAGER - 09/2015	23,988.75 23,988.75
000758			
000758	THE ACTUARIAL ADVANTAGE	ACTUARIAL CONSULTING SERVICES - 09/2015	3,935.37 3,935.37
000759			
000759	EXIGIS LLC	ONLINE UNDERWRITING DATABASE - 06/30/15	30,912.75 30,912.75
000760			
000760	LaMENDOLA ASSOCIATES, INC.	CONSULTANT SUPPORT - 8/5/15	150.00 150.00
000761			
000761	CONNER STRONG & BUCKELEW	UNDERWRITING MANAGER - 09/2015	41,541.83 41,541.83
000762			
000762	ACRISURE LLC	RMC FEE 2ND 2015 - HAZLET TWP	3,312.69 3,312.69
000763			
000763	NORTH AMERICAN INSURANCE MGMNT	RMC FEE 2ND 2015 - MARLBORO TWP	6,948.48 6,948.48

Total Payments FY 2015

1,995,601.13

TOTAL PAYMENTS ALL FUND YEARS \$ \$ 2,007,001.13

MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND

BILLS LIST - 2

CONFIRMATION OF PAYMENTS

JUNE 2015

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

BE IT RESOLVED that the Municipal Excess Liability Joint Insurance 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>
000680			
000680	MORRIS COUNTY MUNI JT INS FUND	POLICE ACCREDITATION CREDIT FOR BUTLER	2,689.62
			2,689.62
000681			
000681	MORRIS COUNTY MUNI JT INS FUND	POLICE ACCREDITATION CREDIT FOR BUTLER	282.01
			282.01
000682			
000682	HARWOOD LLOYD LLC	LITIGATION MANAGEMENT - 6/23/15 SS SANDY	1,980.00
			1,980.00
000683			
000683	DORSEY & SEMRAU ESQ.	LITIGATION MANAGEMENT - 5/2015 -SS SANDY	3,512.39
			3,512.39
Total Payments FY 2012			8,464.02

FUND YEAR 2013

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000684			
000684	MORRIS COUNTY MUNI JT INS FUND	POLICE ACCREDITATION CREDIT FOR BUTLER	2,077.88
			2,077.88
000685			
000685	MORRIS COUNTY MUNI JT INS FUND	POLICE ACCREDITATION CREDIT FOR BUTLER	216.35
			216.35
Total Payments FY 2013			2,294.23

FUND YEAR 2014

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000686			
000686	MORRIS COUNTY MUNI JT INS FUND	POLICE ACCREDITATION CREDIT FOR BUTLER	2,207.90
			2,207.90
000687			
000687	MORRIS COUNTY MUNI JT INS FUND	POLICE ACCREDITATION CREDIT FOR BUTLER	219.70
			219.70
Total Payments FY 2014			2,427.60

FUND YEAR 2015

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000688			
000688	J. A. MONTGOMERY RISK CONTROL	MEL LEADERSHIP TRAINING CATERING 6/3/15	520.00
000688	J. A. MONTGOMERY RISK CONTROL	MEL LEADERSHIP TRAINING CATERING 5/6/15	520.00
			1,040.00
000689			
000689	FIRSTNET LEARNING, INC.	UNIVERSITY MODIFICATIONS ADJ PROPERTY	450.00
000689	FIRSTNET LEARNING, INC.	COURSE CREDITS FOR FNL COURSES 6/15	9,375.00
000689	FIRSTNET LEARNING, INC.	COURSE CREDITS FOR MELJIF DEVELOPED	12,500.00

			22,325.00
000690			
000690	DORSEY & SEMRAU ESQ.	LITIGATION MANAGEMENT - MAR-MAY'15	916.88
			916.88
000691			
000691	NEWTECH SERVICES, INC.	MONTHLY WEBSITE MAINTENANCE/HOSTING 6/15	212.30
			212.30
000692			
000692	COURIER POST	ACCT: CHL-071051 - 06/20/15 - NOTICE	25.20
			25.20
000693			
000693	ASBURY PARK PRESS	ACCT: ASB-102902 - 06/20/15 - NOTICE	73.25
			73.25
000694			
000694	FORSGATE COUNTRY CLUB	MEETING - 06/03/2015	2,420.90
			2,420.90
000695			
000695	ALLSTATE INFORMATION MANAGEMNT	ACCT: 224 - ACT & STOR 05/31/2015	264.60
			264.60
000696			
000696	JON RHEINHARDT	REIMBURSE FOR HOTEL, MEL RETREAT	222.59
			222.59
000697			
000697	MEDFORD TOWNSHIP	REIMBURSE - COMPLETION OF POL REACCREDIT	1,000.00
			1,000.00
000698			
000698	NJ STATE LEAGUE OF MUNICIPALIT	FINAL PAYMENT FOR BOOTH 1145 - 6/15/15	750.00
			750.00
000699			
000699	LaMENDOLA ASSOCIATES, INC.	CONSULTANT SUPPORT - 6/2/15	2,700.00
			2,700.00
		Total Payments FY 2015	31,950.72

CONFIRMING TOTAL PAYMENTS ALL FUND YEARS \$ \$ 45,136.57

MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND BILLS LIST

CONFIRMATION OF PAYMENTS

JULY 2015

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

BE IT RESOLVED that the Municipal Excess Liability Joint Insurance 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>
000700			
000700	DORSEY & SEMRAU ESQ.	LITIGATION MANAGEMENT - 06/15 - SS SANDY	714.38
			714.38
		Total Payments FY 2012	714.38

FUND YEAR 2014

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000701			
000701	OCEAN COUNTY MUNICIPAL JIF	MEL-2014 4TH QTR ASSESSMENT OVERPAYMENT	1,000.00
			1,000.00
000702			
000702	NISIVOCCIA & COMPANY	AUDITOR FEE FOR FY 2014 05/29/15	26,666.00
			26,666.00
000703			
000703	PFEIFFER GOV LLC	CONSULTING SERVICES - 2014	1,500.00
			1,500.00
		Total Payments FY 2014	29,166.00

FUND YEAR 2015

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000704			
000704	QUALCARE, INC.	MANAGED CARE FEE - 07/2015	41,666.67
			41,666.67
000705			
000705	QUAL-LYNX	CLAIMS - EXWC -07/2015	47,916.66
000705	QUAL-LYNX	CLAIMS - POL - 07/2015	4,166.67
			52,083.33
000706			
000706	CB CLAIMS LLC	CLAIMS ADMIN - 06/2015	32,821.57
			32,821.57
000707			
000707	J. A. MONTGOMERY RISK CONTROL	REIMB SUPPLIES MEL LEADERSHIP TRNG	65.26
000707	J. A. MONTGOMERY RISK CONTROL	SAFETY & EDUCATION - VIDEO - 07/2015	1,500.00
000707	J. A. MONTGOMERY RISK CONTROL	MSI ADMIN - 07/2015	69,090.00
000707	J. A. MONTGOMERY RISK CONTROL	SAFETY & EDUCATION - CONSULTING - 07/15	7,950.00
			78,605.26
000708			
000708	VANGUARD CLAIMS ADMINISTRATION	CLAIMS ADMIN - 07/2015	11,250.00
			11,250.00
000709			
000709	PERMA	POSTAGE FEE 06/2015	72.67
000709	PERMA	POSTAGE FEE 05/2015	413.18

000709	PERMA	EXECUTIVE DIRECTOR - 07/2015	85,143.87
000709	PERMA	FEE ADJUSTMENT FOR OPRA TRANSFER	-833.33
			84,796.39
000710			
000710	DORSEY & SEMRAU ESQ.	ATTORNEY FEE 3RD QTR 2015	10,465.24
			10,465.24
000711			
000711	NEWTECH SERVICES, INC.	MONTHLY WEBSITE MAINTENANCE/HOST - 7/15	215.00
			215.00
000712			
000712	WILSON ELSER MOSKOWITZ EDELMAN	PROFESSIONAL SERVICES - 06/15/2015	5,616.83
			5,616.83
000713			
000713	THE PRESS OF ATLANTIC CITY	ACCT 103463 - 06/22/15 - MEETINGS	49.97
			49.97
000714			
000714	COURIER POST	ACCT: CHL-071051 - 07/10/15 - SYNOPSIS	140.40
			140.40
000715			
000715	NJ ADVANCE MEDIA	ACCT: XMUNI0555792 - 7/15/15 - SYNOPSIS	440.10
000715	NJ ADVANCE MEDIA	ACCT: XMUNI0555792 - 06/25/15 - ADV BANK	69.75
			509.85
000716			
000716	ASBURY PARK PRESS	ACCT: ASB-102902 - 07/09/15 - SYNOPSIS	269.00
			269.00
000717			
000717	FORSGATE COUNTRY CLUB	MEL EXECUTIVE DIRECTORS MEETING -5/15/15	741.20
000717	FORSGATE COUNTRY CLUB	MANAGEMENT COMMITTEE - 07/09/15	850.00
000717	FORSGATE COUNTRY CLUB	MEL EXECUTIVE DIRECTORS MEETING -4/20/15	741.20
			2,332.40
000718			
000718	ALLSTATE INFORMATION MANAGEMNT	ACCT: 224 - ACT & STOR 6/30/2015	249.14
			249.14
000719			
000719	ARTHUR J. GALLAGHER RMS, INC.	REINSURANCE MANAGER - 07/2015	23,988.75
			23,988.75
000720			
000720	THE ACTUARIAL ADVANTAGE	ACTUARIAL CONSULTING SERVICES - 07/2015	3,935.37
			3,935.37
000721			
000721	MGL PRINTING SOLUTIONS	CHECKS - MEL JIF ADMIN - 7/10/2015	226.25
			226.25
000722			
000722	DELRAN TOWNSHIP	REIMBURSE POLICE RE-ACCREDITATION FEES	1,000.00
			1,000.00
000723			
000723	LaMENDOLA ASSOCIATES, INC.	CONSULTANT SUPPORT - 06/2015	1,087.50
000723	LaMENDOLA ASSOCIATES, INC.	LONG RAND PLAN - 06/2015	235.65
000723	LaMENDOLA ASSOCIATES, INC.	COMMUNICATIONS - 06/2015	665.86
			1,989.01
000724			
000724	CONNER STRONG & BUCKELEW	UNDERWRITING MANAGER FEE 07/2015	41,541.83
			41,541.83
000725			
000725	E, FITZ ART, INC.	ANNUAL REPORT & CSL MAILINGS- 6/1/15	4,115.00
			4,115.00

Total Payments FY 2015

397,867.26

CONFIRMING TOTAL PAYMENTS ALL FUND YEARS \$ \$ 427,747.64

MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND BILLS LIST

CONFIRMATION OF PAYMENTS

AUGUST 2015

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

BE IT RESOLVED that the Municipal Excess Liability Joint Insurance 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>
000726			
000726	DORSEY & SEMRAU ESQ.	LITIGATION MANAGEMENT - 7/24/15 SS SAND	476.26
			476.26
		Total Payments FY 2012	476.26

FUND YEAR 2014

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000727			
000727	PERMA	REIMBURSE COST FOR 1099 E-FILING 2014	126.30
			126.30
		Total Payments FY 2014	126.30

FUND YEAR 2015

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
000728			
000728	CONNER STRONG & BUCKELEW	PROPERTY: ADDING & DELETING LOCATIONS	8,502.00
			8,502.00
000729			
000729	QUALCARE, INC.	MANAGED CARE FEE - 08/2015	41,666.67
			41,666.67
000730			
000730	QUAL-LYNX	CLAIMS - POL - 08/2015	4,166.67
000730	QUAL-LYNX	CLAIMS - EXWC - 08/2015	47,916.66
			52,083.33
000731			
000731	CB CLAIMS LLC	CLAIMS ADMIN - 07/2015	30,946.97
			30,946.97
000732			
000732	J. A. MONTGOMERY RISK CONTROL	SAFETY & EDUCATION: 08/2015 - VIDEO	1,500.00
000732	J. A. MONTGOMERY RISK CONTROL	MSI ADMIN - 08/2015	69,090.00
000732	J. A. MONTGOMERY RISK CONTROL	SAFETY & EDUCATION: 08/2015 - CONSULTING	7,950.00
			78,540.00
000733			
000733	VANGUARD CLAIMS ADMINISTRATION	CLAIMS ADMIN - 08/2015	11,250.00
			11,250.00
000734			
000734	PERMA	POSTAGE FEE 07/2015	34.26
000734	PERMA	EXECUTIVE DIRECTOR FEE 08/2015	84,310.54
			84,344.80
000735			
000735	NEWTECH SERVICES, INC.	MONTHLY WEBSITE MAINTENANCE/HOSTING 8/15	215.00
			215.00

000736			
000736	ARTHUR J. GALLAGHER RMS, INC.	REINSURANCE MANAGER - 08/2015	23,988.75
			23,988.75
000737			
000737	TREASURER, STATE OF NEW JERSEY	INVESTMENT RECEIVABLES - 2ND QTR 2015	200.00
			200.00
000738			
000738	VITALE	INVESTMENT COMMITTEE - 7/18/15	202.40
			202.40
000739			
000739	THE ACTUARIAL ADVANTAGE	ACTUARIAL CONSULTING SERVICES - 08/2015	3,935.37
			3,935.37
000740			
000740	INSURANCE SOCIETY OF	MEL/MRHIF EDUCATIONAL SEMINAR 4/17/15	1,362.50
			1,362.50
000741			
000741	MANSFIELD TOWNSHIP	REIMBURSE OF POLICE RE-ACCRED. - 6/11/15	1,000.00
			1,000.00
000742			
000742	CONNER STRONG & BUCKELEW	UNDERWRITING MANAGER - 08/2015	41,541.83
			41,541.83
000743			
000743	PATHWAYS GOVERNMENT RELATIONS	PROFESSIONAL SERVICES - 3RD QTR 2015	6,284.16
			6,284.16
		Total Payments FY 2015	386,063.78

CONFIRMING TOTAL PAYMENTS ALL FUND YEARS \$ \$ 386,666.34