

**SALEM COUNTY INSURANCE FUND COMMISSION  
AGENDA AND REPORTS  
AUGUST 4, 2016 – 9 AM**

**COUNTY OLD COURTHOUSE  
104 MARKET STREET – 2<sup>ND</sup> FLOOR  
SALEM, NJ 08079**

**To attend the meeting via teleconference please dial 1-866-921-5493  
and enter passcode 7269691#**

**OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE**

**In accordance with the Open Public Meetings Act, notice of this meeting was given by:**

- I. Advertising the notice in the South Jersey News and the Elmer Times**
- II. Filing advance written notice of this meeting with the Commissioners of the SALEM COUNTY INSURANCE FUND COMMISSION; and**
- III. Posting notice on the Public Bulletin Board in the Salem County Courthouse and the Salem County Administration Building and filing it with the County Clerk**

**SALEM COUNTY INSURANCE FUND COMMISSION  
AGENDA -OPEN PUBLIC MEETING  
AUGUST 4, 2016 – 9:00 AM  
104 MARKET STREET  
SALEM, NJ 08079**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ
  - FLAG SALUTE
  - ROLL CALL OF COMMISSIONERS
  - APPROVAL OF MINUTES: June 2, 2016 Open Minutes.....Appendix I
  
  - CORRESPONDENCE - None
  
  - EXECUTIVE DIRECTOR/ADMINISTRATOR – PERMA.....Page 1
  
  - COMMITTEE REPORTS
    - Safety Committee Report.....Verbal
    - Claims Committee Report.....Verbal
  
  - TREASURER – Katie Coleman
    - Resolution 16-16 Bills List.....Page 10
  
  - CEL SAFETY DIRECTOR – J.A. Montgomery Risk Control
    - Monthly Report ..... Page 12
  
  - CLAIMS SERVICE – Inservco Insurance Services
    - Monthly Savings Report..... Page 13
  
  - EXECUTIVE SESSION
  
  - Motion for Executive Session for Certain Specified Purposes for Personnel, Safety, Public Property or Litigation in accordance with the Open Public Meeting Act - PAYMENT AUTHORIZATION REQUEST
  
  - Motion to Return to Open Session
  - Motion to Approve PARS
  
  - OLD BUSINESS
  - NEW BUSINESS
  - PUBLIC COMMENT
- 
- MEETING ADJOURNMENT
  - NEXT SCHEDULED MEETING: OCTOBER 6, 2016

**SALEM COUNTY INSURANCE FUND COMMISSION**

9 Campus Drive, Suite 216  
Parsippany, NJ 07054

Date: August 4, 2016  
Memo to: Commissioners of the Salem County Insurance Fund Commission  
From: PERMA Risk Management Services  
Subject: Executive Director's Report

---

- ❑ **2015 Audit Report as of December 31, 2015** – A draft copy of the 2015 Audit will be distributed at the meeting. The report is valued as of 12/31/15. The Commission Auditor, Mr. Jim Miles, of Bowman & Company, LLP will attend the meeting to present the audit. Formal adoption will place at our next meeting.
- ❑ **Certificate of Insurance Issuance Report:** Attached on **Page 3** is the Certificate of Insurance Issuance Report from the CEL listing those certificates issued for the period of May 26, 2016 to July 26, 2016. There were 4 certificate of insurance issued during this period.
  - ❑ **Motion to approve the certificate of insurance report.**
- ❑ **NJ Excess Counties Insurance Fund (CELJIF)** – The CELJIF met on June 23, 2016. Bowman & Company, LLP presented a draft copy of the 2015 Audit. The Counties of Union, Hudson, Ocean and Mercer are scheduled to renew their membership with the Fund as of January 1, 2017. A summary report of the meeting is included in the agenda on **pages 4 & 5**. The CEL is scheduled to meet again on September 22, 2016 at 1:00 PM.
- ❑ **Financial Fast Track** – Included on **Page 6 & 7** of the agenda are the Financial Fast Tracks for the Salem County Insurance Fund Commission for April and May. As of May 31, 2016 the Commission has a deficit of \$665,250.
- ❑ **NJ CEL Property and Casualty Financial Fast Track** - Included in the agenda on **Page 8** is the NJ CEL Financial Fast Track Report as of May 31, 2016. The CEL has a surplus of **\$5,779,623**.
- ❑ **Claims Tracking Report (Page 9)** – The claims tracking report is on page 9 of the agenda. The Claims Activity Report tracks open claims; the Executive Director will review the report with the Commission.
- ❑ **2017 Renewal** – On July 15, 2016 the Fund Office sent the NJCE FY 2017 Renewal Data Schedules to the Risk Managers. The updated documents should be returned by e-mail to Brad Stokes no later than Monday, August, 22, 2016. If anyone has any questions or needs assistance they should contact Brad Stokes or Karen Read.

The Fund office will also be sending out the renewal applications for completion as respects to the ancillary lines of insurance. Since the budget process is dependent on the timely receipt of the renewal data we ask your cooperation in meeting the due dates.

# Salem County Insurance Commission Certificate Of Insurance Monthly Report

Tuesday, July 26, 2016

From 5/26/2016 To 7/26/2016

Holder (H) / Insured Name (I)	Holder / Insured Address	Holder Code	Description of Operations	Issue Date	Coverage
<b>SCIC</b>					
H- NJ Department of Military & Veterans Affairs I- Salem County	and It's Employees PO Box 340 Trenton, NJ 08625-0340 94 Market Street Salem, NJ 08079	468	Evidence of insurance. All operations usual to County Governmental Entity. (see page 2)	7/8/2016	GL EX AU WC
			Company E: XS Worker Compensation XS Employers Liability Policy Term 1/1/16 to 1/1/17 Policy # SP4054261		Statutory x \$1,000,000 \$5,000,000 x \$1,000,000
H- Marlin Business Bank I- Salem County	300 Fellowship Rd. Mt. Laurel, NJ 08054 Attn: Diane Libertella 94 Market Street Salem, NJ 08079	1701	Evidence of Insurance regarding lease for new copier.	5/26/2016	GL EX AU WC
			Company E: XS Worker Compensation XS Employers Liability Policy Term 1/1/16 to 1/1/17 Policy # SP4054261		Statutory x \$1,000,000 \$5,000,000 x \$1,000,000
H- Marlin Business Bank I- Salem County	300 Fellowship Rd. Mt. Laurel, NJ 08054 Attn: Diane Libertella 94 Market Street Salem, NJ 08079	1701	Evidence of Insurance regarding lease for new copier. Certificate holder is listed as loss payee.	7/13/2016	PR
			Company E: XS Worker Compensation XS Employers Liability Policy Term 1/1/16 to 1/1/17 Policy # SP4054261		Statutory x \$1,000,000 \$5,000,000 x \$1,000,000
H- New Jersey Department of Environmental Protection I- Salem County	Office of Mosquito Control Coordination Mail Code 501-03, PO Box 420 501 East State Street Station Plaza Bldg. 5 Trenton, NJ 08625-0420 94 Market Street Salem, NJ 08079	1731	Evidence of insurance. All operations usual to County Governmental Entity as respects to the request of State Aid Funds for county mosquito identification and control efforts regarding Zika and for completion of the annual State Equipment Lease Agreement. (see page 2)	6/29/2016	GL EX AU WC
			Company E: XS Worker Compensation XS Employers Liability Policy Term 1/1/16 to 1/1/17 Policy # SP4054261		Statutory x \$1,000,000 \$5,000,000 x \$1,000,000

**Total # of Holders = 4**

**NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND**

9 Campus Drive – Suite 216  
Parsippany, NJ 07054-4412  
Telephone (201) 881-7632 Fax (201) 881-7633

**Date:** June 23, 2016  
**To:** Executive Committee  
Salem County Insurance Fund Commission  
**From:** PERMA Risk Management Services  
**Subject:** New Jersey Counties Excess Meeting Report

---

**Risk Management Plan – Amendment to Assessment Payment Schedule:** Executive Director reported that the Risk Management Plan (RMP) requires an amendment to update the assessment payment schedule to track to the Fund’s operations over the past six years.

Following budget certification, any adjustments to exposures reported by members result in minor changes to the budget and subsequent allocation of additional premiums. Any adjustments are included on the 2<sup>nd</sup> installment bill, which has been due May 15<sup>th</sup>. Executive Director reported adjustments have occurred well after the original May 15<sup>th</sup> date and recommended the installment dates change to allow billing flexibility, as well as, track to billings issued over the past six years. The Board of Fund Commissioners agreed with the recommendation and approved the amendment to the 2016 Risk Management Plan as respects to installment payments.

*Former wording of installment payments in the 2016 Risk Management Plan*

- c) The following shall be the payment schedule for assessments:  
60% of the assessment shall be due March 15<sup>th</sup> (or upon binding coverage if after the February 15<sup>th</sup> and the remainder due on May 15<sup>th</sup> (or upon binding coverage if after May 15<sup>th</sup>).

*Current amended wording of installment payments in the 2016 Risk Management Plan*

- c) The following shall be the payment schedule for assessments:
  - 1) Current Members: 60% of the assessment shall be due March 15<sup>th</sup> and the remainder due on August 1<sup>st</sup>.
  - 2) New Members:
    - a) New members will be billed based upon an agreed payment schedule for the initial first year of membership.
    - b) Thereafter the initial year, new members will be billed the same cycle as current members on March 15<sup>th</sup> and August 1<sup>st</sup>.

**Membership Renewal:** The Counties of Union, Hudson, Ocean and Mercer County Insurance Fund Commission are scheduled to renew their membership with the Fund as of January 1, 2017. Renewal documents will be sent to each respective County.

**December 31, 2015 Audit:** The Fund Auditor submitted and reviewed a draft financial audit for the period ending December 31, 2015. Fund Auditor noted there was no recommendations or findings and would prepare the final report for the next meeting. The Board adopted resolution 26-16 authorizing the fund office to file the draft audit and request an extension to submit the final report to the Department of Community Affairs.

**2017 Renewal:** The fund office will start the data collection process for the 2017 renewal in order to provide relevant information to underwriters. The fund office is working with the local Insurance Commissions and County members to roll out the process shortly; the initial deadline to complete the general liability and property information is set for August and all remaining exposure data by September in order to present a budget by the October meeting.

**Bylaw Amendment:** Following the May 5<sup>th</sup> public meeting, the fund office distributed the proposed bylaw amendment to members for their governing bodies to approve or deny. The amendment would allow a Joint insurance Fund(s) whose members are exclusive members of a local unit under the control and finance of the governing body of a County to apply for NJCE membership.

As per the NJCE bylaws, the amendment is only adopted by the Fund when the governing bodies of three-fourths (3/4) of the members approve the amendment within six (6) months of the hearing on the amendment. Executive Director reported to date, the office has received confirmation that 5 members have adopted the bylaw amendment.

**NJCE Financials:** The Financial Fast Track as of April 30, 2016 reflected the fund's statutory surplus of \$5.6 million.

**Claims Status Summary:** AmeriHealth Casualty Services provided a summary report of claims with large open reserves which were reviewed during Closed Session.

**Risk Control:** Safety Director's report included a report reflecting the risk control activities from April – July 2016. Safety Director said PEOSH has indicated they would be focusing on five-year strategic plan in the various counties. Safety Director said members could contact his office for assistance in responding to any citations.

**Next Meeting:** The next regularly scheduled meeting of the NJCE fund is September 22, 2016 at 1:00PM at the Camden County College Regional Emergency Training Center.

SALEM COUNTY INSURANCE COMMISSION					
FINANCIAL FAST TRACK REPORT					
AS OF		April 30, 2016			
ALL YEARS COMBINED					
	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE	
1.	UNDERWRITING INCOME	125,481	500,226	4,674,419	5,174,646
2.	CLAIM EXPENSES				
	Paid Claims	50,190	207,970	1,624,539	1,832,509
	Case Reserves	(16,962)	(72,380)	783,031	710,652
	IBNR	52,034	135,471	311,208	446,679
	Discounted Claim Value	(824)	(1,194)	(28,566)	(29,760)
	<b>TOTAL CLAIMS</b>	<b>84,438</b>	<b>269,868</b>	<b>2,690,212</b>	<b>2,960,080</b>
3.	EXPENSES				
	Excess Premiums	56,907	225,928	2,468,465	2,694,392
	Administrative	8,111	29,305	244,877	274,182
	<b>TOTAL EXPENSES</b>	<b>65,018</b>	<b>255,233</b>	<b>2,713,341</b>	<b>2,968,574</b>
4.	UNDERWRITING PROFIT (1-2-3)	(23,974)	(24,875)	(729,134)	(754,009)
5.	INVESTMENT INCOME	0	2	12	14
6.	PROFIT (4 + 5)	(23,974)	(24,873)	(729,121)	(753,994)
7.	CEL APPROPRIATION CANCELLATION	0	0	1,259	1,259
8.	DIVIDEND INCOME	0	0	0	0
9.	DIVIDEND EXPENSE	0	0	0	0
10.	INVESTMENT IN JOINT VENTURE	(5,976)	899	52,542	53,441
11.	<b>SURPLUS (6 + 7 + 8)</b>	<b>(29,949)</b>	<b>(23,974)</b>	<b>(675,320)</b>	<b>(699,294)</b>
<b>SURPLUS (DEFICITS) BY FUND YEAR</b>					
	2012	(480)	(4,895)	(157,203)	(162,097)
	2013	(5,461)	292	(311,360)	(311,068)
	2014	14,971	(54,177)	(161,412)	(215,589)
	2015	(60,684)	(54,204)	(45,346)	(99,550)
	2016	21,704	89,010		89,010
	<b>TOTAL SURPLUS (DEFICITS)</b>	<b>(29,949)</b>	<b>(23,974)</b>	<b>(675,320)</b>	<b>(699,294)</b>
	<b>TOTAL CASH</b>				<b>37,818</b>
<b>CLAIM ANALYSIS BY FUND YEAR</b>					
<b>FUND YEAR 2012</b>					
	Paid Claims	0	2,462	221,076	223,538
	Case Reserves	0	948	44,555	45,503
	IBNR	(0)	(410)	4,682	4,272
	Discounted Claim Value	(0)	(15)	(1,837)	(1,852)
	<b>TOTAL FY 2012 CLAIMS</b>	<b>(1)</b>	<b>2,984</b>	<b>268,477</b>	<b>271,461</b>
<b>FUND YEAR 2013</b>					
	Paid Claims	727	5,135	647,665	652,800
	Case Reserves	(727)	267	368,137	368,404
	IBNR	0	(9,402)	60,462	51,060
	Discounted Claim Value	25	430	(10,474)	(10,044)
	<b>TOTAL FY 2013 CLAIMS</b>	<b>25</b>	<b>(3,570)</b>	<b>1,065,789</b>	<b>1,062,220</b>
<b>FUND YEAR 2014</b>					
	Paid Claims	0	9,661	483,447	493,109
	Case Reserves	(14,412)	60,145	140,737	200,883
	IBNR	(702)	(11,921)	96,817	84,896
	Discounted Claim Value	415	(1,326)	(6,351)	(7,677)
	<b>TOTAL FY 2014 CLAIMS</b>	<b>(14,699)</b>	<b>56,560</b>	<b>714,651</b>	<b>771,211</b>
<b>FUND YEAR 2015</b>					
	Paid Claims	45,310	176,367	272,351	448,718
	Case Reserves	(5,107)	(145,870)	229,602	83,732
	IBNR	18,672	17,679	149,247	166,926
	Discounted Claim Value	(323)	3,543	(9,905)	(6,362)
	<b>TOTAL FY 2015 CLAIMS</b>	<b>58,553</b>	<b>51,719</b>	<b>641,295</b>	<b>693,014</b>
<b>FUND YEAR 2016</b>					
	Paid Claims	4,153	14,345		14,345
	Case Reserves	3,284	12,130		12,130
	IBNR	34,063	139,525		139,525
	Discounted Claim Value	(941)	(3,826)		(3,826)
	<b>TOTAL FY 2016 CLAIMS</b>	<b>40,560</b>	<b>162,175</b>	<b>0</b>	<b>162,175</b>
	<b>COMBINED TOTAL CLAIMS</b>	<b>84,438</b>	<b>269,868</b>	<b>2,690,212</b>	<b>2,960,080</b>



SALEM COUNTY INSURANCE COMMISSION				
FINANCIAL FAST TRACK REPORT				
AS OF		May 31, 2016		
ALL YEARS COMBINED				
	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1. UNDERWRITING INCOME	125,057	625,283	4,674,419	5,299,702
2. CLAIM EXPENSES				
Paid Claims	13,173	221,144	1,624,539	1,845,682
Case Reserves	(246)	(72,626)	783,031	710,406
IBNR	16,506	151,977	311,208	463,185
Discounted Claim Value	(384)	(1,578)	(28,566)	(30,145)
<b>TOTAL CLAIMS</b>	<b>29,049</b>	<b>298,917</b>	<b>2,690,212</b>	<b>2,989,129</b>
3. EXPENSES				
Excess Premiums	56,482	282,409	2,468,465	2,750,874
Administrative	7,065	36,370	244,877	281,247
<b>TOTAL EXPENSES</b>	<b>63,547</b>	<b>318,780</b>	<b>2,713,341</b>	<b>3,032,121</b>
4. UNDERWRITING PROFIT (1-2-3)	32,461	7,586	(729,134)	(721,547)
5. INVESTMENT INCOME	0	2	12	14
6. PROFIT (4 + 5)	32,461	7,588	(729,121)	(721,533)
7. CEL APPROPRIATION CANCELLATION	0	0	1,259	1,259
8. DIVIDEND INCOME	0	0	0	0
9. DIVIDEND EXPENSE	0	0	0	0
10. INVESTMENT IN JOINT VENTURE	1,583	2,482	52,542	55,024
<b>11. SURPLUS (6 + 7 + 8)</b>	<b>34,044</b>	<b>10,070</b>	<b>(675,320)</b>	<b>(665,250)</b>
<b>SURPLUS (DEFICITS) BY FUND YEAR</b>				
2012	249	(4,646)	(157,203)	(161,848)
2013	1,554	1,846	(311,360)	(309,514)
2014	(9,236)	(63,413)	(161,412)	(224,825)
2015	15,025	(39,179)	(45,346)	(84,524)
2016	26,451	115,461		115,461
<b>TOTAL SURPLUS (DEFICITS)</b>	<b>34,044</b>	<b>10,070</b>	<b>(675,320)</b>	<b>(665,250)</b>
<b>TOTAL CASH</b>				<b>24,645</b>
<b>CLAIM ANALYSIS BY FUND YEAR</b>				
<b>FUND YEAR 2012</b>				
Paid Claims	0	2,462	221,076	223,538
Case Reserves	0	948	44,555	45,503
IBNR	(149)	(560)	4,682	4,123
Discounted Claim Value	6	(10)	(1,837)	(1,846)
<b>TOTAL FY 2012 CLAIMS</b>	<b>(143)</b>	<b>2,841</b>	<b>268,477</b>	<b>271,318</b>
<b>FUND YEAR 2013</b>				
Paid Claims	1,047	6,182	647,665	653,847
Case Reserves	(1,383)	(1,116)	368,137	367,020
IBNR	(1,277)	(10,678)	60,462	49,783
Discounted Claim Value	76	506	(10,474)	(9,968)
<b>TOTAL FY 2013 CLAIMS</b>	<b>(1,537)</b>	<b>(5,107)</b>	<b>1,065,789</b>	<b>1,060,683</b>
<b>FUND YEAR 2014</b>				
Paid Claims	7,435	17,096	483,447	500,543
Case Reserves	2,525	62,670	140,737	203,408
IBNR	(582)	(12,503)	96,817	84,314
Discounted Claim Value	(55)	(1,381)	(6,351)	(7,731)
<b>TOTAL FY 2014 CLAIMS</b>	<b>9,323</b>	<b>65,883</b>	<b>714,651</b>	<b>780,533</b>
<b>FUND YEAR 2015</b>				
Paid Claims	3,432	179,799	272,351	452,150
Case Reserves	(853)	(146,723)	229,602	82,879
IBNR	(18,082)	(403)	149,247	148,844
Discounted Claim Value	483	4,027	(9,905)	(5,878)
<b>TOTAL FY 2015 CLAIMS</b>	<b>(15,019)</b>	<b>36,700</b>	<b>641,295</b>	<b>677,995</b>
<b>FUND YEAR 2016</b>				
Paid Claims	1,259	15,604		15,604
Case Reserves	(535)	11,595		11,595
IBNR	36,596	176,121		176,121
Discounted Claim Value	(895)	(4,721)		(4,721)
<b>TOTAL FY 2016 CLAIMS</b>	<b>36,425</b>	<b>198,600</b>	<b>0</b>	<b>198,600</b>
<b>COMBINED TOTAL CLAIMS</b>	<b>29,049</b>	<b>298,917</b>	<b>2,690,212</b>	<b>2,989,129</b>

NEW JERSEY COUNTIES EXCESS JIF				
FINANCIAL FAST TRACK REPORT				
AS OF May 31, 2016				
ALL YEARS COMBINED				
	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1. UNDERWRITING INCOME	1,765,854	8,829,272	76,187,004	85,016,276
2. CLAIM EXPENSES				
Paid Claims	56,361	757,709	1,089,974	1,847,683
Case Reserves	401,151	962,607	2,413,317	3,375,923
IBNR	(171,181)	404,969	9,188,910	9,593,879
Discounted Claim Value	(33,839)	(118,603)	(651,074)	(769,677)
<b>TOTAL CLAIMS</b>	<b>252,492</b>	<b>2,006,682</b>	<b>12,041,128</b>	<b>14,047,809</b>
3. EXPENSES				
Excess Premiums	1,256,071	6,278,117	52,056,606	58,334,723
Administrative	128,935	645,526	5,652,271	6,297,797
<b>TOTAL EXPENSES</b>	<b>1,385,006</b>	<b>6,923,643</b>	<b>57,708,877</b>	<b>64,632,520</b>
4. UNDERWRITING PROFIT (1-2-3)	128,357	(101,052)	6,436,999	6,335,947
5. INVESTMENT INCOME	3,719	16,504	184,725	201,228
6. PROFIT (4+5)	132,076	(84,548)	6,621,724	6,537,175
7. Dividend	0	0	150,000	150,000
8. Cancelled Appropriations	0	0	607,551	607,551
9. SURPLUS (6-7-8)	132,076	(84,548)	5,864,173	5,779,624
<b>SURPLUS (DEFICITS) BY FUND YEAR</b>				
2010	1,759	16,541	642,182	658,723
2011	3,244	(194,241)	1,149,228	954,987
2012	18,335	(311,904)	477,778	165,874
2013	659	(127,587)	1,259,797	1,132,210
2014	11,272	319,103	1,417,746	1,736,849
2015	876	(289,074)	917,441	628,367
2016	95,929	502,613		502,613
<b>TOTAL SURPLUS (DEFICITS)</b>	<b>132,076</b>	<b>(84,548)</b>	<b>5,864,172</b>	<b>5,779,623</b>
<b>TOTAL CASH</b>				<b>17,002,755</b>
<b>CLAIM ANALYSIS BY FUND YEAR</b>				
<b>FUND YEAR 2010</b>				
Paid Claims	0	901	163,454	164,355
Case Reserves	0	(0)	1	1
IBNR	(1,603)	(17,124)	326,545	309,422
Discounted Claim Value	53	710	(11,008)	(10,298)
<b>TOTAL FY 2010 CLAIMS</b>	<b>(1,550)</b>	<b>(15,513)</b>	<b>478,992</b>	<b>463,479</b>
<b>FUND YEAR 2011</b>				
Paid Claims	0	91,234	144,097	235,331
Case Reserves	0	158,768	262,007	420,775
IBNR	(3,007)	(43,638)	623,896	580,258
Discounted Claim Value	141	(10,315)	(41,637)	(51,952)
<b>TOTAL FY 2011 CLAIMS</b>	<b>(2,866)</b>	<b>196,049</b>	<b>988,363</b>	<b>1,184,412</b>
<b>FUND YEAR 2012</b>				
Paid Claims	35,927	546,946	515,889	1,062,835
Case Reserves	(51,988)	(136,694)	856,270	719,575
IBNR	(5,309)	(95,441)	1,120,043	1,024,602
Discounted Claim Value	3,438	(895)	(82,267)	(83,162)
<b>TOTAL FY 2012 CLAIMS</b>	<b>(17,932)</b>	<b>313,916</b>	<b>2,409,934</b>	<b>2,723,850</b>
<b>FUND YEAR 2013</b>				
Paid Claims	344	344	15,975	16,319
Case Reserves	355,925	605,125	511,304	1,116,429
IBNR	(343,208)	(463,778)	1,657,721	1,193,943
Discounted Claim Value	(13,061)	(10,989)	(110,993)	(121,982)
<b>TOTAL FY 2013 CLAIMS</b>	<b>0</b>	<b>130,702</b>	<b>2,074,007</b>	<b>2,204,709</b>
<b>FUND YEAR 2014</b>				
Paid Claims	1,101	26,532	120,096	146,628
Case Reserves	(1,101)	(166,940)	313,106	146,166
IBNR	(11,236)	(198,300)	2,411,798	2,213,498
Discounted Claim Value	749	23,316	(164,745)	(141,429)
<b>TOTAL FY 2014 CLAIMS</b>	<b>(10,487)</b>	<b>(315,392)</b>	<b>2,680,255</b>	<b>2,364,863</b>
<b>FUND YEAR 2015</b>				
Paid Claims	18,989	91,752	130,464	222,216
Case Reserves	98,310	502,336	470,629	972,965
IBNR	(113,158)	(281,417)	3,048,907	2,767,490
Discounted Claim Value	(4,141)	(17,198)	(240,424)	(257,622)
<b>TOTAL FY 2015 CLAIMS</b>	<b>(0)</b>	<b>295,473</b>	<b>3,409,576</b>	<b>3,705,049</b>
<b>FUND YEAR 2016</b>				
Paid Claims	0	0		0
Case Reserves	5	12		12
IBNR	306,339	1,504,667		1,504,667
Discounted Claim Value	(21,017)	(103,231)		(103,231)
<b>TOTAL FY 2016 CLAIMS</b>	<b>285,327</b>	<b>1,401,447</b>	<b>0</b>	<b>1,401,447</b>
<b>COMBINED TOTAL CLAIMS</b>	<b>252,492</b>	<b>2,006,682</b>	<b>12,041,128</b>	<b>14,047,809</b>

**Salem County Insurance Commission  
CLAIM ACTIVITY REPORT**

AS OF	June 30, 2016								
<b>COVERAGE LINE - PROPERTY</b>									
<b>CLAIM COUNT - OPEN CLAIMS</b>									
Year	2010	2011	2012	2013	2014	2015	2016		<b>TOTAL</b>
May-16	0	0	0	0	0	3	0		3
June-16	0	0	0	0	0	3	1		4
NET CHGE	0	0	0	0	0	0	1		1
Limited Reserves									<b>\$2,125</b>
Year	2010	2011	2012	2013	2014	2015	2016		<b>TOTAL</b>
May-16	\$0	\$0	\$0	\$0	\$0	\$8,000	\$0		\$8,000
June-16	\$0	\$0	\$0	\$0	\$0	\$8,000	\$500		\$8,500
NET CHGE	\$0	\$0	\$0	\$0	\$0	\$0	\$500		\$500
Ltd Incurred	\$0	\$0	\$0	\$45,689	\$0	\$93,356	\$500		\$139,545
<b>COVERAGE LINE - GENERAL LIABILITY</b>									
<b>CLAIM COUNT - OPEN CLAIMS</b>									
Year	2010	2011	2012	2013	2014	2015	2016		<b>TOTAL</b>
May-16	0	0	0	4	5	13	5		27
June-16	0	0	0	4	4	10	4		22
NET CHGE	0	0	0	0	-1	-3	-1		-5
Limited Reserves									<b>\$21,118</b>
Year	2010	2011	2012	2013	2014	2015	2016		<b>TOTAL</b>
May-16	\$0	\$0	\$0	\$278,088	\$30,000	\$48,002	\$3,500		\$359,590
June-16	\$0	\$0	\$0	\$278,088	\$22,500	\$161,001	\$3,000		\$464,589
NET CHGE	\$0	\$0	\$0	\$0	(\$7,500)	\$112,999	(\$500)		\$104,999
Ltd Incurred	\$0	\$0	\$313	\$297,148	\$24,628	\$163,579	\$3,000		\$488,669
<b>COVERAGE LINE - AUTO LIABILITY</b>									
<b>CLAIM COUNT - OPEN CLAIMS</b>									
Year	2010	2011	2012	2013	2014	2015	2016		<b>TOTAL</b>
May-16	0	0	0	0	0	0	1		1
June-16	0	0	0	0	0	0	0		0
NET CHGE	0	0	0	0	0	0	-1		-1
Limited Reserves									<b>#DIV/0!</b>
Year	2010	2011	2012	2013	2014	2015	2016		<b>TOTAL</b>
May-16	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000		\$1,000
June-16	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
NET CHGE	\$0	\$0	\$0	\$0	\$0	\$0	(\$1,000)		(\$1,000)
Ltd Incurred	\$0	\$0	\$0	\$3,558	\$4,002	\$0	\$0		\$7,559
<b>COVERAGE LINE - WORKERS COMP.</b>									
<b>CLAIM COUNT - OPEN CLAIMS</b>									
Year	2010	2011	2012	2013	2014	2015	2016		<b>TOTAL</b>
May-16	0	0	2	5	8	3	6		24
June-16	0	0	2	5	7	6	8		28
NET CHGE	0	0	0	0	-1	3	2		4
Limited Reserves									<b>\$14,072</b>
Year	2010	2011	2012	2013	2014	2015	2016		<b>TOTAL</b>
May-16	\$0	\$0	\$45,503	\$88,932	\$173,408	\$26,877	\$7,095		\$341,816
June-16	\$0	\$0	\$43,565	\$79,330	\$170,259	\$92,209	\$8,659		\$394,022
NET CHGE	\$0	\$0	(\$1,938)	(\$9,603)	(\$3,149)	\$65,332	\$1,564		\$52,206
Ltd Incurred	\$0	\$0	\$268,728	\$667,947	\$668,728	\$393,048	\$33,145		\$2,031,595
<b>TOTAL ALL LINES COMBINED</b>									
<b>CLAIM COUNT - OPEN CLAIMS</b>									
Year	2010	2011	2012	2013	2014	2015	2016		<b>TOTAL</b>
May-16	0	0	2	9	13	19	12		55
June-16	0	0	2	9	11	19	13		54
NET CHGE	0	0	0	0	-2	0	1		-1
Limited Reserves									<b>\$16,058</b>
Year	2010	2011	2012	2013	2014	2015	2016		<b>TOTAL</b>
May-16	\$0	\$0	\$45,503	\$367,020	\$203,408	\$82,879	\$11,595		\$710,406
June-16	\$0	\$0	\$43,565	\$357,418	\$192,759	\$261,210	\$12,159		\$867,111
NET CHGE	\$0	\$0	(\$1,938)	(\$9,603)	(\$10,649)	\$178,331	\$564		\$156,705
Ltd Incurred	\$0	\$0	\$269,041	\$1,014,342	\$697,357	\$649,982	\$36,645		\$2,667,368

**RESOLUTION NO. 16-16**

**SALEM COUNTY INSURANCE FUND COMMISSION  
BILLS LIST**

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

**BE IT RESOLVED** that the Salem County Insurance Fund Commission, hereby authorizes the Commission 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 Commission.

**FUND YEAR 2015**

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
<b>000156</b>			
000156	BOWMAN & COMPANY LLP	AUDITOR FEE 06/30/2016	2,000.00
			<b>2,000.00</b>
	TOTAL PAYMENTS FY 2015		2.000.00

**FUND YEAR 2016**

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
<b>000157</b>			
000157	NEW JERSEY COUNTIES EXCESS JIF	CEL 2ND 2016 INSTALLMENT	272,132.67
			<b>272,132.67</b>
<b>000158</b>			
000158	INSERVCO INSURANCE SERVICE INC	CLAIMS ADMIN 06/16 INV 378-041516-071416	5,499.99
			<b>5,499.99</b>
<b>000159</b>			
000159	PERMA RISK MANAGEMENT SERVS	POSTAGE FEE 05/2016	1.78
000159	PERMA RISK MANAGEMENT SERVS	EXECUTIVE DIRECTOR FEE 3RD QTR 2016	8,878.25
			<b>8,880.03</b>
<b>000160</b>			
000160	THE ACTUARIAL ADVANTAGE	ACTUARIAL CONSULTING FEE 3RD QTR 2016	1,989.75
			<b>1,989.75</b>
<b>000161</b>			
000161	SALEM COUNTY	REIMBURSE FOR POSTAGE & ADVERTISEMENT	22.52
			<b>22.52</b>
<b>000162</b>			
000162	AJM INSURANCE MANAGEMENT	RMC FEE 3RD QTR 2016	2,500.00
			<b>2,500.00</b>
	TOTAL PAYMENTS FY 2016		291,024.96

**TOTAL PAYMENTS ALL FUND YEARS \$ 293,024.96**

\_\_\_\_\_  
Chairperson

Attest:

\_\_\_\_\_ Dated: \_\_\_\_\_

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

\_\_\_\_\_  
Treasurer

**SALEM COUNTY INSURANCE COMMISSION  
SAFETY DIRECTOR'S REPORT**

**TO:** Fund Commissioners  
**FROM:** J.A. Montgomery Risk Control, Safety Director  
**DATE:** July 25, 2016

---

**June - August 2016  
RISK CONTROL ACTIVITIES**

**MEETINGS ATTENDED / LOSS CONTROL VISITS CONDUCTED**

- **June 2:** Attended the SCIC meeting in Salem.
- **June 30:** Attended the SCIC Safety Committee meeting in Salem.
- **June 30:** Conducted a loss control survey of the Salem County Playgrounds.

**UPCOMING MEETINGS / LOSS CONTROL VISITS PLANNED**

- **August 4:** Plan to attend the SCIC meeting in Salem.

**CEL VIDEO LIBRARY USAGE**

<b><u>MONTH</u></b>	<b><u># of Videos</u></b>
April	3
July (as of 7/25)	0

F I R S T

**MCO**

***First Managed Care Option***

2740 Route 10., Suite 304, Morris Plains, NJ 07950  
Tel: (973)257-5200 Fax: (973)257-2288

July 01, 2016  
Staci Ulp  
Inservco  
3150 Brunswick Pike  
LAWRENCEVILLE, NJ 08648

Re: Monthly Reports

Dear Staci Ulp:

Enclosed please find the monthly reports for **SALEM COUNTY INS FUND**, which include the following:

- Savings Report for June, 2016

There were no appeals processed during the month of June

If you have any questions, or if I can be of additional assistance, please contact me at 973-257-5246.

Sincerely,

Tom Mooney  
President

Enclosure

CC : Veronica George, Inservco  
Roby Walcoff, SALEM COUNTY INS FUND  
Nancy Fowlkes, Inservco  
Karen Read, SALEM COUNTY INS FUND



*First Managed Care Option, Inc.*

**First MCO Bill Review Services  
SALEM COUNTY INS FUND  
Medical Savings by Month  
NJ**

Month of Reprice Service	Provider Billed Amount	First MCO Repriced	U & C / Fee Schedule	Savings	% of Savings	# of Bills	In Network	Out Of Network	% PPO Penetration	# of Appeals	FMCO Fee
<b>Total 2013</b>	\$358,432	\$148,272	\$244,402	\$210,160	59%	238	188	50	79%	0	\$42,032
<b>Total 2014</b>	\$559,839	\$242,972	\$459,691	\$316,867	57%	279	226	53	81%	0	\$62,318
<b>Total 2015</b>	\$291,510	\$166,300	\$324,272	\$125,210	43%	209	163	46	78%	1	\$25,490
Jan-16	\$133,873	\$67,261	\$144,013	\$66,612	50%	14	11	3	79%	0	\$13,322
Feb-16	\$132,956	\$70,174	\$132,961	\$62,782	47%	10	9	1	90%	0	\$12,556
Mar-16	\$9,435	\$6,886	\$10,371	\$2,549	27%	21	19	2	90%	1	\$510
Apr-16	\$70,921	\$10,269	\$29,912	\$60,652	86%	26	23	3	88%	0	\$12,130
May-16	\$4,905	\$1,522	\$4,116	\$3,384	69%	7	5	2	71%	0	\$677
Jun-16	\$11,914	\$8,832	\$12,572	\$3,082	26%	21	17	4	81%	0	\$616
<b>Total 2016</b>	\$364,003	\$164,944	\$333,944	\$199,060	55%	99	84	15	85%	1	\$39,812
<b>Total to Date</b>	\$1,573,784	\$722,488	\$1,362,309	\$851,296	54%	825	661	164	80%	2	\$169,652



***APPENDIX I – MEETING MINUTES***

**SALEM COUNTY INSURANCE FUND COMMISSION  
OPEN MINUTES MEETING – JUNE 2, 2016  
104 MARKET STREET  
SALEM, NJ 9:00 AM**

Meeting called to order by Chairman Vanderslice. Open Public Meetings notice read into record.

**ROLL CALL OF COMMISSIONERS:**

Robert Vanderslice	Present
Jessica Bishop	Present
Katie Coleman	Present ( <i>arrived 9:08 am</i> )

**FUND PROFESSIONALS PRESENT:**

Executive Director	PERMA Risk Management Services <b>Bradford Stokes</b> <b>Karen A. Read</b>
--------------------	--

**ALSO PRESENT:**

Thomas Narolweski, AJM Insurance Management  
Michael Mulligan, Salem County  
Keith Platt, Inservco  
Veronica George, Inservco  
Ashley Nelms, Inservco  
Amy Zeiders, Inservco  
Thea Isabella, First MCO  
Glenn Prince, JA Montgomery  
Danielle Batchelor, Conner Strong & Buckelew

**APPROVAL OF MINUTES:** OPEN SESSION OF APRIL 7, 2016

**MOTION TO APPROVE THE OPEN MINUTES OF APRIL 7, 2016**

Moved:	Commissioner Bishop
Second:	Commissioner Vanderslice
Vote:	Unanimous

**CORRESPONDENCE:** None

**EXECUTIVE DIRECTOR REPORT:**

**Certificate of Insurance Issuance Report:** Executive Director reported the Certificate of Insurance Issuance Report was included in the agenda from the CEL listing those certificates issued for the period of March 17, 2016 to May 25, 2016. There were 4 certificates of insurance issued during this period

### **MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT**

Moved: Commissioner Bishop  
Second: Commissioner Vanderslice  
Vote: Unanimous

**NJ Excess Counties Insurance Fund (CELJIF) -** The CEL met on April 26, 2016. The Board reappointed Bowman & Company, LLP as the auditor to conduct the 2015 audit. Also the Board reappointed the firm of Citta, Holzapfel & Zabarsky for Litigation Management Services. Commission Attorney also discussed a specific amendment to the by-laws during closed session to allow for Community College membership. A summary report of the meeting is included in the agenda on pages 4 & 5.

**NJ Excess Counties Insurance Fund (CELJIF) Proposed Bylaw Amendment (Pages 6-12) -** The CELJIF also held a public meeting on May 5, 2016 to review a proposed bylaw amendment which would allow a Joint Insurance Fund whose members are solely County autonomous agencies to become a member of the CELJIF. The Executive Committee of the CELJIF Board adopted the amendment.

The CELJIF is asking each member Count to place this matter on their next Freeholder Meeting Agenda for review and action. For your reference, attached on pages 11-12 is a sample resolution approving the amendment to the by-laws. Once action is taken by the governing body the CELJIF should be notified in writing of the decision. Commissioner Bishop said this has not been put on the County docket as of yet, but County counsel is reviewing. In response to Attorney Mulligan, Executive Director said the County joined the CEL and signed an Indemnity & Trust Agreement and then the Freeholders formed the Commission.

**Financial Fast Track** – Included on Page 13 & 14 of the agenda are the Financial Fast Tracks for the Salem County Insurance fund Commission for February and March. As of March 31, 2016 the Commission has a deficit of \$669,345. Executive Director said as it has been discussed many months here 2012, 2013 and 2014 were just crushers as far as losses were concerned - 2015 trended not so bad, and so far 2016 is going very well. Hopefully we can string along a couple of good years to offset the bad years.

**NJ CEL Property & Casualty Financial Fast Track** – Executive Director said included in the agenda on Page 15 was the NJ CEL Financial Fast Track Report as of March 31, 2016. The CEL has a surplus of \$6,016,257.

**Claims Tracking Report (Page 8)** - The claims tracking report was on page 16 of the agenda. The Claims Activity Report tracks open claims; the Executive Director reviewed the report and said we had four more open claims for the time period of March and April with 2 general liability and 2 workers' comp claims were reported in that time frame..

**2017 Renewals** - As was done last year, the fund office will start the data collection process for the 2017 renewal in order to provide the relevant information to the underwriters. The fund office will work with the Commission Members and Risk Manager to collect the data. Executive Director said last year Salem was the first one to complete their renewal information and hopefully that trend will continue this year.

**2015 Audit Report** - Executive Director said the auditor Bowman & Company will be at the next meeting to review the 2015 Audit Report.

### **SAFETY COMMITTEE REPORT**

Glenn Prince reported the Safety Committee met on January 29, 2016 we are waiting for a new date for the 2<sup>nd</sup> Quarter. The potential date is June 30<sup>th</sup> but we are waiting on confirmation.

### **CLAIM COMMITTEE REPORT**

Claims Manager Danielle Batchelor reported the Claims Committee met last month on March 15 to and we have not had any Payment Authority Request to discuss so we will not have anything for closed session today.

### **TREASURER**

**REPORT:** Executive Director reported there are four bills to pay included in Resolution 15-16 in the amount of \$13,407.96.

**MOTION TO APPROVE RESOLUTION 15-16 PAYMENT OF BILLS AS AMENDED IN THE AMOUNT OF \$13,407.96.**

Moved:	Commissioner Bishop
Second:	Commissioner Vanderslice
Vote:	2 Ayes, 0 Nays

### **CEL SAFETY DIRECTOR REPORT**

Safety Director reviewed the report included in the agenda. Mr. Prince discussed a grant opportunity from Safety National first prize is \$10,000, second prize is \$5,000 and third prize is \$2,500. This is based and focused on some type of safety initiative that would reduce your workers' compensation costs. We will discuss this further with the Risk Manager to review some of the items that could be considered for the grant. If anyone has any suggestions please feel free to contact the Safety Director's office.

**CLAIMS SERVICE:**

Thea Isabella from First MCO reviewed the MCO Report that was included in the agenda.

**OLD BUSINESS:** None

**NEW BUSINESS:** Keith Platt of Inservco introduced Amy Zeiders – Liability Claims Manager for Inservco and she will attend our meetings in the future.

**PUBLIC COMMENT:** None

**MOTION TO ADJOURN:**

Motion:	Commissioner Coleman
Second:	Commissioner Bishop
Vote:	Unanimous

**MEETING ADJOURNED: 9:13 AM**

**NEXT MEETING WILL BE THURSDAY, August 4, 2016 at 9:00 AM**

---

Minutes prepared by: Karen A. Read, Assisting Secretary