

**PROFESSIONAL MUNICIPAL MANAGEMENT
JOINT INSURANCE FUND
MEETING AGENDA
MAY 22 – 1:00 PM**

**MOORESTOWN TOWN HALL
111 WEST 2ND STREET
MOORESTOWN, NJ 08057**

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

- I. Sending sufficient notice to the Burlington County Times**
- II. Advance written notice of this meeting was filed with the Clerk/Manager of each member municipalities and,**
- III. Posting this notice on the Public Bulletin Board of all member municipalities**

**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
MEETING: MAY 22, 2017**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- ROLL CALL OF 2017 COMMISSIONERS**

- APPROVAL OF MINUTES:** March 27, 2017 Open MinutesAppendix I
March 27, 2017 Closed Minutes..... **To be distributed**

- CORRESPONDENCE – None**

REPORTS

- EXECUTIVE DIRECTOR/ADMINISTRATOR – PERMA Risk Management Services**
.Executive Director's ReportPage 1
- ATTORNEY – William J. Kearns, Esquire**
- TREASURER – Thomas Tontarski**
.April 2017 Voucher List - Resolution No. 17-13..... **Page 18**
.May 2017 Voucher List - Resolution No. 17-14..... **Page 20**
.Treasurer’s Reports **Page 22**
- UNDERWRITING MANAGER – Conner Strong & Buckelew Companies, Inc.**
.Monthly Certificate ReportPage 31
- SAFETY DIRECTOR – J.A. Montgomery Risk Control**
.Monthly ReportPage 34
- MANAGED CARE – Qual Care**
.Monthly ReportPage 46
- CLAIMS SERVICE – Qual Lynx**
- RESOLUTION - EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSE:
PERSONNEL - SAFETY - PUBLIC PROPERTY - LITIGATION**
- OLD BUSINESS**
- NEW BUSINESS**
- PUBLIC COMMENT**
- MEETING ADJOURNED**

Professional Municipal Management Joint Insurance Fund

9 Campus Drive – Suite 216
Parsippany, NJ 07054

Date: May 22, 2017

Memo to: Fund Commissioners
Professional Municipal Management Joint Insurance Fund

From: PERMA Risk Management Services

Subject: Executive Director's Report

- ❑ **Aggregate Loss Fund Contingency** – As you recall, beginning with the 2016 Fund year, the MEL implemented a Retrospective Rating Program billing member JIFs only 85% of its expected claims fund and will bill balance to the JIFs that exceed that amount. This Resolution documents prior authorization for the creation of an aggregate loss fund contingency account and the transfer of the funding collected with the 2016 and 2017 assessments.

Each year at budget time, the JIF will decide how much to fund and transfer to this account. Documenting this change was a recent recommendation in the MEL's internal audit. Resolution 17-11 is on **Page 3**.

- ❑ **Motion to Adopt Resolution 17-11 documenting the creation of the Aggregate Loss Fund Contingency Account.**

- ❑ **National Flood Insurance Program** --Many municipalities in the MEL have properties in flood zones. Therefore, it is critical that Congress acts to continue the National Flood Insurance Program. The MEL recommends that each JIF adopt the attached resolution and pass it onto members for their action as well. **Page 4**

- ❑ **Motion to Adopt Resolution 17-12**

- ❑ **MEL Risk Management Consultant Accreditation Program.** The MEL is instituting a program to recognize the MEL's numerous experienced RMCs and train new staff. Producers who complete this program may use the designation "MEL Accredited Risk Management Consultant". To achieve accreditation, a RMC must complete the four all day sessions that will be conducted over a six month period. (See **Pages 6&7** for the registration form and agenda).

Each session will be held twice – once in Jamesburg at the Forsgate County Club (Exit 8A) and once at the Conner Strong and Buckelew Headquarters facility in Marlton (Exit 4). The program is also eligible for producer continuing education credits. The fee is a nominal \$500 payable to the Municipal Excess Liability Joint Insurance Fund.

- ❑ **2017 Financial Disclosure Forms** – The fund office has provided all Fund Commissioners and Professionals with the login information they need to complete their Financial Disclosure filing for the Central JIF. The email included links to the instructions and the DLGS webpage to file your disclosure; the filing deadline has been extended to May 30th.

- ❑ **Safety Expo** – The MEL continues to work with the New Jersey Utility Authorities Joint Insurance Fund (NJUA) to conduct its Annual Safety Expo which includes MEL member town’s water & sewer employees. The Safety Expos will be held on June 23rd at the Middlesex County Fire Academy and September 29th at the Camden County Emergency Services Training Center. Registration is through the MEL Safety Institute. Registration information will be mailed to members shortly.

- ❑ **2017 Coverage Documents** – The Fund office will begin distributing the 2017 coverage documents to all Fund Commissioners and Risk Managers via email within the next few weeks

- ❑ **2017 2nd Assessment Bills:** Statement of Accounts were mailed out to members with a due date of May 30th.

- ❑ **Auditor & Actuary Year-End Reports:** The financial audit for the period ending December 31, 2016 will be ready for review and approval at the June meeting and will be filed with the Departments of Insurance and Community Affairs by the June 30th deadline.

- ❑ **2018 Renewal Online Underwriting Database:** Members and Risk Managers will receive an email when the database is set up to begin the 2018 underwriting renewal – which is expected to begin on or near June 1, 2017. The MEL awarded a contract to Origami for the on-line underwriting – but that system will not be functional until 2018. This year’s renewal will still be conducted in the Exigis system.

❑ **Due Diligence Reports:**

Financial Fast Track	Page 8
Income Portfolio	Page 9
Loss Ratio Analysis	Page 10 & 11
Claim Activity Report	Page 12 & 13
Loss Time Accident Frequency	Page 14 & 15
POL/EPL Compliance Report	Page 16
Regulatory Affairs Checklist	Page 17

RESOLUTION NO. 17-11

PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
(hereafter referred to as “the FUND”)
CONFIRMING THE CREATION OF AN AGGREGATE LOSS FUND CONTINGENCY
ACCOUNT AND THE ANNUAL TRANSFER

WHEREAS, the FUND is duly constituted as a Municipal Joint Insurance Fund, as permitted under the laws promulgated by the State of New Jersey, (N.J.S.A. 40A-36, et.seq.); and

WHEREAS, the FUND is a member of the Municipal Excess Liability Joint Insurance Fund (hereafter referred to as “the MEL”), a duly constituted as a Municipal Joint Insurance Fund, as permitted under the laws promulgated by the State of New Jersey, (N.J.S.A. 40A-36, et.seq.);

WHEREAS, NJAC 11:15-2.23 (f) 2 permits the FUND to establish an Aggregate Loss Fund Contingency Account and make annual contributions to this account, and

WHEREAS, this regulation provides that this account may be utilized solely for the replenishment of a claim or loss retention account for losses in excess of budgeted losses for a fund year, and

WHEREAS, The MEL implemented a Retrospective Rating and Premium program beginning with Fund Year 2016, and

WHEREAS, participation in the MEL’s Retrospective Rating and Premium program only requires the FUND to pay the MEL 85% of its rated workers’ compensation and liability claims fund and 100% of the balance of its assessment (premiums and administration costs); and

WHEREAS, at 120 months following the expiration of each Fund Year, the MEL will bill member FUNDS for the balance if the FUNDS’ claims exceed 85% of expected claims – capped at 100%, determined by the prior claims experience of each member FUND.

NOW, THEREFORE BE IT RESOLVED by the FUND’s Governing Body that it hereby creates an Aggregate Loss Fund Contingency Account to fund this potential exposure, and

BE IT FURTHER RESOLVED that the FUND’s Governing Body transfers the amount of \$65,237 plus interest collected with 2016 FUND assessments and the amount of \$53,900 plus interest collected with 2017 FUND assessments to the Aggregate Loss Fund Contingency Account.

ADOPTED:

This day before the Governing Body:

Chairman

date

Secretary

date

PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND

**RESOLUTION TO URGE REPRESENTATIVES FROM THE
STATE OF NEW JERSEY TO SUPPORT THE LEGISLATIVE
ACTION TO RE-AUTHORIZE AND EXTEND THE
NATIONAL FLOOD INSURANCE PROGRAM (“NFIP”)**

WHEREAS, floods are the most common and most destructive natural disasters in the United States; and

WHEREAS, the National Flood Insurance Act authorizes a National Flood Insurance Program (“NFIP”); and

WHEREAS, the NFIP is a Federal program created by Congress to mitigate future flood losses nationwide and to provide access to affordable, federally backed flood insurance protection for property owners; and

WHEREAS, the NFIP is designed to provide an insurance alternative to disaster assistance to meet the escalating costs of repairing damage to buildings and their contents caused by floods; and

WHEREAS, New Jersey is fourth in the nation in the number of NFIP policies enforced and third in total value of claims paid; and

WHEREAS, five hundred and fifty-two communities in New Jersey participate as members of the NFIP which amounts to over 230,000 policies throughout the State of New Jersey; and

WHEREAS, the NFIP maintains a significant role in providing financial protection against flood events to New Jersey residents; and

WHEREAS, the NFIP is set to expire on September 30, 2017; and

WHEREAS, the expiration of this program could cause catastrophic loss of insurance coverage against flooding which is the number one cause of loss of property throughout the United States; and

WHEREAS, in the event the program were to expire, the consequences in the form of disruption of coverage and the potential financial burdens to residents throughout the State of New Jersey will be of great economic significance; and

WHEREAS, the purpose of this Resolution is to urge the area Federal Representatives to support the extension of the NFIP which promotes the public health, safety and general welfare and minimizes public and private losses due to flooding events in the State of New Jersey

NOW, THEREFORE, BE IT RESOLVED, that the Professional Municipal Management Joint Insurance Fund hereby urges its area Federal Legislators and Representatives to take any and all necessary action to insure that the National Flood Insurance Program is extended beyond the September 30, 2017 expiration date.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be forwarded to area Federal Legislators and Representatives.

BE IT FURTHER RESOLVED, that a copy of this resolution shall be forwarded to members of the FUND urging them to adopt it as well.

CENTRAL JERSEY JOINT INSURANCE FUND

Adopted this day by the Governing Body:

Chairman

date

Attest:

Secretary

date



Municipal Excess Liability Joint Insurance Fund

9 Campus Drive, Suite 216
Parsippany, New Jersey 07054-4412
Tel (201) 881-7632
Fax (201) 881-7633

2017 MEL Risk Management Consultant Accreditation Program

The MEL is instituting a Risk Management Consultant (RMC) accreditation program to recognize the MEL's numerous experienced RMCs and train new staff. Producers who complete this program may use the designation "MEL Accredited Risk Management Consultant". To achieve accreditation, a RMC must complete the four all day sessions that will be conducted over a six month period. (See attached agenda). Each session will be held twice – once in Jamesburg at the Forsgate County Club (Exit 8A) and once at the Conner Strong and Buckelew Headquarters facility in Marlton (Exit 4). The program is also eligible for producer continuing education credits. The fee is a nominal \$500 payable to the Municipal Excess Liability Joint Insurance Fund. You will be billed after you register.

REGISTRATION: RSVP by Friday, May 12

Name: _____ Title: _____ Organization: _____

Address: _____

Seven digit P/C Insurance Producer License # _____

Phone: _____ cell: _____ e-mail: _____

E-mail or fax registrations to Joen Ciannella, PERMA: (201) 881-7633
jciannella@permainc.com

Circle preferred class dates for each session:

- Session One: (May 19 in Jamesburg) or (June 2 in Marlton)
- Session Two: (June 16 in Jamesburg) or (June 23 in Marlton)
- Session Three: (September 7 in Jamesburg) or (*September 19 in Marlton)
*Revised
- Session Four: (October 20 in Jamesburg) or (October 27 in Marlton)

E-mail registrations to jciannella@permainc.com

MEL Producer Accreditation Program

Agenda

Session One (May 19 in Jamesburg or June 2 in Marlton)

- Basic risk management for local government (9:00 - 10:15): Dave Grubb
- Governance of a local governmental entity i.e. municipal government 101 (10:30 - 12:00): Robert Landolfi, Paul Shives, Chuck Cuccia, Bob Shannon
- Governance and operation of a Joint Insurance Fund (1:00 - 2:45): Cate Kiernan, Pauline Kontomanolis, Paul Forlenza, Joe Hrubash
- Local Government Ethics Act (3:00 - 4:00): Russ Huntington

Session Two (June 16 in Jamesburg or June 23 in Marlton)

- Title 59: The New Jersey Tort Claims Act (9:00 - 10:30): Chris Botta, Robyn Walcoff
- General and Auto Liability Coverage (10:45 - 12:00): Ed Cooney
- The NJ Workers Compensation Law (1:00 - 2:30): Stephanie Ganey
- Employee Safety (2:45 - 4:00): Joanne Hall, Dave McHale, Don Ruprecht

Session Three (September 7 in Jamesburg or September 19 in Marlton)

- Public officials liability including land use liability (9:00 – 9:50): Heather Steinmiller, Fred Semrau
- Employment Practices Liability (10:00 – 10:50): Richard Pevner, Dave Grubb
- Cyber Liability & Coverage (11:00 – 12:00) Marc Pfeiffer, Ed Cooney, Paul Forlenza
- Property coverages (1:00 - 2:30): Ezio Altamura, Mike Avalone, Frank Covelli
- Environmental liability and coverage (2:45 - 4:00): Steve Sacco, Peter King

Session Four (October 20 in Jamesburg or October 27 in Marlton)

- Surety bonds & crime coverage (9:00 - 9:50): Joe Hrubash, Ed Cooney
- Community Safety Issues (10:00 – 10:50): Joanne Hall, Dave Grubb
- Legislative issues (11:00 – 12:00): Richard Hirsch, Paul Forlenza, Paul Bent
- Health insurance funds (HIFs) (1:00 – 2:00): Paul Laracy, Dave Voza
- Responsibilities and challenges of a risk management consultant (2:15 – 4:00): Mike Avalone Ezio Altamura, Frank Covelli, Chuck Casagrande

PROFESSIONAL MUNICIPAL MANAGEMENT FUND					
FINANCIAL FAST TRACK REPORT					
		AS OF	March 31, 2017		
		THIS	YTD	PRIOR	FUND
		MONTH	CHANGE	YEAR END	BALANCE
1.	UNDERWRITING INCOME	347,947	1,011,137	73,807,694	74,818,831
2.	CLAIM EXPENSES				
	Paid Claims	74,240	353,355	34,621,749	34,975,105
	Case Reserves	64,000	128,080	2,063,171	2,191,251
	IBNR	(26,487)	(26,487)	1,061,962	1,035,475
	Recoveries	(98)	(98)	(251,739)	(251,837)
	TOTAL CLAIMS	111,655	454,850	37,495,144	37,949,993
3.	EXPENSES				
	Excess Premiums	103,691	311,072	19,822,739	20,133,811
	Administrative	42,392	126,263	9,984,440	10,110,704
	TOTAL EXPENSES	146,082	437,335	29,807,179	30,244,515
4.	UNDERWRITING PROFIT (1-2-3)	90,210	118,952	6,505,371	6,624,323
5.	INVESTMENT INCOME	1,953	21,881	4,834,333	4,856,215
6.	DIVIDEND INCOME	0	0	1,553,016	1,553,016
7.	STATUTORY PROFIT (4+5+6)	92,162	140,833	12,892,720	13,033,553
8.	DIVIDEND	0	16,012	10,877,661	10,893,674
9.	STATUTORY SURPLUS (7-8)	92,162	124,821	2,015,059	2,139,880
SURPLUS (DEFICITS) BY FUND YEAR					
	Closed	102	(14,697)	560,660	545,964
	Aggregate Excess LFC	4,523	13,791	65,074	78,865
	2013	27,795	(2,076)	512,261	510,185
	2014	(9,855)	(11,233)	(81,056)	(92,289)
	2015	35,743	78,767	382,632	461,398
	2016	189,524	13,820	575,489	589,309
	2017	(155,669)	46,448		46,448
	TOTAL SURPLUS (DEFICITS)	92,162	124,821	2,015,059	2,139,880
	TOTAL CASH				5,634,323
CLAIM ANALYSIS BY FUND YEAR					
	TOTAL CLOSED YEAR CLAIMS	0	0	30,619,435	30,619,435
	FUND YEAR 2013				
	Paid Claims	3,013	85,679	1,534,426	1,620,105
	Case Reserves	(6,513)	(56,979)	180,254	123,275
	IBNR	(1,602)	(1,602)	27,581	25,979
	Recoveries	(98)	(98)	(151,036)	(151,134)
	TOTAL FY 2013 CLAIMS	(5,200)	27,000	1,591,225	1,618,225
	FUND YEAR 2014				
	Paid Claims	11,860	63,623	1,437,995	1,501,619
	Case Reserves	8,390	(39,423)	705,510	666,087
	IBNR	(10,200)	(10,200)	141,229	131,029
	Recoveries	0	0	(72,012)	(72,012)
	TOTAL FY 2014 CLAIMS	10,050	14,000	2,212,722	2,226,722
	FUND YEAR 2015				
	Paid Claims	2,485	18,901	737,425	756,326
	Case Reserves	(18,679)	(72,849)	684,323	611,473
	IBNR	(25,202)	(25,202)	213,207	188,005
	Recoveries	0	0	(15,193)	(15,193)
	TOTAL FY 2015 CLAIMS	(41,397)	(79,151)	1,619,762	1,540,611
	FUND YEAR 2016				
	Paid Claims	27,206	151,325	292,467	443,792
	Case Reserves	10,229	69,077	493,085	562,162
	IBNR	(226,401)	(226,401)	679,945	453,544
	Recoveries	0	0	(13,498)	(13,498)
	TOTAL FY 2016 CLAIMS	(188,966)	(5,999)	1,451,999	1,446,000
	FUND YEAR 2017				
	Paid Claims	29,676	33,828		33,828
	Case Reserves	70,574	228,254		228,254
	IBNR	236,918	236,918		236,918
	Recoveries	0	0		0
	TOTAL FY 2017 CLAIMS	337,168	499,000		499,000
	COMBINED TOTAL CLAIMS	111,655	454,850	37,495,144	37,949,993

This report is based upon information which has not been audited nor certified by an actuary and as such may not truly represent the condition of the fund.

PROFESSIONAL MUNICIPAL MGMT JIF							
Fixed Income Portfolio Summary and Rate Comparison							
						For Month End	
						3/31/2017	
						Last	This
						Month	Month
						2014	2015
						2016	
PROFESSIONAL MUNICIPAL MGMT JIF							
Total Cash Balance (millions)		3.45	3.66	4.58	5.75	5.63	
Fixed Income Portfolio							
Investments (millions), Book Value		2.00	2.00	2.13	2.50	2.50	
Avg maturity (years) ***		1.99	2.08	2.67	2.59	2.26	
Unrealized gain/(loss) (%)		-0.10	0.09	-0.28	-0.77	-0.83	
Purchase/Book yield (%)		0.80	0.80	1.20	1.20	1.24	
Realized gain/(loss) (%)		0.00	0.00	0.00	0.00	0.00	
Total Yield (Market)		0.70	0.89	0.92	0.43	0.41	
M E L PORTFOLIO							
Total Cash Balance (millions)		72.15	80.36	61.94	59.94	56.96	
Fixed Income Portfolio							
Investments (millions), Book Value		48.09	48.09	53.40	44.65	44.59	
Avg maturity (years) ***		1.90	1.58	1.64	1.52	1.61	
Unrealized gain/(loss) (%)		-0.06	0.12	0.03	-0.13	-0.17	
Purchase/Book yield (%)		0.82	0.82	0.82	1.00	1.01	
Realized gain/(loss) (%)		0.00	0.00	0.00	0.00	0.00	
Total Yield (Market)		0.76	0.94	0.85	0.87	0.84	
COMPARATIVE RATES (%)							
Cash & Cash Equivalents							
NJ Cash Mgmt Fund *		0.69	0.10	0.41	0.57	0.66	
Wells Fargo Treasury Plus 454/Sweep		0.01	0.01	0.01	0.33	0.33	
Investors Bank Deposits		-	0.66	0.66	0.66	0.66	
Treasury Issues							
1 year bills		0.12	0.32	0.61	0.82	1.01	
3 year notes		0.90	1.02	1.00	1.47	1.59	
5 year notes		1.64	1.53	1.33	1.90	2.01	
3 month bills		0.03	0.05	0.32	0.53	0.75	
Merrill Lynch US Govt 1-3 years ^		0.63	0.56	0.89	0.23	0.26	
* Yearly data is average monthly rate.							
^Monthly data is Year to Date Return							
***WF uses Weighted Average Life which factors in the likelihood of a security being called based on the current level of interest rates.							

**Professional Municipal Mgmt Joint Insurance Fund
CLAIMS MANAGEMENT REPORT
EXPECTED LOSS RATIO ANALYSIS**

AS OF February 28, 2017

FUND YEAR 2013 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	50	MONTH	49	MONTH	38	MONTH
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED
		Current	28-Feb-17		31-Jan-17		29-Feb-16	
PROPERTY	143,096	111,385	77.84%	100.00%	77.84%	100.00%	77.84%	100.00%
GEN LIABILITY	471,295	221,216	46.94%	96.23%	47.00%	95.99%	41.67%	91.38%
AUTO LIABILITY	89,158	31,841	35.71%	93.27%	35.71%	92.93%	35.71%	88.30%
WORKER'S COMP	1,209,207	1,231,403	101.84%	99.52%	101.84%	99.46%	108.12%	98.43%
TOTAL ALL LINES	1,912,756	1,595,845	83.43%	98.46%	83.45%	98.34%	86.11%	96.34%
NET PAYOUT %	\$1,466,057		76.65%					

FUND YEAR 2014 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	38	MONTH	37	MONTH	26	MONTH
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED
		Current	28-Feb-17		31-Jan-17		29-Feb-16	
PROPERTY	184,000	143,367	77.92%	100.00%	77.92%	100.00%	77.92%	100.00%
GEN LIABILITY	473,408	453,763	95.85%	91.38%	95.15%	90.78%	84.59%	81.65%
AUTO LIABILITY	89,385	18,356	20.54%	88.30%	20.54%	87.77%	20.54%	78.92%
WORKER'S COMP	1,210,000	1,459,958	120.66%	98.43%	120.60%	98.27%	138.92%	94.80%
TOTAL ALL LINES	1,956,793	2,075,444	106.06%	96.41%	105.86%	96.14%	114.63%	91.38%
NET PAYOUT %	\$1,417,747		72.45%					

FUND YEAR 2015 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	26	MONTH	25	MONTH	14	MONTH
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED
		Current	28-Feb-17		31-Jan-17		29-Feb-16	
PROPERTY	191,000	75,611	39.59%	100.00%	39.59%	100.00%	45.53%	96.03%
GEN LIABILITY	471,685	164,489	34.87%	81.65%	35.80%	80.55%	22.22%	64.20%
AUTO LIABILITY	75,666	26,981	35.66%	78.92%	35.66%	77.72%	28.88%	56.96%
WORKER'S COMP	1,241,000	1,101,720	88.78%	94.80%	91.85%	94.20%	92.49%	74.88%
TOTAL ALL LINES	1,979,351	1,368,801	69.15%	91.56%	71.30%	90.87%	68.78%	73.69%
NET PAYOUT %	\$738,648		37.32%					

FUND YEAR 2016 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	14	MONTH	13	MONTH	2	MONTH
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED
		Current	28-Feb-17		31-Jan-17		29-Feb-16	
PROPERTY	175,205	88,482	50.50%	96.03%	54.87%	95.63%	2.00%	13.00%
GEN LIABILITY	485,444	90,059	18.55%	64.20%	19.88%	62.24%	2.18%	2.50%
AUTO LIABILITY	63,974	7,518	11.75%	56.96%	11.75%	54.16%	3.13%	2.50%
WORKER'S COMP	1,288,669	768,962	59.67%	74.88%	56.69%	70.13%	5.71%	2.00%
TOTAL ALL LINES	2,013,291	955,021	47.44%	73.58%	46.23%	69.94%	4.45%	3.09%
NET PAYOUT %	\$403,088		20.02%					

FUND YEAR 2017 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	2	MONTH	1	MONTH	-10	MONTH
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED
		Current	28-Feb-17		31-Jan-17		29-Feb-16	
PROPERTY	185,329	35,900	19.37%	13.00%	0.00%	6.00%	N/A	N/A
GEN LIABILITY	483,019	7,500	1.55%	2.50%	1.47%	1.00%	N/A	N/A
AUTO LIABILITY	53,346	2,750	5.16%	2.50%	1.87%	1.00%	N/A	N/A
WORKER'S COMP	1,332,335	115,682	8.68%	2.00%	0.39%	0.50%	N/A	N/A
TOTAL ALL LINES	2,054,029	161,832	7.88%	3.12%	0.65%	1.13%	N/A	N/A
NET PAYOUT %	\$4,152		0.20%					

**Professional Municipal Mgmt Joint Insurance Fund
CLAIMS MANAGEMENT REPORT
EXPECTED LOSS RATIO ANALYSIS**

AS OF **March 31, 2017**

FUND YEAR 2013 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	51		MONTH		50		MONTH		39		MONTH	
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED		
		Current	31-Mar-17		28-Feb-17		31-Mar-16							
PROPERTY	143,096	111,385	77.84%	100.00%	77.84%	100.00%	77.84%	100.00%	77.84%	100.00%	77.84%	100.00%	77.84%	100.00%
GEN LIABILITY	471,295	220,216	46.73%	96.38%	46.94%	96.23%	41.67%	91.95%	41.67%	91.95%	41.67%	91.95%	41.67%	91.95%
AUTO LIABILITY	89,158	31,841	35.71%	93.62%	35.71%	93.27%	35.71%	88.81%	35.71%	88.81%	35.71%	88.81%	35.71%	88.81%
WORKER'S COMP	1,209,207	1,228,805	101.62%	99.57%	101.84%	99.52%	107.75%	98.57%	107.75%	98.57%	107.75%	98.57%	107.75%	98.57%
TOTAL ALL LINES	1,912,756	1,592,247	83.24%	98.54%	83.43%	98.46%	85.87%	96.59%	85.87%	96.59%	85.87%	96.59%	85.87%	96.59%
NET PAYOUT %	\$1,468,972		76.80%											

FUND YEAR 2014 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	39		MONTH		38		MONTH		27		MONTH	
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED		
		Current	31-Mar-17		28-Feb-17		31-Mar-16							
PROPERTY	184,000	143,367	77.92%	100.00%	77.92%	100.00%	77.92%	100.00%	77.92%	100.00%	77.92%	100.00%	77.92%	100.00%
GEN LIABILITY	473,408	474,663	100.27%	91.95%	95.85%	91.38%	81.22%	82.70%	81.22%	82.70%	81.22%	82.70%	81.22%	82.70%
AUTO LIABILITY	89,385	18,356	20.54%	88.81%	20.54%	88.30%	20.54%	80.03%	20.54%	80.03%	20.54%	80.03%	20.54%	80.03%
WORKER'S COMP	1,210,000	1,459,308	120.60%	98.57%	120.66%	98.43%	136.20%	95.33%	136.20%	95.33%	136.20%	95.33%	136.20%	95.33%
TOTAL ALL LINES	1,956,793	2,095,694	107.10%	96.66%	106.06%	96.41%	112.13%	92.01%	112.13%	92.01%	112.13%	92.01%	112.13%	92.01%
NET PAYOUT %	\$1,429,607		73.06%											

FUND YEAR 2015 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	27		MONTH		26		MONTH		15		MONTH	
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED		
		Current	31-Mar-17		28-Feb-17		31-Mar-16							
PROPERTY	191,000	75,611	39.59%	100.00%	39.59%	100.00%	33.71%	96.43%	33.71%	96.43%	33.71%	96.43%	33.71%	96.43%
GEN LIABILITY	471,685	161,013	34.14%	82.70%	34.87%	81.65%	21.77%	66.07%	21.77%	66.07%	21.77%	66.07%	21.77%	66.07%
AUTO LIABILITY	75,666	26,981	35.66%	80.03%	35.66%	78.92%	27.53%	59.58%	27.53%	59.58%	27.53%	59.58%	27.53%	59.58%
WORKER'S COMP	1,241,000	1,089,002	87.75%	95.33%	88.78%	94.80%	94.58%	78.67%	94.58%	78.67%	94.58%	78.67%	94.58%	78.67%
TOTAL ALL LINES	1,979,351	1,352,606	68.34%	92.18%	69.15%	91.56%	68.79%	76.65%	68.79%	76.65%	68.79%	76.65%	68.79%	76.65%
NET PAYOUT %	\$741,133		37.44%											

FUND YEAR 2016 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	15		MONTH		14		MONTH		3		MONTH	
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED		
		Current	31-Mar-17		28-Feb-17		31-Mar-16							
PROPERTY	175,205	88,482	50.50%	96.43%	50.50%	96.03%	0.00%	23.00%	0.00%	23.00%	0.00%	23.00%	0.00%	23.00%
GEN LIABILITY	485,444	84,029	17.31%	66.07%	18.55%	64.20%	3.14%	6.00%	3.14%	6.00%	3.14%	6.00%	3.14%	6.00%
AUTO LIABILITY	63,974	7,018	10.97%	59.58%	11.75%	56.96%	8.99%	6.00%	8.99%	6.00%	8.99%	6.00%	8.99%	6.00%
WORKER'S COMP	1,288,669	812,927	63.08%	78.67%	59.67%	74.88%	7.83%	3.00%	7.83%	3.00%	7.83%	3.00%	7.83%	3.00%
TOTAL ALL LINES	2,013,291	992,456	49.30%	76.57%	47.44%	73.58%	6.06%	5.56%	6.06%	5.56%	6.06%	5.56%	6.06%	5.56%
NET PAYOUT %	\$430,294		21.37%											

FUND YEAR 2017 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	3		MONTH		2		MONTH		-9		MONTH	
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED		
		Current	31-Mar-17		28-Feb-17		31-Mar-16							
PROPERTY	185,329	93,000	50.18%	23.00%	19.37%	13.00%	N/A	N/A	19.37%	13.00%	N/A	N/A	19.37%	13.00%
GEN LIABILITY	483,019	38,800	8.03%	6.00%	1.55%	2.50%	N/A	N/A	1.55%	2.50%	N/A	N/A	1.55%	2.50%
AUTO LIABILITY	53,346	9,350	17.53%	6.00%	5.16%	2.50%	N/A	N/A	5.16%	2.50%	N/A	N/A	5.16%	2.50%
WORKER'S COMP	1,332,335	120,932	9.08%	3.00%	8.68%	2.00%	N/A	N/A	8.68%	2.00%	N/A	N/A	8.68%	2.00%
TOTAL ALL LINES	2,054,029	262,082	12.76%	5.59%	7.88%	3.12%	N/A	N/A	7.88%	3.12%	N/A	N/A	7.88%	3.12%
NET PAYOUT %	\$33,828		1.65%											

**Professional Municipal Mgmt Joint Insurance Fund
CLAIM ACTIVITY REPORT**

February 28, 2017						
COVERAGE LINE - PROPERTY						
CLAIM COUNT - OPEN CLAIMS						
Year	2013	2014	2015	2016	2017	TOTAL
January-17	1	1	5	10	0	17
February-17	1	1	4	7	3	16
NET CHGE	0	0	-1	-3	3	-1
Limited Reserves						\$3,304
Year	2013	2014	2015	2016	2017	TOTAL
January-17	\$0	\$0	\$10,502	\$22,662	\$0	\$33,164
February-17	\$0	\$0	\$10,501	\$6,471	\$35,900	\$52,872
NET CHGE	\$0	\$0	(\$1)	(\$16,191)	\$35,900	\$19,707
Ltd Incurred	\$111,385	\$143,367	\$75,611	\$88,482	\$35,900	\$454,745
COVERAGE LINE - GENERAL LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2013	2014	2015	2016	2017	TOTAL
January-17	2	9	13	24	3	51
February-17	2	10	12	27	6	57
NET CHGE	0	1	-1	3	3	6
Limited Reserves						\$10,098
Year	2013	2014	2015	2016	2017	TOTAL
January-17	\$42,484	\$312,213	\$148,456	\$89,051	\$7,100	\$599,304
February-17	\$38,616	\$302,837	\$144,066	\$82,592	\$7,500	\$575,611
NET CHGE	(\$3,868)	(\$9,376)	(\$4,390)	(\$6,459)	\$400	(\$23,693)
Ltd Incurred	\$221,216	\$453,763	\$164,489	\$90,059	\$7,500	\$937,028
COVERAGE LINE - AUTO LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2013	2014	2015	2016	2017	TOTAL
January-17	0	0	1	1	1	3
February-17	0	0	1	3	1	5
NET CHGE	0	0	0	2	0	2
Limited Reserves						\$1,369
Year	2013	2014	2015	2016	2017	TOTAL
January-17	\$0	\$0	\$3,369	\$1,510	\$1,000	\$5,879
February-17	\$0	\$0	\$3,234	\$1,510	\$2,100	\$6,844
NET CHGE	\$0	\$0	(\$135)	\$0	\$1,100	\$965
Ltd Incurred	\$31,841	\$18,356	\$26,981	\$7,518	\$2,750	\$87,445
COVERAGE LINE - WORKERS COMP.						
CLAIM COUNT - OPEN CLAIMS						
Year	2013	2014	2015	2016	2017	TOTAL
January-17	7	10	16	42	4	79
February-17	7	10	18	48	10	93
NET CHGE	0	0	2	6	6	14
Limited Reserves						\$16,042
Year	2013	2014	2015	2016	2017	TOTAL
January-17	\$95,261	\$357,270	\$513,129	\$447,957	\$5,250	\$1,418,867
February-17	\$91,172	\$354,859	\$472,352	\$461,361	\$112,180	\$1,491,924
NET CHGE	(\$4,089)	(\$2,410)	(\$40,777)	\$13,404	\$106,930	\$73,057
Ltd Incurred	\$1,231,403	\$1,459,958	\$1,101,720	\$768,962	\$115,682	\$4,677,725
TOTAL ALL LINES COMBINED						
CLAIM COUNT - OPEN CLAIMS						
Year	2013	2014	2015	2016	2017	TOTAL
January-17	10	20	35	77	8	150
February-17	10	21	35	85	20	171
NET CHGE	0	1	0	8	12	21
Limited Reserves						\$12,440
Year	2013	2014	2015	2016	2017	TOTAL
January-17	\$137,746	\$669,483	\$675,456	\$561,180	\$13,350	\$2,057,214
February-17	\$129,788	\$657,697	\$630,153	\$551,933	\$157,680	\$2,127,251
NET CHGE	(\$7,957)	(\$11,786)	(\$45,303)	(\$9,247)	\$144,330	\$70,036
Ltd Incurred	\$1,595,845	\$2,075,444	\$1,368,801	\$955,021	\$161,832	\$6,156,943

**Professional Municipal Mgmt Joint Insurance Fund
CLAIM ACTIVITY REPORT**

March 31, 2017						
COVERAGE LINE - PROPERTY						
CLAIM COUNT - OPEN CLAIMS						
Year	2013	2014	2015	2016	2017	TOTAL
February-17	1	1	4	7	3	16
March-17	1	1	4	7	6	19
NET CHGE	0	0	0	0	3	3
Limited Reserves						\$4,534
Year	2013	2014	2015	2016	2017	TOTAL
February-17	\$0	\$0	\$10,501	\$6,471	\$35,900	\$52,872
March-17	\$0	\$0	\$10,501	\$6,471	\$69,179	\$86,151
NET CHGE	\$0	\$0	\$0	\$0	\$33,279	\$33,279
Ltd Incurred	\$111,385	\$143,367	\$75,611	\$88,482	\$93,000	\$511,845
COVERAGE LINE - GENERAL LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2013	2014	2015	2016	2017	TOTAL
February-17	2	10	12	27	6	57
March-17	2	10	10	23	14	59
NET CHGE	0	0	-2	-4	8	2
Limited Reserves						\$10,284
Year	2013	2014	2015	2016	2017	TOTAL
February-17	\$38,616	\$302,837	\$144,066	\$82,592	\$7,500	\$575,611
March-17	\$37,616	\$314,938	\$140,582	\$76,562	\$37,041	\$606,738
NET CHGE	(\$1,000)	\$12,100	(\$3,484)	(\$6,030)	\$29,541	\$31,127
Ltd Incurred	\$220,216	\$474,663	\$161,013	\$84,029	\$38,800	\$978,721
COVERAGE LINE - AUTO LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2013	2014	2015	2016	2017	TOTAL
February-17	0	0	1	3	1	5
March-17	0	0	1	1	4	6
NET CHGE	0	0	0	-2	3	1
Limited Reserves						\$2,157
Year	2013	2014	2015	2016	2017	TOTAL
February-17	\$0	\$0	\$3,234	\$1,510	\$2,100	\$6,844
March-17	\$0	\$0	\$3,234	\$1,010	\$8,700	\$12,944
NET CHGE	\$0	\$0	\$0	(\$500)	\$6,600	\$6,100
Ltd Incurred	\$31,841	\$18,356	\$26,981	\$7,018	\$9,350	\$93,545
COVERAGE LINE - WORKERS COMP.						
CLAIM COUNT - OPEN CLAIMS						
Year	2013	2014	2015	2016	2017	TOTAL
February-17	7	10	18	48	10	93
March-17	9	10	18	44	17	98
NET CHGE	2	0	0	-4	7	5
Limited Reserves						\$15,157
Year	2013	2014	2015	2016	2017	TOTAL
February-17	\$91,172	\$354,859	\$472,352	\$461,361	\$112,180	\$1,491,924
March-17	\$85,659	\$351,149	\$457,156	\$478,120	\$113,334	\$1,485,418
NET CHGE	(\$5,513)	(\$3,710)	(\$15,195)	\$16,759	\$1,154	(\$6,506)
Ltd Incurred	\$1,228,805	\$1,459,308	\$1,089,002	\$812,927	\$120,932	\$4,710,974
TOTAL ALL LINES COMBINED						
CLAIM COUNT - OPEN CLAIMS						
Year	2013	2014	2015	2016	2017	TOTAL
February-17	10	21	35	85	20	171
March-17	12	21	33	75	41	182
NET CHGE	2	0	-2	-10	21	11
Limited Reserves						\$12,040
Year	2013	2014	2015	2016	2017	TOTAL
February-17	\$129,788	\$657,697	\$630,153	\$551,933	\$157,680	\$2,127,251
March-17	\$123,275	\$666,087	\$611,473	\$562,162	\$228,254	\$2,191,251
NET CHGE	(\$6,513)	\$8,390	(\$18,679)	\$10,229	\$70,574	\$64,000
Ltd Incurred	\$1,592,247	\$2,095,694	\$1,352,606	\$992,456	\$262,082	\$6,295,085

2017 LOST TIME ACCIDENT FREQUENCY ALL JIFs

February 28, 2017

FUND	2017 LOST TIME FREQUENCY	2016 LOST TIME FREQUENCY	2015 LOST TIME FREQUENCY	TOTAL RATE * 2017 - 2015
N.J.U.A.	0.30	2.74	2.55	2.45
NJ PUBLIC HOUSING	0.34	1.75	1.96	1.75
SUBURBAN MUNICIPAL	0.55	1.95	2.19	1.99
MORRIS	0.60	1.78	2.00	1.79
ATLANTIC	0.78	2.98	2.61	2.60
CAMDEN	0.83	1.32	2.55	1.73
BURLINGTON	0.87	1.83	1.85	1.76
OCEAN	1.02	2.16	2.07	2.03
SUBURBAN ESSEX	1.13	1.63	2.15	1.86
SOUTH BERGEN	1.26	2.25	2.73	2.43
BERGEN	1.38	1.51	2.25	1.85
CENTRAL	1.48	1.57	1.88	1.72
TRI-COUNTY	1.64	2.23	2.05	2.10
PROF MUN MGMT	1.67	1.66	3.92	2.68
MONMOUTH	2.95	1.80	2.19	2.06
AVERAGE	1.12	1.94	2.33	2.05

* NOTE : lost days may include claims with reserves - where claimant may not yet have had lost time

Professional Municipal Mgmt Joint Insurance Fund

**2017 LOST TIME ACCIDENT FREQUENCY
DATA VALUED AS OF February 28, 2017**

MEMBER_ID	MEMBER	**	# CLAIMS FOR 2/28/2017	Y.T.D. LOST TIME ACCIDENTS	2017 LOST TIME FREQUENCY	2016 LOST TIME FREQUENCY	2015 LOST TIME FREQUENCY	MEMBER	TOTAL RATE 2017 - 2015
1	304 EVESHAM	*	0	0	0.00	1.58	5.01	1 EVESHAM	2.80
2	305 EVESHAM TOWNSHIP FIRE		0	0	0.00	1.05	2.82	2 EVESHAM TOWNSHIP I	1.93
3	307 MOORESTOWN		0	0	0.00	1.39	2.08	3 MOORESTOWN	1.62
4	308 WILLINGBORO		1	1	2.17	2.34	5.46	4 WILLINGBORO	3.76
5	306 MAPLE SHADE		1	1	7.06	0.78	1.50	5 MAPLE SHADE	1.45
Totals:			2	2	1.67	1.66	3.32		2.68

2017 LOST TIME ACCIDENT FREQUENCY ALL JIFs

March 31, 2017				
FUND	2017 LOST TIME FREQUENCY	2016 LOST TIME FREQUENCY	2015 LOST TIME FREQUENCY	TOTAL RATE * 2017 - 2015
SUBURBAN MUNICIPAL	0.37	1.95	2.19	1.94
CAMDEN	0.55	1.32	2.55	1.68
N.J.U.A.	0.60	2.74	2.55	2.41
NJ PUBLIC HOUSING	0.68	1.75	2.01	1.76
MORRIS	0.93	1.78	2.00	1.79
BURLINGTON	0.97	1.83	1.85	1.74
ATLANTIC	1.37	3.02	2.61	2.62
SUBURBAN ESSEX	1.51	1.63	2.19	1.89
CENTRAL	1.69	1.68	1.92	1.80
TRI-COUNTY	1.70	2.34	2.05	2.13
OCEAN	1.71	2.16	2.12	2.09
SOUTH BERGEN	1.84	2.25	2.76	2.46
BERGEN	1.98	1.54	2.25	1.89
PROF MUN MGMT	2.79	1.66	3.92	2.75
MONMOUTH	2.85	1.80	2.21	2.08
AVERAGE	1.43	1.96	2.35	2.07

*** NOTE : lost days may include claims with reserves - where claimant may not yet have had lost time**

Professional Municipal Mgmt Joint Insurance Fund 2017 LOST TIME ACCIDENT FREQUENCY DATA VALUED AS OF March 31, 2017									
MEMBER_ID	MEMBER	**	# CLAIMS FOR	Y.T.D. LOST TIME ACCIDENTS	2017 LOST TIME FREQUENCY	2016 LOST TIME FREQUENCY	2015 LOST TIME FREQUENCY	MEMBER	TOTAL RATE 2017 - 2015
1	304 EVESHAM	*	0	0	0.00	1.58	5.01	1 EVESHAM	2.71
2	305 EVESHAM TOWNSHIP FIRE		0	0	0.00	1.05	2.82	2 EVESHAM TOWNSHIP I	1.90
3	307 MOORESTOWN		0	0	0.00	1.39	2.08	3 MOORESTOWN	1.56
4	308 WILLINGBORO		2	3	4.34	2.34	5.46	4 WILLINGBORO	3.91
5	306 MAPLE SHADE		1	2	9.41	0.78	1.50	5 MAPLE SHADE	1.77
Totals:			3	5	2.79	1.66	3.92		2.75

MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND					
EMPLOYMENT PRACTICES COMPLIANCE STATUS - Professional Municipal Mgmt Joint Insurance Fund					
Data Valued As of :	May 11, 2017				
Total Participating Members	5				
Complaint	4				
Percent Compliant	80.00%				
		01/01/17		2017	
	Compliant	EPL		POL	
Member Name	*	Deductible		Deductible	
				Co-Insurance	
				01/01/17	
EVESHAM	Yes	\$ 20,000		\$ 20,000	20% of 1st 250K
EVESHAM TOWNSHIP FIRE D	No	\$ 100,000		\$ 20,000	20% of 1st 250K
MAPLE SHADE	Yes	\$ 10,000		\$ 10,000	0%
MOORESTOWN	Yes	\$ 20,000		\$ 20,000	20% of 1st 250K
WILLINGBORO	Yes	\$ 20,000		\$ 20,000	20% of 1st 250K

Professional Municipal Management Joint Insurance Fund
Annual Regulatory Filing Check List
Year 2017 as of May 1, 2017

<u>Item</u>	<u>Filing Status</u>
<input type="checkbox"/> 2017 Budget	Filed 3/7
<input type="checkbox"/> Assessments	Filed 3/7
<input type="checkbox"/> Actuarial Certification	To be Filed
<input type="checkbox"/> Reinsurance Policies	To be Filed
<input type="checkbox"/> Fund Commissioners	Filed 3/7
<input type="checkbox"/> Fund Officers	Filed 3/7
<input type="checkbox"/> Renewal Resolutions	None
<input type="checkbox"/> New Members	None
<input type="checkbox"/> Withdrawals	None
<input type="checkbox"/> Risk Management Plan	Filed 3/7
<input type="checkbox"/> Certification of Professional Fees	To be Filed
<input type="checkbox"/> Unaudited Financials	Filed 2/17
<input type="checkbox"/> Annual Audit	June Filing
<input type="checkbox"/> State Comptroller Audit Filing	To be Filed
<input type="checkbox"/> Ethics Filing	On Line Filing

RESOLUTION NO. 17-13

**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
APRIL BILLS LIST**

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

BE IT RESOLVED that the Professional Municipal Management 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 2016

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001027			
001027	WILLINGBORO TOWNSHIP	2016 SAFETY INCENTIVE PROGRAM AWARD	2,500.00
			2,500.00
001028			
001028	EVESHAM TOWNSHIP	2016 SAFETY INCENTIVE PROGRAM AWARD	2,500.00
			2,500.00
001029			
001029	MAPLE SHADE TOWNSHIP	2016 SAFETY INCENTIVE PROGRAM AWARD	2,500.00
			2,500.00
001030			
001030	MOORESTOWN TOWNSHIP	2016 SAFETY INCENTIVE PROGRAM AWARD	2,500.00
			2,500.00
		Total Payments FY 2016	10,000.00

FUND YEAR 2017

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001031			
001031	MUNICIPAL EXCESS LIABILITY JIF	FAITHFUL PERFORMANCE BOND 2ND QTR 2017	909.86
			909.86
001032			
001032	MUNICIPAL EXCESS LIABILITY JIF	MEL PROPERTY 2ND QTR 2017	61,981.90
001032	MUNICIPAL EXCESS LIABILITY JIF	MEL 2ND QTR 2017	145,809.34
			207,791.24
001033			
001033	APEX INSURANCE SRVS c/o XL INS	TECH ERRORS & OMISSIONS 2OF2 INSTALL	2,115.00
			2,115.00
001034			
001034	APEX INS SRVS c/oQBE INSURANCE	VOLUNT EMRG SERV DIR & OFF 2OF2INSTALL	1,095.00
001034	APEX INS SRVS c/oQBE INSURANCE	POL/EPL 2 OF 2 INSTALLMENT 2017	135,102.00
			136,197.00
001035			
001035	QUAL-LYNX	CLAIM ADJUSTING SERVICES - 04/2017	11,094.05
			11,094.05

001036				
001036	J.A. MONTGOMERY RISK CONTROL	LOSS CONTROL SERVICES - 04/2017		1,446.52
				1,446.52
001037				
001037	PERMA	POSTAGE FEE 03/2017		0.67
001037	PERMA	EXECUTIVE DIRECTOR FEE 04/2017		10,681.17
				10,681.84
001038				
001038	THE ACTUARIAL ADVANTAGE	ACTUARY MONTHLY FEE 04/2017		3,147.25
				3,147.25
001039				
001039	QUALCARE, INC.	MANAGED CARE SERVICES - 04/2017		6,929.34
				6,929.34
001040				
001040	THOMAS TONTARSKI	TREASURER SERVICES - 04/2017		1,430.67
				1,430.67
001041				
001041	HELMER, CONLEY & KASSELMAN, PA	LITIGATION MANAGEMENT - 04/2017		1,409.82
001041	HELMER, CONLEY & KASSELMAN, PA	ATTORNEY FEE 04/2017		1,655.08
				3,064.90
001042				
001042	MUNICIPAL EXCESS LIABILITY JIF	MSI 2ND QTR 2017		4,174.50
				4,174.50
001043				
001043	CONNER STRONG & BUCKELEW	UNDERWRITING MANAGER FEE 04/2017		478.67
				478.67
001044				
001044	COURIER TIMES INC.	ACCT: 2-012012000 - 2/9/17 - NOTICE		57.72
				57.72
001045				
001045	AJM INSURANCE MANAGEMENT INC.	RMC FEE 1ST 2017 MOORESTOWN		12,490.69
001045	AJM INSURANCE MANAGEMENT INC.	RMC FEE 1ST 2017 - EVESHAM		21,064.55
				33,555.24
		Total Payments FY 2017	423,073.80	

TOTAL PAYMENTS ALL FUND YEARS \$ 433,073.80

Chairperson

Attest:

_____ Dated: _____

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

Treasurer

RESOLUTION NO. 17-14

**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
MAY BILLS LIST**

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

BE IT RESOLVED that the Professional Municipal Management 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 2017

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001046			
001046	APEX INS SRVS c/o BEAZLEY	TECH ERRORS & OMISSIONS - 2OF2 INSTALL	1,067.50
			1,067.50
001047			
001047	QUAL-LYNX	CLAIM ADJUSTING SERVICES - 05/2017	11,094.05
			11,094.05
001048			
001048	J.A. MONTGOMERY RISK CONTROL	LOSS CONTROL SERIVCES - 05/2017	1,446.52
			1,446.52
001049			
001049	PERMA	POSTAGE FEE 04/2017	3.96
001049	PERMA	EXECUTIVE DIRECTOR FEE 05/2017	10,681.17
			10,685.13
001050			
001050	THE ACTUARIAL ADVANTAGE	ACTUARY MONTHLY FEE 05/2017	3,147.25
			3,147.25
001051			
001051	QUALCARE, INC.	MANAGED CARE SERVICES - 05/2017	6,929.34
			6,929.34
001052			
001052	THOMAS TONTARSKI	TREASURER FEE 05/2017	1,430.67
			1,430.67
001053			
001053	BACIO CATERING AND MARKETPLACE	MEETING EXPENSE - 05/2017	140.00
			140.00
001054			
001054	HELMER, CONLEY & KASSELMAN, PA	LITIGATION MANAGEMENT - 05/2017	1,409.82
001054	HELMER, CONLEY & KASSELMAN, PA	ATTORNEY FEE 05/2017	1,655.08
			3,064.90
001055			
001055	ALLSTATE INFORMATION MANAGEMNT	ACCT: 413 - ACT & STOR - 4/30/17	58.61
001055	ALLSTATE INFORMATION MANAGEMNT	ACCT: 413 - ACT & STOR - 3/31/17	36.36
			94.97

001056				
001056	CONNER STRONG & BUCKELEW	UNDERWRITING MANAGER FEE 05/2017		478.67
				478.67
001057				
001057	COURIER TIMES INC.	ACCT NO. 2-012012000 - 4/7/17 - MTG CNCL		33.34
				33.34
		Total Payments FY 2017	39,612.34	

TOTAL PAYMENTS ALL FUND YEARS \$ 39,612.34

Chairperson

Attest:

_____ Dated: _____

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

Treasurer

May 7, 2017

To the Members of the
Executive Board of the
Professional Municipal Management
Joint Insurance Fund

I have enclosed for your review and, in some cases consideration, documents of presentation relating to claims, transfers, and the financial condition of the Fund.

The statements included in this report are prepared on a “modified cash basis” and relate to financial activity through the two month period ending April 30, 2017 for Closed Fund Years 1987 to 2012, and Fund Years 2013, 2014, 2015, 2016 and 2017. The reports, where required, are presented in a manner prescribed or permitted by the Department of Insurance and the Division of Local Government Services of the Department of Community Affairs.

All statements contained in this report are subject to adjustment by annual audit.

A summary of the contents of these statements is presented below.

INVESTMENT INTEREST:

Interest received or accrued for the period totaled \$ 8,093.60. This generated an average annual yield of .89%. However, we have an unrealized net gain of \$ 684.21 adjusting the reported yield to .97% for the period. The total overview of the asset portfolio for the fund shows an overall unrealized loss of \$18,500.79 as it relates to the market value of \$3,477,082.15 vs. the amount we have invested. If we include accrued interest the market value is adjusted to \$3,494,799.92.

Our asset portfolio with Wilmington Trust has 2 obligations less than two years and 4 obligation greater than two years.

RECEIPT ACTIVITY FOR THE PERIOD:

Subrogation Receipts \$ 98.00
Overpayment Reimbursements \$ 75.25

CLAIM ACTIVITY FOR THE PERIOD:

The enclosed report shows 231 claim payments issued during the period for claims paid by the fund and claims payable by the Fund at period end in the amount of \$ 185,834.65.

CASH ACTIVITY FOR THE PERIOD:

The enclosed report shows that during the reporting period the Fund's "Cash Position" changed from an opening balance of \$ 5,752,383.77 to a closing balance of \$ 5,103,753.81 showing a decrease in the fund of \$ 648,629.96.

BILL LIST FOR THE PERIOD:

Vouchers to be submitted for your consideration at the scheduled meeting show on the accompanying bill list.

The information contained in this summary of the document provided in this report. Other detailed information is contained in the attached documents or a more specific explanation on any question can be obtained by contacting me at 609-744-3597.

Respectfully Submitted,

Thomas J. Tontarski
Treasurer

PMM JIF SUBROGATION REPORT

DATE REC'D	CREDITED TO:	FILE NUMBER	CLAIMANT NAME	COV. TYPE	FUND YEAR	AMOUNT RECEIVED	RECEIVED Y.T.D.
3/18	MAPLE SHADE TWP.	X59162	BRIAN WEISS	WC	2013	98.00	98.00

**PROFESSIONAL MUNICIPAL MANAGMENT JOINT INSURANCE FUND
SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED**

Current Fund Year: 2017										
Month Ending: March										
	Prop	Liab	Auto	WC	0	POL/EPL	EJIF	Future	Admin	TOTAL
OPEN BALANCE	374,772.54	1,783,530.43	264,623.06	2,425,318.96	0.00	(7,445.88)	(32,588.61)	246,945.25	697,228.02	5,752,383.77
RECEIPTS										
Assessments	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Refunds	0.00	0.00	0.00	98.00	0.00	0.00	0.00	0.00	0.00	98.00
Invest Pymnts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(609.94)	(609.94)
Invest Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subtotal Invest	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(609.94)	(609.94)
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	98.00	0.00	0.00	0.00	0.00	(609.94)	(511.94)
EXPENSES										
Claims Transfers	23,821.05	10,565.83	0.00	39,852.80	0.00	0.00	0.00	0.00	0.00	74,239.68
Expenses	0.00	0.00	0.00	0.00	0.00	1,067.50	0.00	0.00	42,295.63	43,363.13
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	23,821.05	10,565.83	0.00	39,852.80	0.00	1,067.50	0.00	0.00	42,295.63	117,602.81
END BALANCE	350,951.49	1,772,964.60	264,623.06	2,385,564.16	0.00	(8,513.38)	(32,588.61)	246,945.25	654,322.45	5,634,269.02
Report Month: March										
					Balance Differences					
Opening Balances:	Opening Balances are equal					\$0.00				
Imprest Transfers:	Imprest Totals are equal					\$0.00				
Investment Balances:	Investment Payment Balances are equal					\$0.00				
	Investment Adjustment Balances are equal					\$0.00				
Ending Balances:	Ending Balances are equal					\$0.00				
Accural Balances:	Accural Balances are equal					\$0.00				

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS										
PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND										
ALL FUND YEARS COMBINED										
CURRENT MONTH	March									
CURRENT FUND YEAR	2017									
Description:	Instrument #1	Instr #2	Instr #3	Instr #4	Instr #5	Instr #6	Instr #7	Instr #8	Instr #9	
ID Number:	OPERATING AC	CASH MGMN	INVEST ACCT	ASSET MGR	CLAIMS ACC	EXPENSE ACC	OPERATING AC	CLAIMS ACC	ADMIN. EXPEN	
Maturity (Yrs)	0	0	0	0	0	0	0	0	0	0
Purchase Yield:	0	0	0	0	0	0	0	0	0	0
TOTAL for All Accts & instruments										
Opening Cash & Investment Balance	\$5,752,384.26	1624825.06	-1.7235E-10	24543.92	2480815	0	2.32831E-10	1521200.28	100000	1000
Opening Interest Accrual Balance	\$7,995.83	0	0	0	7995.83	0	0	0	0	0
1 Interest Accrued and/or Interest Cost	\$2,562.50	\$0.00	\$0.00	\$0.00	\$2,562.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2 Interest Accrued - discounted Instr.s	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3 (Amortization and/or Interest Cost)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4 Accretion	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5 Interest Paid - Cash Instr.s	\$960.06	\$100.56	\$0.00	(\$113.70)	\$0.00	\$0.00	\$0.00	\$973.20	\$0.00	\$0.00
6 Interest Paid - Term Instr.s	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7 Unrealized Gain (Loss)	(\$1,570.00)	\$0.00	\$0.00	\$0.00	(\$1,570.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8 Net Investment Income	\$1,952.56	\$100.56	\$0.00	(\$113.70)	\$992.50	\$0.00	\$0.00	\$973.20	\$0.00	\$0.00
9 Deposits - Purchases	\$1,791,981.87	\$24,677.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,649,701.34	\$74,239.68	\$43,363.13
10 (Withdrawals - Sales)	(\$1,909,486.68)	(\$1,649,603.34)	\$0.00	(\$24,430.22)	\$0.00	\$0.00	\$0.00	(\$117,850.31)	(\$74,239.68)	(\$43,363.13)
Ending Cash & Investment Balance	\$5,634,269.51	\$0.00	(\$0.00)	(\$0.00)	\$2,479,245.00	\$0.00	\$0.00	\$3,054,024.51	\$100,000.00	\$1,000.00
Ending Interest Accrual Balance	\$10,558.33	\$0.00	\$0.00	\$0.00	\$10,558.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Plus Outstanding Checks	\$29,265.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,367.69	\$9,897.64
(Less Deposits in Transit)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Balance per Bank	\$5,663,534.84	\$0.00	(\$0.00)	(\$0.00)	\$2,479,245.00	\$0.00	\$0.00	\$3,054,024.51	\$119,367.69	\$10,897.64

**CERTIFICATION AND RECONCILIATION OF CLAIMS PAYMENTS AND RECOVERIES
PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND**

Month		March							
Current Fund Year		2017							
Policy Year	Coverage	1.	2.	3.	4.	5.	6.	7.	8.
		Calc. Net Paid Thru Last Month	Monthly Net Paid March	Monthly Recoveries March	Calc. Net Paid Thru March	TPA Net Paid Thru March	Variance To Be Reconciled	Delinquent Unreconciled Variance From	Change This Month
2017	Prop	0.00	23,821.05	0.00	23,821.05	23,821.05	0.00	0.00	0.00
	Liab	0.00	1,759.00	0.00	1,759.00	1,759.00	0.00	0.00	0.00
	Auto	650.00	0.00	0.00	650.00	650.00	0.00	0.00	0.00
	WC	3,501.91	4,095.99	0.00	7,597.90	7,597.90	0.00	0.00	0.00
	Total	4,151.91	29,676.04	0.00	33,827.95	33,827.95	0.00	0.00	0.00
2016	Prop	82,011.40	0.00	0.00	82,011.40	82,011.40	0.00	0.00	0.00
	Liab	7,467.83	0.00	0.00	7,467.83	7,467.83	0.00	0.00	0.00
	Auto	6,007.59	0.00	0.00	6,007.59	6,007.59	0.00	0.00	0.00
	WC	307,601.11	27,206.00	0.00	334,807.11	334,807.11	0.00	0.00	0.00
	Total	403,087.93	27,206.00	0.00	430,293.93	430,293.93	0.00	0.00	0.00
2015	Prop	65,110.21	0.00	0.00	65,110.21	65,110.21	0.00	0.00	0.00
	Liab	20,423.25	7.25	0.00	20,430.50	20,430.50	0.00	0.00	0.00
	Auto	23,746.47	0.00	0.00	23,746.47	23,746.47	0.00	0.00	0.00
	WC	629,368.54	2,477.25	0.00	631,845.79	631,845.79	0.00	0.00	0.00
	Total	738,648.47	2,484.50	0.00	741,132.97	741,132.97	0.00	0.00	0.00
2014	Prop	143,367.15	0.00	0.00	143,367.15	143,367.15	0.00	0.00	0.00
	Liab	150,925.81	8,799.58	0.00	159,725.39	159,725.39	(0.00)	0.00	(0.00)
	Auto	18,355.96	0.00	0.00	18,355.96	18,355.96	0.00	0.00	0.00
	WC	1,105,098.29	3,060.40	0.00	1,108,158.69	1,108,158.69	0.00	0.00	0.00
	Total	1,417,747.21	11,859.98	0.00	1,429,607.19	1,429,607.19	(0.00)	0.00	(0.00)
2013	Prop	111,384.84	0.00	0.00	111,384.84	111,384.84	0.00	0.00	0.00
	Liab	182,600.21	0.00	0.00	182,600.21	182,600.21	0.00	0.00	0.00
	Auto	31,840.75	0.00	0.00	31,840.75	31,840.75	0.00	0.00	0.00
	WC	1,140,230.81	3,013.16	98.00	1,143,145.97	1,143,145.97	(0.00)	(0.00)	0.00
	Total	1,466,056.61	3,013.16	98.00	1,468,971.77	1,468,971.77	(0.00)	(0.00)	0.00
Closed	Prop	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Liab	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Auto	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	WC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL		4,029,692.13	74,239.68	98.00	4,103,833.81	4,103,833.81	(0.00)	(0.00)	(0.00)

**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED**

Current Fund Year: 2017 Month Ending: April		Prop	Liab	Auto	WC	0	POL/EPL	EJIF	Future	Admin	TOTAL
OPEN BALANCE		350,951.49	1,772,964.60	264,623.06	2,385,564.16	0.00	(8,513.38)	(32,588.61)	246,945.25	654,322.45	5,634,269.02
RECEIPTS											
Assessments		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Refunds		0.00	0.00	0.00	75.25	0.00	0.00	0.00	0.00	0.00	75.25
Invest Pymnts		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,082.87	4,082.87
Invest Adj		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(4,417.06)	(4,417.06)
Subtotal Invest		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(334.19)	(334.19)
Other *		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL		0.00	0.00	0.00	75.25	0.00	0.00	0.00	0.00	(334.19)	(258.94)
EXPENSES											
Claims Transfers		21,871.75	27,623.47	130.00	47,557.25	0.00	0.00	0.00	0.00	0.00	97,182.47
Expenses		909.86	0.00	0.00	0.00	0.00	138,312.00	0.00	207,791.24	86,060.70	433,073.80
Other *		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL		22,781.61	27,623.47	130.00	47,557.25	0.00	138,312.00	0.00	207,791.24	86,060.70	530,256.27
END BALANCE		328,169.88	1,745,341.13	264,493.06	2,338,082.16	0.00	(146,825.38)	(32,588.61)	39,154.01	567,927.56	5,103,753.81
Report Month April											
						Balance Differences					
Opening Balances:		Opening Balances are equal				\$0.00					
Imprest Transfers:		Imprest Totals are equal				\$0.00					
Investment Balances:		Investment Payment Balances are equal				\$0.00					
		Investment Adjustment Balances are equal				\$0.00					
Ending Balances:		Ending Balances are equal				\$0.00					
Accural Balances:		Accural Balances are equal				\$0.00					

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS											
PROFESSIONAL MUNICIPAL MANAGMENT JOINT INSURANCE FUND											
ALL FUND YEARS COMBINED											
CURRENT MONTH	April										
CURRENT FUND YEAR	2017										
Description:	Instrument #1	Instr #2	Instr #3	Instr #4	Instr #5	Instr #6	Instr #7	Instr #8	Instr #9		
ID Number:	OPERATING A	CASH MGMN	INVEST ACCT	ASSET MGR	CLAIMS ACC	EXPENSE ACC	OPERATING AC	CLAIMS ACC	ADMIN. EXPEN		
Maturity (Yrs)	0	0	0	0	0	0	0	0	0	0	0
Purchase Yield:	0	0	0	0	0	0	0	0	0	0	0
TOTAL for All Accts & instruments											
Opening Cash & Investment Balance	\$5,634,269.51	2.79397E-09	-1.7235E-10	-1.18234E-09	2479245	0	2.32831E-10	3054024.51	100000	1000	
Opening Interest Accrual Balance	\$10,558.33	0	0	0	10558.33	0	0	0	0	0	0
1 Interest Accrued and/or Interest Cost	\$7,159.44	\$0.00	\$0.00	\$0.00	\$7,159.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2 Interest Accrued - discounted Instr.s	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3 (Amortization and/or Interest Cost)	(\$4,417.06)	\$0.00	\$0.00	\$0.00	(\$4,417.06)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4 Accretion	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5 Interest Paid - Cash Instr.s	\$1,828.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,828.66	\$0.00	\$0.00	\$0.00
6 Interest Paid - Term Instr.s	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7 Unrealized Gain (Loss)	\$2,254.21	\$0.00	\$0.00	\$0.00	\$2,254.21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8 Net Investment Income	\$6,825.25	\$0.00	\$0.00	\$0.00	\$4,996.59	\$0.00	\$0.00	\$1,828.66	\$0.00	\$0.00	\$0.00
9 Deposits - Purchases	\$1,530,331.52	\$0.00	\$0.00	\$0.00	\$1,000,000.00	\$0.00	\$0.00	\$75.25	\$97,182.47	\$433,073.80	
10 (Withdrawals - Sales)	(\$2,060,512.54)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,530,256.27)	(\$97,182.47)	(\$433,073.80)	
Ending Cash & Investment Balance	\$5,103,754.30	\$0.00	(\$0.00)	(\$0.00)	\$3,477,082.15	\$0.00	\$0.00	\$1,525,672.15	\$100,000.00	\$1,000.00	
Ending Interest Accrual Balance	\$17,717.77	\$0.00	\$0.00	\$0.00	\$17,717.77	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Plus Outstanding Checks	\$45,685.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,994.58	\$6,690.82	
(Less Deposits in Transit)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Balance per Bank	\$5,149,439.70	\$0.00	(\$0.00)	(\$0.00)	\$3,477,082.15	\$0.00	\$0.00	\$1,525,672.15	\$138,994.58	\$7,690.82	

**CERTIFICATION AND RECONCILIATION OF CLAIMS PAYMENTS AND RECOVERIES
PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND**

Month		April							
Current Fund Year		2017							
Policy Year	Coverage	1.	2.	3.	4.	5.	6.	7.	8.
		Calc. Net Paid Thru Last Month	Monthly Net Paid April	Monthly Recoveries April	Calc. Net Paid Thru April	TPA Net Paid Thru April	Variance To Be Reconciled	Delinquent Unreconciled Variance From	Change This Month
2017	Prop	23,821.05	21,761.75	0.00	45,582.80	45,582.80	0.00	0.00	0.00
	Liab	1,759.00	7,010.03	0.00	8,769.03	8,769.03	(0.00)	0.00	(0.00)
	Auto	650.00	130.00	0.00	780.00	780.00	0.00	0.00	0.00
	WC	7,597.90	21,180.96	0.00	28,778.86	28,778.86	0.00	0.00	0.00
	Total	33,827.95	50,082.74	0.00	83,910.69	83,910.69	(0.00)	0.00	(0.00)
2016	Prop	82,011.40	110.00	0.00	82,121.40	82,121.40	0.00	0.00	0.00
	Liab	7,467.83	4,985.71	0.00	12,453.54	12,453.54	0.00	0.00	0.00
	Auto	6,007.59	0.00	0.00	6,007.59	6,007.59	0.00	0.00	0.00
	WC	334,807.11	13,654.02	0.00	348,461.13	348,461.13	0.00	0.00	0.00
	Total	430,293.93	18,749.73	0.00	449,043.66	449,043.66	0.00	0.00	0.00
2015	Prop	65,110.21	0.00	0.00	65,110.21	65,110.21	0.00	0.00	0.00
	Liab	20,430.50	9,866.29	0.00	30,296.79	30,296.79	0.00	0.00	0.00
	Auto	23,746.47	0.00	0.00	23,746.47	23,746.47	0.00	0.00	0.00
	WC	631,845.79	4,753.00	75.25	636,523.54	636,523.54	0.00	0.00	0.00
	Total	741,132.97	14,619.29	75.25	755,677.01	755,677.01	0.00	0.00	0.00
2014	Prop	143,367.15	0.00	0.00	143,367.15	143,367.15	0.00	0.00	0.00
	Liab	159,725.39	830.59	0.00	160,555.98	160,555.98	(0.00)	(0.00)	0.00
	Auto	18,355.96	0.00	0.00	18,355.96	18,355.96	0.00	0.00	0.00
	WC	1,108,158.69	3,145.40	0.00	1,111,304.09	1,111,304.09	(0.00)	0.00	(0.00)
	Total	1,429,607.19	3,975.99	0.00	1,433,583.18	1,433,583.18	(0.00)	(0.00)	(0.00)
2013	Prop	111,384.84	0.00	0.00	111,384.84	111,384.84	0.00	0.00	0.00
	Liab	182,600.21	4,930.85	0.00	187,531.06	187,531.06	0.00	0.00	0.00
	Auto	31,840.75	0.00	0.00	31,840.75	31,840.75	0.00	0.00	0.00
	WC	1,143,145.97	4,823.87	0.00	1,147,969.84	1,147,969.84	(0.00)	(0.00)	0.00
	Total	1,468,971.77	9,754.72	0.00	1,478,726.49	1,478,726.49	(0.00)	(0.00)	0.00
Closed	Prop	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Liab	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Auto	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	WC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL	4,103,833.81	97,182.47	75.25	4,200,941.03	4,200,941.03	(0.00)	(0.00)	(0.00)

Professional Municipal Management Joint Insurance Fund Certificate Of Insurance Monthly Report

Tuesday, March 21, 2017

From 2/22/2017 To 3/21/2017

Holder (H) / Insured Name (I) Coverag	Holder / Insured Address	Holder Code	Description of Operations	Issue Date
<u>PMM JIF</u>				
H- Burlington County Board of Chosen Freeholders AU WC	Att: Insurance & Risk Management Division 49 Rancocas Road, PO Box 6000 Mt. Holly, NJ 08060-6000	5099	Certificate Holder is amended to be included as "additional insured" the person(s) or organization(s) as shown in the description section of this certificate of insurance for General Liability & Excess Liability pursuant to the terms, conditions, limitations, and exclusions of the JIF Casualty Insurance Policy (but only with respect to liability caused in whole or in part by the acts or omissions of the named insured) use of Main St in Marlton, NJ 08053 for the annual July 4th parade from 6:00am to 2:00pm.	3/15/2017 GL EX
I- Township of Evesham	984 Tuckerton Road Marlton, NJ 08053			
H- Burlington County Emergency Training Center AU WC	53 Academy Drive Westhampton, NJ 08060	22225	Evidence of Insurance as respects to Maple Shade Fire Dept., 53 South Maple Avenue, Maple Shade, NJ 08052.	3/7/2017 GL EX
I- Township of Maple Shade	PO Box 368 Maple Shade, NJ 08052			
H- Evesham Township Board of Education WC	25 S Maple Avenue Marlton, NJ 08053	24459	Evidence of insurance with respects to the use of DeMasi Middle School located on Evesboro-Medford Rd for AAA Summer ½ day camp from 9:00am – 12:00 noon, Monday - Thursday from July 3, 2017 – August 10, 2017.	3/20/20 GL EX
I- Township of Evesham	984 Tuckerton Road Marlton, NJ 08053			
H- Evesham Residents & Businesses	Main Street Marlton, NJ 08053	24609	Evidence of insurance as respects to annual parade on Main Street, Marlton, NJ 08053 to be held on July 4, 2017 from 6:00am to 2:00pm. Does not include amusements or fireworks.	3/15/2017 GI EX
I- Township of Evesham	984 Tuckerton Road Marlton, NJ 08053			
H- Middlesex County Fire Academy AU WC	1001 Fire Academy Drive Sayreville, NJ 08872	24741	Evidence of insurance as respects to member offering class at Fire Academy.	3/7/2017 GL EX
I- Evesham Township Fire District	984 Tuckerton Road Marlton, NJ 08053			
H- Newbridge LLC AU WC	700 Rt 73 S Evesham, NJ 08053	25079	Evidence of insurance for use of property for fire training.	3/8/2017 GL EX
I- Evesham Township Fire District	984 Tuckerton Road Marlton, NJ 08053			
H- Newbridge LLC AU WC	700 Rt 73 S Evesham, NJ 08053	25079	Newbridge LLC, Penn Real Estate Group and Sean McCloskey amended to be included as "additional insured" the person(s) or organization(s) as shown in the description section of this	3/10/2017 GL EX
I- Evesham Township Fire District	984 Tuckerton Road Marlton, NJ 08053			

certificate of insurance for General Liability & Excess Liability pursuant to the terms, conditions, limitations, and exclusions of the JIF Casualty Insurance Policy (but only with respect to liability caused in whole or in part by the acts or omissions of the named insured) for use of property for fire training

Total # of Holders =

7

Professional Municipal Management Joint Insurance Fund Certificate Of Insurance Monthly Report

Monday, April 24, 2017

From 3/22/2017 To 4/21/2017

Holder (H) / Insured Name (I)	Holder / Insured Address	Holder Code	Description of Operations	Issue Date	Coverag
<u>PMM JIF</u>					
H- Toms River Indians AU PR PD	Toms River North HS 1245 Old Freehold Rd Toms River, NJ 08753	24129	Certificate Holder is amended to be included as "additional insured" the person(s) or organization(s) as shown in the description section of this certificate of insurance for General Liability & Excess Liability pursuant to the terms, conditions, limitations, and exclusions of the JIF Casualty Insurance Policy (but only with respect to liability caused in whole or in part by the acts or omissions of the named insured) with respect to Willingboro Panthers.	3/30/2017	GL EX
I- Township of Willingboro	Municipal Complex 1 Rev. Dr. M. L. King, Jr. Drive Willingboro, NJ 08046				
H- Township of Evesham I- Township of Evesham	984 Tuckerton Road Marlton, NJ 08053 984 Tuckerton Road Marlton, NJ 08053	24375	Evidence of insurance as respects to Statutory Bond coverage for 4/7/2017 BOND Kathryn Merkh - Tax Collector, Elizabeth J. Peddicord - Treasurer and Thomas S. Shanahan - Finance Director, effective 01/01/2017.		

Total # of Holders = 2

**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
 SAFETY DIRECTOR’S REPORT**

TO: Municipal Fund Commissioners
FROM: J. A. Montgomery Risk Control, JIF Safety Director
DATE: May 9, 2017

JIF SERVICE TEAM

Joanne Hall, Safety Director jhall@jamontgomery.com Office: 732-736-5286 Cell: 908-278-2792	Danielle Sanders Administrative Assistant dsanders@jamontgomery.com Office: 856-552-6898 Fax: 856-552-6899
Keith Hummel Associate Director Public Sector Risk Control khummel@jamontgomery.com Office: 856-552-6862 Fax: 856-552-6863	Glenn Prince, Associate Public Sector Director gprince@jamontgomery.com Office: 856-552-4744 Cell: 609-238-3949

MARCH & APRIL ACTIVITIES

LOSS CONTROL SERVICES

- Township of Moorestown – Conducted a Loss Control Survey on March 29
- Township of Evesham – Conducted a Loss Control Survey on April 26

MEETINGS ATTENDED

- Safety Awards Luncheon/Meeting – March 27
- No meetings for the month of April

UPCOMING EVENTS

- Fund Commissioner Meeting – May 22

SAFETY DIRECTOR’S BULLETINS & SAFETY ANNOUNCEMENTS - MARCH & APRIL

March

- PMM JIF - Did You Know? – MSI Training Schedule, March 2017 – March 2
- PMM JIF - Safety Director Message - "Internet Purchase Exchange Zones" – March 13
- PMM JIF - SD Bulletin - Bring your Child to Work Day – March 20
- PMM JIF - Safety Director Message- Attention & Distraction Driver Training – March 27
- PMM JIF - Did You Know? – MSI Training Schedule, April 2017 – March 28

April

- PMM JIF - SD Bulletin - Comprehensive Playground Inspection Program – April 3
- PMM JIF - SD Bulletin CCV Lateral Sewer Lines, April 2017 – April 12
- PMM JIF – SD Message - Online Camp Counselor Training Programs– April 17
- PMM JIF - Message from the Safety Director – MEL Leadership Skills – April 18
- PMM JIF - Did You Know? – MSI Training Schedule, May 2017 – April 25
- PMM JIF - NEW CLASS - Leadership Training for Senior Managers Notice and Registration – April 26

MEL MEDIA LIBRARY

The new MEL Media Library (856-552-4900) is available for borrowing 560+ safety videos in 45 different categories. To view the full media catalog and rent videos please visit www.njmel.org or email the video library at melvideolibrary@jamontgomery.com.

The following members utilized the Media Library during the month of March 2017.

No videos were utilized for the month of March or April.

MEL SAFETY INSTITUTE (MSI)

Listed below are upcoming MSI training programs scheduled for **May, June and July of 2017**. ***Enrollment is required for all MSI classes.*** MSI classes are subject to cancellation or rescheduling at any time. ***Members are reminded to log on to the www.njmel.org website, then click on the MSI logo to access the Learning Management System where you can enroll your employees and verify classes. Enrolling your staff ensures you will be notified of any schedule changes.***

If you need assistance using the MSI Learning Management System, please call the MSI helpline at 866-661-5120.

DATE	LOCATION	TOPIC	TIME
5/1/17	Borough of Glassboro #1	Heavy Equipment Safety	12:00 - 3:00 pm
5/2/17	Borough of Clementon #3	Sanitation/Recycling Safety	8:30 - 10:30 am
5/2/17	Borough of Clementon #3	Back Safety/Material Handling	10:45 - 11:45 am
5/2/17	Borough of Clementon #3	BBP	12:00 - 1:00 pm

DATE	LOCATION	TOPIC	TIME
5/3/17	Evesham Township MUA	Jetter/Vacuum Safety	8:30 - 10:30 am
5/4/17	Borough of Collingswood	Fast Track to Safety	8:30 - 2:30 pm w/lunch brk
5/5/17	Township of Berlin #2	Landscape Safety	8:30 - 11:30 am
5/5/17	Township of Berlin #2	Playground Safety Inspections	12:00 - 2:00 pm
5/9/17	Township of Winslow	Ladder Safety/Walking Surfaces	8:30 - 10:30 am
5/9/17	Township of Winslow	Hearing Conservation	10:45 - 11:45 am
5/10/17	Township of Washington	CDL-Drivers Safety Regulations	8:30 - 10:30 am
5/10/17	Township of Washington	Driving Safety Awareness	10:45 - 12:15 pm
5/10/17	Township of Washington	CDL-Supervisors Reasonable Suspicion	1:00 - 3:00 pm
5/11/17	Deptford Township MUA	LOTO	8:00 - 10:00 am
5/11/17	Deptford Township MUA	PPE	10:15 - 12:15 pm
5/12/17	Township of Willingboro	Landscape Safety	8:30 - 11:30 am
5/17/17	Township of Mantua	Sanitation/Recycling Safety	12:30 - 2:30 pm
5/19/17	Township of Cherry Hill #4	Fire Safety	8:30 - 9:30 am
5/19/17	Township of Cherry Hill #4	Fire Extinguisher	9:45 - 10:45 am
5/19/17	Township of Cherry Hill #4	BBP	11:00 - 12:00 pm
5/19/17	Township of Cherry Hill #4	Confined Space Awareness	12:30 - 1:30 pm
5/23/17	Deptford Township MUA	HazMat Awareness w/HazCom GHS	8:00 - 11:00 am
5/23/17	Deptford Township MUA	Confined Space Awareness	11:15 - 12:15 pm
5/24/17	Township of Washington	BBP Administrator Training	8:30 - 10:30 am
6/1/17	Township of Tabernacle #1	Fire Safety	8:30 - 9:30 am
6/1/17	Township of Tabernacle #1	Fire Extinguisher	9:45 - 10:45 am
6/2/17	Township of Monroe #3	Fast Track to Safety	8:30 - 2:30 pm w/lunch brk
6/6/17	Township of Florence	HazMat Awareness w/HazCom GHS	8:30 - 11:30 am
6/7/17	Deptford Township MUA	Flagger/Work Zone	8:00 - 12:00 pm
6/8/17	Township of Tabernacle #1	Hoists, Cranes, Rigging Safety	8:30 - 10:30 am
6/16/17	Township of Cherry Hill #4	Landscape Safety	8:30 - 11:30 am
6/16/17	Township of Cherry	Playground Safety Inspections	12:00 - 2:00 pm

DATE	LOCATION	TOPIC	TIME
	Hill #4		
6/21/17	Township of Mantua	BBP	12:30 - 1:30 pm
6/21/17	Township of Mantua	Hearing Conservation	1:45 - 2:45 pm
6/23/17	Township of Waterford	Fire Extinguisher	8:30 - 9:30 am
6/23/17	Township of Waterford	Back Safety/Material Handling	9:45 - 10:45 am
6/27/17	Borough of Clementon #3	CDL-Drivers Safety Regulations	8:30 - 10:30 am
6/27/17	Borough of Clementon #3	Driving Safety Awareness	10:45 - 12:15 pm
6/27/17	Borough of Clementon #3	CDL-Supervisors Reasonable Suspicion	1:00 - 3:00 pm
6/28/17	City of Burlington #2	Seasonal (Summer) Employee Orientation	8:30 - 12:30 pm
6/29/17	Deptford Township MUA	Ladder Safety/Walking Surfaces	8:00 - 10:00 am
7/11/17	Borough of Clementon #3	Hazard ID/Job-Site Observation	8:30 - 10:30 am
7/11/17	Borough of Clementon #3	Accident Investigation	10:45 - 12:45 pm
7/11/17	Borough of Clementon #3	Toolbox Talks	1:30 - 3:00 pm
7/14/17	Township of Washington	PPE	8:30 - 10:30 am
7/14/17	Township of Washington	Hearing Conservation	10:45 - 11:45 am
7/14/17	Township of Washington	Asbestos, Lead, Silica Regulatory Overview	12:00 - 1:00 pm
7/17/17	Borough of Magnolia	Sanitation/Recycling Safety	10:00 - 12:00 pm
7/21/17	Township of Mantua	Employee Conduct/Violence Prevention	12:30 - 2:00 pm
7/21/17	Township of Mantua	Back Safety/Material Handling	2:15 - 3:15 pm
7/25/17	Township of Washington	Ladder Safety/Walking Working Surfaces	8:30 - 10:30 am
7/25/17	Township of Washington	Fall Protection Awareness	10:45 - 12:45 pm

CEU's for Certified Publics Works Managers			
MSI Course	CEU's/Cat.	MSI Course	CEU's/Cat.
Accident Investigation	2 / M	Hazard Identification - Making Your Observations Count	1 /T,M
Advanced Safety Leadership	10 / M	Hearing Conservation	1 /T,G
Asbestos, Lead & Silica Industrial Health Overview	1 /T,G	Heavy Equipment Safety	1 / G - 2 / T
Back Safety / Material Handling	1 / T	Hoists, Cranes and Rigging	2 / T
Bloodborne Pathogens Training	1 / G	Housing Authority Safety Awareness	3 / T
Bloodborne Pathogens Train- the- Trainer	1 / T	Jetter Safety	2 / T
BOE Safety Awareness	3 / T	Landscape Safety	2 / T
CDL – Supervisors Reasonable Suspicion	2 / M	Leaf Collection Safety Awareness	2 / T
CDL - Drivers' Safety Regulations	2 / G	Lockout Tagout	2 / T
Coaching the Maintenance Vehicle Operator	2 /T,M	Personal Protective Equipment (PPE)	2 / T
Confined Space Entry – Permit Required	3.5 / T	Playground Safety	2 / T
Confined Space Awareness	1 / T,G	Sanitation and Recycling Safety	2 / T
Driving Safety Awareness	1.5 / T	Safety Committee Best Practices	1.5 / M
Employee Conduct and Violence in the Work Place	1.5 / E	Safety Coordinator's Skills Training	3 / M,G
Excavation Trenching & Shoring	2 /T,M	Shop and Tool Safety	1 / T
Fall Protection Awareness	2 /T,M	Seasonal Public Works Operations	3 / T
Fast Track to Safety	4 / T	Snow Plow Safety	2 / T
Flagger / Workzone Safety	2 /T,M	Special Events Management	2 / M
HazCom with Globally Harmonized System	1 /T,G	Toolbox Talk Essentials	1 / M
Hazardous Materials Awareness w/ HazCom & GHS	3 / T		
CEU's for Registered Municipal Clerks			
MSI Course	CEU's/Cat.	MSI Course	CEU's/Cat.
Asbestos, Lead & Silica Industrial Health Overview	1 / P	Hazard Identification - Making your Observations Count	2 / P
Bloodborne Pathogens Training	1 / P	Safety Committee Best Practices	1.5/ P
Employee Conduct and Violence in the Work Place	1.5 / E	Safety Coordinator's Skills Training	6/ P
		Special Event Management	2 / P
TCH's For Water/ Wastewater			
MSI Course	TCH's/Cat.	MSI Course	TCH's/Cat.
Accident Investigation	1.5 / S	Hazardous Materials Awareness w/ HazCom & GHS	3 / S
Advanced Safety Leadership	10 / S	Heavy Equipment Safety	3 / S
Asbestos, Lead & Silica Industrial Health Overview	1 / S	Housing Authority Safety Awareness	3 / S
Back Safety / Material Handling	1 / S	Hazard Identification - Making your Observations Count	1.5 / S
Bloodborne Pathogens Training	1 / S	Hearing Conservation	1 / S
Bloodborne Pathogens Train- the- Trainer	2.5 / S	Hoists, Cranes and Rigging	2 / S
BOE Safety Awareness	3 / S	Jetter Safety	2 / S
CDL – Supervisors Reasonable Suspicion	1.5 / S	Ladder Safety/Walking Working Surfaces	2 / S
CDL - Drivers' Safety Regulations	2 / S	Landscape Safety	2 / S
Confined Space Awareness	1 / S	Leaf Collection Safety Awareness	2 / S
Confined Space Entry - Permit Required	3.5 / S	Lockout Tagout	2 / S
Defensive Driving-6-Hour	5.5 / S	Shop and Tool Safety	1 / S
Driving Safety Awareness	1.5 / S	Office Safety	2 / S
Excavation Trenching & Shoring	4 / S	Personal Protective Equipment (PPE)	2 / S
Fall Protection Awareness	2 / S	Safety Committee Best Practices	1.5 / S
Fast Track to Safety	5 / S	Safety Coordinator's Skills Training	5 / S
Fire Extinguisher	1 / S	Seasonal Public Works Operations	3 / S
Fire Safety	1 / S	Snow Plow Safety	2 / S
Flagger / Workzone Safety	2 / S	Special Event Management	2 / S
HazCom with Globally Harmonized System	1.5 / S	Toolbox Talk Essentials	1 / S
CEU's for Tax Collectors		CEU's for County/Municipal Finance Officers	
MSI Course	CEU's/Cat.	MSI Course	CEU's/Cat.
Employee Conduct and Violence in the Work Place	1.5 / E	Employee Conduct and Violence in the Work Place	1.5 / E
CEU's for Certified Recycling Professionals		CEU's for Qualified Purchasing Agents	
MSI Course	CEU's/Cat.	MSI Course	CEU's/Cat.
Fire Extinguisher Safety	1	Employee Conduct and Violence in the Work Place	1.5 / E
Hazard Recognition- Making your Observations Count	2		
Heavy Equipment	3		
Sanitation and Recycling Safety	2		
***Category			
E- Ethics			
T- Technical			
G- Governmental			
S- Safety			
P- Professional Development			
M- Management			



Before they climb, swing, slide, dig or bounce, make sure it's safe!

National Playground Safety Week is the last week in April

For employees who work in or around playgrounds,
the MEL Safety Institute offers

Playground Safety for DPW / Recreation Maintenance Staff

If you have playgrounds, you know injuries happen.
In fact, each year over 200,000 injuries occur.
Let's do all we can to prevent injuries and promote safety.
This course teaches how most playground injuries occur
and covers the strategies to prevent them.

Visit The MEL Safety Institute.

Questions? Contact the MSI Help Line (866) 661-5120.
The MSI Safety Institute can be accessed anytime by going
to www.njmeli.org. Look for our logo.



How to Access Training Courses:

1. Go to NJMEL.org and click on the MSI logo at the top of the page
2. Click on "MSI Login"
3. If you have taken MSI classes in the past, enter your username and password.
If you do not know your username/password, check with your Training Administrator or call the MSI Helpline listed below. If you are new, click "I am a new user." Complete the fields and you'll receive a confirmation email with your username and password.
4. Once logged in, click on "MSI On-Line Training Courses."

5. Choose the "Playground Safety for DPW/Rec Maintenance Staff" course.
6. Click enroll
7. Choose "Click Here" to go to your authorized course list.
8. Click the program name to launch the course.
9. Click Start to begin.
10. Upon completion of the course and questions you will navigate to the "Student Center" tab to print your Certificate of Completion. Learning Transcripts are automatically updated in the MSI Learning Management System.



Comprehensive Playground Inspection Programs

As spring approaches, it is a great time inspect playgrounds and to review your Playground Maintenance Program. A complete Program consists of visual inspections at three basic frequencies.

Annual Audit

A comprehensive playground risk management program starts with an annual audit. An audit consists of inventorying and examining each piece of playground and ancillary equipment, the park grounds and structures, and perimeter streets. We recommend pictures be taken to document the number and condition of each piece of playground equipment and surrounding areas.

Periodic (weekly to monthly) Inspections

Spring is the time to ramp-up the inspection program's frequency rate. The frequency of a playground's inspection is determined by several factors; season, how many children use it, harsh environments, neighborhood demographics, age of equipment, history of damage, and more. Owners of playground equipment should have a written policy that defines inspection frequency.

Use a checklist. A sample checklist is on the MEL website (www.njmel.org). A checklist offers the advantage of documenting what was inspected and found to be in satisfactory condition. Only reporting deficiencies leaves the worker who completed the report open to questions of what things were or were not inspected (months or years later). Remember the rule of documentation, "If it is not written down, it did not happen".

Daily Inspections

Workers are in the parks almost every day; cutting grass, picking up trash, or even just driving by on way to other assignments. Workers must be trained to visually check the playground equipment and grounds for obvious problems such as broken equipment, graffiti, etc. This quick check does not require paperwork, unless a deficiency is found. Workers should also be instructed to immediately correct conditions that can be fixed, or report conditions as soon as possible. Playground owners should also have a written policy on how workers are to document their corrective actions or reports.

Playgrounds will of course require maintenance and repairs from time to time. Even routine maintenance activities such as replenishing mulch or closing the gaps on S-hooks should be documented. Playground owners should have a 'paper trail' of work performed by employees. Repairs to playground equipment will also need to be documented. Repairs should be with manufacturer's parts. Hardware should be tamper-resistant.

Spring is also a good time to review your policies with employees who will be in and around playgrounds. Hold a Toolbox Talk to remind them how to record actions they took to immediately correct a deficient condition and how to report conditions that will need to be repaired by others. A Toolbox Talk is included to assist with educating employees.

We also want to remind our members of three other resources;

1. The MSI has a Playground Safety Inspector class. Check the website for a class near you.
2. The MSI has a new online Playground Inspection class. We have included a Discussion Guide so that it can be presented to a group of Recreation or Public Works employees.
3. Your Safety Consultant is ready to assist with any aspect of your program.

This bulletin is intended for general information purposes only. It should not be construed as legal advice or legal opinion regarding any specific or factual situation. Always follow your organization's policies and procedures as presented by your manager or supervisor. For further information regarding this bulletin, contact your Safety Director at 877.398.3046.



Recording / Reporting Playground Deficiencies

Toolbox Talk Lesson Plan

The conditions of our playgrounds and parks are important to the residents of our community. Let's take a moment to discuss the policies and procedures we have in place.

Our playgrounds are inspected *[INSERT FREQUENCY]* by *[INSERT DEPARTMENT OR NAME OF INDIVIDUAL]*. But we are in or driving past playgrounds and parks almost every day. We can have a bigger impact on the appearance of our parks and playgrounds than any one else. I want to review this department's policies if you see problems in our parks. This includes:

- Damaged playground equipment
- Broken glass
- Graffiti
- **[ADD ADDITIONAL OR LOCAL CONCERNS]**

If you are in a park, cutting grass or collecting trash, etc., and see a condition that you can correct such as:

- Mulch around playground equipment that has been significantly kicked out such as under swings
- Objects, such as tables or toys, that have been moved into the fall zones of playground equipment
- Swings over the top of the swing set
- A loose or broken component that can be quickly fixed, tightened, etc.

Our policy is to take care of it right then and record it *[HOW - write it down where, call it in to who, etc.]*. If you take 5 minutes to rake mulch back under the swings or sweep up broken glass, which is better than leaving it and having a child injured. The department wants you to take that 5 minutes, but we need to document it.

If you see a condition that will require lengthy repairs, or will need to order parts, such as:

- Broken railings
- Damaged tables

A condition that can be expected to cause injury to a child should be called in immediately to *[WHO]*. If the condition is severe enough stay there until we can make it safe. If it is not an imminent hazard, and you have a cone or CAUTION tape, we would expect you to secure the scene as best you can.

If you see conditions such as:

- Arson
- Intentional damage
- Significant graffiti
- Any other criminal activity

Call *[WHO - department and / or the police on their non-emergency number]*.

Do you have any questions?

This lesson plan is intended for general information purposes. It should not be construed as legal advice or legal opinion regarding any specific or factual situation. Always follow your organization's policies and procedures as presented by your manager or supervisor. For further information regarding this bulletin, contact your Safety Director at 677.308.3045.



CERTIFIED PLAYGROUND SAFETY INSPECTORS COURSE AND EXAM

April 26-28, 2017
Mercer County Park Boathouse
334 South Post Road
West Windsor, NJ 08550



Why This Course Is Important To YOU:

According to the Consumer Products Safety Commission, each year more than 200,000 children go to hospital emergency rooms with playground-related injuries. Of these, 70% of the injuries occur at public parks and schoolyards when the child falls from the equipment onto the ground.

New Jersey State Law adopted the playground safety guidelines of the United States Consumer Product Safety Commission as detailed in the "Handbook for Public Playground Safety" (Pub. No. 325). These guidelines were adopted by reference as the Playground Safety Subcode for New Jersey and govern design, installation, inspection and maintenance of playgrounds and playground equipment. These guidelines apply to *all* public playgrounds in the state of New Jersey and are mandatory.

How does your playground measure up?

How many preventable injuries occur in your parks, school yards, or facilities?

What This Course Will Provide YOU:

The Certified Playground Safety Inspectors (CPSI) Course and Exam, hosted by the New Jersey Recreation and Park Association and sponsored by the National Recreation and Park Association, is the most comprehensive and up-to-date training program on playground safety issues including hazard identification, equipment specifications, surfacing requirements and risk management methods.

The course provides advanced reading and twelve (12) hours of training that will prepare you to take the Certified Playground Safety Inspector Exam at the culmination of the certification course. Certification, with passage of the exam, is good for three years.

Who Should Attend?

- Park & Recreation Supervisors & Administrators
- Safety Engineers
- School/Park Maintenance Staff
- Board & Commission Members
- School Officials
- Health Inspectors
- Insurance Agents
- Public Works Personnel
- Playground Manufacturers
- Engineers & Architectural Firms
- Playground Equipment Representatives
- Risk Managers

Playground Operators In:

- Parks
- Schools
- Summer Camps
- Day Care Centers
- Hotels/Resorts
- Homeowners Associations
- Apartment Communities
- YMCA/YWCA
- Boys & Girls Clubs
- Police Athletic Leagues
- Park & Playground Designers
- Community Volunteers



Photo Courtesy of Liberty Parks and Playgrounds

Class size is limited to 80

Participants will receive resource materials with:

- ASTM F1487 Standard Consumer Safety Performance Specifications of Playgrounds for Public Use
- U.S. Consumer Product Safety Commission Handbook for Public Playground Safety
- 1.5 Continuing Education Units through NRPA



**National Playground Safety Institute
Playground Safety Inspectors Certification
Course & Exam**

Sponsored by the New Jersey Recreation and Park Association

Course Schedule:

Wednesday, April 26, 2017 8:00 am – 5:00 pm

- Introduction to NPSI & History
- Injury Statistics
- Hazard Identification
- Safety Surfacing & Use Zones

Thursday, April 27, 2017 8:00 am – 5:00 pm

- Playground Safety Management
- Playground Equipment Accessibility
- Maintenance Procedures & Standards
- On-site Playground Inspection & Audit Exercise
- Final Question & Answer Session
- Exam Preparation

Friday, April 28, 2017

- Exam Check In 8:30 am.
- Exam Start As seating is completed

Location: Mercer County Park Boathouse
334 South Post Road
West Windsor, NJ 08550

Promotional Support Provided By:



Photo Courtesy of General Recreation, Inc.

Fees:

National Playground Safety Institute Registration
(includes: resource materials, breaks, & lunch daily)

___ NJRPA/NRPA Members	\$400
___ Non-Members	\$500
___ Exam Fee	\$125

(Optional, but required if you wish to be recognized as a Certified Playground Safety Inspector)

Total Fee \$ _____

*Participants registering after March 3, 2017 must pay an additional \$35.00 fee for the overnight shipping of resource materials. NOTE: TWO forms of ID are REQUIRED for exam admission.

No refunds will be made once text resource materials have been shipped. If you do not cancel by March 27, 2017 or do not attend you are responsible for the full payment.

TRANSFER POLICY

Registrants may transfer to a later CPSI Course and Exam hosted in New Jersey. A \$135.00 transfer fee shall apply.

Questions? Please call NJRPA at 609-356-0480.

CPSI Registration Form – April 2017

Name: _____ Organization: _____ Title: _____

Address: _____ Street _____ City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____ Dietary Restrictions: _____

Mail or email this form along with payment to: **New Jersey Recreation and Park Association**
1 Wheeler Way, Princeton, NJ 08540
rbenerofe@njrpa.org

PAYMENT METHOD:

Please make checks/money orders payable to NJRPA

Total Amount \$ _____

Check/Money Order# _____

Purchase Order # _____

Credit Card# _____ Visa Master Card Exp. Date _____

Signature _____



April 2017

The Benefits of Closed-Circuit Videoing Lateral Sewer Lines



Many times when a resident reports a sewer back-up they assume it is from the main connection. Utility Authorities and municipal sewer departments may respond to the sewer back-up by replacing the house connection from the main line to a little behind the curb.

While this action will most likely resolve the current sewer back-up, the question is, will this prevent it from happening again and address the real cause?

Closed-Circuit Video (CCV) of lateral sewer lines can identify the cause of the back-up and responsibility by determining if the back-up was from the main or lateral lines. Throughout the years if there have been multiple sewer back-up claims at the same residence and the lateral lines were videoed after the first back-up, the cause and responsibility could have been properly determined, thus possibly eliminating additional claims in the future.

An additional benefit of using the CCV during the preliminary investigation of a back-up is that the utility authority or municipal sewer departments can identify the most affordable repair solution possible.

The photo shown above was obtained from a municipality that responded to a sewer back-up at a residential home for the second time in two years. It was the contention of the resident that grease accumulation was the result of the main back-up. After the second repair, the municipal sewer department videoed the lateral line and proved that the grease accumulation was the result of the actions of the resident. The six inch house lateral sewer line was over 90% blocked by grease accumulation. The photo taken by CCV was provided to the resident and the municipal sewer departments informed them they would not be responsible for any future blockages caused by the resident.

It is important to note that the authority / municipality will need to acquire written permission from the homeowner to video the house lateral line from the inside the home to the street (curb). The release should include wording to the effect "For work performed on behalf of homeowner" and a disclaimer in the event something happens to the authority / municipal equipment while on the private property. The release form should be reviewed by legal counsel before being used by the authority or municipal sewer department.

This bulletin is intended for general information purposes only. It should not be construed as legal advice or legal opinion regarding any specific or factual situation. Always follow your organization's policies and procedures as presented by your manager or supervisor. For further information regarding this bulletin, contact your Safety Director at 877.398.3046.

Public Service Announcement to Prevent Sewer Backups in the Home

The majority of sewer back-ups into a home are caused from improper disposal of waste into toilets and drains. The following items should NOT be discarded into toilets or drains: fats, oils, or grease from cooking, solid food particles, diapers, baby wipes, feminine hygiene products, and paper towels. These items do not break down in the sewer pipes and will cause back-ups into homes. The improper disposal of these items will create serious maintenance and health issues for the homeowner and also for the public wastewater collection and treatment systems.

When fats, oils, or grease are poured down a sink, these products will solidify once they have cooled down in the sewer pipes and will cause a blockage. If you think running hot water in the sink will help disperse this matter, you're wrong! Hot water may get this matter out of your sink drain, but as soon as the water cools down, these products will solidify in your sewer pipes. This build-up will restrict flow and accumulate in the pipes, where in combination with other materials that shouldn't be flushed will cause sewerage to back up into a home and often cause blockages in the main sewer system located in the street.

Residents should be aware that some of these products are labeled as "Flushable", are only assumed to be. A vast majority of these products do not break down in the same manner as toilet paper and create problems in households and the collection system, pumping stations, and wastewater treatment facilities.



PROFESSIONAL MUNICIPAL MANAGEMENT
JOINT INSURANCE FUND

CUMULATIVE CLAIMS SUMMARY

2017

	UNITS OF SERVICE	BILLED	APPROVED	SAVINGS	% SAVINGS
JANUARY	90	\$124,479.14	\$32,991.31	\$91,487.83	73.5%
FEBRUARY	73	\$43,620.94	\$14,376.83	\$29,244.11	67.0%
MARCH	44	\$74,889.92	\$22,958.12	\$51,931.80	69.3%
APRIL	76	\$44,271.09	\$17,633.34	\$26,637.75	60.2%
MAY					
JUNE					
JULY					
AUGUST					
SEPT					
OCTOBER					
NOVEMBER					
DECEMBER					
TOTALS	283	\$287,281.09	\$87,868.80	\$199,301.48	68.4%

2018

	UNITS OF SERVICE	BILLED	APPROVED	SAVINGS	% SAVINGS
JANUARY	77	\$90,269.69	\$31,754.94	\$58,514.75	64.8%
FEBRUARY	88	\$53,424.04	\$21,536.23	\$31,887.81	59.7%
MARCH	99	\$90,381.60	\$28,598.21	\$61,783.39	68.4%
APRIL	82	\$104,251.70	\$34,457.52	\$69,794.18	66.9%
MAY	104	\$127,741.41	\$32,886.89	\$94,854.52	74.3%
JUNE	107	\$118,751.30	\$33,366.11	\$85,385.19	71.9%
JULY	79	\$40,442.57	\$20,142.37	\$20,300.20	50.2%
AUGUST	92	\$32,588.12	\$12,780.16	\$19,807.96	60.8%
SEPT	48	\$34,210.25	\$13,172.14	\$21,038.11	61.5%
OCTOBER	56	\$76,857.84	\$31,806.84	\$45,051.00	58.6%
NOVEMBER	43	\$141,199.34	\$58,996.38	\$82,202.96	58.2%
DECEMBER	71	\$39,689.40	\$15,462.62	\$24,226.78	61.0%
TOTALS	848	\$948,807.28	\$334,880.41	\$614,848.86	64.7%

2015

	UNITS OF SERVICE	BILLED	APPROVED	SAVINGS	% SAVINGS
JANUARY	113	\$165,310.10	\$90,766.02	\$74,544.08	45.1%
FEBRUARY	129	\$230,692.36	\$84,816.61	\$145,875.75	63.2%
MARCH	152	\$96,836.26	\$42,041.32	\$54,794.94	56.6%
APRIL	161	\$107,319.66	\$42,081.96	\$65,237.71	60.8%
MAY	192	\$124,860.76	\$44,440.41	\$80,420.35	64.4%
JUNE	187	\$92,811.14	\$34,469.86	\$58,341.29	62.9%
JULY	152	\$106,502.78	\$31,989.56	\$74,513.23	70.0%
AUGUST	114	\$53,791.53	\$21,388.48	\$32,403.05	60.2%
SEPT	175	\$79,210.95	\$30,111.94	\$49,099.01	62.0%
OCTOBER	111	\$56,796.68	\$23,790.96	\$33,005.72	58.1%
NOVEMBER	68	\$80,666.76	\$23,300.06	\$57,366.71	71.1%
DECEMBER	95	\$49,979.96	\$17,794.26	\$32,185.70	64.4%
TOTALS	1848	\$1,244,788.84	\$488,881.40	\$767,777.64	60.8%



PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
Top 10 Providers By Charges
PAR/ NonPAR /MCCI
January - April 2017

	CHARGES	APPROVED	SAVINGS	% OF SAVINGS	SPECIALTY
Participating Provider	\$255,657.39	\$73,388.10	\$182,269.29	71.3%	
PREMIER ORTHOPEDIC OF SOUTH JERSEY	\$54,766.78	\$11,911.62	\$42,855.16	78.3%	Orthopedic Surgery
PREMIER SURGICAL CENTER, LLC	\$51,099.90	\$13,340.90	\$37,759.00	73.9%	Surgery Center
IVY REHAB NETWORK, INC	\$45,671.00	\$8,090.00	\$37,581.00	82.3%	Physical Therapy
ADVANCED SURGICAL INSTITUTE	\$34,030.00	\$9,450.00	\$24,580.00	72.2%	Ambulatory Surgery Center
HAND SURGERY AND REHAB CENTER OF NJ	\$21,459.68	\$8,445.69	\$13,013.99	60.6%	Orthopedic Surgery
KENNEDY UNIVERSITY HOSPITAL, INC.	\$17,657.94	\$9,590.37	\$8,067.57	45.7%	Hospital
U.S. HEALTHWORKS MEDICAL GROUP OF NJ	\$10,648.24	\$4,524.52	\$6,123.72	57.5%	Occupational Medicine
MEDEXPRESS URGENT CARE- NEW JERSEY	\$7,143.00	\$3,388.00	\$3,755.00	52.6%	Urgent Care
VIRTUA WEST JERSEY HEALTH, INC.	\$6,608.85	\$2,982.00	\$3,626.85	54.9%	Hospital
REHAB EXCELLENCE CENTER, LLC	\$6,572.00	\$1,665.00	\$4,907.00	74.7%	Physical Therapy
Out Of Network	\$3,742.80	\$2,765.00	\$977.80	26.1%	
JOHN MCGOWAN PHD	\$1,060.00	\$765.00	\$295.00	27.8%	Behavioral Health
GARY M. GLASS MD	\$900.00	\$600.00	\$300.00	33.3%	Behavioral Health
WILLINGBORO TOWNSHIP	\$662.80	\$638.00	\$24.80	3.7%	Ambulance
WORKERS COMP PSYCH NET	\$615.00	\$440.00	\$175.00	28.5%	Behavioral Health
SOBEL MEDICAL ASSOCIATES, PC	\$395.00	\$225.00	\$170.00	43.0%	Physicians Fees
LOURDES IMAGING ASSOC, PA	\$60.00	\$47.00	\$13.00	21.7%	MRI/Radiology
MAIN LINE MEDICAL SUPPLIES INC.	\$50.00	\$50.00	\$0.00	0.0%	Durable Medical Equipment
Grand Total	\$259,400.19	\$76,153.10	\$183,247.09	70.6%	



PROFESSIONAL MUNICIPAL MANAGEMENT JIF
CHARGES/SAVINGS BY SPECIALTY

January - April 2017

	CHARGES	APPROVED	SAVINGS	% OF SAVINGS
Ambulatory Surgical Center	\$96,380.55	\$25,531.90	\$70,848.65	73.5%
Anesthesiology	\$4,720.00	\$2,122.00	\$2,598.00	55.0%
Behavioral Health	\$2,575.00	\$1,805.00	\$770.00	29.9%
Cardiology	\$515.00	\$311.33	\$203.67	39.5%
Durable Medical Equipment	\$50.00	\$50.00	\$0.00	0.0%
Emergency Medicine	\$6,932.00	\$2,076.20	\$4,855.80	70.0%
Hand Surgery	\$9,123.13	\$4,924.33	\$4,198.80	46.0%
Hospital	\$27,614.79	\$14,523.27	\$13,091.52	47.4%
MRI	\$2,120.00	\$970.00	\$1,150.00	54.2%
MRI/Radiology	\$60.00	\$47.00	\$13.00	21.7%
Neurosurgery	\$1,500.00	\$760.50	\$739.50	49.3%
Occupational Medicine	\$10,982.14	\$4,858.42	\$6,123.72	55.8%
Ophthalmology	\$115.00	\$86.37	\$28.63	24.9%
Orthopedic Surgery	\$56,437.78	\$13,019.91	\$43,417.87	76.9%
Other	\$662.80	\$638.00	\$24.80	3.7%
Pathology	\$45.00	\$6.01	\$38.99	86.6%
Physical Medicine & Rehabilitation	\$1,085.90	\$780.36	\$305.54	28.1%
Physical Therapy	\$58,804.00	\$11,836.00	\$46,968.00	79.9%
Physicians Fees	\$395.00	\$225.00	\$170.00	43.0%
Urgent Care Center	\$7,143.00	\$3,388.00	\$3,755.00	52.6%
Grand Total	\$287,261.09	\$87,959.60	\$199,301.49	69.4%

APPENDIX I - MINUTES

PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
OPEN SESSION MINUTES
MEETING – MARCH 27, 2017
THE SENSATIONAL HOST
3030 ROUTE 73 NORTH
MAPLE SHADE, NJ
1:00 PM

Meeting of 2017 Fund Commissioners called to order. Open Public Meetings notice read into record.

ROLL CALL OF 2017 FUND COMMISSIONERS:

Thomas Czerniecki, Chairman	Township of Evesham	Present
Richard Brevogel, Secretary	Township of Willingboro	Present
Thomas Merchel	Township of Moorestown	Absent
Joseph Andl	Township of Maple Shade	Present

SPECIAL FUND COMMISSIONERS:

Nelson Wiest	Township of Maple Shade	Present
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APPOINTED OFFICIALS PRESENT:

Executive Director/Administrator	PERMA Risk Management Services Bradford C. Stokes, Karen A. Read Rachel Chwastek
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Treasurer	Tom Tontarski
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Attorney	Kearns, Reale & Kearns, Esquires William Kearns, Esquire
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Auditor	Bowman & Company
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Claims Service	Qual Lynx Kathy Kissane
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Safety Director	J.A. Montgomery Risk Control Glenn Prince
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Managed Care Organization	QualCare Stephen McNamara
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Underwriting Manager	Conner Strong & Buckelew
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ALSO PRESENT:

George Gravenstine, AJM Insurance

Stephanie Martin, Qual-Lynx
Karen Berenato, Qual-Lynx
Kristen Kiel, Qual-Lynx
Tracey Loreaux, Qual-Lynx
Larry Graham, Fairview Insurance

APPROVAL OF MINUTES: FEBRUARY 27, 2017 - Open & Closed Minutes.

MOTION TO APPROVE OPEN & CLOSED MINUTES OF FEBRUARY 27, 2017

Moved: Commissioner Andl
Second: Commissioner Brevogel
Vote: 3 Ayes – 0 Nays

CORRESPONDENCE: NONE.

EXECUTIVE DIRECTOR:

2017 PRIMA Conference – The JIF has authorized attendance of Board Members at the annual risk management conference for the purpose of attending seminars. The next PRIMA convention will take place in Phoenix from June 4–7. Please notify the Fund office if you are interested.

Elected Officials Training: This year’s elected officials training program will focus on Risk Management for Public Officials. A session will be scheduled through Mr. Kearns office. The on-line version is also available; enclosed in the agenda were directions for the course.

This program will satisfy requirements that elected officials take employment practices training and ethics training & qualifies for the MEL’s \$250 credit for each elected official and municipal administrator/manager.

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.

Included in the agenda was the enrollment form which will also be distributed by email to fund commissioners and risk managers.

MEL Meeting - The MEL met on March 1, 2017 at the Forsgate. A copy of Commissioner Czerniecki’s report of that meeting was included for your review.

Residual Claims Fund - The RCF met on March 1, 2017. A copy of Commissioner Czerniecki’s report of that meeting was included for your review.

E-JIF Meeting - The E-JIF also met on March 1, 2017. A copy of Commissioner Czerniecki's report of that meeting was included for your review.

2017 Financial Disclosure Forms – The Division of Local Government Services has developed an online program for financial disclosure filings. The fund office expects to receive notification that online filing will be implemented again this year and the deadline to file is April 30th. The fund office will distribute instructions to commissioners on how to file once a roster is finalized.

Due Diligence Reports: The Executive Director advised the FFT was not available this month as the financial departments are working on the audit. Reviewing the Expected Loss Ratio Analysis Report, the actuary had pegged the fund at 65% and the fund is actually trending at 38%, which is excellent for the fund. The Loss Time Accident Frequency for the JIF is 1.66 in December, which is below the MEL average, and for January is 0.00, also below the MEL average.

Cancellation of April Meeting: The Executive Director advised in years passed the Fund has opted to cancel the April meeting, as it tends to be a slow month.

MOTION TO CANCEL THE APRIL MEETING, AND AUTHORIZE CONTINUATNCE OF CONTRACTUAL PAYMENTS

Moved: Commissioner Andl
Second: Commissioner Brevogel
Vote: 3 Ayes – 0 Nays

The Executive Director then asked if there were any questions and concluded his report.

Executive Director's Report Made Part of Minutes.

ATTORNEY: No report.

TREASURER:

Payment of March 2017 Vouchers Resolution 17-10

Fund Year 2017	43,363.13
Total	43,363.13

MOTION TO APPROVE RESOLUTUION 17-10 VOUCHER LIST FOR THE MONTH OF MARCH AS SUBMITTED

Motion: Commissioner Andl
Second: Commissioner Brevogel
Vote: 3 Ayes – 0 Nays

Confirmation of Claims Payments/Certification of Claims Transfers for the Month of February 2017:

2013	7,657.22
2014	15,736.48
2015	2,818.45
2016	33,494.11
2017	4,151.91
Closed	0.00
TOTAL	63,858.17

Treasurer's Report Made Part of Minutes.

UNDERWRITING MANAGER: The Executive Director advised the certificate report was included in the agenda. The report included 9 certificates that were issued from 1/22/2017 to 2/22/2017.

MANAGED CARE:

REPORT: Stephen McNamara advised February's reports were included in the agenda. Mr. McNamara reported there were 73 bills during the month of February totaling \$43,620.94, of that amount \$14,376.83 was paid for a savings of \$29,244.11 which is a 67.0% savings.

Monthly Activity Report Part of Minutes.

SAFETY DIRECTOR:

REPORT: Safety Director advised included in his report is all the risk control activities through the month of February, as well as a list of MSI Training and Fast Track training information. Mr. Prince thanked the Fund Members for their participation in the Safety Incentive Program and advised that each municipality will receive a \$2,500 award. The Safety Director asked if there were any questions and then concluded his report.

Monthly Activity Report/Agenda Made Part of Minutes.

CLAIMS ADMINISTRATOR:

REPORT: The Claims Manager advised the report was for closed session.

Report Part of Minutes.

**RESOLUTION - EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSES:
PERSONNEL - SAFETY & PROPERTY OF PUBLIC LITIGATION**

Motion: Commissioner Brevogel
 Second: Commissioner Andl
 Vote: Unanimous

MOTION TO RETURN TO OPEN SESSION:

Motion: Commissioner Brevogel
Second: Commissioner Andl
Vote: Unanimous

MOTION TO APPROVE CLAIM PAYMENTS AS DISCUSSED IN EXECUTIVE SESSION:

Motion: Commissioner Brevogel
Second: Commissioner Andl
Roll Call Vote: 3 Ayes – 0 Nays

OLD BUSINESS: Commissioner Czerniecki informed the Commission he had spoken with Ed from ICMA and plans to have more information regarding a possible JIF membership for the May meeting.

NEW BUSINESS: NONE

PUBLIC COMMENT: NONE

MOTION TO ADJOURN MEETING:

Motion: Commissioner Andl
Second: Commissioner Brevogel
Vote: Unanimous

MEETING ADJOURNED: 1:31pm

**NEXT REGULAR MEETING: May 22, 2017
Moorestown Town Hall 1:00PM**

Rachel Chwastek, Assisting Secretary for
RICHARD BREVOGEL, SECRETARY