

**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
MEETING: JANUARY 28, 2013 – 12 NOON
THE SENSATIONAL HOST
3030 Route 73 North
Maple Shade Township**

SINE DIE MEETING

- MEETING OF FUND COMMISSIONERS CALL TO ORDER**
- ROLL CALL OF 2012 COMMISSIONERS**
- APPROVAL OF MINUTES:**
 - November 26, 2012, Open Session.....**Appendix I**
 - November 26, 2012, Closed Session **To be distributed**
- CORRESPONDENCE**..... None
- ADJOURN SINE DIE MEETING**
 - Chairs vacated - Chair asks Executive Director to run meeting
- EXECUTIVE DIRECTOR CALLS MEETING TO ORDER**
- ROLL CALL OF 2013 FUND COMMISSIONERS**
- ELECTION OF CHAIR AND SECRETARY**
- ATTORNEY SWEARS IN COMMISSIONERS**

- APPOINTMENT - FUND PROFESSIONALS - Resolution 13 -1Page 3**
 - .Executive Director – Bradford C. Stokes, PERMA, Dep. Director – David N. Grubb, PERMA
 - .Attorney - William Kearns, Esquire
 - .Treasurer - Thomas Tontarski
 - .Actuary – The Actuarial Advantage
 - .Auditor - Bowman and Company
 - .Underwriting Manager – Conner Strong & Buckelew
 - .Claims Service – Qual Lynx
 - .Safety Director – J.A. Montgomery Risk Control
 - .Asset Manager – TD Bank
 - .Managed Care – QualCare
 - .Internal Auditor – Russo & Associates

- ORGANIZATIONAL RESOLUTION - Resolution 13-2Page 6**
 - .Designation of Regular Meeting Times and Places
 - .Designation of Official Newspapers

- ORGANIZATIONAL RESOLUTION – Resolution 13-3Page 9**
 - .Designation of Interest rates for Delinquent Assessments
 - .Designation of Bank Depositories & Cash Management Plan
 - .Designation of Authorized Signatures
 - .Designation of Authorized Signatures - Claims Payments
 - .Designation of Service of Process
 - .Designation of Secretary as Custodian of Records

- ORGANIZATIONAL RESOLUTION - Resolution 13-4**Page 15
 .Defense Panel
- ORGANIZATIONAL RESOLUTION – Resolution 13-5**.....Page 17
 .2013 Risk Management Plan

REPORTS

- EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMA**
 .Executive Director's Report Page 1
- ATTORNEY - William J. Kearns, Esquire**
- TREASURER - Thomas Tontarski**
 .December 2012 Voucher List Resolution 25-12Page 45
 .January 2013 Voucher List Resolution 13-6.....Page 47
 .Treasurer ReportsPage 49
- UNDERWRITING MANAGER – Conner Strong & Buckelew**
 .Monthly Reports..... Page 57 & 58
 .MEL 2013 Renewal Certificates Appendix II
- SAFETY DIRECTOR – J.A. Montgomery Risk Control**
 .Monthly Reports.....Page 59
- MANAGED CARE – QualCare**
 .Monthly ReportPage 64
- CLAIMS SERVICE – Qual Lynx**

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

- OLD BUSINESS**
- NEW BUSINESS**
- PUBLIC COMMENT**
- MEETING ADJOURNED**
- NEXT MEETING: February 25, 2013 - Evesham Township Municipal Building**