

**PROFESSIONAL MUNICIPAL MANAGEMENT
JOINT INSURANCE FUND
MEETING AGENDA
OCTOBER 25, 2022 – 2:00 PM**

**EVESHAM TOWNSHIP MUNICIPAL BUILDING
984 TUCKERTON ROAD
MARLTON, NJ 08053**

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 and electronic notice of this meeting was filed with the Clerk/Manager of all member municipalities and, posting electronic notice of this meeting on the Fund's website.**
- III. Posting this notice on the Public Bulletin Board of all member municipalities**

**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
MEETING: OCTOBER 25, 2022**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- ROLL CALL OF 2022 COMMISSIONERS**
- APPROVAL OF MINUTES:** September 27, 2022 Open Minutes**Appendix I**
September 27, 2022 Closed Minutes **Distributed**

CORRESPONDENCE: None

REPORTS

- EXECUTIVE DIRECTOR/ADMINISTRATOR – PERMA Risk Management Services**
.Executive Director's Report**Page 1**
 - ATTORNEY – William J. Kearns, Esquire**
 - TREASURER – Thomas Tontarski**
.Treasurer's Reports**Page 19**
.October 2022 Voucher List – Resolution Nos. 22-26**Page 21**
 - SAFETY DIRECTOR – J.A. Montgomery Risk Control**
.Monthly Report**Page 26**
 - UNDERWRITING MANAGER – Conner Strong & Buckelew Companies, Inc.**
.Monthly Certificate Report**Page 29**
.Cyber Risk Management Compliance – Version 2 - As of September 30, 2022**Page 30**
 - MANAGED CARE – Qual Care**
.Monthly Report**Page 31**
 - CLAIMS SERVICE – Qual Lynx**
 - OLD BUSINESS**
 - NEW BUSINESS**
 - PUBLIC COMMENT**
 - RESOLUTION - EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSE:
PERSONNEL - SAFETY - PUBLIC PROPERTY – LITIGATION**
 - Motion to Return to Open Session and Approve Payment Authorization Requests**
 - MEETING ADJOURNMENT**
-

Professional Municipal Management Joint Insurance Fund

2 Cooper Street
Camden, NJ 08102

Date: October 25, 2022

Memo to: Fund Commissioners
Professional Municipal Management Joint Insurance Fund

From: PERMA Risk Management Services

Subject: Executive Director's Report

❑ **2023 Budget Introduction** – Enclosed on **Page 3** is the proposed 2023 Budget for review and discussion. The budget is an average 11.67% increase over the 2022 budget for a total of \$4,600,097.

❑ **MOTION TO INTRODUCE THE 2023 BUDGET AND SCHEDULE A PUBLIC HEARING ON TUESDAY NOVEMBER 22, 2022 AT 2:00 PM**

❑ **Closed Year Dividend** - The Fund Office has reviewed the available dividend from closed year accounts and are recommending the release of \$200,000. In addition, an EJIF dividend in the amount of \$119,999 is already in the budget as a deduction in the premiums. Enclosed on **Page 4** are the proposed assessments and a breakdown of the distribution for the dividend.

On **Page 5** is **Resolution 22-24** authorizing the release of a dividend representing a total of \$200,000 from closed year accounts.

❑ **MOTION TO ADOPT RESOLUTION 22-24 AUTHORIZING THE RELEASE OF A DIVIDEND IN THE AMOUNT OF \$200,000 FROM CLOSED YEAR ACCOUNTS, SUBJECT TO STATE APPROVAL**

❑ **Professional Service Agreements** – All of the Fund’s professional service agreements are up for renewal in 2023. Letters to all professionals asking for a fee proposal along with other required bid forms. They are due back this week; a report will be provided next month.

❑ **Cyber JIF Resolution, Agreement and Representative:** Cyber Security claims have outpaced premiums almost from the outset. Our premiums have doubled the last two years. As a result, the MEL Board of Fund Commissioners worked on forming a separate Joint Insurance Fund. In order to manage this risk, we need more members to implement minimum risk control standards.

Attached on **Page 7** is a copy of the budget introduced for Cyber JIF based on all MEL members JIFs joining. You will note that in addition to funding for retained claims, excess premiums and administration – a portion of the budget is dedicated to loss control services. The MEL is asking members to execute a Resolution and Agreement to join and to appoint a representative so the interim board can hold a zoom public hearing on the budget on November 11, 2022.

Motion to adopt Resolution #22-25 to join the Cyber Joint Insurance Fund and authorize the Fund Chairman to execute the Indemnity & Trust Agreement.

Motion to elect _____ as the PMM JIF’s representative to the NJ Cyber Risk Management Fund.

Cyber Security Status Report: D2 Cyber Security continues to work with member entities in the enrollment & training process of the program. Attached on **Page 10** is a report from D2 showing the status of each member.

Residual Claims Fund (RCF) The public hearing on the RCF budget was held on October 19, 2022. Enclosed in Appendix II is a copy of the RCF’s 2023 Proposed Operating Budget. A review of that meeting will appear in next month’s agenda.

Environmental JIF- The budget was introduced in September and a public hearing was held on October 19, 2022. Enclosed in Appendix II is a copy of the EJIF’s 2023 Proposed Budget, as introduced. A review of that meeting will appear in next month’s agenda.

MEL - The MEL’s 2023 budget introduction was held on October 19, 2022. Enclosed in Appendix II is a copy of the proposed budget. A review of that meeting will appear in next month’s agenda.

Due Diligence Reports:

Financial Fast Tracks	Page 12 & 13
Loss Ratio Analysis	Page 14
Claims Activity Report	Page 15
Loss Time Accident Frequency	Page 16
POL/EPL Compliance Report	Page 17
Regulatory Affairs Checklist	Page 18

PMM MUNICIPAL JOINT INSURANCE FUND						
2023 PROPOSED BUDGET						
Print Date: 20-Oct-22						
Projected 2023						
APPROPRIATIONS		Annualized 2022	Projected 2023	\$	%	
I. Claims and Excess Insurance				CHANGE	CHANGE	
Claims	Projected Budget SIR					
1	Property	100K	164,000	169,000	5,000	3.05%
2	Liability	250K	299,000	314,000	15,000	5.02%
3	Auto	250K	58,000	54,000	(4,000)	-6.90%
4	Workers' Comp.	250K	1,221,000	1,483,000	262,000	21.46%
5	Workers' Comp. Pension		132,000	77,000	(55,000)	-41.67%
6						
7						
8	Subtotal - Claims		1,874,000	2,097,000	223,000	11.90%
9	Premiums					
10	Crime		3,746	3,886	140	3.74%
11	Environmental Fund		113,342	113,391	49	0.04%
12	EJIF Dividend		(115,571)	(119,999)	(4,428)	3.83%
13	Cyber JIF		28,700	53,975	25,275	88.07%
14	MEL		719,752	827,468	107,716	14.97%
15	MEL Property		430,959	510,084	79,125	18.36%
16	SubTotal Premiums		1,180,928	1,388,805	207,877	17.60%
17	Total Loss Fund		3,054,928	3,485,805	430,877	14.10%
18						
19	II. Expenses, Fees & Contingency					
20						
21	Claims Adjustment		149,866	152,863	2,997	2.0%
22	Managed Care		92,706	94,560	1,854	2.0%
23	Loss Fund Management		20,566	20,977	411	2.0%
24	Litigation Mangement		18,678	19,052	374	2.0%
25	Safety Director		19,165	19,548	383	2.0%
26	Law Enforcement Service		5,412	5,520	108	2.0%
27	General Expense		600	600	0	0.0%
28	Safety Incentive Program		10,250	10,250	0	0.0%
29	MEL Safety Institute		19,497	19,497	0	0.0%
30	Administration		120,536	122,947	2,411	2.0%
31	Actuary		41,698	42,532	834	2.0%
32	Auditor		24,542	25,033	491	2.0%
33	Attorney		21,928	22,367	439	2.0%
34	Treasurer		18,954	19,333	379	2.0%
35	Internal Auditor		4,558	4,649	91	2.0%
36	Right to Know		20,000	20,400	400	2.0%
37	Underwriting Manager		6,341	6,468	127	2.0%
38	Property Appraisal		0	0	0	0.0%
39	Cyber Security Training		0	10,000	10,000	100.0%
40						
41	Misc. Expense & Contingency		9,942	9,942	0	0.00%
42						
43	Total Fund Exp & Contingency		605,239	626,538	21,299	3.52%
44	RMC Fees		80,979	90,294	9,315	11.50%
45						
46						
47	Total JIF Excl POL/EPL		3,741,146	4,202,637	461,491	12.34%
48	XLPOL/EPL Premiums					
49	POL/EPL Premium		358,498	376,814	18,316	5.11%
50	Vol Directors & Officers		2,190	2,190	0	0.00%
51	Land Use Liability		17,553	18,456	903	5.14%
52	Total POL/EPL Premium		378,241	397,460	19,219	5.08%
53	Total JIF Incl POL/EPL		4,119,387	4,600,097	480,710	11.67%

PMM MUNICIPAL JOINT INSURANCE FUND								
2023 Proposed Assessments								
					Assessment if 2022 Dividend applied as Credit			
					Closed Year Option			
					200K			
Member	2022	TOTAL 2023	CHANGE	CHANGE	2022	TOTAL 2023	CHANGE	CHANGE
	A	B	\$	%	Dividend	REVISED	\$	%
			C	D				
EVESHAM	1,058,156	1,176,207	118,051	11.16%	(51,027)	1,125,180	67,024	6.33%
EVESHAM TOWNSHIP FIRE DISTRICT	222,160	248,766	26,606	11.98%	(11,772)	236,994	14,834	6.68%
MAPLE SHADE	577,930	646,792	68,862	11.92%	(25,844)	620,948	43,018	7.44%
MOORESTOWN	832,269	923,560	91,291	10.97%	(42,130)	881,430	49,161	5.91%
WILLINGBORO	1,347,893	1,514,480	166,587	12.36%	(69,227)	1,445,253	97,360	7.22%
Totals:	4,038,408	4,509,805	471,397	11.67%	(200,000)	4,309,805	271,397	6.72%

RESOLUTION NO. 22-24

**RESOLUTION OF THE PROFESSIONAL MUNICIPAL MANAGEMENT
JOINT INSURANCE FUND
AUTHORIZING REFUND OF CLOSED YEAR ACCOUNTS SURPLUS**

WHEREAS, N.J.A.C. 11:15-2.21 provides that a FUND may seek approval from the Commissioner of Insurance for a refund of excess monies from any FUND year upon compliance with certain requirements; and

WHEREAS, the FUND has obtained a calculation from its Actuary and Executive Director as to the amount of money which is available for distribution consistent with the aforementioned regulations, and the financial integrity of the FUND; and

WHEREAS, the Executive Committee has determined that it would be in the best interest of the FUND and its member municipalities to make certain refunds;

NOW, THEREFORE, BE IT RESOLVED by the Executive Committee of the Professional Municipal Management Joint Insurance Fund, As Follows:

1. Section B of N.J.A.C. 11:15-2.21 provides that the FUND may seek approval for refunds from any claim fund, which has been completed for not less than twenty-four months. Based upon this requirement and the closure of old Fund Years, surplus monies in the Closed Year Accounts are eligible for refunds.

2. The Fund Commissioners have balanced the interests of the member municipalities in obtaining the benefit of such monies as are available for refund against the need for the FUND to protect and preserve its financial integrity. It is the conclusion of the Board of Fund Commissioners that the following amount can be refunded at this time:

Closed Year Account	\$200,000.00
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3. The Executive Director is, therefore, authorized and directed to submit such documents as the regulations require to the Department of Insurance and the Department of Community Affairs for the approval of the refunds in the amounts set forth above.

4. This authorization is based upon the approval of Actuarial Advantage (Fund Actuary) expressed in its Actuarial Report valued as of December 31, 2021 and Auditor's Report of the Historical Operating Results as of December 31, 2020. The aforementioned refund monies shall be allocated, as required and necessary, from the various loss and contingency funds for the respective years, all in accordance with the Actuary's analysis of available monies.

5. The FUND Treasurer is authorized to prepare and execute checks for the pro-rated amount of the aforementioned refunds due to each member municipalities for the year in question, provided, however, the FUND Treasurer shall deduct any outstanding balances without regard for Fund year, upon receipt of written documentation of approval or acquiescence of these refunds from the Department of Insurance and the Department of Community Affairs.

Said refunds shall be made to the municipalities which were members of the FUND for the years in question in the same ratio as said municipalities were assessed for the years in question

**PROFESSIONAL MUNICIPAL MANAGEMENT
JOINT INSURANCE FUND**

THOMAS MERCHEL, CHAIRMAN

SUSAN DANSON, SECRETARY

RESOLUTION NO. 22-25

**NEW JERSEY CYBER RISK MANAGEMENT FUND
RESOLUTION TO JOIN
SUBJECT TO APPROVAL OF ASSESSMENT**

WHEREAS, a number of joint insurance funds in the state of New Jersey have joined together to form the New Jersey Cyber Risk Management Fund (hereinafter the “FUND”) as permitted by N.J.S.A 40: 10-36);

WHEREAS, said FUND was approved to become operational by New Jersey Department of Banking and Insurance and the Department of Community Affairs,

WHEREAS, the statutes and regulations governing the creation and operation of a Joint Insurance Fund contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Fund;

NOW THEREFORE, be it resolved that the **Professional Municipal Management Joint Insurance Fund** (hereinafter the “MEMBER”) does hereby agree to join the FUND subject only to the right to approve the initial assessment when the same is received from the FUND following processing of the application.

BE IT FURTHER RESOLVED that the MEMBER is applying to the FUND for the following types of coverages:

1. CYBER RISK

BE IT FURTHER RESOLVED that the MEMBER hereby adopts and approves of the bylaws of the FUND;

BE IT FURTHER RESOLVED that the period of membership shall be for the FUND’s 2023, 2024 and 2025 Fund Years; and

BE IT FURTHER RESOLVED that **Chairman Thomas Merchel** is authorized to execute the application for membership and the accompanying certification on behalf of the MEMBER; and

BE IT FURTHER RESOLVED that **Chairman Thomas Merchel** is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as are required by the FUND's bylaws and to deliver same to the Executive Director of the FUND with the express reservation that said document shall become effective only upon the applicant's admission to the FUND following approval by the FUND, passage by the MEMBER of a Resolution Accepting Assessment and approval by the New Jersey Department of Banking and Insurance and the Department of Community Affairs.

THOMAS MERCHEL, CHAIRMAN

SUSAN DANSON, SECRETARY

**INDEMNITY AND TRUST AGREEMENT
NEW JERSEY CYBER RISK MANAGEMENT FUND**

THIS AGREEMENT, made this day of _____ in the County of _____, State of New Jersey, By and Between the New Jersey Cyber Risk Management Fund, hereinafter referred to as "FUND", and _____, a duly constituted joint insurance fund hereinafter referred to as the "MEMBER".

WITNESSETH:

WHEREAS, several joint insurance funds have collectively formed or are in the process of forming the FUND as such an entity is authorized and described in NJSA 40A:10-36 et seq. and the administrative regulations promulgated pursuant thereto and;

WHEREAS, the MEMBER has agreed to become a member of the FUND in accordance with and to the extent provided for in the bylaws of the FUND and in consideration of such obligations and benefits to be shared by the membership of the FUND;

NOW THEREFORE, it is agreed as follows:

1. The MEMBER accepts the FUND'S bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of the said bylaws and the pertinent statutes and Administrative Regulations pertaining to same and as set forth in the Risk Management Plan.
2. The MEMBER agrees to participate in the FUND with respect to the types of insurance listed in the Resolution to Join.
3. The MEMBER agrees to become a member of the FUND for an initial period not to exceed three (3) years, the commencement of which shall coincide with the effective date of the FUND'S operation and coverage, or the effective date of membership, whichever occurs later and concludes at the end of the Fund's 2025 Fund Year.
4. The MEMBER certifies that it has never defaulted any claims if self-insured and has not been canceled for non-payment of insurance premiums for a period of at least two years prior to the date hereof.
5. In consideration of membership in the FUND the MEMBER agrees that it shall jointly and severally assume and discharge the liability of each and every member of the FUND, all of whom as a condition of membership in the FUND shall execute a verbatim counterpart of this Agreement and by execution hereof the full faith and credit of the MEMBER is pledged to the punctual payment of any sums which shall become due to the FUND in accordance with the bylaws thereof, this Agreement, the FUND's Risk Management Plan or any applicable Statute.
6. If the FUND in the enforcement of any part of this Agreement shall incur necessary expense or become obligated to pay attorney's fees and/or Court costs the MEMBER agrees to reimburse the FUND for all such reasonable expenses, fees and costs on demand.
7. The MEMBER and the FUND agree that the FUND shall hold all monies paid by the MEMBER to the FUND as fiduciaries for the benefit of FUND claimants all in accordance with NJAC 11:15 2.1 et seq.

8. The FUND shall establish separate Trust Accounts for each of the following categories of risk and liability:

CYBER RISK

The FUND shall maintain Trust Accounts aforementioned in accordance with NJSA 40A: 10-36, NJAC 11:15.2 et seq, NJSA 40A: 5-1 and such other statutes as may be applicable. More specifically, each of the aforementioned separate Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and excess insurance or reinsurance premiums for each such risk or liability or as "surplus" as such term is defined by NJAC 11:15-2.2.

9. Each joint insurance fund that shall become a member of the FUND shall be obligated to execute this agreement.

Chair

Date

Attest

Date

NEW JERSEY CYBER RISK MANAGEMENT FUND

D2 Cybersecurity Enrollment Report
As of October 1, 2022

Member Name	Contact Name (BA/IT)	Confirmed Whitelisted	Enrolled	Training in Progress
Evesham Fire District	Maureen Mitchell / Michael Haas	✓	✓	Training on hold
Evesham Township	Eric Menifee + Tom Reinholt	✓	✓	✓
Maple Shade	Susan Danson / Jack Dooley	✗	✓	✓
Moorestown	John Polkiewicz / Thomas Merchel	✓	✓	✓
Willingboro	Shaun O'Bryand + Capt. Ian Bucs	✓	✓	✓
*Red markings denote updates made from the previous month				

Training Report

Town/Entity	Users	Users Added From Previous Month	2022 Q1 Phishing Results (Successful %)	2022 Q2 Phishing Results (Successful %)	Fully Trained	Previous Training Progress	Current Training Progress	Percent Change	Notes
Evesham Fire District	129			6%	0	N/A	0%	N/A	Would like to delay training for now as they have an inter-local with BOE for training
Evesham Township	104	10		3%	10	N/A	10%	N/A	
Maple Shade*	91	21			26	N/A	29%	N/A	whitelisting continuing to have issues; rolled out training, but whitelisting will need to re-visited in the future
Moorestown	122	5	38%	36%	56	N/A	47%	N/A	
Willingboro	225	4	6%	5%	72	N/A	32%	N/A	

PROFESSIONAL MUNICIPAL MANAGEMENT FUND						
FINANCIAL FAST TRACK REPORT						
AS OF						
July 31, 2022						
		THIS MONTH	YTD	PRIOR YEAR END	FUND BALANCE	
1.	UNDERWRITING INCOME	703,376	2,548,158	94,613,341	97,161,499	
2.	CLAIM EXPENSES					
	Paid Claims	364,850	1,136,510	42,383,553	43,520,063	
	Case Reserves	(254,905)	(397,370)	2,931,727	2,534,358	
	IBNR	40,482	170,230	1,463,319	1,633,550	
	Recoveries	-	(12,271)	(437,180)	(449,451)	
	TOTAL CLAIMS	150,427	897,099	46,341,419	47,238,518	
3.	EXPENSES					
	Excess Premiums	139,562	980,181	26,500,042	27,480,223	
	Administrative	61,528	386,521	13,125,792	13,512,312	
	TOTAL EXPENSES	201,090	1,366,701	39,625,834	40,992,535	
4.	UNDERWRITING PROFIT (1-2-3)	351,859	284,357	8,646,088	8,930,446	
5.	INVESTMENT INCOME	25,935	(201,910)	5,249,157	5,047,247	
6.	DIVIDEND INCOME	0	0	1,933,491	1,933,491	
7.	STATUTORY PROFIT (4+5+6)	377,794	82,447	15,828,737	15,911,184	
8.	DIVIDEND	0	23,000	11,866,148	11,889,148	
9.	RCF & MEL Surplus Strengthening	0	0	494,482	494,482	
10.	STATUTORY SURPLUS (7-8-9)	377,794	59,447	3,468,107	3,527,554	
SURPLUS (DEFICITS) BY FUND YEAR						
	Closed	7,523	(97,804)	2,491,165	2,393,361	
	Aggregate Excess LFC	0	0	(0)	(0)	
	2018	1,715	2,533	425,227	427,760	
	2019	1,095	32,503	(69,359)	(36,856)	
	2020	3,450	13,157	608,767	621,924	
	2021	3,805	91,622	12,307	103,930	
	2022	360,206	17,436		17,436	
	TOTAL SURPLUS (DEFICITS)	377,794	59,447	3,468,107	3,527,554	
TOTAL CASH						
7,308,720						
CLAIM ANALYSIS BY FUND YEAR						
	TOTAL CLOSED YEAR CLAIMS	0	0	38,651,510	38,651,510	
	FUND YEAR 2018					
	Paid Claims	25,395	38,171	1,528,120	1,566,291	
	Case Reserves	(26,980)	(47,457)	300,627	253,170	
	IBNR	1,586	(7,545)	122,186	114,641	
	Recoveries	-	0	(41,951)	(41,951)	
	TOTAL FY 2018 CLAIMS	(0)	(16,832)	1,908,982	1,892,150	
	FUND YEAR 2019					
	Paid Claims	88,036	370,504	1,377,406	1,747,911	
	Case Reserves	(93,778)	(354,239)	804,170	449,931	
	IBNR	5,742	(46,546)	247,475	200,929	
	Recoveries	-	0	(41,078)	(41,078)	
	TOTAL FY 2019 CLAIMS	0	(30,280)	2,387,974	2,357,694	
	FUND YEAR 2020					
	Paid Claims	(8,991)	168,069	649,999	818,068	
	Case Reserves	(8,898)	(109,607)	753,395	643,788	
	IBNR	17,888	(74,332)	296,565	222,233	
	Recoveries	-	(12,271)	(199,558)	(211,829)	
	TOTAL FY 2020 CLAIMS	0	(28,140)	1,500,401	1,472,261	
	FUND YEAR 2021					
	Paid Claims	4,415	222,381	541,549	763,931	
	Case Reserves	(507)	(134,944)	738,485	603,541	
	IBNR	(3,908)	(168,078)	663,428	495,350	
	Recoveries	-	0	(50,910)	(50,910)	
	TOTAL FY 2021 CLAIMS	(0)	(80,641)	1,892,552	1,811,911	
	FUND YEAR 2022					
	Paid Claims	255,996	337,384		337,384	
	Case Reserves	(124,742)	248,878		248,878	
	IBNR	19,174	466,731		466,731	
	Recoveries	-	0		0	
	TOTAL FY 2022 CLAIMS	150,427	1,052,992		1,052,992	
COMBINED TOTAL CLAIMS		150,427	897,099	46,341,419	47,238,518	

PROFESSIONAL MUNICIPAL MANAGEMENT FUND				
FINANCIAL FAST TRACK REPORT				
AS OF August 31, 2022				
	THIS MONTH	YTD	PRIOR YEAR END	FUND BALANCE
1. UNDERWRITING INCOME	351,688	2,899,846	94,613,341	97,513,188
2. CLAIM EXPENSES				
Paid Claims	115,160	1,251,669	42,383,553	43,635,222
Case Reserves	(81,230)	(478,600)	2,931,727	2,453,128
IBNR	116,781	287,012	1,463,319	1,750,331
Recoveries	(284)	(12,554)	(437,180)	(449,735)
TOTAL CLAIMS	150,428	1,047,527	46,341,419	47,388,946
3. EXPENSES				
Excess Premiums	139,562	1,119,742	26,500,042	27,619,785
Administrative	54,899	441,419	13,125,792	13,567,211
TOTAL EXPENSES	194,460	1,561,162	39,625,834	41,186,996
4. UNDERWRITING PROFIT (1-2-3)	6,800	291,158	8,646,088	8,937,246
5. INVESTMENT INCOME	(85,850)	(287,760)	5,249,157	4,961,397
6. DIVIDEND INCOME	0	0	1,933,491	1,933,491
7. STATUTORY PROFIT (4+5+6)	(79,050)	3,397	15,828,737	15,832,134
8. DIVIDEND	0	23,000	11,866,148	11,889,148
9. RCF & MEL Surplus Strengthening	0	0	494,482	494,482
10. STATUTORY SURPLUS (7-8-9)	(79,050)	(19,603)	3,468,107	3,448,504
SURPLUS (DEFICITS) BY FUND YEAR				
Closed	(27,225)	(125,029)	2,491,165	2,366,136
Aggregate Excess LFC	0	0	(0)	(0)
2018	(5,920)	(3,387)	425,227	421,840
2019	(3,527)	28,975	(69,359)	(40,383)
2020	(12,586)	571	608,767	609,338
2021	(13,719)	77,904	12,307	90,211
2022	(16,073)	1,363		1,363
TOTAL SURPLUS (DEFICITS)	(79,050)	(19,603)	3,468,107	3,448,504
TOTAL CASH				7,063,214
CLAIM ANALYSIS BY FUND YEAR				
TOTAL CLOSED YEAR CLAIMS	0	0	38,651,510	38,651,510
FUND YEAR 2018				
Paid Claims	4,917	43,088	1,528,120	1,571,207
Case Reserves	(4,917)	(52,374)	300,627	248,253
IBNR	0	(7,545)	122,186	114,641
Recoveries	-	0	(41,951)	(41,951)
TOTAL FY 2018 CLAIMS	0	(16,832)	1,908,982	1,892,150
FUND YEAR 2019				
Paid Claims	28,331	398,835	1,377,406	1,776,242
Case Reserves	(10,296)	(364,534)	804,170	439,635
IBNR	(18,035)	(64,581)	247,475	182,894
Recoveries	-	0	(41,078)	(41,078)
TOTAL FY 2019 CLAIMS	0	(30,280)	2,387,974	2,357,694
FUND YEAR 2020				
Paid Claims	49,554	217,623	649,999	867,622
Case Reserves	(54,859)	(164,466)	753,395	588,930
IBNR	5,588	(68,743)	296,565	227,822
Recoveries	(284)	(12,554)	(199,558)	(212,112)
TOTAL FY 2020 CLAIMS	0	(28,140)	1,500,401	1,472,261
FUND YEAR 2021				
Paid Claims	8,184	230,565	541,549	772,114
Case Reserves	(77,168)	(212,112)	738,485	526,373
IBNR	68,985	(99,094)	663,428	564,334
Recoveries	-	0	(50,910)	(50,910)
TOTAL FY 2021 CLAIMS	0	(80,641)	1,892,552	1,811,911
FUND YEAR 2022				
Paid Claims	24,174	361,558		361,558
Case Reserves	66,009	314,887		314,887
IBNR	60,244	526,975		526,975
Recoveries	-	0		0
TOTAL FY 2022 CLAIMS	150,427	1,203,420		1,203,420
COMBINED TOTAL CLAIMS	150,428	1,047,527	46,341,419	47,388,946

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.

Fund Year 2020 Claims reflect anticipated recoverable amounts from the MEL of \$318,260 (Paid: \$191,093, Reserves: \$127,627)

Professional Municipal Mgmt Joint Insurance Fund

CLAIMS MANAGEMENT REPORT

EXPECTED LOSS RATIO ANALYSIS

AS OF **September 30, 2022**

FUND YEAR 2018 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	57 Actual 30-Sep-22	MONTH TARGETED	56 Actual 31-Aug-22	MONTH TARGETED	45 Actual 30-Sep-21	MONTH TARGETED
PROPERTY	181,000	91,226	50.40%	100.00%	50.40%	100.00%	50.40%	100.00%
GEN LIABILITY	428,966	56,720	13.22%	96.96%	13.22%	96.90%	25.16%	94.71%
AUTO LIABILITY	47,555	66,718	140.30%	95.43%	140.30%	95.15%	169.97%	91.45%
WORKER'S COMP	1,313,000	1,588,320	120.97%	99.80%	119.03%	99.77%	117.78%	99.20%
TOTAL ALL LINES	1,970,521	1,802,983	91.50%	99.10%	90.21%	99.05%	92.69%	98.11%
NET PAYOUT %	\$1,530,941		77.69%					

FUND YEAR 2019 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	45 Actual 30-Sep-22	MONTH TARGETED	44 Actual 31-Aug-22	MONTH TARGETED	33 Actual 30-Sep-21	MONTH TARGETED
PROPERTY	189,999	179,915	94.69%	100.00%	94.33%	100.00%	101.75%	100.00%
GEN LIABILITY	413,752	324,786	78.50%	94.71%	70.49%	94.32%	88.81%	88.03%
AUTO LIABILITY	44,262	11,760	26.57%	91.45%	26.57%	91.05%	26.57%	85.26%
WORKER'S COMP	1,275,000	1,683,779	132.06%	99.20%	132.72%	99.12%	128.48%	97.46%
TOTAL ALL LINES	1,923,013	2,200,240	114.42%	98.13%	113.09%	97.99%	114.96%	95.40%
NET PAYOUT %	\$1,771,585		92.13%					

FUND YEAR 2020 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	33 Actual 30-Sep-22	MONTH TARGETED	32 Actual 31-Aug-22	MONTH TARGETED	21 Actual 30-Sep-21	MONTH TARGETED
PROPERTY	171,000	106,186	62.10%	100.00%	62.10%	100.00%	74.69%	98.04%
GEN LIABILITY	376,171	99,209	26.37%	88.03%	27.04%	87.24%	22.57%	75.57%
AUTO LIABILITY	47,021	17,790	37.83%	85.26%	37.83%	84.53%	43.34%	71.98%
WORKER'S COMP	1,319,715	1,434,072	108.67%	97.46%	101.31%	97.19%	70.63%	90.74%
TOTAL ALL LINES	1,913,907	1,657,256	86.59%	95.53%	81.65%	95.18%	60.87%	87.95%
NET PAYOUT %	\$852,475		44.54%					

FUND YEAR 2021 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	21 Actual 30-Sep-22	MONTH TARGETED	20 Actual 31-Aug-22	MONTH TARGETED	9 Actual 30-Sep-21	MONTH TARGETED
PROPERTY	168,000	231,181	137.61%	98.04%	140.91%	97.72%	119.76%	68.00%
GEN LIABILITY	333,052	111,600	33.51%	75.57%	36.31%	74.17%	27.51%	36.00%
AUTO LIABILITY	52,789	22,210	42.07%	71.98%	42.07%	70.26%	11.89%	35.00%
WORKER'S COMP	1,330,010	912,256	68.59%	90.74%	65.24%	89.50%	28.15%	33.00%
TOTAL ALL LINES	1,883,851	1,277,247	67.80%	88.19%	66.22%	86.99%	35.75%	36.71%
NET PAYOUT %	\$722,516		38.35%					

FUND YEAR 2022 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	9 Actual 30-Sep-22	MONTH TARGETED	8 Actual 31-Aug-22	MONTH TARGETED	-3 Actual 30-Sep-21	MONTH TARGETED
PROPERTY	164,000	117,740	71.79%	68.00%	71.15%	61.00%	N/A	N/A
GEN LIABILITY	286,842	109,025	38.01%	36.00%	21.55%	30.00%	N/A	N/A
AUTO LIABILITY	55,642	17,866	32.11%	35.00%	17.46%	30.00%	N/A	N/A
WORKER'S COMP	1,353,000	554,664	41.00%	33.00%	36.08%	26.00%	N/A	N/A
TOTAL ALL LINES	1,859,484	799,294	42.98%	36.61%	0.00%	29.82%	N/A	N/A
NET PAYOUT %	\$422,054		22.70%					

Professional Municipal Mgmt Joint Insurance Fund
CLAIM ACTIVITY REPORT
AS OF 44834

COVERAGE LINE - PROPERTY						
CLAIM COUNT - OPEN CLAIMS						
Year	2018	2019	2020	2021	2022	TOTAL
August-22	0	2	4	11	11	28
September-22	0	1	4	11	12	28
NET CHGE	0	-1	0	0	1	0
Limited Reserves						\$2,493
Year	2018	2019	2020	2021	2022	TOTAL
August-22	\$0	\$1	\$4	\$14,032	\$92,489	\$106,526
September-22	\$0	\$1	\$4	\$8,488	\$61,312	\$69,805
NET CHGE	\$0	\$0	\$0	(\$5,544)	(\$31,177)	(\$36,721)
Ltd Incurred	\$91,226	\$179,915	\$106,186	\$231,181	\$117,740	\$726,247
COVERAGE LINE - GENERAL LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2018	2019	2020	2021	2022	TOTAL
August-22	0	4	4	11	20	39
September-22	0	4	2	11	27	44
NET CHGE	0	0	-2	0	7	5
Limited Reserves						\$7,845
Year	2018	2019	2020	2021	2022	TOTAL
August-22	\$0	\$110,207	\$38,684	\$87,688	\$50,773	\$287,352
September-22	\$0	\$132,736	\$36,170	\$78,356	\$97,937	\$345,198
NET CHGE	\$0	\$22,529	(\$2,514)	(\$9,333)	\$47,164	\$57,846
Ltd Incurred	\$56,720	\$324,786	\$99,209	\$111,600	\$109,025	\$701,339
COVERAGE LINE - AUTO LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2018	2019	2020	2021	2022	TOTAL
August-22	0	0	2	2	5	9
September-22	0	0	2	2	5	9
NET CHGE	0	0	0	0	0	0
Limited Reserves						\$2,490
Year	2018	2019	2020	2021	2022	TOTAL
August-22	\$0	\$0	\$3,888	\$12,612	\$8,215	\$24,714
September-22	\$0	\$0	\$3,888	\$12,612	\$5,913	\$22,412
NET CHGE	\$0	\$0	\$0	\$0	(\$2,302)	(\$2,302)
Ltd Incurred	\$66,718	\$11,760	\$17,790	\$22,210	\$17,866	\$136,344
COVERAGE LINE - WORKERS COMP.						
CLAIM COUNT - OPEN CLAIMS						
Year	2018	2019	2020	2021	2022	TOTAL
August-22	7	13	22	38	37	117
September-22	7	12	22	38	43	122
NET CHGE	0	-1	0	0	6	5
Limited Reserves						\$16,394
Year	2018	2019	2020	2021	2022	TOTAL
August-22	\$248,253	\$329,428	\$673,521	\$412,041	\$163,410	\$1,826,652
September-22	\$272,043	\$295,918	\$764,720	\$455,276	\$212,079	\$2,000,036
NET CHGE	\$23,790	(\$33,509)	\$91,198	\$43,236	\$48,669	\$173,384
Ltd Incurred	\$1,588,320	\$1,683,779	\$1,434,072	\$912,256	\$554,664	\$6,173,091
TOTAL ALL LINES COMBINED						
CLAIM COUNT - OPEN CLAIMS						
Year	2018	2019	2020	2021	2022	TOTAL
August-22	7	19	32	62	73	193
September-22	7	17	30	62	87	203
NET CHGE	0	-2	-2	0	14	10
Limited Reserves						\$12,007
Year	2018	2019	2020	2021	2022	TOTAL
August-22	\$248,253	\$439,635	\$716,097	\$526,373	\$314,887	\$2,245,244
September-22	\$272,043	\$428,655	\$804,781	\$554,732	\$377,241	\$2,437,451
NET CHGE	\$23,790	(\$10,980)	\$88,684	\$28,359	\$62,354	\$192,207
Ltd Incurred	\$1,802,983	\$2,200,240	\$1,657,256	\$1,277,247	\$799,294	\$7,737,021

2022 LOST TIME ACCIDENT FREQUENCY ALL JIFs EXCLUDING SIR MEMBERS/ EXCLUDING COVID CLAIMS

September 30, 2022				
FUND	2022 LOST TIME FREQUENCY	2021 LOST TIME FREQUENCY	2020 LOST TIME FREQUENCY	TOTAL RATE * 2022 - 2020
Monmouth County	0.45	0.94	0.90	0.79
Ocean County	0.81	1.77	1.61	1.46
NJ Utility Authorities	0.87	1.69	2.28	1.66
Camden County	0.94	1.36	1.38	1.25
Morris County	0.95	1.38	1.35	1.25
Professional Municipal Manager	1.08	1.43	1.35	1.31
Bergen County	1.12	1.56	1.31	1.36
Burlington County Municipal JIF	1.14	1.33	1.19	1.23
NJ Public Housing Authority	1.23	1.48	1.69	1.49
Suburban Municipal	1.35	1.34	1.58	1.43
Suburban Metro	1.36	1.33	2.10	1.62
Gloucester, Salem, Cumberland	1.37	1.92	1.67	1.68
Atlantic County Municipal JIF	1.55	1.86	2.06	1.85
Central New Jersey	1.67	1.47	1.64	1.59
South Bergen County	2.26	2.06	2.03	2.10
AVERAGE	1.21	1.53	1.61	1.47

Professional Municipal Management JOINT INSURANCE FUND									
2022 LOST TIME ACCIDENT FREQUENCY EXCLUDING SIR MEMBERS/ EXCLUDING COVID CLAIMS									
DATA VALUED AS OF September 30, 2022									
MEMBER_ID	MEMBER	**	# CLAIMS FOR	Y.T.D. LOST TIME ACCIDENTS	2022 LOST TIME FREQUENCY	2021 LOST TIME FREQUENCY	2020 LOST TIME FREQUENCY	MEMBER	TOTAL RATE 2022 - 2020
1	307 Moorestown	*	0	0	0.00	1.21	1.32	1 Moorestown	0.95
2	308 Willingboro		0	2	0.95	1.78	2.30	2 Willingboro	1.79
3	304 Evesham		0	2	1.15	0.38	0.75	3 Evesham	0.71
4	305 Evesham Township Fire Dist		0	1	1.52	0.00	0.00	4 Evesham Township Fire	0.43
5	306 Maple Shade		0	2	2.19	4.08	0.85	5 Maple Shade	2.42
Totals:				0	7	1.08	1.43	1.35	1.31

MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND					
EMPLOYMENT PRACTICES COMPLIANCE STATUS - Professional Municipal Mgmt Joint Insurance Fund					
Data Valued As of :		September 20, 2022			
Total Participating Members		5			
Complaint		5			
Percent Compliant		100.00%			
		01/01/22		2022	
	Checklist Submitted	Compliant	EPL	POL	Co-Insurance
Member Name			Deductible	Deductible	01/01/22
EVESHAM	Yes	Yes	\$ 20,000	\$ 20,000	20% of 1st 250K
EVESHAM TOWNSHIP FIRE DISTRICT	Yes	Yes	\$ 20,000	\$ 20,000	20% of 1st 250K
MAPLE SHADE	Yes	Yes	\$ 10,000	\$ 10,000	0%
MOORESTOWN	Yes	Yes	\$ 20,000	\$ 20,000	20% of 1st 250K
WILLINGBORO	Yes	Yes	\$ 20,000	\$ 20,000	20% of 1st 250K

Professional Municipal Management Joint Insurance Fund
Annual Regulatory Filing Check List
Year 2022 as of October 1, 2022

	<u>Item</u>	<u>Filing Status</u>
<input type="checkbox"/>	2022 Budget	Filed
<input type="checkbox"/>	Assessments	Filed
<input type="checkbox"/>	Actuarial Certification	Filed
<input type="checkbox"/>	Fund Commissioners	Filed
<input type="checkbox"/>	Fund Officers	Filed
<input type="checkbox"/>	Renewal Resolutions	Filed
<input type="checkbox"/>	New Members	None
<input type="checkbox"/>	Withdrawals	None
<input type="checkbox"/>	Risk Management Plan	Filed
<input type="checkbox"/>	Certification of Professional Fees	Filed
<input type="checkbox"/>	Unaudited Financials	Filed
<input type="checkbox"/>	Annual Audit	Filed
<input type="checkbox"/>	State Comptroller Audit Filing	Filed
<input type="checkbox"/>	Ethics Filing	Online Filing

October 17 2022

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 one month period ending September 30, 2022 for Closed Fund Years 1987 to 2017, and Fund Years 2018, 2019, 2020, 2021 and 2022. 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 \$ 7,336.73. This generated an average annual yield of 1.27%. However, we have an unrealized net loss of \$100,962.52 adjusting the reported yield to -17.46% for the period. Our Portfolio Investment with J.C.M.I. is valued at \$ 4,376,740.65.

RECEIPT ACTIVITY FOR THE PERIOD:

Subrogation Receipts \$ 0.00 with YTD \$ 36,469.35
Salvage Receipts \$ 0.00
Overpayment Reimbursements \$1,374.50

CLAIM ACTIVITY FOR THE PERIOD:

The enclosed report shows 147 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 \$108,089.08.

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 \$7,063,217.32 to a closing balance of \$ 6,818,380.04 showing a decrease in the fund \$ 244,837.28.

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

RESOLUTION NO. 22-26

**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
BILLS LIST - OCTOBER 2022**

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.

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 2022

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001897			
001897	QUAL-LYNX	CLAIMS ADMINISTRATION SERVICES 10/22	12,364.08
			12,364.08
001898			
001898	J.A. MONTGOMERY RISK CONTROL	SAFETY DIRECTOR FEE 10/22	2,048.08
			2,048.08
001899			
001899	PERMA RISK MANAGEMENT SERVICES	POSTAGE 9/22	41.84
001899	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR/ADMIN FEE 10/22	11,758.50
			11,800.34
001900			
001900	THE ACTUARIAL ADVANTAGE	ACTUARY FEE 10/22	3,474.83
			3,474.83
001901			
001901	QUALCARE, INC.	WORKERS COMP ACCESS/UM FEE 10/22	7,722.92
			7,722.92
001902			
001902	THOMAS TONTARSKI	TREASURER SERVICES 10/22	1,579.50
			1,579.50
001903			
001903	HELMER, CONLEY & KASSELMAN, P.A.	LITIGATION MANAGEMENT FEE 10/22	1,556.50
001903	HELMER, CONLEY & KASSELMAN, P.A.	ATTORNEY RETAINER FEE 10/22	1,827.33
			3,383.83
001904			
001904	CONNER STRONG & BUCKELEW	UNDERWRITE MGMT FEE 10/22	529.00
			529.00
		Total Payments FY 2022	42,902.58
		TOTAL PAYMENTS ALL FUND YEARS	42,902.58

Chairperson

Attest:

Dated: _____

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

Treasurer

**PROFESSIONAL MUNICIPAL MANAGEMENT JIF
SUBROGATION REPORT 2022**

DATE REC'D	CREDITED TO:	FILE NUMBER	CLAIMANT NAME	COV. TYPE	FUND YEAR	AMOUNT RECEIVED	RECEIVED Y.T.D.
3/7	EVESHAM TWP. FIRE DIST.	2022262211	EVESHAM TWP. FIRE DIST.	PR	2022	10,231.92	
TOTAL- JAN. YTD 2022						10,231.92	
7/1	MAPLE SHADE TWP,	2021221322	MAPLE SHADE TWP,	PR	2020	12,495.00	
7/15	EVESHAM TWP.	2020184135	EVESHAM TWP.	PR	2019	13,742.43	
TOTAL- JUL YTD 2022						26,237.43	36,469.35

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

Current Fund Year: 2022 Month Ending: September	Property	Liability	Auto	Workers Comp	LFC	POL/EPL	MEL	EJIF	Admin
OPEN BALANCE	245,792.84	1,448,215.61	156,502.51	2,334,594.06	104,083.92	2,610.16	301,165.65	(115,232.66)	2,585,485.24
RECEIPTS									
Assessments	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	1,374.50	0.00	0.00	0.00	0.00	0.00
Invest Pymnts	(4,140.87)	(19,950.21)	(2,188.04)	(33,121.48)	(1,433.83)	(106.70)	(4,152.03)	(4.34)	(32,068.86)
Invest Adj	(8.21)	(39.52)	(4.33)	(65.62)	(2.84)	(0.21)	(8.21)	(0.01)	(63.53)
Subtotal Invest	(4,149.08)	(19,989.73)	(2,192.37)	(33,187.10)	(1,436.67)	(106.91)	(4,160.24)	(4.35)	(32,132.39)
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	(4,149.08)	(19,989.73)	(2,192.37)	(31,812.60)	(1,436.67)	(106.91)	(4,160.24)	(4.35)	(32,132.39)
EXPENSES									
Claims Transfers	32,916.16	10,659.38	10,453.14	51,788.40	0.00	0.00	0.00	0.00	0.00
Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	43,035.86
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	32,916.16	10,659.38	10,453.14	51,788.40	0.00	0.00	0.00	0.00	43,035.86
END BALANCE	208,727.60	1,417,566.50	143,857.00	2,250,993.06	102,647.25	2,503.25	297,005.41	(115,237.01)	2,510,316.99
REPORT STATUS SECTION									
Report Month: September									
						Balance Differences			
Opening Balances:			Opening Balances are equal			\$0.00			
Imprest Transfers:			Imprest Totals are equal			\$0.00			
Investment Balances:			Investment Payment Balances are NOT equal			\$3,596.55			
			Investment Adjustment Balances are NOT equal			\$7.13			
Ending Balances:			Ending Balances are NOT equal			\$3,603.64			
Accrual Balances:			Accrual Balances are equal			\$0.00			

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS							
PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND							
ALL FUND YEARS COMBINED							
CURRENT MONTH	September						
CURRENT FUND YEAR	2022						
	Description:	ASSET MGR	OPERATING ACCT 7307	CLAIMS ACCT. 7326	ADMIN. EXPENSE 7350	JCMI	
	ID Number:						
	Maturity (Yrs)						
	Purchase Yield:						
TOTAL for All Accts & instruments							
Opening Cash & Investm	\$7,063,217.36	-	2,481,628.06	100,000.00	1,000.00	4,480,589.30	
Opening Interest Accrua	\$0.00	-	-	-	-	-	
1	Interest Accrued and/or	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2	Interest Accrued - discov	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3	on and/or Interest Cost)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4	Accretion	-\$199.61	\$0.00	\$0.00	\$0.00	\$0.00	-\$199.61
5	Interest Paid - Cash Inst	\$7,536.34	\$0.00	\$2,886.13	\$0.00	\$0.00	\$4,650.21
6	Interest Paid - Term Ins	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7	Realized Gain (Loss)	-\$108,299.25	\$0.00	\$0.00	\$0.00	\$0.00	-\$108,299.25
8	Net Investment Income	-\$100,962.52	\$0.00	\$2,886.13	\$0.00	\$0.00	-\$103,848.65
9	Deposits - Purchases	\$150,227.44	\$0.00	\$1,374.50	\$105,817.08	\$43,035.86	\$0.00
10	(Withdrawals - Sales)	-\$297,705.88	\$0.00	-\$148,852.94	-\$105,817.08	-\$43,035.86	\$0.00
	Ending Cash & Investment	\$6,814,776.40	\$0.00	\$2,337,035.75	\$100,000.00	\$1,000.00	\$4,376,740.65
	Ending Interest Accrual Bal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Plus Outstanding Checks	\$46,564.85	\$0.00	\$0.00	\$21,377.05	\$25,187.80	\$0.00
	(Less Deposits in Transit)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Balance per Bank	\$6,861,341.25	\$0.00	\$2,337,035.75	\$121,377.05	\$26,187.80	\$4,376,740.65

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

Month		September							
Current Fund Year		2022							
		1.	2.	3.	4.	5.	6.	7.	8.
Policy Year	Coverage	Calc. Net Paid Thru Last Month	Monthly Net Paid September	Monthly Recoveries September	Calc. Net Paid Thru September	TPA Net Paid Thru September	Variance To Be Reconciled	Delinquent Unreconciled Variance From	Change This Month
2022	Property	24,198.26	32,229.04	0.00	56,427.30	56,427.30	(0.00)	(0.00)	(0.00)
	Liability	11,049.55	38.25	0.00	11,087.80	11,087.80	0.00	0.00	0.00
	Auto	1,500.00	10,453.14	0.00	11,953.14	11,953.14	0.00	0.00	0.00
	Workers Comp	324,810.12	17,775.37	0.00	342,585.49	342,585.49	0.00	0.00	0.00
	Total	361,557.93	60,495.80	0.00	422,053.73	422,053.73	(0.00)	(0.00)	(0.00)
2021	Property	222,692.75	0.00	0.00	222,692.75	222,692.75	(0.00)	(0.00)	0.00
	Liability	33,244.10	0.00	0.00	33,244.10	33,244.10	0.00	0.00	0.00
	Auto	9,598.93	0.00	0.00	9,598.93	9,598.93	0.00	0.00	0.00
	Workers Comp	455,668.47	1,311.25	0.00	456,979.72	456,979.72	0.00	0.00	0.00
	Total	721,204.25	1,311.25	0.00	722,515.50	722,515.50	0.00	0.00	0.00
2020	Property	106,181.76	0.00	0.00	106,181.76	106,181.76	(0.00)	(0.00)	0.00
	Liability	63,039.68	0.00	0.00	63,039.68	63,039.68	0.00	0.00	0.00
	Auto	13,901.92	0.00	0.00	13,901.92	13,901.92	0.00	0.00	0.00
	Workers Comp	663,473.33	5,878.53	0.00	669,351.86	669,351.86	0.00	0.00	0.00
	Total	846,596.69	5,878.53	0.00	852,475.22	852,475.22	0.00	0.00	0.00
2019	Property	179,227.23	687.12	0.00	179,914.35	179,914.35	0.00	0.00	0.00
	Liability	181,428.75	10,621.13	0.00	192,049.88	192,049.88	0.00	0.00	0.00
	Auto	11,760.28	0.00	0.00	11,760.28	11,760.28	(0.00)	(0.00)	0.00
	Workers Comp	1,362,748.00	25,139.25	27.00	1,387,860.25	1,387,860.25	(0.00)	(0.00)	0.00
	Total	1,735,164.26	36,447.50	27.00	1,771,584.76	1,771,584.76	(0.00)	(0.00)	0.00
2018	Property	91,225.69	0.00	0.00	91,225.69	91,225.69	0.00	0.00	0.00
	Liability	56,720.19	0.00	0.00	56,720.19	56,720.19	(0.00)	(0.00)	0.00
	Auto	66,717.52	0.00	0.00	66,717.52	66,717.52	(0.00)	(0.00)	0.00
	Workers Comp	1,314,593.33	1,684.00	0.00	1,316,277.33	1,316,277.33	0.00	0.00	0.00
	Total	1,529,256.73	1,684.00	0.00	1,530,940.73	1,530,940.73	0.00	0.00	0.00
Closed FY	Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Liability	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
	Workers Comp	0.00	0.00	1,347.50	(1,347.50)	0.00	(1,347.50)	0.00	(1,347.50)
	Total	0.00	0.00	1,347.50	(1,347.50)	0.00	(1,347.50)	0.00	(1,347.50)
TOTAL		5,193,779.86	105,817.08	1,374.50	5,298,222.44	5,299,569.94	(1,347.50)	0.00	(1,347.50)

SAFETY DIRECTOR REPORT

Professional Municipal Management Joint Insurance Fund

TO: Fund Commissioners, Safety Coordinators, and Risk Managers
FROM: Keith Hummel, JIF Safety Director
DATE: October 18, 2022

J. A. MONTGOMERY CONSULTING SERVICE TEAM & LOSS CONTROL ACTIVITIES

<p>Keith Hummel Associate Public Sector Director khummel@jamontgomery.com Office: 856-552-6862</p>	<p>Glenn Prince Assistant Director Public Sector gprince@jamontgomery.com Office: 856-552-4744</p>	<p>Chief Harry Earle (Ret.) Law Enforcement Risk Control Consultant hearle@jamontgomery.com Office: 856-446-9277</p>
<p>Robert Garish Assistant Director Public Sector rgarish@jamontgomery.com Office: 856-552-4650</p>	<p>Melissa Meccariello Administrative Assistant mmeccariello@jamontgomery.com Office: 856-479-2070</p>	<p>John Saville Assistant Director Public Sector jsaville@jamontgomery.com Office: 732-660-5009</p>
<p>Mailing Address: TRIAD 1828 CENTRE Cooper Street, 18th Floor Camden, NJ 08102</p> <p>P.O. Box 99106 Camden, NJ 08101</p>		

LOSS CONTROL SURVEYS

- Township of Moorestown on September 27, 2022

LAW ENFORCEMENT LOSS CONTROL SURVEYS

- No Law Enforcement Loss Control Surveys were completed in September.

MEETINGS ATTENDED

- Claims Committee Meeting on September 27, 2022
- Executive Fund Commissioner Meeting on September 27, 2022

MEL SAFETY INSTITUTE (MSI)

All MSI communications will be distributed exclusively through the NJ MEL app, and an MSI Newsletter will be emailed to summarize the communications sent through the app.

If you would like to receive communications from MEL and MSI related to your position or operations, follow the directions to select from the list of available Push Notification "subscriptions." Click here for [NJ MEL App Directions](#).

MSI SAFETY DIRECTOR

- How to Receive Push Notifications on the NJ MEL Mobile App?
- Training Announcement: Designated Employer Representative (DER), Thursday, September 15, 2022, 9:00 AM-4:00 PM (1-Hour Lunch Break)
- Law Enforcement Message: [Model Policy – Wellness For Law Enforcement Agencies](#)
- 2022 MSI EXPO: In-Person Training on September 7, 2022, Camden County Regional Emergency Training Center
- Coin Toss: Soliciting Donations on Roadways Best Practices
- Law Enforcement Risk Analysis: Considerations for the Law Enforcement Leaders when Reviewing the School/Law Enforcement MOA In Light of The Robb Elementary School Tragedy New Threat Assessment Legislation
- Training Announcement: Leadership Skills for Supervisors, September 22nd & 23rd at the Gloucester County Fire Academy
- 2022 MSI EXPO: In-Person Training on October 5, 2022, Atlantic Cape Community College
- First Aid & First Aid Kits in the Workplace Best Practices
- MSI LIVE Schedule

MSI LAW ENFORCEMENT MESSAGES

- N.J.S. 2C 58-3 Firearms Act Amended- MSI LE Bulletin
- Child Safety Seats Utilized by Police Transport – MSI LE Message
- NICS Denial Notification Act – MSI LE Risk Analysis

MSI NOW & MSI DVD

[MSI NOW](#) provides on-demand streaming videos and online classes that can be viewed 24/7 by our members. Topics pertain to many aspects of safety, risk control, employment practices, and supervision, and most can be viewed in under 20 minutes.

MSI NOW	
Municipality	Number of Videos
-0-	-0-

[MSI DVD](#) includes a vast library of DVDs topics on many aspects of safety, risk control, employment practices, and supervision, and most can be viewed in under 20 minutes. The DVDs can be requested free

of charge for MEL members and held for up to 2 weeks so you can view them at your convenience. A prepaid self-addressed envelope is included to return the DVD.

MSI DVD	
Municipality	Number of Videos
-0-	-0-

MSI LIVE

[MSI LIVE](#) features real-time, instructor-led in-person, and virtual classes. Experienced instructors provide an interactive experience for the attendee on a broad spectrum of safety and risk control topics. Most MSI LIVE offerings have been awarded continuing education credits for municipal designations and certifications. The MSI LIVE catalog provides a description of the course, the intended audience, and available credits.

The [MSI LIVE Schedule](#) is available for registration. Please register early, under-attended classes will be canceled.

To maintain the integrity of the MSI classes and our ability to offer CEUs, we must abide by the rules of the State agency that issued the designation. Chief among those rules is the attendee of the class must attend the whole session. **Attendees who enter the class more than 5 minutes late or leave early will not be awarded CEUs for the class or receive a certificate of completion.**

For virtual classes, the MSI utilizes the Zoom platform to track the time each attendee logs in and logs out. Also, we can track participation, to demonstrate to the State agency the student also participated in polls, quizzes, and question & answer activities during the class. The MSI maintains these records to document our compliance with the State agency.

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

NOTE: We need to keep our list of MSI Training Administrators up-to-date. If there are any changes or deletions, or you need to appoint a new Training Administrator, please advise Andrea Felip at afelip@jamontgomery.com.

Professional Municipal Mgmt JIF Certificate of Insurance Monthly Report

From 8/22/2022 To 9/22/2022

Holder (H)/ Insured Name (I)	Holder / Insured Address	Description of Operations	Issue Date/ Cert ID	Coverage
H - Lease Servicing Center, Inc. dba I - Township of Willingboro	NCL Gov. Capital 510 22nd Avenue East, Suite 501 Alexandria, MN 56308	RE: 6 Ford Explorer Interceptors Lease Servicing Center, Inc. dba NCL Gov. Capital AOIA are Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies and Loss Payee on the Property Policy if required by written contract as respects to 6 Ford Explorer Interceptors: VIN# 1 FTFW1P87NKD04951 Value: \$85,670 VIN# 1FM5K8AB1NGA40938 Value: \$61,577 VIN# 1FM5K8AB9NGB58703 Value: \$43,016 VIN# 1FM5K8AB3NGA41067 Value: \$59,461 VIN# 1FM5K8AB6NGA40981 Value: \$59,461 VIN# 1FM5K8ABXNGA40904 Value: \$59,461	9/14/2022 #3627041	GL AU EX WC OTH
H - Venue at Lenola I - Township of Moorestown	229 North Lenola Road Moorestown, NJ 08057	RE: Board Committee Dinner The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to the Boards and Committees Dinner during the current calendar year.	9/20/2022 #3638553	GL AU EX WC
H - Venue at Lenola I - Township of Moorestown	229 North Lenola Road Moorestown, NJ 08057	RE: Board Committee Dinner The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to the Boards and Committees Dinner during the current calendar year. Liquor Liability is included, except when the Member Entity or its indemnitees are in the business of selling or serving alcoholic beverages (including the giving, selling or serving of alcoholic beverages to the general public in connection with the catering operations for profit of the Member Entity).	9/20/2022 #3638606	GL AU EX WC
Total # of Holders: 3				

Professional Municipal Mgmt. JIF Cyber Compliance



Tier 1: Basic Controls

Tier 2: Enhanced

Controls Tier 3:

Advanced Controls

MEL Cyber Page: <https://njmel.org/mel-safety-institute/resource-center/public-officials/public-officials-cyber-risk-control/>

Tier JIF	Tier 1			Tier 2			Tier 3		
	Approved	Incomplete	No Response	Approved	Incomplete	No Response	Approved	Incomplete	No Response
Suburban Municipal	80%	20%	0%	70%	30%	0%	60%	40%	0%
Monmouth County	73%	5%	22%	66%	7%	27%	56%	17%	27%
South Bergen County	65%	30%	4%	57%	39%	4%	13%	83%	4%
Suburban Metro	64%	0%	36%	64%	9%	27%	55%	18%	27%
Professional Municipal Management	60%	40%	0%	40%	60%	0%	0%	100%	0%
Morris County	60%	24%	16%	60%	24%	16%	40%	44%	16%
NJ Public Housing Authority	59%	21%	21%	53%	33%	14%	45%	44%	12%
Bergen County	47%	34%	18%	39%	47%	13%	13%	74%	13%
Camden County	39%	18%	42%	34%	26%	39%	24%	37%	39%
NJ Utility Authorities	36%	26%	38%	32%	33%	35%	29%	38%	33%
Ocean County	35%	10%	55%	26%	13%	61%	10%	26%	65%
Central New Jersey	33%	27%	40%	33%	27%	40%	13%	47%	40%
Middlesex County	0%	0%	100%	0%	0%	100%	0%	0%	100%
Total #	211	86	121	188	116	114	131	175	112
Total %	50%	21%	29%	45%	28%	27%	31%	42%	27%

Analytics

What security questions are most often unanswered or have a “No” response?

- Incident Response Plan
- Technology Practices Policy
- Disaster Recovery Plan
- Email Warning Label
- Government Cyber Memberships
- Password Strength
- Encrypt or Password Protect PII/PHI
- MFA for Remote Access
- Third Party Risk Management Tool

JIF Member Approval Status - Tier 1 Approval Status - Tier 2 Approval Status - Tier 3				
Professional Municipal Management	Evesham	Incomplete	Incomplete	Incomplete
Professional Municipal Management	Evesham Township Fire District	Approved	Incomplete	Incomplete
Professional Municipal Management	Maple Shade	Approved	Approved	Incomplete
Professional Municipal Management	Moorestown	Approved	Approved	Incomplete
Professional Municipal Management	Willingboro	Incomplete	Incomplete	Incomplete





**Professional Municipal Management JIF
Cumulative Savings Summary
1/1/2022 – 9/30/2022**

2022	UNITS OF SERVICE	BILLED	APPROVED	SAVINGS	% SAVINGS
JANUARY	49	\$84,549.75	\$27,474.50	\$57,075.25	68%
FEBRUARY	107	\$289,735.55	\$89,817.94	\$199,917.61	69%
MARCH	74	\$168,041.50	\$34,019.12	\$134,022.38	80%
APRIL	68	\$596,408.04	\$157,868.30	\$438,539.74	74%
MAY	128	\$103,917.17	\$41,808.43	\$62,108.74	60%
JUNE	82	\$154,621.88	\$38,472.66	\$116,149.22	75%
JULY ¹	124	\$738,812.74	\$286,528.57	\$452,284.17	61%
AUGUST	87	\$46,807.67	\$15,982.98	\$30,824.69	66%
SEPTEMBER	67	\$42,443.89	\$13,888.95	\$28,554.94	67%
OCTOBER					
NOVEMBER					
DECEMBER					
TOTALS	786	\$2,225,338.19	\$705,861.45	\$1,519,476.74	68%

2021	UNITS OF SERVICE	BILLED	APPROVED	SAVINGS	% SAVINGS
JANUARY	71	\$49,418.31	\$18,116.06	\$31,302.25	63%
FEBRUARY	53	\$100,192.29	\$38,782.95	\$61,409.34	61%
MARCH	117	\$107,299.91	\$36,605.79	\$70,694.12	66%
APRIL	82	\$57,978.50	\$17,851.88	\$40,126.62	69%
MAY	148	\$328,523.97	\$89,924.87	\$238,599.10	73%
JUNE	133	\$193,453.35	\$71,157.92	\$122,295.43	63%
JULY	67	\$30,631.51	\$8,409.85	\$22,221.66	73%
AUGUST	97	\$75,211.07	\$21,514.42	\$53,696.65	71%
SEPTEMBER	64	\$107,120.45	\$34,394.77	\$72,725.68	68%
OCTOBER	54	\$132,579.04	\$64,070.60	\$68,508.44	52%
NOVEMBER	57	\$50,971.13	\$12,537.63	\$38,433.50	75%
DECEMBER	76	\$53,896.48	\$21,702.31	\$32,194.17	60%
TOTALS	1019	\$1,287,276.01	\$435,069.05	\$852,206.96	66%



**Professional Municipal Management JIF
Savings By Specialty
1/1/2022 – 9/30/2022**

	UNITS OF SERVICE	BILLED	APPROVED	SAVINGS	% SAVINGS
Hospital	16	\$546,466.32	\$195,499.93	\$350,966.39	64%
Ambulatory Surgical Center	9	\$440,724.41	\$152,767.55	\$287,956.86	65%
Neurosurgery	24	\$422,975.00	\$57,826.50	\$365,148.50	86%
Orthopedic Surgery	74	\$312,826.97	\$67,486.43	\$245,340.54	78%
Physical therapy	402	\$153,560.66	\$36,812.00	\$116,748.66	76%
Neurology	6	\$143,484.00	\$74,572.63	\$68,911.37	48%
Anesthesiology	13	\$36,566.00	\$19,829.52	\$16,736.48	46%
Durable Medical Equipment	20	\$33,704.70	\$24,869.95	\$8,834.75	26%
Occupational Medicine	59	\$25,950.32	\$12,019.47	\$13,930.85	54%
Behavioral Health	49	\$18,597.00	\$12,423.57	\$6,173.43	33%
General Surgery	13	\$18,017.00	\$9,611.36	\$8,405.64	47%
Emergency Medicine	11	\$14,847.00	\$13,446.65	\$1,400.35	9%
MRI/Radiology	26	\$14,841.00	\$7,149.90	\$7,691.10	52%
Inpatient Rehabilitation	6	\$14,611.26	\$3,952.00	\$10,659.26	73%
Urgent Care	26	\$8,251.01	\$6,015.10	\$2,235.91	27%
Vascular Surgery	1	\$6,100.00	\$2,673.89	\$3,426.11	56%
Ambulance	8	\$5,907.00	\$3,024.00	\$2,883.00	49%
Urgent Care Center	6	\$1,945.02	\$1,433.11	\$511.91	26%
Other	1	\$1,104.40	\$1,054.40	\$50.00	5%
Physical Medicine & Rehab	3	\$1,080.00	\$877.00	\$203.00	19%
Internal Medicine	2	\$1,014.00	\$688.14	\$325.86	32%
Optometrists	5	\$930.00	\$890.00	\$40.00	4%
Sports Medicine	2	\$764.50	\$167.37	\$597.13	78%
Laboratory Services	2	\$508.62	\$507.66	\$0.96	0%
Cardiovascular/Thoracic Surgery	1	\$360.00	\$161.74	\$198.26	55%
Otolaryngology (ENT)	1	\$202.00	\$101.58	\$100.42	50%
Grand Total	786	\$2,225,338.19	\$705,861.45	\$1,519,476.74	68%



Professional Municipal Management JIF
Top 10 Providers
1/1/2022 – 9/30/2022

	UNITS OF SERVICE	APPROVED	SPECIALTY
COOPER HEALTH SYSTEMS	2	\$135,518.45	Hospital
FELLOWSHIP SURGICAL CENTER, LLC	2	\$85,595.41	Ambulatory Surgery Center
COASTAL SPINE, PC.	18	\$63,381.70	Neurosurgery
NEUROPHYSIOLOGIC INTERPRETIVE SPECIALISTS LLC	2	\$42,140.00	Neuro-monitoring
PREMIER SURGICAL CENTER, LLC	2	\$36,324.75	Ambulatory Surgery Center
PREMIER ORTHOPAEDIC & SPORTS MED ASSOC OF SNJ	12	\$25,181.71	Orthopedics
ACCURATE MONITORING, LLC	2	\$25,134.00	Neuro-monitoring
PREMIER ORTHOPEDIC OF SOUTH JERSEY	26	\$22,330.06	Orthopedics
BUCKS COUNTY HOSPITAL	2	\$21,888.43	Hospital
KENNEDY HEALTH	4	\$21,427.98	Hospital
Grand Total	72	\$478,922.49	

APPENDIX I - MINUTES



**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
OPEN SESSION MINUTES
MEETING – SEPTEMBER 27, 2022
EVESHAM TOWNSHIP MUNICIPAL BUILDING
2:00 PM**

Meeting of 2022 Fund Commissioners called to order. Open Public Meetings notice read into record.

ROLL CALL OF 2022 FUND COMMISSIONERS:

Thomas Merchel, Chairman	Township of Moorestown	Present
Susan Danson	Township of Maple Shade	Present
Robert Corrales	Township of Evesham	Present
Dwyane Harris	Township of Willingboro	Absent

ALTERNATE FUND COMMISSIONER:

Richard Brevogel, Secretary	Township of Willingboro	Absent
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SPECIAL FUND COMMISSIONER:

Unappointed

APPOINTED OFFICIALS PRESENT:

Executive Director/Administrator	PERMA Risk Management Services Bradford C. Stokes, Karen A. Read Crystal M. Chuck
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Treasurer	Thomas J. Tontarski
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Attorney	Helmer, Conley & Kasselmann William Kearns, Esquire
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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 Karen Beatty
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Underwriting Manager	Conner Strong & Buckelew Edward Cooney
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ALSO PRESENT:

Maureen Mitchell, Evesham Fire District
Michael Avalone, Conner Strong & Buckelew
Joe Razzano, Fairview

APPROVAL OF MINUTES: July 26, 2022 Open & Closed Minutes

MOTION TO APPROVE CLOSED MINUTES OF JULY 26, 2022:

Moved: Commissioner Danson
Second: Commissioner Corrales
Vote: 3 Ayes - 0 Nays.

CORRESPONDENCE: NONE.

EXECUTIVE DIRECTOR:

Cyber Security Status Report: D2 Cyber Security continues to work with member entities in the enrollment & training process of the program. Included in the agenda on **Page 3** was a report from D2 showing the status of each member.

Cyber JIF Filing: The MEL has now completed its second submission of necessary documents for approval of the formation of the Cyber Joint Insurance Fund; target date to be operational is 1/1/23. The MEL Underwriting Manager has been working with the Chertoff Group, who were awarded a contract in June to review the current program. A meeting of the Cyber Sub-Committee will be scheduled to review revised minimum standards and coverage recommendations for the new JIF. Underwriting Manager advised of plans for the 2023 fund year.

Cybersecurity Awareness Month (October): The MEL encourages members to get proactive with cybersecurity items for their own organizations and visit the website. The MEL will be sending releases each week about the week's theme and what everyone can do to participate.

Membership Renewals: The PMM JIF has three members scheduled to renew fund membership; renewal documents were sent out. A report was provided at the meeting.

Residual Claims Fund, EJIF & MEL – The RCF, EJIF & MEL all met on Wednesday, September 7, 2022, at Forsgate Country Club. Chairman Merchel's report was attached in Appendix II of the agenda.

EJIF PFOA/PFAS (Forever Chemicals) 2023 Coverage – The EJIF Board adopted an endorsement establishing a sub-limit on coverage of Perfluorooctanoic acid (PFOA and Perfluorooctane Sulfonate (PFOS). Attached in the agenda was the claims sweep letter that was recently sent to members along with a copy of the endorsement that will be effective on January 1, 2023.

(Pages 5-7)

League of Municipalities Magazine: Included on **Pages 8-9** of the agenda was an article for the League magazine that discussed the inflationary pressures on 2023 insurance budgets.

Power of Collaboration: Enclosed on **Page 10** was the latest in a series of Power of Collaboration advertisement to be published in the League of Municipalities magazine. The ad highlighted the \$3.6 billion savings provided to NJ Taxpayers while responding to the impacts of Covid-19, cost incurred from natural disasters and legislative challenges

Due Diligence Reports: Monthly report submitted to Fund Commissioners including Monthly Fast-track Accident Frequency, Fast-Track Financial report, Interest Rate Summary Comparison, Monthly Loss Ratio by fund year and line of coverage and the Monthly and Annual Regulatory Checklist. The Financial Fast Track dated June 30, 2022, shows the fund's surplus over \$3.1 million and \$8.0 million in cash. Executive Director reported the Claim Activity Report showed 6 open claims for the month of August. The funds Loss Ratio Analysis is trending ahead of the actuary's projection at 29% and we stand at 36% slightly better than anticipated. Claims Activity Report showed the fund's Loss Time Accident Frequency, is at 1.22 for the month of August.

Executive Director's Report Made Part of Minutes.

ATTORNEY: Attorney Kearns reported on the decisions made by the Supreme Court and discussed how it could affect municipalities and what Members should do to stay in compliance with statutes.

TREASURER:

Payment of August 2022 Vouchers Resolution 22-22

Fund Year 2022	44,010.57
Total	44,010.57

Payment of September 2022 Vouchers Resolution 22-23

Fund Year 2022	43,035.86
Total	43,035.86

MOTION TO APPROVE RESOLUTIONS 22-22 & 22-23 VOUCHER LIST FOR THE MONTHS OF AUGUST & SEPTEMBER

Moved:	Commissioner Danson
Second:	Commissioner Corrales
Vote:	3 Ayes - 0 Nays.

Confirmation of Claims Payments/Certification of Claims Transfers for the Months of July & August 2022:

July	
2022	255,955.57
2021	4,415.04
2020	3,504.12
2019	101,778.28
2018	25,394.57
Closed	0.00
TOTAL	391,087.58

August	
2022	24,174.30
2021	8,183.59
2020	49,554.09
2019	28,330.99
2018	4,916.84
Closed	0.00
TOTAL	115,159.81

Treasurer's Report Made Part of Minutes.

UNDERWRITING MANAGER:

REPORT: Executive Director advised there was 5 certificates issued from 6/22/2022 to 07/22/2022 and 2 certificates issued from 7/22/2022 to 08/22/2022. Also included in the agenda was the cyber compliance report for the second version of the MEL Cyber Risk Management Program with 80% of our members approved.

SAFETY DIRECTOR:

REPORT: Glenn Prince reviewed the risk control activities through the month of September, as well as a list of MSI Training and Fast Track training information.

Monthly Activity Report/Agenda Made Part of Minutes.

MANAGED CARE:

REPORT: Ms. Beatty reported on the cumulative saving summary for the year showing a monthly savings of 66% and a year-to-date savings of 70%. Ms. Beatty then asked if there were any questions and concluded her report.

Monthly Activity Report Part of Minutes.

CLAIMS ADMINISTRATOR:

REPORT: Claims Manager Kathy Kissane said there is no report for open session and will discuss the PARs in executive session.

Report Part of Minutes.

OLD BUSINESS: NONE.

NEW BUSINESS: NONE

PUBLIC COMMENT: NONE

MOTION TO GO INTO EXECUTIVE SESSION

Moved: Commissioner Danson
Second: Commissioner Corrales
Vote: 3 Ayes - 0 Nays.

MOTION TO INTO OPEN SESSION

Moved: Commissioner Danson
Second: Commissioner Corrales
Vote: 3 Ayes - 0 Nays.

MOTION TO APPROVE CLAIM PAYMENTS AS DISCUSSED AND RECOMMENDED BY THE CLAIMS COMMITTEE:

Moved: Commissioner Danson
Second: Commissioner Corrales
Vote: 3 Ayes - 0 Nays.

MOTION TO ADJOURN MEETING:

Moved: Commissioner Danson
Second: Commissioner Corrales
Vote: 3 Ayes - 0 Nays.

MEETING ADJOURNED: 2:28pm

NEXT REGULAR MEETING: October 25, 2022

Evesham Municipal Building at 2:00PM

Crystal Chuck, Assisting Secretary for
SUSAN DANSON, SECRETARY

APPENDIX II –RCF, EJIF & MEL Budgets

MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND				
2023 PROPOSED BUDGET				
	2022 ANNUALIZED	2023 PROPOSED	\$	%
	BUDGET	BUDGET	CHANGE	CHANGE
APPROPRIATIONS				
CLAIMS	0	0	0	
Run-in Claim Receivable	15,000	15,000	0	0%
LOSS FUND CONTINGENCY	0	0		
SUBTOTAL LOSS FUND	15,000	15,000	0	0%
EXPENSES				
ADMINISTRATOR	214,158	218,441	4,283	2%
DEPUTY ADMINISTRATOR	72,849	74,306	1,457	2%
ATTORNEY	44,336	45,223	887	2%
CLAIMS SUPERVISION & AUDIT	64,092	65,374	1,282	2%
TREASURER	41,626	42,459	833	2%
AUDITOR	24,589	25,081	492	2%
ACTUARY	43,899	44,777	878	2%
MISCELLANEOUS	25,800	26,316	516	2%
SUBTOTAL	531,349	541,977	10,628	2%
EXPENSE CONTINGENCY	139,651	142,523	2,872	2%
TOTAL BUDGET	671,000	684,500	13,500	2%

NEW JERSEY MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND				
2023 PROPOSED BUDGET BASED ON 2010 CENSUS & 1/3rd Change to 2020 CENSUS				
	8/30/2022	2022	2023	
		TOTAL	TOTAL	CHANGE
				CHANGE
I. Claims and Excess Insurance				\$ %
Claims				
1 Third Party (Non-Site Specific)		422,229	423,792	1,563 0.4%
2 On Site Cleanup (Site Specific)		232,799	232,402	(397) -0.2%
3 PO Pollution Liability		155,197	152,657	(2,540) -1.6%
4 Tank Systems		216,822	221,010	4,188 1.9%
5 DMA Waste Sites (Superfund Buyout)		1,220,160	1,248,593	28,433 2.3%
6 LFC		21,239	21,239	- 0.0%
7 Total Loss Fund		2,268,446	2,299,693	31,247 1.4%
8				
9 II. Expenses, Fees & Contingency				
10 Professional Services				
11 Actuary		62,500	62,500	- 0.0%
12 Attorney		90,856	92,673	1,817 2.0%
13 Auditor		17,275	17,620	345 2.0%
14 Executive Director		335,445	342,154	6,709 2.0%
15 Treasurer		21,305	21,731	426 2.0%
16 Legislative Agent		45,000	45,000	- 0.0%
17 Underwriting Managers		265,686	271,000	5,314 2.0%
18 Environmental Services		475,159	484,663	9,504 2.0%
19 Claims Administration		31,402	32,030	628 2.0%
20				
21 Subtotal - Contracted Prof Svcs		1,344,628	1,369,371	24,743 1.8%
22				
23 Non-Contracted Services				
24 Expenses contingency		28,337	28,337	- 0.0%
25 Member Testing		8,326	8,326	- 0.0%
26				
27 Subtotal - Non-contracted svcs		36,663	36,663	- 0.0%
28				
29 Subtotal-Contracted/Non-contracted svcs		1,381,291	1,406,034	24,743 1.8%
30				
31 Excess Aggregate Insurance		546,249	546,249	- 0.0%
32				
33 General Contingency		224,086	190,196	(33,890) -15.1%
34				
35 Total Exp, Fees & Contingency		2,151,626	2,142,479	(9,147) -0.4%
36				
37 TOTAL JIF APPROPRIATIONS		4,420,072	4,442,172	22,100 0.5%
38				
39 *LFC = Members not based on population (i.e. Parking Auth, Health Commissions, Fire Dept, OMUA)				

MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND					
2023 BUDGET FOR ASSESSMENT CALCULATION					
MUNICIPALITIES ONLY -					
	A	B	B-A	B-A	
	BUDGET	BUDGET			
APPROPRIATIONS	2022 ANNUALIZED	2023 PROPOSED	\$	%	
I. CLAIMS AND EXCESS INSURANCE	MUNIS ONLY	MUNIS ONLY	CHANGE	CHANGE	
CLAIMS					
Excess Liability:					
To 500K	2,831,419	3,344,914	513,495	18.1%	
1.5MIL Ex 500K	5,255,812	7,007,650	1,751,838	33.3%	
3MIL ex 2MIL	1,725,145	1,921,115	195,970	11.4%	
Excess WC	8,358,790	9,701,024	1,342,234	16.1%	
Excess Property Claims	4,524,489	5,953,235	1,428,746	31.6%	
POL/EPL Land Use	1,061,662	1,074,214	12,552	1.2%	
Cyber Liability		-	-	#DIV/0!	
Aggregate Excess LFC	13,957	13,864	(93)	-0.7%	
JIF Faithful Performance Bond	202,758	207,544	4,786	2.4%	
Surety Bond	312,572	314,875	2,303	0.7%	
Sub Total	24,286,604	29,538,435	5,251,831	21.6%	
PREMIUMS					
Optional Excess Liability	2,639,634	3,214,534	574,900	21.8%	
Optional Excess POL/EPL	1,767,888	2,057,612	289,724	16.4%	
Cyber Excess Liability		-	-	#DIV/0!	
Excess WC	3,324,591	3,414,839	90,248	2.7%	
Excess Property	11,690,720	13,683,616	1,792,896	15.1%	
			-		
Loss Fund Contingency	224,294	220,643	(3,651)	-1.6%	
Sub Total	19,847,128	22,591,244	2,744,116	13.8%	
Total Claims & Premiums	44,133,732	52,129,679	7,995,947	18.1%	
II. EXPENSES					
Claims Adjustment	1,093,506	1,115,376	21,870	2.0%	
Property Adjustment	176,653	180,186	3,533	2.0%	
Administration	1,389,332	1,417,119	27,787	2.0%	
Claims Supervision	500,000	500,000	-	0.0%	
Actuary	53,183	54,247	1,064	2.0%	
Attorney	47,864	48,821	957	2.0%	
Deputy Attorney	1,597	1,629	32	2.0%	
Attorney-OPRA	18,018	18,378	360	2.0%	
Auditor	30,500	31,110	610	2.0%	
Treasurer	26,966	27,505	539	2.0%	
Underwriting Manager	61,395	62,623	1,228	2.0%	
Reinsurance Manager	324,183	330,667	6,484	2.0%	
Safety and Education Committee	108,289	110,455	2,166	2.0%	
Computer Services	149,386	152,374	2,988	2.0%	
Legislative Committee	28,587	29,159	572	2.0%	
Internal Audit Committee	62,625	63,878	1,253	2.0%	
Strategic Planning Committee	31,313	31,939	626	2.0%	
Coverage Committee	41,476	42,308	830	2.0%	
Communications Committee	128,895	131,473	2,578	2.0%	
Expense Contingency	65,831	65,831	-	0.0%	
Subtotal	4,339,599	4,415,076	75,477	1.7%	
MEL Safety Institute	1,106,022	1,130,893	24,871	2.2%	
Total Appropriations	49,579,353	57,675,648	8,096,295	16.3%	