

**PROFESSIONAL MUNICIPAL MANAGEMENT
JOINT INSURANCE FUND
MEETING AGENDA
SEPTEMBER 24, 2024 – 2:00 PM**

**WILLINGBORO MUNICIPAL COMPLEX
1 MARTIN LUTHER KING JR. DRIVE
WILLINGBORO, NJ 08046**

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: SEPTEMBER 24, 2024**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- ROLL CALL OF 2024 COMMISSIONERS**
- APPROVAL OF MINUTES:** July 23, 2024 Open Minutes.....**Appendix I**
July 23, 2024 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 Report**Page 17**
.August 2024 Voucher List – Ratification of Resolution Nos. 24-20..... **Page 19**
.September 2024 Voucher List – Resolution Nos. 24-21..... **Page 20**
 - SAFETY DIRECTOR – J.A. Montgomery Consulting**
.Monthly Report.....**Page 28**
 - RISK MANAGERS REPORT - Conner Strong & Buckelew Companies, Inc..... Page 31**
 - UNDERWRITING MANAGER – Conner Strong & Buckelew Companies, Inc.**
.Monthly Certificate Report.....**Page 32**
.Cyber Risk Management Compliance – Discussed in closed session
 - MANAGED CARE – Qual Care**
.Monthly Report.....**Page 36**
 - 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**
 - Next Meeting – October 22, 2024 – Willingboro**
 - MEETING ADJOURNMENT**
-

Professional Municipal Management Joint Insurance Fund

2 Cooper Street
Camden, NJ 08102

Date: September 24, 2024

Memo to: Fund Commissioners
Professional Municipal Management Joint Insurance Fund

From: PERMA Risk Management Services

Subject: Executive Director's Report

- ❑ **EJIF Membership Renewal:** The Fund's three-year membership in the EJIF is scheduled to expire on December 31, 2024. Enclosed on **Pages 3 & 4** is Resolution 24-18 renewing the Fund's membership in the Residual Claims Fund for the period of January 1, 2025 through December 31, 2027.
 - ❑ **Motion to adopt Resolution 24-18 renewing the Fund's membership in the NJ Environmental Risk Fund for the period of January 1, 2025 through December 31, 2027.**
- ❑ **RCF Membership Renewal:** The Fund's three-year membership in the RCF is scheduled to expire on December 31, 2024. Enclosed on **Pages 5 & 6** is Resolution 24-19 renewing the Fund's membership in the Residual Claims Fund for the period of January 1, 2025 through December 31, 2027.
 - ❑ **Motion to adopt Resolution 24-19 renewing the Fund's membership in the Residual Claims Fund for the period of January 1, 2025 through December 31, 2027.**
- ❑ **RCF/MEL/EJIF Meetings:** The RCF, MEL & E-JIF all met at the Forsgate Country Club on September 9, 2024. Chairwoman Danson's reports can be found in Appendix II.
- ❑ **2025 Renewal:** Members and Risk Managers received an Origami email with a link to renewal worksheets - to begin the 2025 underwriting renewal on July 25th with an August 31st completion date. We are in the process of following up with members and risk managers.
- ❑ **D2 Cyber Security Report** – The D2 Cyber Security Status Report will be distributed and discussed in closed session.
- ❑ **Professional Services Agreements:** The Fund's professional service agreements are up for renewal in 2025. The Fund Office will be sending out the required forms to enable re-appointments at our January re-organization meeting. The Fund Office will prepare a response list for Fund Commissioners with the various firm's fee request for consideration before budget introduction.

❑ **Power of Collaboration** - Enclosed on page 7 is the latest in a series of Power of Collaboration advertisement to be published in the League of Municipalities magazine. The ad highlights the \$4 billion savings provided to NJ Taxpayers and the \$391 million in dividends provide to MEL members since inception.

❑ **Due Diligence Reports:**

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

RESOLUTION NO. 24-18

RESOLUTION TO RENEW MEMBERSHIP NEW JERSEY MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND

WHEREAS, the **New Jersey Municipal Environmental Risk Management Fund** has been organized to provide Third Party Liability, First Party Coverage, Public Officials Liability, De Minimus Abandoned Toxic Waste Sites Buy-Out, Legal Services and Storage Tank Systems Coverages to its member Local Units; and,

WHEREAS, it has been determined that environmental impairment liability coverage is available from the **New Jersey Municipal Environmental Risk Management Fund**, hereinafter referred to as "E-JIF" as created under Chapter C.372 Laws of 1983 (N.J.S.A. 40A:10-36 et seq.); and,

WHEREAS, said statutes and the regulations pertaining thereto contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Fund; and

WHEREAS, the **Executive Committee/Fund Commissioners** of the **Professional Municipal Management Joint Insurance Fund** has determined that membership in the E-JIF is in the best interests of the member municipalities,

NOW THEREFORE BE IT RESOLVED that the **Executive Committee** of the **Professional Municipal Management Joint Insurance Fund** do hereby resolve and agree to commence membership in the E-JIF for a period of three (3) years, effective January 1, 2025; and

BE IT FURTHER RESOLVED that the application for membership is for the purpose of obtaining the following types of coverages:

- | | |
|-------------|--|
| Section I | Third Party Liability |
| Section II | First Party Coverage |
| Section III | Public Officials Liability |
| Section IV | De Minimus Abandoned Toxic Waste Sites Buy Out |
| Section V | Legal Services |
| Section VI | Storage Tank Systems |

BE IT FURTHER RESOLVED that the Chairman of the **Professional Municipal Management Joint Insurance Fund** or other authorized representative, is authorized and directed to execute any and all written agreements necessary for membership in the E-JIF

including, but not limited to, the Indemnity and Trust Agreement in order to implement membership by the **Professional Municipal Management Joint Insurance Fund** in the E-JIF according to its Bylaws, Chapter C.372 Laws of 1983 (NJSA 40A:10-36 et seq.), administrative regulations and any other statutes or regulations pertaining thereto.

This resolution was duly adopted by the **Professional Municipal Management Joint Insurance Fund** at a public meeting held on September 24, 2024.

PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND

By: _____
SUSAN DANSON, CHAIRPERSON

Attest: _____
IVY CARMICHAEL, SECRETARY

RESOLUTION NO. 24-19

**RESOLUTION TO RENEW MEMBERSHIP
MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND**

WHEREAS, the Municipal Excess Liability Residual Claims Fund (“RCF”), a nonprofit public entity in the State of New Jersey, was formed pursuant to N.J.S.A. 40A:10-36, et seq. to provide residual risk management to its member Joint Insurance Funds (“JIFs”); and

WHEREAS, in accordance with N.J.S.A. 40A:10-42, the RCF may provide coverage to its member JIFs by self-insurance, the purchase of commercial insurance or reinsurance, or any combination thereof; and

WHEREAS the RCF may procure such insurance pursuant to N.J.S.A. 40A:11-5(1)(a)(ii) and 40A:11-5(1)(m) as an extraordinary unspecifiable service (“EUS”), so long as the contract entered into is awarded in accordance with the statutory requirements for EUSs; and

WHEREAS, pursuant to N.J.S.A. 40A:65-14, the governing bodies of two or more Local Units may enter into an agreement to provide for the formation of the joint operation of any public services, public improvements, works, facilities, or undertakings which the local units are empowered to operate; and

WHEREAS, pursuant to N.J.S.A. 40A:65-9 et seq. the RCF may obtain coverage on behalf of its members JIFs in accordance with the Local Public Contracts Law; and

WHEREAS, in accordance with N.J.S.A. 40A:10-36 et seq., a JIF wishing to join the RCF to obtain the benefits of joint public entity membership may do so by adopting a resolution; and

WHEREAS, the Executive Committee of the **Professional Municipal Management Joint Insurance Fund** has determined that renewing their membership in the Residual Claims Fund is in the best interest of the member local units.

NOW, THEREFORE, BE IT RESOLVED that the Fund Commissioners of the **Professional Municipal Management Joint Insurance Fund** does hereby resolve and agree to renew its membership in the Residual Claims Fund for a period of three (3) years, the commencement of which shall be January 1, 2025. For the purpose of determining the term, any portion of the Fund year shall be considered a full year; and

BE IT FURTHER RESOLVED that the **Professional Municipal Management Joint Insurance Fund** hereby adopts the Bylaws of the Residual Claims Fund. Coverage will be provided in accordance with the terms, conditions and limitations as contained in the Residual Claim Fund's Commercial Excess Insurance or Reinsurance, and Bylaws; and

BE IT FURTHER RESOLVED that the Chairperson of the **Professional Municipal Management Joint Insurance Fund**, or other designated representative, is authorized and directed to

execute any and all written agreements necessary for membership in the Residual Claims Fund including, but not limited to, the Indemnity and Trust Agreement, in order to implement membership by the **Professional Municipal Management Joint Insurance Fund** in the Residual Claims Fund according to its Bylaws, N.J.S.A. 40A:10-36 et seq., administrative regulations, and any other statutes or regulations pertaining thereto.

**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE
FUND**

By: _____
SUSAN DANSON, CHAIRMAN

Attest: _____
IVY CARMICHAEL, SECRETARY



MEL Saves New Jersey Taxpayers \$4 Billion

MEL has saved taxpayers **\$4 billion** including \$391,223,558 in dividends to its members since its inception. On average, each MEL JIF member has saved over \$6.64 million.

“For 40 years, MEL has provided the resources, tools, training and organizational competencies to address member needs and strengthen community safety, while generating savings of \$4 billion. Our collaborative power is a major source of our strength.”

PAUL TOMASKO
MEL Chairperson and Mayor, Borough of Alpine

MEL JOINT INSURANCE FUND MEMBER SAVINGS				
Member Joint Insurance Fund	Established	JIF Savings (millions)	JIF Membership	JIF Member Savings (millions)
Bergen	1985	\$322.50	38	\$8.49
South Bergen	1986	\$285.50	23	\$12.41
Atlantic	1987	\$462.90	39	\$11.57
Camden	1987	\$252.10	38	\$6.63
Mid-Jersey	1987	\$198.10	13	\$15.24
Morris	1987	\$297.80	45	\$6.62
Ocean	1987	\$367.00	31	\$11.84
PMM	1987	\$99.80	4	\$24.95
Monmouth	1988	\$319.50	41	\$7.79
Burlco	1991	\$132.70	28	\$4.74
Trico	1991	\$363.60	36	\$10.10
NJ Utility Authorities	1991	\$210.10	74	\$2.84
NJ Self-Insurers	1992	\$79.30	5	\$15.86
Suburban Metro	1992	\$122.40	11	\$11.13
NJ Housing Authorities	1994	\$136.50	90	\$1.52
Suburban Municipal	1994	\$88.60	10	\$8.86
PAIC	1997	\$139.90	21	\$6.66
Central	1998	\$179.60	16	\$11.23
First Responders	2009	\$40.90	34	\$1.20
TOTALS		\$4 Billion	601	Average \$6.64 million



THE POWER OF COLLABORATION

njmel.org

PROFESSIONAL MUNICIPAL MANAGEMENT FUND					
FINANCIAL FAST TRACK REPORT					
		AS OF	June 30, 2024		
		2ND	YTD	PRIOR	FUND
		QUARTER		YEAR END	BALANCE
1.	UNDERWRITING INCOME	1,283,939	2,553,208	103,610,533	106,163,741
2.	CLAIM EXPENSES				
	Paid Claims	305,575	524,578	45,375,252	45,899,830
	Case Reserves	(7,480)	78,778	2,667,393	2,746,172
	IBNR	178,433	396,755	2,213,727	2,610,481
	Aggregate Excess	-	-	-	-
	Recoveries	(2,059)	(3,325)	(513,685)	(517,009)
	Discounted Claim Value	(22,128)	(52,210)	(299,707)	(351,917)
	TOTAL CLAIMS	452,342	944,576	49,442,980	50,387,556
3.	EXPENSES				
	Excess Premiums	574,041	1,148,082	30,087,053	31,235,135
	Administrative	191,138	397,316	14,479,248	14,876,564
	TOTAL EXPENSES	765,179	1,545,398	44,566,302	46,111,700
4.	UNDERWRITING PROFIT (1-2-3)	66,419	63,233	9,601,251	9,664,484
5.	INVESTMENT INCOME	81,148	138,943	5,264,413	5,403,356
6.	DIVIDEND INCOME	0	0	2,140,439	2,140,439
7.	PROFIT (4+5+6)	147,567	202,176	17,006,103	17,208,279
8.	DIVIDEND	0	0	12,419,098	12,419,098
9.	RCF & MEL Additional Assessments	0	0	975,832	975,832
10.	SURPLUS (7-8-9)	147,567	202,176	3,611,174	3,813,350
SURPLUS (DEFICITS) BY FUND YEAR					
	Closed	20,574	38,634	2,461,971	2,500,606
	Aggregate Excess LFC	0	0	(0)	(0)
	2020	19,014	21,656	651,713	673,369
	2021	4,582	10,278	314,177	324,455
	2022	50,533	95,665	111,883	207,548
	2023	31,568	(27,289)	71,430	44,141
	2024	21,296	63,231		63,231
	TOTAL SURPLUS (DEFICITS)	147,567	202,176	3,611,174	3,813,350
TOTAL CASH					9,317,401
CLAIM ANALYSIS BY FUND YEAR					
TOTAL CLOSED YEAR CLAIMS		0	0	42,829,015	42,829,015
FUND YEAR 2020					
	Paid Claims	15,000	21,612	1,127,294	1,148,906
	Case Reserves	(15,909)	(11,079)	440,756	429,678
	IBNR	(9,281)	(14,676)	74,802	60,126
	Aggregate Excess	-	0	0	0
	Recoveries	(2,059)	(3,325)	(276,062)	(279,387)
	Discounted Claim Value	1,215	316	(42,369)	(42,053)
	TOTAL FY 2020 CLAIMS	(11,035)	(7,151)	1,324,421	1,317,270
FUND YEAR 2021					
	Paid Claims	134,055	152,361	970,540	1,122,902
	Case Reserves	(123,816)	(125,085)	372,566	247,481
	IBNR	(15,536)	(32,150)	186,625	154,475
	Recoveries	0	0	(50,910)	(50,910)
	Discounted Claim Value	9,961	11,846	(42,905)	(31,059)
	TOTAL FY 2021 CLAIMS	4,665	6,972	1,435,916	1,442,888
FUND YEAR 2022					
	Paid Claims	13,279	29,744	844,059	873,804
	Case Reserves	7,120	(35,102)	545,385	510,284
	IBNR	(48,349)	(85,009)	465,560	380,551
	Recoveries	0	0	0	0
	Discounted Claim Value	2,193	7,729	(78,202)	(70,473)
	TOTAL FY 2022 CLAIMS	(25,757)	(82,637)	1,776,803	1,694,166
FUND YEAR 2023					
	Paid Claims	54,583	204,771	594,248	799,019
	Case Reserves	(684)	67,633	482,493	550,126
	IBNR	(77,872)	(231,992)	1,136,316	904,323
	Recoveries	0	0	0	0
	Discounted Claim Value	6,795	13,471	(136,231)	(122,760)
	TOTAL FY 2023 CLAIMS	(17,178)	53,882	2,076,826	2,130,708
FUND YEAR 2024					
	Paid Claims	88,658	116,090		116,090
	Case Reserves	125,810	182,411		182,411
	IBNR	329,470	760,581		760,581
	Recoveries	0	0		0
	Discounted Claim Value	(42,292)	(85,572)		(85,572)
	TOTAL FY 2024 CLAIMS	501,646	973,510		973,510
COMBINED TOTAL CLAIMS		452,342	944,576	49,442,980	50,387,556

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

FUND YEAR 2020 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	54 Actual 30-Jun-24	MONTH TARGETED	53 Actual 31-May-24	MONTH TARGETED	42 Actual 30-Jun-23	MONTH TARGETED
PROPERTY	171,000	102,033	59.67%	100.00%	59.67%	100.00%	63.92%	100.00%
GEN LIABILITY	376,171	91,221	24.25%	96.73%	24.25%	96.63%	24.25%	93.46%
AUTO LIABILITY	47,021	74,093	157.58%	94.56%	157.58%	94.26%	103.95%	90.21%
WORKER'S COMP	1,319,715	1,031,832	78.19%	99.70%	78.19%	99.66%	78.17%	98.92%
TOTAL ALL LINES	1,913,907	1,299,179	67.88%	99.02%	67.88%	98.96%	66.93%	97.73%
NET PAYOUT %	\$869,502		45.43%					

FUND YEAR 2021 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	42 Actual 30-Jun-24	MONTH TARGETED	41 Actual 31-May-24	MONTH TARGETED	30 Actual 30-Jun-23	MONTH TARGETED
PROPERTY	168,000	209,792	124.88%	100.00%	124.88%	100.00%	134.87%	100.00%
GEN LIABILITY	333,052	236,861	71.12%	93.46%	71.12%	92.99%	58.50%	85.57%
AUTO LIABILITY	52,789	34,599	65.54%	90.21%	65.54%	89.77%	69.50%	82.91%
WORKER'S COMP	1,330,010	838,221	63.02%	98.92%	62.76%	98.81%	59.85%	96.57%
TOTAL ALL LINES	1,883,851	1,319,473	70.04%	97.81%	69.86%	97.64%	66.58%	94.55%
NET PAYOUT %	\$1,071,992		56.90%					

FUND YEAR 2022 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	30 Actual 30-Jun-24	MONTH TARGETED	29 Actual 31-May-24	MONTH TARGETED	18 Actual 30-Jun-23	MONTH TARGETED
PROPERTY	164,000	195,474	119.19%	100.00%	119.19%	100.00%	139.87%	97.09%
GEN LIABILITY	286,842	342,841	119.52%	85.57%	119.52%	84.65%	74.39%	71.16%
AUTO LIABILITY	55,642	63,520	114.16%	82.91%	114.16%	82.02%	45.37%	66.43%
WORKER'S COMP	1,353,000	782,252	57.82%	96.57%	58.03%	96.21%	62.59%	86.31%
TOTAL ALL LINES	1,859,484	1,384,087	74.43%	94.77%	74.59%	94.34%	70.71%	84.33%
NET PAYOUT %	\$873,804		46.99%					

FUND YEAR 2023 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	18 Actual 30-Jun-24	MONTH TARGETED	17 Actual 31-May-24	MONTH TARGETED	6 Actual 30-Jun-23	MONTH TARGETED
PROPERTY	169,000	249,877	147.86%	97.09%	152.54%	96.87%	49.20%	45.00%
GEN LIABILITY	301,156	154,751	51.39%	71.16%	48.43%	69.55%	9.60%	19.00%
AUTO LIABILITY	51,791	22,581	43.60%	66.43%	43.60%	64.31%	26.64%	20.00%
WORKER'S COMP	1,560,000	921,935	59.10%	86.31%	53.18%	84.23%	13.85%	14.00%
TOTAL ALL LINES	2,081,947	1,349,145	64.80%	84.50%	60.32%	82.64%	16.42%	17.39%
NET PAYOUT %	\$799,019		38.38%					

FUND YEAR 2024 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	6 Actual 30-Jun-24	MONTH TARGETED	5 Actual 31-May-24	MONTH TARGETED	-6 Actual 30-Jun-23	MONTH TARGETED
PROPERTY	211,000	85,370	40.46%	45.00%	32.64%	37.00%	N/A	N/A
GEN LIABILITY	272,732	21,594	7.92%	19.00%	8.83%	14.00%	N/A	N/A
AUTO LIABILITY	55,309	8,501	15.37%	20.00%	15.37%	15.00%	N/A	N/A
WORKER'S COMP	1,481,335	183,035	12.36%	14.00%	5.74%	9.00%	N/A	N/A
TOTAL ALL LINES	2,020,376	298,501	14.77%	18.08%	9.23%	12.76%	N/A	N/A

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

FUND YEAR 2020 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	55	MONTH	54	MONTH	43	MONTH
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED
		Current	31-Jul-24		30-Jun-24		31-Jul-23	
PROPERTY	171,000	102,033	59.67%	100.00%	59.67%	100.00%	65.39%	100.00%
GEN LIABILITY	376,171	91,221	24.25%	96.81%	24.25%	96.73%	24.25%	93.91%
AUTO LIABILITY	47,021	74,093	157.58%	94.86%	157.58%	94.56%	85.27%	90.64%
WORKER'S COMP	1,319,715	1,130,942	85.70%	99.74%	78.19%	99.70%	78.26%	99.02%
TOTAL ALL LINES	1,913,907	1,398,290	73.06%	99.07%	67.88%	99.02%	66.67%	97.90%
NET PAYOUT %	\$894,007		46.71%					

FUND YEAR 2021 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	43	MONTH	42	MONTH	31	MONTH
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED
		Current	31-Jul-24		30-Jun-24		31-Jul-23	
PROPERTY	168,000	209,792	124.88%	100.00%	124.88%	100.00%	134.87%	100.00%
GEN LIABILITY	333,052	256,915	77.14%	93.91%	71.12%	93.46%	58.50%	86.42%
AUTO LIABILITY	52,789	34,599	65.54%	90.64%	65.54%	90.21%	69.50%	83.75%
WORKER'S COMP	1,330,010	840,883	63.22%	99.02%	63.02%	98.92%	58.48%	96.90%
TOTAL ALL LINES	1,883,851	1,342,188	71.25%	97.97%	70.04%	97.81%	65.60%	94.96%
NET PAYOUT %	\$1,085,612		57.63%					

FUND YEAR 2022 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	31	MONTH	30	MONTH	19	MONTH
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED
		Current	31-Jul-24		30-Jun-24		31-Jul-23	
PROPERTY	164,000	195,474	119.19%	100.00%	119.19%	100.00%	146.71%	97.40%
GEN LIABILITY	286,842	320,755	111.82%	86.42%	119.52%	85.57%	81.83%	72.70%
AUTO LIABILITY	55,642	63,520	114.16%	83.75%	114.16%	82.91%	45.37%	68.41%
WORKER'S COMP	1,353,000	781,844	57.79%	96.90%	57.82%	96.57%	62.59%	88.04%
TOTAL ALL LINES	1,859,484	1,361,593	73.22%	95.16%	74.43%	94.77%	72.46%	85.91%
NET PAYOUT %	\$880,801		47.37%					

FUND YEAR 2023 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	19	MONTH	18	MONTH	7	MONTH
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED
		Current	31-Jul-24		30-Jun-24		31-Jul-23	
PROPERTY	169,000	248,657	147.13%	97.40%	147.86%	97.09%	107.73%	53.00%
GEN LIABILITY	301,156	213,751	70.98%	72.70%	51.39%	71.16%	22.92%	25.00%
AUTO LIABILITY	51,791	22,581	43.60%	68.41%	43.60%	66.43%	29.84%	25.00%
WORKER'S COMP	1,560,000	1,000,542	64.14%	88.04%	59.10%	86.31%	27.38%	19.00%
TOTAL ALL LINES	2,081,947	1,485,531	71.35%	86.10%	64.80%	84.50%	33.31%	22.78%
NET PAYOUT %	\$827,300		39.74%					

FUND YEAR 2024 -- LOSSES CAPPED AT RETENTION

	Budget	Limited	7	MONTH	6	MONTH	-5	MONTH
		Incurred	Actual	TARGETED	Actual	TARGETED	Actual	TARGETED
		Current	31-Jul-24		30-Jun-24		31-Jul-23	
PROPERTY	211,000	81,294	38.53%	53.00%	40.46%	45.00%	N/A	N/A
GEN LIABILITY	272,732	25,937	9.51%	25.00%	7.92%	19.00%	N/A	N/A
AUTO LIABILITY	55,309	8,501	15.37%	25.00%	15.37%	20.00%	N/A	N/A
WORKER'S COMP	1,481,335	239,501	16.17%	19.00%	12.36%	14.00%	N/A	N/A
TOTAL ALL LINES	2,020,376	355,233	17.58%	23.53%	14.77%	18.08%	N/A	N/A
NET PAYOUT %	\$127,126		6.29%					

Professional Municipal Mgmt Joint Insurance Fund
CLAIM ACTIVITY REPORT
AS OF 06/30/24

COVERAGE LINE - PROPERTY						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
May-24	0	7	6	10	3	26
June-24	0	7	6	9	6	28
NET CHGE	0	0	0	-1	3	2
Limited Reserves						\$1,428
Year	2020	2021	2022	2023	2024	TOTAL
May-24	\$0	\$7	\$7,505	\$14,959	\$7,219	\$29,689
June-24	\$0	\$7	\$7,505	\$12,234	\$20,229	\$39,975
NET CHGE	\$0	\$0	\$0	(\$2,725)	\$13,011	\$10,286
Ltd Incurred	\$102,033	\$209,792	\$195,474	\$249,877	\$85,370	\$842,546
COVERAGE LINE - GENERAL LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
May-24	1	4	14	18	22	59
June-24	1	4	14	18	17	54
NET CHGE	0	0	0	0	-5	-5
Limited Reserves						\$8,100
Year	2020	2021	2022	2023	2024	TOTAL
May-24	\$16,460	\$90,136	\$220,658	\$88,163	\$23,998	\$439,414
June-24	\$14,968	\$89,862	\$220,577	\$90,912	\$21,081	\$437,401
NET CHGE	(\$1,491)	(\$274)	(\$80)	\$2,750	(\$2,916)	(\$2,012)
Ltd Incurred	\$91,221	\$236,861	\$342,841	\$154,751	\$21,594	\$847,268
COVERAGE LINE - AUTO LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
May-24	1	0	2	1	1	5
June-24	1	0	2	1	1	5
NET CHGE	0	0	0	0	0	0
Limited Reserves						\$13,471
Year	2020	2021	2022	2023	2024	TOTAL
May-24	\$23,177	\$0	\$38,352	\$7,091	\$3,686	\$72,305
June-24	\$22,393	\$0	\$34,628	\$6,649	\$3,686	\$67,356
NET CHGE	(\$783)	\$0	(\$3,724)	(\$442)	\$0	(\$4,949)
Ltd Incurred	\$74,093	\$34,599	\$63,520	\$22,581	\$8,501	\$203,295
COVERAGE LINE - WORKERS COMP.						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
May-24	9	15	17	12	12	65
June-24	9	12	15	12	10	58
NET CHGE	0	-3	-2	0	-2	-7
Limited Reserves						\$23,711
Year	2020	2021	2022	2023	2024	TOTAL
May-24	\$392,316	\$207,773	\$252,983	\$358,514	\$48,003	\$1,259,588
June-24	\$392,316	\$157,612	\$247,573	\$440,332	\$137,414	\$1,375,247
NET CHGE	\$0	(\$50,161)	(\$5,409)	\$81,818	\$89,411	\$115,659
Ltd Incurred	\$1,031,832	\$838,221	\$782,252	\$921,935	\$183,035	\$3,757,276
TOTAL ALL LINES COMBINED						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
May-24	11	26	39	41	38	155
June-24	11	23	37	40	34	145
NET CHGE	0	-3	-2	-1	-4	-10
Limited Reserves						\$13,241
Year	2020	2021	2022	2023	2024	TOTAL
May-24	\$431,952	\$297,916	\$519,497	\$468,725	\$82,905	\$1,800,996
June-24	\$429,678	\$247,481	\$510,284	\$550,126	\$182,411	\$1,919,979
NET CHGE	(\$2,275)	(\$50,435)	(\$9,214)	\$81,401	\$99,506	\$118,983
Ltd Incurred	\$1,299,179	\$1,319,473	\$1,384,087	\$1,349,145	\$298,501	\$5,650,385

Professional Municipal Mgmt Joint Insurance Fund
CLAIM ACTIVITY REPORT
AS OF 07/31/24

COVERAGE LINE - PROPERTY						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
June-24	0	7	6	9	6	28
July-24	0	7	6	9	5	27
NET CHGE	0	0	0	0	-1	-1
Limited Reserves						\$1,370
Year	2020	2021	2022	2023	2024	TOTAL
June-24	\$0	\$7	\$7,505	\$12,234	\$20,229	\$39,975
July-24	\$0	\$7	\$7,505	\$12,234	\$17,251	\$36,996
NET CHGE	\$0	\$0	\$0	\$0	(\$2,979)	(\$2,979)
Ltd Incurred	\$102,033	\$209,792	\$195,474	\$248,657	\$81,294	\$837,250
COVERAGE LINE - GENERAL LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
June-24	1	4	14	18	17	54
July-24	1	4	9	18	17	49
NET CHGE	0	0	-5	0	0	-5
Limited Reserves						\$9,837
Year	2020	2021	2022	2023	2024	TOTAL
June-24	\$14,968	\$89,862	\$220,577	\$90,912	\$21,081	\$437,401
July-24	\$14,968	\$100,155	\$192,022	\$149,912	\$24,974	\$482,032
NET CHGE	\$0	\$10,293	(\$28,555)	\$59,000	\$3,892	\$44,630
Ltd Incurred	\$91,221	\$256,915	\$320,755	\$213,751	\$25,937	\$908,579
COVERAGE LINE - AUTO LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
June-24	1	0	2	1	1	5
July-24	1	0	2	1	1	5
NET CHGE	0	0	0	0	0	0
Limited Reserves						\$13,311
Year	2020	2021	2022	2023	2024	TOTAL
June-24	\$22,393	\$0	\$34,628	\$6,649	\$3,686	\$67,356
July-24	\$21,650	\$0	\$34,628	\$6,588	\$3,686	\$66,553
NET CHGE	(\$743)	\$0	\$0	(\$60)	\$0	(\$803)
Ltd Incurred	\$74,093	\$34,599	\$63,520	\$22,581	\$8,501	\$203,295
COVERAGE LINE - WORKERS COMP.						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
June-24	9	12	15	12	10	58
July-24	10	12	15	14	14	65
NET CHGE	1	0	0	2	4	7
Limited Reserves						\$23,729
Year	2020	2021	2022	2023	2024	TOTAL
June-24	\$392,316	\$157,612	\$247,573	\$440,332	\$137,414	\$1,375,247
July-24	\$467,665	\$156,414	\$246,637	\$489,497	\$182,197	\$1,542,409
NET CHGE	\$75,348	(\$1,198)	(\$937)	\$49,166	\$44,783	\$167,163
Ltd Incurred	\$1,130,942	\$840,883	\$781,844	\$1,000,542	\$239,501	\$3,993,712
TOTAL ALL LINES COMBINED						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
June-24	11	23	37	40	34	145
July-24	12	23	32	42	37	146
NET CHGE	1	0	-5	2	3	1
Limited Reserves						\$14,575
Year	2020	2021	2022	2023	2024	TOTAL
June-24	\$429,678	\$247,481	\$510,284	\$550,126	\$182,411	\$1,919,979
July-24	\$504,283	\$256,576	\$480,792	\$658,231	\$228,107	\$2,127,990
NET CHGE	\$74,605	\$9,095	(\$29,492)	\$108,105	\$45,696	\$208,011
Ltd Incurred	\$1,398,290	\$1,342,188	\$1,361,593	\$1,485,531	\$355,233	\$5,942,836

2024 LOST TIME ACCIDENT FREQUENCY ALL JIFs EXCLUDING SIR MEMBERS/ EXCLUDING COVID CLAIMS

June 30, 2024				
FUND	2024 LOST TIME FREQUENCY	2023 LOST TIME FREQUENCY	2022 LOST TIME FREQUENCY	TOTAL RATE * 2024 - 2022
Monmouth County	0.43	0.69	1.00	0.76
Morris County	0.58	1.70	1.27	1.30
Suburban Municipal	0.71	1.23	1.32	1.14
Bergen County	0.88	1.42	1.57	1.37
Central New Jersey	1.06	2.22	2.23	1.97
Ocean County	1.07	1.45	1.44	1.37
Burlington County Municipal JIF	1.07	1.30	1.43	1.31
South Bergen County	1.12	2.44	2.37	2.15
Professional Municipal Manager	1.14	1.95	1.74	1.70
NJ Public Housing Authority	1.14	1.63	2.01	1.69
Suburban Metro	1.15	1.41	1.82	1.51
Camden County	1.29	1.20	1.52	1.35
Atlantic County Municipal JIF	1.54	2.20	2.25	2.09
NJ Utility Authorities	1.59	1.73	1.55	1.63
Gloucester, Salem, Cumberland	1.81	1.44	1.35	1.47
AVERAGE	1.10	1.60	1.66	1.52

Professional Municipal Management JOINT INSURANCE FUND

2024 LOST TIME ACCIDENT FREQUENCY EXCLUDING SIR MEMBERS/ EXCLUDING COVID CLAIMS

DATA VALUED AS OF June 30, 2024									
MEMBER_ID	MEMBER	# CLAIMS ** FOR * 6/30/2024	Y.T.D. LOST TIME ACCIDENTS	2024 LOST TIME FREQUENCY	2023 LOST TIME FREQUENCY	2022 LOST TIME FREQUENCY	MEMBER	TOTAL RATE	
1	306 Maple Shade	0	0	0.00	1.74	1.65	1 Maple Shade	1.38	
2	307 Moorestown	0	0	0.00	1.28	1.40	2 Moorestown	1.06	
3	308 Willingboro	0	2	1.44	2.53	2.14	3 Willingboro	2.16	
4	304 Evesham	0	2	1.56	1.62	1.73	4 Evesham	1.65	
5	305 Evesham Township Fire District	0	1	2.47	2.56	1.14	5 Evesham Township Fire	1.94	
Totals:		0	5	1.14	1.95	1.74		1.70	

2024 LOST TIME ACCIDENT FREQUENCY ALL JIFs EXCLUDING SIR MEMBERS/ EXCLUDING COVID CLAIMS

July 31, 2024				
FUND	2024 LOST TIME FREQUENCY	2023 LOST TIME FREQUENCY	2022 LOST TIME FREQUENCY	TOTAL RATE * 2024 - 2022
Monmouth County	0.40	0.69	1.02	0.75
Morris County	0.59	1.70	1.27	1.28
Suburban Municipal	0.87	1.23	1.26	1.15
Bergen County	0.92	1.42	1.59	1.37
Professional Municipal Manager	0.98	1.95	1.74	1.65
Ocean County	1.00	1.47	1.46	1.36
Burlington County Municipal JIF	1.08	1.30	1.43	1.30
Suburban Metro	1.10	1.45	1.85	1.51
Central New Jersey	1.23	2.26	2.42	2.06
Camden County	1.26	1.24	1.52	1.35
NJ Public Housing Authority	1.27	1.63	2.01	1.70
South Bergen County	1.33	2.44	2.40	2.17
NJ Utility Authorities	1.66	1.73	1.55	1.65
Atlantic County Municipal JIF	1.73	2.19	2.25	2.11
Gloucester, Salem, Cumberland	1.88	1.44	1.35	1.50
AVERAGE	1.15	1.61	1.67	1.53

Professional Municipal Management JOINT INSURANCE FUND

2024 LOST TIME ACCIDENT FREQUENCY EXCLUDING SIR MEMBERS/ EXCLUDING COVID CLAIMS

		DATA VALUED AS OF July 31, 2024								
MEMBER_ID	MEMBER	** FOR	# CLAIMS 7/31/2024	Y.T.D. ACCIDENTS	2024 LOST TIME FREQUENCY	2023 LOST TIME FREQUENCY	2022 LOST TIME FREQUENCY	MEMBER	TOTAL RATE 2024 - 2022	
1	306 Maple Shade		0	0	0.00	1.74	1.65	1 Maple Shade	1.34	
2	307 Moorestown		0	0	0.00	1.28	1.40	2 Moorestown	1.02	
3	308 Willingboro		0	2	1.24	2.53	2.14	3 Willingboro	2.09	
4	304 Evesham		0	2	1.34	1.62	1.73	4 Evesham	1.59	
5	305 Evesham Township Fire District		0	1	2.12	2.56	1.14	5 Evesham Township Fire	1.88	
Totals:			0	5	0.98	1.95	1.74		1.65	

MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND									
EMPLOYMENT PRACTICES COMPLIANCE STATUS - Professional Municipal Mgmt Joint Insurance Fund									
Data Valued As of : September 18, 2024									
Total Participating Members		5		5					
Complaint				5					
Percent Compliant				100.00%					
Mem_ID	Member Name	EPL Program ?	Checklist Submitted	Compliant	01/01/24	2024	Co-Insurance	Land Use	
					EPL Deductible	POL Deductible		01/01/24	Deductible
304	EVESHAM	Yes	Yes	Yes	\$ 20,000	\$ 20,000	20% of 1st 250K	\$ 20,000	20% of \$1,000,000
305	EVESHAM TOWNSHIP FIRE D	Yes	Yes	Yes	\$ 20,000	\$ 20,000	20% of 1st 250K	\$ 20,000	20% of \$1,000,000
306	MAPLE SHADE	Yes	Yes	Yes	\$ 10,000	\$ 10,000	0%	\$ 10,000	20% of \$1,000,000
307	MOORESTOWN	Yes	Yes	Yes	\$ 20,000	\$ 20,000	20% of 1st 250K	\$ 20,000	20% of \$1,000,000
308	WILLINGBORO	Yes	Yes	Yes	\$ 20,000	\$ 20,000	20% of 1st 250K	\$ 20,000	20% of \$1,000,000
* Member does NOT participate in EPL coverage									

Professional Municipal Management Joint Insurance Fund
Annual Regulatory Filing Check List
Year 2024 as of September 1, 2024

<u>Item</u>	<u>Filing Status</u>
<input type="checkbox"/> 2024 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	N/A
<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

September 17, 2024

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 August 31, 2024 for Closed Fund Years 1987 to 2019, and Fund Years 2020, 2021, 2022, 2023 and 2024. 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 \$ 57,144.13. This generated an average annual yield of 3.79%. However, we have an unrealized net gain of \$ 85,672.88, adjusting the reported yield to 9.46% for the period. Our Portfolio Investment with J.C.M.I. is valued at \$ 4,800,981.79.

RECEIPT ACTIVITY FOR THE PERIOD:

Subrogation Receipts \$ 5,477.97 with YTD \$ 23,931.95
Salvage Receipts \$ 2,200.00
Overpayment Reimbursements \$ 423.15
COVID-19 FY 2020 Reimbursement \$ 256,972.00

CLAIM ACTIVITY FOR THE PERIOD:

The enclosed report shows 17852 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 \$ 189,355.59.

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 \$ 9,315,755.64 to a closing balance of \$ 8,909,926.05 showing a decrease in the fund of \$405,829.59.

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. 24-20

**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
BILLS LIST - AUGUST 2024**

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 2024

VendorName	Comment	InvoiceAmount
QUAL-LYNX	CLAIM ADJ. SERVICES 08/24	13,184.42 13,184.42
J.A. MONTGOMERY CONSULTING	SAFETY DIRECTOR 08/24	2,155.17 2,155.17
PERMA RISK MANAGEMENT SERVICES PERMA RISK MANAGEMENT SERVICES	POSTAGE 07/24 EXECUTIVE DIRECTOR 08/24	50.65 12,233.58 12,284.23
THE ACTUARIAL ADVANTAGE	ACTUARY FEE 08/24	3,615.25 3,615.25
QUALCARE, INC.	MANAGED CARE SERVICES 08/24	8,155.83 8,155.83
THOMAS TONTARSKI	TREASURER FEE 08/24	1,643.33 1,643.33
HELMER, CONLEY & KASSELMAN, P.A. HELMER, CONLEY & KASSELMAN, P.A.	LITIGATION MGMT 08/24 ATTORNEY FEE 08/24	1,619.42 1,901.17 3,520.59
CONNER STRONG & BUCKELEW	UNDERWRITING MANAGER FEE 08/24	549.75 549.75
ACCESS ACCESS	INV 11038259 DEPT 413 7/31/24 INV 10978742 DEPT 413 6/30/24	85.53 85.53 171.06
CONNER STRONG & BUCKELEW	RMC FEE 8 OF 12 08/24	12,083.33 12,083.33
	Total Payments FY 2024	57,362.96
	TOTAL PAYMENTS ALL FUND YEARS	57,362.96

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. 24-21

**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
BILLS LIST - SEPTEMBER 2024**

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 2024

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
	QUAL-LYNX	CLAIM ADJ. SERVICES 09/24	13,184.42 13,184.42
	J.A. MONTGOMERY CONSULTING	SAFETY DIRECTOR 09/24	2,155.17 2,155.17
	PERMA RISK MANAGEMENT SERVICES PERMA RISK MANAGEMENT SERVICES	POSTAGE 08/24 EXECUTIVE DIRECTOR 09/24	46.77 12,233.58 12,280.35
	THE ACTUARIAL ADVANTAGE	ACTUARY FEE 09/24	3,615.25 3,615.25
	QUALCARE, INC.	MANAGED CARE SERVICES 09/24	8,155.83 8,155.83
	THOMAS TONTARSKI	TREASURER FEES 09/24	1,643.33 1,643.33
	HELMER, CONLEY & KASSELMAN, P.A. HELMER, CONLEY & KASSELMAN, P.A.	LITIGATION MGMT 09/24 ATTORNEY FEE 09/24	1,619.42 1,901.17 3,520.59
	GANNETT PENNSYLVANIA LOCALIQ	A# 791111 INV 5647215-10408978 7/26/24	187.40 187.40
	CONNER STRONG & BUCKELEW	UNDERWRITING MANAGER FEE 09/24	549.75 549.75
	CONNER STRONG & BUCKELEW	RMC FEE 9 OF 12 09/24	12,083.33 12,083.33
		Total Payments FY 2024	57,375.42
		TOTAL PAYMENTS ALL FUND YEARS	57,375.42

Chairperson

Attest:

Dated: _____

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

Treasurer

PMM JOINT INSURANCE FUND
SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED

Current Fund Year: 2024 Month Ending: July		Property	Liability	Auto	Workers Comp	POL/EPL	EJIF	Cyber JIF	MEL	Admin	LFC	TOTAL
OPEN BALANCE		60,411.15	1,196,135.89	129,429.48	4,412,703.00	(6,347.21)	(22,855.50)	(782.80)	879,236.59	273,304.19	119,696.41	7,040,931.22
RECEIPTS												
Assessments		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Refunds		3,420.32	0.00	0.00	257,395.15	0.00	0.00	0.00	0.00	0.00	0.00	260,815.47
Invest Pymnts		2,344.70	13,570.64	1,524.51	50,063.89	0.00	0.00	0.00	0.00	6,001.06	1,358.00	74,862.80
Invest Adj		2.06	11.88	1.35	43.81	0.00	0.00	0.00	0.00	5.26	1.18	65.54
Subtotal Invest		2,346.76	13,582.52	1,525.86	50,107.70	0.00	0.00	0.00	0.00	6,006.32	1,359.18	74,928.34
Other *		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL		5,767.08	13,582.52	1,525.86	307,502.85	0.00	0.00	0.00	0.00	6,006.32	1,359.18	335,743.81
EXPENSES												
Claims Transfers		1,103.00	16,680.76	803.41	68,306.55	0.00	0.00	0.00	0.00	0.00	0.00	86,893.72
Expenses		963.75	0.00	0.00	0.00	0.00	56,978.50	0.00	419,638.50	90,259.99	0.00	567,840.74
Other *		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL		2,066.75	16,680.76	803.41	68,306.55	0.00	56,978.50	0.00	419,638.50	90,259.99	0.00	654,734.46
END BALANCE		64,111.48	1,193,037.65	130,151.93	4,651,899.30	(6,347.21)	(79,834.00)	(782.80)	459,598.09	189,050.52	121,055.59	6,721,940.57
REPORT STATUS SECTION												
Report Month: July												
Balance Differences												
Opening Balances:	Opening Balances are NOT equal		-\$2,274,827.82									
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 NOT equal		-\$2,274,827.78									
Accrual Balances:	Accrual Balances are equal		\$0.00									

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS						
PMM JOINT INSURANCE FUND						
ALL FUND YEARS COMBINED						
CURRENT MONTH	July					
CURRENT FUND YEAR	2024					
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 & Investment Balance	\$9,315,759.04	-	4,511,918.75	100,244.30	5,827.16	4,697,768.83
Opening Interest Accrual Balance	\$0.00	-	-	-	-	-
1 Interest Accrued and/or Interest Cost	\$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
3 (Amortization and/or Interest Cost)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4 Accretion	\$65.51	\$0.00	\$0.00	\$0.00	\$0.00	\$65.51
5 Interest Paid - Cash Instr.s	\$29,883.15	\$0.00	\$19,415.41	\$582.70	\$583.41	\$9,301.63
6 Interest Paid - Term Instr.s	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7 Realized Gain (Loss)	\$44,979.64	\$0.00	\$0.00	\$0.00	\$0.00	\$44,979.64
8 Net Investment Income	\$74,928.30	\$0.00	\$19,415.41	\$582.70	\$583.41	\$54,346.78
9 Deposits - Purchases	\$916,229.98	\$0.00	\$261,495.52	\$86,893.72	\$567,840.74	\$0.00
10 (Withdrawals - Sales)	-\$1,310,148.97	\$0.00	-\$654,734.46	-\$87,402.50	-\$568,012.01	\$0.00
Ending Cash & Investment Balance	\$8,996,768.35	\$0.00	\$4,138,095.22	\$100,318.22	\$6,239.30	\$4,752,115.61
Ending Interest Accrual Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Plus Outstanding Checks	\$71,084.43	\$0.00	\$0.00	\$61,239.22	\$9,845.21	\$0.00
(Less Deposits in Transit)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Balance per Bank	\$9,067,852.78	\$0.00	\$4,138,095.22	\$161,557.44	\$16,084.51	\$4,752,115.61
			1,044,494.4	\$11,391.08	\$4,470.51	\$237,106.37

**CERTIFICATION AND RECONCILIATION OF CLAIMS PAYMENTS AND RECOVERIES
PMM JOINT INSURANCE FUND**

Month	July								
Current Fund Year	2024								
		1.	2.	3.	4.	5.	6.	7.	8.
Policy Year	Coverage	Calc. Net Paid Thru Last Month	Monthly Net Paid July	Monthly Recoveries July	Calc. Net Paid Thru July	TPA Net Paid Thru July	Variance To Be Reconciled	Delinquent Unreconciled Variance From	Change This Month
2024	Property	65,140.86	1,103.00	2,200.00	64,043.86	64,043.86	(0.00)	(0.00)	(0.00)
	Liability	512.50	450.91	0.00	963.41	963.41	0.00	0.00	0.00
	Auto	4,814.68	0.00	0.00	4,814.68	4,814.68	0.00	0.00	0.00
	Workers Comp	45,621.78	11,682.40	0.00	57,304.18	57,304.18	0.00	0.00	0.00
	Total	116,089.82	13,236.31	2,200.00	127,126.13	127,126.13	(0.00)	(0.00)	(0.00)
2023	Property	237,643.48	0.00	1,220.32	236,423.16	236,423.16	(0.00)	(0.00)	0.00
	Liability	63,839.08	0.00	0.00	63,839.08	63,839.08	0.00	0.00	0.00
	Auto	15,932.64	60.26	0.00	15,992.90	15,992.90	0.00	0.00	0.00
	Workers Comp	481,603.52	29,441.33	0.00	511,044.85	511,044.85	0.00	0.00	0.00
	Total	799,018.72	29,501.59	1,220.32	827,299.99	827,299.99	0.00	0.00	0.00
2022	Property	187,968.87	0.00	0.00	187,968.87	187,968.87	(0.00)	(0.00)	0.00
	Liability	122,263.32	6,469.00	0.00	128,732.32	128,732.32	(0.00)	(0.00)	0.00
	Auto	28,892.26	0.00	0.00	28,892.26	28,892.26	0.00	0.00	0.00
	Workers Comp	534,679.07	951.50	423.15	535,207.42	535,207.42	0.00	0.00	(0.00)
	Total	873,803.52	7,420.50	423.15	880,800.87	880,800.87	(0.00)	0.00	(0.00)
2021	Property	209,784.55	0.00	0.00	209,784.55	209,784.55	(0.00)	(0.00)	0.00
	Liability	146,998.89	9,760.85	0.00	156,759.74	156,759.74	0.00	0.00	0.00
	Auto	34,598.93	0.00	0.00	34,598.93	34,598.93	0.00	0.00	0.00
	Workers Comp	680,609.52	3,859.32	0.00	684,468.84	684,468.84	(0.00)	(0.00)	0.00
	Total	1,071,991.89	13,620.17	0.00	1,085,612.06	1,085,612.06	(0.00)	(0.00)	0.00
2020	Property	102,032.94	0.00	0.00	102,032.94	102,032.94	(0.00)	(0.00)	0.00
	Liability	76,253.23	0.00	0.00	76,253.23	76,253.23	0.00	0.00	0.00
	Auto	51,700.14	743.15	0.00	52,443.29	52,443.29	0.00	0.00	0.00
	Workers Comp	897,877.16	22,372.00	256,972.00	663,277.16	663,277.16	0.00	0.00	0.00
	Total	1,127,863.47	23,115.15	256,972.00	894,006.62	894,006.62	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	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		3,988,767.42	86,893.72	260,815.47	3,814,845.67	3,814,845.67	(0.00)	(0.00)	(0.00)

PMM JOINT INSURANCE FUND
SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED

Current Fund Year: 2024											
Month Ending: August											
	Property	Liability	Auto	Workers Comp	POL/EPL	EJIF	Cyber JIF	MEL	Admin	LFC	TOTAL
OPEN BALANCE	64,111.48	1,193,037.65	130,151.93	4,651,899.30	(6,347.21)	(79,834.00)	(782.80)	459,598.09	189,050.52	121,055.59	6,721,940.57
RECEIPTS											
Assessments	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Refunds	4,257.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,257.65
Invest Pymnts	2,097.23	11,963.35	1,362.14	46,647.55	0.00	0.00	0.00	0.00	4,459.17	1,213.90	67,743.34
Invest Adj	4.50	25.68	2.93	100.11	0.00	0.00	0.00	0.00	9.57	2.61	145.40
Subtotal Invest	2,101.73	11,989.03	1,365.07	46,747.66	0.00	0.00	0.00	0.00	4,468.74	1,216.51	67,888.74
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	6,359.38	11,989.03	1,365.07	46,747.66	0.00	0.00	0.00	0.00	4,468.74	1,216.51	72,146.39
EXPENSES											
Claims Transfers	3,656.24	15,209.96	3,356.64	79,399.49	0.00	0.00	0.00	0.00	0.00	0.00	101,622.33
Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	57,362.96	0.00	57,362.96
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	3,656.24	15,209.96	3,356.64	79,399.49	0.00	0.00	0.00	0.00	57,362.96	0.00	158,985.29
END BALANCE	66,814.62	1,189,816.72	128,160.36	4,619,247.47	(6,347.21)	(79,834.00)	(782.80)	459,598.09	136,156.30	122,272.10	6,635,101.67
REPORT STATUS SECTION											XXX
											- 2,274,827.75
Report Month: August											
						Balance Differences					
Opening Balances:			Opening Balances are NOT equal			-\$2,274,827.78					
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 NOT equal			-\$2,274,827.75					
Accrual Balances:			Accrual Balances are equal			\$0.00					

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS						
PMM JOINT INSURANCE FUND						
ALL FUND YEARS COMBINED						
CURRENT MONTH	August					
CURRENT FUND YEAR	2024					
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	\$8,996,768.35	-	4,138,095.22	100,318.22	6,239.30	4,752,115.61
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 - discou	\$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	\$145.38	\$0.00	\$0.00	\$0.00	\$0.00	\$145.38
5 Interest Paid - Cash Inst	\$27,050.09	\$0.00	\$18,249.00	\$672.62	\$100.91	\$8,027.56
6 Interest Paid - Term Ins	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7 Realized Gain (Loss)	\$40,693.24	\$0.00	\$0.00	\$0.00	\$0.00	\$40,693.24
8 Net Investment Income	\$67,888.71	\$0.00	\$18,249.00	\$672.62	\$100.91	\$48,866.18
9 Deposits - Purchases	\$164,409.05	\$0.00	\$5,423.76	\$101,622.33	\$57,362.96	\$0.00
10 (Withdrawals - Sales)	-\$319,136.69	\$0.00	-\$158,985.29	-\$102,205.03	-\$57,946.37	\$0.00
Ending Cash & Investment	\$8,909,929.42	\$0.00	\$4,002,782.69	\$100,408.14	\$5,756.80	\$4,800,981.79
Ending Interest Accrual Bal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Plus Outstanding Checks	\$139,413.96	\$0.00	\$45,366.72	\$88,943.58	\$5,103.66	\$0.00
(Less Deposits in Transit)	-\$45,366.72	\$0.00	\$0.00	-\$45,366.72	\$0.00	\$0.00
Balance per Bank	\$9,003,976.66	\$0.00	\$4,048,149.41	\$143,985.00	\$10,860.46	\$4,800,981.79

**CERTIFICATION AND RECONCILIATION OF CLAIMS PAYMENTS AND RECOVERIES
PMM JOINT INSURANCE FUND**

Month	August								
Current Fund Year	2024								
		1.	2.	3.	4.	5.	6.	7.	8.
Policy Year	Coverage	Calc. Net Paid Thru Last Month	Monthly Net Paid August	Monthly Recoveries August	Calc. Net Paid Thru August	TPA Net Paid Thru August	Variance To Be Reconciled	Delinquent Unreconciled Variance From	Change This Month
2024	Property	64,043.86	1,586.26	0.00	65,630.12	65,630.12	(0.00)	(0.00)	0.00
	Liability	963.41	0.00	0.00	963.41	963.41	0.00	0.00	0.00
	Auto	4,814.68	1,000.00	0.00	5,814.68	5,814.68	0.00	0.00	0.00
	Workers Comp	57,304.18	17,723.85	0.00	75,028.03	75,028.03	0.00	0.00	0.00
	Total	127,126.13	20,310.11	0.00	147,436.24	147,436.24	(0.00)	(0.00)	0.00
2023	Property	236,423.16	825.00	0.00	237,248.16	237,248.16	(0.00)	(0.00)	0.00
	Liability	63,839.08	11,739.96	0.00	75,579.04	75,579.04	0.00	0.00	0.00
	Auto	15,992.90	0.00	0.00	15,992.90	15,992.90	0.00	0.00	0.00
	Workers Comp	511,044.85	45,750.70	0.00	556,795.55	556,795.55	0.00	0.00	(0.00)
	Total	827,299.99	58,315.66	0.00	885,615.65	885,615.65	(0.00)	0.00	(0.00)
2022	Property	187,968.87	1,244.98	4,257.65	184,956.20	184,956.20	(0.00)	(0.00)	0.00
	Liability	128,732.32	3,470.00	0.00	132,202.32	132,202.32	0.00	(0.00)	0.00
	Auto	28,892.26	0.00	0.00	28,892.26	28,892.26	0.00	0.00	0.00
	Workers Comp	535,207.42	5,860.56	0.00	541,067.98	541,067.98	0.00	0.00	0.00
	Total	880,800.87	10,575.54	4,257.65	887,118.76	887,118.76	0.00	(0.00)	0.00
2021	Property	209,784.55	0.00	0.00	209,784.55	209,784.55	(0.00)	(0.00)	0.00
	Liability	156,759.74	0.00	0.00	156,759.74	156,759.74	0.00	0.00	0.00
	Auto	34,598.93	0.00	0.00	34,598.93	34,598.93	0.00	0.00	0.00
	Workers Comp	684,468.84	4,484.88	0.00	688,953.72	688,953.72	(0.00)	(0.00)	0.00
	Total	1,085,612.06	4,484.88	0.00	1,090,096.94	1,090,096.94	(0.00)	(0.00)	0.00
2020	Property	102,032.94	0.00	0.00	102,032.94	102,032.94	(0.00)	(0.00)	0.00
	Liability	76,253.23	0.00	0.00	76,253.23	76,253.23	0.00	0.00	0.00
	Auto	52,443.29	2,356.64	0.00	54,799.93	54,799.93	0.00	0.00	0.00
	Workers Comp	663,277.16	5,579.50	0.00	668,856.66	668,856.66	0.00	0.00	0.00
	Total	894,006.62	7,936.14	0.00	901,942.76	901,942.76	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	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		3,814,845.67	101,622.33	4,257.65	3,912,210.35	3,912,210.35	(0.00)	(0.00)	0.00

SUBROGATION REPORT

DATE REC'D	CREDITED TO:	FILE NUMBER	CLAIMANT NAME	COV. TYPE	FUND YEAR	AMOUNT RECEIVED	RECEIVED Y.T.D.
1/10	WILLINGBORO TWP.	2023285403	WILLINGBORO TWP.	PR	2022	1,336.98	
TOTAL-JAN.						1,336.98	
TOTAL- YTD							1,336.98
3/1	EVESHAM TWP.	2024319230	EVESHAM TWP.	PR	2023	1,259.00	
3/12	WILLINGBORO TWP.	2021238406	ROBERT ROSARIO	WC	2021	5,265.30	
TOTAL-MAR.						6,524.30	
TOTAL- YTD							7,861.28
TOTAL-APR.						0.00	
TOTAL- YTD							7,861.28
5/8	MAPLE SHADE TWP	2022257683	MAPLE SHADE TWP	PR	2021	4,021.20	
TOTAL-MAY						4,021.20	
TOTAL- YTD							11,882.48
6/3	WILLINGBORO TWP.	2024315059	WILLINGBORO TWP.	PR	2023	6,571.50	
TOTAL-JUNE						6,571.50	
TOTAL- YTD							18,453.98
7/1	WILLINGBORO TWP.	2023301324	WILLINGBORO TWP.	PR	2023	1,220.32	
TOTAL-JULY						1,220.32	
TOTAL- YTD							19,674.30
8/1	MAPLE SHADE TWP	2022276199	MAPLE SHADE TWP	PR	2022	4,257.65	
TOTAL-AUG.						4,257.65	
TOTAL- YTD							23,931.95



Professional Municipal Management Joint Insurance Fund

TO: Fund Commissioners, Safety Coordinators, and Risk Managers
FROM: Keith Hummel, JIF Safety Director
DATE: September 24, 2024

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

Keith Hummel Vice President Law Enforcement Risk Control Services khummel@jamontgomery.com Office: 856-552-6862	Glenn Prince Assistant Director Public Sector gprince@jamontgomery.com Office: 856-552-4744	Chief Harry Earle (Ret.) Assistant Director Law Enforcement Risk Control Services hearle@jamontgomery.com Office: 856-446-9277
Robert Garish Assistant Director Public Sector rgarish@jamontgomery.com Office: 856-552-4650	Tina M. Zaverzence Administrative Assistant tzaverzence@jamontgomery.com Office: 856-552-4902	Tom Reilly Risk Control Consultant treilly@jamontgomery.com Office: 856-446-9205
Mailing Address: TRIAD 1828 CENTRE Cooper Street, 18 th Floor Camden, NJ 08102 P.O. Box 99106 Camden, NJ 08101		

LOSS CONTROL SURVEYS - July & August

- No Loss Control Surveys for the month of July.

LAW ENFORCEMENT LOSS CONTROL SURVEYS - July & August

- Township of Evesham on July 24, 2024

MEETINGS ATTENDED - July & August

- Fund Commissioners meeting on July 23, 2024
- No meetings for the month of August.

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 – July & August

- Nonmotorized Boating Best Practices
- Job Hazard Analysis
- Kiln Best Practices
- Juvenile Gatherings & Flash Mobs - Critical Planning Considerations for Educators
- Artificial Intelligence Sample Policy & Risk Mitigation Considerations for Local Government Entities
- Safety + Sound Week 12-18
- Lifeguards Resources for Work-Related Trauma
- Adult & Youth Baseball & Softball Leagues Best Practices
- Knowledge Check

MSI FIRE & EMS – July & August

- Metallic Buildup in SCBA Air Packs
- Medical Evaluations & Fitness for Duty for Firefighters

MSI LAW ENFORCEMENT – July & August

- No Law Enforcement for the month of July.
- Crossing Guard Safety Program Resources
- Election Season Critical Safety Planning Considerations
- Housing Discrimination Risks for Law Enforcement Agencies

MSI NOW July

[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
Evesham	2
Moorestown	4

MSI NOW August

[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
Evesham	1
Moorestown	2

MSI LIVE

[MSI LIVE](#) features real-time, instructor-led in-person, and virtual classes. Experienced instructors provide an interactive experience for the attendees 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 that the class attendee 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-and-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 Helpline 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 call the MSI Helpline at 866-661-5120.



Risk Management Services Report
PMMJIF
September 24, 2024

Risk Management Team Contacts

Thomas Merchel, V.P. Gov't Risk Mgmt. Phone: 856-466-8425 tmichel@connerstrong.com	Jackie Lindsey, Account Manager Phone: 856-446-9268 jlindsey@connerstrong.com	Katie Walters, Account Manager Phone: 732-736-5264 kwalters@connerstrong.com
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Spotlight Discussion

First Amendment Auditor Training

First Amendment Auditors are citizens who actively engage and sometimes disrupt normal everyday local government activities. They contend that they are there to promote transparency and open government. While this sounds like a worthy pursuit, the reality is that some are there just to make money off their website postings by making the local government workers seem foolish or hostile. The MEL Safety Bulletin on this matter can be found [here](#). The important takeaway is to stay calm and be professional. Answer their questions and do not rudely turn them away. Consider signage that the office areas are for authorized personnel only. Be sure to train your staff on how to deal with the public, and particularly these individuals. With a little patience and self-control, they should leave without incident. For additional information sign-up through the MSI-Live portal for the 2-hour seminar called *Preparing for First Amendment Audits*.

Land Use Training

Local Land Use Boards are vital to the strategic development of a municipality in keeping with its master plan. Recently, there has been an increase in lawsuits filed over the actions of planning and zoning boards. These board members wield vast power in reviewing and rendering decisions on applications. Therefore, it is extremely important to ensure these volunteer civil servants are well trained both in land use and liability matters. With respect to the latter, the MEL offers a program that will indemnify and reimburse planning and zoning board members up to \$50,000 if they are personally sued for their official actions that are not otherwise covered. To qualify for this program, the land use attorney or solicitor must conduct the attached Power Point presentation [Land Use Liability Seminar](#) and submit the attached attendance form [Land Use Laib Attendance Form](#) to your RMC. Only those members listed on the attendance form with qualify for the benefits of this program. Lastly, the attached video is also recommended for new members to view - [Land Use Liability Video](#).

Safety Committee Meetings

A reminder that everyone should be holding quarterly safety meetings to help promote a culture of good safety behavior and prevent employee injuries. Your Conner Strong & Buckelew team along with our J.A. Montgomery counterparts are willing to attend safety meetings so please provide us with a list of meeting dates



Conner Strong - Report by Insured Copy

COI ID	Insured	Named Insured	Cert Holder - Name	Cert Holder - Address	Cert Holder - Address 2	Cert Holder - City	Cert Holder - State	Cert Holder - Postal Code	Policy Type	Date of Last Share Date	Description of Operations
PSMYQ	Professional Municipal Management JIF	Township of Moorestown	Toshiba Financial, and or its assigns	1310 Madrid Street, Suite 101		Marshall	MN	56258	Workers Compensation and Employers' Liability, Automobile Liability, Property, Commercial General Liability, Excess Liability	07/18/2024	RE: Use of 111 West Second Street, Library Building Toshiba Financial, and or its assigns are Certificate Holder is an Additional Insured, ATIMA, 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 use of 111 West Second Street, Library building, and the three new e-studio 3025AC copiers: Serial Numbers SSSKN83044, SSSKN83845 and SSSKN83013.
Y8L6N	Professional Municipal Management JIF	Evesham Township Fire District	State of New Jersey	Department of Community Affairs	Division of Housing and Community Resources	PO Box 0811, Trenton	NJ	08625	Workers Compensation and Employers' Liability, Excess Liability, Automobile Liability, Commercial General Liability	07/03/2024	RE: Grant/Loan Agreement Number 2024-04989-0667-00 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 Grant/Loan Agreement Number

COI ID	Insured	Named Insured	Cert Holder - Name	Cert Holder - Address	Cert Holder - Address 2	Cert Holder - City	Cert Holder - State	Cert Holder - Postal Code	Policy Type	Date of Last Share Date	Description of Operations
											2024-04989-0667- 00.

Professional Municipal Mgmt JIF
Certificate of Insurance Monthly Report

From 7/22/2024 To 8/22/2024

Holder (H)/ Insured Name (I)	Holder / Insured Address	Description of Operations	Issue Date/ Cert ID	Coverage
H - Sunbelt Rentals, Inc I - Evesham Township Fire District	1275 West Mound Street Columbus, OH 43223	RE: Use of Temporary Generator	7/31/2024 #4776704	GL AU EX WC
H - State of New Jersey I - Township of Moorestown	PO Box 420 428 East State Street, 4th Floor Trenton, NJ 08625	RE: UCF-2022-Moorest-00012-TP The State of New Jersey is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to the Tree Planting Grant- UCF-2022 Moorest-00012-TP.	8/9/2024 #4786054	GL AU EX WC
H - Township of Moorestown I - Township of Moorestown	111 West 2nd Street Moorestown, NJ 08057	JIF Blanket Crime: Evidence of Public Employee Dishonesty (Employees & Volunteers) - Coverage O: Forgery and Alteration - Coverage B; Theft, Disappearance and Destruction - Coverage C; Robbery and Safe Burglary - Coverage D; and Computer Fraud with Funds Transfer - Coverage F. Coverage O includes Municipal Court employees not required by law to be individually bonded. Coverage O excludes all Statutory positions (those positions required by law to be individually bonded). MEL Crime Policy: Evidence of Statutory Bond Coverage Coverage O applies to Statutory Court positions such as Magistrate, Court Clerk, Court Administrator and the position of Fire District Treasurer. Evidence of insurance as respects Jennifer DellaValle - Tax Collector, effective 10/07/2021; and Kathy Rosmando - Treasurer, effective 02/01/2024.	8/15/2024 #4801573	OTH
H - Wilbur Watts Intermediate School I - Township of Willingboro	550 High Street Burlington, NJ 08016	RE: Football Program Evidence of Insurance with respects to the football program.	8/16/2024 #4802401	GL AU EX WC OTH
H - Lindenwold High School I - Township of Willingboro	801 Egg Harbor Road Lindenwold, NJ 08021	RE: Football Program Evidence of Insurance with respects to the football program.	8/16/2024 #4802399	GL AU EX WC OTH
H - Sterling High School I - Township of Willingboro	501 S. Warwick Avenue Somerdale, NJ 08083	RE: Football Program Evidence of Insurance with respects to the football program.	8/16/2024 #4802400	GL AU EX WC OTH

08/23/2024

1 of 1

Professional Municipal Mgmt JIF
Certificate of Insurance Monthly Report

From 7/22/2024 To 8/22/2024

H - Franklin Sports Complex I - Township of Willingboro	456 Pennsylvania Avenue Franklinville, NJ 08322	RE: Football Program Evidence of Insurance with respects to the football program.	8/16/2024 #4802397	GL AU EX WC OTH
H - Judge Robert Johnson Park I - Township of Willingboro	8th & Carl Miller Avenue Camden, NJ 08030	RE: Football Program Evidence of Insurance with respects to the football program.	8/16/2024 #4802398	GL AU EX WC OTH
H - Township of Moorestown I - Township of Moorestown	111 West 2nd Street Moorestown, NJ 08057	JIF Blanket Crime: Evidence of Public Employee Dishonesty (Employees & Volunteers) - Coverage O; Forgery and Alteration - Coverage B; Theft, Disappearance and Destruction - Coverage C; Robbery and Safe Burglary - Coverage D; and Computer Fraud with Funds Transfer - Coverage F. Coverage O includes Municipal Court employees not required by law to be individually bonded. Coverage O excludes all Statutory positions (those positions required by law to be individually bonded). MEL Crime Policy: Evidence of Statutory Bond Coverage Coverage O applies to Statutory Court positions such as Magistrate, Court Clerk, Court Administrator and the position of Fire District Treasurer. Evidence of insurance as respects Jennifer DellaValle - Tax Collector, effective 10/07/2021 and Utility Collector, effective 01/01/2024; and Kathy Rosmando - Treasurer, effective 02/01/2024.	8/19/2024 #4818818	OTH
Total # of Holders: 9				



**Professional Municipal Management JIF
Cumulative Savings Summary
2024**

2024	UNITS OF SERVICE	BILLED	APPROVED	SAVINGS	% SAVINGS
January	128	\$88,076.68	\$28,728.51	\$59,348.17	67%
February	116	\$87,591.42	\$34,348.21	\$53,243.21	61%
March	48	\$28,202.45	\$11,142.14	\$17,060.31	60%
April	47	\$54,626.96	\$16,639.47	\$37,987.49	70%
May	52	\$26,689.37	\$11,418.77	\$15,270.60	57%
June	8	\$2,642.00	\$1,892.56	\$749.44	28%
July	23	\$60,637.00	\$27,531.16	\$33,105.84	55%
August	74	\$130,025.45	\$60,712.81	\$69,312.64	53%
Grand Total	496	\$478,491.33	\$192,413.63	\$286,077.70	60%

2023	UNITS OF SERVICE	BILLED	APPROVED	SAVINGS	% SAVINGS
JANUARY	43	\$48,620.64	\$9,742.06	\$38,878.58	80%
FEBRUARY	99	\$68,361.27	\$31,459.56	\$36,901.71	54%
MARCH	61	\$142,680.16	\$56,571.07	\$86,109.09	60%
APRIL	53	\$37,950.95	\$20,823.27	\$17,127.68	45%
MAY	103	\$170,507.95	\$87,464.66	\$83,043.29	49%
JUNE	72	\$76,828.63	\$19,688.17	\$57,140.46	74%
JULY	51	\$64,301.10	\$32,393.17	\$31,907.93	50%
AUGUST	72	\$208,034.43	\$123,545.37	\$84,489.06	41%
SEPTEMBER	74	\$78,216.54	\$47,749.37	\$30,467.17	39%
OCTOBER	86	\$90,846.72	\$39,206.39	\$51,640.33	57%
NOVEMBER	104	\$132,939.93	\$40,037.95	\$92,901.98	70%
DECEMBER	44	\$27,940.82	\$7,681.47	\$20,259.35	73%
Grand Total	862	\$1,147,229.14	\$516,362.51	\$630,866.63	55%



**Professional Municipal Management JIF
Workers' Compensation Claims Reported
01/01/2024 – 08/31/2024**

Workers' Compensation Claims Reported

	INDEMNITY	MEDICAL ONLY	REPORT ONLY-WC	Grand Total
EVESHAM TOWNSHIP	3	11	11	25
EVESHAM TWP FIRE DIST. 1	1	7	7	15
MAPLESHADE TOWNSHIP	0	4	5	9
MOORESTOWN	0	7	1	8
WILLINGBORO TOWNSHIP	3	14	6	23
Grand Total	7	43	30	80



**Professional Municipal Management JIF
1/1/2024 – 8/31/2024**

Top 10 Providers

	UNITS OF SERVICE	APPROVED
SURGICAL CENTER OF SOUTH JERSEY	4	\$47,284.50
VIRTUA WEST JERSEY HEALTH INC	8	\$22,594.50
EMERGENCY PHYSICIAN ASSOCIATES OF SOUTH JERSEY, PC	11	\$13,100.74
SUMMIT SURGICAL CENTER LLC	2	\$13,086.00
IVY REHAB NETWORK INC	77	\$8,609.00
CONCENTRA MEDICAL CENTERS	44	\$8,430.38
VIRTUA WILLINGBORO HOSPITAL, INC.	3	\$8,100.00
VIRTUA MEDICAL GROUP, PA	28	\$7,978.41
ONE CALL CARE DIAGNOSTICS	12	\$5,825.00
TWIN BORO PHYSICAL THERAPY ASSOCIATES PA	64	\$5,486.00
Grand Total	253	\$140,494.53

Savings By Specialty

	UNITS OF SERVICE	BILLED	APPROVED	SAVINGS	% SAVINGS
Physical therapy	264	\$122,853.00	\$28,699.68	\$94,153.32	77%
Ambulatory Surgical Center	4	\$97,735.00	\$47,284.50	\$50,450.50	52%
Hospital	16	\$86,102.19	\$38,534.30	\$47,567.89	55%
Physical Medicine & Rehab	12	\$47,552.40	\$6,852.47	\$40,699.93	86%
Orthopedic Surgery	38	\$31,108.88	\$20,357.82	\$10,751.06	35%
Occupational Medicine	46	\$24,530.07	\$9,769.85	\$14,760.22	60%
Emergency Medicine	13	\$17,432.00	\$13,742.35	\$3,689.65	21%
MRI/Radiology	19	\$17,330.00	\$6,268.62	\$11,061.38	64%
Anesthesiology	12	\$9,361.00	\$7,892.54	\$1,468.46	16%
Behavioral Health	19	\$8,432.00	\$4,754.62	\$3,677.38	44%
Neurosurgery	10	\$3,800.00	\$1,273.88	\$2,526.12	66%
Urgent Care Center	9	\$2,978.96	\$1,481.76	\$1,497.20	50%
Sports Medicine	7	\$2,782.50	\$660.67	\$2,121.83	76%
Cardiology	12	\$2,457.00	\$1,606.71	\$850.29	35%
General Surgery	7	\$2,068.00	\$1,887.34	\$180.66	9%
Internal Medicine	4	\$932.00	\$528.89	\$403.11	43%
Durable Medical Equipment	1	\$587.33	\$587.33	\$0.00	0%
Podiatry	1	\$199.00	\$123.34	\$75.66	38%
Physicians Fees	1	\$25.00	\$16.28	\$8.72	35%
Grand Total	495	\$478,266.33	\$192,322.95	\$285,943.38	60%

APPENDIX I - MINUTES



**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
OPEN SESSION MINUTES
MEETING – JULY 23, 2024
EVESHAM TOWNSHIP MUNICIPAL BUILDING
2:00 PM**

Meeting of 2024 Fund Commissioners called to order. Open Public Meetings notice read into record.

ROLL CALL OF 2024 FUND COMMISSIONERS:

Susan Danson, Chairperson	Township of Maple Shade	Present
Kevin Aberant	Township of Moorestown	Present
David Pfeiffer	Township of Evesham	Present
Dwyane Harris	Township of Willingboro	Absent

ALTERNATE FUND COMMISSIONER:

Ivy Carmichael, Secretary	Township of Willingboro	Present
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SPECIAL FUND COMMISSIONER:

Mary-Ann Knell	Township of Moorestown	Absent
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APPOINTED OFFICIALS PRESENT:

Executive Director/Administrator	PERMA Risk Management Services Bradford C. Stokes, (telephonically) Karen Read
Treasurer	Thomas J. Tontarski
Attorney	Helmer, Conley & Kasselmann William Kearns, Joseph Stringfellow
Auditor	Bowman & Company
Claims Service	Qual Lynx Kathy Kissane
Managed Care	Qual Care
Safety Director	J.A. Montgomery Risk Control Glenn Prince, Harry Earle
Underwriting Manager	Conner Strong & Buckelew

ALSO PRESENT:

Tom Merchel, Conner Strong & Buckelew
Jacyn Lindsey, Conner Strong & Buckelew
Maureen Mitchell, Evesham Twp Fire District

APPROVAL OF MINUTES: June 25, 2024 Open & Closed Minutes

MOTION TO APPROVE CLOSED MINUTES OF JUNE 25, 2024:

Moved: Commissioner Aberant
Second: Commissioner Carmichael
Vote: Unanimous

CORRESPONDENCE: NONE.

EXECUTIVE DIRECTOR:

2025 Renewal: Members and Risk Managers have received an email from Origami with a link to renewal worksheets to begin the 2025 underwriting renewal. We will issue an email with additional directions once the underwriting system link is sent to Fund Commissioners Users and Risk Management Consultants users by Origami. The deadline for completion of the updates is August 30th.

2024 Coverage Documents: The Fund office is in the final stages of preparing coverage documents, which will be posted to Origami by the end of this month.

The MEL Risk Management Information System with Origami will only store policies for 3 years, so it is imperative that members download the policies and save them on their local system to comply with record retention requirements.

D2 Cyber Security Report – The D2 Cyber Security Status Report will be distributed and discussed in closed session.

2023 Audit Filing: PERMA filed the 2023 Year End Audit, Certification of the Audit adopted by the Executive Committee, Actuarial Valuation and Actuarial Certification with the Departments of Insurance and Community Affairs. In addition, the Synopsis of Audit will be published in the Fund’s official newspapers.

Professional Services Agreements: The Fund’s professional service agreements are up for renewal in 2025. The Fund Office will be sending out the required forms to enable re-appointments at our January re-organization meeting. The Fund Office will prepare a response list for Fund Commissioners with the various firm’s fee request for consideration before budget introduction.

MEL Bulletin on Billboards – The MEL Fund Attorney recently issued a revised bulletin on Recent Trends in Billboard Court Decisions. The bulletin will be sent separately.

NJ Cyber JIF Report: The Cyber JIF met on June 20, 2024, via Zoom to approve the Year End 2023 Audit. Commissioner Danson’s report on that meeting is enclosed on Page 3. The Operations Committee met on June 24, 2024 via Zoom to discuss new membership and training. Executive Director said that as you call everyone was required to complete a 90 minute training session. The Cyber JIF decided to cut that back to three 30 minutes sessions so that you would not be required to complete the training all 90 minutes in one session.

August Meeting Cancellation - The JIF has historically cancelled the August Fund meeting; if the Commissioners wish to follow past procedure, a motion to cancel the meeting would be in order. The Commissioners did pass Resolution 24-2 in February that authorizes fund professionals to continue services and process payments for the months that the Fund does not meet.

Motion to Cancel the Fund’s August Meeting

Moved: Commissioner Carmichael
Second: Commissioner Aberant
Vote: Unanimous

Due Diligence Reports: Monthly report submitted to Fund Commissioners including Quarterly Financial 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. Executive Director reported on the Loss Ratio Analysis report, the actuary's projection for the month of May has the Fund at 12.7% and the Fund came in at 9.2%, which is good. Last year this time the JIF was at 15%. Claims Activity Report showed the Fund had 31 less open claims from the prior month 25 of those were workers comp claims. A very strong month. Loss Time Accident Frequency is at 1.37. EPL Compliance is at 100%. The audit filing was noted on the Regulatory Checklist.

Executive Director's Report Made Part of Minutes.

ATTORNEY: None

TREASURER: Mr. Tontarski reviewed the treasurer's report with the Fund.

Payment of July 2024 Vouchers Resolution 24-17

Fund Year 2023	\$ 22,383.00
Fund Year 2024	\$ 545,475.74
Total	\$ 567,840.74

MOTION TO APPROVE RESOLUTION 24-17 VOUCHER LIST FOR THE MONTH OF JULY

Motion:	Commissioner Aberant
Second:	Commissioner Carmichael
Vote:	4 Ayes – 0 Nays

Confirmation of Claims Payments/Certification of Claims Transfers for the Month June 2024:

June 2024	
2024	\$12,451.32
2023	\$18,491.74
2022	\$6,268.65
2021	\$53,885.23
2020	\$3,664.17
Closed	\$0.00
TOTAL	\$94,761.11

SAFETY DIRECTOR:

REPORT: Safety Director Glenn Prince presented the Safety Director's report. A joint safety committee meeting that was discussed in the past is tentatively scheduled for September 23rd. Topics for this meeting has been discussed with the Risk Manager and if any commissioners have any topics they would like discussed Mr. Prince will add those to the agenda as well. Risk Managers will provide information on topics that we know are important our loss enforcement consultant and Christian Chuck will discuss the NJ Department of Health Right to Know Program. Harry Earl discussed the recent Law Enforcement services. Mr. Earl said he will be meeting with Chief Miller tomorrow and the main topic of discussion will be on law enforcement crashes. Mr. Earl said he will be meeting with all of the police chiefs in the PMM JIF over the coming months to discuss the same.

RISK MANAGERS REPORT:

REPORT: Risk Manager Tom Merchel reviewed Risk Managers report that was sent under separate cover and handed out at the meeting. The renewal process is underway and if any member has questions regarding the process please reach out to the Risk Manager's office and they will be happy to assist. Mr. Merchel reviewed Cyber Roadmap process that was distributed to members and said to be sure to report any cyber incident to the TPA and call the data breach hotline right away. Mr. Merchel said hurricane season is upon us and everyone should have a written plan for any type of storm, which identifies key personnel with contact numbers and their responsibilities, identify an EOC venue should things go really bad and there is a need to relocate, have a list of vendors with contact numbers and possible contracts in place for services you may need in the event of a bad storm. Clean out storm drains of debris and relocate vehicles and equipment out of flood zone areas and maintain the proper records for FEMA. Mr. Merchel reviewed the bulletin on Automated External Defibrillator Policy and Maintenance. Any questions regarding any of these topics can be directed to the risk management office.

UNDERWRITING MANAGER:

REPORT: Executive Director advised Certificate Report was on page 20 with one certificate being issued. The Cyber Risk Management Report will be discussed in closed session.

Monthly Activity Report/Agenda Made Part of Minutes.

MANAGED CARE:

REPORT: Kathy Kissane reported on the Workers Compensation Claims Reported report on page 21.

Monthly Activity Report Part of Minutes.

CLAIMS ADMINISTRATOR:

REPORT: Ms. Kissane did not have a report for open session and the PARs were reviewed in closed session.

Report Part of Minutes.

OLD BUSINESS: NONE

NEW BUSINESS: NONE

PUBLIC COMMENT: NONE

MOTION TO GO INTO EXECUTIVE SESSION

Moved:	Commissioner Carmichael
Second:	Commissioner Aberant
Vote:	Unanimous.

MOTION TO INTO OPEN SESSION

Moved:	Commissioner Carmichael
Second:	Commissioner Aberant
Vote:	Unanimous

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

Moved: Commissioner Carmichael
Second: Commissioner Aberant
Vote: 4 Ayes - 0 Nays.

MOTION TO ADJOURN MEETING:

Moved: Commissioner Carmichael
Second: Commissioner Aberant
Vote: Unanimous

MEETING ADJOURNED: 2:41 pm

NEXT REGULAR MEETING: September 24, 2024

Willingboro Municipal Complex at 2:00PM

Karen Read, Assisting Secretary for
IVY CARMICHAEL, SECRETARY

***APPENDIX II –
MEL, RCF & EJIF Reports***



Municipal Excess Liability Joint Insurance Fund

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

Date: Monday, September 9, 2024
To: Fund Commissioners
Professional Municipal Management Joint Insurance Fund
From: Chairwoman Susan Danson
Subject: MEL September 2024 Report

2025 Budget: Submitted for information was the preliminary 2025 municipal-only budget, which reflected a 5.7% increase before increases in exposures are applied. A meeting of the Management Committee will be scheduled in mid-September/early October to review the 2025 Budget options prior to introduction at the next meeting. Committee is also expected to review the status of the 2025 Underwriting Renewal.

Management Committee: In March 2024, the MEL Board of Fund Commissioners appointed TD Bank to provide banking services effective July 1, 2024. Subsequent to the appointment, TD Bank identified contractual clauses, obligations, liability and exposures they wished to limit as well as inclusion of “Limitation of Liability; Disclaimer of Warranties” clause (LLDW) within the contract. Management Committee met on August 23, 2024 to review the proposed contractual changes; copies of the meeting minutes and memorandum drafted by the Fund Attorney were submitted for information. Fund Attorney said he discussed the matter with various levels of management at TD Bank without success. He further noted that incumbent also requested these limitations in its response to proposal (but did not limit in current contract). It appears that this limitation may now be standard in the financial market. In addition, the Fund’s former Bank had similar restrictions. Fund will continue efforts to determine if any other banks would provide the needed services without imposing. The Board of Fund Commissioners accepted the proposed language of the cash management master agreement as presented.

Professional Service Agreements for Marketing Managers, Marketing Consultant and Management & Supervisory Training Consultant have reached the end of their term. In 2019, the Board adopted resolutions establishing Competitive Contracting RFP (CCRFP) as the procurement process. The Board of Fund Commissioners authorized the issuance of these CCRFPs and the Fund office will work with the QPA to issue the documents.

Fiscal Management Plan: The Board of Fund Commissioners adopted a resolution amending the 2024 Fiscal Management Plan to reflect changes to authorized signatories for the MEL accounts and Banking Services provider.

Safety & Education Committee: This committee met on August 16, 2024; copies of the minutes were submitted for information. Committee report highlighted these three services/contracts:

- Learning Management System (LMS) - The current contract term with BIS Safety Software Inc. (BIS) is 9/1/2022 to 12/31/2024 with two 1-year options to renew.

Committee recommends extending the contract through 2025 and 2026 at the MEL's 2025 Reorganization meeting.

- Management & Supervisory Training Consultant – The 5-year contract with LaMendola Associates will expire at year-end as noted above. *Committee notes this training is valuable and well-received and recommends the procurement of these services.*
- Benchmark Analytics – In 2023, this firm was engaged to conduct a study on the impact of accreditation on law enforcement claims. Reports on study finding were submitted for information; Safety Director reviewed the proposed next steps of the study which would be to analyze the data collected. Safety Director said result of first phase show a positive savings on investment – in particular for larger and medium agencies. Second phase should help the Fund analyze why some departments perform better than others; lack of resources may likely be the differential.
- *Committee reviewed the 1st phase summary of the study results and recommends the MEL release a Competitive Contracting RFP for a vendor for the next phase of a study on the benefits of Police Accreditation.*

The Board of Fund Commissioners accepted the recommendation and adopted a resolution authorizing the release of a Competitive Contracting RFP for a Consultant for phase 2 in the police accreditation study

Coverage Committee: A meeting of this committee will be scheduled for mid-September/early October.

Legislative Committee: Committee met on July 26, 2024; copies of the minutes were submitted for information.

Marketing Committee: Committee met on June 17, 2024; copies of the minutes were submitted for information.

Claims Committee: This committee last met on July 17, 2024 and met prior to this meeting; minutes of these meetings are sent to the full MEL Board separately from the agenda.

Residual Claims Fund (RCF): Submitted for information was a copy of Commissioner Champney-Kweselait's report on the RCF June 10, 2024 meeting.

RCF Membership Renewal: The Fund's three-year membership in the RCF is scheduled to expire on December 31, 2024. The Board of Fund Commissioners adopted a resolution renewing the Fund's membership in the Residual Claims Fund for the period of January 1, 2025 through December 31, 2027.

Cyber JIF: Submitted for information was the Cyber JIF report from the July 18, 2024 meeting. Board is scheduled to meet again on September 19th. The Underwriting Manager has identified an exposure for members that may provide IT services to other public entities and has distributed a survey to members to gather this information.

JIF Membership Renewals: Atlantic, Trico, Burlco, Mid-Jersey, NJSI and PAIC JIFs are set to renew their 3-year membership with the MEL on 1/1/2025; renewal documents were sent out on 6/27/24. Eleven local JIFs renew on 7/1/25 and 2 local JIFs renew on 1/1/26.

Power of Collaboration: Submitted for information was the latest in a series of Power of Collaboration advertisement to be published in the League of Municipalities magazine. The ad highlights the \$3.9 billion savings provided to NJ Taxpayers.

Underwriting Manager Report: Underwriting Manager started discussions on the 2025 renewal and summarized early indications of Property, Liability, Workers' Compensation, Cyber and POL/EPL. New Jersey is now #9 on Judicial Watchlist and now #1 for the highest workers' compensation costs. A webinar is being scheduled in the coming weeks on the renewal and market conditions.

Fund Attorney Report: Fund Attorney summarized aspects of the recent significant jury award to homeowners that experienced flooding. Claim involved drainage issues, run-off and stormwaters. MEL professionals are working on an appeal and are also working together on various aspects, including legislative and increased communication with Mayors. He added that town had spent significant dollars updating their stormwaters & was still hit with a large jury award.

Executive Session: Fund Attorney requested Executive Session to update the MEL Board of Fund Commissioners on matters related to Claims and Contracts. No action was taken.

Next Meeting: The next meeting of the MEL JIF is scheduled for Wednesday October 16, 2024 at 10:30AM at the Forsgate Country Club - 375 Forsgate Drive, Monroe Twp, NJ 08831.



Municipal Excess Liability Residual Claims Fund

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

September 9, 2024

Memo to: Fund Commissioners
Professional Municipal Management Joint Insurance Fund

From: Chairwoman Susan Danson

Re: RCF September 2024 Meeting

2023 Budget Amendment: Following the public hearing, the Board of Commissioners reviewed and adopted the amended Fund Year 2023 Budget, which reflected the transfer of the Fund Year 2019 claims from the local JIFs as of 12/31/23. Enclosed as part of this report is the Amended 2023 Budget.

2025 Budget: The Board of Fund Commissioners reviewed the proposed 2025 Budget. Under the conditions of the Fund, the 2025 expenses cannot be directly charged to an expense line established in the 2024 budget.

Executive Director recommended the amount of \$720,000 be returned to the members from 2023 Fund Year Contingency Account and the Board adopted Resolution 21-24 reflecting that recommendation.

In addition, the Board of Fund Commissioners voted to introduce on first reading of the 2025 Budget and to schedule the Public Hearing at the October 16, 2024 meeting to be held at Forsgate Country Club. Enclosed as part of this report is the Proposed 2025 Budget.

RCF Fund Secretary: With the resignation of the Fund Secretary Steve Rovell in June, the Board passed a motion to elect Commissioner Criscuolo as Fund Secretary to finish the term, ending December 2025.

2024 Fiscal Management Plan Amendments: The Board adopted Resolution 22-24 to approve three amendments to the Fund 2024 Fiscal Management Plan. (1) Ameri-Health, the TPA for the Camden JIF, has been purchased by Claims Resolution Corporation (CRC) and therefore the Ameri-Health signatories are to be replaced by two signatories from CRC; (2) Adding TD Bank as an authorized bank in recognition of transitioning banking services; (3) adding the new Fund Secretary as a signatory.

Fund Auditor Competitive Contract: The Board passed a motion to release a Competitive Contract RFP in September for Fund Auditor to replace Jim Cerullo from Wielktoz & Company, LLC who retired in June.

2023 Audit Filing. The RCF 2023 audit was filed with the New Jersey Department of Banking and Insurance (DOBI) and the New Jersey Department of Community Affairs (DCA) and the Synopsis of Audit was published in the Fund's newspaper.

Membership Renewals: Membership renewal documents were sent to member JIFs on August 30, 2024 for RCF membership renewal as of January 1, 2025. The Fund Attorney reviewed the renewal documents and made minor updates. Enclosed as part of this report are the renewal Resolution and Indemnity & Trust Agreement.

Claims Committee: The Claims Review Committee met on June 7, July 18, and September 5, 2024. Minutes of the meetings were enclosed under separate cover.

Next Meeting: The next meeting of the RCF is scheduled for October 16, 2024 at the Forsgate Country Club.

**MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND
2023 PROPOSED BUDGET**

	2023 PROPOSED BUDGET	2023 Amendment 2019 Assessments	2023 Revised Budget	\$ CHANGE
APPROPRIATIONS				
MEL	321,675	12,715,423	13,037,098	12,715,423
BMEL	0	0	0	0
ATLANTIC	50,538	2,363,350	2,413,888	2,363,350
BERGEN	14,118	1,642,291	1,656,409	1,642,291
BURLCO	21,140	711,346	732,486	711,346
CAMDEN	24,307	1,656,018	1,680,325	1,656,018
MONMOUTH	27,878	1,377,406	1,405,284	1,377,406
MORRIS	21,212	2,312,447	2,333,659	2,312,447
NJUA	17,417	436,648	454,065	436,648
OCEAN	51,256	1,404,519	1,455,775	1,404,519
PMM	8,763	331,130	339,894	331,130
SOUTH BERGEN	22,669	1,787,104	1,809,772	1,787,104
SUBURBAN METRO	22,070	759,579	781,649	759,579
TRICO	31,655	1,590,641	1,622,296	1,590,641
SUBURBAN MUNICIPAL	3,575	756,026	759,601	756,026
CENTRAL JERSEY (incl. Run-in Receivable)	44,404	1,224,111	1,268,515	1,224,111
NJPHA	16,824	609,954	626,778	609,954
TOTAL	699,500	31,677,992	32,377,492	31,677,992

**MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND
2023 PROPOSED BUDGET**

	2023 PROPOSED BUDGET	2023 Amendment 2019 Assessments	2023 Revised Budget	
APPROPRIATIONS				
CLAIMS	0	30,927,992	30,927,992	30,927,992
Run-in Claim Receivable	15,000		15,000	0
LOSS FUND CONTINGENCY	0	750,000	750,000	750,000
SUBTOTAL LOSS FUND	15,000	31,677,992	31,692,992	31,677,992
EXPENSES				
ADMINISTRATOR	218,441		218,441	0
DEPUTY ADMINISTRATOR	74,306		74,306	0
ATTORNEY	45,223		45,223	0
CLAIMS SUPERVISION & AUDIT	65,374		65,374	0
TREASURER	42,459		42,459	0
AUDITOR	25,081		25,081	0
ACTUARY	44,777		44,777	0
MISCELLANEOUS	26,316		26,316	0
SUBTOTAL	541,977	0	541,977	0
EXPENSE CONTINGENCY	142,523		142,523	0
TOTAL BUDGET	684,500	31,677,992	32,362,492	31,677,992

MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND				
2025 PROPOSED BUDGET				
	2024 ANNUALIZED BUDGET	2025 PROPOSED BUDGET	\$ CHANGE	% CHANGE
APPROPRIATIONS				

CLAIMS	0	0	0	
Run-in Claim Receivable	72,500	35,000	(37,500)	-52%
LOSS FUND CONTINGENCY	0	0		
SUBTOTAL LOSS FUND	72,500	35,000	(37,500)	-52%
EXPENSES				
ADMINISTRATOR	222,810	227,266	4,456	2%
DEPUTY ADMINISTRATOR	75,792	77,308	1,516	2%
ATTORNEY	46,127	47,050	923	2%
CLAIMS SUPERVISION & AUDIT	66,681	68,015	1,334	2%
TREASURER	43,308	44,174	866	2%
AUDITOR	25,583	26,095	512	2%
ACTUARY	45,673	46,586	913	2%
MISCELLANEOUS	26,842	27,379	537	2%
SUBTOTAL	552,816	563,873	11,057	2%
EXPENSE CONTINGENCY	147,184	152,127	4,943	3%
TOTAL BUDGET	700,000	716,000	16,000	2%

RESOLUTION NO. _____

**RESOLUTION TO RENEW MEMBERSHIP
MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND**

WHEREAS, the Municipal Excess Liability Residual Claims Fund (“RCF”), a nonprofit public entity in the State of New Jersey, was formed pursuant to N.J.S.A. 40A:10-36, et seq. to provide residual risk management to its member Joint Insurance Funds (“JIFs”); and

WHEREAS, in accordance with N.J.S.A. 40A:10-42, the RCF may provide coverage to its member JIFs by self-insurance, the purchase of commercial insurance or reinsurance, or any combination thereof; and

WHEREAS the RCF may procure such insurance pursuant to N.J.S.A. 40A:11-5(1)(a)(ii) and 40A:11-5(1)(m) as an extraordinary unspecifiable service (“EUS”), so long as the contract entered into is awarded in accordance with the statutory requirements for EUSs; and

WHEREAS, pursuant to N.J.S.A. 40A:65-14, the governing bodies of two or more Local Units may enter into an agreement to provide for the formation of the joint operation of any public services, public improvements, works, facilities, or undertakings which the local units are empowered to operate; and

WHEREAS, pursuant to N.J.S.A. 40A:65-9 et seq. the RCF may obtain coverage on behalf of its members JIFs in accordance with the Local Public Contracts Law; and

WHEREAS, in accordance with N.J.S.A. 40A:10-36 et seq., a JIF wishing to join the RCF to obtain the benefits of joint public entity membership may do so by adopting a resolution; and

WHEREAS, the _____ of the _____ **Joint Insurance Fund** has determined that renewing their membership in the Residual Claims Fund is in the best interest of the member local units.

NOW, THEREFORE, BE IT RESOLVED that the Fund Commissioners of the _____ **Joint Insurance Fund** does hereby resolve and agree to renew its membership in the Residual Claims Fund for a period of three (3) years, the commencement of which shall be January 1, 2025. For the purpose of determining the term, any portion of the Fund year shall be considered a full year; and

BE IT FURTHER RESOLVED that the _____ **Joint Insurance Fund** hereby adopts the Bylaws of the Residual Claims Fund. Coverage will be provided in accordance with the terms, conditions and limitations as contained in the Residual Claim Fund's Commercial Excess Insurance or Reinsurance, and Bylaws; and

BE IT FURTHER RESOLVED that the Chairperson of the _____ **Joint Insurance Fund**, or other designated representative, is authorized and directed to execute any and all written agreements necessary for membership in the Residual Claims Fund including, but not limited to, the Indemnity and Trust Agreement, in order to implement membership by the _____ **Joint Insurance Fund** in the Residual Claims Fund according to its Bylaws, N.J.S.A. 40A:10-36 et seq., administrative regulations, and any other statutes or regulations pertaining thereto.

JOINT INSURANCE FUND

Chairperson

Attest

Date: _____

**MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND
INDEMNITY and TRUST AGREEMENT**

THIS AGREEMENT made this _____ day of _____, 20____, in the County of _____ by and between the Municipal Excess Liability Residual Claims Fund, hereinafter referred to as the "Residual Claims Fund", and the _____ **Joint Insurance Fund**, hereinafter referred to as the "FUND".

WITNESSETH:

WHEREAS, several local governmental units have formed a residual claims joint insurance fund as authorized and described in N.J.S.A. 40A:10-36 et seq., and the administrative regulations promulgated pursuant thereto; and,

WHEREAS, the FUND has agreed to become a member of the Residual Claims Fund and to share in the obligations and benefits flowing from such membership with other members of the Residual Claims Fund in accordance with and to the extent provided for in the Bylaws of the Residual Claims Fund, and in consideration of such obligations and benefits to be shared by the membership of the Residual Claims Fund.

NOW, THEREFORE, be it agreed as follows:

- 1.) The FUND accepts the Residual Claims 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, the pertinent statutes and administrative regulations pertaining to same and as set forth in the Risk Management Plan.
 - 2.) The FUND agrees to participate in the Residual Claims Fund with respect to the Fund years and types of insurance listed in the FUND's Resolution to Join.
 - 3.) The FUND agrees to become a member of the Residual Claims Fund for an initial period not to exceed three (3) years, the commencement of which shall commence effective January 1, 2025.
 - 4.) The FUND certifies that it has not defaulted on any claims if self-insured and has not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to the date hereof.
 - 5.) In consideration of membership in the Residual Claims Fund, the FUND agrees that it shall jointly and severally assume and discharge the liability of each and every member of the Residual Claims Fund, all of whom as a condition of membership in the Residual Claims Fund shall execute a verbatim counterpart of this agreement, and by execution hereof the full faith and credit of the FUND is pledged to the punctual payment of any sum which shall become due to the Residual Claims Fund in accordance with the Bylaws thereof, this agreement, the Residual Claims Fund's Risk Management Plan, or any applicable statute.
 - 6.) If the Residual Claims 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 FUND agrees to reimburse the Residual Claims Fund for all such reasonable expenses, fees, and costs on demand.
-

- 7.) The FUND and the Residual Claims Fund agree that the Residual Claims Fund shall hold all monies paid by the FUND to the Residual Claims Fund as fiduciaries for the benefit of Residual Claims Fund claimants, all in accordance with administrative regulations.
- 8.) The Residual Claims Fund shall establish a Trust Account entitled "Claims or Loss Retention Fund". The Residual Claims Fund shall maintain the Trust Account in accordance with N.J.S.A. 40A:10-36 et seq., N.J.S.A. 40A:5-1, and such other regulations or statutes as may be applicable. More specifically, the Trust Account shall be utilized solely for the payment of claims, allocated claim expense, and excess insurance or reinsurance premiums for such risk or liability or as "surplus" as such term is defined by the administrative regulations.
- 9.) Each FUND who shall become a member of the Residual Claims Fund shall be obligated to execute this agreement.

_____ **JOINT INSURANCE FUND**

_____ Dated: _____

Attest:

_____ Dated: _____

MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND

Chairperson: _____ **Date**



**New Jersey Municipal Environmental
Risk Management Fund**

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

DATE: September 9, 2024
TO: Fund Commissioners
Professional Municipal Management Joint Insurance Fund
FROM: Chairwoman Susan Danson
SUBJECT: Summary of Topics Discussed at E-JIF Meeting

2025 BUDGET – Attached to this report, is the 2025 draft budget. The Finance Committee met on September 5, 2024 and recommended the 2025 budget as presented. The budget was introduced and approved by the Board and will be adopted at the Public Hearing scheduled for October 16, 2024 at Forsgate Country Club.

2024 DIVIDEND - The Finance Committee is recommending a 2024 dividend of \$2,100,000. Resolution #26-24 authorizing a total return dividend of \$2,100,000 was adopted by the Executive Board and is subject to State approval.

FUND QPA CONTRACT RENEWAL – The Executive Committee authorized the renewal of The Canning Group’s professional services contract, without competitive bidding, to serve as the Fund’s Qualified Purchasing Agent in 2025 for a fee not to exceed \$5,000.

REGULATORY AFFAIRS - PERMA filed the 2023 Year End Audit, Certification of the Audit adopted by the Executive Committee, Actuarial Valuation and Actuarial Certification with the Department of Banking and Insurance. In addition, the Synopsis of Audit was published in the Fund’s newspaper.

NEXT MEETING- The next meeting of the EJIF is scheduled for October 16, 2024 at the Forsgate Country Club.
