

**OCEAN COUNTY MUNICIPAL JOINT INSURANCE FUND  
MINUTES  
MAY 14, 2020  
Via Teleconference Call  
3:00 P.M.**

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Meeting Called to Order by Secretary Veronica Laureigh. Open Public Meeting Statement read into the record.

Pledge of Allegiance

**ROLL CALL OF 2020 EXECUTIVE COMMITTEE:**

Diane Lapp, Township of Manchester	Present
Charlene Carney, Vice Chair, Borough of Pine Beach	Absent
Veronica Laureigh, Secretary, Twp. of Lacey	Present
Thomas Rodgers, Township of Toms River	Present
Joseph Gilsean, Township of Brick	Present
Michael Gross, Borough of Surf City	Present
Joseph Kostecki, Borough of South Toms Rivers	Present
Senator Robert Singer, Township of Lakewood, Alternate #1	Present
Matthew von der Hayden, Township of Stafford, Alternate #2	Present

**APPOINTED OFFICIALS PRESENT:**

<b>Executive Director /Administrator</b>	Perma Risk Management Services.	Stephen Sacco	Present
<b>Attorney</b>	Citta, Holzapfel, Zabarsky	Steven Zabarsky, Esq.	Present
<b>Treasurer</b>		Julie Tarrant	Present
<b>Claims Service</b>	Qual-Lynx	Kathy Kissane	Present
<b>Underwriting Manager</b>	Conner Strong & Buckelew	Ed Cooney	Present
<b>Safety Director</b>	JA Montgomery	Paul Shives	Present
<b>Risk Management Consultants</b>	Conner Strong & Buckelew	Mike Avalone	Present

**ALSO PRESENT**

Jennifer Goldstein, Medlogix  
 Lauren Holman, Holman Frenia Allison  
 Joe Mirarchi, J.A. Montgomery  
 Mike Bronson, J.A. Montgomery  
 Joseph Hrubash, Perma  
 Tracy Lopez, Perma

**APPROVAL OF MINUTES:**

March 12, 2020

**MOTION TO APPROVE OPEN & CLOSED MINUTES FOR ABOVE REFERENCED MEETING**

**MOTION:** Commissioner Rodgers  
**SECOND:** Commissioner Kostecki  
**ROLL CALL VOTE:** Unanimous

**CORRESPONDENCE:**

None

**TREASURER:**

Fund Treasurer reviewed the April bill list as distributed as well as the May bill list for final review and approval.

April 2020 - Resolution #17-20

<b>FUND YEAR</b>	<b>AMOUNT</b>
2020	\$1,492,057.17
<b>TOTAL</b>	<b>\$ 1,492,057.17</b>

**MOTION TO APPROVE RESOLUTION # 17-20 - APRIL 2020 BILLS LIST**

**MOTION:** Commissioner Rodgers  
**SECOND:** Commissioner Kostecki  
**VOTE:** Unanimous

May 2020 – Resolution 18-20

<b>FUND YEAR</b>	<b>AMOUNT</b>
2020	\$1,131,255.68
<b>TOTAL</b>	<b>\$1,131,255.68</b>

**MOTION TO APPROVE RESOLUTION # 18-20 - MAY 2020 BILLS LIST**

**MOTION:** Commissioner Kostecki  
**SECOND:** Commissioner Rodgers  
**ROLL CALL VOTE:** Unanimous

**MOTION TO ACCEPT CLAIMS/IMPREST TRANSFERS FOR MARCH AND APRIL 2020 AS CERTIFIED BY THE TREASURER**

**MOTION:** Commissioner Laureigh  
**SECOND:** Commissioner Gross  
**ROLL CALL VOTE:** Unanimous

## **EXECUTIVE DIRECTOR:**

### **Auditor and Actuary Year-End Reports**

Ms. Holman reported a total net position of \$9,547,708 at year end resulting in total asset of \$30,992,521 and total liabilities & reserves of \$21,444,813. Ms. Holman said management continues to evaluate the impact of the COVID 19 pandemic on the Fund. While the financial impact of Workers' Compensation claims from this exposure is uncertain, management is confident that that MEL has more than sufficient resources to pay all claims in a timely fashion. Further, the members are experiencing a lower rate of other workers' compensation claims because they have reduced their operations. Liability claims are also expected to decline because of (1) the stronger immunities under New Jersey Law during a declared emergency and (2) the lower number of accidents due to reduced member operations. Management expects a jump in excess and reinsurance premiums beginning 2021 and is currently taking steps to mitigate this increase. Ms. Holman reported that the Independent Audit Report had a clean opinion and that it was unmodified with no exceptions. She further reported that the Review of Internal Controls drew no comments or findings. Ms. Holman asked if there were any questions from the Board on the Auditors' report. Hearing none, Mr. Sacco indicated that a motion was needed to approve the audit, adopt the enclosed Resolution certifying the audit, and execute the Group Affidavit.

### **MOTION TO APPROVE 2019 YEAR-END FINANCIALS, ADOPT RESOLUTION #19-20 AND EXECUTE GROUP AFFIDAVIT INDICATING THAT MEMBERS OF THE EXECUTIVE COMMITTEE HAVE READ THE GENERAL COMMENTS SECTION OF THE AUDIT REPORT.**

<b>MOTION:</b>	Commissioner Kostecki
<b>SECOND:</b>	Commissioner Gross
<b>VOTE:</b>	Unanimous

### **Covid-19**

Executive Director referred to copies of prior MEL notices distributed to members advising on a MEL special committee formed to resolve matters related to coronavirus, workers' compensation claims related to coronavirus and member municipal bond issuance.

The MEL's Safety Director has been posting informative materials and links concerning Covid 19 to the MEL webpage [www.njmel.org](http://www.njmel.org)

### **MEL, RCF, EJIF March 27, 2020 Meetings**

Executive Director said due to the current public health emergency, the MEL decided to forego the annual reporting of MEL sub-committees; however, each fund held their respective meetings via teleconference. Enclosed are copies of Commissioner Laureigh's reports of each meeting was reviewed as distributed.

### **MEL May 1<sup>st</sup> Meeting**

The MEL held a meeting via teleconference on May 1<sup>st</sup>. A copy of Commissioner Laureigh's report was reviewed as distributed.

### **MEL's Joint Cash Management Investment Program**

Executive Director said In 2019, the MEL Board of Fund Commissioners authorized the release of a Professional Services RFP for an Asset Manager and a Financial Advisor to manage investments of the Municipal Excess Liability Fund Joint Cash Management Program. At its March 27th meeting, the MEL Board of Fund Commissioners adopted a resolution awarding Clearbrook as the Asset

Manager, Bank of New York as Custodian & Accounting and NW Financial as the Financial Advisor.

The Residual Claims Fund and the Environmental Joint Insurance Fund executed agreements to participate at their March 27th meetings. At this time, the JCMI is also extending invitations to local affiliated Joint Insurance Funds.

Mr. Hrubash added that the minimum investment per fund is \$500,000 and further added that the JCMI is earning higher yield on interest which is resulting in our competition lowering their interest rates. Enclosed are the resolution, participation application and agreement. The JCMI Bylaws, JCMI Overview and Q&A have been sent to the Executive Committee separately.

**MOTION TO ADOPT RESOLUTION #20-20 TO AUTHORIZE OCEAN COUNTY MUNICIPAL JIF'S PARTICIPATION IN THE MUNICIPAL EXCESS LIABILITY FUND JOINT CASH MANAGEMENT AND INVESTMENT PROGRAM (JCMI).**

<b>MOTION:</b>	Commissioner Rodgers
<b>SECOND:</b>	Commissioner Laureigh
<b>VOTE:</b>	Unanimous

**Qualified Purchasing Agent (QPA)**

Executive Director said as authorized by the Executive Committee during the March 12, 2020 meeting, the Fund has appointed The Canning Group for QPA services on behalf of the Fund. Resolution #21- 20 authorizing the hiring of various consulting, professional service and insurance related firms through the competitive contracting process was included for review and consideration.

**MOTION TO ADOPT RESOLUTION # 21-20 AUTHORIZING THE HIRING OF VARIOUS CONSULTING, PROFESSIONAL SERVICE AND INSURANCE RELATED FIRMS THROUGH THE COMPETITIVE CONTRACTING PROCESS.**

<b>MOTION:</b>	Commissioner Kostecki
<b>SECOND:</b>	Commissioner Gross
<b>VOTE:</b>	Unanimous

**JIF Coverage Committee Items**

Executive Director said the Executive Committee of the OCMJIF reviewed the coverage endorsements recently approved by the MEL in order to allow us not to hold up issuance of our 2020 member manuals. The MEL's Coverage Committee recommended several endorsements be added to the JIF's Crime and Casualty Documents. The MEL Board of Fund Commissioners accepted these recommendations and expects to follow form with the excess. Where endorsement is an exclusion, should the JIF opt to not issue this endorsement to its primary policy, coverage would be limited to the JIF's self-insured retention. Where endorsement is adding coverage, the MEL will only follow form if the JIF adopts the endorsement. The OCMJIF Board had approved these endorsements earlier this month by email and the action below will memorialize that recommendation.

**MOTION TO ACCEPT THE MEL COVERAGE COMMITTEE RECOMMENDATIONS TO SEVERAL ENDORSEMENTS BE ADDED TO THE JIF'S CRIME AND CASUALTY DOCUMENTS AS OUTLINED.**

<b>MOTION:</b>	Commissioner Rodgers
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**SECOND:  
VOTE:**

Commissioner Gross  
Unanimous

**MEL, MRHIF and NJCE Educational Seminar**

Executive Director said the annual seminar originally scheduled for May 1<sup>st</sup> was cancelled and will be rescheduled for a date later in the year.

**League Magazine Ads**

Executive Director referred to the latest in the series of “Power of Collaboration” are two ads which highlights the benefits on online training and the resources, financial strength and collaborative power of the MEL to assist its members during a public health crisis.

**Online Elected Officials Training**

Executive Director said every year, the MEL holds training seminars for elected officials and reduces a member’s assessment by \$250 for each municipal elected official completing the course by May 1<sup>st</sup>. This year’s elected officials training program will focus on Preventing Child Abuse and Protecting Public Entities from the liabilities imposed by new legislation concerning sexual molestation. The deadline has been extended from May 1, to June 1, 2020. The updated instructions on how to access the course online was reviewed as distributed.

**2020 Financial Disclosures**

The Division of Local Government Services distributed a notice that online filings could begin on Monday March 30<sup>th</sup> for JIF Commissioners, as well as, any other municipal related positions that require filing. The deadline to file was April 30, 2020 however, Local Finance Board has issued a notice advising that they would extend the enforcement action against non-filers until July 31, 2020. A reminder email was issued to all that did not file by April 30, 2020.

**DUE DILIGENCE REPORTS**

Executive Director reviewed the Financial Fast Track as of March 31, 2020 noting that the Fund’s statutory surplus position stands at an increase of \$1.2M resulting in a total statutory surplus of \$10,023,375. Executive Director also referred to the additional line item which outlines the RCF trigger of \$330,350 as previously discussed the trigger is allocated to each Fund year based upon the percentage of each Fund Year’s case reserves to total case reserves. Each Fund Year’s amount is then allocated to the member JIFs in accordance with their proportionate share of that RCF Fund Year’s total assessments. The amount assessed is accounted for in a separate RCF General Ledger account and each member’s shares will be calculated based upon their proportionate share.

**ATTORNEY**

Fund Attorney spoke of letters from Jerry Dasti of Dasti Murphy & McGuckin as previously distributed, wherein the request for additional fees related to claim files was outlined due to the takeover of files after the dissolution of the Gilmore & Monahan law firm.

The letters included a list of all outstanding workers’ compensation files brought to his firm by Thomas E. Monahan, Esq., formerly a partner with Gilmore & Monahan. As a matter of course, when a workers’ compensation file is assigned to a defense panel participant, we have received invoices for payment on the file in advance, knowing that the work will be performed. In this case, there are approximately 100 files that Mr. Monahan brought with him to the Dasti law firm to which Gilmore & Monahan were paid in advance. Mr. Dasti requests that the Fund consider remuneration to his firm for the work they will now do on all these files. The request for the \$350 per file is not unreasonable when the normal fee is approximately \$700 per file; this process of reviewing the files prior to payment will be cross checked with Qual-Lynx.

**MOTION TO ACCEPT THE AS OUTINED BY FUND ATTORNEY BASED ON THE LETTER FROM JERRY DASTI AT \$350 PER FILE WITH CROSS CHECK OF FILES BY QUAL-LYNX.**

<b>MOTION:</b>	Commissioner Lapp
<b>SECOND:</b>	Commissioner Gross
<b>VOTE:</b>	Unanimous

**SAFETY DIRECTOR**

Safety Director said within the last three weeks they have completed approximately fifteen loss control visits and issued thirteen safety director bulletins.

The MSI has launched MSI Now and members can receive training via webinars as provided; currently the most popular 13 trainings are available and more will be available during the month of June. Safety Director also noted that the Learning Management System has approximately 135 videos available which can also be streamed and they are adding additional videos based on the excellent feedback received.

*Copy of the Safety Director's Report made a part of the Minutes*

**UNDERWRITING MANAGER**

Executive Director referred to the listing of certificate of insurance issued previously. Nothing further.

*List of Certificates made part of the Minutes.*

**RISK MANAGEMENT CONSULTANT**

Mr. Avalone referred to his report as distributed referring to the listing of risk management services and contacts previously completed; assisting members with COVID-19 issues, Cyber Risk Management Compliance and additional underwriting assistance. Mr. Avalone also referred to the current MEL Employment Practices/Public Officials Liability Program given the circumstances, in person training has not taken place and the details of the program remain intact.

Mr. Avalone also encouraged all members to take advantage of the services available to them relating to cyber-breaches and ransomware incidents and reviewed the reporting process of such an incident.

*Copy of the Risk Manager's Report made a part of the Minutes.*

**MANAGED CARE**

Managed Care provider referred to the agenda report as distributed informing the Board that during the month of April there was a total provider billed amount of \$201,190.51 which were repriced for \$103,912.16 resulting in a total savings of \$97,278.35 or 48.25%.

Managed Care provider noted to date their office is handling approximately 200 COVID-19 cases with 12 positive results. Managed Care provider said that Qual-Lynx has been very helpful in managing the cases with great response along with Executive Director. Commissioner Laureigh thanked Medlogix and Qual-Lynx with possible exposure with 18 employees, getting them seen by an urgent care center, having them tested and confirmed negative within a 48hr time span.

**OLD BUSINESS**

None.

**NEW BUSINESS**

In response to Assembly Bill 3971/Senate Bill 2475 Mr. Hrubash said the MEL Legislative Committee reviewed Assemblymen Benson and Coughlin bill A-3971 and Senator Singleton bill S-2475 and is strongly supporting its adoption. The companion bills authorize local units to issue “coronavirus relief bonds” to allow them to borrow money, with a ten-year payback period, to cover shortfalls and unanticipated costs that are a direct result of the COVID-19 pandemic. The MEL is expected to adopt the attached Resolution supporting these bills at its June 3<sup>rd</sup> meeting.

The MEL Legislative Committee is asking local affiliated JIFs and their member entities to consider adopting a supporting resolution as well as reaching out to legislators.

**MOTION TO ADOPT RESOLUTION 22 -20 SUPPORTING ASSEMBLY BILL 3971 AND SENATE BILL 2475.**

**MOTION:** Commissioner von der Hayden  
**SECOND:** Commissioner Kostecki  
**VOTE:** Unanimous

In response to Commissioner Gross’s questions, Executive Director said with regards to the relief, the Fund would not process return premiums due to the current pandemic as the risks still remain, however if there is in fact surplus funds available a future dividend may be taken into consideration.

**PUBLIC COMMENT**

Commissioner Gilsean took this opportunity to announce that this would be his last Executive Committee meeting and thanked all the Commissioners and Fund Professionals for their support over the years.

**EXECUTIVE SESSION**

No.

Madam Chair said the PARs were reviewed by the Claims Committee on May 11, 2020 and further requested a motion to approve the PARs as recommended by the Claims Committee.

**MOTION TO APPROVE PAYMENT OF CLAIMS AS RECOMMENDED BY THE CLAIMS COMMITTEE.**

2020196669	WC
2019156329	WC
2018109788	WC
2017089196	WC
2020185511	WC
2020194305	WC
2020189101	WC
2020197570	WC
2020196931	WC

2018125915	GL
2020198107	Prop
2017103607	GL
2020191006	Prop
2018146844	GL
2020198495	Prop
2020187477	Prop

**MOTION:** Commissioner von der Hayden

**SECOND:**

Commissioner Rodgers

**VOTE:**

Unanimous

**MOTION TO ADJOURN MEETING:**

**MOTION:**

Commissioner Gross

**SECOND:**

Commissioner Laureigh

**VOTE:**

Unanimous

Meeting Adjourned at: 3:47 PM

NEXT MEETING: July 9, 2020 / 3:00 PM



**OCEAN COUNTY MUNICIPAL JOINT INSURANCE FUND  
BILLS LIST**

Resolution No. 17-20

APRIL 2020

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

**BE IT RESOLVED** that the Ocean County Municipal 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.

<u>FUND YEAR 2020</u>			
<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001839			
001839	MUNICIPAL EXCESS LIABILITY JIF	FPB - 2ND QTR 2020	5,273.75
			<b>5,273.75</b>
001840			
001840	MUNICIPAL EXCESS LIABILITY JIF	PROP - 2ND QTR 2020	263,759.00
001840	MUNICIPAL EXCESS LIABILITY JIF	MEL - 2ND QTR 2020	840,538.50
			<b>1,104,297.50</b>
001841			
001841	BEACHWOOD BOROUGH	POLICE RE-ACCRED GRANT 4/20	7,500.00
			<b>7,500.00</b>
001842			
001842	QUAL-LYNX	OUTSIDE ADJ 4/20	5,940.74
001842	QUAL-LYNX	CLAIM ADJ SERVICES 4/20	61,024.73
			<b>66,965.47</b>
001843			
001843	PERMA	LOSS FUND MNGMNT 4/20	2,409.58
001843	PERMA	EXEC DIRECTOR 4/20	25,988.00
			<b>28,397.58</b>
001844			
001844	THE ACTUARIAL ADVANTAGE	ACTUARY FEE 4/20	4,006.33
			<b>4,006.33</b>
001845			
001845	CITTA, HOLZAPFEL & ZABARSKY PC	LITIGATION MANAGEMENT FEE 3/20	14,980.00
001845	CITTA, HOLZAPFEL & ZABARSKY PC	ATTORNEY FEE 3/20	3,747.58
			<b>18,727.58</b>
001846			
001846	MEDLOGIX	MANAGED CARE FEE 4/20	23,020.26
			<b>23,020.26</b>
001847			
001847	JULIE TARRANT	TREASURER FEE 4/20	3,101.25
			<b>3,101.25</b>
001848			
001848	MUNICIPAL EXCESS LIABILITY JIF	MSI - 2ND QTR 2020	26,898.75
			<b>26,898.75</b>
001849			
001849	ALLSTATE INFORMATION MANAGEMNT	ACCT#411 - ARC & STOR - 2.29.20	74.31
001849	ALLSTATE INFORMATION MANAGEMNT	ACCT#411 - ARC & STOR - 1.31.20	74.31
			<b>148.62</b>
001850			
001850	JACKSON TOWNSHIP	POLICE ACCRED GRANT 4/20	20,000.00
			<b>20,000.00</b>
001851			
001851	CONNER STRONG & BUCKELEW	UNDERWRITING FEE 4/20	1,021.00
			<b>1,021.00</b>
001852			
001852	EXECU-TECH, INC.	MONTHLY FEE 4/20	200.00
			<b>200.00</b>
001853			
001853	CONNER STRONG & BUCKELEW	RMC FEE - 2ND QTR 2020	165,380.08
			<b>165,380.08</b>
001854			
001854	CONNER STRONG & BUCKELEW	BAY HEAD/BAY HEAD FIRE CO 4/20	17,119.00
			<b>17,119.00</b>
		<b>Total Payments FY 2020</b>	<b>1,492,057.17</b>
		<b>TOTAL PAYMENTS ALL FUND YEARS</b>	<b>\$1,492,057.17</b>

**OCEAN COUNTY MUNICIPAL JOINT INSURANCE FUND  
BILLS LIST**

Resolution No. 18-20

MAY 2020

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

**BE IT RESOLVED** that the Ocean County Municipal 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 2020**

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001855	APEX INSURANCE SVS, c/o XL INSURANCE	POLICY# MTP0039493-07 - 2020	19,786.00
			<b>19,786.00</b>
001856	APEX INS SVS, c/o QBE INSURANCE	POLICY# QVM01005-04 - 2020	10,288.50
001856	APEX INS SVS, c/o QBE INSURANCE	POLICY# QJM01005-04 - 2020	857,517.50
			<b>867,806.00</b>
001857	APEX INS SVS, c/o BEAZLEY	XS TECH ERROR & OMMIS INSUR 5/20	7,874.00
			<b>7,874.00</b>
001858	QUAL-LYNX	OUTSIDE ADJ 5/20	5,940.74
001858	QUAL-LYNX	CLAIM ADJ SERVICES 5/20	61,024.73
			<b>66,965.47</b>
001859	J.A. MONTGOMERY RISK CONTROL	2019 RIGHT TO KNOW	34,877.00
001859	J.A. MONTGOMERY RISK CONTROL	POLICE RISK MNGMNT - 01/20 - 04/20	10,000.00
001859	J.A. MONTGOMERY RISK CONTROL	LOSS CONTROL SERVICES 4/20	10,938.25
001859	J.A. MONTGOMERY RISK CONTROL	LOSS CONTROL SERVICES 5/20	10,938.25
001859	J.A. MONTGOMERY RISK CONTROL	POLICE RISK MNGMNT 5/20	2,500.00
			<b>69,253.50</b>
001860	PERMA	POSTAGE 3/20	7.50
001860	PERMA	POSTAGE 2/20	3.00
001860	PERMA	EXEC DIRECTOR 5/20	25,988.00
001860	PERMA	LOSS FUND MNGMNT 5/20	2,409.58
			<b>28,408.08</b>
001861	THE ACTUARIAL ADVANTAGE	ACTUARY FEE 5/20	4,006.33
			<b>4,006.33</b>
001862	CITTA, HOLZAPFEL & ZABARSKY PC	PROFESSIONAL SERVICES 5/20	16,723.25
001862	CITTA, HOLZAPFEL & ZABARSKY PC	ATTORNEY FEE 5/20	3,747.58
			<b>20,470.83</b>
001863	MEDLOGIX	MANAGED CARE FEE 5/20	24,489.75
			<b>24,489.75</b>
001864	JULIE TARRANT	TREASURER FEE 5/20	3,101.25
			<b>3,101.25</b>
001865	ALLSTATE INFORMATION MANAGEMNT	ARC & STOR - 3/20	74.31
001865	ALLSTATE INFORMATION MANAGEMNT	ACCT#411 - ARC & STOR - 3.31.20	74.31
			<b>148.62</b>
001866	CONNER STRONG & BUCKELEW	UNDERWRITING FEE 5/20	1,021.00
001866	CONNER STRONG & BUCKELEW	POSITION BOND 4/20	2,507.00
			<b>3,528.00</b>
001867	EXECU-TECH, INC.	WEBSITE FEE 5/20	200.00
			<b>200.00</b>
001868	SHIP BOTTOM BOROUGH	OVERPAY - 2020 ASSESSMENT	14,148.50
			<b>14,148.50</b>
001869	THE CANNING GROUP LLC	QPA SERVICES 4/20	650.00
001869	THE CANNING GROUP LLC	QPA SERVICES 3/20	419.35
			<b>1,069.35</b>
		<b>Total Payments FY 2020</b>	<b>1,131,255.68</b>
		<b>TOTAL PAYMENTS ALL FUND YEARS</b>	<b>\$1,131,255.68</b>

**Resolution No. 19-20**

**Resolution of Certification  
Annual Audit Report for Period Ending December 31, 2019**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

**WHEREAS**, the Annual Report of Audit for the year 2019 has been filed by the appointed Fund Auditor with the Secretary of the Fund as per the requirements of N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36, and a copy has been received by each Fund Commissioner, and

**WHEREAS**, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34, and

**WHEREAS**, the Local Finance Board has promulgated a regulation requiring that the Fund Commissioners of the Fund shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all Fund Commissioners have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments  
and  
Recommendations

and

**WHEREAS**, the Fund Commissioners have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments  
and  
Recommendations

as evidenced by the group affidavit form of the Fund Commissioners.

**WHEREAS**, such resolution of certification shall be adopted by the Fund Commissioners no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board, and

**WHEREAS**, all Fund Commissioners have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

**WHEREAS**, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the Fund Commissioners to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an

order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

**NOW, THEREFORE, BE IT RESOLVED**, that the Fund Commissioners of the **Ocean County Municipal Joint Insurance Fund**, hereby state that they have complied with the promulgation of the Local Finance Board of the State of New Jersey, dated July 30, 1968, and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE  
RESOLUTION PASSED AT THE MEETING HELD ON: MAY 14, 2020

**RESOLUTION #20-20**

**OCEAN COUNTY MUNICIPAL JOINT INSURANCE FUND  
A RESOLUTION REQUESTING PERMISSION TO PARTICIPATE IN THE  
MUNICIPAL EXCESS LIABILITY FUND  
JOINT CASH MANAGEMENT AND INVESTMENT PROGRAM  
(In compliance with P.L.2018, Chapter 40)**

**WHEREAS**, participation in the Municipal Excess Liability Fund Joint Cash Management and Investment Program (JCMI) requires the authorization of the Board of Fund Commissioners of the **Ocean County Municipal Joint Insurance Fund**; and,

**WHEREAS**, the Board of Fund Commissioners of the **Ocean County Municipal Joint Insurance Fund** has determined that it would be advantageous for the Fund to participate with the MEL in this joint investment program; and,

**WHEREAS**, P.L. 2018 Chapter 40 provides that the commissioners of a Joint Insurance Fund may invest and reinvest the funds, including workers' compensation funds, as authorized under the provisions of subsection b. of N.J.S.40A:10-10. The commissioners may, subject to the cash management plan of the joint insurance fund adopted pursuant to N.J.S.40A:5-14, delegate any of the functions, powers and duties relating to the investment and reinvestment of these funds, including the purchase, sale or exchange of any investments, securities or funds to an investment or asset manager. Any transfer of investment power and duties made pursuant to this subsection shall be detailed in an agency agreement for services between the joint insurance fund and the MEL's Joint Cash Management and Investment Program: and,

**WHEREAS**, in addition to the powers otherwise conferred by law, the commissioners of a joint insurance fund established pursuant to P.L.1983, c.372 (C.40A:10-36 et seq.), and the trustees of a joint insurance fund established pursuant to 18 P.L.1983, c.108 (C.18A:18B-1 et seq.) may amend the plan of cash management of their respective funds to participate in a joint cash management and investment program with other joint insurance funds similarly established pursuant to P.L.1983, c.372 (C.40A:10-22 36 et seq.), and P.L.1983, c.108 (C.18A:18B-1 et seq.).

**NOW, THEREFORE, BE IT RESOLVED**, by Executive Committee of the Ocean County Municipal Joint Insurance Fund as follows:

1. The **Ocean County Municipal Joint Insurance Fund** does hereby request permission to participate in the JCMI Program established by the New Jersey Municipal Excess Liability Fund in trust for the participant Joint Insurance Fund.
2. The **Ocean County Municipal Joint Insurance Fund** authorizes its Treasurer to make formal application to the JCMI program; and
3. The **Ocean County Municipal Joint Insurance Fund** authorizes the Fund Chairman to execute the Agency Agreement with the Municipal Excess Liability Joint Insurance Fund in order to participate in the program. A copy of the agreement is attached hereto and made a part of this resolution. The Agency Agreement sets forth that the investments of the JCMI shall be at the discretion of the JCMI program and policies established by the Municipal Excess Liability Joint Insurance Fund. The Municipal Excess Liability Joint

Insurance Fund makes no representation as to the financial performance or return of the Fund.

4. The Secretary of the **Ocean County Municipal Joint Insurance Fund** is hereby directed to forward two certified copies of this Resolution to the Executive Director of the Municipal Excess Liability Joint Insurance Fund.

**ADOPTED:** *this 14<sup>th</sup> day of May, 2020 by the Governing Body:*

**OCEAN COUNTY JOINT INSURANCE FUND  
RESOLUTION #21-20  
AUTHORIZING THE HIRING  
OF VARIOUS CONSULTING, PROFESSIONAL SERVICE AND INSURANCE  
RELATED CONSULTING FIRMS THROUGH THE COMPETITIVE CONTRACTING  
PROCESS**

**WHEREAS**, the Ocean County Joint Insurance Fund (Hereinafter the "Fund") has a need for the following services to be provided for the efficient operation of the Fund;

TREASURER  
AUDITOR  
EXECUTIVE DIRECTOR  
CLAIMS SERVICE ORGANIZATION  
ACTUARY  
MANAGED CARE PROVIDER  
UNDERWRITING MANAGER  
SAFETY DIRECTOR/ RIGHT TO KNOW PROVIDER  
FUND RISK MANAGEMENT CONSULTANT

and

**WHEREAS**, the Fund under the authority of (N.J.S.A. 11:15-2.4) is subject to the auspices of the New Jersey Local Publics Contract Law for its procurement at (N.J.S.A.40A:11-1); and

**WHEREAS**, such desired services are currently available to be provided through the competitive contracting process under the New Jersey Local Publics Contract Law, (N.J.S.A. 40A:11-4.1(a)through (r)).; and

**WHEREAS**, the Fund desires to evaluate such service offerings from Vendors within the procedures as set forth in the New Jersey Local Publics Contract Law (N.J.S.A.40A:11-4.1 et. seq. and N.J.A.C. 5:34-4 et. Seq.); and

**WHEREAS**, the competitive contracting process satisfies the fair and open requirement as established under (N.J.S.A. 19:44A-20.4 et. Seq.), and

**WHEREAS**, the Fund desires to enter into a contract that will satisfy the needs of the Fund; and

**WHEREAS**, as per statute the process will be administered by the Qualified Purchasing Agent (N.J.S.A 40A:11-4.5(d));

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Fund Commissioners of the Ocean County Joint Insurance Fund resolve to authorize the Qualified Purchasing Agent to procure the Consulting, Professional Services, Insurance Related and Website Design Consulting firms through the competitive contacting process in accord with (N.J.S.A. 40A:11-4.1 et. Seq.), as follows:

TREASURER  
AUDITOR  
EXECUTIVE DIRECTOR  
DEFENSE ATTORNEY  
CLAIMS SERVICE ORGANIZATION  
ACTUARY  
MANAGED CARE PROVIDER  
UNDERWRITING MANAGER  
SAFETY DIRECTOR/ RIGHT TO KNOW PROVIDER  
FUND RISK MANAGEMENT CONSULTANT

ADOPTED: this day before the Governing Body



## RESOLUTION 22-20

### **A RESOLUTION OF THE OCEAN COUNTY MUNICIPAL JOINT INSURANCE FUND SUPPORTING THE ENACTMENT OF ASSEMBLY BILL NO. 3971 AND SENATE BILL NO. 2475 TO AUTHORIZE THE ISSUANCE OF CORONAVIRUS RELIEF BONDS BY MUNICIPALITIES AND COUNTIES**

**WHEREAS**, municipalities and counties throughout New Jersey are facing unprecedented financial challenges, including significant loss of revenue and unanticipated spending, due to the ongoing COVID-19 State of Emergency and Public Health Emergency; and

**WHEREAS**, without relief, local government may have to significantly reduce services and layoff personnel; and

**WHEREAS**, in response to these conditions, Assemblymen Benson and Coughlin introduced A-3971 and Senator Singleton introduced S-2475, which authorizes local units to issue “coronavirus relief bonds” to allow them to borrow money, with a ten-year payback period, to cover shortfalls and unanticipated costs that are a direct result of the COVID-19 pandemic; and

**WHEREAS**, such bonds will provide local units with the flexibility to ensure continuation of essential services.

**NOW, THEREFORE BE IT RESOLVED**, by the Ocean County Municipal Joint Insurance Fund that it hereby affirms its support for the enactment of A-3971 and S-2475.

**BE IT FURTHER RESOLVED** that the Clerk shall be directed to transmit a copy of this Resolution to the Governor, Senate President, Assembly Speaker and the legislative delegation of the \_\_\_\_\_ district.

Adopted this 14\_ day May, 2020.