



**AVALON COMMUNITY HALL
3001 Avalon Ave
Avalon, New Jersey**

June 17, 2015 – 3:00PM

OPEN SESSION MINUTES

The regular meeting of the Atlantic County Municipal Joint Insurance Fund (ACM JIF) was held on June 17, 2015, at Avalon Community Hall, 3001 Avalon Ave, Avalon, New Jersey at 3PM, prevailing time. *Chair Beck, City of Linwood*, presiding. The meeting was called to order at 3:00 PM.

FLAG SALUTE

STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETING ACT

Notice of this meeting was given by: (1) sending sufficient notice herewith to *The Press of Atlantic City* (Atlantic and Cape May editions) and the *Courier Post*, Cherry Hill, New Jersey; (2) filing advance written notice of this meeting with the Clerks/Administrators of all member municipalities of the Atlantic County Municipal Joint Insurance Fund; and (3) posting notice on the public bulletin boards of all member municipalities of the Atlantic County Municipal Joint Insurance Fund.

ROLL CALL

Those in attendance were:

Scott Wahl, **Avalon**
Karen Blowers, **Brigantine**
Bob Smith, **Cape May City**
Kim Hodsdon, **Cape May Point**
Heather Sparks, **Commercial Twp**
Rose Turner, **Corbin City**
Glenn Clarke, **Dennis Twp**
Eileen Tedesco, *Alt.*, **Egg Harbor Twp**
Linda Kent, **Estell Manor**
Dennis Krause, *Alt.*, **Galloway**
Ingrid Perez, **Hamilton**
Ed Beck, **Linwood**
Rich Hirsch, **Longport**
Julie Picard, **Lower**
Lisa McLaughlin, **Margate**
Vera Kalish, *Representing*, **Middle**
Susan Robostello, **Millville**
Dawn Stollenwerk, **Mullica**
Sam Barbagli, **Newfield**
Scott Jett, **North Wildwood**
Jim Dickinson, **Northfield**

Liz Woods, **Ocean City**
George Savastano, **Sea Isle City**
Lucy Samuelson, **Somers Point**
Jim Craft, **Stone Harbor**
Teri Smuz, **Upper Twp**
Roy Spoltore, **Upper Deerfield** (*arrived 3:07pm*)
Susan Danson, *Alt.*, **Waterford**
Lauren Vitelli, **West Cape May**
Chris Ridings, **West Wildwood**
Ron Carroll, *Alt.*, **Weymouth**
Chris Wood, **Wildwood City**
Patricia Feketics, *Alt.*, **Wildwood Crest**
Lisa Garrison, **Woodbine**

Absent were:

John Armstrong, **Absecon**
Joseph Santagata, **Buena Borough**
Karen Seifrit, **Deerfield**
Bob Campbell, **Downe Twp**
Byron Gummoe, **Folsom**
Stephen Wilkins, **Pleasantville**
James Goos, **Ventnor**

Also present were:

Paul Forlenza, Deputy Executive Director, *AJG Risk Management Services, Inc.*
John Hansen, Treasurer
Tim Sheehan, Safety Director, *J.A. Montgomery Risk Control*
Kathie Tyler-Schohl, Claims Administrator, *Qual-Lynx*
Karen Beatty, Managed Care Provider, *QualCare*
Valerie Smith, Wellness Director
Debby Schiffer, Wellness Consultant

Also present were the Risk Management Consultants from the following agencies:

C. J. Adams Company
Atlantic Associates
J. Byrne Agency, Inc.
Conner Strong & Buckelew
Fairview Insurance Agency
Gerber Insurance
Glenn Insurance
Thomas Heist Insurance Agency
Insurance Agencies, Inc.
Marsh & McLennan Agency
McMahon Agency, Inc.
Siracusa-Kauffman Insurance

Absent RMCs were:

Alamo Insurance
BCA Insurance

Hardenberg Insurance
William R. Mints Agency

These minutes do not necessarily reflect the order in which some items were discussed.

APPROVAL OF MINUTES – OPEN SESSION

Chair Beck entertained a motion to approve the meeting minutes of the May 20, 2015 Executive Committee Meeting with correction to attendance of J. Byrne Agency and McMahon Agency as present.

Motion by Ms. Robostello, seconded by Ms. Hodsdon, to approve the meeting minutes of the May 20, 2015 Executive Committee Meeting as amended. All in favor. Motion carried.

APPROVAL OF MINUTES – CLOSED SESSION

Confidential Closed Session Meeting Minutes were distributed to the Executive Committee Members.

Chair Beck entertained a motion to adopt the Closed Session Meeting Minutes of the May 20, 2015 Meeting of the Fund as presented.

Motion by Mr. Smith, seconded by Ms. Hodsdon, to approve the Closed Session minutes of the May 20, 2015 Executive Committee Meeting as presented. All in favor. Motion carried.

The Closed Session meeting minutes of the May 20, 2015 meeting shall not be released to the public until the reason(s) for their remaining closed is no longer applicable and the Fund Solicitor has had the opportunity to review them.

Confidential Closed Session Meeting Minutes were collected.

CLOSED SESSION - RESOLUTION #2015-29

Be it moved by the Atlantic County Municipal Joint Insurance Fund that the public be excluded from this portion of the meeting to permit the Executive Committee to consider in closed session matters affecting the safety and property of the public and to discuss pending or anticipated litigation and/or contract negotiations and that the minutes covering these matters and the results of closed session will be released to the public when the reasons for discussing and acting on them in closed session no longer exists as required by the Open Public Meeting Act.

Chair Beck entertained a motion to adopt *Closed Session Resolution 2015-29* as presented.

Motion by Mr. Savastano, seconded by Ms. Robostello to adopt ***Resolution 2015-29***

ROLL CALL

Yeas:

Bob Smith, **Cape May City**
Kim Hodsdon, **Cape May Point**
Ed Beck, *Chair*, **Linwood City**
Susan Robostello, **Millville City**
George Savastano, **Sea Isle City**
Lucy Samuelson, **Somers Pt. City**
Teri Smuz, *Sec*, **Upper Twp**

Nays:

None

Abstained:

None

Motion carried by unanimous vote.

REOPEN PUBLIC PORTION OF THE MEETING

Chair Beck entertained a motion to reopen the public portion of the meeting.

Motion by Ms. Smuz, seconded by Ms. Robostello, to reopen the public portion of the meeting. All in favor. Motion carried.

RESOLUTIONS 2015-34 AND 2015-35

Chair Beck directed the members to the handouts of Resolutions 2015-34 and 2015-35. Chair Beck entertained a motion for approval of Resolution 2015-34 appointing James Birchmeier to represent the ACM JIF and Custodian of Records in Superior Court complaints and Government Records Council complaints pertaining to the Open Public Records Act.

Motion by Ms. Hodsdon, seconded by Mr. Smith, to approve Resolution 2015-34.

ROLL CALL	<i>Yeas:</i>	Bob Smith, Cape May City Kim Hodsdon, Cape May Point Ed Beck, <i>Chair</i> , Linwood City Susan Robostello, Millville City George Savastano, Sea Isle City Lucy Samuelson, Somers Pt. City Teri Smuz, <i>Sec</i> , Upper Twp
	<i>Nays:</i>	None
	<i>Abstain:</i>	None

Motion carried by unanimous vote.

Chair Beck entertained a motion for approval of Resolution 2015-35 appointing David S. DeWeese, Esquire, to represent the ACM JIF and Custodian of Records in Superior Court complaints filed with the Government Records Council pertaining to the Open Public Records Act.

Motion by Mr. Smith, seconded by Ms. Smuz, to approve Resolution 2015-35.

ROLL CALL	<i>Yeas:</i>	Bob Smith, Cape May City Kim Hodsdon, Cape May Point Ed Beck, <i>Chair</i> , Linwood City Susan Robostello, Millville City George Savastano, Sea Isle City Lucy Samuelson, Somers Pt. City Teri Smuz, <i>Sec</i> , Upper Twp
	<i>Nays:</i>	None
	<i>Abstain:</i>	None

Motion carried by unanimous vote.

AUTHORIZATION OF CLAIMS PAYMENTS

Chair Beck presented the claims for payment as discussed in *Closed Session*.

Chair Beck asked if there were any questions at this time. No questions were entertained.

Chair Beck entertained a motion to approve the claims for payment as discussed in *Closed Session*.

Motion by Mr. Savastano, seconded by Ms. Hodsdon to approve the claims for payment as discussed in Closed Session. They are as follows:

May 2015 PARs:

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Auto</i>	<i>Property</i>
X02818	X45844	X41331	Z03222
X61139 (01-04)	X42822	X48204	Z12261
Z11990	X72732		Z16502
Z07107	Z00833		Z18033
Z14548	X07030		
Z16009			
X93770			
X80379 (01-02)			
X89093			
X55030			
Z04906			
Z03495			

ROLL CALL

Yeas:

Bob Smith, **Cape May City**
Kim Hodsdon, **Cape May Point**
Ed Beck, *Chair*, **Linwood City**
Susan Robostello, **Millville City**
George Savastano, **Sea Isle City**
Lucy Samuelsen, **Somers Pt. City**
Teri Smuz, *Sec*, **Upper Twp**

Nays:

None

Abstain:

None

Motion carried by unanimous vote.

APPROVAL TO ABANDON SUBROGATION

Chair Beck entertained a motion for authorization to abandon subrogation attempts as discussed in *Closed Session*.

Motion by Ms. Smuz, seconded by Ms. Samuelsen to abandon subrogation attempts as discussed in Closed Session. There was one (1) claim(s) for Abandonment of Subrogation.

<i>Qual-Lynx File #</i>

X93573

ROLL CALL

Yeas:

Bob Smith, **Cape May City**
Kim Hodsdon, **Cape May Point**
Ed Beck, *Chair*, **Linwood City**
Susan Robostello, **Millville City**
George Savastano, **Sea Isle City**
Lucy Samuelsen, **Somers Pt. City**
Teri Smuz, *Sec*, **Upper Twp**

Nays:

None

Abstain:

None

All in favor. Motion carried by unanimous vote.

CLAIMS REVIEW COMMITTEE REPORT – OPEN SESSION ITEMS

Ms. Perez, Hamilton Township, reported on the Claims Review Committee meeting minutes of June 11, 2015. She noted they are a handout to the membership and are self-explanatory.

She highlighted the following items:

PARs

The Committee reviewed Twenty-three (23) claims at the June 11, 2015 meeting. Of the claims reviewed, Twelve (12) Workers' Compensation (7 Police, 4 Streets, 1 Fire, and 0 Other); Five (5) General Liability; Two (2) Auto; and Four (4) Property PARs were approved for settlement or continuing defense.

Ms. Perez asked if there were any questions. No questions were entertained.

The next meeting is July 9, 2015 at the Hamilton Twp Municipal Building, Mays Landing.

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses – June

Ms. Tyler-Schohl reported on the *Lessons Learned from Losses* which is now included in the agenda packet.

Summer

Ms. Tyler-Schohl reminded the members that with summer comes seasonal employees. She noted that the May safety bulletin dealt with training your seasonal employees. She informed the members of a case in another JIF where a lifeguard on his *paid* lunch break got injured while surfing. His claim was denied because his injury did not occur in the scope of his employment. A judge settled the claim petition with a Section 20 for \$3,500 with claimant being responsible for his own medical bills. She noted that this shows the importance of training and description of job duties. She urged the members to utilize the training provided by the JIF.

Ms. Tyler-Schohl asked if there were any questions. No questions were entertained.

The remainder of the Claims Administrator's report was provided in Closed Session.

MANAGED HEALTH CARE REPORT

Ms. Beatty reviewed the Managed Care Report for May 2015.

Lost Time v. Medical Only Cases

Ms. Beatty presented the ACM JIF *Lost Time v. Medical Only Cases (Intake Report)*.

	May	YTD
<i>Lost Time</i>	2	25
<i>Medical Only</i>	39	190
<i>Report Only</i>	27	137
<i>Total Intakes(New Claims)</i>	68	352
<i>Report Only % of Total</i>	39.7%	38.9%
<i>Medical Only/Lost Time Ratio</i>	95:05	93:07
<i>Average Days to Report</i>	2.1	1.9

Transitional Duty Report

Ms. Beatty presented the *Transitional Duty Report*.

<i>Transitional Duty Summary Report</i>	YTD
<i>Transitional Duty Days Available</i>	4,173
<i>Transitional Duty Days Worked</i>	3,000
<i>% of Transitional Duty Days Worked</i>	71.9%
<i>Transitional Duty Days Not Accommodated</i>	1,173
<i>% of Transitional Duty Days Not Accommodated</i>	28.1%

Nurse Case Assignment Report:

<i>Nurse Case Summary Report (Inclusive of 3 JIFs)</i>	May
<i>Total Open Cases in current month</i>	36
<i>Total Cases Closed</i>	56
<i>Total Cases Remaining Open</i>	171

PPO Penetration Report:

Ms. Beatty presented the self-explanatory *PPO Penetration Rate Report*.

<i>PPO Penetration Rate</i>	May	YTD
<i>Bill Count</i>	579	2,847
<i>Original Provider Charges</i>	\$684,912	\$3,486,104
<i>Re-priced Bill Amount</i>	\$214,247	\$1,191,472
<i>Savings</i>	\$470,605	\$2,274,562
<i>% of Savings</i>	68.7%	65.2%
<i>Participating Provider Penetration Rate- Bill count</i>	95.0%	93.1%
<i>Participating Provider Penetration Rate-Provider Charges</i>	97.4%	96.1%

<i>EPO Penetration Rate – Bill Count</i>	89.1%	78.2%
<i>EPO Penetration Rate –Provider Charges</i>	95.1%	81.1%

Ms. Beatty asked if there were any questions at this time. No questions were entertained.

SOLICITOR'S REPORT

Mr. DeWeese presented the following reports:

New Cases

Mr. DeWeese noted that there were six (6) new cases reported as discussed during Closed Session.

Closed Claims

Mr. DeWeese noted that there were five (5) closed cases of which four (4) had no payment. He noted that a synopsis of these cases can be found in the agenda packet.

<i>Closed Case</i>	<i>Description</i>
<i>DeMayo v. City of Brigantine</i>	Trip and Fall. Assigned Defense Counsel, Thomas G. Smith, Esquire filed a Motion for Summary Judgment based on the fact that it was South Jersey Gas Company cap that caused the fall. Judge Savio granted the Motion on May 1, 2015.
<i>Evancich v. City of Wildwood</i>	Trip and Fall. Assigned Defense Counsel, Erin Thompson, Esquire negotiated the settlement of \$120,000 with \$60,000 contribution from the City and the co-defendant, Beecher Kay Realty Company.
<i>Garcia v. City of Pleasantville</i>	Motor Vehicle –stop sign obstruction. Assigned Defense Counsel Thomas G. Smith, Esquire, served the Plaintiff's attorney with a frivolous lawsuit letter and demand to dismiss notice. Motion was granted by Judge Taylor on April 13, 2015.
<i>Kaser v. Rio Grande Liquor Store v. City of Wildwood</i>	Bike fall. Assigned Defense Counsel Erin Thompson, Esquire, served the Plaintiff's attorney with a frivolous lawsuit letter and demand to dismiss notice which was denied as being "premature". Ms. Thompson was able to convince Rio Grande Liquor to voluntarily dismiss the action against the City without prejudice during depositions.
<i>Strang v. Spinnaker Condominium v. City of Sea Isle</i>	Slip and fall on sand. Assigned Defense Counsel James Birchmeier, Esquire, was able to convince Spinnaker Condominium Corp to voluntarily dismiss the action against the City without prejudice

during depositions. Payment from third party to plaintiff of \$200,000.

Release of 2014 Closed Session Resolution 2015-30

Mr. DeWeese reported to the members that after review of the 2014 closed session minutes, there is one section of the minutes that require redaction from February 19, 2014 (verbal correction to this date by Mr. DeWeese) of Resolution 2014-20.

Chair Beck entertained a motion for approval of Resolution 2015-30 releasing 2014 Closed Session minutes with redaction as amended.

Motion by Mr. Savastano, seconded by Ms. Robostello to approval of Resolution 2015-30 releasing 2014 Closed Session minutes with redaction as noted.

Yeas:

Bob Smith, **Cape May City**
Ed Beck, *Chair*, **Linwood City**
Susan Robostello, **Millville City**
George Savastano, **Sea Isle City**
Lucy Samuelsen, **Somers Pt. City**
Teri Smuz, *Sec.*, **Upper Twp**

None

Kim Hodsdon, **Cape May Point**

All in favor. Motion carried by majority vote.

Subrogation Status Report

Mr. DeWeese reported that the subrogation efforts are detailed in the Treasurer's report. He noted that the subrogation YTD for 2015 is \$397,153.23.

Mr. DeWeese asked if there were any questions. No questions were entertained.

COMMITTEE REPORTS

Finance Committee – May 15, 2015

Ms. Stollenwerk welcomed the JIF auditors, Mr. Allison and Ms. Holman, to the meeting. Mr. Allison thanked PERMA and AJG for their cooperation in completing the audit. He noted there were no recommendations. Ms. Holman then reviewed the audit with the members providing highlights of the Fund's financial position.

Ms. Holman asked if there were any questions. No questions were entertained.

Resolution 2015-31 Accepting the Annual Audit Report

Chair Beck entertained a motion to approve Resolution 2015-31 Accepting the Annual Audit report for the period ending December 31, 2014.

Motion by Ms. Smuz, seconded by Mr. Smith, to approve Resolution 2015-31 Accepting the Annual Audit report for the period ending December 31, 2014 as presented.

ROLL CALL *Yeas:* Bob Smith, **Cape May City**
Kim Hodsdon, **Cape May Point**
Ed Beck, *Chair*, **Linwood City**
Susan Robostello, **Millville City**
George Savastano, **Sea Isle City**
Lucy Samuelson, **Somers Pt. City**
Teri Smuz, *Sec*, **Upper Twp**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

2014 Audit Overview

Ms. Stollenwerk gave the members a detailed review of the financials which are included in the minutes in the agenda packet.

Ms. Stollenwerk asked if there were any questions. No questions were entertained.

Resolution 2015-32 Authorizing RCF Transfer of FY 2011

Chair Beck entertained a motion to approve Resolution 2015-32 Authorizing the Transfer of the 2011 Fund Year to the MEL RCF.

Motion by Ms. Smuz, seconded by Mr. Smith, to approve Resolution 2015-32 Authorizing the Transfer of the 2011 Fund Year to the MEL RCF as presented.

ROLL CALL *Yeas:* Bob Smith, **Cape May City**
Kim Hodsdon, **Cape May Point**
Ed Beck, *Chair*, **Linwood City**
Susan Robostello, **Millville City**
George Savastano, **Sea Isle City**
Lucy Samuelson, **Somers Pt. City**
Teri Smuz, *Sec*, **Upper Twp**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

Authorization for Auditor RFP

Chair Beck entertained a motion to authorize the Executive Director's office to prepare, advertise, and receive requests for proposals for the position of Fund Auditor to complete the Fund year 2015 and 2016 Fund audits.

Motion by Ms. Smuz, seconded by Mr. Smith, to authorize the Executive Director's office to prepare, advertise, and receive requests for proposals for the position of Fund Auditor to complete the Fund year 2015 and 2016 Fund audits as presented. All in favor. Motion carried.

Resolution 2015-33 Authorizing Interfund Transfer for FY 2014

Chair Beck entertained a motion to approve Resolution 2015-33 authorizing the Interfund transfer of \$150,000 from the Deductible line to the Property line in Fund Year 2014.

Motion by Ms. Robostello, seconded by Mr. Savastano, to approve Resolution 2015-33 authorizing the Interfund transfer of \$150,000 from the Deductible line to the Property line in Fund Year 2014 as presented.

ROLL CALL	Yeas:	Bob Smith, Cape May City Kim Hodsdon, Cape May Point Ed Beck, <i>Chair</i> , Linwood City Susan Robostello, Millville City George Savastano, Sea Isle City Lucy Samuelson, Somers Pt. City Teri Smuz, <i>Sec</i> , Upper Twp
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Nays:	None
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Abstain:	None
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All in favor. Motion carried by unanimous vote.

Authorization to Bind Coverage for Ocean City Skateboard Park

Mr. Forlenza stated that the Ocean City Skateboard Park is currently being built and it is due for completion prior to the July Executive Committee meeting. Mr. Forlenza noted that this request for authorization is so that once the Park is completed, the City has met all MEL coverage criteria, and the Safety Committee has given its approval, then the Executive Director's office can bind coverage.

Chair Beck entertained a motion to authorize the Executive Director's office to bind coverage for the Ocean City Skateboard Park contingent upon receipt of all necessary documentation in accordance with MEL Bulletin 2015-09 and approval of the Executive Safety Committee.

Motion by Ms. Smuz, seconded by Ms. Robostello, to authorize the Executive Director's office to bind coverage for the Ocean City Skateboard Park contingent upon receipt of all necessary documentation in accordance with MEL Bulletin 2015-09 and approval of the Executive Safety Committee as presented. All in favor. Motion carried.

Wellness Director Report

Ms. Valerie Smith noted that her report can be found in the agenda packet. Ms. Smith has visited about 2/3 of the members.

She reported on the following:

- Hamilton Twp - is holding a Biggest Loser contest and adding a walking program.
- Margate, Longport and Ventnor are looking to hold a combined health fair in the fall.
- Pleasantville City – Chief will share Capt. Buscio program with fire fighters.
- West Cape May City – Will hold health fair to coincide with annual farm fair on July 14th.
- Rutgers (Cape May County) –They are willing to come out to speak for free.

Ms. Smith noted that the June newsletter has many topics including Men's health, Migraine & Headache awareness, and Home Safety and is on website.

Ms. Smith asked if there were any questions. No questions were entertained.

EXECUTIVE DIRECTOR'S REPORT

Mr. Forlenza reviewed the Executive Director's Report found in the agenda packet with the membership. He highlighted the following items.

2014 Safety Incentive Program Awards – Mr. Forlenza noted that the deadline to claim or encumber these funds is December 31, 2015. All encumbered funds must be claimed by February 1, 2016. He encouraged members to submit reimbursement requests as soon as you make the purchases and not wait until the deadline.

2015 Optional Safety Budget – Mr. Forlenza noted that the deadline to claim or encumber these funds is December 31, 2015. All encumbered funds must be claimed by February 1, 2016. He encouraged members to submit reimbursement requests as soon as you make the purchases and not wait until the deadline.

Wellness Incentive Program Allowance – Mr. Forlenza noted that the deadline to claim or encumber these funds is December 31, 2015. All encumbered funds must be claimed by February 1, 2016.

EPL Authorized Contacts – Mr. Forlenza asked members to please review the list to determine if their contacts are current employees.

Financial Fast Track – Mr. Forlenza commented that the JIF has a strong surplus of \$27 million.

Renewing Members – Mr. Forlenza stated that 11 members are up for renewal on January 1, 2016 and all paperwork has been sent. He noted that if anyone has questions to please contact his office. Mr. Forlenza also stated that his office will be reaching out to the renewing members to schedule a visits.

Annual Exposure Renewal Process – Mr. Forlenza noted an email will be sent shortly from Ms. Palmeri to indicate when the process has begun. He informed the members that Exigis has moved the database to a new platform. Members will see little difference in how the system works.

Fireworks – MEL Bulletin – Mr. Forlenza reminded the members that they must secure coverage if they are planning fireworks at their event. He urged members to not wait until the last minute to get coverage and please follow the bulletin guidelines.

Mr. Forlenza asked if there were any questions at this time. No questions were entertained.

MEL REPORTS

Mr. Hirsch reported the highlights from the meeting. He noted that the financials were discussed as well as asset manager and banking services. He commented that the Legislative Committee met and noted that 3 bills they strongly oppose are being presented. He further noted that the MEL approved legal counsel for review OPRA requests at a cost not to exceed \$16,000.

RCF REPORTS

Mr. Hirsch noted that there were 3 findings in the auditor's report which are listed in his report on pg 107. He also noted that FY 2011 will be transferred to the RCF as of June 30, 2015.

Mr. Hirsch asked if there were any questions at this time. No questions were entertained.

SAFETY DIRECTOR'S REPORT

Mr. Sheehan stated that the Safety Director's Report is self-explanatory. He highlighted the following items and reminded the members of the upcoming training sessions:

Safety Bulletin – Mr. Sheehan commented that a bulletin on Training Summer/Seasonal Employees and Traffic Control by Law Enforcement in work zones were released.

MSI Training – Mr. Sheehan reported that the report contains a list of all programs for June and July.

Fast Track Training – Mr. Sheehan stated that the fast track and safety training dates are listed on pg 114 of his report; noting that the two in Atlantic County are June 11, 2015 in Stone Harbor and September 11, 2015 in Ocean City.

Mr. Sheehan asked if there were any questions at this time. No questions were entertained.

TREASURER'S REPORT

Mr. Hansen presented the Treasurer's Report for the period ending **May 31, 2015**. The report was made part of the agenda packet for members' review.

Investment Interest

Net interest received for the current month totaled \$618.82 and a coupon payment of \$15,000, accrued interest of \$25,291.67. After including a realized and an unrealized net loss of \$9,980 in the asset portfolio, the yield was adjusted to positive .40 % for this period. The total overview of the asset portfolio for the Fund shows an overall unrealized gain of \$56,020 as it relates to market value vs. the amount invested.

Our asset portfolio with TD Wealth Management has a current market value, at month end, of \$28,039,470 and consists of two (2) with maturity of less than one year; four (4) obligations with maturity of 1- 2 years and three (3) obligations with maturities greater than two (2) years.

Redeemed:	\$3,000,000
Called:	\$0
Purchased:	\$0

Coupon Payment/Asset Income: \$15,000

Receipt Activity for the Period

	Monthly	YTD
Subrogation Receipts	\$45,957.45	\$397,153.23
Reimbursement & Salvage	\$0	\$8,896.89
2015 2 nd Qtr Assessment Collected	\$4,596,311.25	
Retrospective Program	\$15,186.00	\$22,759.00
Due to Atlantic County	\$625	

Claim Activity for the Period

Claim activity for the month for claims paid by the Fund and claims payable by the Fund at month end are in the amount of \$969,252.26. A total of 658 checks were issued to vendors.

The claims detail is as follows:

Direct Loss Payments	\$811,478.29
Claim Expenses	\$33,041.25
Legal Defense Costs	\$124,732.72
1 void loss payment	<\$4,425>

Cash Activity for the Period

During the reporting month, the Fund's "Cash Position" changed from an opening balance of \$45,646,715.99 to a closing balance of \$48,963,071.55 showing an increase in the Fund of \$3,316,355.56.

A.E.L.C.F. PARTICIPANT YEAR-END BALANCES (no change from May)

Member	05/31/15 Unaudited
Hamilton Township	\$15,000
Hammonton Town	\$46,089
Middle Township	\$22,986
Mullica Township	\$6,706
Pleasantville City	\$31,825
Upper Deerfield Township	\$11,394

Waterford Township	\$25,756
Upper Township	\$9,606
Stone Harbor	\$8,665
Total	\$178,027*

**Note – Unaudited interest has been allocated for 2014 and 2015 elections have been added.*

Payment Register

Chair Beck entertained a motion to approve the ***May 2015 Payment Register*** (Claims Activity) as presented.

Chair Beck asked if there were any questions at this time. No questions were entertained.

Motion by Mr. Smith, seconded by Ms. Smuz to approve the ***May 2015 Payment Register*** (Claims Activity) as submitted by Mr. Hansen.

ROLL CALL	Yeas:	Bob Smith, Cape May City Kim Hodsdon, Cape May Point Ed Beck, <i>Chair</i> , Linwood City Susan Robostello, Millville City George Savastano, Sea Isle City Lucy Samuelson, Somers Pt. City Teri Smuz, <i>Sec</i> , Upper Twp
	Nays:	None
	Abstained:	None

Motion carried by unanimous vote.

Second Quarter Assessments

Mr. Hansen commented that one assessment payment missed the due date and they will be issued an interest invoice.

Amended Bill List – June

For the Executive Committee's consideration, Mr. Hansen presented the ***June 2015 Amended Bill List*** in the amount of **\$185,232.54** which was a handout this evening.

Chair Beck entertained a motion to approve the ***June 2015 Bill List*** as amended.

Chair Beck asked if there were any questions at this time. No questions were entertained.

Motion by Ms. Hodsdon, seconded by Ms. Smuz, to approve the ***June 2015 Bill List*** as amended.

ROLL CALL	Yeas:	Bob Smith, Cape May City Kim Hodsdon, Cape May Point Ed Beck, <i>Chair</i> , Linwood City Susan Robostello, Millville City George Savastano, Sea Isle City
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	Lucy Samuelson, Somers Pt. City
	Teri Smuz, Sec, Upper Twp
<i>Nays:</i>	None
<i>Abstained:</i>	None

Motion carried by unanimous vote.

MISCELLANEOUS BUSINESS
PRIMA

Chair Beck noted that he attended the PRIMA conference in Texas. He noted his report was a handout this evening and details sessions of importance which he urged members to read. He noted that we are way ahead of the curve in what we do in the JIF compared to others.

Ms. Samuelson thanked Chair Beck for the handout as she felt it was very informative.

Next Meeting

Chair Beck reminded the members that the next regular meeting will be held on **Wednesday, July 15, 2015 at 3:00 PM**, at the **Avalon Community Hall, 3001 Avalon Ave, Avalon, NJ**.

PUBLIC COMMENT

Chair Beck entertained a motion to open the meeting to the public for comment.

Motion by Ms. Samuelson, seconded by Ms. Hodsdon, to open the meeting to the public. All in favor.
Motion carried.

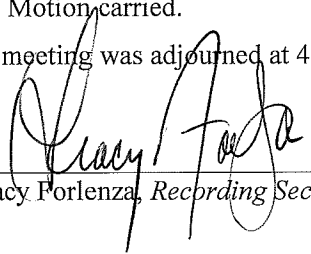
Chair Beck entertained a motion to close the meeting to the public for comment.

Motion by Mr. Smith, seconded by Ms. Robostello, to close the meeting to the public. All in favor.
Motion carried.

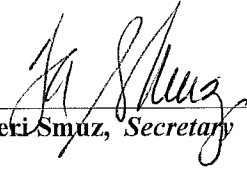
MOTION TO ADJOURN

Motion by Ms. Robostello, seconded by Mr. Savastano, to adjourn the June 17, 2015 meeting of the ACM JIF. Motion carried.

The meeting was adjourned at 4:14 PM.



Tracy Forlenza, Recording Secretary for



Teri Smuz, Secretary