Atlantic County Municipal Joint Insurance Fund
Established in 1987
South Jersey Communities Securing Their Future

ATLANTIC COUNTY PUBLIC LIBRARY
40 Farragut Ave
Mays Landing, New Jersey

November 20, 2017 at 3:00PM

OPEN SESSION MINUTES

The regular meeting of the Atlantic County Municipal Joint Insurance Fund (ACM JIF) was held on November 20, 2017, at Atlantic County Library – Mays Landing Branch, 40 Farragut Ave, Mays Landing, New Jersey at 3PM, prevailing time. *Chair Samuelsen*, **City of Somers Point,** 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* 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 Borough**
Jessica Thompson, *Alt.*, **Absecon City**
Stephen O'Connor, **Cape May Point**
Carol Foster, **Corbin City**
Karen Seifrit, **Deerfield Twp**
Glenn Clarke, **Dennis Twp**
Peter Miller, **Egg Harbor Twp**
Linda Kent, **Estell Manor City**
Patricia Gatto, **Folsom Borough**
Ingrid Perez, **Hamilton Twp**
Ed Beck, **Linwood City**
Rich Hirsch, **Longport Borough**
Julie Picard, **Lower Twp**
Lisa McLaughlin, **Margate City**
Sue Quinones, *Alt.*, **Middle Twp**
Regina Burke, **Millville City**
Dawn Stollenwerk, **Mullica Twp**
Ron Simone, **North Wildwood City**
Jim Dickinson, **Northfield City**
Liz Woods, **Ocean City**
Stephen Wilkins, **Pleasantville City**

Kellie Seib, **Sea Isle City**
Lucy Samuelsen, *Chair*, **Somers Point City**
Jim Craft, **Stone Harbor Borough**
Teri Smuz, **Upper Twp**
Roy Spoltore, **Upper Deerfield Twp**
Jim Goos, **Ventnor City**
Susan Danson, *Alt.*, **Waterford Twp**
Chris Ridings, **West Wildwood City**
Connie Mahon, *Sec*, **Wildwood Crest Borough**
Lisa Garrison, **Woodbine Borough**

Absent were:

Karen Blowers, **Brigantine City**
Bill Nimohay, **Buena Borough**
Neil Young, **Cape May City**
Heather Sparks, **Commercial Twp**
Robert Campbell, **Downe Twp**
Cheryl Prakash, **Galloway Twp**
Rachel Zaccaria, **Newfield Borough**
Lauren Vitelli, **West Cape May Borough**
DJ Ayres, **Weymouth Twp**
Chris Wood, **Wildwood City**

Also present were:

Paul Forlenza, Deputy Executive Director, *AJG Risk Management Services, Inc.*
Chris Roselli, Claims Administrator, *Qual-Lynx*
Karen Beatty, Managed Care Provider, *Qual-Care*
Tracy Forlenza, Recording Secretary
Bob Holwitt, Safety Consultant, *J.A. Montgomery Risk Control*
David DeWeese, Esquire, Fund Solicitor, *The DeWeese Law Firm, P.C.*
John Hansen, Treasurer
Valerie Smith, Wellness Director

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

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

Absent RMCs were:

Assured Partners
BCA Insurance

Hardenbergh 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 Samuelsen entertained a motion to approve the meeting minutes of the October 25, 2017 Executive Committee Meeting as presented.

Motion by Ms. Perez, seconded by Ms. Picard, to approve the meeting minutes of the October 25, 2017 Executive Committee Meeting. All in favor. Motion carried.

APPROVAL OF MINUTES – CLOSED SESSION

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

Chair Samuelsen entertained a motion to adopt the Closed Session Meeting Minutes of the October 25, 2017 Meeting of the Fund as presented.

Motion by Mr. Ridings, seconded by Mr. Wahl, to approve the Closed Session minutes of the October 25, 2017 Executive Committee Meeting as presented. All in favor. Motion carried.

The Closed Session meeting minutes of the October 25, 2017 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 #2017-40

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 on them in closed session no longer exists as required by the Open Public Meeting Act.

Chair Samuelsen entertained a motion to adopt *Closed Session Resolution 2017-40* as presented.

Motion by Ms. Picard, seconded by Ms. Perez, to adopt *Resolution 2017-40.*

ROLL CALL	*Yeas:*	Ingrid Perez, **Hamilton** Julie Picard, **Lower** Lisa McLaughlin, **Margate** Lucy Samuelsen, *Chair*, **Somers Point** Jim Goos, **Ventnor** Chris Ridings, **West Wildwood** Connie Mahon, *Sec*, **Wildwood Crest**
	Nays:	None
	Abstained:	None

All in favor. Motion carried by unanimous vote.

REOPEN PUBLIC PORTION OF THE MEETING

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

Motion by Mr. Ridings, seconded by Ms. Mahon, to reopen the public portion of the meeting. All in favor. Motion carried.

AUTHORIZATION OF CLAIMS PAYMENTS

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

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

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

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

October 2017 PARs:

Workers' Compensation	*General Liability*	*Property*
2017089337	1212084	1245317
2018112577-01	1235664	2018108298
2018112578-02		1249197
2018112016		1249026
2018109813		2018108543
2018109818		2018112097
001252382		1249534
2018110789		2018112325
20181127766		1250553
001205011		2018107404
201702004		1245307
001235285		1245311
2018111625		
2018111986		
2018114012-01		
2018114007-02		
2018106821		
2018113730		
2018114070		
2018110939		
001247145		

001204422		
001204423		
2018111982		
2018113256		
001243290-01		
001243361-02		

ROLL CALL *Yeas:* Ingrid Perez, **Hamilton**
Julie Picard, **Lower**
Lisa McLaughlin, **Margate**
Lucy Samuelsen, *Chair*, **Somers Point**
Jim Goos, **Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, *Sec*, **Wildwood Crest**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

ABANDON SUBROGATION

Motion by Ms. Mahon, second by Ms. Perez, made a motion to abandon subrogation on the following Qual-Lynx file:

File#
MLT-Z31185

ROLL CALL *Yeas:* Ingrid Perez, **Hamilton**
Julie Picard, **Lower**
Lisa McLaughlin, **Margate**
Lucy Samuelsen, *Chair*, **Somers Point**
Jim Goos, **Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, *Sec*, **Wildwood Crest**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

CLAIMS REVIEW COMMITTEE REPORT – OPEN SESSION ITEMS

Ms. Perez noted that the Claims Review Committee report was given in closed session and she had nothing further for open session.

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses – November

Mr. Roselli reported that the *Lessons Learned from Losses* this month focuses on *Slips and Falls*. He stated that injuries from slips and falls are higher in winter months. He noted there are a number of add-on or slip-on devices that are inexpensive way to improve traction and prevent slips and falls. He also suggested the "penguin" walk; taking small steps, hands out of pockets, carefully stepping.

Mr. Roselli informed the members of a claim where a PW employee slipped on black ice while picking up a Christmas tree. He noted that this claim could have been prevented.

Mr. Roselli reminded the members to review this newsletter and share it with their employees.

Mr. Roselli 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 October 2017.

Lost Time v. Medical Only Cases

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

	Oct	*YTD*
Lost Time	*6*	*108*
Medical Only	*35*	*388*
Report Only	*21*	*269*
Total Intakes(New Claims)	*62*	*765*
Report Only % of Total	*33.9%*	*35.2%*
Medical Only/Lost Time Ratio	*96:04*	*78:22*
Average Days to Report	*13.3*	*2.1*

Transitional Duty Report

Ms. Beatty presented the *Transitional Duty Report.*

Transitional Duty Summary Report	***YTD***
Transitional Duty Days Available	*7,772*
Transitional Duty Days Worked	*6,235*
% of Transitional Duty Days Worked	*80.2%*
Transitional Duty Days Not Accommodated	*1,537*
% of Transitional Duty Days Not Accommodated	*19.8%*

PPO Penetration Report:

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

PPO Penetration Rate	***Oct***	***YTD***
Bill Count	*512*	*4,825*
Original Provider Charges	*$914,917*	*$7,831,880*
Re-priced Bill Amount	*$313,845*	*$2,625,389*
Savings	*$601,072*	*$5,206,491*
% of Savings	*65.7%*	*66.5%*
Participating Provider Penetration Rate- Bill count	*97.3%*	*96.6%*
Participating Provider Penetration Rate-Provider Charges	*98.3%*	*98.3%*
EPO Penetration Rate – Bill Count	*92.4%*	*91.6%*
EPO Penetration Rate –Provider Charges	*97.5%*	*92.6%*

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

SOLICITOR'S REPORT

Mr. DeWeese presented the following reports:

Closed Claims

Mr. DeWeese noted that there were fourteen (14) case(s) closed in November; ten (10) of which had no payment to the claimant. He noted that a detailed synopsis of the claim can be found in the agenda packet and provided the following brief synopsis of each case:

Closed Case	***Description***
Vincent v. City of Brigantine	Zoning Permit. Assigned Defense Counsel, Thomas B. Reynolds, Esquire. QBE issued a denial of coverage. Defense Counsel is finalizing now as follows: JIF $1,500, QBE $1,500 and Brigantine $4,000.
Bethea v. Twp of Galloway	Improper training of PD. Assigned Defense Counsel James Birchmeier, Esquire, was assigned. Defense Counsel negotiated settlement for $63,500.
Branca v. City of Linwood	Trip/Fall. Assigned Defense Counsel Thomas G. Smith, Esquire, was assigned. Defense Counsel filed Motion for Summary Judgment which was granted.
Stango v. Twp of Lower	PD captain. Assigned Defense Counsel, James Birchmeier, Esquire. 1/3 costs split between JIF, Township and QBE.

Pernell, Pernell & Davis v. City of Millville	Civil rights. Assigned Defense Counsel, Thomas B. Reynolds, Esquire. Stipulation of Dismissal with Prejudice as to all Plaintiffs was filed.
Siracusa Estate v. City of Millville	Dangerous condition. Assigned Defense Counsel, Thomas B. Reynolds, Esquire provided notice to dismiss based on non-jurisdiction. Stipulation of Dismissal granted without prejudice only for City of Millville.
Loteck v. City of Millville	False accusations. Assigned Defense Counsel, James R. Birchmeier, Esquire filed Stipulation of Dismissal with Prejudice.
Lusas v. OC Hotels & Property Management, Inc. V. City of Ocean City	Slip and Fall on ice. Assigned Defense Counsel, James R. Birchmeier, Esquire filed for dismissal based on non-jurisdiction; granted Motion for Summary Judgment.
Jackson v. Twp of Mullica	Trip and Fall. Assigned Defense Counsel, James R. Birchmeier, Esquire negotiated settlement for $25,000.
Castoran v. City of Northfield	Civil/constitutional rights. Assigned Defense Counsel, Robert Merenich, Esquire filed Motion for Summary Judgment which was granted.
Arroyo-Perez v. City of Pleasantville	Trip and Fall. Assigned Defense Counsel, Thomas B. Smith, Esquire filed for dismissal based on non-jurisdiction; granted Stipulation of Dismissal.
Hartman v. City of Pleasantville	Auto. Uninsured motorist. Assigned Defense Counsel, James Birchmeier, Esquire negotiated the case with JIF and carrier.
High Point Safety v. Markel Service, Inc. v. City of Ventnor	Auto. Assigned Defense Counsel, Robert Merenich, Esquire filed Stipulation for Dismissal with Prejudice for this third party case.
Grazias v. Twp of Hamilton	Trip and Fall. Assigned Defense Counsel settled for payment with no contribution from insured.

Bulletin: Vacation Property Registration & Registration Fee Ordinances

Mr. DeWeese noted that the bulletin on page 34 of the agenda was sent out via email by his office on or about October 30, 2017 and discussed at the Retreat. He noted that some members inquired about the status of pending cases. He commented that pending cases are in a pending status and there are no decisions yet regarding these active cases.

Mr. DeWeese encouraged the members that if they continue to enforce these ordinances, there are a high probability that litigation could come in the future. Ms. Garrison asked if they change their ordinances now, could people still sue the town for reimbursement of these fees. Mr. DeWeese noted that there is always potential to sue, but encouraged members to discuss this matter with their solicitors and governing bodies. He also warned of the potential of class action suits as well. He also welcomed the members' solicitors contacting his office and he can share any information he has with them.

2017 Annual Defense Panel Report

Mr. DeWeese stated that the 2017 Annual Defense Panel report was included in the agenda as well. He encouraged members to review this report. He noted that going forward; the decision to litigate cases will be based on adverse jury decisions of late. He commented that there will be more potential cases because of these decisions. He noted that he is carefully monitoring these cases.

Qual-Lynx WC/GL Supervisors and Adjusters

Mr. DeWeese reported that he met with Qual-Lynx WC/GL supervisors and adjusters on November 14, 2017. He noted that it was a fantastic meeting with a lot of great suggestions on which to move forward. He will provide a report and highlight the issues and suggestions/recommendations on handling the files moving forward.

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

COMMITTEE REPORTS

Nominating Committee Meeting- October 30, 2017 via conference call

Ms. Stollenwerk noted that Nominating Committee meeting minutes are included in the agenda packet. She reported that the draft 2018 Nomination slate is on page 43. She further stated that any other nominations can be made via the form with a deadline of December 1, 2017. Mr. Forlenza noted the form was accidentally omitted from the minutes, but will be emailed to the members following today's meeting.

Finance Committee Meeting – November 1, 2017 via conference call

Ms. Stollenwerk reported that the Finance Committee held a conference call on November 1, 2017. She noted that the minutes were included in the agenda packet and highlighted the following:

Ms. Stollenwerk stated that the 2018 Budget is being introduced at today's meeting. She noted that the JIF budget is increasing .92%, but overall the budget is decreasing 3.24%. She also stated the loss funding increase is increasing .71% ($92,499) which includes the increase of the SIR to $500,000. She also commented that the budget includes contingency line increase to cover cyber enhancement related costs. She noted that the MEL loss funding included a decrease of 22% and the MEL Retro will be funded at 125%. The Finance Committee opted to not reduce the line item due to the potential increase of the EPL/POL line due to land use coverage changes being discussed.

Ms. Stollenwerk further noted that the Finance Committee continued with the Reward/Revaluation Program which impacted ten (10) members and no one qualified for the Retrospective program for 2018. She stated that thirty-seven members will receive a decrease in their assessments and the few others that will see increases, have poor performance in at least one area such as EPL. She stated that the assessment certification, which is just the gross premium, is included in the agenda as well.

Ms. Stollenwerk entertained questions. No questions were asked.

Motion to introduce the 2018 Budget

Chair Samuelsen entertained a motion to introduce the 2018 Budget.

Motion by Mr. Ridings, seconded by Mr. Goos to introduce the 2018 Budget as presented.

ROLL CALL	*Yeas:*	Ingrid Perez, **Hamilton** Julie Picard, **Lower** Lisa McLaughlin, **Margate** Lucy Samuelsen, *Chair*, **Somers Point** Jim Goos, **Ventnor** Chris Ridings, **West Wildwood** Connie Mahon, *Sec*, **Wildwood Crest**
	Nays:	None
	Abstain:	None

All in favor. Motion carried by unanimous vote.

Motion to introduce the 2018 Assessment Allocation Strategy

Chair Samuelsen entertained a motion to introduce the 2018 Assessment Allocation Strategy.

Motion by Ms. Perez, seconded by Mr. Wahl to introduce the 2018 Assessment Allocation Strategy as presented.

ROLL CALL	*Yeas:*	Ingrid Perez, **Hamilton** Julie Picard, **Lower** Lisa McLaughlin, **Margate** Lucy Samuelsen, *Chair*, **Somers Point** Jim Goos, **Ventnor** Chris Ridings, **West Wildwood** Connie Mahon, *Sec*, **Wildwood Crest**
	Nays:	None
	Abstain:	None

All in favor. Motion carried by unanimous vote.

Motion to introduce the 2018 Assessment Certification

Chair Samuelsen entertained a motion to introduce the 2018 Assessment Certification.

Motion by Mr. Ridings, seconded by Mr. Wahl to introduce the 2018 Assessment Certification as presented.

ROLL CALL	*Yeas:*	Ingrid Perez, **Hamilton** Julie Picard, **Lower** Lisa McLaughlin, **Margate** Lucy Samuelsen, *Chair*, **Somers Point** Jim Goos, **Ventnor** Chris Ridings, **West Wildwood** Connie Mahon, *Sec*, **Wildwood Crest**
	Nays:	None
	Abstain:	None

All in favor. Motion carried by unanimous vote.

WELLNESS DIRECTOR'S REPORT

Ms. Valerie Smith noted that her report can be found in the agenda packet.

She provided a brief synopsis of the upcoming health fairs and healthy events for the members. She stated this month's "shout out" goes to Ventnor for planning a full year of wellness activities for their employees. She also noted a fun upcoming event is a healthy "Soup off" that West Wildwood is hosting.

Ms. Smith noted that the November newsletter was sent via email and is on the website reminding members about Lung Cancer awareness. She asked members that if the newsletter doesn't pertain to you, please share with someone else. She also reminded members that Wellness reimbursement money expires at the end of December so please reach out if you need assistance in spending.

Ms. Smith and Ms. Schiffer held a Wellness Coordinator Training Workshop and are now creating a database with suggestions for activities that other municipalities are doing.

Ms. Smith reminder the members that the Horizon Visa gift card program is beginning November 1, 2017. She noted that it changed slightly as you need more points, but it is worth the $250 visa gift card.

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 from his report:

2016 Safety Incentive Program – Mr. Forlenza asked members to please note that the deadline for claiming or encumbering these funds is December 31, 2017 and all encumbered funds have to be claimed by February 1, 2018.

2017 Optional Safety Budget – Mr. Forlenza reminded members to please note that the deadline for claiming or encumbering these funds is December 31, 2017 and all encumbered funds have to be claimed by February 1, 2018.

2017 Wellness Incentive Program – Mr. Forlenza reminded members that the deadline for claiming or encumbering these funds these funds is December 31, 2017 and all encumbered funds have to be claimed by February 1, 2018.

EPL/Cyber Allowance - Mr. Forlenza reminded members that this money can now be used to offset cyber security/improvement costs as well.

EPL Helpline - Mr. Forlenza reminded members to review this list and make the necessary changes to the representatives.

Financial Fast Track - Mr. Forlenza noted that the Fund is performing extremely well with a surplus position of $32.3 million.

Elected Officials Training – Mr. Forlenza noted that the training dates were emailed out and are scheduled for December 7, 2017; January 30, 2018; February 7, 2018 and March 28, 2018. The training will cover the introduction of the cyber risk management program, EPL/POL issues, land use issues and police issues. Please encourage your elected officials to attend. He stated that beginning this year, the MEL changed the way the maximum credit is calculated. He noted that the maximum amount is now 5% of the member's overall MEL premium.

MEL Cyber Risk Management Program – Mr. Forlenza stated the MEL Cyber Risk Management Program will be rolled out in the next few weeks. Members who come into compliance with the program will have the opportunity to seek reimbursement of a portion of their deductible for cyber related claims. He encouraged the members to read it over with their IT specialist and see what cyber deductibles you qualify for based on your security tiers.

Inclement Weather Policy – Mr. Forlenza noted there is a hotline and notification system for meeting cancellations based on inclement weather.

Safety/Wellness Calendars – Mr. Forlenza stated that the safety/wellness calendars are at each members place this evening. He asked that RMCs please take their members calendars if they are not present at tonight's meeting.

MEL/RCF REPORTS

MEL

Mr. Hirsch stated that the 2018 MEL budget ($43,639,967) was approved on November 15, 2017 with a reduction of 1.52% overall. He also stated that they adopted a resolution to authorize the Underwriting Manager to place the 2018 Excess and Reinsurance Renewals.

Mr. Hirsch entertained questions. No questions were entertained.

Resolution 2017-41 Appointing the 2018 MEL/RCF Representatives
Chair Samuelsen entertained a motion to appoint the 2018 MEL/RCF representatives.

Motion by Ms. Perez, seconded by Ms. Mahon to appoint the 2018 MEL/RCF representatives as presented.

ROLL CALL	*Yeas:*	Ingrid Perez, **Hamilton** Julie Picard, **Lower** Lisa McLaughlin, **Margate** Lucy Samuelsen, *Chair*, **Somers Point** Jim Goos, **Ventnor** Chris Ridings, **West Wildwood** Connie Mahon, *Sec*, **Wildwood Crest**
	Nays:	None
	Abstain:	None

All in favor. Motion carried by unanimous vote.

SAFETY DIRECTOR'S REPORT

Mr. Holwitt stated that the Safety Director's Report can be found in the agenda. He highlighted the following items:

MEL Media Library – Mr. Holwitt noted that the MEL Media Library is updated and easy to use online.

Safety Bulletins – Mr. Holwitt commented that two bulletins were released in October. The bulletins were on *Fire Prevention Month* and *Leaf Collection Safety*.

MSI Training – Mr. Holwitt stated that a list of training for November and December is on page 131. He added that if a member needs specific training to comply with OSHA, please contact his office immediately.

Reminders – Mr. Holwitt noted that the Career Survival for Police Supervisors Regional Training on October 19th was well attended. He also noted to please complete the safety lifting and emergency responders programs as part of the SIP program. He added that the MEL app is now up and ready for download.

Special Recognition Nominations – Mr. Holwitt thanked those that have sent in nominations.

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

TREASURER'S REPORT

October Report
Mr. Hansen presented the Treasurer's Report for the period ending **October 31, 2017.** The report was made part of the agenda packet for members' review. Mr. Hansen presented the following information:

Investment Interest

Interest Income:	Oct
Interest Received from Account Balances	$9,337.58
Mgmt Fees (billed quarterly)	<$5,223.58>
Coupon Interest Payment	$45,375.00
Unrealized Gain or Loss	<$54,018.85>
Misc.	<$.05>
Net Gain in Interest	**<$4,529.90>**

Interest Accrual:	
Beginning Interest Accrual	$138,337.89
Change in Accrued Interest	$6,839.31
Ending Interest Accrual	**$145,177.20**

Investment Balance:	
Beginning of Month	$43,825,727.50
End of Month	$43,729,164.50
Overall Yield-positive	.05 %

Portfolio	**Percentage**	**Total**
US Treasury Bonds & Notes	52.11%	$22,787,014.50
US Government Agencies	47.89%	$20,942,150.00

Receipt Activity for the Period:

	Oct	**YTD**
Subrogation Receipts	$52,692.58	$309,851.41
Recovery	$517.08	$8,000.95
2017 Assessments	$2,558,563.00	

Claim Activity for the Period

Claim activity for the month for claims paid by the Fund and claims payable by the Fund at October end are in the amount of $1,270,965.24 with a total of 518 checks issued. The claims detail is as follows:

	Oct
Direct Loss Payments	$1,270,965.24
Adjustments	<$2,888.62>
Less Recoveries	<$52,692.58>
Net Total	$1,215,384.04

Cash Activity for the Period

During the reporting month, the Fund's "Cash Position" changed from an opening balance of $54,454,752.25 to a closing balance of $53,301,788.89 showing a decrease in the Fund of $1,152,963.36.

A.E.L.C.F. PARTICIPANT BALANCES

Member	**10/31/17 unaudited– interest posted**
Hamilton Township	$40,260.38
Hammonton Town	$124,780.06
Middle Township	$50,342.72
Mullica Township	$25,802.00
Pleasantville City	$0
Upper Deerfield Township	$31,080.55
Waterford Township	$26,026.04
Upper Township	$18,408.68
Stone Harbor	$8,755.70
Total	$325,456.13

Payment Register

Chair Samuelsen entertained a motion to approve the ***November 2017 Payment Register*** (Claims Activity) as presented.

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

Motion by Mr. Goos, seconded by Ms. Picard approve the ***November 2017 Payment Register*** (Claims Activity) as submitted by Mr. Hansen.

ROLL CALL	***Yeas:***	Ingrid Perez, **Hamilton** Julie Picard, **Lower** Lisa McLaughlin, **Margate** Lucy Samuelsen, *Chair*, **Somers Point** Jim Goos, **Ventnor** Chris Ridings, **West Wildwood** Connie Mahon, *Sec*, **Wildwood Crest**
	Nays:	None
	Abstained:	None

Bill List –November

For the Executive Committee's consideration, Mr. Hansen presented the ***November 2017 Bill List*** in the amount of **$206,973.47**.

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

Chair Samuelsen entertained a motion for approval of the ***November 2017 Bill List*** as presented.

Motion by Mr. Ridings, seconded by Ms. Perez, to approve the ***November 2017 Bill List.***

ROLL CALL	***Yeas:***	Ingrid Perez, **Hamilton** Julie Picard, **Lower** Lisa McLaughlin, **Margate** Lucy Samuelsen, *Chair*, **Somers Point** Jim Goos, **Ventnor** Chris Ridings, **West Wildwood** Connie Mahon, *Sec*, **Wildwood Crest**
	Nays:	None
	Abstained:	None

Motion carried by unanimous vote.

RMC Bill List –November

For the Executive Committee's consideration, Mr. Hansen presented the ***November 2017 RMC Bill List*** in the amount of **$179,347.00**.

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

Chair Samuelsen entertained a motion for approval of the ***November 2017 RMC Bill List*** as presented.

Motion by Mr. Goos, seconded by Ms. Mahon, to approve the ***November 2017 RMC Bill List.***

ROLL CALL	***Yeas:***	Ingrid Perez, **Hamilton**

Julie Picard, **Lower**
Lisa McLaughlin, **Margate**
Lucy Samuelsen, *Chair*, **Somers Point**
Jim Goos, **Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, *Sec*, **Wildwood Crest**

Nays:	None
Abstained:	None

Motion carried by unanimous vote.

MISCELLANEOUS BUSINESS

Next Meeting

Chair Samuelsen reminded the members that the December meeting date will be held **Wednesday, December 20, 2017** at **3:00 PM** at Atlantic County Library, Mays Landing, NJ with the Holiday Dinner Meeting immediately following at the Sugar Hill Inn.

PUBLIC COMMENT

Open Public Comment

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

Motion by Ms. Picard, seconded by Ms. Perez, to open the meeting to the public. All in favor. Motion carried.

Close Public Comment

Chair Samuelsen entertained a motion to close the public comment.

Motion by Mr. Ridings, seconded by Mr. Wahl, to close the meeting to the public. All in favor. Motion carried.

MOTION TO ADJOURN

Motion by Ms. Mahon, seconded by Ms. Perez, to adjourn the November 20, 2017 meeting of the ACM JIF. Motion carried.

The meeting was adjourned at 3:56 PM.

Tracy Forlenza, *Recording Secretary* for

Constance Mahon

Constance Mahon, *Secretary*