

**CAMDEN COUNTY INSURANCE COMMISSION
AGENDA AND REPORTS
THURSDAY, FEBRUARY 22, 2018**

**CAMDEN COUNTY COLLEGE REGIONAL
EMERGENCY TRAINING CENTER
BOARD ROOM
420 WOODBURY-TURNERSVILLE ROAD
BLACKWOOD, NJ 08102
2:00 PM**

**To attend the meeting via teleconference please dial 1- 866-921-5493
and enter passcode 6364276#**

OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE

In accordance with the Open Public Meetings Act, notice of this meeting was given by:

- I. Advertising the notice in the Courier Post;**
- II. Filing advance written notice of this meeting with the Commissioners of the Camden County Insurance Commission; and**
- III. Posting notice on the Public Bulletin Board of the Office of the County Clerk and the Regional Emergency Training Center**

**CAMDEN COUNTY INSURANCE COMMISSION
AGENDA
OPEN PUBLIC MEETING: FEBRUARY 22, 2018**

- ☐ **MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- ☐ **PLEDGE OF ALLEGIANCE**
- ☐ **ROLL CALL OF COMMISSIONERS**
- ☐ **APPROVAL OF MINUTES:** December 7, 2017 Closed Minutes.....Handout
January 25, 2018 Open.....Appendix I
January 25, 2018 Closed.....Handout

- ☐ **CORRESPONDENCE – None**

2018 REORGANIZATION

Chairperson asks Executive Director to run the meeting for Election of Officers

- ☐ **ELECTION OF CHAIRPERSON & VICE CHAIRPERSON**
- ☐ **ATTORNEY TO ADMINISTER OATH OF OFFICES**
- ☐ **COMMITTEE REPORTS**
 - Safety Committee: Verbal
 - Claims Committee: Verbal
- ☐ **EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMA**
 - Executive Director's Report.....Pages 3-21
 - Resolution 6-18 Certifying the Election of Chairperson & Vice Chairperson.....Page 6
 - Resolution 7-18 Appoint Agent for Service of Process and for the Commission.....Page 7
For the Term of One Year
 - Resolution 8-18 Designating Custodian of Commission RecordsPage 8
 - Resolution 9-18 Designating Official Newspapers for the CommissionPage 9
 - Resolution 10-18 Designating Authorized Depositories for Commission AssetsPages 10-14
And Establishing Cash Management Plan
 - Resolution 11-18 Designating Commission TreasurerPage 15
 - Resolution 12-18 Designating Commission AttorneyPage 16
 - Resolution 13-18 Designating Authorized Signatures for Commission Bank Accounts ..Page 17
 - Resolution 14-18 Indemnifying Camden County Insurance Fund CommissionPage 18
Officials/Employees
 - Resolution 15-18 Authorizing Commission Treasurer to Process ContractedPage 19
Payments and Expenses
- ☐ **TREASURER – David McPeak**
 - Resolution 16-18 February Bill List Pages 22-23
 - Resolution 17-18 Dividend Bill ListPage 24
 - December Monthly Treasurer Reports..... Pages 25-26
- ☐ **ATTORNEY – Laura J. Paffenroth, Esq..... Verbal**

- ☐ **CLAIMS SERVICE –AmeriHealth Casualty Services**
 - Medical Savings ReportPage 27
 - Change of Address AnnouncementPage 28
 - ☐ **CEL SAFETY DIRECTOR – J.A. Montgomery Risk Control**
 - Monthly Report..... Pages 29-30
 - Safety Director Bulletins..... Pages 31-34
 - Announcement – J.A. Montgomery Risk Control Service TeamPage 35
 - ☐ **OLD BUSINESS**
 - ☐ **NEW BUSINESS**
 - ☐ **PUBLIC COMMENT**
 - ☐ **CLOSED SESSION- PARS**
 - Resolution18-18 Closed Session.....Page 36
 - Motion for Executive Session (in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-12)
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- ☐ **MEETING ADJOURNMENT**
 - ☐ **NEXT SCHEDULED MEETINGS: [March 22, 2018](#) Camden County College Regional Emergency Training Center, 420 Woodbury-Turnersville Road, Blackwood, NJ 08102, 2:00 PM**

CAMDEN COUNTY INSURANCE COMMISSION

9 Campus Drive, Suite 216, Parsippany, NJ 07054

Telephone (201) 881-7632

Fax (201) 881-7633

Date: February 22, 2018

Memo to: Commissioners of the Camden County Insurance Commission

From: PERMA Risk Management Services

Subject: Executive Director's Report

- ❑ **Reorganization Resolutions (Pages 6-19)** – As we do annually the CCIC is required to reorganize at the February Executive Committee meeting to be effective March 1st as per the Commission By Laws. Listed below are the necessary Reorganization Resolutions which are included in the agenda on pages 6-19.

- Resolution 6-18 Certifying the Election of Chairperson and Vice Chairperson
- Resolution 7-18 Appointing Agent for Service of Process for the Commission
For the Term of One Year
- Resolution 8-18 Designating Custodian of Commission Records
- Resolution 9-18 Designating Official Newspapers for the Commission
- Resolution 10-18 Designating Authorized Depositories for Commission Assets
And Establishing Cash Management Plan
- Resolution 11-18 Designating Commission Treasurer
- Resolution 12-18 Designating Commission Attorney
- Resolution 13-18 Designating Authorized Signatures for Commission Bank
Accounts
- Resolution 14-18 Indemnifying Camden County Insurance Fund Commission
Officials/Employees
- Resolution 15-18 Authorizing Commission Treasurer to Process Contracted
Payments and Expenses

❑ **Motion to approve Reorganization Resolutions Number 6-18 through 15-18**

- ❑ **2018 Actuary Request for Price Quotes** – The Fund Office solicited quotations for the services of an Actuary for 2018. There were two vendors that provided a quotation. The responses received were from the current Actuary, The Actuarial Advantage, Inc., and SGRISK Actuaries Consultants. Copies of the responses were previously sent to the Commission Attorney, Commissioners, and Commission Treasurer for their review. Below is a summary of the fees. We would request a brief discussion on a recommended firm to service the Commission at the meeting.

2018 Actuary Quotes	
Vendor	Fees
The Actuarial Advantage, Inc.	\$ 10,612
SGRisk Actuaries Consultants	\$ 9,000

- ☐ **Motion to approve the fee quote from _____ for actuarial services for 2018 for a fee of _____**
- ☐ **2018 Auditor Request for Price Quotes** – The Fund Office solicited quotations for the services of an Auditor for 2018. There was only one response received from our current vendor Bowman & Company, LLP. The proposed quote for audit services is \$14,000 for the year ending December 31, 2018 which is within the budget amount. A copy of the response will be available for review at the meeting.
- ☐ **Motion to approve the fee quote from The Bowman & Company, LLP for auditor services for 2018 in the amount of \$14,000**
- ☐ **Certificate of Insurance Issuance Report (Appendix II)** – Attached in appendix II is the certificate of issuance report from the NJCE for the month of January. There were 87 certificates issued for the month.
- ☐ **Motion to approve the certificate of insurance report**
- ☐ **NJ Excess Counties Insurance Fund (NJCE)** – The NJCE Reorganization meeting was held prior to the Commission meeting. Executive Director will provide a verbal update of the meeting and a summary report will be included in the next agenda. The NJCE is scheduled to meet again on April 26, 2018.
- ☐ **CCIC Financial Fast Track (Page 20)** – Included in the agenda on page 20 is a copy of the Financial Fast Track Report as of **December 31, 2017**. The report indicates the Commission has a surplus of **\$19,348,871**. Line 10 of the report, “Investment in Joint Venture” is the Camden County Insurance Commission’s share of the equity in the CEL. CCIC’s current equity in the CEL is **\$3,214,876**.
- ☐ **NJ CEL Property and Casualty Financial Fast Track (Page 21)** - Included in the agenda on page 21 is a copy of the NJ CEL Financial Fast Track Report as of **December 31, 2017**. The report indicates the Fund has a surplus of **\$10,565.661**.
- ☐ **2018 Property & Casualty Assessments** – In accordance with the Commission’s By Law’s, the property and casualty assessment bills were e-mailed to the member entities on February 8, 2018. The assessment bills included a CEL dividend credit for the 2010 & 2011 Fund Years. The first installment will be due on March 15, 2018. Future assessment bills will be due on May 15, 2018 and September 15, 2018.
- ☐ **NJCE Bulletin 18-07 (Appendix III)** – Included in Appendix III of the agenda is a copy of the NJCE Bulletin prepared by the NJCE Underwriting Manager. The Bulletin serves as a

listing of resources from the NJCE's insurance partners and other sources available to members of the NJCE.

- ❑ **2018 Excess Insurance and Ancillary Coverage Policies** - The NJCE renewal policies will again be available electronically through the Conner Strong & Buckelew secure website for those authorized representatives who were designated by their respective member entity. In addition to this, certain Commission professionals are granted access. The NJCE Underwriting Manager is in the process of reviewing the policies and will release an e-mail with instructions to access the website when the policies are available. The limit/retention schematics and Plan of Risk Management will also be available on this website. The policies are expected to be available by 4/1/18.

RESOLUTION NO. 6-18

CAMDEN COUNTY INSURANCE FUND COMMISSION

**CERTIFYING THE ELECTION OF
CHAIRPERSON AND VICE-CHAIRPERSON**

BE IT RESOLVED by the Camden County Insurance Fund Commission that the following persons have been elected as Chairperson and Vice-Chairperson:

ROSS G. ANGILELLA Chairperson

STEVEN WILLIAMS Vice-Chairperson

BE IT FURTHER RESOLVED, the Chairperson and Vice-Chairperson shall serve for a one-year term through 2019 reorganization of the Commission and until their successors shall be elected and qualified.

ADOPTED: 2-22-18

BY: _____
 CHAIRPERSON

ATTEST:

 VICE-CHAIRPERSON

RESOLUTION NO. 7-18

**CAMDEN COUNTY INSURANCE FUND COMMISSION
APPOINTING AGENT FOR SERVICE OF PROCESS FOR THE COMMISSION
FOR THE TERM OF ONE YEAR**

BE IT RESOLVED by the Camden County Insurance Fund Commission that PERMA Risk Management Services is hereby appointed as agent for service of process upon the Commission, at its office located at 9 Campus Drive, Suite 216, Parsippany, New Jersey 07054, effective upon adoption of the within resolution for the term of one year through re-organization 2019 or until its successor has be appointed and qualified.

BE IT FURTHER RESOLVED that appointment of Agent for the Commission for Service of Process shall be at no cost to the Commission.

ADOPTED: 2-22-18

BY: _____
CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

RESOLUTION NO. 8-18

**CAMDEN COUNTY INSURANCE FUND COMMISSION
DESIGNATING CUSTODIAN OF COMMISSION RECORDS**

BE IT RESOLVED that, Cathy Dodd, with PERMA Risk Management Services, is hereby designated as the custodian of the Commission records which shall be kept at the office of PERMA, located at 9 Campus Drive, Suite 216, Parsippany, New Jersey 07054.

BE IT FURTHER RESOLVED that the Custodian of Commission Records shall serve for a one-year term effective upon adoption of the within resolution through 2019 reorganization of the Commission and until their successors shall be elected and qualified.

BE IT FURTHER RESOLVED that appointment of the Custodian of Commission Records shall be at no cost to the Commission.

ADOPTED: 2-22-18

BY: _____
CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

RESOLUTION NO. 9-18

**CAMDEN COUNTY INSURANCE FUND COMMISSION
DESIGNATING OFFICIAL NEWSPAPER FOR THE COMMISSION**

BE IT RESOLVED by the Camden County Insurance Fund Commission, (hereinafter the Commission) that the **Courier Post** is hereby designated as the official newspaper for the Commission and that all official notices required to be published shall be published in this newspaper.

BE IT FURTHER RESOLVED that the designation of an official newspaper shall be effective upon adoption of the within resolution for the term of one year through the 2019 re-organization of the Commission.

BE IT FURTHER RESOLVED that in the case of special meetings or emergency meetings, the Secretary or Assistant Secretary of the Commission shall give notice of said meetings to the Courier Post.

ADOPTED: 2-22-18

BY: _____
CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

RESOLUTION NO. 10-18

CAMDEN COUNTY INSURANCE FUND COMMISSION

**DESIGNATING AUTHORIZED DEPOSITORIES FOR COMMISSION ASSETS
AND ESTABLISHING CASH MANAGEMENT PLAN**

BE IT RESOLVED that 1st Colonial Community Bank, is hereby designated as the depository for assets of the Commission; and

BE IT FURTHER RESOLVED that the attached Cash and Investment Management Plan, which includes the designation of authorized depositories, be and is hereby adopted.

ADOPTED: 2-22-18

BY: _____
CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

CAMDEN COUNTY INSURANCE FUND COMMISSION
2018 CASH MANAGEMENT AND INVESTMENT POLICY

1.) Cash Management and Investment Objectives

The CAMDEN COUNTY INSURANCE FUND COMMISSION (hereinafter referred to as the FUND or COMMISSION) objectives in this area are:

- a.) Preservation of capital.
- b.) Adequate safekeeping of assets.
- c.) Maintenance of liquidity to meet operating needs, claims settlements and dividends.
- d.) Diversification of the FUND's portfolio to minimize risks associated with individual investments.
- e.) Maximization of total return, consistent with risk levels specified herein.
- f.) Investment of assets in accordance with State and Federal Laws and Regulations.
- g.) Accurate and timely reporting of interest earnings, gains and losses by line of coverage in each Fund year.
- h.) Where legally permissible, cooperation with other local municipal joint insurance funds, and the New Jersey Division of Investment in the planning and execution of investments in order to achieve economies of scale.
- i.) Stability in the value of the FUND's economic surplus.

2.) Permissible Investments

Investments shall be limited to the following:

- a.) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America.
- b.) Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
- c.) Bonds or other obligations of the local unit or bonds or other obligations of school districts of which the local unit is a part or within which the school district is located; or
- d.) Bonds or other obligations, having a maturity date not exceeding 397 days, approved by the Division of Investment of the Department of Treasury for investment by local units.
- e.) Debt obligations of federal agencies or government corporations with maturities not greater than five (5) years from the date of purchase, excluding mortgage backed obligations, providing that such investments are purchased through the New Jersey Division of Investment and are consistent the Division's own investment guidelines, and providing that

the investment a fixed rate of interest not dependent on any index or external factors.

- f.) Repurchase agreements of fully collateralized securities, subject to rules and conditions established by the N.J. Department of Community Affairs.

No investment or deposit shall have a maturity longer than five (5) years from date of purchase.

3.) **Authorized Depositories**

In addition to the above, the FUND is authorized to deposit funds in certificates of deposit and other time deposits in banks covered by the Governmental Unit Depository Protection Act, NJSA 17:9-14 et seq. (GUDPA).

The FUND is also authorized to invest its assets in the New Jersey Cash Management Fund.

4.) **Authority for Investment Management**

The Treasurer is authorized and directed to make investments, with a maturity of three months or longer, through asset managers that may be selected by the FUND. Such asset managers shall be discretionary trustees of the FUND.

Their actions and decisions shall be consistent with this plan and all appropriate regulatory constraints.

In executing investments, asset managers shall minimize transaction costs by querying prices from at least three (3) dealers and purchasing securities on a competitive basis. When possible, federal securities shall be purchased directly from the US Treasury. Transactions shall not be processed through brokerages, which are organizationally affiliated with the asset manager. Transactions may also be processed through the New Jersey Division of Investment by the Fund's asset managers.

5.) **Preservation of Capital**

Securities shall be purchased with the ability to hold until maturity.

6.) **Safekeeping**

Securities purchased on behalf of the FUND shall be delivered electronically or physically to the FUND's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the FUND.

7.) **Selection of Asset Managers, Custodial Banks and Operating Banks**

Asset managers, custodial banks and operating banks shall be retained for contract periods of one (1) year. Additionally, the FUND shall maintain the ability to change asset managers and/or custodial banks more frequently based upon performance appraisals and upon reasonable notice, and based upon changes in policy or procedures.

8.) **Reporting**

Asset managers will submit written statements to the treasurer and executive director describing the proposed investment strategy for achieving the objectives identified herein. Asset managers shall also submit revisions to strategy when justified as a result of changing market conditions or other factors. Such statements shall be provided to the Treasurer and Executive Director. The statements shall also include confirmation that all investments are made in accordance with this plan. Additionally, the Investment Manager shall include a statement that verifies the Investment Manager has reconciled and determined the appropriate fair value of the Funds portfolio based on valuation guidelines that shall be kept on file in the Executive Director's office.

The Treasurer shall report to the Fund Commissioners at all regular meetings on all investments. This report shall include information on the balances in all bank and investment accounts, and purchases, sales, and redemptions occurring in the prior month.

9.) **Audit**

This plan, and all matters pertaining to the implementation of it, shall be subject to the FUND's annual audit.

10.) **Cash Flow Projections**

Asset maturity decisions shall be guided by cash flow factors payout factors supplied by the Fund Actuary and reviewed by the Executive Director and the Treasurer.

11.) **Cash Management**

All moneys turned over to the Treasurer shall be deposited within forty-eight (48) hours in accordance with N.J.S.A. 40A:5-15.

In the event a check is made payable to the Treasurer rather than the Fund, the following procedure is to be followed:

- a.) The Treasurer endorses the check to the Fund and deposits it into the Fund account.
- b.) The Treasurer notifies the payer and requests that in the future any check be made payable to the Fund.

The Treasurer shall minimize the possibility of idle cash accumulating in accounts by assuring that all amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.

The method of calculating banking fees and compensating balances shall be documented to the Fund Commissioners by the Treasurer at least annually.

Cash may be withdrawn from investment pools under the discretion of asset managers only to fund operations, claims imprest accounts, or approved dividend payments.

The Treasurer shall escheat to the State of New Jersey checks, which remain outstanding for twelve or more months after the date of issuance. However, prior to implementing such procedures, the Treasurer, with the assistance of the claims agent, as needed, shall confirm that the outstanding check continues to represent a valid claim against the FUND.

RESOLUTION NO. 11-18

**CAMDEN COUNTY INSURANCE FUND COMMISSION
DESIGNATING COMMISSION TREASURER**

BE IT RESOLVED that pursuant to the Camden County Insurance Fund Commission, Rules and Regulation, Article III, ORGANIZATION, Commission Professionals, provision 1, the Commission does hereby appoint **David McPeak**, Chief Financial Officer for the County of Camden, as Commission Treasurer for the term commencing upon adoption of the within resolution through 2019 Commission Reorganization; and

BE IT FURTHER RESOLVED that David McPeak shall receive no compensation to serve as Treasurer to the Commission.

ADOPTED: 2-22-18

BY: _____
CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

RESOLUTION NO. 12-18

**CAMDEN COUNTY INSURANCE FUND COMMISSION
DESIGNATING COMMISSION ATTORNEY**

BE IT RESOLVED that pursuant to the Camden County Insurance Fund Commission, Rules and Regulation, Article III, ORGANIZATION, Commission Professionals, provision 4, the Commission does hereby appoint **Laura J. Paffenroth**, Assistant County Counsel for the County of Camden, as Commission Attorney for the term commencing upon adoption of the within resolution through 2019 Commission Reorganization; and

BE IT FURTHER RESOLVED that Laura J. Paffenroth shall receive no compensation to serve as Attorney to the Commission.

ADOPTED: 2-22-18

BY: _____
CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

RESOLUTION NO. 13-18

**CAMDEN COUNTY INSURANCE FUND COMMISSION
DESIGNATING AUTHORIZED SIGNATURES FOR COMMISSION BANK ACCOUNTS**

BE IT RESOLVED by the Camden County Insurance Fund Commission (hereinafter the Commission), that all funds of the Commission shall be withdrawn from the official named depositories by check, which shall bear the signatures of at least two (2) of the following persons who are duly authorized pursuant to this resolution, except for those checks in the amount of \$100,000 or more and in that instance at least three signatures shall be required; and

BE IT FURTHER RESOLVED that for funds in the amount of \$2,500 or less, withdrawn from the official named depositories by check prepared by the Commission's Claims Administrator for the purposes of satisfying workers compensation claims, such checks shall bear the signature of at least one (1) of the following persons who are duly authorized pursuant to this resolution.

ROSS G. ANGILELLA	- Chairperson
STEVEN WILLIAMS	- Vice-Chairperson
ANNA MARIE WRIGHT	- Commissioner
DAVID MCPEAK	- Treasurer

ADOPTED: 2-22-18

BY: _____
CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

RESOLUTION NO. 14-18

**INDEMNIFYING CAMDEN COUNTY INSURANCE FUND COMMISSION
OFFICIALS/EMPLOYEES**

BE IT RESOLVED by the Camden County Insurance Fund Commission (hereinafter the “Commission”) that Commission elected officials, appointed officials, and employees are hereby indemnified in a manner similar to the provisions of N.J.S.A. 59:10-1, et seq. and 59:10A-1 et seq.; and

BE IT FURTHER RESOLVED that the aforesaid indemnification shall include the reasonable costs of defense; and

BE IT FURTHER RESOLVED that in interpreting the above referenced statutes, all discretion statutorily vested with the State shall be exercised by the Commission, and all discretion vested with the Attorney General shall be exercised by the Commission Attorney, subject to review by the Commission; and

BE IT FURTHER RESOLVED that any employee, inclusive of public officials employed by the Commission, shall be and is hereby indemnified for exemplary or punitive damages resulting from the employee’s civil violation of State or Federal law if, in the opinion of the Commission, the acts committed by the employee, upon which the damages are based, did not constitute actual fraud, actual malice, willful misconduct, or an intentional wrong; and

BE IT FURTHER RESOLVED that the aforesaid indemnification shall include the reasonable costs of defense and shall permanently attach to all acts performed during the calendar year 2018 through 2019 Commission Re-organization, and to all acts performed in all prior years thereto; and

BE IT FURTHER RESOLVED that the Commission may undertake an evaluation of the acts committed by an employee, for the purpose of determining whether the acts constituted actual fraud, actual malice, willful misconduct, or an intentional wrong, at such time as there shall be sufficient factual data available to reach a reasonable determination on the issue, and such determination, based upon the availability of information, may be made either prior to or subsequent to trial or settlement of the matter in question.

ADOPTED: 2-22-18

BY: _____
CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

RESOLUTION NO. 15-18

**CAMDEN COUNTY INSURANCE COMMISSION
AUTHORIZING COMMISSION TREASURER TO PROCESS
CONTRACTED PAYMENTS AND EXPENSES**

WHEREAS, the Camden County Insurance Commission (hereinafter “the Commission”) is duly constituted as an insurance commission and is subject to all applicable laws and regulations of the State of New Jersey; and

WHEREAS, the Board of Commissioners has deemed it necessary and appropriate to provide authorization to the Commission Treasurer to pay certain Commission contracted payments and expenses during the month(s) when the Commission does not meet; and

WHEREAS, payment by the Commission Treasurer of contracted payments and expenses for the month(s) in which the Commission does not meet shall be ratified by the Commission at its next regularly scheduled meeting; now, therefore,

BE IT RESOLVED by the Board of Commissioners of the CAMDEN COUNTY INSURANCE COMMISSION that the Commission Treasurer is hereby authorized to process the contracted payments and Commission expenses for all months in which the Commission does not meet during the year 2018.

BE IT FURTHER RESOLVED that the Board of Commissioners of the CAMDEN COUNTY INSURANCE COMMISSION shall ratify the contracted payments and Commission expenses so paid by the Commission Treasurer pursuant to the within Resolution at its next regularly scheduled monthly meeting.

ADOPTED: 2-22-18

BY: _____
CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

CAMDEN COUNTY INSURANCE COMMISSION				
FINANCIAL FAST TRACK REPORT				
AS OF December 31, 2017				
ALL YEARS COMBINED				
	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1. UNDERWRITING INCOME	1,396,110	16,753,318	84,835,632	101,588,950
2. CLAIM EXPENSES				
Paid Claims	594,637	4,990,368	15,634,618	20,624,987
Case Reserves	(519,920)	(244,938)	6,287,072	6,042,133
IBNR	(137,815)	(769,049)	13,376,338	12,607,289
Discounted Claim Value	(50,459)	7,943	(440,536)	(432,593)
TOTAL CLAIMS	(113,556)	3,984,324	34,857,492	38,841,816
3. EXPENSES				
Excess Premiums	534,381	6,510,224	34,806,312	41,316,536
Administrative	24,838	679,142	4,104,166	4,783,308
TOTAL EXPENSES	559,219	7,189,366	38,910,478	46,099,844
4. UNDERWRITING PROFIT (1-2-3)	950,446	5,579,629	11,067,661	16,647,290
5. INVESTMENT INCOME	5,166	63,819	210,371	274,189
6. PROFIT (4 + 5)	955,613	5,643,447	11,278,032	16,921,479
7. CEL APPROPRIATION CANCELLATION	0	0	212,516	212,516
8. DIVIDEND INCOME	117,877	117,877	189,456	307,333
9. DIVIDEND EXPENSE	(117,877)	(1,117,877)	(189,456)	(1,307,333)
10. INVESTMENT IN JOINT VENTURE	497,310	622,572	2,592,304	3,214,876
11. SURPLUS (6 + 7 + 8)	1,452,923	5,266,019	14,082,852	19,348,871
SURPLUS (DEFICITS) BY FUND YEAR				
2010	20,277	(137,617)	(85,288)	(222,904)
2011	71,215	26,211	1,014,828	1,041,038
2012	81,561	169,561	1,265,866	1,435,427
2013	182,069	(331,088)	4,459,111	4,128,024
2014	185,456	628,542	4,620,297	5,248,839
2015	213,517	2,042,582	2,379,574	4,422,157
2016	722,889	1,490,124	428,461	1,918,585
2017	(24,061)	1,377,703		1,377,703
TOTAL SURPLUS (DEFICITS)	1,452,923	5,266,019	14,082,850	19,348,869
TOTAL CASH				23,700,487
CLAIM ANALYSIS BY FUND YEAR				
FUND YEAR 2010				
Paid Claims	15,447	62,894	2,652,151	2,715,045
Case Reserves	(24,239)	(64,576)	98,149	33,572
IBNR	(5,208)	(10,317)	24,662	14,345
Discounted Claim Value	545	1,639	(2,383)	(744)
TOTAL FY 2010 CLAIMS	(13,455)	(10,361)	2,772,579	2,762,218
FUND YEAR 2011				
Paid Claims	531	100,964	1,975,390	2,076,354
Case Reserves	(465)	(47,204)	211,080	163,876
IBNR	(5,066)	(4,760)	17,825	13,066
Discounted Claim Value	(1,189)	(81)	(3,718)	(3,800)
TOTAL FY 2011 CLAIMS	(6,189)	48,919	2,200,578	2,249,496
FUND YEAR 2012				
Paid Claims	4,619	62,470	1,689,157	1,751,626
Case Reserves	(5,682)	(119,263)	288,318	169,055
IBNR	(11,949)	(44,563)	60,179	15,616
Discounted Claim Value	825	4,298	(7,776)	(3,478)
TOTAL FY 2012 CLAIMS	(12,187)	(97,059)	2,029,879	1,932,820
FUND YEAR 2013				
Paid Claims	207,081	696,503	2,631,775	3,328,279
Case Reserves	(208,371)	(490,488)	884,340	393,852
IBNR	(41,446)	(715,918)	806,981	91,063
Discounted Claim Value	3,381	25,736	(35,957)	(10,220)
TOTAL FY 2013 CLAIMS	(39,354)	(484,166)	4,287,140	3,802,974
FUND YEAR 2014				
Paid Claims	101,694	1,277,629	3,474,861	4,752,490
Case Reserves	(116,115)	(564,759)	1,142,433	577,673
IBNR	(148,706)	(1,335,549)	1,594,587	259,037
Discounted Claim Value	12,482	35,547	(50,202)	(14,654)
TOTAL FY 2014 CLAIMS	(150,645)	(587,133)	6,161,679	5,574,546
FUND YEAR 2015				
Paid Claims	47,023	741,505	1,621,938	2,363,444
Case Reserves	(58,990)	(46,907)	1,581,229	1,534,322
IBNR	(182,940)	(2,733,752)	4,648,257	1,914,505
Discounted Claim Value	6,267	67,202	(131,936)	(64,734)
TOTAL FY 2015 CLAIMS	(188,639)	(1,971,952)	7,719,489	5,747,537
FUND YEAR 2016				
Paid Claims	55,244	1,337,721	1,589,345	2,927,065
Case Reserves	(209,607)	(357,275)	2,081,523	1,724,248
IBNR	(503,676)	(2,444,690)	6,223,847	3,779,157
Discounted Claim Value	15,623	86,473	(208,565)	(122,093)
TOTAL FY 2016 CLAIMS	(642,417)	(1,377,772)	9,686,149	8,308,377
FUND YEAR 2017				
Paid Claims	162,999	710,684		710,684
Case Reserves	103,549	1,445,534		1,445,534
IBNR	761,176	6,520,500		6,520,500
Discounted Claim Value	(88,393)	(212,870)		(212,870)
TOTAL FY 2017 CLAIMS	939,331	8,463,848	0	8,463,848
COMBINED TOTAL CLAIMS	(113,556)	3,984,324	34,857,492	38,841,816
This report is based upon information which has not been audited nor certified by an actuary and as such may not truly represent the condition of the fund.				

NEW JERSEY COUNTIES EXCESS JIF					
FINANCIAL FAST TRACK REPORT					
AS OF December 31, 2017					
ALL YEARS COMBINED					
	THIS	YTD	PRIOR	FUND	
	MONTH	CHANGE	YEAR END	BALANCE	
1. UNDERWRITING INCOME	1,755,838	21,070,064	97,465,900	118,535,964	
2. CLAIM EXPENSES					
Paid Claims	(137,541)	421,097	2,721,199	3,142,296	
Case Reserves	119,252	936,454	2,624,454	3,560,908	
IBNR	(854,071)	904,588	9,575,203	10,479,791	
Discounted Claim Value	49,968	(62,741)	(715,004)	(777,744)	
TOTAL CLAIMS	(822,392)	2,199,398	14,205,852	16,405,251	
3. EXPENSES					
Excess Premiums	1,241,873	14,902,490	67,102,915	82,005,406	
Administrative	107,577	1,552,049	7,163,639	8,715,688	
TOTAL EXPENSES	1,349,450	16,454,540	74,266,554	90,721,094	
4. UNDERWRITING PROFIT (1-2-3)	1,228,780	2,416,126	8,993,494	11,409,620	
5. INVESTMENT INCOME	6,078	34,371	229,221	263,592	
6. PROFIT (4+5)	1,234,859	2,450,497	9,222,714	11,673,212	
7. Dividend	0	200,000	300,000	500,000	
8. Cancelled Appropriations	0	0	607,551	607,551	
9. SURPLUS (6-7-8)	1,234,859	2,250,497	8,315,163	10,565,661	
SURPLUS (DEFICITS) BY FUND YEAR					
2010	9,960	(234,252)	722,132	487,880	
2011	53,001	64,815	921,187	986,002	
2012	130,305	115,799	554,609	670,408	
2013	316,854	407,351	1,277,188	1,684,539	
2014	69,749	65,846	2,048,737	2,114,583	
2015	146,182	315,030	989,944	1,304,973	
2016	165,324	427,316	1,801,366	2,228,683	
2017	343,482	1,088,592		1,088,592	
TOTAL SURPLUS (DEFICITS)	1,234,859	2,250,497	8,315,163	10,565,660	
TOTAL CASH				23,477,242	
CLAIM ANALYSIS BY FUND YEAR					
FUND YEAR 2010					
Paid Claims	200	1,010	164,355	165,365	
Case Reserves	(200)	84,635	1	84,636	
IBNR	(10,000)	60,000	164,999	224,999	
Discounted Claim Value	284	(9,850)	(2,805)	(12,655)	
TOTAL FY 2010 CLAIMS	(9,716)	135,795	326,550	462,345	
FUND YEAR 2011					
Paid Claims	2,960	38,480	396,667	435,147	
Case Reserves	(2,960)	(66,255)	407,372	341,117	
IBNR	(55,000)	(142,225)	380,961	238,736	
Discounted Claim Value	2,407	7,783	(39,146)	(31,362)	
TOTAL FY 2011 CLAIMS	(52,593)	(162,217)	1,145,854	983,638	
FUND YEAR 2012					
Paid Claims	2,577	333,720	1,132,971	1,466,690	
Case Reserves	(18,705)	(250,394)	430,462	180,069	
IBNR	(118,872)	(220,829)	844,069	623,240	
Discounted Claim Value	5,115	24,498	(69,604)	(45,106)	
TOTAL FY 2012 CLAIMS	(129,885)	(113,004)	2,337,897	2,224,893	
FUND YEAR 2013					
Paid Claims	6,298	(209,458)	516,427	306,969	
Case Reserves	(16,515)	128,535	623,730	752,266	
IBNR	(324,783)	(329,078)	1,009,843	680,765	
Discounted Claim Value	18,904	7,331	(86,001)	(78,671)	
TOTAL FY 2013 CLAIMS	(316,096)	(402,670)	2,063,999	1,661,329	
FUND YEAR 2014					
Paid Claims	4,851	132,919	268,119	401,039	
Case Reserves	(4,813)	269,095	141,719	410,814	
IBNR	(75,037)	(482,014)	1,750,161	1,268,147	
Discounted Claim Value	6,176	19,899	(101,570)	(81,671)	
TOTAL FY 2014 CLAIMS	(68,824)	(60,101)	2,058,430	1,998,329	
FUND YEAR 2015					
Paid Claims	3,626	102,721	242,661	345,381	
Case Reserves	(651)	234,073	1,021,082	1,255,154	
IBNR	(162,975)	(691,793)	2,311,258	1,619,464	
Discounted Claim Value	14,845	46,529	(204,420)	(157,891)	
TOTAL FY 2015 CLAIMS	(145,155)	(308,471)	3,370,580	3,062,109	
FUND YEAR 2016					
Paid Claims	0	0	0	0	
Case Reserves	3	250,032	88	250,120	
IBNR	(180,003)	(719,032)	3,113,912	2,394,880	
Discounted Claim Value	15,850	49,188	(211,458)	(162,270)	
TOTAL FY 2016 CLAIMS	(164,150)	(419,812)	2,902,542	2,482,730	
FUND YEAR 2017					
Paid Claims	(158,052)	21,705		21,705	
Case Reserves	163,094	286,733		286,733	
IBNR	72,599	3,429,559		3,429,559	
Discounted Claim Value	(13,613)	(208,119)		(208,119)	
TOTAL FY 2017 CLAIMS	64,027	3,529,878	0	3,529,878	
COMBINED TOTAL CLAIMS	(822,392)	2,199,398	14,205,852	16,405,251	

This report is based upon information which has not been audited nor certified by an actuary and as such may not truly represent the condition of the fund.

CAMDEN COUNTY INSURANCE COMMISSION

BILLS LIST

Resolution No. 16-18

FEBRUARY 2018

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

BE IT RESOLVED that the Camden County Insurance Fund Commission, hereby authorizes the Commission Treasurer to issue warrants in payment of the following claims; and

BE IT FURTHER RESOLVED, that this authorization shall be made a permanent part of the records of the Commission.

FUND YEAR 2017

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
000567			
000567	BROWN & CONNERY, LLP	LEGAL SERV FOR ANCILLARY COV - 12/2017	1,114.82
000567	BROWN & CONNERY, LLP	LEGAL SERV FOR ANCILLARY COV - 12/2017	1,473.71
000567	BROWN & CONNERY, LLP	LEGAL SERV FOR ANCILLARY COV - 12/2017	2,696.64
000567	BROWN & CONNERY, LLP	LEGAL SERV FOR ANCILLARY COV - 12/2017	9,358.05
000567	BROWN & CONNERY, LLP	LEGAL SERV FOR ANCILLARY COV - 12/2017	4,389.80
			19,033.02
000568			
000568	PERMA RISK MANAGEMENT SERVICES	2017 - 1099 AATRIX FILINGS	14.95
			14.95

TOTAL PAYMENTS FY 2017 19,047.97

FUND YEAR 2018

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
000569			
000569	NEW JERSEY COUNTIES EXCESS JIF	CEL 1ST INSTALLMENT 2018	2,715,734.86
			2,715,734.86
000570			
000570	BROWN & CONNERY, LLP	LEGAL SERV FOR ANCILLARY COV - 1/2018	3,260.94
000570	BROWN & CONNERY, LLP	LEGAL SERV FOR ANCILLARY COV - 1/2018	8,308.15
000570	BROWN & CONNERY, LLP	LEGAL SERV FOR ANCILLARY COV - 1/2018	3,559.28
000570	BROWN & CONNERY, LLP	LEGAL SERV FOR ANCILLARY COV - 1/2018	10,426.35
			25,554.72
000571			
000571	COMPSERVICES, INC.	CLAIMS ADMIN - 02/2018 - CCPD	11,416.00
000571	COMPSERVICES, INC.	CLAIMS ADMIN - 02/2018 - CCIC	18,616.00
			30,032.00
000572			
000572	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 02/2018	14,875.00
			14,875.00
000573			
000573	THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES FEE 02/2018 - CCPD	549.33
000573	THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES FEE 02/2018 - CCIC	317.67
			867.00
000574			
000574	COURIER-POST	ACCT: CHL-091698 - 1/31/18 - MEETING	20.68
			20.68

TOTAL PAYMENTS FY 2018

2,787,084.26

TOTAL PAYMENTS ALL FUND YEARS \$ 2,806,132.23

Chairperson

Attest:

Dated: _____

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

Treasurer

CAMDEN COUNTY INSURANCE COMMISSION DIVIDENDS LIST

Resolution No. 17-18

FEBRUARY 2018

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

BE IT RESOLVED that the Camden County Insurance Fund Commission, hereby authorizes the Commission Treasurer to issue warrants in payment of the following claims; and

BE IT FURTHER RESOLVED, that this authorization shall be made a permanent part of the records of the Commission.

FUND YEAR 2010

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
000565			
000565	CAMDEN COUNTY COLLEGE	2017 DIVIDEND	4,259.00
			4,259.00
		TOTAL PAYMENTS FY 2010	4,259.00

FUND YEAR 2011

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
000566			
000566	CAMDEN COUNTY COLLEGE	2017 DIVIDEND	3,497.00
			3,497.00
		TOTAL PAYMENTS FY 2011	3,497.00

TOTAL PAYMENTS ALL FUND YEARS \$ 7,756.00

Chairperson

Attest:

Dated:_____

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

Treasurer

CAMDEN COUNTY INSURANCE COMMISSION								
SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED								
Current Fund Year: 2017								
Month Ending: December								
	Property	Liability	Auto	Worker's Comp	NJ CEL	Admin	POL/EPL	TOTAL
OPEN BALANCE	1,810,031.24	6,852,887.10	530,839.04	14,701,044.42	161,197.92	(665,065.47)	1,045,601.40	24,436,535.64
RECEIPTS								
Assessments	258.35	3,035.61	685.62	12,515.07	23,045.98	2,551.12	0.00	42,091.75
Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Invest Pymnts	108.70	1,805.11	513.77	2,528.40	48.54	159.58	2.20	5,166.30
Invest Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subtotal Invest	108.70	1,805.11	513.77	2,528.40	48.54	159.58	2.20	5,166.30
Other *	0.00	0.00	0.00	0.00	0.00	74,650.60	0.00	74,650.60
TOTAL	367.05	4,840.72	1,199.39	15,043.47	23,094.52	77,361.30	2.20	121,908.65
EXPENSES								
Claims Transfers	29,049.24	263,423.76	10,538.64	282,006.82	0.00	0.00	0.00	585,018.46
Expenses	0.00	0.00	0.00	0.00	0.00	185,714.45	0.00	185,714.45
Other *	0.00	0.00	0.00	12,573.91	0.00	74,650.60	0.00	87,224.51
TOTAL	29,049.24	263,423.76	10,538.64	294,580.73	0.00	260,365.05	0.00	857,957.42
END BALANCE	1,781,349.05	6,594,304.06	521,499.79	14,421,507.16	184,292.43	(848,069.22)	1,045,603.60	23,700,486.87

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS						
CAMDEN COUNTY INSURANCE COMMISSION						
ALL FUND YEARS COMBINED						
CURRENT MONTH	December					
CURRENT FUND YEAR	2017					
Description: ID Number: Maturity (Yrs) Purchase Yield: TO TAL for All Accts & instruments		Ins Comm General A/C	Workers Comp Claims	Liability Claims	CCPD - WC	CCPD - Liability
Opening Cash & Investment Balance	\$24,436,535.70	24401082.52	108048.3	210742.45	25460.98	-308798.55
Opening Interest Accrual Balance	\$0.00	0	0	0	0	0
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5 Interest Paid - Cash Instr.s	\$5,166.29	\$5,030.63	\$35.63	\$61.78	\$16.61	\$21.64
6 Interest Paid - Term Instr.s	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7 Realized Gain (Loss)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8 Net Investment Income	\$5,166.29	\$5,030.63	\$35.63	\$61.78	\$16.61	\$21.64
9 Deposits - Purchases	\$972,721.32	\$42,091.75	\$151,338.93	\$261,184.92	\$121,173.56	\$396,932.16
10 (Withdrawals - Sales)	-\$1,713,936.39	-\$1,116,344.02	-\$174,987.61	-\$218,910.82	-\$119,593.12	-\$84,100.82
Ending Cash & Investment Balance	\$23,700,486.92	\$23,331,860.88	\$84,435.25	\$253,078.33	\$27,058.03	\$4,054.43
Ending Interest Accrual Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Plus Outstanding Checks	\$201,645.82	\$13,134.30	\$84,109.16	\$9,474.67	\$59,729.44	\$35,198.25
(Less Deposits in Transit)	-\$843.00	\$0.00	\$0.00	\$0.00	-\$843.00	\$0.00
Balance per Bank	\$23,901,289.74	\$23,344,995.18	\$168,544.41	\$262,553.00	\$85,944.47	\$39,252.68



**MEDICAL SAVINGS REPORT BY MONTH
CAMDEN COUNTY INSURANCE COMMISSION**

2018									
Month	Provider Billed Amount	Usual Customer Rate (UCR)80th percentile	Paid Amount	Gross Savings	% of Savings	ACS Network Fee	Net Savings	Network Utilization	
January	152,204.00	\$117,915.00	\$45,780.00	\$72,347.00	61.80%	\$14,469.40	\$57,877.60	97.40%	
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
Totals:									
Total Bills Received		194							



TO: All Clients

FROM: AmeriHealth Casualty Services

DATE: February 5, 2018

RE: Move Announcement

Dear Clients,

Please be advised that AmeriHealth Casualty Services in Mount Laurel New Jersey has moved and is now located in the Center City Philadelphia office. The new address is:

1700 Market Street 7th Floor Philadelphia, PA 19102.

Mailing address is P.O. Box 59059, Philadelphia, PA 19102

All phone numbers, emails and contacts will remain the same.

Thank you,
AmeriHealth Casualty Services

CAMDEN COUNTY INSURANCE COMMISSION

SAFETY DIRECTOR'S REPORT

TO: Fund Commissioners

FROM: J.A. Montgomery Risk Control, Safety Director

DATE: February 13, 2018

CCIC SERVICE TEAM

Paul Shives, Vice President Public Sector Director pshives@jamontgomery.com Office: 732-736-5213	Glenn Prince, Associate Public Sector Director gprince@jamontgomery.com Office: 856-552-4744 Cell: 609-238-3949	Natalie Dougherty, Executive Assistant ndougherty@jamontgomery.com Office: 856-552-4738
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January – February 2018

RISK CONTROL ACTIVITIES

MEETINGS ATTENDED / TRAINING / LOSS CONTROL VISITS CONDUCTED

- **January 25:** Attended the CCIC Meeting in Blackwood.
- **January 30:** One session of Snow Plow Safety training was conducted for CCIC.
- **February 6:** Attended the CCIC Claims Committee Meeting in Blackwood.
- **February 7:** Attended a Client Meeting with the CCIC Parks Department.
- **February 12:** Attended a Client Meeting with the CCIC Insurance Manager to discuss Emergency Action Plans.
- **February 13:** Two sessions of Surviving Shiftwork training were conducted for CCIC- Juvenile Detention Officers.

UPCOMING MEETINGS / TRAINING / LOSS CONTROL VISITS PLANNED

- **February 15:** Plan to attend Client Meeting with the CCIC Insurance Manager and CCDOC Purchasing to discuss the BRIT Safety Grant provisions.
- **February 20:** Two sessions of Surviving Shiftwork training are scheduled for CCIC-Juvenile Detention Officers.
- **February 21:** Plan to attend the CCIC Safety Committee Meeting in Blackwood.
- **February 22:** Plan to attend the CCIC Meeting in Blackwood.

CEL MEDIA LIBRARY

No Videos have been utilized in 2017 - 2018.

SAFETY DIRECTOR BULLETINS

- Annual reminder to post 300A Summary Injury Logs – January 29.
- Safe Patient Lifting Resources for Emergency Response Agencies – February 5.

NJPEOSH Recording and Reporting of Occupational Injuries and Illnesses

February 1st is the deadline to tabulate the Log of Work-Related Injuries and Illnesses (NJOSH-300).
The Summary Log (NJOSH-300A) must be posted in a visible area for each establishment, where notices to employees are posted, from February 1 to April 30 of each year.

New Jersey requires all public employers to *record* occupational injuries and illnesses. In addition, certain serious injuries must be *reported* directly to New Jersey PEOSH within specified timeframes. The complete rules for recording and reporting injuries can be accessed at <http://nj.gov/health/peosh/record.shtml>

Recording of Occupational Injuries

There are two important forms for the recording of injuries. The *Log of Work-Related Injuries and Illnesses (NJOSH-300)* is a listing of work-related injuries and illness that is maintained throughout the year. Injuries and illnesses are entered into the *Log* within 7 days of being notified of the injury / illness. Five years of *NJOSH-300 Logs* must be readily available to NJPEOSH inspectors. The second form is the annual summary of work-related injuries, *NJOSH 300A Summary of Work-Related Injuries and Illnesses*. This summary is posted at each work establishment from February through April.

'Work-related' is defined as any event or exposure in the work environment either causing or contributing to the resulting condition, or significantly aggravating a pre-existing injury or illness. 'Work-related' is presumed for injuries and illnesses resulting from events occurring in the work environment, unless an exception given in OSHA 1904.5(b)(2) applies. Recordable work-related injuries and illnesses are those that result in:

- Death or loss of consciousness
- Days away from work, placement on restricted work activity, or a job transfer
- Medical treatment beyond first aid

Public employers must also record the following conditions if they have been determined to be work-related:

- Any needle stick injury or cut from an object that is contaminated with a potentially infectious material
- Any case requiring an employee to be medically removed under an OSHA health (chemical) standard
- A tuberculosis infection as evidenced by a positive skin test or diagnosis by a physician
- An employee's audiogram reveals a specified hearing Standard Threshold Shift in one or both ears

Reporting of Serious Occupational Injuries to NJPEOSH

New Jersey Public Employers must report fatalities to NJPEOSH within eight (8) hours of the occurrence, and report work-related hospitalizations, amputations, or loss of an eye within 24 hours by calling the 24-hour hotline (800) 624-1644 or the 24-hour fax line (609) 292-3749. Refer to the flow chart on page 2.

Links to additional resources

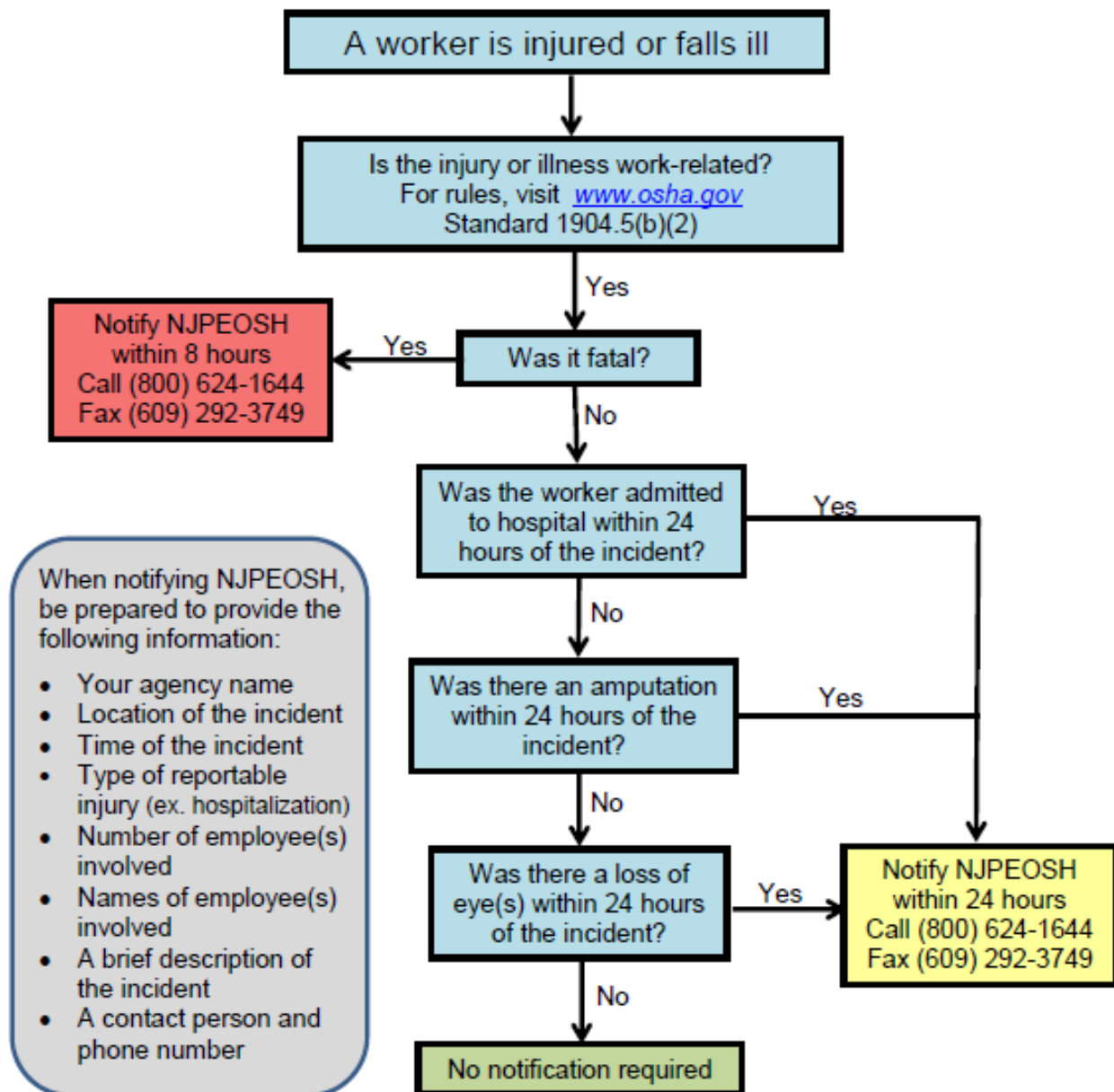
NJPEOSH 16-page guide to Recording and Reporting of Occupational Injuries and Illnesses is available at http://lwd.dol.state.nj.us/labor/forms_pdfs/lse/NJOSH300.pdf

NPEOSH revised their Public Employee Alert #27 to reflect the new reporting regulations. It is available at http://lwd.dol.state.nj.us/labor/forms_pdfs/lse/Alert27.pdf.

Now is also a good time to verify the PEOSH poster is posted. A copy can be downloaded at http://lwd.dol.state.nj.us/labor/forms_pdfs/lse/wps35.pdf

This bulletin is intended for general information purposes only. It should not be construed as legal advice or legal opinion regarding any specific or factual situation. Always follow your organization's policies and procedures as presented by your manager or supervisor. For further information regarding this bulletin, contact your Safety Director at 877.398.3046.

NJPEOSH 2015 Injury Reporting Requirements



Notes:

- OSHA defines amputation as the traumatic loss of a limb or external body part, including a part, such as a limb or appendage, that has been severed, cut off (either completely or partially); fingertip amputations with or without bone loss; medical amputations resulting from irreparable damage; amputations of parts that have been reattached. Amputations do not include avulsions, enucleations, degloving, scalping, severed ears, or broken or chipped teeth.
- If a motor vehicle accident occurs in a construction work zone, you must report the fatality, in-patient hospitalization, amputation, or loss of an eye. If the motor vehicle accident occurred on a public street or highway, but not in a construction work zone, you do not have to report the fatality, hospitalization, amputation, or loss of an eye.
- A work-related fatality or in-patient hospitalization caused by a heart attack must be reported

First Responders - Safe Lifting and Moving of Patients



When an individual calls 9-1-1 for a medical emergency, the dispatch center will dispatch the local ambulance, and in some cases, will also notify the local fire and / or police departments to assist. Many EMT's, law enforcement officers, and firefighters are injured while lifting and moving patients. This Bulletin offers actionable points to help leaders and first responders protect their crews.

The decision of when and how to move a patient is determined by many factors. In general, a patient should only be moved immediately (an emergency move) when there is an imminent life hazard to the patient or rescuer. Under most circumstances there is not an imminent threat, and rescuers can pause to develop a plan for safely lifting and moving the patient.

Patient lifting and moving are critical skills that range from a routine procedure to a complex operation. Responders must consider two primary factors when making their plan; 1) how to move the patient while protecting the patient from further injury, and 2) how to protect themselves.

Have a Plan for Patient Lifts

Routine situation lifting and moving skills can be improved through practice. However, lifting and moving patients at other emergency scenes require quick thinking and ingenuity. All responders must be on the same page when moving such a patient. Pre-lift considerations include:

- The weight of the patient, and availability and response time of help versus the condition of the patient. Use a rough guideline of one rescuer per 75 - 100 pounds of patient weight (plus equipment), depending on accessibility and handholds. Know your own ability and limitations.
- Communicate the plan clearly and frequently with other rescuers. One person must take the lead.
- What lifting equipment is available? Which would best protect the patient and the rescuers?
- What is the response time for the nearest bariatric BLS unit?
- Can the patient be lifted safely from their current location, or should the crew slide the patient to a better location before attempting the lift?
- Once the patient is lifted, what is the best route to the ambulance? Is the pathway clear?
- How will rescuers move a patient sitting in a vehicle or other difficult or limited-access position?
- What if the initial plan does not work?

This bulletin is intended for general information purposes only. It should not be construed as legal advice or legal opinion regarding any specific or factual situation. Always follow your organization's policies and procedures as presented by your manager or supervisor. For further information regarding this bulletin, contact your Safety Director at 877.398.3046.

Prepare for Patient Lifts

Muscular-skeletal injuries from repetitive and heavy lifting are the most common causes of injury to EMTs, police officers, and firefighters. Department heads can use the following strategies to better prepare their personnel:

- Train and retrain on safe lifting techniques. Appropriate training time should be committed to developing skills and decision-making in areas where employees are being injured.
- Train with support agencies such as law enforcement agencies and fire departments.
- Photograph or videotape patient handling drills to study body mechanics.
- Use situational drills and tabletop exercises to practice decision-making for patient handling.
- Periodically evaluate lifting aids such as power stretchers, stair chairs, mega movers, etc. New equipment and options are introduced each year.
- Debrief every significant patient handling incident. Even informal post-incident conversation with the crew can have a significant impact.

Body Mechanics for Patient Lifts

Proper body mechanics refers to the best way to use your body to move or lift a patient. Concentrate on protecting your back by keeping it locked in its natural S-shape and using the more powerful muscles in your legs to do the work. When lifting a patient remember the following key points:

- Get a stable and wide stance. When conditions permit, have your legs at least shoulder-width apart. Lock your lower back in its natural S-curve. Keep your head up, and your shoulders square.
- Check conditions for the best footing. Be alert for surface conditions such as ice or oil, and obstacles such as curbs, potholes, or small pets.
- If the patient is on the ground, lower your body by bending your knees and squatting down to the patient.
- Grasp the equipment you are using with your hands, palms facing upward.
- Keep the weight of the patient as close to your body as possible.
- Lift with your legs, not your back.
- Minimize twisting while lifting by selecting the best starting position.

Wellness

Patient handling can be a physically taxing skill that requires a high level of fitness. First responders need to follow a well-rounded program of weight training, cardiovascular exercise and stretching to ensure personal readiness for the demands of the job. Physical training and stretching have become requirements for many career public safety agencies. Studies show that a department-wide fitness and wellness program, coupled with training on proper body mechanics and lifting techniques, will result in fewer injuries. Volunteer rescuers should commit to a personal program of exercise and stretching to withstand the physical demands of the job.

Unfortunately, first responders have been injured during training. Leaders of emergency response agencies should consider bringing in qualified trainers to demonstrate proper exercise form and to establish a comprehensive physical training regimen that targets the needs of rescuers.

Helping others in their times of need is an exciting and fulfilling career. Department leaders and a responders' sense of personal accountability can make it a safer career.

To: Paul Laracy, Executive Director
Fund Commissioners
Risk Management Consultants
Safety Committee Members
Fund Professionals

From: David N. Grubb, PERMA

Topic: New Jersey Counties Excess Joint Insurance Fund
Risk Control Service Team

Date: January 26, 2018

We are pleased to announce the following changes to the J.A. Montgomery Risk Control service team.

Joanne Hall will retire in early 2018 after a 35 year distinguished career as a safety professional. Joanne has been with J. A. Montgomery Risk Control as a Vice President since 2004 where she leads the public entity unit.

It is also our pleasure to announce that Paul Shives will be assuming Joanne's responsibilities as Vice President in mid-January. Paul joins J. A. Montgomery from his previous position as the Municipal Manager of Toms River, a community of 94,000 residents with 450 full time employees. Paul earned a masters degree in Public Administration from West Virginia University and has been active as a Commissioner with several joint insurance funds since 1988. For example, he chaired the claims committee that settled all Superstorm Sandy claims from over 200 municipalities in under three years without any litigation.

Glenn Prince will continue to fill the role Safety Director, Assisted by Natalie Dougherty, Executive Assistant. Glenn will continue as your primary contact for all on-site visits, training, safety committees and safety related resources.

On behalf of all of us at J.A. Montgomery Risk Control, we look forward to providing quality risk control services for the NJ CE Joint Insurance Fund.

RESOLUTION NO. 18-18

**CAMDEN COUNTY INSURANCE FUND COMMISSION
RESOLUTION FOR CLOSED SESSION**

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; now, therefore,

BE IT RESOLVED by the Camden County Insurance Fund Commission, County of Camden, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter-specified subject matter.
2. The general nature of the subject matter to be discussed:

CONTRACTS:

LITIGATION: 1994, 1833, 7106, 7562, 0582, 7084, 7039, 9576

PERSONNEL:

3. It is anticipated at this time that the above subject matter will be made public when the members of the Camden County Insurance Fund Commission have made final determination.
4. This resolution shall take effect immediately.

ADOPTED:

CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

APPENDIX I

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – January 25, 2018
CAMDEN COUNTY COLLEGE REGIONAL
EMERGENCY TRAINING CENTER
BOARD ROOM
420 WOODBURY-TURNERSVILLE ROAD Blackwood, NJ 08102
2:00 PM**

Meeting was called to order by Steve Williams, Vice Chairman. Open Public Meetings notice read into record.

PLEDGE OF ALLEGIANCE

ROLL CALL OF COMMISSIONERS:

Ross G. Angilella	Absent
Anna Marie Wright	Presents
Steve Williams	Present

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Bradford C. Stokes
Claims Service	AmeriHealth Casualty Services Denise Hall Steve Andrick Huguette Atherton Paulette Kelly (<i>via teleconference</i>)
	Conner Strong & Buckelew Michelle Leighton
CEL Underwriting Manager	Conner Strong & Buckelew Ed Cooney
Attorney	Laura J. Paffenroth, Esq.
Treasurer	David McPeak
Safety Director	J.A. Montgomery Risk Control Glenn Prince
Auditor	Bowman & Company LLP

Risk Management Consultant (CCIA)

Hardenbergh Insurance Group

Christina Violetti (*via teleconference*)

ALSO, PRESENT:

Lou DiAngelo, Camden County

Ed Hill, Camden Board of Social Services

Bob Cornforth, Camden County MUA

Karl McConnell, Camden County College (*via teleconference*)

Rachel Chwastek, PERMA Risk Management Services

Cathy Dodd, PERMA Risk Management Services (*via teleconference*)

APPROVAL OF MINUTES: OPEN MINUTES OF DECEMBER 7, 2017

Motion

Commissioner Wright

Second:

Commissioner Williams

Vote:

2 Ayes, 0 Nays

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on January 17th. Mr. Prince advised they discussed the most commonly cited citations by PEOSHA, PEOSHA compliance, and had a discussion on HazCom and Right to Know programs and training and also discussed Job Sight Observations. The next Safety Committee Meeting is scheduled for February 21st. Mr. Prince asked if there were any questions and then concluded his report.

CLAIMS COMMITTEE: Ms. Leighton advised the claims committee met on January 2nd and her report is for closed session. In addition, effective January 1st there will EPL/POL and Privacy Liability Coverage moved to Chubb and has new reporting procedures. Ms. Leighton distributed handouts with the information and advised with the Privacy Coverage, there is now a \$0 retention for a breach coach and that does not report a claim so please advise Conner Strong after a call had been placed. There is also an EPL Assist by Chubb, which contains a lot of employment law resources and access to a law firm. Ms. Leighton asked if there were any questions and then concluded her report.

EXECUTIVE DIRECTOR REPORT:

2018 Property & Casualty Budget Introduction (Pages 5-6) – At the December 7th meeting the 2018 Property & Casualty Budget was introduced. In accordance with regulations, the budget was advertised in the Commission's official newspaper. The budget has not changed since it was introduced. The Public hearing for the budget will be held at this meeting. A copy of the budget in the amount of \$15,587,041 and the assessments are included in the agenda. The assessments are due on 3/15/18 (40%), 5/15/18 (30%) and 09/15/18, 30%.

MOTION TO OPEN THE PUBLIC HEARING OF THE 2018 BUDGET

Motion	Commissioner Williams
Second:	Commissioner Wright
Vote:	2 Ayes, 0 Nays

The Executive Director discussed the budget with the Commission.

MOTION TO CLOSE THE PUBLIC HEARING OF THE 2018 BUDGET

Motion	Commissioner Wright
Second:	Commissioner Williams
Vote:	2 Ayes, 0 Nays

MOTION TO ADOPT THE 2018 BUDGET AND CERTIFY ANNUAL ASSESSMENTS

Motion	Commissioner Williams
Second:	Commissioner Wright
Vote:	2 Ayes, 0 Nays

CEL Dividend– As we discussed last month the NJCE declared a dividend for the 2010 & 2011 Fund Years. The Camden County Insurance Commission’s share is \$117,877. Each member entity has the choice of receiving its dividend in the form of a check or credit on their assessment bill. The Fund office sent a letter to the member entities for their choice. If the letter is not returned by February 1, 2018 their portion of the dividend will show as a credit on the 2018 Assessment billing.

Extraordinary Unspecifiable Services (EUS) Statements – Included in the agenda were the required Certification of Extraordinary Unspecifiable Services for coverages effective January 1, 2018 for the Camden County Department of Police Services. Also attached on pages 15-16 is Resolution 1-18 awarding the Purchase of Excess Insurances for the Department of Police Services. The Resolution was reviewed by the Commission Attorney.

MOTION TO APPROVE RESOLUTION 1-18 AWARDING THE PURCHASE OF EXCESS INSURANCES FOR THE DEPARTMENT OF POLICE SERVICES

Motion	Commissioner Wright
Second:	Commissioner Williams
Vote:	2 Ayes, 0 Nays

2018 Plan of Risk Management – Included in the agenda was a copy of the 2018 Risk Management Plan. The Plan is an overview of the Commission’s coverage, risks retained by the Commission, reserving philosophy, method of assessing member contributions, claims payment authority, etc. The changes are highlighted in yellow.

MOTION TO ADOPT RESOLUTION 2-18 APPROVING THE 2018 PLAN OF RISK MANAGEMENT

Motion	Commissioner Wright
Second:	Commissioner Williams
Vote:	2 Ayes, 0 Nays

Meeting dates for 2018 – Included in the agenda was a copy of the 2018 Annual Meeting dates. There will be no meetings in August and November. – Included in the agenda was a copy of Resolution 3-18, Fixing Public Meeting Dates for Year 2018.

MOTION TO ADOPT RESOLUTION 3-18, FIXING PUBLIC MEETINGS DATES FOR 2018

Motion	Commissioner Williams
Second:	Commissioner Wright
Vote:	2 Ayes, 0 Nays

Certificate of Insurance Issuance Report – Included in the agenda was a copy the certificate of insurance issuance report from the NJCE listing those certificates issued for the month of December. There were 160 certificates of insurance issued in December. The renewal certificates were issued during December.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

Motion	Commissioner Wright
Second:	Commissioner Williams
Vote:	2 Ayes, 0 Nays

NJ Excess Counties Insurance Fund (NJCE) – The NJCE 2018 Reorganization Meeting is scheduled for February 22, 2018 at 1:00 PM at the Camden County College Regional Emergency Training Center.

CCIC Financial Fast Track – Included in the agenda was a copy of the Financial Fast Track Report for the month of November. As of November 30, 2017 the report indicates the Commission has a surplus of \$17,895,948. Line 10 of the report, “Investment in Joint Venture” is the Camden County Insurance Commission’s share of the equity in the CEL. CCIC’s current equity in the CEL is \$2,717,566. The cash amount is \$24,436,536.

NJ CEL Property and Casualty Financial Fast Track - Included in the agenda was a copy of the NJ CEL Financial Fast Track Report for the month of November. As of **November 30, 2017** the report indicates the Fund has a surplus of **\$9,330,802**.

Claims Tracking Report – Included in the agenda was the Claims Activity Report as of December 31, 2017. The Claims Activity Report monitors open and closed claims each month. The Executive Director will review the report with the Commission.

Auditor & Actuary Contracts – The Actuary and Auditor’s contract will expire on 2/28/18.

The Fund Office will request quotes for both positions. The responses will be available for discussion and approval at the February meeting.

Executive Director's Report Made Part of Minutes.

UNDERWRITING MANAGER – Ed Cooney reviewed the 1/1 Renewal with the Commissioners. He advised two of the insurers left the public entity space and with the catastrophe activity for the property insurance market, wild fires and storms, sent a nice ripple through the industry, however we have very solid partners and our renewal was very reasonable. The lost insurers were replaced with BRIT, expanding our relationship and allowing for a favorable renewal for the entire program. The Cyber Liability for the CEL is now under one policy. Mr. Cooney asked if there were any questions and then concluded his report.

The Executive Director thanked Ed Cooney and his team for an excellent renewal.

TREASURER: Mr. McPeak advised the January Bill List and the Treasurer's Reports were included in agenda.

MOTION TO APPROVE RESOLUTION 4-18 JANUARY BILL LIST IN THE AMOUNT OF \$2,024,938.00

Motion	Commissioner Williams
Second:	Commissioner Wright
Vote:	2 Ayes, 0 Nays

ATTORNEY: Commission Attorney advised she had nothing to report at this time.

CLAIM SERVICE: Ms. Hall reviewed the Medical Savings Report for the year of 2017 which was included in the agenda. Ms. Hall advised the total billed for the year of 2017 was \$2,095,253.95 and the total paid was \$1,080,803.19 with a savings of \$891,027.97 or 45.20%. Ms. Hall advised the net savings was \$712,824.38 and network utilization was 98.0%.

SAFETY DIRECTOR: Mr. Prince reviewed the December - January 2018 Risk Control Activity Report which was included in the agenda. Mr. Prince included in the agenda a safety director bulletin on Conducting Motor Vehicle Record Checks. He advised many commissions run the MVC checks through the Commission, which costs \$150 for up to 5,000 look ups. Mr. Prince also advised there will again be the BRIT safety grant, increased from \$35,000 to \$45,000. The correctional facility is researching body worn cameras in their facility. Mr. Prince asked if there were any questions and then concluded his report.

Correspondence Made Part of Minutes.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

MOTION TO OPEN MEETING TO PUBLIC

Motion Commissioner Williams
Second: Commissioner Wright
Vote: 2 Ayes, 0 Nays

Seeing no members of the public wishing to speak Commissioner Williams moved a motion to close the public comment portion of the meeting.

MOTION TO CLOSE MEETING TO PUBLIC

Motion Commissioner Williams
Second: Commissioner Wright
Vote: 2 Ayes, 0 Nays

CLOSED SESSION: Commissioner Williams read Resolution 5-18, Resolution for Closed Session, and requested a Motion for Executive Session (in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-12) to discuss payment authority requests.

MOTION TO APPROVE RESOLUTION 5-18 FOR CLOSED SESSION

Motion Commissioner Wright
Second: Commissioner Williams
Vote: 2 Ayes, 0 Nays

MOTION TO RETURN TO OPEN SESSION

Motion Commissioner Williams
Second: Commissioner Wright
Vote: 2 Ayes, 0 Nays

Commissioner Williams made a motion to approve the PARS/SARS discussed during closed session.

MOTION TO APPROVE THE FOLLOWING PARS/SARS

<u>CLAIM #</u>	<u>AMOUNT</u>	<u>SAR/PAR</u>
1416	\$ 21,013.98	PAR
0546	\$ 136,262.00	PAR
3275	\$ 65,000.00	PAR
3371	\$ 40,100.00	PAR

Motion	Commissioner Williams
Second:	Commissioner Wright
Vote:	2 Ayes, 0 Nays

Commissioner Williams advised the Reorganization meeting is scheduled for February 22, 2018, 2:00 PM, at the Camden County College Regional Emergency Training Center.

MOTION TO ADJOURN:

Motion	Commissioner Williams
Second:	Commissioner Wright
Vote:	2 Ayes, 0 Nays

MEETING ADJOURNED: 2:44 PM

Minutes prepared by: Rachel Chwastek, Assisting Secretary

APPENDIX II
CERTIFICATE OF INSURANCE REPORT

Camden County Insurance Comm.

Certificate of Insurance Monthly Report

From 1/1/2018 To 1/31/2018

Holder (H)/ Insured Name (I)	Holder / Insured Address	Description of Operations	Issue Date/ Cert ID	Coverage
H - Camden County Workforce I - Camden County College	Investment Board ATTN: Theo Primas, Prog. Evaluator 1111 Markless Rd, Suite 101 Cherry Hill, NJ 08003	The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract. Camden County College has a \$5,000 SIR on GL/Professional. Excess GL/Professional Limits: Professional - \$10,000,000 Each Medical Incident; GL - \$10,000,000 Each Claim; Policy Aggregate - \$20,000,000.	1/5/2018 #1836582	GL AU EX OTH
H - Marlboro Township Board of I - Camden County College	Education 1980 Township Drive Marlboro, NJ 07746	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 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 CAP trainings during the 2018 year.	1/11/2018 #1839163	GL AU EX WC OTH
H - State of NJ-DFD I - Member Commissions of the Camden County	PO box 716 Trenton, NJ 08625	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance.	1/11/2018 #1839164	GL AU EX WC OTH
H - Camden County Sheriffs Office I - County of Camden, Division Of Insurance	520 Market Street, Room 100 Camden, NJ 08102	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of Insurance as respects extra duty billing for side jobs.	1/11/2018 #1839165	GL AU EX WC OTH
H - Martin Aaron Superfund Site I - County of Camden, Division Of Insurance	Settling Performing Defendants c/o DeMaximis, Inc. 1550 Pond Road, Suite 120 Allentown, PA 18104	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Martin Aaron Superfund Site Settling Performing Defendants and its Members (The Dow Chemical Company, Brenntag Northeast Inc., Ashland Inc., E. I. duPont de Nemours & Co., ExxonMobil Corporation, Dryden,American Standard Inc., Quaker City Chemicals, Inc., Crown Cork & Seal Company, Inc., Atlantic Richfield Company, The Chemours Company, & Clean Earth of North Jersey), the United States, the State of New Jersey, and de maximis, Inc., are additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement with respects to security. Additional Insured on a primary and non-contributory basis in regard to the above Liability coverage(s) when required by executed written contract. A Waiver of Subrogation is included when required by executed contract.	1/11/2018 #1839166	GL AU EX WC OTH

Camden County Insurance Comm.

Certificate of Insurance Monthly Report

From 1/1/2018 To 1/31/2018

H - 2600 ME Holdings, LLC I - County of Camden, Division Of Insurance	1441 Cedarview Avenue Lakewood, NJ 08701	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement.	1/11/2018 #1839167	GL AU EX WC OTH
H - BPG Exec 5 & 6 LLC I - County of Camden, Division Of Insurance	322 A Street, Suite 300 Wilmington, DE 19801	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of Insurance.	1/11/2018 #1839168	GL AU EX WC OTH
H - Barry D Brown Health Education I - County of Camden, Division Of Insurance	Center 106 Carnie Blvd. Voorhees, NJ 08034	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity.	1/11/2018 #1839169	GL AU EX WC OTH
H - Bud Duble Senior Center I - County of Camden, Division Of Insurance	33 Cooper Folly Road Winslow Township, NJ 08004	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects to Camden County Immunization Program on October 28, 2017 for use of Bud Duble Senior Center 33 Cooper Folly Road, Winslow Township, NJ 08004. Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4054261	1/11/2018 #1839170	GL AU EX WC OTH
H - Camden County College I - County of Camden, Division Of Insurance	200 College Drive Camden, NJ 08102	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity.	1/11/2018 #1839171	GL AU EX WC OTH
H - Camden County College I - County of Camden, Division Of Insurance	420 N. Woodbury - Turnersville Road Blackwood, NJ 08012	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects to use of facilities for the MRC Training.	1/11/2018 #1839172	GL AU EX WC OTH
H - Camden County Department of I - County of Camden, Division Of	Events and Community Outreach 1301 Park Boulevard Cherry Hill, NJ 08002	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 RE: Camden County Board of	1/11/2018 #1839173	GL AU EX WC OTH

Camden County Insurance Comm.

Certificate of Insurance Monthly Report

From 1/1/2018 To 1/31/2018

Insurance		Freeholders Town Hall Meeting 11/20/17 Evidence of Insurance as respects Camden County Board of Freeholders Town Hall Meeting being held at Haddon Heights High School on Monday, 11/20/2017.		
H - Camden County Dept. of Health I - County of Camden, Division Of Insurance	and Human Services 520 Market Street Camden, NJ 08102	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects the 2015 Human Services Grant.	1/11/2018 #1839174	GL AU EX WC OTH
H - Camden County Dept. of Health I - County of Camden, Division Of Insurance	and Human Services 520 Market Street Camden, NJ 08102	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects the 2016 Human Services Grant.	1/11/2018 #1839175	GL AU EX WC OTH
H - Camden County Technical School I - County of Camden, Division Of Insurance	343 Berlin-Cross Keys Road Sicklerville, NJ 08081	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement.	1/11/2018 #1839176	GL AU EX WC OTH
H - Carrier Rental Systems I - County of Camden, Division Of Insurance	500 Carson Dr Bear, DE 19701	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 RE: Winterfest Ice Skating Evidence of Insurance as respects Camden County Parks renting a chiller for ice making for Winterfest Ice Skating PO # 197929.	1/11/2018 #1839177	GL AU EX WC OTH
H - City of Camden I - County of Camden, Division Of Insurance		Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement as respects to the Camden County Parks Department use of the City of Camden's bucket truck: MG 38683 2000 Ford F450 Bucket with Aerial Lift 1FDXF46S0YEC12081, Current Estimated Value \$75,000.00	1/11/2018 #1839178	GL AU EX WC OTH
H - Clementon Memorial Library I - County of Camden, Division Of	195 Gibbsboro Road Clementon, NJ 08021	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 RE: Literacy Day 10/14/17 The	1/11/2018 #1839179	GL AU EX WC OTH

Camden County Insurance Comm.

Certificate of Insurance Monthly Report

From 1/1/2018 To 1/31/2018

Insurance		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 Literacy Day on 10/14/17.		
H - Collingswood Foundation for the I - County of Camden, Division Of Insurance	Arts 315 White Horse Pike Collingswood, NJ 08107	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects to the Camden County Best of Class Dessert Reception and Award Ceremony, to be held on April 5th, 2017. (SEE PAGE 2) Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4054261	1/11/2018 #1839180	GL AU EX WC OTH
H - Consolidated Rail Corporation I - County of Camden, Division Of Insurance	(Conrail) 1000 Howard Blvd Suite 432 Mt. Laurel, NJ 08054	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 All operations usual to County Governmental Entity including certificate holder as additional insured for General Liability but only with respects to the negligent acts of the named insured as respects to (while engaging in) Subject to the terms, conditio Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379	1/11/2018 #1839181	GL AU EX WC OTH
H - County of Gloucester Board of I - County of Camden, Division Of Insurance	Chosen Freeholders It's Department & Agencies et al PO Box 337 Woodbury, NJ 08096	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 All operations usual to County Governmental Entity as respects evidence of insurance.	1/11/2018 #1839182	GL AU EX WC OTH
H - County of Gloucester Board of I - County of Camden, Division Of Insurance	Chosen Freeholders It's Department and Agencies, et al PO Box 337 Woodbury, NJ 08096	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement as respects to the Shared Service Agreement for the Creation, Maintenance and Administration of a Cooperative Office of County Medical Examiner.	1/11/2018 #1839183	GL AU EX WC OTH
H - Crowne Plaza Philadelphia/Cherry I - County of Camden, Division Of Insurance	Hill 2349 West Marlton Pike Cherry Hill, NJ 08002	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 RE: Senior Health Day Hotel, its management, owner and liquor license holder are Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to Senior Health Day on 9/27/17.	1/11/2018 #1839184	GL AU EX WC OTH
H - Delaware River Port Authority	One Port Center, 2 Riverside Dr PO Box 1949	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to	1/11/2018	GL AU EX WC OTH

Camden County Insurance Comm.

Certificate of Insurance Monthly Report

From 1/1/2018 To 1/31/2018

I - County of Camden, Division Of Insurance	Camden, NJ 08101	1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement as respects to 200 Federal Street Block 139.02, Lot 1.	#1839185	
H - Delaware River Port Authority & I - County of Camden, Division Of Insurance	NJ Economic Development Authority 36 West State Street, PO Box 990 Trenton, NJ 08625	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement (agreement effective 5-25 16)	1/11/2018 #1839186	GL AU EX WC OTH
H - Delaware River Port Authority of I - County of Camden, Division Of Insurance	PA & NJ One Port Center, 2 Riverside Dr PO Box 1949 Camden, NJ 08101	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement.	1/11/2018 #1839187	GL AU EX WC OTH
H - Department of Events and I - County of Camden, Division Of Insurance	Community Outreach 1301 Park Blvd. Cherry Hill, NJ 08002	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects 9 dances at the Bellmawr Ball Room, 29 Lewis Ave., Bellmawr, NJ 08031.	1/11/2018 #1839188	GL AU EX WC OTH
H - DiggerlandUSA I - County of Camden, Division Of Insurance	100 Pinedge Lane West Berlin, NJ 08091	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement.	1/11/2018 #1839189	GL AU EX WC OTH
H - Eastern High School I - County of Camden, Division Of Insurance	1401 Laurel Oak Road Voorhees, NJ 08043	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity.	1/11/2018 #1839190	GL AU EX WC OTH
H - Eastern Regional High School	1401 Laurel Oak Road Box 2500 Voorhees Township, NJ 08043	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to	1/11/2018	GL AU EX WC OTH

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I - County of Camden, Division Of Insurance		1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity.	#1839191	
H - Eastern Regional High School I - County of Camden, Division Of Insurance	1401 Laurel Oak Road Voorhees, NJ 08043	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 RE: International Day Event Evidence of Insurance as respects International Day Event using the gym and cafeteria for cultural family events and dances.	1/11/2018 #1839192	GL AU EX WC OTH
H - Evidence of Insurance I - County of Camden, Division Of Insurance		Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of Insurance.	1/11/2018 #1839193	GL AU EX WC OTH
H - Evidence of Insurance I - County of Camden, Division Of Insurance		Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity.	1/11/2018 #1839194	GL AU EX WC OTH
H - Hale Trailer Brake & Wheel Inc. I - County of Camden, Division Of Insurance	PO Box 1400 Voorhees, NJ 08043	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is included as additional insured ATIMA for General and Excess Liability pursuant to the terms, conditions, limitations and exclusions of the JIF Casualty Insurance Policy only and as loss payee with respects to Trailer 14000 Year 2001 MARKLINE Serial# E-10118797 Value \$6,850. Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379	1/11/2018 #1839195	GL AU EX WC OTH
H - Harry Williams Recreation Ctr. I - County of Camden, Division Of Insurance	Broadway & Black Horse Pike Runnemede, NJ 08078	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder and Borough of Runnemede are additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf written mutual aid agreement or other written agreement.	1/11/2018 #1839196	GL AU EX WC OTH
H - K.L. Holdings LLC c/o CBRE, Inc. I - County of Camden, Division Of Insurance	50 S. 16th St., Suite 3000 Philadelphia PA, PA 19102	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but	1/11/2018 #1839197	GL AU EX WC OTH

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		only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement.		
H - Live Nation Worldwide, Inc. I - County of Camden, Division Of Insurance	111 Presidential Boulevard, Suite 111 Bala Cynwyd, PA	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Live Nation Worldwide, Inc. and its landlords, if any, and their respective parents, members, partners, affiliates, divisions and subsidiaries, and their respective officers, directors, shareholders, employees and representatives are additional insured as respects the insured's event at the BB&T Pavillion in Camden, NJ on specified dates. Waiver of subrogation in favor of the certificate holder.	1/11/2018 #1839198	GL AU EX WC OTH
H - Live Nation Worldwide, Inc. I - County of Camden, Division Of Insurance	BB&T Pavilion, 1 Harbour Blvd Camden, NJ 08103	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement as respects to the Camden County Job Fair at the BB&T Pavilion on a specified date.	1/11/2018 #1839199	GL AU EX WC OTH
H - LiveNation Worldwide, Inc. I - County of Camden, Division Of Insurance	BB&T Pavilion 1 Harbour Blvd Camden, NJ 08103	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 RE: Camden County Fall Job Fair Evidence of Insurance as respects the Camden County Fall Job Fair on 10/25/17.	1/11/2018 #1839200	GL AU EX WC OTH
H - MEF Delaware Holdings, LLC I - County of Camden, Division Of Insurance	40 Airport Road Lakewood, NJ 08701	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement.	1/11/2018 #1839201	GL AU EX WC OTH
H - NJ Dept. of Human Services Div. I - County of Camden, Division Of Insurance	of Family Development Quakerbridge Plaza, Bldg. 6 P.O. Box 716 Trenton, NJ 08625	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects to the Grant Renewal Package for contract # UC17004.	1/11/2018 #1839202	GL AU EX WC OTH
H - NJ Division of Mental Health and I - County of Camden, Division Of Insurance	Addiction Services Dept of Health & Human Services 512 Lakeland Road, Suite 501 Blackwood, NJ 08012	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid	1/11/2018 #1839203	GL AU EX WC OTH

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		agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement as respects to the Comprehensive Substance Abuse Grant.		
H - NJ Motor Vehicle Commission I - County of Camden, Division Of Insurance	225 E. State Street Trenton, NJ 08666	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity	1/11/2018 #1839204	GL AU EX WC OTH
H - Namdar Realty Group I - County of Camden, Division Of Insurance	150 Great neck Road, Suite 304 Great Neck, NY 11021	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects to the Voorhees Town Office (Camden County).	1/11/2018 #1839205	GL AU EX WC OTH
H - New Jersey Department of Health I - County of Camden, Division Of Insurance	Division of HIV, STD, and TB Services PO Box 363 Trenton, NJ 08625	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects the Tuberculosis Control, Specialty Clinic Services grant.	1/11/2018 #1839206	GL AU EX WC OTH
H - New Jersey Department of Health I - County of Camden, Division Of Insurance	Division of Family Health Services PO Box 364 Trenton, NJ 08625	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects a grant.	1/11/2018 #1839207	GL AU EX WC OTH
H - New Jersey Department of Health I - County of Camden, Division Of Insurance	Division of Epidemiology Environmental, and Occupational Health PO Box 363 Trenton, NJ 08625	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects the Local Core Capacity for Public Health Emergency Preparedness grant application.	1/11/2018 #1839208	GL AU EX WC OTH
H - PATCO I - County of Camden, Division Of Insurance	PO Box 4262 Lindenwold, NJ 08021	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 RE: Shredding Event 10/21/17 The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to the shredding event at Woodcrest Station on October 21, 2017.	1/11/2018 #1839209	GL AU EX WC OTH
H - PSE&G	300 New Albany Rd	Company D: XS Worker Compensation Statutory x \$1,000,000 XS	1/11/2018	GL AU EX

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I - County of Camden, Division Of Insurance	Moorestown, NJ 08057	Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379	#1839210	WC OTH
H - Philadelphia Police Training I - County of Camden, Division Of Insurance	Unit 8537 State Road Philadelphia, PA 19102	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of Insurance.	1/11/2018 #1839211	GL AU EX WC OTH
H - Quaker Commercial Properties I I - County of Camden, Division Of Insurance	1103 Laurel Oak Rd. Ste. 103 Voorhees, NJ 08043	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity.	1/11/2018 #1839212	GL AU EX WC OTH
H - Quaker Commercial Properties II I - County of Camden, Division Of Insurance	1103 Laurel Oak Rd. Ste. 103 Voorhees, NJ 08043	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity.	1/11/2018 #1839213	GL AU EX WC OTH
H - State of NJ - DFD I - County of Camden, Division Of Insurance	P.O. Box 716 Trenton, NJ 08625	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects a Social Services for Homeless Grant.	1/11/2018 #1839214	GL AU EX WC OTH
H - State of NJ - DFD I - County of Camden, Division Of Insurance	P.O. Box 716 Trenton, NJ 08625	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects a Grant.	1/11/2018 #1839215	GL AU EX WC OTH
H - State of New Jersey, Department I - County of Camden, Division Of Insurance	of Human Services and Div of Family Development	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named	1/11/2018 #1839216	GL AU EX WC OTH

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		Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement with regard to the Transportation Contract Renewal Package.		
H - State of New Jersey, Dept. of I - County of Camden, Division Of Insurance	Environmental Protection Compliance Mail Code 401-04N, P.O. Box 420 Trenton, NJ 08625	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity.	1/11/2018 #1839217	GL AU EX WC OTH
H - State of New Jersey I - County of Camden, Division Of Insurance	Dept. of Environmental Protection, Compliance and Enforcement Mail Code 401-04N PO Box 420 Trenton, NJ 08625	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects the County Environmental Health Act (CEHA) 2018 grant requirement.	1/11/2018 #1839218	GL AU EX WC OTH
H - Sterling High School I - County of Camden, Division Of Insurance	801 Preston Avenue Somerdale, NJ 08083	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement.	1/11/2018 #1839219	GL AU EX WC OTH
H - TD Bank. N.A. I - County of Camden, Division Of Insurance	12000 Horizon Way Mount Laurel, NJ 08054	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement.	1/11/2018 #1839220	GL AU EX WC OTH
H - The Buccini/Pollin Group I - County of Camden, Division Of Insurance	322 A Street, Suite 300 Wilmington, DE 19801	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects to lease agreements for 5 Executive Campus, Cherry Hill NJ, 6 Executive Campus, Cherry Hill NJ	1/11/2018 #1839221	GL AU EX WC OTH
H - The Salvation Army I - County of Camden, Division Of Insurance	1865 Harrison Avenue Camden, NJ 08105	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects use of the community room.	1/11/2018 #1839222	GL AU EX WC OTH

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H - The Salvation Army I - County of Camden, Division Of Insurance	1865 Harrison Avenue Camden, NJ 08105	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement.	1/11/2018 #1839223	GL AU EX WC OTH
H - To Whom it May Concern I - County of Camden, Division Of Insurance		Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity.	1/11/2018 #1839224	GL AU EX WC OTH
H - Township of Gloucester Dept of I - County of Camden, Division Of Insurance	Senior & Community Services 1575 Hider Lane Lindenwold, NJ 08021	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity.	1/11/2018 #1839225	GL AU EX WC OTH
H - US Government I - County of Camden, Division Of Insurance	Joint Base McGuire-Dix-Lakehurst Joint Base MDL, NJ 08641	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 RE: Emergency Services Unit Evidence of Insurance as respects Emergency Services Unit Training at Joint Base McGuire-Dix-Lakehurst, NJ 08640.	1/11/2018 #1839226	GL AU EX WC OTH
H - Veterans Job Fair I - County of Camden, Division Of Insurance	BB&T Pavilion 1 Harbour Blvd. Camden, NJ 08103	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects the Veterans Job Fair on a specified date.	1/11/2018 #1839227	GL AU EX WC OTH
H - Vista's Clubhouse AG-Candlebrook I - County of Camden, Division Of Insurance	Echelon Glen Parent, LLC 225 Echelon Road Voorhees Township, NJ 08043	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity.	1/11/2018 #1839228	GL AU EX WC OTH
H - Williams Scotsman I - County of Camden, Division Of Insurance	1901 Old Cuthbert Road Cherry Hill, NJ 08034	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity.	1/11/2018 #1839229	GL AU EX WC OTH

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H - Williams Scotsman, Inc. I - County of Camden, Division Of Insurance	901 S. Bond Street, Suite 600 Baltimore, MD	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity. (SEE PAGE 2) A3D Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379	1/11/2018 #1839230	GL AU EX WC OTH
H - Winslow Township I - County of Camden, Division Of Insurance	125 S. Route 73 Braddock, NJ 08037	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects the Camden County Department of Health and Human Services being asked to participate in the Winslow Township Green Fair in April. (SEE PAGE 2) A3D Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379	1/11/2018 #1839231	GL AU EX WC OTH
H - Winslow Township Board of Health I - County of Camden, Division Of Insurance	125 S Route 73 Braddock, NJ 08081	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 RE: Health Fair The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to the Health Fair.	1/11/2018 #1839232	GL AU EX WC OTH
H - The State of New Jersey I - Camden County Municipal Utilities	By and for the Department of Environmental Protection	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement as respects to Grant Identifier: WM15-013. Camden Countv MUA has a \$800,000 SIR on WC. The program stated above is excess of the Camden Countv MUA's SIR.	1/11/2018 #1839233	GL AU EX WC OTH
H - Colossal Sports Academy I - Camden County College	333 Preston Ave Voorhees, NJ 08043	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Re: baseball practice location Evidence of insurance All operations usual to County Governmental Entity baseball practice location	1/17/2018 #1841873	GL AU EX WC OTH
H - Mid-Atlantic Baseball Academy I - Camden County College	2512 Egg Harbor Rd Blackwood, NJ 08012	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Re: baseball team practice location Evidence of insurance. All operations usual to County Governmental Entity as respects to baseball team practice location	1/17/2018 #1841874	GL AU EX WC OTH

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H - Somerdale Borough I - Camden County College	110 Hilltop Avenue Somerdale, NJ 08083	Evidence of Insurance as respects practice site for Camden County College baseball team.	1/19/2018 #1843714	GL AU EX OTH
H - Camden County Department of I - County of Camden, Division Of Insurance	Events and Community Outreach 1301 Park Boulevard Cherry Hill, NJ 08002	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of Insurance as respects Camden County Board of Freeholders (7) senior dances and (4) special populations dances at the Bellmawr Ballroom, 29 Lewis Avenue, Bellmawr, NJ 08031.	1/22/2018 #1843974	GL AU EX WC OTH
H - State of New Jersey I - Camden County Municipal Utilities	Department of the Treasury 33 West State Street, 9th Floor PO Box 236 Trenton, NJ 08625	Evidence of insurance. All operations usual to County Governmental Entity. Camden County Municipal Utilities Authority has a \$800,000 SIR on WC. The program stated above is excess of the Camden County Municipal Utilities Authority SIR. Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379	1/23/2018 #1845871	GL AU EX WC OTH
H - Hale Trailer Brake & Wheel, Inc. I - County of Camden, Division Of Insurance	Route 73 & Cooper Rd - PO Box 1400 Voorhees, NJ 08043	Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies and Loss Payee on the Property Policy if required by written contract as respects to 2 Containers, Unit #23047, 2007, # 129256-15 value, \$4150 & Unit # 16288, 1997 # 022062-3.	1/23/2018 #1846005	GL EX OTH
H - Hale Trailer Brake & Wheel, Inc. I - County of Camden, Division Of Insurance	PO Box 1400 ATTN: Sandra Gray Voorhees, NJ 08043	Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies and Loss Payee on the Property Policy if required by written contract as respects to Trailer 14889 Storage Container Serial# 433791-3 \$2,500	1/23/2018 #1846006	GL EX OTH
H - Hale Trailer Brake & Wheel, Inc. I - County of Camden, Division Of Insurance	Attn: Sandra Gray P.O. Box 1400 Voorhees, NJ 08043	Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies and Loss Payee on the Property Policy if required by written contract as respects to: Trailer 24772 2014 Storage Container Serial# 407960-1 \$5,750 Trailer 24773 2006 Storage Container Serial# SESU4001125 \$4,950	1/23/2018 #1846007	GL EX OTH
H - State of NJ, Dept of I - Member Commissions of the Camden County	Environmental Protection Compliance & Enforcement, Bureau of Local Env Mgmt & Right to Know Mail Code Trenton, NJ 08625	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects to County Environmental Health Act (CEHA) 2018 grant requirement	1/24/2018 #1846063	GL AU EX WC OTH

Camden County Insurance Comm.

Certificate of Insurance Monthly Report

From 1/1/2018 To 1/31/2018

H - Camden County METRO Police I - County of Camden, Division Of Insurance	Department 800 Federal St. Camden, NJ 08103	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of Insurance.	1/25/2018 #1846389	GL AU EX WC OTH
H - Camden County METRO Police I - County of Camden, Division Of Insurance	Department 800 Federal St. Camden, NJ 08103	Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379 Evidence of Insurance.	1/25/2018 #1846390	GL AU EX WC OTH
H - Eastern Regional High School I - County of Camden, Division Of Insurance	1401 Laurel Oak Road Box 2500 Voorhees Township, NJ 08043	Company D: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/18 to 1/1/19 Policy # SP4056379 Evidence of insurance. All operations usual to County Governmental Entity as respects Camden County Board of Freeholders, All Star softball game on 6/9/18.	1/29/2018 #1848010	GL AU EX WC OTH
H - Evidence of Insurance I - County of Camden, Division Of Insurance		Evidence of insurance. All operations usual to County Governmental Entity.	1/5/2018 #1836490	OTH
H - NJ Dept. of Human Services Div. I - County of Camden, Division Of Insurance	of Family Development Quakerbridge Plaza, Bldg. 6 P.O. Box 716 Trenton, NJ 08625	Evidence of insurance. All operations usual to County Governmental Entity as respects to the Grant Renewal Package for contract # UC17004.	1/5/2018 #1836737	OTH
H - State of New Jersey I - County of Camden, Division Of Insurance	225 West State Street, 2nd Floor Trenton, NJ 08838	Evidence of Insurance	1/5/2018 #1836738	OTH
Total # of Holders: 87				

APPENDIX III
NJCE BULLETIN 18-07
MEMBER RESOURCES

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND

9 Campus Drive, Suite 216
Parsippany, NJ 07054
Telephone (201) 881-7632

BULLETIN NJCE 18-07

Date: February 13, 2018
To: Fund Commissioners of NJCE
From: NJCE Underwriting Manager, Conner Strong & Buckelew
Re: Member Resources

This will serve as a listing of resources from the NJCE's insurance partners and other sources available to members of the NJCE.

If you have any questions concerning this bulletin, please contact your Risk Management Consultant, Executive Director or the Underwriting Manager.

This bulletin is for information purposes only. It is not intended to be all-inclusive but merely an overview. It does not alter, amend or change your coverage. Please refer to specific policies for limits, terms, conditions and exclusions.

cc: Risk Management Consultants
Professionals
Executive Directors

EMPLOYMENT PRACTICES LIABILITY

Chubb EPL Assist

EPL Assist is a service available via Chubb for members with a Chubb Public Officials/EPL policy. EPL Assist is a cutting edge risk management program providing policyholders with access to a wide variety of legal content, forms and analysis, combined with the ability to interact directly with Littler lawyers dedicated to assisting Chubb insureds.

- No cost, online and live hotline access to legal experts at Littler
- A catalog of free online employment law resources
- Complimentary registration to Littler's breakfast briefing series webinar/podcast
- Discounted rates for various Littler events
- Employment law updates, newsletters and related publications
- Free, live training webinars on a myriad of topics

Visit www.EPLAssist.com, select "Request an Account" to register, and utilize your policy number for registration. After registration, you can either call or email the free hotline: 1-888-244-3844. Contacting this hotline does not constitute reporting of a claim. Please report all matters per your claim reporting guidelines.

A list of courses offered by Littler can be found attached to this bulletin.

CYBER

(Privacy & Network Security)

Chubb Cyber Services

Chubb offers an array of free and for-cost cyber resources, as follows. Please review the attached Chubb Cyber Services – Loss Mitigation flyer and the Chubb Cyber Services – Signature Assessments flyer for more details.

- Password Defense – Chubb offers policyholders a password manager application for your desktop and mobile devices to make it easier for employees to create and use stronger passwords.
- Online Cyber Education – Access to two online cyber education courses (Security Awareness Basics and Security Awareness for Information Technology). Managers can download reports from the system to identify employee completion.
- Signature Assessments – Chubb offers consultative engagements at a flat rate, performed by industry-leading cyber service providers, including validating cyber incident response plans, identifying sensitive information, simulating a phishing attack, scanning for network vulnerabilities and monitoring cyber security scores.

Please contact the NJCE Underwriting Manager to engage the Signature Assessment resources. Chubb will do a matched reimbursement of the cost of a qualified service up to a maximum of \$3,000 per policy period. Reimbursements must be authorized by Chubb and will be made for only those services rendered 90 days prior to the policy expiration or renewal date.

Access Chubb's eRisk Hub powered by NetDiligence by sending an email request to eriskhub@acegroup.com including the below information. After receiving your access code, go to www.eriskhub.com/ace.php and complete the registration form.

- Your name
- Your title
- Your phone number
- Named Insured on your policy
- Your policy number

Also attached is a copy of Chubb's Cyber Incident Response Team list. **For urgent crisis management or legal advice, contact 1-800-817-2665 or cyberalert@chubb.com.** Contacting this response coach hotline does not constitute reporting of a claim. Please report all matters per your claim reporting guidelines.

Other Cyber Resources

- Data Privacy Day (provided by the National Cyber Security Alliance): <https://staysafeonline.org/>
- New Jersey Cybersecurity & Communications Integration Cell (NJCCIC): <https://www.cyber.nj.gov/>
- Government Technology (GovTech): <http://www.govtech.com/>
- Stu Sjouerman Blog: <https://about.me/StuSjouerman>
- Netwrix's Government IT Risks report for 2017 is attached
- CSB Email Dos & Don'ts Infographic is attached (share with all employees)

A Guide to Lawfully Hiring the Best Candidates

A Supervisor's Guide to Understanding, Preventing and Correcting Abusive Conduct, Sexual and Unlawful Harassment, Discrimination and Retaliation

Conducting Lawful Investigations: A Comprehensive Workshop for Internal Investigators

Dynamic Conflict Resolution Skills for Workplace Problems

I-9 Compliance and ICE Audits

Maintaining an Equal Opportunity Workplace

Maintaining and Managing a Respect-Based Workplace

Managing Abusive Conduct in the Workplace (The California Anti-Bullying Law)

Managing Employee Medical and Family Concerns — ADA/FMLA

Managing, Motivating, and Improving Performance

Managing Positive Employee Relations in a Union-Free Workplace

Managing Wage and Hour Essentials

Managing Within the Law: Merging Employment Law Fundamentals with Management Essentials

Proper Practices and Potential Pitfalls for Navigating Social Media in the Workplace

Safe, Respectful and Lawful Approaches to Termination Decisions

Safe Workplace — Violence, Bullying and Respect: Manager & Employee Programs

Supervising in America: For the International Manager

What Every Employee Should Know About a Workplace Free of Harassment & Retaliation

* Additional courses based on employment law fundamentals and leadership essentials may be customized to meet the client needs. Please e-mail contact@littler.com to discuss how we can use our Global Littler resources to meet your training and compliance needs.

Course List (cont.)

Littler Learning Group (LLG) was created to merge best practices with employment law fundamentals. We work closely with clients to ensure that each learning experience matches the organization's objectives, core values, culture and work environment by providing a range of services:

- Live Employment Law and Management Training by Littler Attorneys: In-Person/Webinar
- Train-the-Trainer Services & Custom Training Projects
- Consent Decree Fulfillment & Court-Ordered Programs
- Coaching and Counseling Sessions for Executives and Managers
- Diversity and Inclusion Services
- Wide-Ranging Facilitation Services: Focus Groups, Team Building, Leadership Development
- In-house Video Production Services: Standard & Customized Training Content
- Blended Solutions: Combining Live & E-Learning
- Multilingual Programs Presented Internationally
- Custom E-Learning and self-study programs upon request.

Please contact LLG at contact@littler.com for additional information



Kevin O'Neill
Sr. Director-LLG, Principal
KONeill@littler.com • 415.288.6322



Marissa Dragoo
LLG, Special Counsel
MDragoo@littler.com • 916.830.7245



Cindy-Ann Thomas
Principal
CATHomas@littler.com • 704.972.7026



Karen Sundermier
Knowledge Management Counsel
KSundermier@littler.com • 617.378.6093



Michael Moorman
Training Specialist
MMoorman@littler.com • 816.772.0996



Tess Richardson
Marketing Coordinator
TRichardson@littler.com • 816.772.0833

ABOUT LITTLER

Littler is the largest global employment and labor law practice, with more than 1,200 attorneys in over 75 offices worldwide. Littler represents management in all aspects of employment and labor law and serves as a single-source solution provider to the global employer community. Consistently recognized in the industry as a leading and innovative law practice, Littler has been litigating, mediating and negotiating some of the most influential employment law cases and labor contracts on record for 75 years. Littler Global is the collective trade name for an international legal practice, the practicing member entities of which are separate and distinct professional firms. For more information visit littler.com.

Cyber Services

Loss Mitigation for Cyber Policyholders

CHUBB®



At Chubb, we believe that being prepared for a cyber incident can go a long way in limiting losses when one occurs. To complement our superior insurance protection, we offer enhanced benefits and services through various third party service providers to deliver extra assurance and specialized attention for our cyber policyholders.

Password Defense

Chubb offers policyholders a password manager application for your desktop and mobile devices to help improve cyber security by making it easier for employees to create and use stronger passwords. Motivate individuals to keep healthier password habits by generating strong passwords for websites, storing them in a secure vault and synchronizing them across multiple devices. This system encourages employees not to write down or reuse passwords.

Password Defense: FAQs

How does the application strengthen passwords?

The application's Security Dashboard provides metrics of overall password health, helping individuals easily identify and replace weak or reused passwords.

How are passwords added to the password manager?

Passwords are entered manually through the application on any browser. Individuals can also import passwords that are stored in a browser or other password manager applications.

How does the application secure passwords?

The patented architecture is built to ensure only the account holder can access his/her passwords.

How much does password defense cost?

The offer is complimentary for Chubb's cyber policyholders.

Online Cyber Education

Chubb's cyber policyholders have access to two online cyber education courses that can be quickly and easily deployed to educate employees: Security Awareness Basics and Security Awareness for Information Technology. The online training teaches the basics of:

- Identifying potential threats
- Protecting sensitive data
- Escalating issues to the right people when necessary

Managers are able to download reports from the system to identify who has completed the courses.

Online Cyber Education: FAQs

Who can access the courses?

Both courses can be made available to all employees.

Can employees print certificates when they complete a course?

Yes, certificates can be printed to show that an employee has completed the course.

How long does it take to complete each course?

Each course has been designed to take approximately 20 to 30 minutes.

Can additional courses be added to the training portal?

Yes, additional courses are available for purchase.

How much does online cyber education cost?

The offer is complimentary for Chubb's cyber policyholders.

Signature Assessments

Packaged assessments help Chubb's cyber policyholders quickly gauge and understand key areas of risk. These cost-effective, consultative engagements are offered at a flat rate and are performed by a select group of industry-leading service providers. Signature assessments are available for the following:

- Validating a cyber incident response plan
- Identifying sensitive information
- Simulating a phishing attack
- Scanning for network vulnerabilities
- Monitoring cyber security scores

Signature Assessments: FAQs

Are the assessments completed remotely or onsite?

The assessments are designed to be completed remotely. Some providers can complete assessments onsite if necessary.

Does hardware or software have to be installed for the assessments?

No. Assessments can be performed without installations or downloads.

Does Chubb see the results of the signature assessments?

No, Chubb does not receive a copy of the results.

Can policyholders expand the scope of services?

Yes. Policyholders can work directly with each provider to expand the package as needed.

How much does each signature assessment cost?

Chubb's cyber policyholders are able to access assessments at a flat rate of \$3,000 each.

Contact Us

To learn more about Chubb's cyber services, email us at chubb@cyber.com or visit www.chubb.com/us/cyber.

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Chubb is the marketing name used to refer to subsidiaries of Chubb Limited providing insurance and related services. For a list of these subsidiaries, please visit www.chubb.com. Chubb's cyber services cannot be construed to replace any provisions of your policy. You should read your policy, including all attachments, for complete information on the coverage parts provided. Chubb has no obligation to provide any of the cyber services. The policyholder is under no obligation to contract for services with any of the service providers. The selection of a particular pre-approved Loss Mitigation Services vendor is the independent choice of the policyholder. Neither Chubb nor its employees or agents make any warranties or assume any liability for the performance of the pre-approved vendor, including any goods or services received. Chubb does not endorse vendors or their respective services. Before a policyholder engages with vendors, the policyholder should conduct its own due diligence to ensure the company and its services meet its needs. Unless otherwise indicated or approved, payment for services provided by any vendor is the responsibility of the policyholder. Copyright©2016 617502

(Rev. 12/16)

Cyber Services for Loss Mitigation

Signature Assessments Overview



Welcome to Chubb’s Cyber Services for Loss Mitigation! We offer these services because we believe that being ready to respond will help reduce the exposure to a loss when a cyber event occurs. As a Chubb cyber policyholder, you have access to a suite of **Loss Mitigation Services** to help mitigate potential cyber exposures *before* an event happens as well as several **Signature Assessments** which can help your organization quickly gauge and understand key areas of cyber risk. Loss Mitigation services are provided directly to your organization by a panel of Chubb pre-approved vendors at a pre-negotiated flat rate. For a complete list of services, please visit: www.chubb.com/us/cyberservices.

Response Readiness Assessment	
Delivered by Fidelis	<p>Evaluate your organization’s response plan or get started creating one.</p> <p>Fidelis Cybersecurity will provide a personalized consultation to walk your organization through a streamlined process and assess your incident response plan based on industry standards. In cases where a response plan does not already exist, Fidelis will help your organization through a process to jump start the development of one.</p> <p>Fidelis will first request that your organization execute a mutual non-disclosure agreement to establish a confidential relationship with your organization. Fidelis will then provide its multipart assessment for your organization to complete. The assessment will include requests for any existing incident response plan documentation that Fidelis can include in the overall review. Fidelis will then conduct a review of the materials, focusing on the internal and external response capabilities of your organization. The final report will include findings and suggested action items for your organization to remediate. The scope includes missing documents, technical and software recommendations and regulatory benchmarks.</p> <p>More information on Fidelis can be found at www.fideliscybersecurity.com.</p>

Security Performance Benchmarking	
Delivered by BitSight	<p>Monitor the security of your organization and third party vendors through external data gathered from the public Internet.</p> <p>Cyber policyholders receive a personalized login to the BitSight portal for 12 months, allowing you to continuous monitoring of their organization and up to three vendors of their choice.</p> <p>BitSight's online platform continuously analyzes, rates and monitors the security posture of organizations, all from the outside. Ratings are generated on a daily basis, giving continuous visibility into the performance of your security program. With the ability to determine the security details used to generate your organization's rating, pertinent security issues can be mitigated and tracked over time.</p> <p>More information on BitSight can be found at www.bitsighttech.com.</p>
Network Vulnerability Testing	
Delivered by NetDiligence	<p>Assess vulnerabilities on your external network - a common method threat actors use to gain access to organizations' networks.</p> <p>NetDiligence will conduct an automated vulnerability scan of up to eight external network addresses that represent some of your organization's external systems, such as firewalls, web applications and mail servers. Once the scan is completed, an Interpretive Summary Report is generated to bring together the key points and risk factors that should be prioritized for remediation. In addition to the summary report, the "raw" results are also provided to help your IT Staff validate and remediate the findings. Additional internal scanning options are available but require the assistance of on-site IT/networking personnel who can perform installation and placement of a "virtual scanner software" on the internal network.</p> <p>More information on NetDiligence can be found at www.netdiligence.com.</p>
Phishing Simulation	
Delivered by PhishMe	<p>Test a sample of your employees to see how well they respond to a simulated phishing attack.</p> <p>Electronic mail continues to be used by threat actors as a primary delivery mechanism to entice employees to click on malicious links or attachments. For the unaware employee, taking action on these malicious emails can lead to malware infection, theft of usernames/passwords or cyber extortion via ransomware.</p> <p>For this effort, PhishMe will work with your organization to run two phishing simulations over the course of four months: (1) a <i>Click Only</i> scenario where an email urges the recipient to click on an embedded link; and (2) a <i>Data Entry</i> scenario where an email containing a link to a customized landing page entices the user to enter their valid credentials (e.g., user ID, passwords), allowing the attacker to gain access to an organization's network environment. Individuals who fall victim to the simulation are directed to complete online training material on phishing and its effects on company security. At the conclusion of each simulation, PhishMe will provide your organization with a report containing extensive analytics, including an executive summary, simulation findings and a response analysis that details the overall susceptibility rate, reporting rate, and the repeat offense rate. No user-sensitive data is stored during simulations.</p> <p>More information on PhishMe can be found at www.phishme.com.</p>

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Chubb is the marketing name used to refer to subsidiaries of Chubb Limited providing insurance and related services. For a list of these subsidiaries, please visit www.chubb.com. Chubb's cyber services cannot be construed to replace any provisions of your policy. You should read your policy, including all attachments, for complete information on the coverage provided. Chubb has no obligation to provide any cyber services for loss mitigation. The policyholder is under no obligation to contract for services with any of the Chubb pre-approved loss mitigation service providers. The selection of a particular loss mitigation service provider is the independent choice of the policyholder. Chubb is not a party to any agreement entered into between any loss mitigation service provider and the policyholder. It is understood that loss mitigation service providers are independent contractors, and not agents of Chubb. Chubb assumes no liability arising out of any services rendered by a loss mitigation service provider. Chubb shall not be entitled to any rights, or subject to any obligations or liabilities, set forth in any agreement entered into between any loss mitigation service provider and the policyholder. Any rights and obligations with respect to such agreement, including but not limited to billings, fees and services rendered, are solely for the benefit of, and borne solely by, such loss mitigation service provider and the policyholder, and not Chubb. Neither Chubb nor its employees or agents make any warranties or assume any liability for the performance of any loss mitigation service provider, including any goods or services received. Chubb does not endorse the loss mitigation service providers or their respective services. Before a policyholder engages with any loss mitigation service provider, the policyholder should conduct its own due diligence to ensure the company and its services meet the policyholder's needs.

Form 14-01-1244 (Rev. 9/17)

Cyber Services

Cyber Incident Response Team

CHUBB®



Chubb's Cyber Incident Response Team is comprised of experienced service providers including Computer Forensics, Public Relations, Notification-Identity Services, Call Center Services, Cyber Extortion-Ransom, Business Interruption, Legal-Regulatory Communications. Chubb's Cyber Incident Response Team shall be construed as part of your policy, but no coverage is provided by this Cyber Incident Response Team nor can it be construed to replace any provisions of your policy. You should read your policy, including all attachments, for complete information on the coverage parts you are provided.

Chubb has no obligation to provide any of the legal, computer forensics, public relations, notification-identity services, call center services, cyber extortion-ransom, business interruption, legal-regulatory communications by the Cyber Incident Response Team. The policyholder is under no obligation to contract for services with Cyber Incident Response Team service providers, except as amended by the Cyber Incident Response Team Endorsement.

Response Team Hotline

(800) 817-2665

Response Team Coaches

Provider	Primary Contact	Phone	Email
BakerHostetler	Theodore J. Kobus III	(212) 271-1504	tkobus@bakerlaw.com
Borden Ladner Gervais*	Ira Nishisato	(844) 617-1887	inishisato@blg.com
Fasken Martineau*	Alex Cameron	(844) 200-7505	acameron@fasken.com
Mullen Coughlin	John Mullen	(267) 930-4792	jmullen@mullen.legal
Norton Rose Fulbright	Dave Navetta	(303) 801-2732	david.navetta@nortonrosefulbright.com

* Canada

Response Team Specialists

Provider	Primary Contact	Phone	Email	Team Specialty
Allclear ID	Allen Burzen	(512) 897-8208	allen.burzen@allclearid.com	Individual Notification Services
Alvarez & Marsal	Art Ehuan	(571) 331-7763	aehuan@alvarezandmarsal.com	Computer Forensics
CGI*	Gary Miller	613- 740-5742	gary.w.miller@cgi.com	Computer Forensics
Charles River Associates	Bill Hardin	(312) 619-3309	bhardin@crai.com	Computer Forensics
CrowdStrike	Charlie Groves	(303) 887-0506	charlie.groves@crowdstrike.com	Computer Forensics
Cyintelligence*	Daniel Tobok	(647) 846-0889	dtobok@cyintelligence.ca	Computer Forensics
Dashlane	David Sawin	(919) 928-2184	david.sawin@dashlane.com	Individual Notification Services
Davis Wright Tremaine	Amy Mushahwar	(202) 973.4263	amymushahwar@dwt.com	Legal & Regulatory Comms.
Edelman Canada	Greg Vanier	416-849-3337	greg.vanier@edelman.com	Public Relations
Equifax*	Timothy Walsh	416-505-7386	timothy.walsh@equifax.com	Individual Notification Services
Experian	Ozzie Fonseca	(949) 567-3851	ozzie.fonseca@experian.com	Individual Notification Services
Fidelis Cybersecurity	Rex Brunelli	(210) 365-6884	rex.brunelli@fidelissecurity.com	Computer Forensics
FireEye/Mandiant	Karen Kukoda	(916) 458-2030	karen.kukoda@fireeye.com	Computer Forensics
Kivu Consulting, Inc.	Shawn Melito	(814) 207-4007	smelito@kivuconsulting.com	Computer Forensics

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Chubb shall not be a party to any agreement entered into between any Cyber Incident Response Team service provider and the policyholder. It is understood that Cyber Incident Response Team service providers are independent contractors, and are not agents of Chubb. The policyholder agrees that Chubb assumes no liability arising out of any services rendered by a Cyber Incident Response Team service provider. Chubb shall not be entitled to any rights or subject to any obligations or liabilities set forth in any agreement entered into between any Cyber Incident Response Team service provider and the policyholder. Any rights and obligations with respect to such agreement, including but limited to billings, fees and services rendered, are solely for the benefit of, and borne solely by such Cyber Incident Response Team service provider and the policyholder, and not Chubb. (Rev. 10/16)

KPMG*	John Perea	416.777.8736	johnperea@kpmg.ca	Computer Forensics
Kroll	Jennifer Rothstein	(212) 833-3456	jrothstein@kroll.com	Computer Forensics
LEVICK	Megan Gabriel	(202) 973-5308	mgabriel@levick.com	Public Relations
Marshall Dennehey	David J. Shannon	(215) 575-2615	djshannon@mdwcg.com	Legal & Regulatory Comms.
Navigant Consulting	Darin Bielby	(215) 832-4485	dbielby@navigant.com	Computer Forensics
NPC	Larissa Crum	(866) 377-8210	larissa.crum@immersionltd.com	Call Center Services
RSM	Daimon Geopfert	(248) 802-4908	daimon.geopfert@rsmus.com	Computer Forensics
Stroz Friedberg	Bryan Rose	(212) 981-6549	brose@strozfriedberg.com	Computer Forensics
The Ackerman Group	Wes Odom	(305) 298-2117	wodom@ackermangroup.com	Cyber Extortion and Ransom
TransUnion	Gillian Johnson	(312) 985-3629	gjohnso@transunion.com	Individual Notification Services
Verizon	Christopher Novak	(877) 330-0465	chris.novak@verizon.com	Computer Forensics

* Canada

Chubb. Insured.SM

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EMAIL DOs & DON'Ts



EMAIL ADDRESSES

- Do you recognize the sender and the CCs?
- Is the sender's email spelled correctly? (i.e. "YourMayor" vs. "YourMay0r")

DATE & TIME

- Was the email sent on a typical day and at a typical time?

EMAIL CONTENT

- Are the format and grammar in the email typical for the sender?
- Does the content seem atypical?
- Did the sender seem overly urgent?
- Does the email ask for person info/login info?

From: YourMayor@yourtown.com
To: You@yourtown.com
Cc: Who@where.com, Who2@Site.com, Who3@Web.com
Date: Sunday, October 3, 2105 at 3:20 a.m.
Subject: Wire for Project

Message | Instructions.docx (4 KB)

Hi,
Im traveling and lost my phone. We need to wire money for a large project to the below link ASAP so the project isnt delayed.
Could you wire \$15,000 today?

<http://www.chase.com>

Thanks so much.
Mayor

SUBJECT

- Is the subject a typical style for the sender?
- Does the subject match the email content?

ATTACHMENT

- Is an attachment needed for the email content?
- Were you expecting the attachment?
- Is it a ".txt" file?

LINKS

- Does the link look appropriate?
- Does the web address match the hyperlink shown (scroll over the hyperlink)?

DON'T GET PHISHED!

... but if you do, remember to

Contact Your Conner Strong & Buckelew Claims Representative for reporting the claim and engaging breach counsel and forensics firms as necessary.

CONNER
STRONG &
BUCKELEW

CONTEXT

88% 88% 75%

Of organizations do not use any software for information security governance or risk management

Of IT operations teams are at least partially responsible for security

Of organizations do not have a separate information security function

MAIN SECURITY FOCUS



Mobile devices

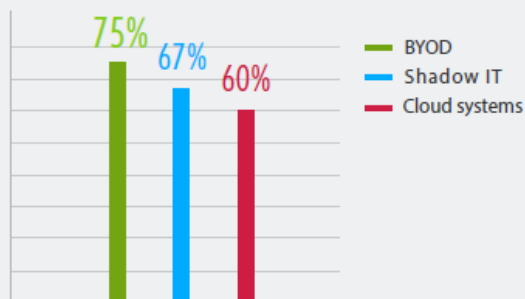


Endpoint



On-prem systems

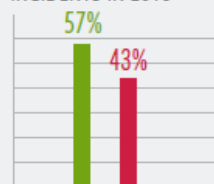
MOST NEGLECTED AREAS



100%
Employees

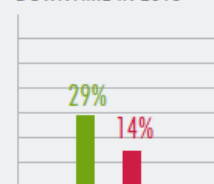
33% of organizations had compliance issues in 2016

MAIN CAUSES OF SECURITY INCIDENTS IN 2016



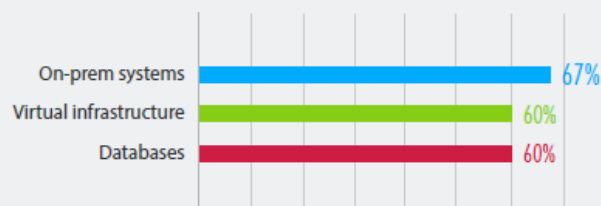
Human errors
Insider misuse

MAIN CAUSES OF SYSTEM DOWNTIME IN 2016



A system was down unacceptably long or outages happened too often
Accidental or incorrect user activity

WHERE VISIBILITY INTO USER ACTIVITY IS MOST NEEDED



ONLY 14% of organizations are well prepared to beat cyber risks

WHY?



57%

Lack of time



54%

Lack of budget



43%

Complexity of IT infrastructure



43%

Growth of data assets

FOCUS OF FUTURE INVESTMENTS



43%

Intellectual property theft



29%

Data breach



14%

Fraud

WHY ORGANIZATIONS NEED VISIBILITY



86% To detect and mitigate human factor (errors, misuse, etc.)

71% To investigate security incidents

71% To optimize IT processes and operations