

Gateway

BMED FUND



GATEWAY REGIONAL HEALTH INSURANCE FUND

AGENDA AND REPORTS

JUNE 22, 2021

ZOOM MEETING

12:00 PM

Join Zoom Meeting

<https://permainc.zoom.us/j/5455080980>

Meeting ID: 545 508 0980

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 545 508 0980

STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

Pursuant to Executive Order Number 103 dated March 9, 2020, Governor Murphy declared a Public Health Emergency and a State of Emergency in New Jersey. On March 20, 2020 P.L. 2020 Chapter 11 amended the Open Public Meetings Act to allow local public bodies to conduct Remote Public Meetings by use of electronic communications technology during a period declared as a Public Health Emergency or a State of Emergency.

Adequate Notice and Electronic Notice of this meeting was given by:

1. Sending advance written notice to The Record and the Star Ledger
2. Filing advance written notice of this meeting with the Clerk/ Administrator of each member.
3. Sending advance electronic mail notice of this meeting to the Clerk/ Administrator of each member.
4. Posting electronic notice of this meeting on the Fund's website which notice provided the time, date and instructions for: (i) access to the Remote Public Meeting, (ii) how to provide public comment and (iii) how to access the agenda.
5. Posting a copy of the meeting notice on the public bulletin board of all members.
6. During the business session portion of this Remote Public Meeting the audio of all members of the public attending the meeting will be muted. At the end of the business session of the meeting, a time for public comment will be available. Members of the public who desire to provide comment shall raise their virtual hand in the Zoom application and/or submit a written comment via the text message section of the application. The meeting moderator will queue the members of the public that wish to provide comment and the Chairperson will recognize them in order. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language.

BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND
AGENDA MEETING:JUNE 22, 2021
ZOOM MEETING
12:00 P.M.

MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ

PLEDGE OF ALLEGENCE

ROLL CALL OF 2021 EXECUTIVE COMMITTEE

Gregory Hart, Chair
Richard Kunze, Secretary
Joseph Catenaro, Executive Committee
Gregory Franz, Executive Committee
Donna Gambutti, Executive Committee
Matthew Cavallo, Executive Committee
Bob Kakoleski, Executive Committee

APPROVAL OF MINUTES: April 27, 2021 OpenAppendix

CORRESPONDENCE - Prima Presentation - Chair Hart

EXECUTIVE DIRECTOR - PERMA - Paul Laracy
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BENEFITS CONSULTANT REPORT - Jozsef Pfeiffer
Conner Strong & BuckelewPage 10

ATTORNEY - Russell Huntington, Esq.

TREASURER - Joseph Iannaconi
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Confirmation of Claims Paid/Certification of Transfers

WELLNESS COORDINATOR - Marianne Eskilson.....Page 22

BOARD ADVISOR - Clark LaMendola

THIRD PARTY ADMINISTRATOR - Aetna
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PRESCRIPTION PROVIDER - Express Scripts - Kyle Colalillo
Monthly ReportTBD

DENTAL ADMINISTRATOR - Delta Dental - Kim White
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CONSENT AGENDAPage 32
Resolution 26-21: 2020 Audit ApprovalPage 33
Resolution 27-21: Participation in the JCMI.....Page 35
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OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

MEETING ADJOURNED

**Bergen Municipal Employee Benefits Fund
Executive Director's Report
June 22, 2021**

FINANCE AND OPERATIONS

PRO FORMA REPORTS

- **Fast Track Financial Reports** as of March 31, 2021 (page 3)
- **Ratios and Indices Report**

EXECUTIVE COMMITTEE

At the last meeting, 2 vacancies for Alternates to the Executive Committee were announced. Commissioner Ciannanea from Moonachie and Commissioner Molinari from Saddle River have expressed interest in filling the alternate positions. The recommendations were presented to and approved the nominations committee. Fund Attorney will perform the swearing in.

AUDITOR AND ACTUARY YEAR-END REPORTS (TBD)

A copy of the Annual Financial Audit for the period ending December 31, 2020 is included with the agenda. A representative from Lerch & Vinci LLP is expected to present the report. Once approved, we will make a filing with the Departments of Insurance and Community Affairs to meet their deadline. The Affidavit of Certification is included on page 5 and Resolution 26-21 approving the 2020 Audit is included in consent.

JOINT CASH MANAGEMENT INVESTMENT PROGRAM

At the previous meeting, the Treasurer recommended that the Fund join the Joint Cash Management Plan. The JCMI is a program of the MEL that is open to Health Insurance Funds when it was approved by the State in 2020. Most Joint Insurance Funds are in the program and the MRHIF joined in April. The program's invests in treasury bonds and notes, as well as municipal bonds. Our monthly earnings will be included in the monthly treasurers report.

Resolution 27-21 to join the JCMI is included in the consent agenda if approved by the committee and the policy and master agreement are included in Appendix III.

PHARMACY BENEFIT MANAGER RFP

The MRHIF Contract Committee will be meeting later next week to interview PBM finalist based off the review of the RFP results by the PBM Consultant. The MRHIF is expected to meet the second week of July to take action. All Funds will be notified of the action at that time.

REQUESTS FOR PROPOSALS

Under the Local Public Contracts law, the following positions need to go out for RFP for a three-year term starting January 1, 2022: Benefits Consultant and Executive Director. The Committee has the

option to extend the current professional contracts Actuary, Auditor, Attorney, Treasurer and Fund Coordinator for 1 additional term from January 1, 2022 - December 31, 2022 or issue and RFP for a 1 year term for these positions.

MOTION: *Motion to issue and advertise Requests for Proposals for professional services contracts on behalf of the Fund for Executive Director and Benefits Consultant.*

AUGUST MEETING

The Committee may want to discuss holding the August meeting in person at Franklin Lakes. No action required as the meeting resolution contains a physical location.

BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND

FINANCIAL FAST TRACK REPORT

AS OF March 31, 2021

	<i>THIS MONTH</i>	<i>YTD CHANGE</i>	<i>PRIOR YEAR END</i>	<i>FUND BALANCE</i>
1. UNDERWRITING INCOME	4,595,049	11,619,937	616,604,583	628,224,520
2. CLAIM EXPENSES				
Paid Claims	2,608,741	6,635,407	509,152,617	515,788,024
IBNR	639,185	1,325,073	2,350,000	3,675,073
Less Specific Excess	(59,822)	(59,822)	(12,811,690)	(12,871,511)
Less Aggregate Excess	-	-	(602,911)	(602,911)
TOTAL CLAIMS	3,188,104	7,900,658	498,088,016	505,988,674
3. EXPENSES				
MA & HMO Premiums	478,815	1,212,894	15,268,730	16,481,625
Excess Premiums	114,790	282,508	29,734,534	30,017,041
Administrative	375,724	832,926	45,431,575	46,264,501
TOTAL EXPENSES	969,328	2,328,328	90,434,839	92,763,167
4. UNDERWRITING PROFIT (1-2-3)	437,617	1,390,951	28,081,727	29,472,679
5. INVESTMENT INCOME	3,116	9,787	3,315,125	3,324,912
6. DIVIDEND INCOME	0	0	6,548,367	6,548,367
7. STATUTORY PROFIT (4+5+6)	440,732	1,400,738	37,945,220	39,345,958
8. DIVIDEND	0	0	22,145,604	22,145,604
9. Transferred Surplus	0	0	0	0
STATUTORY SURPLUS (7-8+9)	440,732	1,400,738	15,799,616	17,200,355

SURPLUS (DEFICITS) BY FUND YEAR

Closed	Surplus	736	(2,061)	9,257,410	9,255,349
	Cash	799,949	644,167	9,452,584	10,096,751
2019	Surplus	(10,152)	(32,956)	2,538,154	2,505,198
	Cash	(10,193)	(36,718)	2,541,428	2,504,709
2020	Surplus	70,651	80,100	4,004,051	4,084,151
	Cash	(166,963)	(398,755)	4,370,607	3,971,853
2021	Surplus	379,498	1,355,656		1,355,656
	Cash	1,325,520	1,054,031		1,054,031
TOTAL SURPLUS (DEFICITS)		440,732	1,400,738	15,799,614	17,200,353
TOTAL CASH		1,948,313	1,262,725	16,364,619	17,627,344

CLAIM ANALYSIS BY FUND YEAR

TOTAL CLOSED YEAR CLAIMS	831	5,513	451,556,850	451,562,364
FUND YEAR 2019				
Paid Claims	10,791	34,542	23,057,961	23,092,503
IBNR	-	0	0	0
Less Specific Excess	(37)	(37)	(47,593)	(47,630)
Less Aggregate Excess	-	0	0	0
TOTAL FY 2019 CLAIMS	10,754	34,505	23,010,369	23,044,873
FUND YEAR 2020				
Paid Claims	336,045	2,143,163	21,170,791	23,313,954
IBNR	(367,405)	(2,182,459)	2,350,000	167,541
Less Specific Excess	(59,785)	(59,785)	0	(59,785)
Less Aggregate Excess	0	0	0	0
TOTAL FY 2020 CLAIMS	(91,145)	(99,082)	23,520,791	23,421,709
FUND YEAR 2021				
Paid Claims	2,261,074	4,452,189		4,452,189
IBNR	1,006,590	3,507,532		3,507,532
Less Specific Excess	0	0		0
Less Aggregate Excess	0	0		0
TOTAL FY 2021 CLAIMS	3,267,664	7,959,721		7,959,721
COMBINED TOTAL CLAIMS	3,188,104	7,900,658	498,088,010	505,988,668

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.

BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND				
RATIOS				
INDICES	2020	JAN	FEB	MAR
Cash Position	16,364,619	\$ 16,268,328	\$ 15,679,031	\$ 17,627,344
IBNR	2,350,000	\$ 2,409,558	\$ 3,035,888	\$ 3,675,073
Assets	19,363,350	\$ 19,738,027	\$ 20,867,978	\$ 21,896,888
Liabilities	3,563,281	\$ 3,555,424	\$ 4,107,903	\$ 4,696,081
Surplus	15,800,068	\$ 16,182,604	\$ 16,760,075	\$ 17,200,807
Claims Paid -- Month	1,526,757	\$ 1,913,945	\$ 2,112,720	\$ 2,608,741
Claims Budget -- Month	2,252,666	\$ 2,338,784	\$ 2,338,784	\$ 2,338,784
Claims Paid -- YTD	22,834,959	\$ 1,913,945	\$ 4,026,666	\$ 6,635,407
Claims Budget -- YTD	27,031,987	\$ 2,338,784	\$ 4,677,568	\$ 7,016,351
RATIOS				
Cash Position to Claims Paid	10.72	8.50	7.42	6.76
Claims Paid to Claims Budget -- Month	0.68	0.82	0.9	1.12
Claims Paid to Claims Budget -- YTD	0.84	0.82	0.86	0.95
Cash Position to IBNR	6.96	6.75	5.16	4.8
Assets to Liabilities	5.43	5.55	5.08	4.66
Surplus as Months of Claims	7.01	6.92	7.17	7.35
IBNR to Claims Budget -- Month	1.04	1.03	1.30	1.57

GROUP AFFIDAVIT FORM
CERTIFICATION OF FUND COMMISSIONERS
Of the
BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND

We the Fund Commissioners of the Bergen Municipal Employee Benefits Fund, of full age, being duly sworn according to law, upon our oath depose and say:

1.) We are duly elected members Fund Commissioners of the Bergen Municipal Employee Benefits Fund.

2.) In the performance of our duties, and pursuant to the Local Finance Board Regulation, we have familiarized ourselves with the contents of the Annual Fund Audit filed with the Secretary of the Fund pursuant to N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36 for the year 2020.

3.) We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled:

GENERAL COMMENTS - RECOMMENDATIONS

- _____ (L.S.)
- _____ (L.S.)
- _____ (L.S.)
- _____ (L.S.)
- _____ (L.S.)
- _____ (L.S.)
- _____ (L.S.)
- _____ (L.S.)

Attest:

Secretary to the Fund

The Secretary of the Fund shall set forth the reason for the absence of signature of any members of the Executive Committee.

Important: This certificate must be sent to the Division of Local Government Services, CN 803, Trenton, NJ 08625.

ACTUARIAL SOLUTIONS, LLC

STATEMENT OF ACTUARIAL OPINION

March 17, 2021

Executive Committee
Bergen Municipal Employees Benefits Fund

I, John Vataha, am a member of the American Academy of Actuaries ("the Academy"), and a consulting health care actuary. I have been retained by Bergen Municipal Employees Benefits Fund (BMED) to issue this opinion. I meet the Academy qualification standards for issuing this opinion, and I am familiar with the valuation requirements applicable to the Company.

I have reviewed the actuarial assumptions and actuarial methods used in determining the reserves and related actuarial items listed below, as prepared by the management of BMED, for filing with the Company's December 31, 2020 report to New Jersey Department of Banking and Insurance. My responsibility is to express an opinion on these reserves and related actuarial items based on my review. The actuarial methods, considerations and analyses used in forming my opinion conform to the appropriate Actuarial Standards of Practice and Actuarial Compliance Guidelines as promulgated by the Actuarial Standards Board, and form the basis of this statement of opinion.

<u>Item</u>	<u>Amount</u>
Claims unpaid	\$2,350,000

The reserves and related actuarial items listed above represent the estimates made by management of BMED for all unpaid claims as of December 31, 2020. Considerable uncertainty and variability are inherent in such estimates, and, accordingly, the subsequent development of the unpaid claims liability may not conform to the assumptions used in the determination of the unpaid claims liability and therefore may vary from the amounts in the foregoing table.

I have relied on Paul Lacey, Executive Director, for the listings and summaries of claims and other relevant data, and for the accuracy of that data, as expressed in the attached statement.

My examination included a review of the actuarial assumptions and actuarial methods and such tests of the actuarial calculations as I considered necessary.

In my opinion, the reserves and related actuarial items identified above:

- (a) Are computed in accordance with presently accepted actuarial standards consistently applied, and are fairly stated in accordance with sound actuarial principles except that consideration of the adequacy of the Company's reserves and related actuarial items in conjunction with the assets which support them has not been performed;
- (b) Are based on actuarial assumptions relevant to contract provisions and appropriate to the purpose for which the unpaid claims liability was prepared, and provide for all reasonably anticipated unpaid claims under the contracts;
- (c) Are computed on the basis of assumptions consistent with those used in computing the corresponding items of the preceding year;
- (d) Include provision for all actuarial reserves and related actuarial items which ought to be established.

My review did not include asset adequacy analysis, as such analysis is not in the scope of my assignment. I have not reviewed any of BMED's assets and I have not formed any opinion as to their validity or value. My opinion rests on the assumption that BMED's December 31, 2020 unpaid claims liability is funded by valid assets that have suitably scheduled maturities and/or adequate liquidity to meet future cash flow requirements.

My review relates only to those reserves and related actuarial items identified herein, and I do not express an opinion on the Company's financial statements taken as a whole.

This opinion has been prepared solely for the Executive Committee and the management of BMED and for filing with the New Jersey Department of Banking and Insurance, and is not intended for any other purpose.



John Vataha, ASA, MAAA, FCA

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REGULATORY

BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND

YEAR: 2021, AS OF JUNE 15, 2021

<u>Yearly Items</u>	<u>Filing Status</u>
<input type="checkbox"/> Budget	2021 Filed
<input type="checkbox"/> Assessments	2021 Filed
<input type="checkbox"/> Actuarial Certification	2021 Filed
<input type="checkbox"/> Reinsurance Policies	Filed
<input type="checkbox"/> Fund Commissioners	Filed
<input type="checkbox"/> Fund Officers	Filed
<input type="checkbox"/> Renewal Resolutions	Filed
<input type="checkbox"/> Indemnity and Trust	Compliance listing included on page 9
<input type="checkbox"/> New Members (list)	N/A
<input type="checkbox"/> Withdrawals	N/A
<input type="checkbox"/> Risk Management Plan and By Laws	Filed
<input type="checkbox"/> Cash Management Plan	Filed
<input type="checkbox"/> Unaudited Financials	9/30/2020 Filed
<input type="checkbox"/> Annual Audit	2019 Filed
<input type="checkbox"/> Budget Changes	N/A
<input type="checkbox"/> Transfers	N/A
<input type="checkbox"/> Additional Assessments	N/A
<input type="checkbox"/> Professional Changes	N/A
<input type="checkbox"/> Officer Changes	N/A
<input type="checkbox"/> Risk Management Plan Changes	N/A
<input type="checkbox"/> Bylaw Amendments	N/A
<input type="checkbox"/> Benefit Changes (list)	N/A
<input type="checkbox"/> Other	N/A

Professional		Contract Received	Contract Term
Administration	PERMA	Yes	1/1/2019 - 12/31/2021
Attorney	Huntington Bailey	Yes	1/1/2021-12/31/2021
Treasurer	Joseph Iannaconi	Yes	1/1/2021-12/31/2021
Auditor	Lerch Vinci Higgins	Yes	1/1/2021-12/31/2021
Benefits Consultant	Conner Strong & Buckelew	Yes	1/1/2019 - 12/31/2021
Actuary	Actuarial Solutions	Yes	1/1/2021-12/31/2021
Wellness	Marianne Smith	Yes	4/1/2020-3/31/2021
Fund Coordinator	Eagle Rock Management	Yes	1/1/2021-12/31/2021
Board Advisor	Clark LaMendola	Yes	1/1/2019-12/31/2021
TPA - Aetna		Yes	1 year renewal negotiated
TPA - Delta Dental		Yes	1 year renewal negotiated

INDEMNITY AND TRUST COMPLIANCE

Member	I&T end date
City of Plainfield BOE	in progress
West Orange	in progress
EAST ORANGE	12/31/2020
IRVINGTON	12/31/2020
BOROUGH OF RUTHERFORD	12/31/2021
BOROUGH OF HILLSDALE	12/31/2021
BOROUGH OF WESTWOOD	12/31/2021
VERONA TOWNSHIP	12/31/2021
BOROUGH OF LODI	12/31/2021
TOWNSHIP OF ROCHELLE PARK	12/31/2021
FAIRFIELD TOWNSHIP	12/31/2021
FAIRFIELD BOE	12/31/2021
BOROUGH OF ALPINE	12/31/2021
BOROUGH OF MAYWOOD	12/31/2022
BOROUGH OF EAST RUTHERFORD	12/31/2022
BOROUGH OF CARLSTADT	12/31/2022
BOROUGH OF MOONACHIE	12/31/2022
BOROUGH OF WOOD-RIDGE	12/31/2022
BOROUGH OF MONTVALE	12/31/2022
BOROUGH OF PARK RIDGE	12/31/2022
EAST RUTHERFORD BOARD OF ED	12/31/2022
BOROUGH OF NORTH ARLINGTON	12/31/2022
BOROUGH OF WALLINGTON	12/31/2022
BOROUGH OF EDGEWATER	12/31/2022
BOROUGH OF SADDLE RIVER	12/23/2023
CARLSTADT BOARD OF ED	12/23/2023
FRANKLIN LAKES BOROUGH	12/23/2023
BOROUGH OF EMERSON	12/31/2023
TOWNSHIP OF SOUTH HACKENSACK	12/31/2023
WANAQUE VALLEY REGIONAL S.A.	12/31/2023
VILLAGE OF RIDGEFIELD PARK	12/31/2023
BOROUGH OF OAKLAND	12/31/2023
CITY OF ORANGE	12/31/2023
BOROUGH OF FT. LEE	12/31/2023
City of Garfield	12/31/2024

**Gateway-BMED Health Insurance Fund
Benefits Consultant Report**

June 2021

Benefits Consultant: Conner Strong & Buckelew

Online Enrollment Training: aflinn@permainc.com

Enrollments/Eligibility/Billing: bmedenrollments@permainc.com

Brokers: brokerservice@permainc.com

ONLINE ENROLLMENT SYSTEM TRAINING

The Executive Committee voted and approved mandatory use of the online enrollment system by each member group.

Online Enrollment System Training Schedule - 2021

PERMA offers a virtual training and a refresher class on the online enrollment system the third Wednesday of each month. The sessions provide an overview of the Fund's enrollment system and shows users how perform tasks in the system. To use the enrollment system, each HR user must complete a *system access form*. Please email Austin Flinn at aflinn@permainc.com and indicate which of the sessions below you would like to attend. Please include this information in the subject line: *Training - Fund Name and Client Name*.

- Wednesday, July 14th 10:00 am - 11:00 am
- Wednesday, August 18th 10:00 am - 11:00 am
- Wednesday, September 15th 10:00 am - 11:00 am
- Wednesday, October 20th 10:00 am - 11:00 am
- Wednesday, November 17th 10:00 am - 11:00 am

MONTHLY BILLING

As a reminder, please be sure to check your monthly invoice for accuracy. If you find a discrepancy, please report it to the BMED enrollment team. The Fund's policy is to limit retro corrections, *including terminations*, to 60 days. We have noticed an increase in requests for enrollment changes, billing changes, terminations and additions well past the 60 day time frame. Moving forward, it is of the utmost importance to review bills for rate and enrollment accuracy on a monthly basis. If there is an error, please bring it to the enrollment team's attention.

BROKER CONTACT INFORMATION

Please direct any escalated claims, benefit coverages, prescription coverage, Medicare advantage or appeal related questions to our dedicated BMED Client Servicing Team. The team can be reached by email at brokerservices@permainc.com.

COMPLIANCE UPDATES

COBRA Subsidy Compliance - PERMA is working with Benefit Express to identify members who had their health benefits terminated during the National COVID-19 Health Emergency. PERMA will work with the group enrollment contacts to determine who was involuntarily termed due to a lay-off or reduction in hours. Notices required by the recent legislation concerning the availability of

COBRA premium subsidies from 4/1/2021 through 9/30/2021, were mailed to those members. A new field was added to Benefit Express to track members who involuntarily lose their health benefits (due to lay-off or reduction in hours) through 9/30/2021.

PCORI (Patient-Centered Research Institute Fee) - As you may be recall, the ACA required PCORI fee was extended last year for another 10 years through 9/30/2029. Plans with plan years ending in the 2020 calendar year are subject to the PCORI fee. The fee for plans ending on or before 9/30/2020 is \$2.54 per member, per year. The fee for plans ending after 9/30/2020 is \$2.66 per member, per year. As in the past, the PCORI fee is paid by the fund on behalf of member entities.

Updated HDHP/HSA Limits - Federal Agencies recently released the 2022 indexed dollar limits for qualified High Deductible Health Plans (HDHPs) and Health Savings Accounts (HSAs). The minimum annual deductible will remain the same for 2022; \$1,400/individual and \$2,800/family. The chart below indicates the limits that are changing effective 1/1/2022:

	2021	2022
HDHP Out-of-pocket Maximum - Individual	\$7,000	\$7,050
HDHP Out-of-pocket Maximum Family	\$14,000	\$14,100
HSA Contribution Limit - Individual	\$3,600	\$3,650
HSA Contribution Limit - Family	\$7,200	\$7,300

Annual Notices Of Creditable Coverage (NOCC) - The Fund is working with Express Scripts to generate and mail annual NOCC letters for 2022. As you may recall, these are annual notices required by Medicare to be sent to all plan participants who are age 65 and older, or members who will be reaching age 65 in 2022. The notices must be mailed by September 15th. A sample of this year's NOCC is included with your agenda.

HDHP Exploratory Pilot - Several groups approached the BMED to explore a shared savings HDHP model to encourage enrollment in lower cost high deductible plans. The Benefits consultant is working closely with the entity's Risk Manager to develop standard plan designs, employer funding model, and roll out. To ensure proper rating, the fund actuary will review and certify plans. Final details are being developed, but we anticipate a small roll out to 2 - 3 groups by January 1, 2022. Additional details to follow.

BMED/Gateway Health Insurance Fund (HIF)
P.O. Box 99106
Camden, NJ 08101

September xx, 2021

<First Name> <Middle Name> <Last Name> <Suffix>
<Address>
<Address>
<City>, <State> <Zip>

**Important Notice from
BMED/Gateway HIF
About Your Prescription Drug
Coverage and Medicare**

Dear <First Name> <Middle Name> <Last Name> <Suffix>:

Please read this notice carefully and keep it where you can find it. This notice has information about your current prescription drug coverage with the BMED/Gateway HIF and about your options under Medicare's prescription drug coverage. This information can help you decide whether or not you want to join a Medicare drug plan. If you are considering joining, you should compare your current coverage, including which drugs are covered at what cost, with the coverage and costs of the plans offering Medicare prescription drug coverage in your area. Information about where you can get help to make decisions about your prescription drug coverage is at the end of this notice.

There are two important things you need to know about your current coverage and Medicare's prescription drug coverage:

- 1. Medicare prescription drug coverage became available in 2006 to everyone with Medicare. You can get this coverage if you join a Medicare Prescription Drug Plan or join a Medicare Advantage Plan (like an HMO or PPO) that offers prescription drug coverage. All Medicare drug plans provide at least a standard level of coverage set by Medicare. Some plans may also offer more coverage for a higher monthly premium.**
- 2. The BMED/Gateway HIF has determined that the prescription drug coverage offered by the BMED/Gateway HIF is, on average for all plan participants, expected to pay out as much as standard Medicare prescription drug coverage pays and is therefore considered Creditable Coverage. Because your existing coverage is Creditable Coverage, you can keep this coverage and not pay a higher premium (a penalty) if you later decide to join a Medicare drug plan.**

When Can You Join a Medicare Drug Plan?

You can join a Medicare drug plan when you first become eligible for Medicare and each year from October 15th to December 7th.

However, if you lose your current creditable prescription drug coverage, through no fault of your own, you will also be eligible for a two (2) month Special Enrollment Period (SEP) to join a Medicare drug plan.

What Happens to Your Current Coverage if You Decide to Join a Medicare Drug Plan?

If you decide to join a Medicare drug plan, your current BMED/Gateway HIF coverage may be affected. Your current coverage pays for other health expenses in addition to prescription drugs. If you enroll in a Medicare prescription drug plan, you and your eligible dependents will not still be eligible to receive all of your current health and prescription drug benefits. If you drop your current prescription drug coverage and enroll in Medicare prescription drug coverage, you may not enroll back into the BMED/Gateway HIF benefit plan during an open enrollment period under the BMED/Gateway HIF benefit plan.

If you do decide to join a Medicare drug plan and drop your current BMED/Gateway HIF coverage, be aware that you and your dependents will not be able to get this coverage back.

When Will You Pay a Higher Premium (Penalty) to Join a Medicare Drug Plan?

You should also know that if you drop or lose your current coverage with BMED/Gateway HIF and don't join a Medicare drug plan within 63 continuous days after your current coverage ends, you may pay a higher premium (a penalty) to join a Medicare drug plan later.

If you go 63 continuous days or longer without creditable prescription drug coverage, your monthly premium may go up by at least 1% of the Medicare base beneficiary premium per month for every month that you did not have that coverage. For example, if you go nineteen months without creditable coverage, your premium may consistently be at least 19% higher than the Medicare base beneficiary premium. You may have to pay this higher premium (a penalty) as long as you have Medicare prescription drug coverage. In addition, you may have to wait until the following October to join.

For More Information About This Notice or Your Current Prescription Drug Coverage...

Contact the person listed below for further information or call 800-834-0020. **NOTE:** You'll get this notice each year. You will also get it before the next period you can join a Medicare drug plan, and if this coverage through the BMED/Gateway HIF changes. You also may request a copy of this notice at any time.

For More Information About Your Options Under Medicare Prescription Drug Coverage...

More detailed information about Medicare plans that offer prescription drug coverage is in the "Medicare & You" handbook. You'll get a copy of the handbook in the mail every year from Medicare. You may also be contacted directly by Medicare drug plans.

For more information about Medicare prescription drug coverage:

- Visit www.medicare.gov
- Call your State Health Insurance Assistance Program (see the inside back cover of your copy of the "Medicare & You" handbook for their telephone number) for personalized help
- Call 1-800-MEDICARE (1-800-633-4227). TTY users should call 1-877-486-2048.

If you have limited income and resources, extra help paying for Medicare prescription drug coverage is available. For information about this extra help, visit Social Security on the web at www.socialsecurity.gov, or call them at 1-800-772-1213 (TTY 1-800-325-0778).

Remember: Keep this Creditable Coverage notice. If you decide to join one of the Medicare drug plans, you may be required to provide a copy of this notice when you join to show whether or not you have maintained creditable coverage and, therefore, whether or not you are required to pay a higher premium (a penalty).

Sincerely,

Program Manager
BMED/Gateway HIF

Date:	09/15/2021	
Name of Entity/Sender:	BMED/Gateway HIF	
Contact--Position/Office:	Program Manager	
Address:	2 Cooper Street, P.O. Box 99106, Camden, NJ 08101	Phone
Number:	800-834-0022	

BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND

BILLS LIST

Resolution No. _____

MAY 2021

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

BE IT RESOLVED that the Bergen Municipal Employee Benefit Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

FURTHER, that this authorization shall be made a permanent part of the records of the Fund.

FUND YEAR 2021

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
003626			
003626	AETNA HEALTH MANAGEMENT LLC	MEDICARE ADV. 5/21	464,687.48
			464,687.48
003627			
003627	FLAGSHIP HEALTH SYSTEMS	DENTAL DMO 5/21	1,796.36
003627	FLAGSHIP HEALTH SYSTEMS	DENTAL DMO 5/21	2,377.38
			4,173.74
003628			
003628	Deltacare DMO	CITY OF ORANGE 5/21	245.33
			245.33
003629			
003629	DELTA DENTAL OF NEW JERSEY INC	DENTAL TPA 5/21	7,064.32
			7,064.32
003630			
003630	AETNA LIFE INSURANCE COMPANY	MEDICAL TPA 5/21	87,711.30
			87,711.30
003631			
003631	PERMA	POSTAGE 4/21	30.95
003631	PERMA	ADMIN FEE 5/21	47,326.53
			47,357.48
003632			
003632	EAGLE ROCK MANAGEMENT GROUP, LLC	FUND COORDINATOR FEES 5/21	20,115.00
			20,115.00
003633			
003633	JOSEPH IANNAICONI, JR.	TREASURER 5/21	1,688.08
			1,688.08
003634			
003634	ALLSTATE INFORMATION MANAGEMNT	ARC SERVICE&STORAGE 4/21	151.98
			151.98
003635			
003635	LaMendola Associates, Inc.	RETAINER 4/21	1,500.00
			1,500.00
003636			
003636	NORTH JERSEY MEDIA GROUP	AD 4.10.2021	32.65
			32.65
003637			
003637	NJ ADVANCE MEDIA	AD 4.13.2021	24.80
			24.80
003638			
003638	CIVITAS NEW JERSEY LLC	WELLNESS CONSULTANT 5/21	2,083.33
			2,083.33
003639			
003639	FAIRVIEW INSURANCE	BROKER FEES 5/21	31,876.17
			31,876.17
003640			
003640	ACRISURE LLC d/b/a IMAC INS AGENCY	BROKER FEE 5/21	13,589.37
			13,589.37
003641			
003641	THE VOZZA AGENCY	OAKLAND 5/21	6,083.10
003641	THE VOZZA AGENCY	PARK RIDGE 5/21	5,028.62
003641	THE VOZZA AGENCY	FORT LEE 5/21	1,537.89
			12,649.61

003642			
003642	PIA SECURITY PROGRAMS, INC.	NORTH ARLINGTON 5/21	224.10
003642	PIA SECURITY PROGRAMS, INC.	ROCHELLE PK 5/21	110.70
003642	PIA SECURITY PROGRAMS, INC.	MOONACHIE 5/21	1,111.81
003642	PIA SECURITY PROGRAMS, INC.	MONTVALE 5/21	661.22
003642	PIA SECURITY PROGRAMS, INC.	S HACKENSACK 5/21	862.92
003642	PIA SECURITY PROGRAMS, INC.	RUTHERFORD 5/21	7,529.40
003642	PIA SECURITY PROGRAMS, INC.	SADDLE RIVER 5/21	860.53
003642	PIA SECURITY PROGRAMS, INC.	WOOD RIDGE 5/21	161.16
003642	PIA SECURITY PROGRAMS, INC.	CARLSTADT BOE 5/21	146.00
003642	PIA SECURITY PROGRAMS, INC.	EAST RUTHERFORD BOE 5/21	267.30
003642	PIA SECURITY PROGRAMS, INC.	CARLSTADT 5/21	628.12
003642	PIA SECURITY PROGRAMS, INC.	MAYWOOD 5/21	258.16
003642	PIA SECURITY PROGRAMS, INC.	LODI 5/21	340.20
003642	PIA SECURITY PROGRAMS, INC.	EAST RUTHERFORD BOE 5/21	327.82
003642	PIA SECURITY PROGRAMS, INC.	FRANKLIN LAKES 5/21	4,177.80
			17,467.24
003643			
003643	RELIANCE INSURANCE GROUP LLC	BROKER FEES 4/21	6,855.68
003643	RELIANCE INSURANCE GROUP LLC	BROKER FEES 5/21	6,818.02
			13,673.70
003644			
003644	ACRISURE LLC DBA SCIROCCO GROUP	BROKER FEES 5/21	968.34
			968.34
003645			
003645	ALLEN ASSOCIATES	BROKER FEES 5/21	9,439.20
			9,439.20
003646			
003646	BURTON AGENCY INC.	BROKER FEES 5/21	1,855.12
			1,855.12
003647			
003647	CONNER STRONG & BUCKELEW	BENEFITS CONSULTING 5/21	35,016.06
003647	CONNER STRONG & BUCKELEW	HEALTHCARE REFORM 5/21	833.33
			35,849.39
003648			
003648	OTTERSTEDT INSURANCE AGENCY	BROKER FEES 5/21	5,330.96
			5,330.96
003649			
003649	MUNICIPAL REINSURANCE H.I.F.	SPECIFIC REINSURANCE 5/21	112,892.94
			112,892.94
003650			
003650	HUNTINGTON BAILEY, LLP	ATTORNEY 5/21	2,083.33
			2,083.33
		Total Payments FY 2021	894,510.86
		TOTAL PAYMENTS ALL FUND YEARS	894,510.86

Chairperson

Attest:

Dated: _____

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

Treasurer

BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND

BILLS LIST

Resolution No. _____

JUNE 2021

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

BE IT RESOLVED that the Bergen Municipal Employee Benefit Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

FURTHER, that this authorization shall be made a permanent part of the records of the Fund.

FUND YEAR 2021

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
003651			
003651	AETNA HEALTH MANAGEMENT LLC	MEDICARE ADV. 6/21	555,756.77
			555,756.77
003652			
003652	FLAGSHIP HEALTH SYSTEMS	DENTAL DMO - RUTHERFORD - 6/21	1,765.79
003652	FLAGSHIP HEALTH SYSTEMS	DENTAL DMO - EAST RUTHERFORD - 6/21	2,352.00
			4,117.79
003653			
003653	Deltacare DMO	CITY OF ORANGE 6/21	245.33
			245.33
003654			
003654	DELTA DENTAL OF NEW JERSEY INC	DENTAL TPA 6/21	6,913.92
			6,913.92
003655			
003655	AETNA LIFE INSURANCE COMPANY	MEDICAL TPA 6/21	88,994.88
			88,994.88
003656			
003656	PAYFLEX	SOUTH HACKENSACK 5/21	15.00
003656	PAYFLEX	OAKLAND 6/21	6.00
003656	PAYFLEX	SOUTH HACKENSACK 6/21	15.00
003656	PAYFLEX	MONTVALE 5/21	99.00
003656	PAYFLEX	MONTVALE 6/21	99.00
003656	PAYFLEX	OAKLAND 5/21	6.00
			240.00
003657			
003657	MARIA DSURNEY	OOP REIMBURSEMENT - 1/21-4/21	1,222.00
			1,222.00
003658			
003658	PERMA	ADMINISTRATION FEES 6/21	47,273.98
			47,273.98
003659			
003659	ACTUARIAL SOLUTIONS, LLC	ACTUARY Q3 2021	3,000.00
			3,000.00
003660			
003660	HUNTINGTON BAILEY, LLP	ATTORNEY FEE 6/21	2,083.33
			2,083.33
003661			
003661	EAGLE ROCK MANAGEMENT GROUP, LLC	FUND COORDINATOR FEES 6/21	20,261.00
			20,261.00
003662			
003662	JOSEPH IANNAONI, JR.	TREASURER FEE 6/21	1,688.08
			1,688.08
003663			
003663	LaMendola Associates, Inc.	RETAINER 5/21	1,500.00
			1,500.00
003664			
003664	CIVITAS NEW JERSEY LLC	WELLNESS CONSULTANT 6/21	2,083.33
			2,083.33
003665			
003665	FAIRVIEW INSURANCE	BROKER FEES 6/21	32,339.02
			32,339.02
003666			
003666	ACRISURE LLC d/b/a IMAC INS AGENCY	BROKER FEES 6/21	14,456.15
			14,456.15

003667			
003667	THE VOZZA AGENCY	PARK RIDGE 6/21	5,034.62
003667	THE VOZZA AGENCY	FORT LEE 6/21	1,510.61
003667	THE VOZZA AGENCY	OAKLAND 6/21	6,083.10
			12,628.33
003668			
003668	PIA SECURITY PROGRAMS, INC.	ROCHELLE PARK - BROKER FEES 6/21	110.70
003668	PIA SECURITY PROGRAMS, INC.	RUTHERFORD - BROKER FEES 6/21	7,642.34
003668	PIA SECURITY PROGRAMS, INC.	NORTH ARLINGTON - BROKER FEES 6/21	224.10
003668	PIA SECURITY PROGRAMS, INC.	MOONACHIE - BROKER FEES 6/21	1,111.81
003668	PIA SECURITY PROGRAMS, INC.	WOOD-RIDGE - BROKER FEES 6/21	161.16
003668	PIA SECURITY PROGRAMS, INC.	SADDLE RIVER - BROKER FEES 6/21	811.83
003668	PIA SECURITY PROGRAMS, INC.	SOUTH HACKENSACK - BROKER FEES 6/21	862.92
003668	PIA SECURITY PROGRAMS, INC.	CARLSTADT - BROKER FEES 6/21	428.12
003668	PIA SECURITY PROGRAMS, INC.	EAST RUTHERFORD - BROKER FEES 6/21	256.50
003668	PIA SECURITY PROGRAMS, INC.	EAST RUTHERFORD BOE - BROKER FEES 6/21	330.71
003668	PIA SECURITY PROGRAMS, INC.	CARLSTADT BOE - BROKER FEES 6/21	145.99
003668	PIA SECURITY PROGRAMS, INC.	MONTVALE - BROKER FEES 6/21	768.45
003668	PIA SECURITY PROGRAMS, INC.	MAYWOOD BOROUGH - BROKER FEES 6/21	265.05
003668	PIA SECURITY PROGRAMS, INC.	FRANKLIN LAKES - BROKER FEES 6/21	3,798.00
003668	PIA SECURITY PROGRAMS, INC.	LODI - BROKER FEES 6/21	340.20
			17,257.88
003669			
003669	RELIANCE INSURANCE GROUP LLC	BROKER FEES 6/21	6,742.68
			6,742.68
003670			
003670	ACRISURE LLC DBA SCIROCCO GROUP	BROKER FEES 6/21	968.34
			968.34
003671			
003671	ALLEN ASSOCIATES	BROKER FEES 6/21	9,482.90
			9,482.90
003672			
003672	BURTON AGENCY INC.	BROKER FEES 6/21	877.42
			877.42
003673			
003673	CONNER STRONG & BUCKELEW	HEALTH CARE REFORM 6/21	833.33
003673	CONNER STRONG & BUCKELEW	BENEFITS CONSULTANT FEES 6/21	35,385.68
			36,219.01
003674			
003674	OTTERSTEDT INSURANCE AGENCY	BROKER FEES 6/21	5,491.29
			5,491.29
003675			
003675	MUNICIPAL REINSURANCE H.I.F.	SPECIFIC REINSURANCE 6/21	114,544.97
			114,544.97
		Total Payments FY 2021	986,388.40
		TOTAL PAYMENTS ALL FUND YEARS	986,388.40

Chairperson

Attest:

Dated: _____

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

Treasurer

BERGEN MUNICIPAL EMPL HEALTH BENEFITS FUND
SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED

Current Fund Year: 2021										
Month Ending: April										
	Med	Dental	Rx	Vision	Run-In	Reinsurance	Medicare Adv.	RSR	Admin	TOTAL
OPEN BALANCE	12,741,062.95	624,775.62	(1,858,741.78)	0.00	0.00	(175,159.52)	5,670,199.79	787,592.89	(162,385.81)	17,627,344.14
RECEIPTS										
Assessments	2,495,509.28	140,658.12	205,685.29	0.00	0.00	88,418.35	277,764.65	8,064.43	319,027.42	3,535,127.54
Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Invest Pymnts	6,460.18	334.65	91.69	0.00	0.00	0.00	2,005.21	310.56	372.32	9,574.61
Invest Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subtotal Invest	6,460.18	334.65	91.69	0.00	0.00	0.00	2,005.21	310.56	372.32	9,574.61
Other *	64,484.47	975.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	65,459.47
TOTAL	2,566,453.93	141,967.77	205,776.98	0.00	0.00	88,418.35	279,769.86	8,374.99	319,399.74	3,610,161.62
EXPENSES										
Claims Transfers	2,782,913.63	151,922.56	371,037.31	0.00	0.00	0.00	0.00	0.00	0.00	3,305,873.50
Expenses	0.00	0.00	0.00	0.00	0.00	114,483.81	0.00	0.00	813,993.68	928,477.49
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	901.53	901.53
TOTAL	2,782,913.63	151,922.56	371,037.31	0.00	0.00	114,483.81	0.00	0.00	814,895.21	4,235,252.52
END BALANCE	12,524,603.25	614,820.83	(2,024,002.11)	0.00	0.00	(201,224.98)	5,949,969.65	795,967.88	(657,881.28)	17,002,253.24

Month		April							
Current Fund Year	2021								
		1.	2.	3.	4.	5.	6.	7.	8.
Policy Year	Coverage	Calc. Net Paid Thru Last Month	Monthly Net Paid April	Monthly Recoveries April	Calc. Net Paid Thru April	TPA Net Paid Thru April	Variance To Be Reconciled	Delinquent Unreconciled Variance From	Change This Month
2021	Med	3,331,169.04	2,782,913.63	0.00	6,114,082.67	0.00	6,114,082.67	3,331,169.04	2,782,913.63
	Dental	363,147.52	151,922.56	0.00	515,070.08	0.00	515,070.08	363,147.52	151,922.56
	Rx	962,185.88	371,037.31	0.00	1,333,223.19	0.00	1,333,223.19	962,185.88	371,037.31
	Vision	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total	4,656,502.44	3,305,873.50	0.00	7,962,375.94	0.00	7,962,375.94	4,656,502.44	3,305,873.50

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS								
BERGEN MUNICIPAL EMPL HEALTH BENEFITS FUND								
ALL FUND YEARS COMBINED								
CURRENT MONTH	April							
CURRENT FUND YEAR	2021							
Description:	Instrument #1	Instr #2	Instr #3	Instr #4	Instr #5	Instr #6		
ID Number:	CHECKING	CASH MANG	CLAIMS	UHC CLAIMS	TD Invest	Investors		
Maturity (Yrs)	0	0	0	0	0	0	0	
Purchase Yield:	0	0	0	0	0	0	0	
TOTAL for All Accts & instruments								
Opening Cash & Investment Balance	\$17,627,343.68	4204941.4	0	-0.003	0	7231169.5	6191232.78	
Opening Interest Accrual Balance	\$23,090.98	0	0	0	0	23090.98	0	
1 Interest Accrued and/or Interest Cost	\$5,938.84	\$0.00	\$0.00	\$0.00	\$0.00	\$5,938.84	\$0.00	
2 Interest Accrued - discounted Instr.s	\$0.00	\$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	\$0.00	
4 Accretion	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5 Interest Paid - Cash Instr.s	\$2,690.10	\$49.78	\$0.00	\$0.00	\$0.00	\$95.41	\$2,544.91	
6 Interest Paid - Term Instr.s	\$12,562.50	\$0.00	\$0.00	\$0.00	\$0.00	\$12,562.50	\$0.00	
7 Realized Gain (Loss)	-\$5,678.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$5,678.00	\$0.00	
8 Net Investment Income	\$2,950.94	\$49.78	\$0.00	\$0.00	\$0.00	\$356.25	\$2,544.91	
9 Deposits - Purchases	\$6,906,460.51	\$3,600,587.01	\$0.00	\$3,305,873.50	\$0.00	\$0.00	\$0.00	
# (Withdrawals - Sales)	-\$7,541,126.02	-\$4,234,350.99	\$0.00	-\$3,305,873.50	\$0.00	-\$901.53	\$0.00	
Ending Cash & Investment Balance	\$17,002,252.77	\$3,571,227.20	\$0.00	-\$0.00	\$0.00	\$7,237,247.88	\$6,193,777.69	
Ending Interest Accrual Balance	\$16,467.32	\$0.00	\$0.00	\$0.00	\$0.00	\$16,467.32	\$0.00	
Plus Outstanding Checks	\$789,814.00	\$789,814.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
(Less Deposits in Transit)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Balance per Bank	\$17,792,066.77	\$4,361,041.20	\$0.00	-\$0.00	\$0.00	\$7,237,247.88	\$6,193,777.69	
Annualized Rate of Return This Month	0.20%	0.02%		0.00%		0.06%	0.49%	



TO: BMED Executive Committee and Commissioners

FROM: Marianne Eskilson, VP Civitas New Jersey; NJMEBF Wellness Consultant

DATE: June 22, 2021

RE: Report of Activity, Progress and Local Programming Support

Status Update:

Outreach has been the target of our activity over the period. Strong relationships have been established with participating towns. We have engaged in several meetings with each town to learn their program designs, brainstorm new ideas and offer education and support. This effort has and will continue to be ongoing.

Outreach has also been made to all full-member BMED agencies outlining the Health and Wellness Program, introducing myself and engaging to establish meetings with each agency to assess and encourage interest. Meetings are either schedule or being scheduled with Rutherford, Fairfield, Saddle River, Westwood, Montvale and Plainfield, who have all expressed early interest in moving forward. Follow-up communications with other agencies who have not yet responded will continue.

Outreach has also begun with the team of brokers who are servicing BMED agencies to bring them into the discussion tent around health and wellness. Meetings are being scheduled to collaborate.

Efforts are being made to assess how the BMED can effectively and economically partner with local health agencies, initially Valley Hospital, who has a broad educational offering, to see whether the BMED may be able to secure either no or lower cost services to participating towns for unique screening or educational opportunities on behalf of the participating membership. A similar conversation will be pursued with other health agencies, including Hackensack Medical Center.

We have been informed that both Aetna and Express Scripts will be providing the BMED management team with broad claims information associated with the prior year's activity. Once this information complication is complete and available, it is our intention to meet with both Aetna and Express Scripts

CIVITAS (*siv-i-tas; Latin kee-wi-tahs*)

Mean, the body of citizens who constitute a state, especially a city-state, commonwealth, or the like. Citizenship, especially as imparting shared responsibility, common purpose, and sense of community.



to discuss the availability of more specific reporting associated with preventable disease that could form the basis of future programming development and focus.

During the month of May, we attended several very progressive conferences to expand our knowledge, stay current on the changes occurring in the health and wellness arena and on a more local basis, stay engaged with our own self-insured team of towns and professionals to gathering information and collaborate with other professionals. By attending both the MRHIF/MEL conference and the Healthcare Revolution Conference we were able to capitalize on the extensive amount of material that was presented. The collective agendas of these offerings included a variety of interesting topics associated with health and wellness, healthcare/insurance, societal norms and changes facing the world today.

A comprehensive and extensive list of potential local challenge ideas has been developed by our agency to assist local agencies with creative suggestions to expand their local initiatives. This resource is being shared with participating agencies. The compilation of ideas will also be used to assist potential new program participants as they consider how to support health and wellness locally. The list offers ideas on a broad perspective, comprehensively focusing on the traditional pillars of wellness, i.e., physical, mental, social, spiritual, financial, environmental, occupational and intellectual.

Our focus moving forward in the next 2 months will continue to be around agency outreach and coordination with the BMED professionals, including our TPA's, brokers, commissioners, managers, program ambassadors and local health providers. Once contact and coordination with all full-member agencies has been completed, a similar effort will be made with all dental only agencies with the BMED.

We appreciate the opportunity serve the BMED's membership and are encouraged by the enthusiasm being show by BMED members in the initiative.

CIVITAS (siv-i-tas; Latin kee-wf-tahs)

Noun, the body of citizens who constitute a state, especially a city-state, commonwealth, or the like. Citizenship, especially as imparting shared responsibility, common purpose, and sense of community.





BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND

Monthly Claim Activity Report

June 22, 2021



BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND

	MEDICAL CLAIMS PAID 2020	# OF EES	PER EE	MEDICAL CLAIMS PAID 2021	# OF EES	PER EE
JANUARY	\$1,318,151	1,051	\$ 1,254	\$1,416,393	1,078	\$ 1,314
FEBRUARY	\$1,726,889	1,053	\$ 1,640	\$1,703,277	1,669	\$ 1,021
MARCH	\$1,808,341	1,051	\$ 1,721	\$2,706,809	1,879	\$ 1,441
APRIL	\$1,151,340	1,060	\$ 1,086	\$2,299,418	1,888	\$ 1,218
MAY	\$1,118,126	1,061	\$ 1,054			
JUNE	\$1,171,630	1,059	\$ 1,106			
JULY	\$1,010,455	1,059	\$ 954			
AUGUST	\$1,932,323	1,053	\$ 1,835			
SEPTEMBER	\$2,210,178	1,055	\$ 2,095			
OCTOBER	\$1,689,433	1,056	\$ 1,600			
NOVEMBER	\$1,874,524	1,057	\$ 1,773			
DECEMBER	\$1,643,506	1,059	\$ 1,552			
TOTALS	\$18,654,896			\$8,125,897		
				2021 Average	1,629	\$ 1,248
				2020 Average	1,056	\$ 1,473

Large Claimant Report (Drilldown) - Claims Over \$50000

Plan Sponsor Unique ID : All
 Customer: BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND
 Group / Control: 00169469,00866353,00880725,SI283129
 Subgroup / Suffix: All

Paid Dates: 03/01/2021 - 03/31/2021
 Service Dates: 01/01/2011 - 03/31/2021
 Line of Business: All
 Funding Category: All

	Billed Amt	Paid Amt
	\$131,155.23	\$89,117.78
	\$103,002.01	\$86,408.65
	\$88,842.90	\$82,594.19
	\$111,928.08	\$53,234.14
Total:	\$434,928.22	\$311,354.76

Large Claimant Report (Drilldown) - Claims Over \$50000

Plan Sponsor Unique ID : All
Customer: BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND
Group / Control: 00169469,00866353,00880725,SI283129
Subgroup / Suffix: All

Paid Dates: 04/01/2021 - 04/30/2021
Service Dates: 01/01/2011 - 04/30/2021
Line of Business: All
Funding Category: All

	Billed Amt	Paid Amt
	\$363,133.00	\$89,788.76
	\$104,491.53	\$74,489.52
Total:	\$467,624.53	\$164,278.28



Medical Claims Paid:
January 2021 – April 2021

Total Medical Paid per EE: **\$1,248**

Network Discounts

Inpatient: **58.5%**
 Ambulatory: **65.8%**
 Physician/Other: **66.0%**
TOTAL: 64.5%

Provider Network

% Admissions In-Network: **94.4%**
 % Physician Office: **84.0%**

Aetna Book of Business:
 Admissions 97.6%; Physician 91.3%

Top Facilities Utilized (by total Medical Spend)

- Hackensack University
- Valley Hospital
- Englewood Hospital
- Holly Name Medical Center
- Morristown Medical Center

Catastrophic Claim Impact
January 2021- April 2021

Number of Claims Over \$50,000: **21**
 Claimants per 1000 members: **5.5**
 Avg. Paid per Claimant: **\$88,184**
 Percent of Total Paid: **22.9%**

- Aetna BOB- HCC account for an average of 44.6% of total Medical Cost

Nurse Case Member Outreach:
Through Q1 2021

Unique Members Identified: **51**
 Outreach Opportunities Identified: **51**
 Outreach in Progress: **2**
 Completed Outreach: **45**

Closed with Engagement: **10**
 Unable to Reach: **35**
 Member Declined: **0**

Teladoc Activity:
January 2021 – April 2021

Total Registrations: **45**
 Total Online Visits: **43**
 Total Net Claims Savings: **\$4,847**
 Total Visits w/ Rx:

Mental Health Visits: **13**
 Dermatology Visits: **7**



Allentown Service Center
Performance: Metrics thru April 2021

Customer Service

1st Call Resolution: **95.1%**
 Abandonment Rate: **2.9%**
 Avg. Speed of Answer: **66.49 sec**

Claims Performance

Financial Accuracy: **97.7%**
(Q4 2020)
 90% processed w/in: **5.0 days**
 95% processed w/in: **7.3 days**

Performance Goals

1st Call Resolution: 90%
 Abandonment Rate less than: 3.0%
 Average Speed of Answer: 30 sec

Financial Accuracy: 99%

Turnaround Time

90% processed w/in: 14 days
 95% processed w/in: 30 days



EXPRESS SCRIPTS®



Dental Action Report

Brian Remlinger
Account Manager
bremlinger@deltadentalnj.com

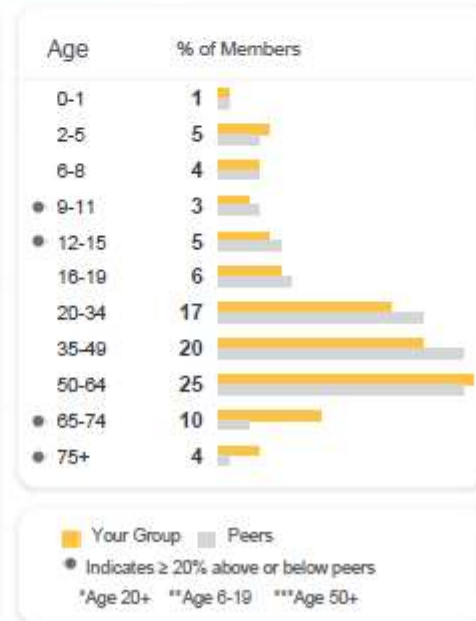
4,939 Members were continuously enrolled Q1 2020 - Q4 2020

National Benchmark
Your Oral Health Score: 58/100
56th Percentile
National benchmark data comes from Healthentic's database of over 50 million members from all 50 states

Peer Comparison
Your peers are 29 groups similar to your own, nationwide:
• Insurance Carriers and Related Activities
• 2500+ members



Oral Health Indicators	Type of Service	% of Members With Care
Healthy Behaviors	Oral Exams	56
	Cleanings	54
	• Perio Maintenance*	14
	Sealants**	8
	• Fluoride	14
Tooth Decay	Fillings	17
	Crowns	6
	• Root Canals	4
Gum Disease	Non-Surgical Perio*	2
	• Surgical Perio*	0
Tooth Loss	• Implants*	1
	• Dentures***	2



**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND
CONSENT AGENDA
JUNE 22, 2021**

The following Resolutions listed on the Consent Agenda will be enacted in one motion. Copies of all Resolutions are available to any person upon request. Any Commissioner wishing to remove any Resolution(s) to be voted upon, may do so at this time, and said Resolution(s) will be moved and voted separately.

Resolutions

Subject Matter

Resolution 26-21: 2020 Audit Approval	Page 33
Resolution 27-21: Participation in the JCMI.....	Page 35
Resolution 28-21: May and June 2021 Bills List.....	Page 37

Motion _____

Second _____

RESOLUTION NO. 26-21

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND
CERTIFICATION OF ANNUAL AUDIT REPORT FOR
PERIOD ENDING DECEMBER 31, 2020**

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

WHEREAS, the Annual Report of Audit for the year 2020 has been filed by the appointed Fund Auditor with the Secretary of the Fund as per the requirements N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36, and a copy has been received by each Fund Commissioner, and

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

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

General Comments
and
Recommendations

and

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

General Comments
and
Recommendations

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

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

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

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

R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE, BE IT RESOLVED, that the Executive Committee hereby states that they have complied with the promulgation of the Local Finance Board of the State of New Jersey, dated July 30, 1968, and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

BE IT FURTHER RESOLVED that the 2019 fund year be and is hereby closed.

ADOPTED: JUNE 22, 2021

BY: _____
CHAIRPERSON

ATTEST:

SECRETARY

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND
A RESOLUTION REQUESTING PERMISSION TO PARTICIPATE IN THE MUNICIPAL
EXCESS LIABILITY FUND
JOINT CASH MANAGEMENT AND INVESTMENT PROGRAM**

(In compliance with P.L.2018, Chapter 40)

WHEREAS, participation in the Municipal Excess Liability Fund Joint Cash Management and Investment Program (JCMI) requires the authorization of the Board of Fund Commissioners of the Bergen Municipal Employee Benefits Fund; and,

WHEREAS, the Board of Fund Commissioners of the Bergen Municipal Employee Benefits Fund; has determined that it would be advantageous for the Fund to participate with the MEL in this joint investment program; and,

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

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

NOW, THEREFORE, BE IT RESOLVED, by Executive Committee of the Bergen Municipal Employee Benefits Fund; as follows:

1. The Bergen Municipal Employee Benefits Fund; does hereby request permission to participate in the JCMI Program established by the New Jersey Municipal Excess Liability Fund in trust for the participant Health Insurance Fund.
2. The Bergen Municipal Employee Benefits Fund; authorizes its Treasurer to make formal application to the JCMI program; and
3. The Bergen Municipal Employee Benefits Fund; authorizes the Fund Chairman to execute the Agency Agreement with the Bergen Municipal Employee Benefits Fund; in order to participate in the program. A copy of the agreement is attached hereto and made a part of this resolution.

The Agency Agreement sets forth that the investments of the JCMI shall be at the discretion of the JCMI program and policies established by the Municipal Excess Liability Joint Insurance Fund. The Municipal Excess Liability Joint Insurance Fund makes no representation as to the financial performance or return of the Fund.

4. The Secretary of the Bergen Municipal Employee Benefits Fund; is hereby directed to forward two certified copies of this Resolution to the Executive Director of the Municipal Excess Liability Joint Insurance Fund.

ADOPTED: JUNE 22, 2021

CHAIRPERSON

SECRETARY

RESOLUTION NO. 28-21

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND
APPROVAL OF THE MAY AND JUNE 2021 BILLS LISTS**

WHEREAS, the Bergen Municipal Employee Benefits Fund held a Public Meeting on **June 22 2021** the purposes of conducting the official business of the Fund; and

WHEREAS, The Treasurer for the Fund presented bills lists to satisfy outstanding costs incurred for operating the Fund during the months May and June 2021 for consideration and approval of the Executive Committee; and

WHEREAS, The Treasurer for the Fund presented a Treasurers Report which detailed the claims payments and imprest transfers for the Fund for the Month of April for all Fund Years for consideration and approval of the Executive Committee; and

WHEREAS, a quorum of the Executive Committee was present thereby conforming with the By-laws of the Fund to conduct official business of the Fund,

NOW THEREFORE BE IT RESOLVED the Commissioners of the Executive Committee of the Bergen Municipal Employee Benefits Fund hereby approve the Bills List for May and June 2021 prepared by the Treasurer of the Fund and duly authorize and concur said bills to be paid expeditiously, in accordance with the laws and regulations promulgated by the State of New Jersey for Municipal Health Insurance Funds.

NOW, THEREFORE BE IT FURTHER RESOLVED, the Commissioners of the Executive Committee of the Bergen Municipal Employee Benefits Fund hereby approve the Treasurers Report as furnished by the Treasurer of the Fund and concur with actions undertaken by the Treasurer, in accordance with the laws and regulations promulgated by the State of New Jersey for Municipal Health Insurance Funds.

ADOPTED: JUNE 22 , 2021

BY: _____
CHAIRPERSON

ATTEST:

SECRETARY

APPENDIX I

BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND
OPEN MEETING: APRIL 27, 2021
ZOOM MEETING
12:00 P.M.

Meeting called to order by Chairman Hart. The Open Public Meeting Notice was read into the record.

ROLL CALL OF 2020 EXECUTIVE COMMITTEE:

Gregory Hart, Chair	Present
Richard Kunze, Secretary	Present
Joseph Catenaro, Executive Committee	Present
Gregory Franz, Executive Committee	Present
Donna Gambutti, Executive Committee	Present
Matthew Cavallo, Executive Committee	Present
Bob Kakoleski, Executive Committee	Present

APPOINTED OFFICIALS PRESENT:

Executive Director/ Administrator	PERMA Risk Management Services	Paul Laracy Emily Koval Karen Kamprath
Attorney	Huntington Bailey, LLP	Russ Huntington Bill Bailey
Treasurer	Joseph Iannaconi	Joseph Iannaconi
Third Party Administrator	Aetna	Jason Silverstein
Dental Claims Administrator	Delta Dental of NJ, Inc.	Brian Remlinger Kim White
Auditor	Lerch, Vinci & Higgins	Absent
Actuary	John Vataha	Absent
Independent Consultant	LaMendola Associates	Clark LaMendola
Benefits Consultant	Conner Strong	Jozsef Pfeiffer Brandon Lodics
RX Administrator	Express Scripts	Kyle Colalillo Chris Auberger
Wellness Coordinator	Civitas	Marianne Eskilson

OTHERS PRESENT:

Suzanne Pennell, Scirocco Group
Christopher Hartwyk, City of Orange
Lisa Sabato, PIA
Brittany Vozza, Vozza Agency
Dave Vozza, Vozza Agency
Vincent Caruso, Lodi Borough
Matt McArow, Otterstedt

Louis Moeller, Conner Strong & Buckelew
Thomas Duch, City of Garfield
Cindy KirkPatrick, Borough of Saddle River
Tom Padilla, Woodcliff Lake
Musa Malik, City of Irvington

CORRESPONDENCE - None

APPROVAL OF MINUTES:

MOTION TO APPROVE THE PRESENTED OPEN MINUTES OF FEBRUARY 23, 2021:

MOTION:	Commissioner Kunze
SECOND:	Commissioner Kakoleski
ROLL CALL VOTE:	All in Favor

EXECUTIVE DIRECTORS REPORT

EXECUTIVE COMMITTEE

Executive Director Koval said Commissioner Gaimis has moved to a new town that is not in the BMED. This leaves a vacancy on the Executive Committee. The Committee may want to consider moving an alternate to this seat and electing a new Commissioner to the Alternate seat. She said Commissioner Kakoleski can move up and the Committee can elect 2 alternates. Commissioner Cavallo suggested Commissioner Molinari from Saddle River, Executive Director said we can reach out.

MOTION TO APPROVE MOVING COMMISSIONER KAKOLESKI FROM AN ALTERNATE COMMITTEE MEMBER TO EXECUTIVE COMMITTEE :

MOTION:	Commissioner Franz
SECOND:	Commissioner Cavallo
ROLL CALL VOTE:	6 Ayes, 0 Nays, 1 Abstain (Commissioner Kakoleski)

NEW MEMBER - CITY OF PLAINFIELD BOARD OF EDUCATION - Executive Director Koval said Plainfield Board of Education has submitted an application for membership for July 1, 2021 for medical coverage only through the Metro subgroup. The Operations Committee met last week to discuss.

Background:

1. BMED's enrollment including the Metro subgroup has grown to 1,874 self-insured medical employees/early retirees. The Metro subgroup (City of Orange) accounts for 579 of these employees/retirees.
2. Through February, we remain financially strong with YTD earnings of \$969K and retained earnings of almost \$16.8M.

3. The Plainfield BOE has 907 employees and is currently fully insured with Aetna. If it joined BMED/Metro, it would represent 1/3 of total enrollment in the self-insured medical plan.
4. The entity has been underwritten using 7.25% trend, 3% margin, full coverage of expenses/reinsurance/taxes, and an 8.44% adjustment to the current year for Covid-19 service deferrals.
5. The BOE's size and continuity of the Aetna relationship support the credibility of the projection. The impact of Covid-19 on this and all other HIF projections is an unknown, but our adjustment factor is conservative and consistent with industry practice.

Approach: The Plainfield BOE will be indemnified under the Metro subgroup which, as a group, are experience rated independently from the other BMED members. If this group joins, the Metro subgroup will have more than enough critical mass to implement its own Fund. Although this does take time, the subgroup may consider starting the feasibility study and filing this year for a possible 1/1/23 start date.

The Operations Committee felt comfortable with this approach and are recommending that the BMED offer membership effective 7/1/2021. Resolution 24-21 is included in consent.

PHARMACY BENEFIT MANAGER RFP – Executive Director Koval said the PBM RFP is currently underway and responses were received from 7 companies: Express Scripts, Aetna, AHA, Magellan, Ingenio Rx and OptumRx as well as a coalition. Our Pharmacy Benefits Consultant is currently reviewing the financials. The MRHIF Contracts Committee will review and we expect to have a recommendation by the June MRHIF meeting.

MEL/MR-HIF/ CEL EDUCATIONAL SEMINAR – Executive Director Koval said the 2021 seminar will be held virtually on the mornings of Friday, May 14th and Friday, May 21st. The information on how to register is included in the Agenda. The agenda includes two ethics courses, and presentations on implicit bias, insurance market conditions, proposals to change the Workers' Compensation law and a discussion of proposed changes to the Affordable Care Act.

GASB 75 REPORT – Executive Director Koval said GASB 75 reports are available through the Fund. Most members will either need a full report or an update this year. The turn around time is a few weeks – please reach out to Karen Kamprath at PERMA to start the process.

FINANCIAL DISCLOSURE STATEMENTS – Executive Director Koval said as done in prior years and required by State law, each Fund Commissioner is required to complete a Financial Disclosure Statement through the Department of Community Affairs. Commissioners could begin filing on April 5, 2021. The deadline to file is April 30, 2021 however, The board has extended the date they would take enforcement action against non-filers to June 30, 2021. Local Finance Notice 2021-08 containing filing information for local government officers, will be distributed to commissioners once available.

BENEFITS CONSULTANT-

Benefits Consultant said there was a discussion last meeting about the American Rescue plan and while we do not have an official update he would like to give an idea of where we stand. HE said they have identified all members who have been terminated in the last 12 months since the start of the pandemic in March 2020. They are working to identify individuals who were terminated

involuntarily. He said once they identify who was involuntarily terminated they can continue to work with benefit express to determine how the actual cobra payment will be handled. He said the subsidy is in place through September 30th.

VENDOR UPDATE

Benefit Express-WEX Acquisition - Benefits Consultant said a leading financial technology service provider, WEX, recently announced that it is acquiring Benefit-Express. BE is a preferred partner of Conner Strong and provides the benefit administration system utilized by the HIFs. The two companies have worked together for many years and we do not anticipate any changes in our day-to-day operations or system functionality. We have been advised that the BE team will continue as is and, are confident that the services provided by BE including Benefit Administration, COBRA, Direct-billing, will continue with no interruption.

ESI UPDATES

National Preferred Formulary (NPF) Update - Benefits Consultant said ESI announced their NPF update for July 1, 2021. 70 additional products will be added to the exclusion list (included with your agenda). There are 11 Fund members identified as having filled scripts for one or more of these products in the past year. Impacted members will receive notification from ESI that includes therapeutically equivalent alternatives and are encouraged to discuss them with their physician.

LEGISLATIVE UPDATES

COVID-19 Vaccine Updates

Vaccine Administrative Fee Change

Effective March 15, 2021, Medicare updated the Fee for Service payment rate for administration of COVID-19 vaccines to \$40 for each dose. Aetna will be follow the new payment rate and has updated the Fund plans accordingly.

Vaccine Eligibility Update

Effective Monday April 19, 2021 all individuals aged 16 and older will be eligible for the COVID-19 vaccine in the state of New Jersey.

APPEALS AND ADMINISTRATIVE AUTHORIZATIONS

During February's meeting, the committee prospectively approved an appeal for medical services. The IRO that reviewed case overturned the plan's denial as the member fit the plan's medical necessity criteria.

ATTORNEY - None

TREASURER - Fund Treasurer said his report is included in the Agenda. He said at the last meeting we discussed joining the JCMI which is the MEL JIF investment vehicle. He said this could provide additional opportunities for investments. Executive Director Koval said we can pass a resolution to join at the June meeting.

Confirmation of Payment -MARCH 2021

FUND YEAR MARCH 2021	AMOUNT
Fund Year 2020	\$25,491.56

Fund Year 2021	\$914,349.68
TOTAL	\$939,841.24

Resolution 25-21 –APRIL 2021

FUND YEAR MARCH 2021	AMOUNT
Fund Year 2020	\$15,472.00
Fund Year 2021	\$913,005.49
TOTAL	\$928,477.49

WELLNESS COORDINATOR – Ms. Eskilson said she continues to reach out to participating towns to work closely with them and their programming. She will also be reaching out to non-participating members to continue to gather data and help brainstorm. She said moving forward she wants to offer lunch and learns to participating and non-participating towns on topics associated to health and wellness.

BOARD ADVISOR – Mr. LaMendola said he would like to thank Ms. Eskilson for her fast start on the development of the program. He also would like to support the suggestion made to join the JCMI, he said there is a benefit available to the Fund.

AETNA - THIRD PARTY ADMINISTRATOR – Mr. Silverstein reviewed the paid claims for January and February 2021. He said there were 2 claims over \$50,000 for January and 2 for February. He reviewed the dashboard and noted the average speed of answer and financial accuracy metrics are below target and the necessary steps have been taken to correct those. He reviewed the Covid reporting distributed with the Agenda.

PHARMACY NETWORK (Express Scripts) – Mr. Colalillo said the trend is down 19% from last year at this time. He said February and March have shown a decrease in utilization for most funds.

DELTA DENTAL – Ms. White said they will have reports available for next month.

MOTION TO APPROVE THE CONSENT AGENDA :

MOTION:	Commissioner Franz
SECOND:	Commissioner Kunze
VOTE:	7 Ayes, 0 Nays

OLD BUSINESS: None

NEW BUSINESS: Chair Hart said he wanted to mention he is a speaker on a panel for NJ PRIMA on May 26th from 9-12.

PUBLIC COMMENT: None

MOTION TO ADJOURN

MOTION:
SECOND:
VOTE:

Commissioner Kakoleski
Commissioner Gambutti
Unanimous

MEETING ADJOURNED: 1:00 pm

NEXT MEETING: June 22, 2021, 12:00 PM

Karen Kamprath, Assisting Secretary
Date Prepared: June 1, 2021

APPENDIX II

Strategic Planning Committee Meeting

May 20, 2021

Conference Call

1:30 pm

Present:

Gregory Hart, Committee Chair

Richard Kunze, Committee Member

Gregory Franz, Committee Member

Emily Koval, PERMA

Karen Kamprath, PERMA

Dave Vozza, Vozza Agency

Clark LaMendola, Board Advisor

Frank Covelli, RMC

Marianne Eskilson, Civtas

Ms. Eskilson said she has been working with the Wellness ambassadors and meeting with the Wellness Committees where applicable. She said she presented an educational webinar with close to 30 participants. She said she had a call with Westwood regarding them possibly joining the wellness program. In response to Mr. LaMendola, Ms. Koval said Plainfield had a current wellness program that was underwritten into their rates when they joined the Fund. Mr. Lamendola said a 1 page newsletter could be beneficial for the program to distribute to the membership. Ms. Eskilson The Committee discussed formalizing and clarifying the guidelines for the amount the town should be contributing towards the wellness program in addition to the grant amount. Chair Hart said his impression was it was to be a 50/50 match. Mr. LaMendola said he wants to avoid running an exercise program for a certain number of employees. Ms. Eskilson said that can happen when the program is outsourced to an outside vendor rather than managed by the local government. The Committee agreed the guidelines should be reaffirmed at the executive committee level. Ms. Eskilson said she is working on the lunch and learn program but wants to make sure it's right before launching.

The Committee also had a discussion about challenges members may face once they open back up fully. Commissioner Kunze said he thinks there should be a focus on mental health, emotional health, stress and anxiety, and make sure employees know there are resources available. In response to Mr. LaMendola, Commissioner Kunze said they are not requiring vaccines however they let everyone know the advantages of being vaccinated. Chair Hart said Franklin Lakes has been open for almost a year now. He said they have the same mask policy they have had for well over a year.

APPENDIX III

Municipal Excess Liability Joint Insurance Fund
AGENCY AGREEMENT
Joint Cash Management and Investment Program
JCMI

dated as of _____

by and between

MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND,
as Representatives,

and

the PARTICIPANT Joint Insurance Fund, hereinafter “Participant JIF” or “JIF”,

THIS AGREEMENT entered into this _____ day of 2020. By and between the Municipal Excess Liability Joint Insurance Fund (hereinafter referred to as “MEL”), located at 9 Campus Drive - suite 216, Parsippany, NJ 07054 and the _____ Joint Insurance Fund duly created as joint insurance funds by certain local government units (hereinafter referred to as (JIF Acronym)), located at the (address, New Jersey zip code;

WHEREAS Municipal Excess Liability Joint Insurance Fund provides an investment program through its Joint Cash Management and Investment Program (JCMI); and

WHEREAS, the Participant JIF wishes to invest with the Municipal Excess Liability Joint Insurance Fund Joint Cash Management and Investment Program (JCMI); and

WHEREAS, Municipal Excess Liability Joint Insurance Fund Joint Cash Management and Investment Program (JCMI) is willing to provide investment opportunities to the Participant JIF;

and

WHEREAS both the Participant JIF and Municipal Excess Liability Joint Insurance Fund Joint Cash Management and Investment Program (JCMI) have reviewed the advantages of the JCMI Program and have agreed that such an arrangement is expected to result in an opportunity to provide a better yield on investments; and

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

WHEREAS in addition to the powers otherwise conferred by law, specifically N.J.S.A. 40A:10-40.1, the commissioners of a joint insurance fund established pursuant to P.L.1983, c.372 (C.40A:10-36 et seq.), and the trustees of a joint insurance fund established pursuant to 18 P.L.1983, c.108 (C.18A:18B-1 et seq.) may amend the cash management plan of their respective funds to participate in a joint cash management and investment program with other joint insurance funds similarly established pursuant to P.L.1983, c.372 (C.40A:10-22 36 et seq.), and P.L.1983, c.108 (C.18A:18B-1 et seq.) and in accordance with the regulations promulgated by the State of New Jersey Local Government Services pursuant to N.J.A.C. 5:38-1 et seq.

WHEREAS the Participant JIF and Municipal Excess Liability Joint Insurance Fund have reviewed this matter and conferred with the Treasurer and Legal Counsel of the Fund and have duly enacted Resolutions which will be made part hereof as Exhibits.

NOW THEREFORE according to the provisions hereafter stated Participant JIF and Municipal Excess Liability Joint Insurance Fund do hereby agree as follows:

1. This agreement provides that the (insert name of JIF) hereby enrolls in the MEL Joint Cash Management and Investment Program hereinafter JCMI.

2. The Participant JIF hereby agrees and acknowledges the following:

(a) The JCMI is not a registered investment, legal or tax advisor or broker/dealer. All investment/financial opinions and decisions made by the JCMI will be with the assistance and guidance of a Financial Advisor and Asset Manager.

(b) Each Participant member JIF understands and enters into this agreement at their own risk. This is not a mutual fund or investment fund. This JCMI is not a regulated security or mutual fund. There is no prospectus provided with this agreement.

(c) The MEL does not have any past performance nor does it represent or guarantee any future results. All investments shall be made in accordance with the MEL Cash Management Plan and the JCMI Investment Procedures which is attached and incorporated herein.

(d) The Participant JIF Treasurer agrees to make and maintain a minimum investment of \$500,000.

(e) The Participant JIF Treasurer will receive from the JCMI monthly reporting of their units invested, utilizing the net asset value, and monthly activity. Withdrawals/redemptions requested by the participant JIF will be made on the first day of the month with notification of the request made prior to the first day of the month and for withdrawals of \$1 million or less the JCMI will execute the redemption of units by the 10th of that month and for withdrawals of over \$1 million JCMI will execute the redemption of units after 15 business days. In the event of any penalties or costs for significant withdrawals, the JCMI would pass this cost back to the Participant JIF

3. Either party may terminate this Agreement by providing written notice of same.

Termination shall be effective ninety (90) days from the date of the delivery of the notice. Until termination, Municipal Excess Liability Joint Insurance Fund JCMI maintain the Investment of the Participant JIF, until such time that said investment is properly transferred to the Fund Treasurer or bank custodian of the Participant JIF.

4. To the fullest extent permitted by law, Participant JIF shall release, indemnify, defend and hold harmless Municipal Excess Liability Joint Insurance Fund JCMI, and its officials,

officers, employees, representatives, and agents (hereinafter "Indemnified Parties") from and against any and all claims, damages, losses, fines, civil penalties, liabilities, judgments, attorney fees, costs and expenses of any kind or nature whatsoever, which in any way arise out of or result from this Agreement. This indemnification and hold harmless agreement shall include, but not be limited to, injury to or death of any person, damage to or destruction of any property, real or personal and liability or obligations under or with respect to any violation of federal, state or local laws, regulations, rules, codes or ordinances. This indemnification and hold harmless provision shall cover all claims, causes of action, damages and liabilities asserting or arising out of claims of negligence by Indemnified Parties. Nothing contained in this provision shall be construed as a release or indemnity by the Participant JIF of Indemnified Parties from or against any loss, liability or claim to the extent arising from the gross negligence or willful misconduct of Indemnified Parties.

5. In the event that a dispute arises among the Parties concerning the terms and conditions of this Agreement, the Parties agree that prior to the submission of such dispute to a court of competent jurisdiction that the matter will be attempted for resolution as follows: (1) Administrator or other representative of each Party will meet to discuss the matter, upon failure to reach settlement, then (2) MEL Executive Directors, the MEL Chairperson and the Participant JIF will meet to discuss the matter.

6. Each party represents that it has the authority to enter into this Agreement and is not precluded by any law or ordinances otherwise. This Agreement cannot be assigned in any manner without the express written consent of all Parties. This Agreement is subject to the laws of the State of New Jersey. This Agreement, subject to any written mutually consented modification or amendment, is the entire understanding between the Parties. If any part, section, clause, sentence or paragraph is deemed invalid by court order, all the remaining provisions shall continue in full force and effect.

7. Notices under this Agreement shall be provided to the respective Executive Directors of the MEL and the Participant JIF.

8. This agreement shall be approved by the Participant JIF as well as the MEL and it shall remain in effect until such time that either party provides 90 days' notice.

WITNESS OR ATTEST:

Municipal Excess Liability Joint Insurance Fund

Chairperson

ATTEST:

_____ Joint Insurance Fund

Chairperson

**Municipal Excess Liability Joint Insurance Fund
Joint Cash Management and Investment Program
INVESTMENT POLICY**

WHEREAS, the Joint Cash Management and Investment Program (JCMI) is established pursuant to 2018 Chapter 40, the commissioners may invest and reinvest the funds, including workers' compensation funds, as authorized under the provisions of subsection b. of N.J.S.40A:10-10. The commissioners may, subject to the cash management plan of the joint insurance fund adopted pursuant to N.J.S.40A:5-14, delegate any of the functions, powers and duties relating to the investment and reinvestment of these funds, including the purchase, sale or exchange of any investments, securities or funds to an investment or asset manager.

Investment Policies shall govern (i) Municipal Excess Liability Joint Insurance Fund, its Audit Committee, which intends to abide by the terms and conditions hereof, and further, (ii) the action of the JCMI Operations Committee, the Bank, including in its capacity as Custodian and Asset Manager, the Financial advisor and the Participant JIFs, until and unless these Policies are amended, supplemented, modified, rescinded or revoked in accordance with the terms hereof, and thenceforth, shall govern in such amended form.

**ARTICLE I
SCOPE AND PURPOSE**

Section 1.01 Scope and Purpose of the JCMI Operating Committee

JCMI Operating Committee. Recognizing the need to participate in expeditious decisions in order to operate the Fund in a competitive manner, the JCMI Operating Committee has been established as the committee which will manage and operate the cash management plan adopted by the JCMI Program. The committee is also established for the benefit of the Participant JIFs to oversee and otherwise establish policies with respect to, the negotiation, structure, organization, implementation, operation, management, investment, financing, expenses, and any other relevant provision regarding the JCMI Program, including without limitation any Transaction Document or provision thereof. The Members of the JCMI Operating Committee shall be guided, to the extent practicable, by Municipal Excess Liability Joint Insurance Fund (MEL) Policies and Procedures. The JCMI Operating Committee may enact any options provided for in the MEL Policies and Cash & Investment Management Policy and take any other action contemplated thereby, including the adoption of such policies to be implemented through one or more Transaction Documents that would further the best interests of the JCMI and Participant JIFs.

ARTICLE II MEMBERSHIP

Section 2.01 Members.

The JCMi Operating Committee shall consist of Charter members, constituted as follows: Treasurer of the MEL, of the EJIF, of the RCF, and one treasurer representing all local participating Joint Insurance Funds plus the Chair of the MEL Investment Committee or its designee from the Investment Committee. In the event a tie vote occurs when making a determination to invest, the investment will not be purchased. An abstention shall not count as a vote. Three affirmative votes are necessary to authorize a transaction. The Chair shall be selected by the members of the Operating Committee.

ARTICLE III MEETINGS

Section 3.01 Meetings Generally.

The JCMi Operating Committee shall meet to conduct business as required to operate an efficient and effective investment program established by the MEL cash Management Plan

ARTICLE IV COMPENSATION

Section 4.01 Compensation

Neither the Officers nor the Members shall receive compensation for attending meetings of the JCMi Operating Committee.

ARTICLE V AMENDMENTS TO JCMi OPERATING COMMITTEE POLICY

Section 5.01 Amendments.

Any Member of the JCMi Operating Committee may propose an amendment to the JCMi Operating Committee Policy by filing the proposed amendment in writing with the Chair

Upon receipt of the proposed amendment, the Chair shall schedule a meeting of the operating committee to be held not more than 10 days from the receipt of the proposed amendment was

filed. Meetings may be held telephonically.

The amendment shall be adopted if approved by a vote of at least three-fourths (3/4) of the Members of the JCMI Operating Committee and so long as the Executive Director of the MEL is notified of such amendment and is of the opinion it is consistent with the overall goals and investment operations of the JCMI.

ARTICLE VI INVESTMENT POLICY

Section 6.01 Objective.

The objective of this policy is to provide the Joint Cash Management and Investment Program (JCMI), with an investment policy which has appropriate safeguards and is administered consistent with the needs of the investment goals established by the JCMI Operating Committee (“Committee”). Those investment assets are managed by the JCMI Asset Manager as a steward for the sake of carrying out its mission and purposes. This policy is consistent with the Shared Service between the Local JIF and the JCMI and has been formally set forth to:

- Define and assign the responsibilities of all involved parties.
- Establish a clear understanding for all involved parties of the investment goals and objectives including: the various asset classes, investment management styles, asset allocations, acceptable risk and total long-term investment return.
- Provide guidance and limitations to all Fund Treasurers that, in total, are expected to produce sufficient levels of overall diversification, risk, and liquidity within the portfolio, so that all assets are managed in accordance with the JCMI long-term objectives and in accordance with State guidelines and regulations.
- Establish a basis for evaluating investment results.
- Ensure compliance with all fiduciary, prudence and due diligence requirements that experienced professionals would utilize, and with all applicable laws in the State of New Jersey, rules and regulations from the Department of Community Affairs and the Department of Banking and Insurance that may impact the investments.
- Outline procedures and criteria to monitor, evaluate and compare the performance results achieved by investment managers on a regular basis, and report the performance to the JCMI Operating Committee and the Participating JIFs.

Section 6.02 Delegation of Authority

The JCMI will hold all funds as a fiduciary. The JCMI Operating Committee has authority over its investment affairs and that committee is further authorized to delegate certain responsibilities to professional experts in various fields. These include but are not limited to:

- **Asset Manager** – has discretion to purchase, sell, or hold the specific investment vehicles authorized by the Committee to meet the policy’s investment objectives.
- **Custodial Bank** – will maintain possession of investments owned by the organization, collect dividend and interest payments, maturity payments, and effect receipt and delivery following purchases and sales. The custodian may also provide access to reports of all

assets owned, purchased or sold.

- **Additional specialists** such as fund accounting, financial advisors, attorneys, auditors, and others may be employed by the organization to assist in meeting its responsibilities and obligations to administer the investment assets prudently.

Section 6.03 Investment Objectives

Preservation of Capital
Provide Required Liquidity
Maximize Returns within the Established Investment Guidelines

Section 6.04 Asset Allocation

To accomplish the organization's investment objectives, based on its time horizon, risk tolerances, performance expectations, and asset class preferences, an optimal portfolio was identified by the committee. The Investment Manager is authorized to utilize portfolios with the following strategic asset allocations:

Asset Class		Strategic Allocation	Upper Limit
Treasury Bills & Notes Short term Municipal Notes (no more than 5% of the portfolio to any one Municipality without a majority approval of the Operating Committee)		45%	100%
Federal Agencies		15%	100%
Long Term Municipal Bonds (Taxable Bonds Preferred)		30%	45%
Money Market Funds/Checking Account		10%	100%

Section 6.05 - Prohibited investments

All Investments not specifically authorized by Local Fiscal Affairs Law

Section 6.06 Identifying Asset Quality:

Municipal Bonds -Bonds or obligations issued by an agency or corporation of the United States government or a governmental entity established under the laws of New Jersey provided that such securities at time of purchase shall have a credit rating of A3 or higher by Moody's Investor Services, Inc., A- or higher by Standard & Poor's Corporation, and A- or higher by Fitch Ratings from one of the three rating agencies subject to any rules or regulations promulgated by the New Jersey Department of Banking and Insurance. The portfolio may consist of only traditional principal and interest obligations (no derivatives) with maturities of fifteen years or less. Municipal bonds shall not exceed 45% of the total portfolio.

Municipal Notes - Notes issued from public entities established under the laws issues by a governmental entity established under the laws of the State of New Jersey. The Program's Financial Advisor shall review the proposed Note and make a determination of the entity's creditworthiness and evaluate if it is consistent with the investment objectives of the Fund, so long as such a transaction is permitted by the laws of the State of New Jersey.

Money Market Funds –Money market mutual funds that are registered with the Securities and Exchange Commission under the Investment Company Act of 1940, as amended, and operated in accordance with Rule 2a-7 and that at the time of such investment are rated Aaa by Moody's and/or AAA by S&P.

Maturity Diversification – The Division of Local Government Services (the "Division") and the Division of Banking and Insurance ("DOBI") may, at any time, after receiving a corrective action plan from the JCMI may direct JCMI to divest one or more long term investments to reduce the share of long-term investments to 50% or less,

Rebalancing of Strategic Allocation should be adopted as a risk-management strategy which should be reviewed on a semi-annual basis. Investment Manager must consult with the JCMI Operating Committee before rebalancing.

Section 6.07 Reporting Requirements

Monthly – The Custodian will provide the JCMI Operating Committee and each participating JIF with a monthly written statement containing all pertinent details for each portfolio for the preceding month:

- STATEMENT FOR UNIT HOLDERS shall include units held, current market value, unrealized gain or loss, and indicated annual income and yield to worst; and
- STATEMENT FOR PROGRAM shall include investment summary and detail, activity detail and gain/loss information for the entire portfolio of the current asset allocation by investment category. (Investments, bonds, income and cash).

Quarterly - The Investment Manager will provide the JCMI Operating Committee, the MEL and each participating JIF with detailed information about the Program including asset allocation, investment performance, future investment strategies, and other matters of interest to the Committee.

The Financial Advisor shall provide the JCMI Operating Committee with detailed information about the Municipal Bond Anticipation Notes purchased, the rate purchased and the savings to the issuer based on the cover bid made.

Annually - The Custodian will provide an annual summary of all transactions in each fiscal year, together with a report of investment performance for the year by portfolio, to the JCMI Operating Committee and each participating JIF. Investment objectives will be reviewed to determine if they are being met.