

**RESOLUTION NO. 3-17**

**SCHOOLS HEALTH INSURANCE FUND  
INTRODUCTION OF THE 2017-2018 PROPOSED BUDGET**

**WHEREAS**, The Schools Health Insurance Fund is required under State regulation to adopt an annual budget in accordance with the Fiscal Affairs Law; and

**WHEREAS**, the Board of Trustees met on February 22, 2017 in Public Session to introduce the proposed budget for 2017-2018 Fund Year; and

**BE IT FURTHER RESOLVED** that a hearing on this 2017-2018 budget in the amount of \$162,058,563 shall be held at the Fund's regularly scheduled and advertised meeting of March 22, 2017 to be held at the Moorestown Community House at 12 noon. This 2017-2018 budget shall be considered for adoption at a second reading at that time and after the completion of a public hearing.

**BE IT FURTHER RESOLVED** that copies of this resolution shall be sent to each Trustee, Risk Manager, and Governing Body, the New Jersey Department of Banking and Insurance, and the New Jersey Department of Community Affairs.

**ADOPTED: February 22, 2017**

**BY:** \_\_\_\_\_  
**CHAIRPERSON**

**ATTEST:**

\_\_\_\_\_  
**SECRETARY**

SCHOOLS HEALTH INSURANCE FUND

RISK MANAGEMENT PLAN

Effective: March 1, 2017

Adopted: February 22, 2017

SCHOOLS HEALTH INSURANCE FUND

2016/2017 RISK MANAGEMENT PLAN

BE IT RESOLVED that Section 20 of the RISK MANAGEMENT PLAN for the Schools Health Insurance Fund (the "SHIF"), for the SHIF Year ending on June 30, 2017 shall be amended as follows:

**20.) PROCEDURES FOR THE CLOSURE OF SHIF FUND YEARS**

Approximately six months after the end of a SHIF year, the SHIF evaluates the results to determine if dividends or additional assessments are warranted. Most claims are paid within twelve months of year end, and at that time the SHIF begins to consider closing the year, unless excess insurance recoveries are pending or litigation is likely. The SHIF has determined that maintaining and retaining a surplus equal to two (2) months of the current year claim expenses is a benchmark prior to a dividend being declared from surplus generated by claims operations. A member entity will be eligible to participate in the dividend provided that its pro rata share of the SHIF's surplus account is greater than two (2) months of said member entity's projected claims expense (the "retention amount") and shall be paid from amounts in excess of the established retention amount.

When the SHIF determines that a SHIF year should be closed:

- A reserve is established by the actuary to cover any unpaid claims or IBNR
- The SHIF decides on the final dividend or supplemental assessment.
- A closure resolution is adopted transferring all remaining assets and liabilities of that SHIF year to the "Closed SHIF Year/Contingency Account".
- Each member's pro rata share of the residual assets are computed and added to its existing balance in the Closed SHIF Year/Contingency Account.

- Any member that has withdrawn from the SHIF shall receive its remaining share of the Closed SHIF Year/Contingency Account ~~six years after the date of its withdrawal~~ on the following schedule:
  - 3<sup>rd</sup> year after withdrawal - 25% of balance
  - 4<sup>th</sup> year after withdrawal - 25% of balance
  - 5<sup>th</sup> year after withdrawal - 25% of balance
  - 6<sup>th</sup> year after withdrawal - 25% of balance

ADOPTED: \_\_\_\_\_ 2017

BY: \_\_\_\_\_  
CHAIRPERSON

ATTEST:

\_\_\_\_\_  
SECRETARY

Note: Language being removed is ~~stricken out~~; language added is underlined.

# SCHOOL HEALTH INSURANCE FUND BILLS LIST

Resolution No. 5-17

FEBRUARY 2017

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

BE IT RESOLVED that the School Health Insurance Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

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

**FUND YEAR 2016/2017**

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
<b>001273</b>			
001273	FLAGSHIP HEALTH SYSTEMS INC	DMO PREMIUMS - 02/2017	16,071.24
			<b>16,071.24</b>
<b>001274</b>			
001274	DELTA DENTAL OF NEW JERSEY INC	DENTAL ADMIN - 02/2017 - GRP 9475	10,693.30
			<b>10,693.30</b>
<b>001275</b>			
001275	HORIZON	TPA FEE 02/2017	100.00
001275	HORIZON	TPA FEE 01/2017	100.00
			<b>200.00</b>
<b>001276</b>			
001276	AETNA LIFE INSURANCE COMPANY	ACCT: PSUID 93807101 BP 1001 - 02/2017	284,211.70
			<b>284,211.70</b>
<b>001277</b>			
001277	AMERIHEALTH ADMINISTRATORS	TPA FEE 02/2017	77,070.00
			<b>77,070.00</b>
<b>001278</b>			
001278	PERMA RISK MANAGEMENT SERVICES	POSTAGE FEE 01/2017	132.97
001278	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 02/2017	64,119.06
001278	PERMA RISK MANAGEMENT SERVICES	INTERNET DOCUMENTATION 02/2017	210.12
			<b>64,462.15</b>
<b>001279</b>			
001279	J. KENNETH HARRIS, ATTY AT LAW	PLAN DOCUMENT 02/2017	247.50
001279	J. KENNETH HARRIS, ATTY AT LAW	FUND ATTORNEY SERVICE - 02/2017	2,838.00
			<b>3,085.50</b>
<b>001280</b>			
001280	VERRILL & VERRILL, LLC	TRASUER FEE 02/2017	1,527.37
001280	VERRILL & VERRILL, LLC	POSTAGE FEE 12/2016	9.87
001280	VERRILL & VERRILL, LLC	TRASUER FEE 01/2017	1,527.37
			<b>3,064.61</b>
<b>001281</b>			
001281	COURIER TIMES INC.	ACCT: 2018817632 - 1/3/17 - MTG 2/22/17	29.66
			<b>29.66</b>
<b>001282</b>			
001282	COURIER POST	ACCT: CHL-092208 - 2/3/17 - FINANCE MTG	36.60
			<b>36.60</b>
<b>001283</b>			
001283	IMEDECS, INC.	PROFESSIONAL SERVICES - 1/17/2017	475.00

			<b>475.00</b>
<b>001284</b>			
001284	CONNER STRONG & BUCKELEW	RX - 02/2017	21,037.38
001284	CONNER STRONG & BUCKELEW	MEDICAL - 02/2017	141,361.27
001284	CONNER STRONG & BUCKELEW	BROKER FEE 02/2017	127,771.41
001284	CONNER STRONG & BUCKELEW	DENTAL - 02/2017	8,743.24
001284	CONNER STRONG & BUCKELEW	HEALTH CARE REFORM - 02/2017	2,529.96
			<b>301,443.26</b>
<b>001285</b>			
001285	MEDICAL EVALUATION SPECIALISTS	MES #31816173696 - 1/5/2017	265.00
001285	MEDICAL EVALUATION SPECIALISTS	MES #31817007216 - 1/31/2017	250.00
			<b>515.00</b>
<b>001286</b>			
001286	SWEDESBORO WOOLWICH BOE	WELLNESS PROGRAM - 1/13/17 - VISA GC	203.95
			<b>203.95</b>
<b>001287</b>			
001287	HOSPITALITY MANAGEMENT SERVICES	MEETING EXPENSE - 1/25/2017	379.30
			<b>379.30</b>
<b>001288</b>			
001288	THE LANCE GROUP EMPLOYEE	FUND COORDINATOR - 02/2017	54,889.05
			<b>54,889.05</b>
<b>001289</b>			
001289	FRANKFORD TOWNSHIP BOE	WELLNESS PROGRAM - 1/10&17/17 - ZUMBA	322.95
001289	FRANKFORD TOWNSHIP BOE	WELLNESS PROGRAM - 2/1/17 - GIFT CARDS	329.70
001289	FRANKFORD TOWNSHIP BOE	WELLNESS PROGRAM - 01/2017 - YOGA	325.00
			<b>977.65</b>
<b>001290</b>			
001290	US WELLNESS INC.	BIO SCREENING SERVICES - STANHOPE	1,785.00
			<b>1,785.00</b>
<b>001291</b>			
001291	TAVI HEALTH INC.	ONLINE LICENSE - 1/24/17 BLACK HORSE PK	2,400.00
001291	TAVI HEALTH INC.	TAVI CHALLENGES - 1/16/17 - BLACK HORSE	304.80
			<b>2,704.80</b>
<b>001292</b>			
001292	ALEXANDRIA TOWNSHIP BOE	WELLNESS PROGRAM - 2/10/17 BIO SCRNG	2,050.00
001292	ALEXANDRIA TOWNSHIP BOE	WELLNESS CHAMPION STIPEND 1/30/17	875.00
001292	ALEXANDRIA TOWNSHIP BOE	WELLNESS PROGRAM - 12/16 BMI SCRNG	1,800.19
			<b>4,725.19</b>
<b>001293</b>			
001293	JENNIFER A. BROWN	WELLNESS PROGRAM - 1/13/17 - WATER BTTL	100.00
			<b>100.00</b>
<b>001294</b>			
001294	MUNICIPAL REINSURANCE HIF	SPECIFIC REINSURANCE - 02/2017	460,519.84
001294	MUNICIPAL REINSURANCE HIF	AGGREGATE REINSURANCE - 02/2017	32,737.75
			<b>493,257.59</b>
		Total Payments FY 2016/2017	1,320,380.55

**TOTAL PAYMENTS ALL FUND YEARS \$ 1,320,380.55**

\_\_\_\_\_  
Chairperson

Attest: \_\_\_\_\_ Dated: \_\_\_\_\_

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

\_\_\_\_\_  
Treasurer

**RESOLUTION NO. 5-17**

**SCHOOLS HEALTH INSURANCE FUND  
APPROVAL OF THE FEBRUARY 2017 BILLS LIST**

**WHEREAS**, the **Schools Health Insurance Fund** held a Public Meeting on **February 22, 2017** for 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 month of February 2017 for consideration and approval of the Board of Trustees; and

**WHEREAS**, a quorum of the Board of Trustees 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 Board of Trustees of the **Schools Health Insurance Fund** hereby approve the Bills List for February 2017 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.

**ADOPTED: FEBRUARY 22, 2017**

**BY:** \_\_\_\_\_  
**CHAIRPERSON**

**ATTEST:**  
  
\_\_\_\_\_  
**SECRETARY**