



**GARDEN STATE MUNICIPAL JOINT INSURANCE FUND
MEETING MINUTES
July 24, 2024
Via – MS Teams
FOR PUBLIC ONLY 609-246-5765; Passcode 373 623 066#**

**MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND
CALLED TO ORDER AT 11:04AM.**

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

SWEARING IN OF NEW FUND COMMISSIONERS

- Janet Castro – (Alternate Commissioner) - Township of North Bergen
- Stephanie Idrovo – (Alternate Commissioner) - Township of North Bergen
- Eugenia Poulos – (Alternate Commissioner) – Township of Hamilton

ROLL CALL OF FUND COMMISSIONERS

Aberdeen, Township of – B. Russell
Berkeley Township – Absent
Berkeley Heights, Township of – B. Russo
Bound Brook, Borough of – J. McCoy
Bloomfield, Township of – K. Duva
Caldwell, Borough of – T. Camileri
Cinnaminson Township – E. Schubiger
Eastampton, Township of – Absent
Englewood, City of – J. Birkner
Ewing Township – Absent
Fanwood, Borough of – J. Moehlman
Freehold Borough – Absent
Guttenberg, Town of – C. Cirillo
Hamilton Township – E. Poulos
Harrison, Town of – Absent
Highland Park, Borough of – Absent
Hoboken, City of – M. Kraus
Holmdel Township – T. Buss (virtual)
Howell Township – L. Palazzo



Jamesburg, Borough of – M. Capobianco
Kearny, Town of – S. Marks
Lawrence, Township of – G. Whitehead
Linden, City of – W. Hasko
Livingston, Township of – R. Jones
Monroe Township – Absent
Montclair Township – N. Tassy
Morris Township – T. Quinn (virtual)
Morristown, Town of – J. Barrick (late)
Neptune, Township of – S. Oppegaard
New Providence, Borough of – B. Cuccaro
North Bergen, Township of – R. Pittfield
North Plainfield, Borough of – A. Domizi
Union Township – Absent
Warren, Township of – M. Krane
West Orange Township – Absent

APPROVAL OF 6/26/2024 MINUTES

MOTION: Commr. Kraus
SECOND: Commr. Marks
ABSTAIN: Commrs. Duva; Poulos

MOTION TO ADJOURN INTO EXECUTIVE SESSION TO DISCUSS CLAIMS

MOTION: Commr. Marks
SECOND: Commr. Kraus
VOTE: Unanimous, by voice

In accordance with Section 8 of the Open Public Meetings Act, the public body is in Executive Session, as follows:

1. The Public shall be excluded from discussion of and action upon the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
 - Claims – Requests for Settlement Authority

APPROVAL REQUESTS FOR SETTLEMENT AUTHORITY AND ADOPTION OF RESOLUTIONS

- Berkeley Township – WC - Granted Settlement Authority
- City of Englewood – EPL – Granted Settlement Authority



- Town of Guttenberg – WC - Granted Settlement Authority
- Township of Hamilton – WC – Granted Settlement Authority
- Township of Harrison – AL - Granted Settlement Authority
- Howell Township – WC - Granted Settlement Authority
- Town of Kearny – WC - Granted Settlement Authority
- Township of Morris – WC - Granted Settlement Authority
- Township of Morris – WC - Granted Settlement Authority
- Town of Morriston – 3rd Party PD - Granted Settlement Authority
- Neptune Township – GL Granted Settlement Authority
- City of Rahway – EPL - Granted Settlement Authority
- Township of Union – WC – Granted Settlement Authority

MOTION TO RETURN TO PUBLIC SESSION

MOTION: Commr. Marks
SECOND: Commr. Kraus
VOTE: Unanimous, by voice

MOTION TO ADOPT RESOLUTIONS & CLAIMS REPORT

- **Resolution 27-24 – Approving Certain Disbursements \$10,189,642.87**
- **Resolution 28-24 – Approving Claims Payments \$2,451,586**
- **Approving Claims Committee Report and Requests for Settlement Authority**

MOTION: Commr. Cirillo
SECOND: Commr. Hasko
ABSTAIN: Commr. Birkner

VOTE: **ROLL CALL (AYE):**

Aberdeen, Township of – B. Russell
Berkeley Township – Absent
Berkeley Heights, Township of – B. Russo
Bound Brook, Borough of – J. McCoy
Bloomfield, Township of – K. Duva
Caldwell, Borough of – T. Camileri
Cinnaminson Township – E. Schubiger
Eastampton, Township of – Absent
Ewing Township – Absent
Fanwood, Borough of – J. Moehlman
Freehold Borough – Absent
Guttenberg, Town of – C. Cirillo
Hamilton Township – E. Poulos
Harrison, Town of – Absent



Highland Park, Borough of – Absent
Hoboken, City of – M. Kraus
Holmdel Township – T. Buss (virtual)
Howell Township – L. Palazzo
Jamesburg, Borough of – M. Capobianco
Kearny, Town of – S. Marks
Lawrence, Township of – G. Whitehead
Linden, City of – W. Hasko
Livingston, Township of – R. Jones
Monroe Township – Absent
Montclair Township – N. Tassy
Morris Township – T. Quinn (virtual)
Morristown, Town of – J. Barrick (Absent)
Neptune, Township of – S. Oppegaard
New Providence, Borough of – B. Cuccaro
North Bergen, Township of – R. Pittfield
North Plainfield, Borough of – A. Domizi
Union Township – Absent
Warren, Township of – M. Krane
West Orange Township – Absent

○ **Resolution 29-24 – Establishing a Supplemental Assessment and Refund Plan**

MOTION: Commr. Palazzo
SECOND: Commr. Kraus
ABSTAIN: Commr. Birkner

VOTE: ROLL CALL (AYE):

Aberdeen, Township of – B. Russell
Berkeley Township – Absent
Berkeley Heights, Township of – B. Russo
Bound Brook, Borough of – J. McCoy
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Caldwell, Borough of – T. Camileri
Cinnaminson Township – E. Schubiger
Eastampton, Township of – Absent
Englewood, City of – J. Birkner
Ewing Township – Absent
Fanwood, Borough of – J. Moehlman
Freehold Borough – Absent
Guttenberg, Town of – C. Cirillo
Hamilton Township – E. Poulos



Harrison, Town of – Absent
Highland Park, Borough of – Absent
Hoboken, City of – M. Kraus
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New Providence, Borough of – B. Cuccaro
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Warren, Township of – M. Krane
West Orange Township – Absent

EXECUTIVE DIRECTOR'S REPORT – J. Hall (NIP Management Services)

- **Year-End Financial Audit Presentation (Mercadien PC)** – Mr. Patel presented the results of the Year-End Financial Audit. He reported an Unmodified or "Clean" opinion on the financial statements and no findings, according to GAS. The auditor recommended that management create a formal succession plan in the event of key position turnover.
- **2024 Q2 Pre-Actuarial FastTrack Report** – Mr. Hall presented the 2nd Quarter Financial FastTrack and provided highlights. Commrs. Moehlman and Barrick asked if the Fund could provide a full-year projection of the net position for the fund year 2024 in addition to the year-to-date information already contained in the report. Mr. Hall explained the information necessary for that projection would be available once the mid-year actuarial reserve study was finalized. Commr. Poulos asked for a summary of loss mitigation activities discussed during the previous meetings, as this was her first meeting. Mr. Hall will provide this information to her.
- **Member Assessments and Receivables Update** – The Administrator's office has received July 1 assessment installments from 18 of 35 members. Thank you. Past-due assessments have decreased by 38.5% from June 24.

TREASURER'S REPORT – P. DeBlasio

- **Treasurer Report** – Treasury Report— Mr. DeBlasio presented the Treasurer's Report. All bills have been paid, and our cash and investment balance is secure. There were no questions.



UNDERWRITING REPORT – R. Smith (NIP Management Services)

- **2025 Renewal Reminder** – The 2025 renewal is coming up. Emails and reminders have been sent to all Risk Managers. At this point we need the historic loss runs in ASAP. The applications and updates are due at the end of the month. Finally the short questionnaire on business income and employed lawyers is also due at the end of month.
- **EPLI Sub-Committee - Rescheduled to September** – Rescheduled to September: Our next meeting will be immediately following the September meeting, where Chris Carlson, our subrogation attorney, will be the guest speaker.

RISK CONTROL REPORT (Anthony Ven Graitis)

- **Safety Monthly Meeting Recap:**
- **Safety Committee Meeting Recap** – covered Safety Presentation – Hurricane Preparedness, No Accidents Today, Cyber-Upfort/Arch, Drive to Survive, When Words Fail, Round Tables, Emergency Planning-Vendors and concluded with Member Reports
- **Safety Seminar-Hurricane Preparedness Safety Webinar Recap** – Webinar held on 7/18/24 at 1:00. Instructor(s): Edward Moffett Jr., Director - Specialized Services (PMA Companies) The NOAA is predicting the hurricane season for 2024 to be one of the most active seasons yet. The hurricane activity in the Atlantic basin is expected to have above normal activity than previous years. Are You Prepared? Participants learned what you can do to be prepared to protect employees and your property from these storms. During the session, creating a Hurricane Preparedness Plan was discussed, including covering pre-emergency actions and post-emergency actions.
- **No Accidents Today!** – We continue to look for evangelists and advocates for No Accidents Today. Loss data for all lines of coverage are being posted in the Vault LMS and May and June data is available for review. The trend line was discussed and how current claims are shown on the graphs
- **UpFort/Arch-Cyber** – Member activation codes have been sent to IT contacts. HTG is scheduling calls to set up and review activation with each member. A webinar is scheduled for July 25th, 1:00pm, and will discuss the Upfort Shield activation, steps to take, and benefits to members.
- **Emergency Planning-Vendors** – As part of emergency planning, members should identify vendors to provide emergency services and products after an event. A contract should be put in place prior to critical events to ensure vendors will have products and services available to member municipalities. The type of services to consider include: emergency vehicle rentals, towing, storage, salvage handling, vehicle repair facilities, demolition, emergency services contractors, waste management (dumpsters), plumbers, HVAC, electricians, elevators, IT equipment/ service, and generators. Members should obtain contact information, include in a plan and post in facilities



CLAIMS MANAGEMENT REPORT – P. Archangelli (NIP Management Services)

- **Claims KPI Report June 2024** – presented the claim management report. The Key performance indicators revealed new claims received continue to trend downward, the closing ratio once again exceed 100% at 104%, historical pending are moving lower when measuring over the last year and subrogation is slightly below plan but in striking distance of 1 million for the year.

NEW BUSINESS

OPEN FORUM

ADJOURNMENT

Commissioner Marks made a motion to adjourn the meeting at 11:55am and Commissioner Kraus seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

M. Delgado

T. Quinn

ALSO, PRESENT in PERSON:

J. Edmondson
V. Murphy
J. Geaney
M. O’Connell
D. Springer
S. Idrovo
J. Castro
D. Hands
R. Nelms
R. Persico
R. Smith
J. Brown
A. Ven Graitis
K. Larkin
R. Parisi



E. Altamura
L. Hamm

**PRESENT over 40 minutes
VIA MS TEAMS:**

M. Delgado
J. Hall
T. Smith
T. Quinn
Mark (Unverified)
A. Debellis
T. Buss
J. Pressley
W. Robinson
J. Hanuscin
D. Aviles
R. Racioppi
K. Walters
Brian Erlandsen
Lisa Fireflies.ai Notetaker (Unverified)
P. Archangeli
A. Kelly
R. Smith
T. Merchel
B. LaJoie
M. Markulec
R. Hope
J. Casagrande
G. Crosby
A. Simms,
J. Brascom
D. Borden
V. Peluso