



**GARDEN STATE MUNICIPAL JOINT INSURANCE FUND  
MEETING MINUTES  
October 23, 2024  
Via – MS Teams  
FOR PUBLIC ONLY 609-246-5765; Passcode 382 281 416#**

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**MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND  
CALLED TO ORDER AT 11:08AM.**

**OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD**

**PLEDGE OF ALLEGIANCE**

**SWEARING IN OF NEW FUND COMMISSIONERS**

- James Abbott – (Alternate Commissioner) – West Orange Township

**ROLL CALL OF FUND COMMISSIONERS**

Aberdeen, Township of – E. Walker  
Berkeley Township – Absent  
Berkeley Heights, Township of – Absent  
Bound Brook, Borough of – Absent  
Bloomfield, Township of – Absent  
Caldwell, Borough of – B. Heun  
Cinnaminson Township – Absent  
Eastampton, Township of – K. White  
Englewood, City of – J. Birkner  
Ewing Township – Absent  
Fanwood, Borough of – J. Moehlman  
Freehold Borough – Absent  
Guttenberg, Town of – H. Gonzalez  
Hamilton Township – Absent  
Harrison, Town of – Absent  
Highland Park, Borough of – Absent  
Hoboken, City of – Absent  
Holmdel Township – J. Delaney  
Howell Township – L. Palazzo  
Jamesburg, Borough of – M. Capobianco  
Kearny, Town of – J. Mastrandrea (late)



Lawrence, Township of – G. Whitehead  
Linden, City of – Absent  
Livingston, Township of – Absent  
Monroe Township – Absent  
Montclair Township – Absent  
Morris Township – T. Quinn (late)  
Morristown, Town of – J. Barrick  
Neptune, Township of – S. Oppegaard  
New Providence, Borough of – Absent  
North Bergen, Township of – S. Idrovo  
North Plainfield, Borough of – A. Domizi  
Union Township – Absent  
Warren, Township of – M. Krane  
West Orange Township – P. Smeraldo

#### APPROVAL OF 9/25/2024 MINUTES

**MOTION:** Commr. Palazzo  
**SECOND:** Commr. Capabianco  
**ABSTAIN:** Commrs.

#### MOTION TO ADJOURN INTO EXECUTIVE SESSION TO DISCUSS CLAIMS

**MOTION:** Commr. Palazzo  
**SECOND:** Commr. Smeraldo  
**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

- City of Rahway – PI - Granted Settlement Authority
- Berkeley Township – WC – Granted Settlement Authority
- Town of Morristown– WC - Granted Settlement Authority
- Berkeley Township – WC – Granted Settlement Authority



- Township of Union – WC - Granted Settlement Authority
- Township of North Bergen – GL - Granted Settlement Authority
- City of Linden Town – EPL/PI - Granted Settlement Authority
- Borough of New Providence – LEL - Granted Settlement Authority
- Township of Hamilton – WC - Granted Settlement Authority
- City of Linden – EPL/PI - Granted Settlement Authority
- Township of Ewing – AL Granted Settlement Authority

**MOTION TO RETURN TO PUBLIC SESSION**

**MOTION:** Commr. Barrick  
**SECOND:** Commr. Palazzo  
**VOTE:** Unanimous, by voice

**MOTION TO ADOPT RESOLUTIONS & CLAIMS REPORT**

- **Resolution 32-24 – Approving Certain Disbursements \$319,356.65**
- **Resolution 33-24 – Approving Claims Payments \$3,350,229**

**MOTION:** Commr. Russell  
**SECOND:** Commr. Palazzo  
**ABSTAIN:** Commr.

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

- Aberdeen, Township of – E. Walker
- Berkeley Township – Absent
- Berkeley Heights, Township of – Absent
- Bound Brook, Borough of – Absent
- Bloomfield, Township of – Absent
- Caldwell, Borough of – B. Heun
- Cinnaminson Township – Absent
- Eastampton, Township of – K. White
- Englewood, City of – J. Birkner
- Ewing Township – Absent
- Fanwood, Borough of – J. Moehlman
- Freehold Borough – Absent
- Guttenberg, Town of – H. Gonzalez
- Hamilton Township – Absent
- Harrison, Town of – Absent
- Highland Park, Borough of – Absent
- Hoboken, City of – Absent
- Holmdel Township – J. Delaney
- Howell Township – L. Palazzo



Jamesburg, Borough of – M. Capobianco  
Kearny, Town of – J. Mastrandrea (late)  
Lawrence, Township of – G. Whitehead  
Linden, City of – Absent  
Livingston, Township of – Absent  
Monroe Township – Absent  
Montclair Township – Absent  
Morris Township – T. Quinn (late)  
Morristown, Town of – J. Barrick  
Neptune, Township of – S. Oppegaard  
New Providence, Borough of – Absent  
North Bergen, Township of – S. Idrovo  
North Plainfield, Borough of – A. Domizi  
Union Township – Absent  
Warren, Township of – M. Krane  
West Orange Township – P. Smeraldo

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

- **Fast Track Report Status** – Due to a delay in receiving accurate September claims data from one of our TPAs, we are unable to produce the 3rd Quarter 2024 Fast Track Report. We will distribute the report once the September data is received.
- **2025 Budget Status** – We are on track to produce the 2024 Draft Budget by the November meeting.
- **2025 Requests for Proposals / Qualifications Update** – Proposals must be submitted by 10AM on October 25th, 2024. Please send to the attention of Madeline Delgado.
- **Member Assessments and Receivables Update** – The Administrator’s office is awaiting one member's July 1 assessment installment. All other members have remitted their assessments. Thank you. Member invoices over 90 days past due have decreased from \$901,563 as of September 23 to \$853,612 as of October 21.

#### 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.

#### RISK CONTROL REPORT (Anthony Ven Graitis)

- **Safety Monthly Meeting Recap:**
- **No Accidents Today!** - Members eligible for awards were highlighted to commissioners. The upcoming online store will be available in the upcoming weeks, accompanied by an announcement.



- **Cyber Awareness Month** – Month In support of Cyber Awareness Month, the following seminars are planned for member municipalities IT staff: Wednesday, October 9th, Cyber University & Simulated Phishing, Wednesday, November 13th, Inbox Defender, and Wednesday, December 11th, Browser Firewall.
- **Active Bystandership for Law Enforcement (ABLE) and Integrating Communications Assessment and Tactics (ICAT)** – Active Bystandership for Law Enforcement (ABLE) is receiving federal support, includes work by Georgetown University, and 42 States are currently represented. NJ AG required every officer trained by 4/30/22 The program includes a two-day training program on de-escalation and other tactics for limiting the use of force. ABLE is a national effort to create a police culture in which officers routinely intervene to: Prevent misconduct, Avoid police mistakes, and Promote officer health and wellness. Training efforts in 2025 will be discussed at an upcoming Police Roundtable.
- **Snowplow Rodeo** – 7th Annual Snowplow Rodeo is scheduled for Friday, November 22nd, 8:30 AM to 3:30pm, at Union Township: Biertuempfel Park, 1300 Winslow Ave (Directly Behind Lincoln Technical Institute) Union. Participants will be required to steer through an obstacle course of left and right turns, maneuver around parked cars and move through a serpentine series of cones. CDL and non-CDL driver categories will be offered. MEMBERS MUST BRING THEIR OWN VEHICLES!
- **Fire Prevention Webinar** – October is fire prevention month. In 2021, fires caused 3,800 deaths, 14,700 injuries, and \$15.9 billion in damage. Important, basic principles were outlined to commissioners including fire “Triangle”, use of “PASS” to extinguish fires, every municipality needs an Emergency Action Plan, and ALWAYS remember the safety of all persons come first.

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

- **Claims KPI Report September 2024** – Unfortunately, due to a lack of claims report from one of the TPA’s we had no data and couldn’t provide a report or an accurate claims number.
- **Subrogation Policies - Chris Carlson of Capehart Scatchard** – Unfortunately presenter could not attend. This will be rescheduled for a future date.

#### UNDERWRITING REPORT – R. Smith (NIP Management Services)

- **2025 Excess Renewal Update** – We are currently working with our partners at BGIA to get the excess insurance placed. Submissions have been delivered to the markets. We are also exploring alternative markets to ensure we can get the best coverage for our members.



- **2025 Application and Deadlines** – The deadlines have passed for the applications and also for the questionnaire. Please submit these ASAP. For the ancillary lines, no application could lead to a lapse in coverage.
- **Prospects & New Business** – No material submissions at this time, we are exploring all opportunities. Currently have 2 submissions that are under review.
- **EPLI Sub-Committee** – The committee is on hold for the next 2 months as we feature guest speakers during the regular meeting as a preview of what to expect. Additionally, should you have any topics you would like to see tackled, please let us know.
- **New Jersey League of Municipalities** – Please join us for our reception at the Hard Rock Backstage on November 19th from 6-9 PM. Invitations have been sent out. Should you need more info, please let me know. Please also let us know if you are having an event during the league as we would love to attend.

**NEW BUSINESS**

**OPEN FORUM**

**ADJOURNMENT**

Commissioner Palazzo made a motion to adjourn the meeting at 12:02pm and Commissioner Barrick seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

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M. Delgado

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T. Quinn

**ALSO, PRESENT in PERSON:**

M. Delgado  
S. Staher  
W. Baskay  
L. Hamm  
M. McArow  
M. Bascom  
C. Shatto  
J. Geaney  
S. Edwards  
J. Hall  
P. DeBlasio



P. Archangeli  
B. LaJoie  
J. Abbott  
R. Persico  
R. Nelms  
A. Ven Graitis  
R. Smith  
L. Klein  
V. Murphy  
K. Larkin  
L. D'Alessio

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

A. Debellis  
A. Kelly  
A. Pieroni  
A. Simms  
B. Ergoz  
B. Erlandsen  
J. Hall  
J. Hanuscin  
J. Razzano  
Jacklyn V.  
K. Duva  
K. Walters  
R. Racioppi  
R. Smith  
R. Walker  
S. Daveggia  
V. Peluso  
W. Robinson