

General Fund and Executive Committee Meeting Minutes
December 4, 2020

I. Call to Order – John Laezza, Chairperson

The meeting was called to order via Zoom Meeting call at 10:04 a.m. by Chairperson Laezza.

II. Open Public Meetings Statement Read – John Laezza, Chairperson

The Open Public Meetings Act was read by Chairperson Laezza.

III. Roll Call

Executive Committee:

		<u>Attendance:</u>
Kenneth R. MacMillan	City of Burlington	Present
John Laezza	Township of Clark	Present
Jeff Welz	North Hudson Regional Fire & Rescue	Present
Joseph D’Arco	Borough of Paramus	Present

Fund Commissioners

Louis Ferrara	Township of Burlington	Present
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Alternate Fund Commissioners

Jodi Botlinger	Township of Burlington	Absent
Al Barr	Township of Clark	Absent
Michael DeOrio	North Hudson Regional Fire & Rescue	Absent

Also Present:

Barbara Murphy	Risk and Loss Managers, Inc.
Michaelene Miller	
Craig Gotilla	Ansell Grimm & Aaron
Mark Worthington	T&M Associates
Kimberly Schweikert	Inservco
Claudia Acosta	Qual Lynx
Patti Fahy	Acrisure
Steve Walsh	EJA/Capacity
Helen Goodwin	Hardenbergh Insurance Group

IV. Introduction of Guests

There were no introductions.

V. General Fund Business

A. Slate of Officers - 2021 Fund Year

Motion to open nominations.

Moved: Joseph D’Arco

Seconded: Jeffrey Welz

Vote: Approved: Unanimous Nay:

The fund commissioners discussed the slate of officers for fund year 2021. Discussion ensued and the consensus was to nominate the following:

Chairperson: John Laezza
Vice - Chairperson: Kenneth MacMillan
Secretary: Joseph D'Arco

Motion to close nominations.

Moved: Kenneth MacMillan

Seconded: Joseph D'Arco

Vote: Approved: Unanimous Nay:

Motion to nominate the Slate of Officers as discussed for the 2021 Fund Year.

Moved: Kenneth MacMillan

Seconded: Jeffrey Welz

Vote: Approved: Unanimous Nay:

B. MELJIF Delegate

Motion to open the nominations for the MELJIF delegate.

Moved: Kenneth MacMillan

Seconded: Joseph D'Arco

Vote: Approved: Unanimous Nay:

The fund commissioners discussed the MEL delegate for fund year 2021. Discussion ensued and the consensus was to nominate Joseph D'Arco.

Motion to close the nominations for the MELJIF delegate.

Moved: Kenneth MacMillan

Seconded: Joseph D'Arco

Vote: Approved: Unanimous Nay:

Motion to nominate Joseph D'Arco to serve as the MELJIF Delegate for the 2021 Fund Year.

Moved: Kenneth MacMillan

Seconded: Jeffrey Welz

Vote: Approved: Unanimous Nay:

VI. Executive Committee Business

A. Approval of the General Fund and Executive Committee Open Meeting Minutes of November 6, 2020.

Motion to approve General Fund and Executive Committee Open Meeting Minutes of November 6, 2020.

Moved: Joseph D'Arco

Seconded: Kenneth MacMillan

Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson – John Laezza

There was no report.

2. MEL Delegate's Report – Joseph D'Arco

Joseph D'Arco stated that the MEL had been holding subcommittee meetings to discuss changes to the cyber risk management program, safety, and other issues.

NEW JERSEY MUNICIPAL SELF INSURERS' JOINT INSURANCE FUND

Barbara Murphy stated that the MEL had been in discussions with the Department of Banking and Insurance concerning the formation of a Captive to be domiciled in New Jersey. She stated that, if formed, it could give the MEL an opportunity to reduce costs by reinsuring a portion of the primary public officials/employment practices liability policy underwritten by QBE.

3. Secretary – Joseph D’Arco

There was no report.

4. Custodian of Funds – Kenneth MacMillan

- b. Approval of Bill Lists for all Fund Years

Motion to approve bill lists for all fund years totaling \$236,202.33.

Moved: Joseph D’Arco

Seconded: Jeffrey Welz

Vote: Approved: Unanimous Nay:

5. Attorney's Report – Ansell Grimm & Aaron, Craig Gotilla

As per the report included in the agenda package.

6. Administrator’s Report – Risk and Loss Managers, Inc., Barbara Murphy

Barbara Murphy stated that the 2021 certificates of insurance, auto ID cards and workers’ compensation notices would be sent to members shortly. She further stated that potential conflicts between the Governor’s recent executive orders requiring new health and safety standards and EEOC guidance were in the process of being reviewed.

7. Safety and Loss Control Services – T&M Associates, Mark Worthington

Mark Worthington stated that the 2020 Safety Incentive Program was being finalized and safety committee members were informed to forward their outstanding items as soon as possible. He stated that several safety and Covid-19 technical bulletins had been distributed to members. He further stated that Office Ergonomics would be the topic for the next safety committee meeting.

C. Old Business

There was no old business.

D. New Business

1. Public Hearing and Budget Adoption

- a. **Motion** to open the Public Hearing on the 2021 Fund Year Budget.

Moved: Kenneth MacMillan

Seconded: Joseph D’Arco

Vote: Approved: Unanimous Nay:

- b. **Motion** to close the Public Hearing on the 2021 Fund Year Budget.

Moved: Jeffrey Welz

Seconded: Kenneth MacMillan

Vote: Approved: Unanimous Nay:

- c. Resolution 20-38 Adoption of 2021 Budget

Motion to approve Resolution 20-38 adopting the 2021 Fund Year Budget.

Moved: Joseph D’Arco

Seconded: Kenneth MacMillan

Vote: Approved: Unanimous Nay:

E. Public Comment

There was no public comment.

F. Closed Session

There was no closed session.

VII. Adjournment

Motion to Adjourn.

Moved: Kenneth MacMillan

Seconded: Joseph D'Arco

Vote: Approved: Unanimous Nay:

The meeting adjourned at 10:15 a.m.

The next meeting will be held at **10:00 a.m.** on **Friday, January 8, 2021.**

Respectfully submitted,

Authorized Signature

Date