

GENERAL FUND, EXECUTIVE COMMITTEE
REORGANIZATION MEETING MINUTES
January 7, 2025

I. Call to Order – Jeffrey Welz, Chairperson

The meeting was called to order at 10:04 a.m. by Chairperson Welz.

II. Open Public Meetings Statement Read – Jeffrey Welz, Chairperson

The Open Public Meetings Act was read by Chairperson Welz.

III. Roll Call

Fund Commissioners:

		<u>Attendance:</u>
Johanna Conyer	City of Burlington	Absent
Jodi Botlinger	Township of Burlington	Present
James Ulrich	Township of Clark	Present
Jeffrey Welz	North Hudson Regional Fire & Rescue	Present
Hector Olmo	Borough of Paramus	Present

Alternate Fund Commissioners

Stacey Schwoebel	Township of Burlington	Absent
Michael DeOrio	North Hudson Regional Fire & Rescue	Absent

Also Present:

Barbara Murphy	Risk and Loss Managers, Inc.
Michaelene Miller	
M. Paige Berry	Saul Ewing LLC
Mark Worthington	T&M Associates
Claudia Acosta	Qual Lynx
Steve Walsh	Barclay Insurance
Patti Fahy	Reliance Insurance

IV. Introduction of Guests

Barbara Murphy introduced the newly appointed fund attorney, M. Paige Berry of Saul Ewing LLP.

V. General Fund Business

A. Resolution 25.01 Appointing Officers to Serve Full Fund and Executive Committee

Motion to approve Resolution 25.01.

Moved: Hector Olmo

Seconded: Jodi Botlinger

Vote: Approved: Unanimous Nay:

VI. Executive Committee Business – Jeffrey Welz, Chairperson

A. Approval of December 17, 2024 General Fund and Executive Committee Open and Closed Meeting Minutes

Motion to approve General Fund and Executive Committee Open and Closed Meeting Minutes of December 17, 2024.

Moved: Jodi Botlinger
Seconded: Hector Olmo
Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson's Report – Jeffrey Welz
There was no report.
2. MEL Delegate's Report – James Ulrich
James Ulrich stated that the MEL had recently held its reorganizational meeting.
3. Cyber JIF Delegate's Report – James Ulrich
James Ulrich stated that the Cyber JIF would be holding its reorganization meeting next week. He also stated that it had reappointed its current cyber consultant following an RFP process.
4. Secretary's Report – Hector Olmo
There was no report.
5. Custodian of Funds – Kenneth MacMillan
 - a. Approval of Bill Lists for all Fund Years
Motion to approve Treasurer's Report and Bill Lists for all fund years totaling \$531,045.04.
Moved: Hector Olmo
Seconded: Jodi Botlinger
Vote: Approved: Unanimous Nay:
 - b. Treasurer's Report
As per the report distributed at the meeting.
 - c. Investment Status
As per the report distributed at the meeting.
6. Administrator's Report – Barbara Murphy, Risk and Loss Managers, Inc.
As per the memorandum included in the agenda package.
 - a. Resolution 25.02 Establishing 2025 meeting schedule
 - b. Resolution 25.03 Appointing MEL Delegate – James Ulrich
 - c. Resolution 25.04 Appointing Cyber JIF Delegate – James Ulrich
 - d. Resolution 25.05 Designating Bank Depositories
 - e. Resolution 25.06 Designating Authorized Signatures
 - f. Resolution 25.07 Adopting Cash Management Plan
 - i. Appointment of Finance Subcommittee
Chairperson Welz appointed Kenneth MacMillan, Johanna Conyer and Hector Olmo to serve on the finance subcommittee.
 - g. Resolution 25.08 Setting Interest Rate for Delinquent Assessments
 - h. Resolution 25.09 Designating Official Newspapers
 - i. Resolution 25.10 Appointing Actuary - The Actuarial Advantage
 - j. Resolution 25.11 Approving Auditor - Withum, Smith & Brown
 - k. Resolution 25.12 Appointing Legal Counsel – Saul Ewing LLP
 - l. Resolution 25.13 Appointing Custodian of Funds - Kenneth MacMillan
 - m. Resolution 25.14 Authorizing Loss Prevention Specialist - T&M Associates
 - n. Resolution 25.15 Appointing Property Claims Servicing Organizations - Bergen Risk Managers, Inservco Insurance Services, and Qual-Lynx.
 - o. Resolution 25.16 Appointing Investment Manager – PFM Asset Management, LLC
 - p. Resolution 25.17 Appointing Public Agency Compliance Officer - Risk and Loss Managers, Inc.
Motion to approve Resolutions 25.02 through 25.17.

NEW JERSEY MUNICIPAL SELF INSURERS' JOINT INSURANCE FUND

Moved: James Ulrich
Seconded: Jeffrey Welz
Vote: Approved: Unanimous Nay:

7. Attorney's Report – M. Paige Berry, Saul Ewing LLP
As per the report included in the agenda package.
8. Safety and Loss Control Services – Mark Worthington, T&M Associates
Mark Worthington stated that the first quarter toolbox talks were recently sent to all members.

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 2025 Fund Year Budget Revision #1.
Moved: Hector Olmo
Seconded: James Ulrich
Vote: Approved: Unanimous Nay:
 - b. **Motion** to close the Public Hearing on the 2025 Fund Year Budget Revision #1.
Moved: James Ulrich
Seconded: Jodi Botlinger
Vote: Approved: Unanimous Nay:
 - c. Resolution 25.18 Adoption of the 2025 Budget Revision #1
Motion to approve Resolution 25.18 adopting the 2025 Fund Year Budget Revision #1.
Moved: James Ulrich
Seconded: Jodi Botlinger
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: James Ulrich
Seconded: Hector Ulmo
Vote: Approved: Unanimous Nay:

The meeting adjourned at 10:32 a.m.

The next meeting will be a joint meeting with the safety delegates held at **10:00 a.m.** on **Tuesday, March 4, 2025.**

Respectfully submitted,

Authorized Signature

Date