

General Fund and Executive Committee Meeting Minutes
September 4, 2020

I. **Call to Order – John Laezza, Chairperson**

The meeting was called to order via teleconference at 10:01 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	Absent
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	Present
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
Helen Goodwin	Hardenbergh Insurance Group
Kim Schweikert	Inservco
Claudia Acosta	Qual Lynx

IV. **Introduction of Guests**

There were no introductions.

V. **General Fund Business**

There was no general fund business.

VI. **Executive Committee Business**

A. **Approval of the General Fund and Executive Committee Open Meeting Minutes of June 5, 2020**

Motion to approve General Fund and Executive Committee Open Meeting Minutes of June 5, 2020.

Moved: Kenneth MacMillan

Seconded: Joseph D'Arco

Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson – John Laezza
There was no report.
2. MEL Delegate’s Report – Joseph D’Arco
3. Barbara Murphy stated that the MEL had released a flat preliminary rate table and budget numbers for the 2021 fund year.

Barbara Murphy stated that a compilation of the Model 2021-2022 Employment Practices Liability Program recently distributed to members was included with the agenda package. She stated that the Protecting Children from Abuse webinar training would satisfy the requirement for managers and supervisor’s training. She stated that dates for the police command staff training would be released shortly. She reminded members that the deadline for the completed checklist was June 1, 2021.

4. Secretary’s Report – Joseph D’Arco
There was no report.
5. Custodian of Funds – Kenneth MacMillan
 - a. Approval of Bill Lists for all Fund Years
Motion to approve bill lists for all fund years totaling \$785,753.91.
Moved: Joseph D’Arco
Seconded: Kenneth MacMillan
Vote: Approved: Unanimous Nay:
 - b. Treasurer's Reports
As per the report distributed at the meeting.
 - c. Investment Report
As per the report distributed at the meeting.
6. Attorney's Report – Ansell Grimm & Aaron, Craig Gotilla
As per the report included in the agenda package.
7. Administrator’s Report - Risk and Loss Managers, Inc. - Barbara Murphy
As per the report included in the agenda package.
 - a. 2021 Proposed Meeting Schedule
Barbara Murphy stated that the proposed 2021 meeting schedules were included in the agenda package. Discussion ensued and the consensus was to discuss the format or location for the meeting at the next meeting.
 - b. Resolution 20-32 Approving Payment of Property Claim to the City of Burlington.
Motion to approve resolution 20-32
Moved: Joseph D’Arco
Seconded: Kenneth MacMillan
Vote: Approved: Unanimous Nay:
 - c. Resolution 20-33 Approving Payment of Automobile Liability Claim to the Township of Clark.
Motion to approve resolution 20-33
Moved: John Laezza
Seconded: Joseph D’Arco
Vote: Approved: Unanimous Nay:

NEW JERSEY MUNICIPAL SELF INSURERS' JOINT INSURANCE FUND

8. Safety and Loss Control Services – T&M Associates
Mark Worthington stated that all members were on track for the 2020 safety incentive program. Barbara Murphy stated that the safety awards and gifts for the 2019 program had not yet been distributed. Discussion ensued and the consensus was to mail the awards and gifts for presentation and distribution to the safety delegates by fund commissioners.

C. Old Business

There was no old business.

D. Closed Session

Motion to adjourn open session.

Moved: Kenneth MacMillan

Seconded: Joseph D'Arco

Vote: Approved: Unanimous Nay:

Open Session was adjourned at 10:21 a.m.

E. Open Session Resumes

Motion to return to open session.

Moved: John Laezza

Seconded: Kenneth MacMillan

Vote: Approved: Unanimous Nay:

Open session resumed at 10:27 a.m.

F. New Business

There was no new business.

G. Public Comment

There was no public comment.

VII. Adjournment

Motion to Adjourn.

Moved: Joseph D'Arco

Seconded: Kenneth MacMillan

Vote: Approved: Unanimous Nay:

The meeting adjourned at 10:28 a.m.

The next meeting will be held at **10:00 a.m.** on **Friday, November 6, 2020.**

Respectfully submitted,

Authorized Signature