
NEW JERSEY MUNICIPAL SELF INSURERS' JOINT INSURANCE FUND

**GENERAL FUND, SAFETY AND EXECUTIVE COMMITTEE MEETING MINUTES
March 19, 2021**

I. Call to Order – John Laezza, Chairperson

The meeting was called to order via teleconference at 10:03 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
Louis Ferrara	Township of Burlington	Present
John Laezza	Township of Clark	Present
Jeff Welz	North Hudson Regional Fire & Rescue	Present
Joseph D'Arco	Borough of Paramus	Present

Alternate Fund Commissioners

Jodi Botlinger	Township of Burlington	Present
Michael DeOrio	North Hudson Regional Fire & Rescue	Absent

Safety Delegates

Lisa Schiller	City of Burlington	Present
John Irwin	Township of Burlington	Present
Scott McCabe	Township of Clark	Present
M. Lorenz	North Hudson Regional Fire & Rescue	Present
Guy Picone	Borough of Paramus	Absent

Alternate Safety Delegates

Anthony Page	City of Burlington	Absent
Michael Falco	North Hudson Regional Fire and Rescue	Absent
Debbie Smith	Borough of Paramus	Present

Also Present:

Deputy Chief Jonathan Rush	North Hudson Regional Fire and Rescue
James Kohl	Borough of Paramus
Rob Dahl	
Barbara Murphy	Risk and Loss Managers, Inc.
Michaelene Miller	
Craig Gotilla	Ansell Grimm & Aaron PC
Mark Worthington	T&M Associates
Jasmine Brascom	Alamo Insurance
Steve Walsh	EJA/Capacity Insurance Agency, LLC
Helen Goodwin	Hardenbergh Insurance Group
Patti Fahy	Reliance/Acrisure LLC

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Kim Schweikert
Claudia Acosta

Inservco
Qual Lynx

IV. Introduction of Guests

There were no introductions.

V. General Fund Business

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

1. 2020 Year in Review

Mark Worthington provided a brief review of the Fund's loss trends and the 2021 safety incentive program.

2. 2020 Safety Incentive Program Awards

Mark Worthington presented a plaque to the City of Burlington and Borough of Paramus would be presented with a plaque for achieving 100% compliance with the 2020 program requirements.

VI. Executive Committee Business

A. Approval of the General Fund & Executive Committee Open Meeting Minutes of January 8, 2021

Motion to approve General Fund and Executive Committee Open Meeting Minutes of January 8, 2021.

Moved: Kenneth MacMillan

Seconded: John Laezza

Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson's Report – John Laezza

There was no report.

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

Barbara Murphy stated that the MEL had recently approved changes to the cyber risk management plan and added a Tier 3 to the program. She stated that there was a member deductible of \$25,000 and the following amounts would be reimbursed by the MEL if a member was found to be in compliance with the risk management plan at the time of the claim: Tier 1 \$10,000, Tier 2 \$20,000, Tier 3 \$25,000.

Barbara further stated that the deadline for the EPL risk control program checklist had been extended to November 1, 2021.

3. Secretary's Report – Joseph D'Arco

There was no report.

4. Custodian of Funds – Kenneth MacMillan

a. Approval of Bill Lists for all Fund Years

Motion to approve Bill Lists for all fund years totaling \$299,581.62.

Moved: Joseph D'Arco

Seconded: Jeffrey Welz

Vote: Approved: Unanimous Nay:

b. Treasurer's Reports

As per the report distributed at the meeting.

c. Investment Status

As per the report distributed at the meeting.

7. Attorney's Report –Ansell Grimm & Aaron PC, Craig Gottilla
As per the report included in the agenda package.
8. Administrator’s Report - Risk and Loss Managers, Inc., Barbara Murphy
As per the memorandum included in the agenda package.
 - a. 2021 Renewal Process
Barbara Murphy stated that the 2021 online data collection process via Origami would be announced shortly.
 - b. Cyber Risk Management Program
Barbara Murphy reminded members to submit their MEL Cyber Risk Management Program checklist to be eligible for the deductible reimbursement incentives. She asked members that are having difficulty completing their checklist to provide feedback with their concerns for further review and discussion.
 - a. Resolution 21-19 Approving Payment of a Workers’ Compensation Claim to the Township of North Bergen.
Motion to approve resolution 21-19.
Moved: Joseph D’Arco
Seconded: Jeffrey Welz
Vote: Approved: Unanimous Nay:
 - b. Resolution 21-20 Approving Payment of a Property Claim to the Borough of Paramus.
Motion to approve resolution 21-20.
Moved: John Laezza
Seconded: Jeffrey Welz
Vote: Approved: Unanimous Nay:
 - c. Resolution 21-21 Approving Payment of a General Liability Claim to the Township of Burlington.
Motion to approve resolution 21-21.
Moved: Joseph D’Arco
Seconded: Kenneth MacMillan
Vote: Approved: Unanimous Nay:

C. Old Business

There was no old business.

D. New Business

There was no new business.

E. Public Comment

There was no public comment.

F. Closed Session

There was no closed session.

VII. Adjournment

Motion to Adjourn.

Moved: Joseph D’Arco

Seconded: Louis Ferrara

Vote: Approved: Unanimous Nay:

The meeting adjourned at 10:23 a.m.

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The next meeting will be held at **10:00 a.m.** on **Friday, June 4, 2021.**

Respectfully submitted,

Authorized Signature