

**General Fund and Executive Committee Meeting Minutes
November 29, 2023**

I. Call to Order – Jeffrey Welz, Chairperson

The meeting was called to order at 10:33 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

Executive Committee:

		<u>Attendance:</u>
James Ulrich	Township of Clark	Present
Jeff Welz	North Hudson Regional Fire & Rescue	Present
Hector Olmo	Borough of Paramus	Present

Fund Commissioners

Johanna Conyer	City of Burlington	Absent
Jodi Botlinger	Township of Burlington	Present

Alternate Fund Commissioners

Michael DeOrio	North Hudson Regional Fire & Rescue	Absent
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Also Present:

Barbara Murphy	Risk and Loss Managers, Inc.
Michaelene Miller	
Kenneth MacMillan	Treasurer
Craig Gotilla	Ansell Grimm & Aaron
Mark Worthington	T&M Associates
Kyle Mrotek	The Actuarial Advantage
Kimberly Schweickert	Inservco
Claudia Acosta	Qual Lynx
Steve Walsh	Barclay Insurance
Helen Goodwin	Hardenbergh Insurance Group
Patti Fahy	Reliance/Acrisure

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 and Closed Meeting Minutes of August 29, 2023

Motion to approve General Fund and Executive Committee Open and Closed Meeting Minutes of August 29, 2023.

Moved: James Ulrich

Seconded: Jeffrey Welz

Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson – Jeffrey Welz

Barbara Murphy stated that Louis Ferrera, Burlington Township had recently passed away and asked for a moment of silence to honor his memory.

2. MEL Delegate’s Report – James Ulrich

James Ulrich stated that the MEL had introduced its 2024 fund year budget and rate table. He stated that a detailed review of the factors affecting the budget and loss funding was discussed.

3. Cyber JIF Delegate’s Report – James Ulrich

James Ulrich stated that the Cyber JIF began its security awareness and phishing training and external vulnerability scanning for all members through D2 Cybersecurity. He stated that a basic category had been added for smaller members and that the deadline for the completion of the updated Cyber JIF risk management program checklist had been extended to 6/1/2024. He further stated that the MEL’s JCMi Operating Committee had put together a “Banking Best Practices” memorandum providing guidance for members to manage the growing fraud risk.

4. Secretary’s Report – Hector Olmo

There was no report.

5. Custodian of Funds – Kenneth MacMillan

a. Approval of Bill Lists for All Years

Motion to approve Bill Lists for all years totaling \$104,834.47.

Moved: Jodi Botlinger

Seconded: James Ulrich

Vote: Approved: Unanimous Nay:

b. Treasurer's Report

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. Resolution 23-27 Approving Payment of a Property Claim to the Township of Clark.

Motion to Approve Resolution 23-27

Moved: Jodi Botlinger

Seconded: Hector Olmo

Vote: Approved: Unanimous

8. Safety and Loss Control Services - T&M Associates

Mark Worthington stated that the last safety committee meeting for the year was scheduled for next week and that all members were on track for completion of the 2023 safety incentive program.

C. Old Business

There was no old business.

D. New Business

1. Resolution 23-28 Introduction of 2024 Budget and Certification of the Assessments
Barbara Murphy reviewed the 2024 fund year budget distributed at the meeting. She reviewed the multiple factors affecting the budget including increases to individual member exposures, loss funds and reinsurance costs. Barbara suggested that a potential return of surplus could be considered to help offset the increase in the 2024 fund year budget. She then asked members for their thoughts on various options. Discussion ensued and Barbara stated that she would prepare recommendations for a return of surplus for review and discussion at the next meeting.

Motion to approve Resolution 23-28 and certify the assessments.

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: Jeffrey Welz

Seconded: Hector Olmo

Vote: Approved: Unanimous Nay:

The meeting adjourned at 11:09 a.m.

The next meeting will be held at **10:00 a.m.** on Tuesday, **December 19, 2023**

Respectfully submitted,

Authorized Signature-