
NEW JERSEY MUNICIPAL SELF INSURERS' JOINT INSURANCE FUND

**GENERAL FUND, SAFETY AND EXECUTIVE COMMITTEE MEETING MINUTES
March 12, 2024**

I. Call to Order – Jeffrey Welz, Chairperson

The meeting was called to order at 10:35 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:

Attendance:

Johanna Conyer	City of Burlington	Present
Jodi Botlinger	Township of Burlington	Present
James Ulrich	Township of Clark	Absent
Jeff Welz	North Hudson Regional Fire & Rescue	Present
Hector Olmo	Borough of Paramus	Present

Alternate Fund Commissioners

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

Safety Delegates

Zoraida Pagan	City of Burlington	Absent
John Irwin	Township of Burlington	Absent
Scott McCabe	Township of Clark	Present
Dep. Chief Al Pratts	North Hudson Regional Fire & Rescue	Absent
Hassan Brown	Borough of Paramus	Present

Alternate Safety Delegates

Lisa Schiller	City of Burlington	Absent
Bruce Smith	Township of Burlington	Absent
David Donnarumma	North Hudson Regional Fire and Rescue	Absent
Debbie Smith	Borough of Paramus	Absent

Also Present:

George Coolidge	Township of Burlington
James Corso	North Hudson Regional Fire & Rescue
Jennifer Kobliska	Borough of Paramus
Barbara Murphy	Risk and Loss Managers, Inc.
Michaelene Miller	
Craig Gotilla	Ansell Grimm & Aaron PC
Mark Worthington	T&M Associates
Kenneth MacMillan	Custodian of Funds
Amy Zieders	Inservco
Claudia Acosta	Qual Lynx
Patti Fahy	Acrisure
Steve Walsh	Barclay Insurance

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. 2023 Year in Review

Barbara Murphy provided a brief review of the Fund's loss trends including workers' compensation and property claims.

2. 2023 Safety Incentive Program Awards

Mark Worthington stated that the City of Burlington, Township of Burlington, Township of Clark, North Hudson Regional Fire and Rescue and the Borough of Paramus would be presented with a plaque for achieving 100% compliance with the 2023 program requirements.

VI. **Executive Committee Business**

A. **Approval of the General Fund & Executive Committee Open Meeting Minutes of January 9, 2024**

Motion to approve General Fund and Executive Committee Open Meeting Minutes of January 9, 2024.

Moved: Hector Olmo

Seconded: Jodi Botlinger

Vote: Approved: Unanimous Nay:

B. **Reports**

1. Chairperson's Report – Jeffrey Welz

Chairperson Welz stated that the Fund's current rate for reimbursement for defense counsel fees of \$150 had not been reviewed in several years and were considerably lower than the current defense counsel fees charged by his entity's attorney. Barbara Murphy stated that the rate had been in place since 2008 and asked members for feedback regarding their current defense counsel fees. Discussion ensued and the consensus was to increase the rate of reimbursement for defense counsel fees to \$175 per hour.

Motion to approve an increase in the reimbursement rate for defense counsel fees to \$175 per hour.

Moved: Johanna Conyer

Seconded: Jodi Botlinger

Vote: Approved: Unanimous Nay:

2. MEL Delegate's Report – James Ulrich

Barbara Murphy stated that the next MEL meeting was scheduled for March 22, 2024.

3. Cyber JIF Report – James Ulrich

There was no report.

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 Bill Lists for all fund years totaling \$1,417,412.04.

Moved: Jodi Botlinger

Seconded: Hector Olmo

Vote: Approved: Unanimous Nay:

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- 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 distributed prior to the meeting.
- 8. Administrator's Report - Risk and Loss Managers, Inc., Barbara Murphy
As per the memorandum included in the agenda package.
Barbara Murphy stated that the Fund's financial audit presentation was scheduled for the June 4, 2024 meeting.

Barbara also stated that there was 100% compliance with the recent updates to members' employment practices liability loss control plans.

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: Hector Olmo

Seconded: Jodi Botlinger

Vote: Approved: Unanimous Nay:

The meeting adjourned at 10:39 a.m.

The next meeting will be held at **10:00 a.m.** on **Tuesday, June 4, 2024.**

Respectfully submitted,

Authorized Signature