

**GARDEN STATE MUNICIPAL JOINT INSURANCE FUND  
MEETING MINUTES**

**December 18, 2013**

**Crowne Plaza Monroe Township, NJ Jamesburg/Monroe Room at 11:00am**

---

---

**MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND CALLED TO ORDER AT 11:21 AM.**

**OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD**

**PLEDGE OF ALLEGIANCE**

Jim Rodino – Chairman  
Mark Vannella  
Barbara Russo - Absent  
Ted Ehrenberg - Absent  
Brad Palatucci – Absent  
Tom Czerniecki  
Tim Dacey - Absent  
Jim McManimon  
Theresa Casagrande  
Eleanor McGovern  
Peter Valesi  
Edward Forte - Absent  
Lou Guarino  
Paul Zarbetski - Absent  
Joan Hullings  
Quentin Wiest  
Jeff Filiatreault  
Captain W. Hannon - Absent  
Greg Whitehead  
Nancy Koblis  
Russ Jones  
Cesar Correa  
Marc Dashfield  
Tim Quinn  
Ann Cucci - Absent  
Doug Marvin  
Robert Lombard  
Paula Cozzarelli  
Frank Ruggiero - Absent  
Kathleen Green  
Mark Krane  
Mike Matheis

**APPROVAL OF MINUTES**

## **MOTION TO APPROVE MINUTES OF 10/23/13 MEETING**

**MOTION:** Commr. Matheis

**SECOND:** Commr. Valesi

### **▪ ADOPTION OF RESOLUTIONS**

#### **MOTION TO ADOPT RESOLUTIONS**

- **Resolution 38-13 – Approving Disbursements \$344,553.94 (November) &**
- **Resolution 40-13– Approving Disbursements \$ 377,731.11 – (December)**

**MOTION:** Commr. Matheis

**SECOND:** Commr. Valesi

#### **VOTE: ROLL CALL**

Jim Rodino – Chairman  
Mark Vannella  
Barbara Russo - Absent  
Ted Ehrenberg - Absent  
Brad Palatucci – Absent  
Tom Czerniecki  
Tim Dacey - Absent  
Jim McManimon  
Theresa Casagrande  
Eleanor McGovern  
Peter Valesi  
Edward Forte - Absent  
Lou Guarino  
Paul Zarbetski - Absent  
Joan Hullings  
Quentin Wiest – Late did not vote  
Jeff Filiatreault  
Captain W. Hannon - Absent  
Greg Whitehead  
Nancy Koblis  
Russ Jones  
Cesar Correa  
Marc Dashfield  
Tim Quinn  
Ann Cucci - Absent  
Doug Marvin  
Robert Lombard  
Paula Cozzarelli  
Frank Ruggiero - Absent  
Kathleen Green  
Mark Krane  
Mike Matheis

- **Resolution 39-13 – Approving Claims Payments totaling \$2,436,132 (November) &**
- **Resolution 41-13 – Approving Claims Payments totaling \$1,687,696 (December)**

**MOTION:** Commr. Casagrande

**SECOND:** Commr. Quinn

**VOTE: ROLL CALL**

Jim Rodino – Chairman

Mark Vannella

Barbara Russo - Absent

Ted Ehrenberg - Absent

Brad Palatucci – Absent

Tom Czerniecki

Tim Dacey - Absent

Jim McManimon

Theresa Casagrande

Eleanor McGovern

Peter Valesi

Edward Forte - Absent

Lou Guarino

Paul Zarbetski - Absent

Joan Hullings

Quentin Wiest

Jeff Filiatreault

Captain W. Hannon - Absent

Greg Whitehead

Nancy Koblis

Russ Jones

Cesar Correa

Marc Dashfield

Tim Quinn

Ann Cucci - Absent

Doug Marvin

Robert Lombard

Paula Cozzarelli

Frank Ruggiero - Absent

Kathleen Green

Mark Krane

Mike Matheis

- **Resolution 42-13 Approving Fund Counsel**

**MOTION:** Commr. Matheis

**SECOND:** Commr. Quinn

**VOTE: ROLL CALL**

Jim Rodino – Chairman

Mark Vannella

Barbara Russo - Absent  
Ted Ehrenberg - Absent  
Brad Palatucci – Absent  
Tom Czerniecki  
Tim Dacey - Absent  
Jim McManimon  
Theresa Casagrande  
Eleanor McGovern  
Peter Valesi  
Edward Forte - Absent  
Lou Guarino  
Paul Zarbetski - Absent  
Joan Hullings  
Quentin Wiest  
Jeff Filiatreault  
Captain W. Hannon - Absent  
Greg Whitehead  
Nancy Koblis  
Russ Jones  
Cesar Correa  
Marc Dashfield  
Tim Quinn  
Ann Cucci - Absent  
Doug Marvin  
Robert Lombard  
Paula Cozzarelli  
Frank Ruggiero - Absent  
Kathleen Green  
Mark Krane  
Mike Matheis

#### **Executive Director – NIP Group E. Miller**

- Mr. Miller reviewed the Fast Track report and explained the new breakout of surplus/deficits by Fund year which Commissioner Valesi had requested. This allows the Commissioners to track loss development by Fund year. The overall surplus position of the Fund continues to grow. The 2014 Assessment Budget is in its final form for approval at the January re-organization meeting. The Executive Committee reviewed all submissions to the Fund’s 2014 Service Provider RFQ’s with the Administrator and is recommending that all current provider contracts be renewed for the 2014 Fund year. The submissions and the spreadsheet comparing the bids are on file in the Administrator’s office.
- Mr. Hall reviewed the current list of prospective members with the Commissioners. There were no questions.

#### **Safety Director – (Anthony Ven Graitis/Walt Reibrich/Wendy Wiebalk)**

- Anthony advised that we are still seeking volunteers for the Fund Wellness Committee. Commissioner Mathias from West Orange agreed to be Chairman of the Committee while Commissioner Jones from Livingston, Commissioner Correa from Maplewood, and Commissioner Cozzarelli from Parsippany have agreed to be members. We are looking for

3-5 additional members and those interested can speak with Ken, Walter, or Anthony after the meeting.

**Wellness, Safety and EPL Training – A. Ven Graitis – Wellness –**

- The Fleet Safety pilot program with Safety First (How is my Driving Bumper Stickers), will be started in the first quarter of 2014. Already West Orange, Hoboken and Howell have agreed to participate. The GSMJIF will pay the full cost of the program (\$16 per vehicle) for the 100 vehicles per member for the first five members that sign up.
- EPL training: Anthony will be forwarding information for EPL training provided by In2vate that can be offered on line to any employee that is newly hired, needs refresher training, or missed live training. All that is needed is a computer/monitor for the employee. Anthony will be reaching out to the administrators listed with In2vate for each member to coordinate.

**Claims Update – Robert Persico –**

- IVOS update - R. Persico – Bob advised we have a go live date of February 3, 2014. There will be no disruption to on-line reporting at that time. For those members who read claim notes from the system we will advise when training will be scheduled to secure notes from the new system.
- Super Storm Sandy Claims Update – Robert Persico - Bob advised we are seeking to finalize all reported claims by January 31, 2014. Therefore those members who have outstanding documentation that would allow for a final evaluation it must be sent in by the January 31 deadline.
- Presentation on Sidewalk Claims against Public Entities – Jim Renner provided a presentation on “Sidewalk Claims against Public Entities”. Jim discussed Title 59 notice requirements, immunities and defenses provided by Title 59, a recap of some of the pertinent sections of the Title 59 statute and a checklist for investigating sidewalk liability claims.

**Treasurer’s Report** – Mr. DeBlasio reviewed the monthly treasurer’s report and cash management account and advised that the Fund has met all outstanding obligations and its financial position is secure.

**MOTION TO ADJOURN TO EXECUTIVE SESSION, NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12(B), TO DISCUSS PENDING OR ANTICIPATED LITIGATION (CLAIMS)**

**Claims:**

**ADJOURN TO PUBLIC SESSION**

**MOTION TO APPROVE CLAIMS**

**MOTION:** Commr. Correa  
**SECOND:** Commr. Valesi

**Claims:**

**City of Hoboken WC Claim - Granted Settlement Authority**  
**Union Township WC Claim - Granted Settlement Authority**  
**Township of Warren WC Claim - Granted Settlement Authority**

**MOTION:** Commr. Matheis  
**SECOND:** Commr. Marvin

**NEW BUSINESS**

**OPEN FORUM**

**MOTION TO ADJOURN**

Commissioner Rodino made a motion to adjourn the meeting at 12:23PM and Commissioner Correa seconded the motion. Motion carried unanimously.

Prepared by E. Miller.

---

Earl Miller

---

James Rodino

**ALSO PRESENT:**

Earl Miller – NIP  
Madeline Delgado – NIP  
David Springer – NIP Group  
Robert Persico – NIP  
James Renner – NIP  
Jonathan Hall – NIP  
Anthony Ven Graitis – NIP  
Wendy Wiebalk – NIP  
Brian Erlandsen - BGIA  
George Littler – AGA  
Mike O’Connell- Pringle, Quinn, Anzano  
Patrick DeBlasio – Treasurer  
Walter Reibrich – PMA  
Ken Child – PMA  
Dave Weightman – PMA  
Michael Sabbagh – GR Murray  
Cindy Lisa – Danskin Agency  
Mike Lovett – Warren Township  
Joseph Wassel – Totowa Borough  
Sanders Reynoso – SIP  
Judith Cannon – Qual-Lynx  
John Geaney – Capehart Scatchard  
Francis Kelly - BGIA

BettyAnne Stinchcomb – New Providence  
Sonia Brown – Township of North Brunswick