

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

**February 26, 2014**

**Woodbridge Hilton Iselin, NJ in the Ballroom Lower Level at 11:00am**

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

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF FUND COMMISSIONERS –**

Jim Rodino – Chairman  
Christopher Reid - Absent  
Barbara Russo  
Ted Ehrenberg - Absent  
Brad Palatucci – Absent  
Tom Czerniecki  
Tim Dacey  
Joanna Brewster  
Theresa Casagrande  
Eleanor McGovern  
Peter Valesi  
John DiStefano  
Edward Forte - Absent  
Lou Guarino  
Paul Zarbetski  
Joan Hullings  
Quentin Wiest  
Jeff Filiatreault  
Michael Martello - Absent  
Laura Reinertsten  
Greg Whitehead  
Nancy Koblis  
Russ Jones  
Cesar Correa  
Marc Dashfield  
Tim Quinn  
Ann Cucci - Absent  
Doug Marvin  
Robert Lombard  
Jasmine Lim  
Frank Ruggiero  
Joseph Wassel  
Kathleen Green  
Mark Krane  
Mike Matheis

## **APPROVAL OF MINUTES**

### **MOTION TO APPROVE MINUTES OF 1/22/14 MEETING**

**MOTION:** Commr. Quinn

**SECOND:** Commr. Correa

**ABSTAIN:** Commr.'s Dacey, Valesi, Hullings &  
Dashield

- **MEETING OF BOARD OF FUND COMMISSIONERS CALLED TO ORDER**
- **ADOPTION OF RESOLUTIONS**

### **MOTION TO ADOPT RESOLUTIONS**

- Resolution 12-14 – Approving Certain Disbursements totaling \$2,580,084.40

**MOTION:** Commr.

**SECOND:** Commr.

**VOTE: ROLL CALL**

**To be voted on March 19<sup>th</sup> meeting – Check #1084 -Payment to Brown & Brown Metro for the amount of \$82,502.50 for risk manager fees. Pending correction of payment amount. Since Hoboken pays their risk manger fees directly and should not be included in payment.**

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- Resolution 13-14 - Approving Claims Payments totaling \$ 1,540,744

**MOTION:** Commr. Filiatreault

**SECOND:** Commr. Correa

**VOTE: ROLL CALL**

Jim Rodino – Chairman  
Christopher Reid - Absent  
Barbara Russo  
Ted Ehrenberg - Absent  
Brad Palatucci – Absent  
Tom Czerniecki  
Tim Dacey  
Joanna Brewster  
Theresa Casagrande  
Eleanor McGovern  
Peter Valesi  
John DiStefano  
Edward Forte - Absent  
Lou Guarino  
Paul Zarbetski  
Joan Hullings

Quentin Wiest  
Jeff Filiatreault  
Michael Martello - Absent  
Laura Reinertsten  
Greg Whitehead  
Nancy Koblis  
Russ Jones  
Cesar Correa  
Marc Dashfield  
Tim Quinn  
Ann Cucci - Absent  
Doug Marvin  
Robert Lombard  
Jasmine Lim  
Frank Ruggiero  
Joseph Wassel  
Kathleen Green  
Mark Krane  
Mike Matheis

- Resolution 14-14 – Approving Fund Defense Counsel  
**MOTION:** Commr. Lombard  
**SECOND:** Commr. Correa

**VOTE: ROLL CALL**

Jim Rodino – Chairman  
Christopher Reid - Absent  
Barbara Russo  
Ted Ehrenberg - Absent  
Brad Palatucci – Absent  
Tom Czerniecki  
Tim Dacey  
Joanna Brewster  
Theresa Casagrande  
Eleanor McGovern  
Peter Valesi  
John DiStefano  
Edward Forte - Absent  
Lou Guarino  
Paul Zarbetski  
Joan Hullings  
Quentin Wiest  
Jeff Filiatreault  
Michael Martello - Absent  
Laura Reinertsten  
Greg Whitehead  
Nancy Koblis  
Russ Jones  
Cesar Correa

Marc Dashield  
Tim Quinn  
Ann Cucci - Absent  
Doug Marvin  
Robert Lombard  
Jasmine Lim  
Frank Ruggiero  
Joseph Wassel  
Kathleen Green  
Mark Krane  
Mike Matheis – Absent from vote

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

- **Fast Track** – Mr. Miller advised that work with the actuary on the YE 2013 reserve study continued with focus on adverse development in the 2010, 2011 and 2012 years. The YE Fast Track will be provided at the March meeting.
- **Risk Management Consultants** – Mr. Miller reported that the executive Committee has been considering formalizing a requirement that all members of the GSMJIF retain a Risk Management Consultant as a condition of membership in the Fund. There are strong legal and administrative reasons for each member to be represented by an insurance professional in dealings with the Fund. The current bylaws do not require these services and amending the bylaws requires that  $\frac{3}{4}$  of the members' governing bodies approve any change. After discussion, it was agreed that Mr. Miller would prepare a draft resolution indicating that it is the intent of the GSMJIF that each current and prospective member retain the services of a qualified insurance professional as a condition of membership. Such resolution to be presented at the 3/19 meeting for the Commissioners' consideration.
- **NJDOBI Audit** – The NJDOBI triennial audit is underway at NIP's offices, with no adverse findings to date. Once the final audit report is received and the Fund's response prepared, both will be distributed to the Fund Commissioners for review.

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

**Interpersonal Relationships in the Workplace – W. Wiebalk** -Wendy addressed the difference between lateral and hierarchical dating relationships and their legal ramifications and considerations of fraternization policies

- **EPL training update – A. Ven Graitis** – Live EPL training is available from PMA or EANJ. In addition, on-line training will be rolled out and available in March from In2vate to supplement live training
- **Wellness: Biggest Loser Competition – A. Ven Graitis** - The Wellness Committee is currently reviewing the program that will be rolled out in mid March to early April. The challenge will continue for 2-3 months and will be based on percent of body weight lost. Employees can compete in teams and prizes will be awarded. The goal is to increase the amount of participating member municipalities from 16 for the Walk to Win Competition, to 20 to 25 for the Biggest Loser Challenge.
- **Fleet Safety - A. Ven Graitis** - The Safety First Pilot program is going strong with meetings scheduled or already held at all participating member locations. Stickers will be placed on

vehicles in March for many members, officially starting the program. Future updates on progress and findings will be provided.

- **2014 Services – A. Ven Graitis-** Risk Control is available to provide many additional services and all members are encouraged to reach out for any needs. Suggestions on how to improve services are also welcomed.

**Claims Update – Robert Persico** – Bob brought the commissioners current on the IVOS implementation. On Monday March 3 there will be a go live date where IVOS will stand alone with no back up from the old AS-400 system. There have been disruptions by the system is functioning. Effective March 3, the acknowledgments will only contain one claim number which will start with 00 and end with seven digits. Once IVOS is installed for claim reporting there will be a training session for all members.

Bob also requested if there were any volunteers to join the Claims Committee. Anyone interested should contact him.

**Treasurer’s Report – Patrick DeBlasio** - Mr. DeBlasio brought to everyone’s attention his experience when his office discovered counterfeit \$100 dollar bills and the circulation there of. He indicated on how surprised he is on how legitimate they are in look, feel, etc.

He 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)**

**MOTION TO ADJOURN TO EXECUTIVE SESSION TO DISCUSS CLAIMS**

**MOTION:** Commr. Rodino  
**SECOND:** Commr. Correa  
**VOTE:** Unanimous

**ADJOURN TO PUBLIC SESSION**

**MOTION TO APPROVE CLAIMS**

**MOTION:** Commr. Marvin  
**SECOND:** Commr. Wiest  
**VOTE:** Unanimous

**Claims:**

**Livingston Township WC Claim - Granted Settlement Authority**  
**Howell Township Liability Claim - Granted Settlement Authority**  
**Montclair Township Liability Claim - Granted Settlement Authority**

**MOTION:** Commr. Correa

**SECOND:** Commr. Dacey

## **NEW BUSINESS**

Mr. Miller advised that, further to Commissioner Casagrande's question on the special assessment last month, a revised plan will be developed once the 2013 actuarial study has been finalized. A draft plan will be presented at the March meeting.

## **OPEN FORUM**

## **MOTION TO ADJOURN**

Commissioner Rodino made a motion to adjourn the meeting at 12:13PM and Commissioner Correa seconded the motion. Motion carried unanimously.

Prepared by E. Miller.

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Earl Miller

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James Rodino

## **ALSO PRESENT:**

Earl Miller – NIP  
Madeline Delgado – NIP  
Steve Edwards – BGIA  
David Springer - NIP  
Robert Persico – NIP  
James Renner – NIP  
Jonathan Hall – NIP  
Anthony Ven Graitis – NIP  
Debbie Perillo - NIP  
Robert Smith – NIP  
Wendy Wiebalk – NIP  
Brian Erlandsen - BGIA  
Francis Kelly – NIP  
George Crosby - BGIA  
Janet Keebler – Risk Managers Inc.  
Mike O'Connell- Pringle, Quinn, Anzano  
Ilene Laursen – Conner Strong  
Barbara Randall – Rutgers UMDNJ  
Dale Ofei Ayisi – Rutgers/UMDNJ  
Sonia Brown – North Brunswick  
Mike Lovett – Warren Township  
David Balken – Balken Risk  
Jorge Casacuberta – Township of Berkeley Heights  
Walter Reibrich – PMA  
Patrick DeBlasio – Treasurer

Thea Spanella – First MCO  
Judith Cannon – Qual-Lynx  
Larry Graham – Fairview Insurance  
Mark Boyles – PMAMC  
Ken Child – PMAMC  
Cynthia Lisa – Danskin  
Jeremy Solomon – Bob Smith & Associates  
Sanders Reynoso – Strategic Insurance Partners  
Dominick Cinelli – Brown & Brown  
Lou Beckerman – Beckerman & Co.  
George Littler – AGA  
LaTonya Jackson – GR Murray