



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

**July 29<sup>th</sup> 2015**

**The Hotel Woodbridge Iselin, NJ Room 203 – at 11:00am**

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**MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND CALLED TO ORDER AT 11:14 AM.**

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

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF FUND COMMISSIONERS:**

Jim Rodino  
Chris Reid - Absent  
Barbara Russo  
Ted Ehrenburg  
Fred Arnold  
Michael King - Absent  
Eric Shubiger - Absent  
Tim Dacey  
Hillary Hyser  
Theresa Casagrande  
Eleanor McGovern  
Peter Valesi  
Joseph B. Bellina  
John DiStefano  
Edward Forte - Absent  
Lou Guarino  
Paul Zarbetski  
Joan Hullings  
Quentin Wiest - Absent  
Louis Palazzo - Absent  
Michael Martello  
Laura Reinertsen  
Greg Whitehead  
Nancy Koblis  
Russ Jones  
Tim Stafford  
Tim Quinn  
Frank Mason  
Doug Marvin  
Paula Cozzarelli  
Frank Ruggiero



John Waryas – Absent  
Karen Caulfield  
Mark Krane  
Mike Matheis – Absent

## **APPROVAL OF MINUTES**

### **MOTION TO APPROVE MINUTES OF 6/24/15 MEETING**

**MOTION:** Commr. Bellina

**SECOND:** Commr. Valesi

**ABSTAIN:** Commr. Rodino; Russo; Hyser; Arnold; Zarbetski;

- **ADOPTION OF RESOLUTIONS**
- **MOTION TO ADOPT RESOLUTIONS**
- **Resolution 21-15 – Approving Certain Disbursements totaling \$5,569,584.02**
- **Resolution 22-15 – Approving Claims Payments totaling \$1,159,660**

**MOTION:** Commr. Ehrenberg

**SECOND:** Commr. Marvin

### **VOTE: ROLL CALL**

Jim Rodino  
Chris Reid - Absent  
Barbara Russo  
Ted Ehrenburg  
Fred Arnold  
Michael King - Absent  
Eric Shubiger - Absent  
Tim Dacey  
Hillary Hyser  
Theresa Casagrande  
Eleanor McGovern  
Peter Valesi  
Joseph B. Bellina  
John DiStefano  
Edward Forte - Absent  
Lou Guarino  
Paul Zarbetski  
Joan Hullings  
Quentin Wiest - Absent  
Louis Palazzo - Absent  
Michael Martello  
Laura Reinertsen  
Greg Whitehead  
Nancy Koblis



Russ Jones  
Tim Stafford  
Tim Quinn  
Frank Mason  
Doug Marvin  
Paula Cozzarelli  
Frank Ruggiero  
John Waryas – Absent  
Karen Caulfield  
Mark Krane  
Mike Matheis – Absent

- **Resolution 23-15 – Establishing a Supplemental Assessment/Dividend Plan**

**MOTION:** Commr. Krane

**SECOND:** Commr. Casagrande

- **The Final Vote was - 25Yea /2 Nay**

**VOTE: ROLL CALL**

Jim Rodino  
Chris Reid - Absent  
Barbara Russo  
Ted Ehrenburg  
Fred Arnold  
Michael King - Absent  
Eric Shubiger - Absent  
Tim Dacey  
Hillary Hyser  
Theresa Casagrande  
Eleanor McGovern  
Peter Valesi  
Joseph B. Bellina  
John DiStefano  
Edward Forte - Absent  
Lou Guarino  
Paul Zarbetski  
Joan Hullings  
Quentin Wiest - Absent  
Louis Palazzo - Absent  
Michael Martello  
Laura Reinertsen  
Greg Whitehead  
Nancy Koblis  
Russ Jones  
Tim Stafford  
Tim Quinn  
Frank Mason



Doug Marvin  
Paula Cozzarelli  
Frank Ruggiero  
John Waryas – Absent  
Karen Caulfield  
Mark Krane  
Mike Matheis – Absent

## REPORTS

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

- **NIPMS Management Transition (EM/JH) Executive Director Position** - Mr. Miller announced that effective August 1, 2015, Mr. Hall will be assuming the role of Executive Director. Commissioner Krane extended his thanks for Mr. Miller's service on Warren Township's behalf. Chairman Rodino extended thanks and appreciation on behalf of the Fund to Mr. Miller for his contributions and service.
- **Fast Track Report** – Mr. Hall discussed the May 2015 Fast Track. The June Fast Track will be released when the Mid-Year Actuarial Study is complete.
- **Underwriting – Anthony Amadeo**
- **New Website Launch** - Website launched a week and a half ago. It is to be used to update and maintain all of your exposures.
- **Renewal Package** - Package was sent to risk managers a week and a half ago. We are looking for completed renewal packages returned in four weeks, which is 8/14/15. Request for loss information was sent the end of June and also needs to be provided no later than 8/14/15.
- **Travelers ITV Project** - Requests were sent out two weeks ago to certain risk managers on specific properties that Travelers believes are significantly under reported. These updated values must be provided to Travelers as soon as possible and a follow up request will go out in a week.

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

- **Stewardship Reports** – Final data is being formatted for the reports and all should be distributed in the next two weeks. Risk Control personnel will review each report at each member's upcoming Safety Committee Meetings.
- **Police TACT Training** – Three successful sessions have been provided in Parsippany, Lawrence and Rahway. Three additional sessions will be scheduled for the fall of 2015 and into 2016.
- **Supervisory Training** – Frank Viscuso has provided supervisor training to employees attending the DPW roundtable and the Fire Roundtable. Police Supervisor Training is being scheduled with Connell Consulting for the 3rd and 4th quarters of 2015.



- **EPL Audits** - We are currently in discussions with the EANJ to perform EPL audits of member files to ensure best practices are being followed. Additional information will be provided in the future.
- **Treasurer's Report – *Patrick DeBlasio*** - 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)**

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

**MOTION:** Commr. Ehrenberg  
**SECOND:** Commr. Dacey  
**VOTE:** Unanimous

**ADJOURN TO PUBLIC SESSION**

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

**MOTION TO APPROVE CLAIMS**

**MOTION:** Commr. Ehrenberg  
**SECOND:** Commr. Valesi

**Claims: July**

**Township of Hamilton Lia. Claim - Granted Settlement Authority**  
**Township of West Orange WC Claim– Granted Settlement Authority**  
**Ewing Township WC Claim - Granted Settlement Authority**

**MOTION:** Commr. Dacey  
**SECOND:** Commr. Guarino

**VOTE: ROLL CALL**

Jim Rodino  
Chris Reid - Absent  
Barbara Russo  
Ted Ehrenburg  
Fred Arnold  
Michael King - Absent  
Eric Shubiger - Absent



Tim Dacey  
Hillary Hyser  
Theresa Casagrande  
Eleanor McGovern  
Peter Valesi  
Joseph B. Bellina  
John DiStefano  
Edward Forte - Absent  
Lou Guarino  
Paul Zarbetski  
Joan Hullings  
Quentin Wiest - Absent  
Louis Palazzo - Absent  
Michael Martello  
Laura Reinertsen  
Greg Whitehead  
Nancy Koblis  
Russ Jones  
Tim Stafford  
Tim Quinn  
Frank Mason  
Doug Marvin  
Paula Cozzarelli  
Frank Ruggiero  
John Waryas – Absent  
Karen Caulfield  
Mark Krane  
Mike Matheis – Absent

**NEW BUSINESS**

**OPEN FORUM**

**MOTION TO ADJOURN**

Commissioner Rodino made a motion to adjourn the meeting at 11:53AM and Commissioner Marvin seconded the motion. Motion carried unanimously.

Prepared by J. Hall.

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Jonathan Hall

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James Rodino

**ALSO PRESENT:**



Earl Miller – NIP  
Madeline Delgado – NIP  
David Springer – NIP  
Robert Persico – NIP  
Jonathan Hall – NIP  
Anthony Ven Graitis – NIP  
Conrad Cyriax - NIP  
Robert Smith – NIP  
Wendy Wiebalk – NIP  
Steve Edwards – BGIA  
George Crosby – BGIA  
Brian Erlandsen – BGIA  
Anthony Amadeo – NIP  
David Balken – Balken Risk  
Jeremy Solomon – Bob Smith & Associates  
Alex Benzell – Warren Township  
Mike Lovett – Warren Township  
Ed Vath – PMA  
David Weightman – PMAMC  
Ken Child – PMAMC  
Gregory Whitehead – Lawrence Township  
Matthew Struck – Brown & Brown  
Sarah Regnault – Brown & Brown  
Ilene Laursen – Conner Strong  
Tom Fitzpatrick – Fairview Insurance  
Ray Vaughn – Amalgamated  
Matthew Morris – AGA  
Latmya Brennan – Gallagher, O’Gorman & Young  
Lou Beckerman – Beckerman & Co.  
Mike Galiguiro – Guttenberg  
John DiiStefano – Guttenberg  
Sonia Brown – North Brunswick