



**GARDEN STATE MUNICIPAL JOINT INSURANCE FUND
MEETING MINUTES
February 22nd 2017
The Hotel Woodbridge Iselin, NJ Room – Room 203 at 11:00am**

MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND CALLED TO ORDER AT 11:09 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
John Camera - Absent
Barbara Russo
Matthew Watkins
Paul Carelli - Absent
Michael King - Absent
Eric Shubiger – Absent
Tim Dacey
Hillary Hyser - Absent
Teresa Casagrande
Eleanor McGovern
Joseph Bellina
John DiStefano
Jack Merryfield - Absent
Lou Guarino
Paul Zarbetski
Kathleen Kovach - Absent
Stephen Marks- Absent
Louis Pallazo
Michael Martello
Laura Reinertsen
Greg Whitehead
Nancy Koblis
Russ Jones
Tim Stafford
Tim Quinn
Jillian Barrick - Absent



Doug Marvin
Sonia Brown
Robert Pittfield
Jim Rodino
Jackie Ortiz
Pat Mizerek
Barry Lewis - Absent
John Waryas
Karen Caulfield
Mike Lovett
Jack Sayers - Absent

APPROVAL OF MINUTES OF 1/25/17 MEETING

MOTION: Commr. Rodino
SECOND: Commr. McGovern
ABSTAIN: Commrs. DeStefano; Pittfield

ADJOURN TO EXECUTIVE SESSION TO DISCUSS CLAIMS COMMITTEE REPORT

In accordance with Section 8 of the Open Public Meetings Act, the public body is in Executive Session, as follows:

1. The Public shall be excluded from discussion of and action upon the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
 - o Claims – Requests for Settlement Authority

APPROVAL OF REQUESTS FOR SETTLEMENT AUTHORITY AND ADOPTION OF RESOLUTIONS

- o Approval of Claims Committee Report and Requests for Settlement Authority
 - Township of Montclair WC Claim - Granted Settlement Authority
 - Township of Montclair WC Claim– Granted Settlement Authority
 - Town of Union WC Claim – Granted Settlement Authority
 - Borough of North Plainfield WC Claim – Granted Settlement Authority
 - Howell Township WC Claim – Granted Settlement Authority
- o Resolution 14-17 – Approving Certain Disbursements \$2,978,631.51
- o Resolution 15-17 – Approving Claims Payments \$1,065,744

MOTION: Commr. Dacey
SECOND: Commr. Rodino
VOTE: Roll Call



Jim Rodino
John Camera - Absent
Barbara Russo
Matthew Watkins
Paul Carelli - Absent
Michael King - Absent
Eric Shubiger – Absent
Tim Dacey
Hillary Hyser - Absent
Teresa Casagrande
Eleanor McGovern
Joseph Bellina
John DiStefano
Jack Merryfield - Absent
Lou Guarino
Paul Zarbetski
Kathleen Kovach - Absent
Stephen Marks- Absent
Louis Pallazo
Michael Martello
Laura Reinertsen
Greg Whitehead
Nancy Koblis
Russ Jones
Tim Stafford
Tim Quinn
Jillian Barrick - Absent
Doug Marvin
Sonia Brown
Robert Pittfield
Jim Rodino
Jackie Ortiz
Pat Mizerek
Barry Lewis - Absent
John Waryas
Karen Caulfield
Mike Lovett
Jack Sayers - Absent

REPORTS

EXECUTIVE DIRECTOR’S REPORT – NIP Group – J. Hall

- **2016 Year-End Actuarial Report Status** – Mr. Hall reported that the first draft of the year-end actuarial study has been received and is being reviewed. As soon as the study is finalized, the Fast Track Reports will be updated and distributed to all Commissioners.



- **Contact Updates** – Mr. Hall asked that any members who have not returned their updated contact lists, please do so as soon as possible.

TREASURER’S REPORT – P. DeBlasio

UNDERWRITING REPORTS – NIP Group – R. Smith

- **Presentation on 2017 Excess Insurance Highlights** – Brian Erlandsen & Frank Kelly (BGIA) – Brian Erlandsen and Frank Kelly of BGIA discussed highlights for the members Excess Insurance. The presentation has been distributed to members via email.

SAFETY DIRECTOR – PMA Group (K. Child) and NIP Group (A. Ven Graitis)

- **Hearing Conservation** – Dr. Phil Passes of ESI Medical presented on Hearing Loss Prevention, common hazards in the municipal workplace, and aspects of a good hearing loss prevention programs including noise exposure monitoring, engineering and administrative controls, hearing protective devices, education, record keeping, and audiometric testing. ESI Medical is available to assist GSMJIF municipalities in all aspects of their hearing conservation programs and will meet on member site locations.
- **Safety Meeting Recap** – The following items were addressed at the Safety Fund Meeting:
 - Wellness Committee update and current ideas being discussed, including a Walk to Win Competition and Fit for the Summer challenge.
 - Code Blue Legislation. Risk Control will advise members once the bill is signed into law but recent legislation looks to provide liability protection for volunteer organizations and political subdivisions acting accordingly to the law, requires government support be provided to volunteer organizations requesting assistance, and requires every county and municipality (with at least 10 homeless people) to have a plan in place to take care of the homeless during cold winter months.
 - Cyber Security: A bulletin with information from the US Government will be shared on Cyber Security and Ransomware. Many municipalities in New Jersey have been attacked and members should take precautions to prevent a breach including use of trained IT professionals, backups, risk analysis, staff training, vulnerability patching, application whitelisting, incident response, business continuity, and penetration testing.
 - Class III Officers: Chief Dennis Connell and risk control personnel are available to meet with member police chiefs entertaining the use of class III officers to ensure proper policies and procedures are in place and the appropriate training is provided to officers prior to assignment. Risk Control will reach out to members advising that they are proceeding with class III officers.
 - Right to Know Update addressed and assistance is available.



- PEOSH/OSHA 301 Posting February 1
- Best Practices Managing Traumatic Events Seminar is scheduled for March 23, 2017, at the Union Township Senior Center from 10:00AM to 2:00PM. All member municipality representatives are invited.
- “When Words Fail” Police training in verbal de-escalation and safe take downs is scheduled for March 30, April 6, and April 25. All municipality officers are encouraged to register to attend a training class which will be filled on a first-come, first-served basis.

CLAIMS REPORT – NIP Group - C. Cyriax

- **Key Performance Indicators** - Conrad Cyriax provided the Commissioners with the Claims Report. Key performance indicators of Claims Department activity were fully discussed including the number of new claims received and the sum of claims closed during the preceding month. Frequency trends affecting the Fund were discussed as well as other critical measurements of Claims Department activity such as closing ratio and recoveries.
- **Opioid Litigation against Pharmaceutical Manufacturers and Distributors** – Conrad also reported on a request to join a class action lawsuit seeking damages against pharmaceutical drug companies based on their manufacture of opioid drugs. Following an investigation it was determined that the Fund’s payout of Class II scheduled drugs was not sufficiently significant to warrant participation in the action as a class member.

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commissioner Rodino made a motion to adjourn the meeting at 12:03PM and Commissioner Martello seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

M. Delgado

D. Marvin



ALSO PRESENT:

Ted Wardell – Brown & Brown benefit Advisors
Frank Englese – North Bergen
Gregory Whitehead – Lawrence Township
John Waryas – Totowa
Jeremy Solomom – BSA
Robert Smith – NIP
Lou Beckerman – Beckerman & Co.
Doug Borden – Borden Perlman
Michael Sabbagh – Richland Knowles
James Renner – NIP
Keith Bunin – NIP
Renee Nelms – Qual-Lynx
Lisa Gallo – Qual-Lynx
Earl Miller – Advisor
Patrick Deblasio – Treasurer
Jonathan Hall – NIP
LaTonya Brennan – AJG
Andrea Zapcic – Rahway
Karleen Moschitto – Borough of Kenilworth
Madeline Delgado – NIP
Brian Erlandsen – BGIA
BettyAnn Stinchcomb – New Providence
Virginia Murphy – Morris Township
Vito Gadaleta – Township of Neptune
John Geaney – Capeheart Scatchard
Ed Vath – PMA
Paula Cavalier – Town of Kearny
David Springer – NIP
Conrad Cyriax - NIP
Frank Kelly – BGIA
Anthony Ven Graitis – NIP
Robert Persico – NIP
David Balken – Balken Risk
Dominick Cinelli – B & B
Danielle Voda – Fairview Insurance
Luis Alamo – Alamo Insurance
Marc Strauss – PMA
David Weightman – PMA
Ken Child – PMA