



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

May 20th 2015

Hotel Woodbridge at Metro Park- Iselin, NJ Room 203 at 11:00am

MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND CALLED TO ORDER AT 11:01 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 - Absent
Ted Ehrenburg
Lisa O’Neill
Michael P. King - Absent
Chris Muraglia – Absent
Arielle Greenbaum- Saposh
Joanna Mustafa
Allyson Cinquegrana
Eleanor McGovern
Peter Valesi
Joseph B. Bellina
Michael Caliguiro
Edward Forte - Absent
Lou Guarino - AV
Paul Zarbetski - AV
Joan Hullings
Quentin Wiest - AV
Louis Palazzo
Michael Martello - Absent
Laura Reinertsen – Absent
Greg Whitehead
Nancy Koblis
Russ Jones
Tim Stafford
Tim Quinn
Michael Rogers - Absent
Doug Marvin
Sonia Brown
Paula Cozzarelli – Absent
Frank Ruggiero



Joseph Wassel – Absent
Karen Caulfield
Mark Krane
Mike Matheis – Absent

APPROVAL OF MINUTES

MOTION TO APPROVE MINUTES OF 4/29/15 MEETING

MOTION: Commr. Krane
SECOND: Commr. Ehrenberg
ABSTAIN: Commr. Quinn; Mizerek; Hullings; O’Neill

▪ ADOPTION OF RESOLUTIONS

MOTION TO ADOPT RESOLUTIONS

- **Resolution 17-15 – Approving Certain Disbursements totaling \$203,775.49**
- **Resolution 18-15 – Approving Claims Payments totaling \$1,810,124**

MOTION: Commr. Ehreneberg
SECOND: Commr. Brown
VOTE: ROLL CALL

Jim Rodino
Chris Reid - Absent
Barbara Russo - Absent
Ted Ehrenburg
Lisa O’Neill
Michael P. King - Absent
Chris Muraglia – Absent
Arielle Greenbaum- Saposh
Joanna Mustafa
Allyson Cinquegrana
Eleanor McGovern
Peter Valesi
Joseph B. Bellina
Michael Caliguero
Edward Forte - Absent
Lou Guarino - AV
Paul Zarbetski - AV
Joan Hullings
Quentin Wiest - AV
Louis Palazzo
Michael Martello - Absent
Laura Reinertsen – Absent
Greg Whitehead
Nancy Koblis
Russ Jones



Tim Stafford
Tim Quinn
Michael Rogers - Absent
Doug Marvin
Sonia Brown
Paula Cozzarelli – Absent
Frank Ruggiero
Joseph Wassel – Absent
Karen Caulfield
Mark Krane
Mike Matheis – Absent

REPORTS

Executive Director – NIP Group - E. Miller

- **Fast Track Report** – J. Hall – All Years’ Fund Balance has increased from year-end by \$241,000. Of note is the reclassification of one large claim from the 2007 Fund Year to the 2006 Fund Year.
- **Member Website Upgrade** – J. Hall / T. Amadeo - The Member Website RMIS portal is being upgraded for enhanced security and accessibility on multiple platforms. The site is targeted to be launched by June 15.
- **Payroll Audit Webinar** – T. Amadeo – Tony Amadeo discussed reason for webinar to be held on June 11th at 11am.

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

- **Wellness** – A. Ven Graitis - The Workout 2 Win challenge is over. We had over 200 employees participate with over 50 teams formed. Awards were handed out totaling \$2,475. The next competition will be the W2W 5K walk/run to be held in North Brunswick on July 25. Participation will count towards the WIP award and all are invited.
- **Fleet Loss Control**– A. Ven Graitis - A sample policy is being finalized and should be available in the next week or two. Training is available which includes on line driver training through In2vate, on line emergency responder training through SERVE, and in person CEVO or CMVO training through risk control personnel.
- **Police Training**– A. Ven Graitis - Police TACT training was held on May 15. We received tremendous feedback from approximately 30 officers that attended the verbal de-escalation and physical restraint training. Next sessions are scheduled for Rahway on June 12 and June 27 in Lawrence.
- **Fire and Public Works Roundtables**– A. Ven Graitis - Frank Viscuso, author of numerous books on leadership, is speaking at the Fire Fighter Roundtable scheduled on May 27 in Livingston. Fire fighter supervisory staff is invited to attend. Mr. Viscuso will also speak at the DPW Roundtable to be finalized shortly.



- **Stewardship report-Loss reports**– A. Ven Graitis - After listening to feedback from members, NIP and PMA will be working to produce a more succinct and high level Stewardship Report for members in the upcoming month.

PRESENTATION

- **Sewer Backup Claims Against Municipalities** – James Renner - Jim provided a general overview of sewer backup claims for the Commissioners. Jim mentioned that New Jersey's sewer systems are old and outdated and that much of the state's sewer systems were built in the late 1800's and early 1900's and cannot keep up with current volume demands. The state estimates that overdue improvements are needed at a cost of \$45B but only a fraction of that is allocated in the state budget.
- Jim went through the standard defenses and immunities afforded to municipalities for these claims under the Tort Claims Act and that each claim is evaluated by the NIP claims team based on its own merits. Jim stressed that it is important to evaluate all claims fairly and properly and to make consistent claims decisions regarding whether or not a claim is reimbursable.

Claims Update

- **On Line Claim Reporting Via Risk Console** – R. Persico - Bob provided an update on Qual-lynx new on-line claim reporting system Risk Console Flexible Form. The new system will feature the same process but under a different format. Rather than a blank screen to complete the new system will offer a number of screens asking a variety of questions. Those questions in Red are required fields to enable the submission.
- The system will be compatible with Google Chrome, safari and internet explorer 9 through 11. Other additions enable the user to submit multiple claims at once, feature drop down menus, send attachments when submitting the first notice, instant acknowledgements, etc. Webinars will be conducted beginning the week of May 25 and claims can be submitted thereafter.
- A successful pilot program took place during the month of May with North Plainfield Township with Chief Eaton taking the lead. The pilot was extremely helpful in identifying what was beneficial and where revisions were helpful.

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. Rodino
SECOND: Commr. Quinn
VOTE: Unanimous

ADJOURN TO EXECUTIVE SESSION TO DISCUSS CLAIMS

ADJOURN TO PUBLIC SESSION

MOTION TO APPROVE CLAIMS

MOTION: Commr. Lombard
SECOND: Commr. Quinn
VOTE: Unanimous

Claims: April

Union Township WC Claim - Granted Settlement Authority
Union Township WC – Granted Settlement Authority
South Brunswick Indemnity - Granted Settlement Authority
Borough of Middlesex WC - Granted Settlement Authority

MOTION: Commr. Marvin
SECOND: Commr. Hullings

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commissioner Rodino made a motion to adjourn the meeting at 11:40AM and Commissioner Hullings 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
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
Karen Caulfield – Twp of Union
John Geaney – Capehart Scatchard
Frank Kelly – BGIA
Larry Graham – Fairview Insurance
Mark Boyles – PMAMC
Ilene Laursen – Conner Strong
Fred Arnold – Caldwell
John M. Hanuscin – Fairways Insurance
Ken Child – PMA
Ed Vath - PMA
Renee Nelms – Qual-lynx
Dominick Cinelli – Brown & Brown
Ray Vaughn – AGA
James Renner – NIP
Anthony Amadeo – NIP
Lou Beckerman – Beckerman & Co.
Eugene Chin - Fanwood
Dave Smith – Princeton Public Affairs
Sonia Brown – Twp. North Brunswick
Patrick DeBalsio – Treasurer
Michael O’Connell – Pringle, Quinn, Anzano