



**GARDEN STATE MUNICIPAL JOINT INSURANCE FUND
MEETING MINUTES
February 11th 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 11:07 AM.

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

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

PLEDGE OF ALLEGIANCE

- **SWEARING IN OF NEW FUND COMMISSIONERS**

- Freehold Borough– Joseph Bellina
- Howell Township – Louis Palazzo
- Eastampton – Eric J. Schubiger

ROLL CALL OF FUND COMMISSIONERS–

Jim Rodino
Chris Reid - Absent
Barbara Russo
Ted Ehrenburg
Lisa O'Neill
Eric J. Schubiger
Michael P. King - Absent
Tim Dacey
Hilary Hyser
Theresa Casagrande
Eleanor McGovern
Peter Valesi
Joseph B. Bellina
Mayor G. Drasheff - Absent
Edward Forte - Absent
Lou Guarino - Absent
Paul Zarbetski
Joan Hullings
Quentin Wiest
Louis Palazzo
Michael Martello - Absent
Lt. Wayne Fennes
Greg Whitehead
Nancy Koblis
Russ Jones



Cesar Correa
Tim Stafford
Tim Quinn
Frank Mason
Doug Marvin
Robert Lombard
Paula Cozzarelli
Frank Ruggiero - Absent
Joseph Wassel
Karen Caulfield
Mark Krane
Mike Matheis - Absent

APPROVAL OF MINUTES

MOTION TO APPROVE MINUTES OF 12/10/14 MEETING

MOTION: Commr. Jones

SECOND: Commr. Marvin

ABSTAIN: Commr. Dacey; Stafford; Wassel; Bellina; Palazzo; Schubiger

▪ ADJOURN MEETING SINE DIE

Chairman asked Executive Director to Chair meeting. Mr. Miller asked for nominations for the positions of Chairperson and Secretary and for the Executive Committee.

▪ ELECTION OF CHAIRPERSON AND SECRETARY

- Commr. Jones nominated Commr. Rodino for Chairperson, with the nomination seconded by Commr. Marvin and Commr. Marvin nominated Commr. Valesi for Secretary, with the nomination seconded by Comm. Casagrande. No further nominations proposed.
- Swearing in of Chairperson and Secretary by Fund Attorney.

▪ ELECTION OF EXECUTIVE COMMITTEE – Members remain the same

- Executive Committee now consists of:
 - Frank Ruggiero - City of Rahway
 - Jim Rodino - Borough of North Plainfield
 - Peter Valesi Township of Freehold
 - Karen Caulfield - Union Township
 - Louis Guarino - Hamilton Township
 - Mark Krane - Township of Warren
 - Russ Jones - Township of Livingston
 - Doug Marvin - Borough of New Providence

MOTION: Commr. Krane

SECOND: Commr. Jones

VOTE: Unanimous



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

▪ **ADOPTION OF RESOLUTIONS**

MOTION TO ADOPT RESOLUTIONS

Chairman Rodino asked that Resolutions 01-15 through 06-15 be on collectively.

- **Resolution 01-15 – Certifying the Election of Chairperson and Secretary**
- **Resolution 02-15 - Establishing Meeting Procedures**
- **Resolution 03-15 – Establishing Fiscal Management Plan**
- **Resolution 04-15 – Establishing Fund Records Program**
- **Resolution 05-15 – Establishing 2015 Plan of Risk Management**
- **Resolution 06-15 – Approving Fund Service Providers**

MOTION: Commr. Krane
SECOND: Commr. Rodino
VOTE: ROLL CALL

Jim Rodino
Chris Reid - Absent
Barbara Russo
Ted Ehrenburg
Lisa O'Neill
Eric J. Schubiger
Michael P. King - Absent
Tim Dacey
Hilary Hyser
Theresa Casagrande
Eleanor McGovern
Peter Valesi
Joseph B. Bellina
Mayor G. Drasheff - Absent
Edward Forte - Absent
Lou Guarino - Absent
Paul Zarbetski
Joan Hullings
Quentin Wiest
Louis Palazzo
Michael Martello - Absent
Lt. Wayne Fennes
Greg Whitehead
Nancy Koblis
Russ Jones
Cesar Correa
Tim Stafford
Tim Quinn
Frank Mason



Doug Marvin
Robert Lombard
Paula Cozzarelli
Frank Ruggiero - Absent
Joseph Wassel
Karen Caulfield
Mark Krane
Mike Matheis - Absent

Chairman Rodino requested that resolutions 07-15 and 08-15 to be voted on collectively.

- **Resolution 07-15 – Approving Certain Disbursements totaling \$5,271,113.72**
- **Resolution 08-15 – Approving Claims Payments totaling \$1,120,719**

MOTION: Commr. Dacey
SECOND: Commr. Lombard
VOTE: ROLL CALL

Jim Rodino
Chris Reid - Absent
Barbara Russo
Ted Ehrenburg
Lisa O’Neill
Eric J. Schubiger
Michael P. King - Absent
Tim Dacey
Hilary Hyser
Theresa Casagrande
Eleanor McGovern
Peter Valesi
Joseph B. Bellina
Mayor G. Drasheff - Absent
Edward Forte - Absent
Lou Guarino - Absent
Paul Zarbetski
Joan Hullings
Quentin Wiest
Louis Palazzo
Michael Martello - Absent
Lt. Wayne Fennes
Greg Whitehead
Nancy Koblis
Russ Jones
Cesar Correa
Tim Stafford
Tim Quinn
Frank Mason
Doug Marvin
Robert Lombard
Paula Cozzarelli



Frank Ruggiero - Absent
Joseph Wassel
Karen Caulfield
Mark Krane
Mike Matheis – Absent

Chairman Rodino requested that resolutions 09-15 and 10-15 to be voted on collectively

- **Resolution 09-15 – Appointing 2015 Approved Counsel**
- **Resolution 10-15 – Approving New Members**

MOTION: Commr. Lt. Fennes

SECOND: Commr. Dacey

VOTE: Unanimous

- **Resolution 11-15 - Approving Final 2015 Fund Budget**

MOTION: Commr. Rodino

SECOND: Commr. Cozzrelli

VOTE: ROLL CALL

Jim Rodino
Chris Reid - Absent
Barbara Russo
Ted Ehrenburg
Lisa O'Neill
Eric J. Schubiger
Michael P. King - Absent
Tim Dacey
Hilary Hyser
Theresa Casagrande
Eleanor McGovern
Peter Valesi
Joseph B. Bellina
Mayor G. Drasheff - Absent
Edward Forte - Absent
Lou Guarino - Absent
Paul Zarbetski
Joan Hullings
Quentin Wiest
Louis Palazzo
Michael Martello - Absent
Lt. Wayne Fennes
Greg Whitehead
Nancy Koblis
Russ Jones



Cesar Correa
Tim Stafford
Tim Quinn
Frank Mason
Doug Marvin
Robert Lombard
Paula Cozzarelli
Frank Ruggiero - Absent
Joseph Wassel
Karen Caulfield
Mark Krane
Mike Matheis – Absent

REPORTS

Executive Director – NIP Group - E. Miller

- Fast Track - Mr. Miller advised that, as has been the custom, the year end Fast Track report is being reconciled with the 2014 year end actuarial report and will be provided once the analysis is complete, report should be ready by March 25th meeting.
- Investment Report - Investment report did not have much change. Fund assets remained primarily invested in the same instruments as the previous year.
- Financial Disclosure Statements – If you have not submitted your Financial Disclosure Statements, we ask that you submit.
- 2015 Coverage – J. Hall Discussed the 2015 Excess Renewal results, per the memo distributed, entitled “2015 Property and Casualty Insurance Renewal Overview.”

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

- Wellness – The “What’s on your Plate Challenge” is wrapping up and members are continuing to send participation information Awards will be distributed in March. The next wellness challenge is Workout to Win (W2W.) Exercise minutemen will be tracked and reported to the GSMJIF. Format for the challenge will be similar to Walk to Win. An email has been sent out detailing the challenge and providing guidelines and required documents. A W2W 5k walk/run will also be sponsored and will follow. Additional information will be provided in the upcoming months.
- Online Training – EPL training should be provided to all supervisors and employees on an annual to bi-annual basis. The EANJ and PMA are available to schedule the training as needed. Online training inquiries have continued to increase. In2vate training topics include anti-harassment, anti-discrimination, driver training and, PEOSH required training, including Hazcom, Blood Borne Pathogens and, many others. Emergency responder driver online training is available through SERVE and general online driver training is available from DTS. Risk control will administer the training sessions and make assignments of modules as easy as possible for members. Look for upcoming announcements on additional offerings.

Claims Update – Robert Persico – Bob presented a claims winter advisory. Advised how members and claims work together on investigating and resolving such claims alleging damage due to pot holes Or snow plowing. Also injuries alleged due to ice.



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. Valesi

SECOND: Commr. Dacey

VOTE: Unanimous

ADJOURN TO EXECUTIVE SESSION TO DISCUSS CLAIMS

ADJOURN TO PUBLIC SESSION

MOTION TO APPROVE CLAIMS

MOTION: Commr. Ehrenberg

SECOND: Commr. Lombard

VOTE: Unanimous

Claims: January

Howell Township WC Claim - Granted Settlement Authority

Howell Township Liability Claim - Granted Settlement Authority

West Orange Township Liability Claim - Granted Settlement Authority

City of Englewood GL Claims – Granted Settlement Authority

City of Englewood Liability Claim – Granted Settlement Authority

MOTION: Commr. Marvin

SECOND: Commr. Dacey

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commissioner Rodino made a motion to adjourn the meeting at 12:23PM and Commissioner Valesi 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
Jonathan Hall – NIP
Anthony Ven Graitis – NIP
Robert Smith – NIP
Wendy Wiebalk – NIP
Steve Edwards – BGIA
George Crosby – BGIA
Brian Erlandsen - BGIA
John Geaney – Capehart Scatchard
Frank Kelly – BGIA
Mike Lovett – Warren Twp.
Ilene Laursen – Conner Strong
Ed Vath PMAMC
Dave Weightman – PMA
Sanders Reynoso – Strategic Partners
Louis Beckerman – Beckerman & Co.
John M. Hanusein – Fairways Insurance
Dominick Cinelli – Brown & Brown
Judith Cannon – Qual-Lynx
Ken Child – PMA
Greg DerAsadourian – NIP
LaTonya Jackson – GR Murray
BettyAnn Stinchcomb – New Providence
Karen Caufield – Township of Union
Sonia Brown – Township of North Brunswick
Mike O’Connell- Pringle, Quinn, Anzano
Danielle Voda – Fairview Insurance