



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

April 25th, 2018

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

MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND CALLED TO ORDER AT 11:12 AM.

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

MEETING OF BOARD OF FUND COMMISSIONERS CALLED TO ORDER

PLEDGE OF ALLEGIANCE

SWEARING IN OF FUND COMMISSIONERS:

- Anthony Nesto – Township of Bloomfield (Alternate Commissioner)

ROLL CALL OF FUND COMMISSIONERS:

James Byrnes - Berkeley Township
Berkeley Heights - ABSENT
Bloomfield - ABSENT
Borough of Caldwell – ABSENT
Cinnaminson Township – ABSENT
Township of Eastampton – ABSENT
Daria Trumpet – City of Englewood
Joanna Mustafa – Ewing Township
Fair Haven - ABSENT
Fanwood – ABSENT
Joseph Bellina – Freehold Borough
John DiStefano – Town of Guttenberg
Borough of Haddon Heights – ABSENT
Lou Guarino – Hamilton Township
Town of Harrison – ABSENT
Joan Hullings – Borough of Highland Park
City of Hoboken – ABSENT
Louis Palazzo – Howell Township
Robert Smith – Town of Kearny
Laura Reinertsen – Borough of Kenilworth
Greg Whitehead – Township of Lawrence
City of Linden – ABSENT
Russ Jones – Township of Livingston



Edward Cho – Montclair Township
Tim Quinn – Township of Morris
Frank Mason – Town of Morristown
Township of Neptune – ABSENT
Doug Marvin – Borough of New Providence
Kathryn Monzo – Township of North Brunswick
Township of North Bergen – ABSENT
William Speck – Borough of North Plainfield
Township of Parsippany-Troy Hills – ABSENT
Karin Napier – City of Rahway
Andrew Casais – Borough of Roselle Park
Valarie Wyble – Twp. of Roxbury
South Orange Village – ABSENT
John Waryas – Borough of Totowa
Karen Caulfield – Union Twp.
Mark Krane – Twp. of Warren
West Orange Township – ABSENT

APPROVAL OF MINUTES OF 2/28/18 MEETING

MOTION: Commr. Quinn

SECOND: Commr. Jones

ABSTAIN: DiStefano; Guiarino; Hullings; Smith; Dooley; Casais

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

MOTION TO ADJOURN TO EXECUTIVE SESSION TO DISCUSS CLAIMS

MOTION: Commr. Quinn

SECOND: Commr. Jones

VOTE: Unanimous, by voice

APPROVAL OF REQUESTS FOR SETTLEMENT AUTHORITY AND ADOPTION OF RESOLUTIONS

- o Approval of Claims Committee Report and Requests for Settlement Authority



March

- Township of Montclair GL Claim - Granted Settlement Authority
- Howell Township WC Claim– Granted Settlement Authority
- City of Hoboken PO Claim – Granted Settlement Authority
- Township of Montclair WC Claim – Granted Settlement Authority
- Township of Montclair WC Claim – Granted Settlement Authority

April

- West Orange Township WC Claim – Granted Settlement Authority
- Livingston Township WC Claim – Granted Settlement Authority
- Township of Montclair WC Claim – Granted Settlement Authority

ADJOURN TO PUBLIC SESSION

MOTION: Commr. Marvin
SECOND: Commr. Guarino
VOTE: Unanimous, by voice

MOTION TO ADOPT RESOLUTIONS & CLAIMS REPORT

March

- Resolution 15-18 – Approving Certain Disbursements \$699,849.84
- Resolution 16-18 – Approving Claims Payments \$2,553,913
- Resolution 17-18 – Appointing Approved Counsel – FAVA RICCI for Hoboken and KLUGER HEALEY, LLC - Specialty counsel for EPL claims for all members
- Approval of Claims Committee Report and Requests for Settlement Authority

April

- Resolution 18-18 – Approving Certain Disbursements \$331,289.26
- Resolution 19-18 – Approving Claims Payments \$1,736.798
- Approval of Claims Committee Report and Requests for Settlement Authority
- Resolution 13-18 – Approving Certain Disbursements \$5,964,143.99
- Resolution 14-18 – Approving Claims Payments \$1,763,564
- Approval of Claims Committee Report and Requests for Settlement Authority

MOTION: Commr. Quinn
SECOND: Commr. Jones
ROLL CALL:
James Byrnes - Berkeley Township
Berkeley Heights - ABSENT
Bloomfield - ABSENT
Borough of Caldwell – ABSENT
Cinnaminson Township – ABSENT
Township of Eastampton – ABSENT



Daria Trumpet – City of Englewood
Joanna Mustafa – Ewing Township
Fair Haven - ABSENT
Fanwood – ABSENT
Joseph Bellina – Freehold Borough
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Township of North Bergen – ABSENT
William Speck – Borough of North Plainfield
Township of Parsippany-Troy Hills – ABSENT
Karin Napier – City of Rahway
Andrew Casais – Borough of Roselle Park
Valarie Wyble – Twp. of Roxbury
South Orange Village – ABSENT
John Waryas – Borough of Totowa
Karen Caulfield – Union Twp.
Mark Krane – Twp. of Warren
West Orange Township – ABSENT
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Joanna Mustafa – Ewing Twp.
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Joseph Bellina – Freehold Borough
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West Orange Township – ABSENT

REPORTS

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

- **Financial Audit Report** – Mr. Hall reported that the financial audit is underway. As soon as it is completed, it will be circulated to all members.
- **Fast Track Report** – Mr. Hall discussed the fast track report as of March 31, 2018. There were no questions from the membership.

TREASURER’S REPORT – P. DeBlasio

UNDERWRITING REPORTS – NIP Group – R. Smith



- **Domain Names** – As part of the Beazley Breach Response Tool, we need the domain names of all member municipalities and any domain names used by the towns. Often fire departments, police and library can use alternate domain names. Upon receipt and submission to Beazley, all members will have access to this tool which is a platform of training tools and best practices.
- **Website Updates** – Currently we are working on updating the user portal website. We ask that anyone with any feedback or suggestions, please let me know as soon as possible.
- **BGIA Presentation: Coverage Enhancements** – Frank Kelly and Brian Erlandsen of BGIA presented on the changes and enhancements to the 2018 GSMJIF policies as well as discussed some opportunities they are exploring for future years.

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

- **GSMJIF Safety Meeting Recap:**
 - **Timothy Weiss, New Jersey Division of Fire Safety-Fire Deployment Act (recent City of Paterson decision), Mutual-Aid Plans and CDL's for firefighters and Inter-State travel** - Timothy Weiss discussed the Fire Deployment Act, it's positive effect on NJ communities and regions, the basics on how Mutual Aid works and how requests are made and approved, and recent events where the Deployment Act successfully pooled local resources to combat emergency situations.
 - **Wellness -Workout to Win 2** - The Work out Win 2 challenge will begin on April 30 and end on July 1. All members are encouraged to participate to qualify for awards and bragging rights. All that is needed is team names and weekly results reported to the GSMJIF. A reminder will be sent out on the week of 4/30 to all members.
 - **Kris Corbett, National Director of Occ. Health & Safety, Wellness Coaches USA**- Kris presented on Wellness Coaches USA efforts for their municipal and public employees, their strategy to drive participation in wellness efforts, and the benefits of wellness efforts to employers. Kris also outlined possible funding mechanisms for municipalities to better take advantage of health and wellness efforts with their health care providers. Lastly, Kris advised that a WCUSA wellness professional will be available for providing advice to employees involved in the Workout to Win 2.
 - **Customer Service & Sensitivity Training**- A Customer Service and Sensitivity Training course is being offered through risk control and is available to all members. Expert presenters train employees on how to better handle stressful situations, the importance of professionalism and how to maintain control of themselves during stressful interactions with other employees and the public. The course is designed to increase the productivity, morale and operational results/performance of municipal employees.
 - **Fleet Program -Distracted Driving month** - April is Distracted Driving Awareness Month. A bulletin will be issued on Motor Fleet Safety and available training. Topics addressed include: Senior Management Commitment and Employee Involvement, Written Policies and Procedures, Driver Agreements, Motor Vehicle Record Checks, Crash Reporting and Investigation, Vehicle Selection, Maintenance and Inspection, Disciplinary Action System, and Driver Training/Communication.



- **On line Training Update- Available courses and setup guide** - As part of the updated 2018-2019 Safety Incentive Program award, the use of on-line training is a requirement to be awarded the Level A award. Available on-line training includes any distracted driving training, SERVE or TEAM training including PEOSH required, employment practices, human resource, and general safety training. Member Reports

CLAIMS REPORT – NIP Group - C. Cyriax

- **Key Performance Indicators** – Conrad Cyriax delivered two Monthly Reports of key performance indicators of Claims Department activity for the months of February and March.
- **Tree Claims** – Jim Renner provided an overview of the rash of third-party tree claims as a result of the recent Nor’easter storms.

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commissioner Marvin made a motion to adjourn the meeting at 12:07PM and Commissioner Quinn seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

M. Delgado

D. Marvin

ALSO, PRESENT:

Jonathan Hall – NIP
Madeline Delgado – NIP
Dom Cinelli- Brown & Brown
Robert Smith – NIP
Jim Renner – NIP
Steve Daveggia – NIP
Keith Bunin – NIP
Conrad Criax – NIP
Lou Beckerman - -Beckerman & Co.
Michael Sabbagh – Richland Knowles
Danielle Colaianni – Hardenbergh Insurance Group
Donna Gartland – NIP
John Waryas – Totowa
Luis Alamo – Alamo Insurance



Marc Strauss – PMA
Chris Brin – North Plainfield
Jeff Martin – Borden Perlman
Frank Kelly – BGIA
Lisa Gallo – Qual-Lynx
Lori Sullivam – Warren Twp.
Ken Child – PMA
Ed Vath – PMA
Jennifer Cottell – Capehart Scatchard
Claudia Acosta – Qual-Lynx
Anthony Ven Graitis – NIP
Sonia Brown – North Brunswick
Don Newton – Highland Park
Patrick DeBlasio – Treasurer
Michael O’Connell – PQA
Brian Erlandsen – BGIA
Virginia Murphy – Morris
John Geaney – Capehart