



**GARDEN STATE MUNICIPAL JOINT INSURANCE FUND
MEETING MINUTES
September 26th, 2018
The Hotel Woodbridge Iselin, NJ Room 203 at 11:00am**

MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND CALLED TO ORDER AT 11:07 AM.

SWEARING IN OF NEW FUND COMMISSIONER

- **Eric Schubiger** – Cinnaminson Township (Commissioner)

MEETING OF BOARD OF FUND COMMISSIONERS CALLED TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL OF FUND COMMISSIONERS:

Berkeley Township *ABSENT*
Barbara Russo - Berkeley Heights
Anthony Nesto – Township of Bloomfield
Borough of Caldwell – *ABSENT*
Eric Schubiger - Cinnaminson Township
Township of Eastampton – *ABSENT*
Daria Trumpet - City of Englewood
Joanna Mustafa - Ewing Township
Allyson Cinquegrana - Borough of Fair Haven
Eleanor McGovern - Borough of Fanwood
Joseph Bellina – Freehold Borough
Cosmo Cirillo – Town of Guttenberg
Borough of Haddon Heights – *ABSENT*
Lou Guarino – Hamilton Township
Town of Harrison - *ABSENT*
Joan Hullings – Borough of Highland Park
Stephen Marks – City of Hoboken
Howell Township – *ABSENT*
Town of Kearny – *ABSENT*
Laura Reinersten – Borough of Kenilworth
Township of Lawrence – *ABSENT*
Nancy Koblis - City of Linden
Russ Jones – Township of Livingston
Edward Cho – Montclair Township
Tim Quinn – Township of Morris
Frank Mason - Town of Morristown



Stephanie Oppegaard – Township of Neptune
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*
Frank Ruggiero - City of Rahway
Andrew Casais – Borough of Roselle Park
Township of Roxbury – *ABSENT*
South Orange Village – *ABSENT*
John Waryas – Borough of Totowa
Karen Caulfield – Union Twp.
Mark Krane – Township of Warren
West Orange Township – *ABSENT*

APPROVAL OF MINUTES OF 7/25/18 MEETING

MOTION: Commr. Hullings

SECOND: Commr. Guarino

ABSTAIN: Reinersten; Nesto; Schubiger; Trumpet; Cinquegrana; Koblis; Quinn;
Ruggiero; Mason; Speck; Krane

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:
 - Claims – Requests for Settlement Authority

MOTION TO ADJOURN TO EXECUTIVE SESSION TO DISCUSS CLAIMS

MOTION: Commr. Jones

SECOND: Commr. Bellina

VOTE: Unanimous, by voice



APPROVAL OF REQUESTS FOR SETTLEMENT AUTHORITY AND ADOPTION OF RESOLUTIONS

- Approval of Claims Committee Report and Requests for Settlement Authority
 - Howell Township WC Claim - Granted Settlement Authority
 - Howell Township WC Claim– Granted Settlement Authority
 - Township of North Brunswick WC Claim – Granted Settlement Authority

ADJOURN TO PUBLIC SESSION

MOTION: Commr. Ruggiero
SECOND: Commr. Hullings
VOTE: Unanimous, by voice

MOTION TO ADOPT RESOLUTIONS & CLAIMS REPORT

- **Resolution 29-18** – Approving Certain Disbursements \$890,215.19
- **Resolution 30-18** – Approving Claims Payments \$4,028,740
- **Resolution 28-18** – Appointing Approved Counsel – Jalloh & Jalloh for Union Township

MOTION: Commr. Hullings
SECOND: Commr. Cinquegrana
ROLL CALL:

Berkeley Township ABSENT
Barbara Russo - Berkeley Heights
Anthony Nesto – Township of Bloomfield
Borough of Caldwell – ABSENT
Eric Schubiger - Cinnaminson Township
Township of Eastampton – ABSENT
Daria Trumpet - City of Englewood
Joanna Mustafa - Ewing Township
Allyson Cinquegrana - Borough of Fair Haven
Eleanor McGovern - Borough of Fanwood
Joseph Bellina – Freehold Borough
Cosmo Cirillo – Town of Guttenberg
Borough of Haddon Heights – ABSENT
Lou Guarino – Hamilton Township
Town of Harrison - ABSENT



Joan Hullings – Borough of Highland Park
Stephen Marks – City of Hoboken
Howell Township – ABSENT
Town of Kearny – ABSENT
Laura Reinersten – Borough of Kenilworth
Township of Lawrence – ABSENT
Nancy Koblis - City of Linden
Russ Jones – Township of Livingston
Edward Cho – Montclair Township
Tim Quinn – Township of Morris
Frank Mason - Town of Morristown
Stephanie Oppegaard – Township of Neptune
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
Frank Ruggiero - City of Rahway
Andrew Casais – Borough of Roselle Park
Township of Roxbury – ABSENT
South Orange Village – ABSENT
John Waryas – Borough of Totowa
Karen Caulfield – Union Twp.
Mark Krane – Township of Warren
West Orange Township – ABSENT

REPORTS

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

- **GSMJIF Actuarial Report Status** – Mr. Hall reported that the mid-year reserve study is in draft form and is under review by the Administrator’s office.
- **Fast Track Report** – Mr. Hall reported that the Fast Track Reports for June through present will be finalized and distributed once the reserve study is complete.
- **GSMJIF Executive Committee meeting for 2019 RFP (Request for Proposal) posting** – The Executive Committee will be meeting after this meeting to discuss the 2019 RFPs. RFPs will be posted Oct. 1, with a return date of Oct. 26.

TREASURER’S REPORT – P. DeBlasio

- Mr. DeBlasio reported that monthly financial report and cash management account has been reviewed. He advised that the Fund has met all outstanding obligations and its financial position is secure. There were no questions.



UNDERWRITING REPORTS – NIP Group – R. Smith

- **Loss Runs** - As we explore opportunities for our program with interested excess markets, it is imperative that we receive 10-year loss runs for all lines. If you have not already submitted, please do so ASAP.
- **Applications** - Signed and dated apps are required for all lines, please submit if you have not done so already.
- **UST & Site Coverage** - These are separate placements that require signed and dated applications as well updated schedules and tests (depending on coverage). Please submit these to avoid any lapse in coverages.
- **NJSLOM Cocktail reception** - The cocktail reception we will be hosting at the NJ State League of Municipalities will be on Wednesday November 14th from 5 to 7. Save the dates were distributed and email invites will be coming shortly. Please RSVP so we can plan accordingly.

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

- **GSMJIF Safety Meeting Recap:**
 - **Wellness** – The CPR/AED challenge will be the next GSMJIF wellness challenge. It will start on 10/1/18 and end on 12/31/18. The American Heart Association (AHA) Friends and Family Program is being supported and training is for employees who DO NOT need to be certified for work. Prizes will be given out to member municipalities for the highest employee participation and also randomly to employee participants. Participation will count towards the PEJIF Wellness Incentive Program requirements.
 - **Artificial Turf vs. Grass** - Artificial turf has become increasingly popular in communities across the country. As more grass fields are converted to synthetic turf a debate is brewing about the possible health risks and the advantages and disadvantages of artificial turf. Advantages of artificial turf fields include: lower maintenance costs, pesticide free, increased playability, fewer injuries (except ankles), and saves water. Disadvantages of turf fields include: heat hazard, bacterial breeding ground, increased MRSA risks, toxic run off, adverse effect on asthmatics, and health hazards from infill. A bulletin will be distributed to all members.
 - **Presentation: Hillmann Consulting, LLC - Underground Storage Tanks** – Chris Hirschmann, Mold – Jill Asch. Mr. Hirschmann discussed the differences between unregulated and regulated Underground Storage Tanks (UST) and Aboveground Storage Tanks (AST), registration with the New Jersey Department of Environmental Protection (NJDEP), and spill prevention mechanisms such as leak detection alarms and secondary containment. The need to perform spill & remediation of leaking tank and Spill Prevention Control and Countermeasure Plan (Federal) / Discharge Prevention Containment was discussed. Ms. Asch explained what mold is, where it is found, what causes it to grow, and how it can affect the health of exposed individuals. Ms. Asch explained that no federal



standards or recommendations, (e.g., OSHA, NIOSH, EPA) for airborne concentrations of mold or mold spores exist. Individuals at highest risk and symptoms of exposure were discussed. Steps to take to resolve issues were outlined.

- **Leaf Collection Safety/Work zone Safety** - The hazards of leaf collection, and accompanying work zones, was discussed. FACE Investigation Reports were reviewed including fatalities from a municipal road worker being run over by a leaf vacuuming truck and an employee falling off the trailer hitch of a leaf vacuum truck.
- **Police Best Practices Seminar 9/19/18 Recap** - Hosted by the Union County Police Chiefs Association, the GSMJIF and PEJIF, over 140 attendees representing over 40 organizations attended the seminar held at the Hamilton Stage at Union County Performing Arts Center, in Rahway NJ. Scenario-based discussion of lessons learned in the field presented by Chief Jonathan Parham, Union County Undersheriff and John More Esq. – President Response Law, provided a combined legal and operational template on how to reduce and respond to risk created within the law enforcement workplace environment. James Renner- Director of Claims, NIP and John Sarno Esq. – President Employers Association of New Jersey (EANJ) also participated on the panel counsel.
- **Round Table Updates** - The Snow Plow Rodeo will again be held for municipal members. Risk control is looking to host the rodeos in three various locations across the state to accommodate members in certain geographic locations. In addition, a DPW roundtable and Fire roundtable will be scheduled in November.

CLAIMS REPORT – NIP Group - C. Cyriax, Robert Persico and James Renner

- **Key Performance Indicators** – Bob Persico provided an update for Claims Key Performance Indicators (KPI's) for the months of July and August 2018.
- Bob Persico also presented three workers compensation cases for settlement authority, all three were approved for settlement.
- **Upcoming Claims Seminar on October 3rd** – **James Renner** – Jim Renner announced that the next town member claims seminar will be held on October 3rd in the NIP Auditorium in Woodbridge.

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN



Commissioner Marvin made a motion to adjourn the meeting at 11:40AM and Commissioner Cinquegrana seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

M. Delgado

D. Marvin

ALSO, PRESENT:

Latonya Brennan – AJG
Michael Sabbagh – Richland Knowles
James renner – NIP
Lou Beckerman – Beckerman & Co.
Luis Alamo – Alamo Insurance
Karen Waters – IMAC
Barry Maurillo – IMAC
Ilene Laursen – Conner Strong
Amy Pieroni – Acrisure
Dom Cinelli – Brown & Brown
Danielle Colaianni – Hardenbergh Insurance
Sonia Brown – North Brunswick
Betty Anne Stinchcomb – New Providence
Renest Reigstad – Skylands Insurance
Donald Newton – Highland Park
Ed Vath – PMA
Heather Russo – Rahway
Brian Erlandsen – BGIA
Ken Child – PMA
Danielle Voda – Fairview
Marc Strauss – PMA
Frank Kelly – BGIA
Ted Whardell – Brown & Brown Advisors
John Hanuscin – Fairways Insurance
Virginia Murphy – Morris
David Balken – Balken Risk
Tom Narolewski – Assured Partners
Thomas Stenberg – Assured Partners
Patrick DeBlasio – Treasurer