



**GARDEN STATE MUNICIPAL JOINT INSURANCE FUND
MEETING MINUTES
March 27th, 2019
The Hotel Woodbridge Iselin, NJ Room – Room 203 at 11:00am**

MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND CALLED TO ORDER AT 11:09AM.

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

SWEARING IN OF FUND COMMISSIONERS:

- John Allen – City of Hoboken (Commissioner)

ROLL CALL OF FUND COMMISSIONERS:

John Camera - Berkeley Township
Barbara Russo - Berkeley Heights
Anthony Nesto – Township of Bloomfield
Lisa O’Neil - Borough of Caldwell
Cinnaminson Township – ABSENT
Kim White – Township of Eastampton
Daria Trumpet - City of Englewood
Ewing Township - ABSENT
Theresa Casagrande - Borough of Fair Haven
Eleanor McGovern - Borough of Fanwood
Joe Bellina - Freehold Borough
Town of Guttenberg – ABSENT
Borough of Haddon Heights – ABSENT
Lou Guarino – Hamilton Township
Town of Harrison – ABSENT
Borough of Highland Park – ABSENT
John Allen – City of Hoboken
Louis Palazzo – Howell Township
Robert Smith - Town of Kearny
Laura Reinersten - Borough of Kenilworth
Greg Whitehead - Township of Lawrence
City of Linden – ABSENT
Russ Jones – Township of Livingston
Monroe Township - ABSENT
Michael Reed – Montclair Township
Tim Quinn – Township of Morris



Town of Morristown – ABSENT
Stephanie Oppgaard – Township of Neptune
Doug Marvin – Borough of New Providence
Sonia Brown – Township of North Brunswick
Township of North Bergen – ABSENT
William Speck – Borough of North Plainfield
Township of Parsippany-Troy Hills – ABSENT
City of Rahway – ABSENT
Andrew Casais – Borough of Roselle Park
John Shepherd – Township of Roxbury
John Waryas – Borough of Totowa
Karen Caulfield – Union Twp.
Township of Warren - ABSENT
West Orange Township – ABSENT

APPROVAL OF MINUTES OF 2/27/19 MEETING

MOTION: Commr. Bellina

SECOND: Commr. Jones

ABSTAIN: Commrs. Russo; Nesto; Casagrande; Smith

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. Bellina

SECOND: Commr. Hynes

VOTE: Unanimous, by voice



APPROVAL OF REQUESTS FOR SETTLEMENT AUTHORITY AND ADOPTION OF RESOLUTIONS

- Approval of Claims Committee Report and Requests for Settlement Authority
 - Township of Union WC Claim - Granted Settlement Authority
 - Township of Union GL Claim– Granted Settlement Authority
 - Town of Morristown WC Claim – Granted Settlement Authority
 - Town of Morristown EPL Claim – Granted Settlement Authority
 - City of Rahway WC Claim– Granted Settlement Authority
 - Township of North Brunswick WC Claim – Granted Settlement Authority

ADJOURN TO PUBLIC SESSION

MOTION: Commr. Bellina
SECOND: Commr. Hynes
VOTE: Unanimous, by voice

MOTION TO ADOPT RESOLUTIONS & CLAIMS REPORT

Chairman Marvin asked that Resolutions 16-19 through 18-19 be approved collectively.

- **Resolution 16-19** – Approving Certain Disbursements \$747,876.17
- **Resolution 17-19** – Approving Claims Payments \$1,686,449
- **Resolution 18-19** – Appointing Approved Counsel - of Jardim, Meisner & Susser, P.C. – For Union Township

MOTION: Commr. Hynes
SECOND: Commr. Jones

VOTE: ROLL CALL

John Camera - Berkeley Township
Barbara Russo - Berkeley Heights
Anthony Nesto – Township of Bloomfield
Lisa O’Neil - Borough of Caldwell
Cinnaminson Township – ABSENT
Kim White – Township of Eastampton
Daria Trumpet - City of Englewood
Ewing Township - ABSENT
Theresa Casagrande - Borough of Fair Haven
Eleanor McGovern - Borough of Fanwood
Joe Bellina - Freehold Borough
Town of Guttenberg – ABSENT
Borough of Haddon Heights – ABSENT



Lou Guarino – Hamilton Township
Town of Harrison – ABSENT
Borough of Highland Park – ABSENT
John Allen – City of Hoboken
Louis Palazzo – Howell Township
Robert Smith - Town of Kearny
Laura Reinersten - Borough of Kenilworth
Greg Whitehead - Township of Lawrence
City of Linden – ABSENT
Russ Jones – Township of Livingston
Monroe Township - ABSENT
Michael Reed – Montclair Township
Tim Quinn – Township of Morris
Town of Morristown – ABSENT
Stephanie Oppegaard – Township of Neptune
Doug Marvin – Borough of New Providence
Sonia Brown –Township of North Brunswick
Township of North Bergen – ABSENT
William Speck – Borough of North Plainfield
Township of Parsippany-Troy Hills – ABSENT
City of Rahway – ABSENT
Andrew Casais – Borough of Roselle Park
John Shepherd – Township of Roxbury
John Waryas – Borough of Totowa
Karen Caulfield – Union Twp.
Township of Warren - ABSENT
West Orange Township – ABSENT

REPORTS

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

- **GSMJIF Actuary Report Update** – Mr. Hall discussed the year-end actuarial report. He noted an increase in frequency and severity of Auto claims, focused on distracted driving within the Police departments. Mr. Hall also noted the impact of crossing guard claims, permanency schedule increases and an again workforce on Workers’ Compensation performance.
- **Fast Track Report** – Mr. Hall presented the Fast Track Reports for December 2018, January and February 2019.
- **EPL Committee** – The Fund is seeking Commissioners to serve on the EPL Committee. Any interested Commissioners should contact Mr. Hall. The Committee will be meeting immediately following next month’s Commissioner meeting.



- **GSMJIF Committees** – The Fund is seeking Commissioners to serve on a variety of our Committees. Any Commissioners interested in serving on these Committees and are committed to participation in the meetings should contact Mr. Hall.
- **RFQ for Property Remediation and Restoration Services** – The Fund is publishing a Request for Qualifications for its Property Remediation and Restoration Services Panel. The RFQ will be in the papers next week and the RFQ will close April 30.

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 REPORT – NIP Group – R. Smith

- **COPE Data Project** - COPE Data Project: All risk managers have been supplied a list of property locations that are missing COPE data. Please meet with your risk manager so that this may be updated on the member portal prior to the next meeting. Missing data includes square footage, building material, flood zone info, etc.
- **Last call for website feedback** - Last call for website feedback: We will be looking to meet with our IT vendor soon to implement some changes on the member portal. Please provide any thoughts on what we can do to improve the portal and the process.

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

GSMJIF Safety Meeting Recap:

- **SPEAKER** – Matthew Bickerton, MS, Entomologist from the Bergen County Department of Health Services, presented on Ticks and tick-Borne Diseases. Members were educated on the different types of ticks in New Jersey, the habitat and behavior of ticks, the hazards associated with ticks and their bites, how to avoid them, what to look for if bitten, and how to remove a feeding tick. Risk Control will incorporate some the advice provided in a bulletin to be distributed to further educate municipal employees.
- **Wellness update**
 - **a) CPR/AED 2** -Over 530 employees were trained in CPR/AED, from over 17 municipalities between the PEJIF and GSMJIF. Lawrence Township ended up in third place with 51 employees trained, the Borough of Fair haven came in second place and trained 16 and Cinnaminson Township came in first place by training 44 employees. Awards were based on percent of employees trained from the overall employee pool. \$1,300 of prizes were award to the top three municipalities and randomly to employees who were trained.
 - **b) Walk to Win 3** challenge will start April 22 and end June 7. Each municipality can be awarded prizes for teams that participate if certain requirements are met. The goal is for employees to track their steps and report to the municipality. 10,000 steps per day is the target for all employees. Best team names will be voted upon for prizes.
- **When Words Fail** -Verbal de-escalation and physical restraint training for police officers will be provided on April 23rd at the North Brunswick Middle School. Seats will be filled on



a first come, first serve request/registration process. An additional training will be scheduled in the upcoming weeks.

- **DPW Roundtable** -An announcement for late April or early May will be provided shortly.
- **Inspections** - Playground inspections are currently being scheduled and performed. Please contact your risk control representative to schedule. Fields/Spring preparation Inspections are currently being scheduled and performed. Please contact your risk control representative to schedule.
- **Wellness Updates** - Matthew Bickerton, MS, Entomologist from the Bergen County Department of Health Services, presented on Ticks and tick-Borne Diseases. Members were educated on the different types of ticks in New Jersey, the habitat and behavior of ticks, the hazards associated with ticks and their bites, how to avoid them, what to look for if bitten, and how to remove a feeding tick. Risk Control will incorporate some the advice provided in a bulletin to be distributed to further educate municipal employees.

CLAIMS REPORT – NIP Group - C. Cyriax

- **Monthly Claims Department Key Performance Indicators for January 2019** – 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.
- **Discussion of Spring Claims Seminar** – Plans for a spring EPL claims seminar were also discussed.

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commissioner Marvin made a motion to adjourn the meeting at 11:56AM and Commissioner Watkins seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

M. Delgado

D. Marvin

ALSO, PRESENT:



James Renner – NIP
Jonathan Hall – NIP
Madeline Delgado – NIP
Rob Smith – NIP
Robert Persico – NIP
Anthony VenGraitis – NIP
Conrad Cyriax – NIP
Frank Kelly – BGIA
Brian Erlandsen – BGIA
Jeremy Solomon – Bob Smith & Associates
Matthew Struck – Treadstone
Ilene Laursen – Conner Strong
Robin Racioppi - NAIM
William Goder – Monroe Township
Mark Philpot – Eastampton
Karen Water – IMAC
Bonnie Ridolfino – Hardenbergh
Michael Sabbagh- Richland Knowles
Daniel Regan – AJG
John Hanuscin – Fairways
Michael Griffith – NIP
Lindsay Travali – Acrisure
Peter Soriero – Parisi Associates
Lisa Gallo – Qual-Lynx
Renee Nelms – Qual-Lynx
Bob Gemmell – Brown & Brown
David Federstein – Brown & Brown
Danielle Voda – Fairview
Kathleen Guze – D & H Alternative
Jeff Martin – Borden Perlman
Thomas Sternberg – Assured Partner
Valarie Wyble – Roxbury Twp
Michael Bascom – Neptune Twp.
Keith Bunin - NIP
Steve Daveggia – NIP
Ken Child – PMA
Ed Vath – PMA
Virginia Murphy – Morris
John Geaney – Capehart
Betty Ann Stinchcomb – New Providence
Paul Anzano – PQA
Patrick DeBlasio – Treasurer

