



**GARDEN STATE MUNICIPAL JOINT INSURANCE FUND
MEETING MINUTES
July 24th, 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 11:07AM.

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

ROLL CALL OF FUND COMMISSIONERS:

James Byrnes – Berkeley Township
Barbara Russo - Berkeley Heights
Anthony Nesto – Township of Bloomfield
Borough of Caldwell - ABSENT
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
Freehold Borough - ABSENT
Cosmo Cirillo – Town of Guttenberg
Borough of Haddon Heights – ABSENT
Lou Guarino – Hamilton Township
Town of Harrison - ABSENT
Emma Missey – 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
Alan Weinberg - Monroe Township
Michael Reed - Montclair Township
Virginia Murphy – Township of Morris
Town of Morristown – ABSENT
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
Ann Cucci - Township of Parsippany-Troy Hills
Karen Nappier – City of Rahway
Andrew Casais – Borough of Roselle Park
John Shepherd – Township of Roxbury
John Waryas – Borough of Totowa
Karen Caulfield – Union Twp.
Mark Krane – Township of Warren
West Orange Township – ABSENT

APPROVAL OF MINUTES OF 6/26/19 MEETING

MOTION: Commr. Palazzo

SECOND: Commr. Cucci

ABSTAIN: Commrs. White; Smith; Reed; Monzo

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. Byrnes

SECOND: Commr. Cucci

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
 - Township of Hamilton GL-BI Claim – Granted Settlement Authority
 - Borough of Freehold GL Claim – Granted Settlement Authority
 - City of Hoboken GL-BI Claim – Granted Settlement Authority



ADJOURN TO PUBLIC SESSION

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

MOTION TO ADOPT RESOLUTIONS & CLAIMS REPORT

Chairman Marvin asked that Resolutions 27-19; 28-19 and 29-19 be approved collectively.

- **Resolution 27-19** – Approving Certain Disbursements \$2,775,042.54
- **Resolution 28-19** – Approving Claims Payments \$3,094,297
- **Resolution 29-19** – Appointing Approved Counsel - Friend & Wenzel and Carlson, Siedsma, Warner – Request for Township of Parsippany-Troy Hills

MOTION: Commr. Casais
SECOND: Commr. Palazzo

VOTE: ROLL CALL

James Byrnes – Berkeley Township
Barbara Russo - Berkeley Heights
Anthony Nesto – Township of Bloomfield
Borough of Caldwell - ABSENT
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
Freehold Borough - ABSENT
Cosmo Cirillo – Town of Guttenberg
Borough of Haddon Heights – ABSENT
Lou Guarino – Hamilton Township
Town of Harrison - ABSENT
Emma Missey – 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
Alan Weinberg - Monroe Township



Michael Reed - Montclair Township
Virginia Murphy – Township of Morris
Town of Morristown – ABSENT
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
Ann Cucci - Township of Parsippany-Troy Hills
Karen Nappier – City of Rahway
Andrew Casais – Borough of Roselle Park
John Shepherd – Township of Roxbury
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

- **Financial Fast Track Report** – Mr. Hall advised that the Fast Track Report for June will be sent to all Commissioners once the Mid-year Actuarial Study is complete.
- **Status Update for Actuarial Study** - Mr. Hall advised that all of the data as of June 30 has been sent to the actuary. We expect the first draft of the reserve study within four weeks.
- **Workers’ Compensation Legislation** - Mr. Hall provided an update on the passage of the “Thomas P. Canzanella Twenty First Century First Responders Protection Act” (P.L.2019, c.156). The Fund’s actuary is performing an analysis of this Act to determine the financial impact to the Fund and to its Excess program.

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

- **Members Portal** - If any member or risk manager needs any assistance with the portal, please contact underwriting. We can provide additional logins, tutorials and password recovery assistance.
- **2020 Renewals** -- At this time. The 2020 renewal season is open. On the members portal all 2020 apps have been generated with the updated information. Please work with your risk managers to provide historical loss runs. We need all loss runs from 2009 to when you joined the GSMJIF. Loss runs were due July 19th and apps are due August 2nd.



- **2019 Policy Update** - All policies aside from the SNCC Casualty policy are in hand and will be sent out next week. The SNCC Casualty policy is taking extra time to get completed as our coverage counsel works with SNCC to ensure the wording is correct.

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

GSMJIF Safety Meeting Recap:

- **Presentation - Teresa Reuter of STOPit Solutions** – Introducing program to members. Ms. Reuter discussed the rollout and implementation of the Stopit Solutions. The employee hotline and app will allow member employees to anonymously report employment issues, which can be properly investigated and documented by the municipality using the Stopit system.
- **Traffic Incident Update** - The traffic incident management seminar will be scheduled for September. All members are encouraged to send representatives.
- **When Words Fail** - The next WWF seminar will be scheduled in August. An announcement will be sent out with the final date and location.
- **In2Vate Update** - Approximately 80% of all member employee lists have been received and loaded into the LMS. The goal is to have all lists received and uploaded in the system by 7/31/19.
- **Driver Training** - An announcement was sent to all members regarding on line training and live, in person training offerings. Please contact a risk control consultant if you are interested.
- **Storm Preparedness - Member** municipalities should prepare now for a weather event that can occur at any time. Personnel from every critical department should participate in creating an emergency response plan. The Risk Control Department can assist upon request.

CLAIMS REPORT – NIP Group - C. Cyriax

- Monthly Claims Department Key Performance Indicators for June 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.



NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commissioner Marvin made a motion to adjourn the meeting at 11:52AM and Commissioner Nesto seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

M. Delgado

D. Marvin

ALSO, PRESENT:

Madeline Delgado
Robert Persico – NIP
Anthony Ven Graitis – NIP
Conrad Cyriax – NIP
Noah Henry – PMA
Patrick Mackin – PMA
Ken Child – PMA
Betty Ann Stinchcomb – New Providence
Brian Erlandsen- BGIA
Jonathan Hall- NIP
Paul Anzano -PQA
Patrick DeBlasio – Treasurer
Sonia Brown – North Brunswick
Latonya Brennan- AJ Gallagher
David Balken – Balken Risk
Dom Cinelli – B & B
Jeremy Solomon – Bob Smith & Assoc.
Louis Alamo – Alamo Insurance
James Renner – NIP
Larry Graham – Fairview Insurance
Michael Sabbagh – Richland Knowles
Keith Bunin – NIP
Tenisha Smith – NIP
Donna Gartland – NIP
Brianna Biesiada – NIP
William Gardener – Monroe Township
Bonnie Ridolfino – Hardenberg



Ilene Laursen – Conner Strong
Rob Smith – NIP
John Hanuscin – Fairways
Barry Maurillo – IMAC
Lindsay Travoli – Acrisure
Mark Philpot – Eastampton
Renee Nelms – QL
Jeff Martin – Borden Perlman
Tom Sternberg – Assured Partners
Jabazz Spence – Monroe
Edward Teuca – Lawrence
Valarie Wyble – Roxbury
Lori Sullivan – Warren Township
Frank Kelly – BGIA
Peter Soriero – RD Parisi Assoc.