



**GARDEN STATE MUNICIPAL JOINT INSURANCE FUND  
MEETING MINUTES  
May 20<sup>th</sup>, 2020  
ViaGoToWebinar/Conference dial in 732-694-1222 Passcode 980762**

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**MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND CALLED TO ORDER AT 11:02AM.**

**OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD**

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF FUND COMMISSIONERS:**

B. Russell - Township of Aberdeen – Present  
Berkeley Township – Absent  
B. Russo - Berkeley Heights – Present  
M. Watkins - Township of Bloomfield – Present  
Borough of Caldwell – Absent  
Cinnaminson Township – Absent  
K. White - Township of Eastampton – Present  
City of Englewood – Present  
Ewing Township – Absent  
Borough of Fanwood – Absent  
J. Bellina - Freehold Borough – Absent  
Town of Guttenberg – Absent  
Borough of Haddon Heights – Absent  
M. Murranko - Hamilton Township – Present  
Paul Zarbetski - Town of Harrison – Present  
Teri Jover - Borough of Highland Park – Present  
City of Hoboken – Absent  
Holmdel Township – Absent  
L. Palazzo - Howell Township – Present  
Paula Cavalier - Town of Kearny – Present  
Laura Reinertsen - Borough of Kenilworth – Present  
K. Nerwinski - Township of Lawrence – Present  
Nancy Koblis - City of Linden – Present  
R. Jones - Township of Livingston – Present



D. Racioppi - Monroe Township – Present  
Montclair Township – Absent  
T. Quinn - Township of Morris – Present  
Town of Morristown – Absent  
Stephanie Oppegaard - Township of Neptune – Present  
Borough of New Providence – Present (D. Marvin) – Chairman  
K. Monzo - Township of North Brunswick – Present  
Township of North Bergen – Absent  
William Speck - Borough of North Plainfield – Present  
A. Cucci - Township of Parsippany-Troy Hills – Present  
F. Ruggiero - City of Rahway – Present  
A. Casais - Borough of Roselle Park – Present  
J. Shepherd - Township of Roxbury – Present  
John Waryas - Borough of Totowa – Present  
Union Township – Present (K. Caulfield) – Secretary  
Township of Warren – Absent  
West Orange Township – Absent

## **APPROVAL OF MINUTES OF 4/22/2020 MEETING**

**MOTION:** Commr. White – Eastampton Township

**SECOND:** Commr. Marvin – Borough of New Providence

**ABSTAIN:** Commrs. Zarbetski; Jover; Cavalier; Reinertsen; Koblis; Speck

## **MOTION TO ADOPT RESOLUTIONS**

- **Resolution 21-20** – Approving Certain Disbursements \$213,059.42
- **Resolution 22-20** – Approving Claims Payments \$2,830,386
- **Resolution 23-20 – Appointing Approved Counsel** – Marquerite M. Schaffer, Esq. of Shain Schaffer – for Fanwood
- **Approving Claims** Committee Report and Requests for Settlement Authority

### **VOTE: ROLL CALL**

B. Russell - Township of Aberdeen – Present  
Berkeley Township – Absent  
B. Russo - Berkeley Heights – Present  
M. Watkins - Township of Bloomfield – Present  
Borough of Caldwell – Absent  
Cinnaminson Township – Absent  
K. White - Township of Eastampton – Present  
City of Englewood – Present  
Ewing Township – Absent  
Borough of Fanwood – Absent  
J. Bellina - Freehold Borough – Absent



Town of Guttenberg – Absent  
Borough of Haddon Heights – Absent  
M. Murranko - Hamilton Township – Present  
Paul Zarbetski - Town of Harrison – Present  
Teri Jover - Borough of Highland Park – Present  
City of Hoboken – Absent  
Holmdel Township – Absent  
L. Palazzo - Howell Township – Present  
Paula Cavalier - Town of Kearny – Present  
Laura Reinertsen - Borough of Kenilworth – Present  
K. Nerwinski - Township of Lawrence – Present  
Nancy Koblis - City of Linden – Present  
R. Jones - Township of Livingston – Present  
D. Racioppi - Monroe Township – Present  
Montclair Township – Absent  
T. Quinn - Township of Morris – Present  
Town of Morristown – Absent  
Stephanie Oppegaard - Township of Neptune – Present  
Borough of New Providence – Present (D. Marvin) – Chairman  
K. Monzo - Township of North Brunswick – Present  
Township of North Bergen – Absent  
William Speck - Borough of North Plainfield – Present  
A. Cucci - Township of Parsippany-Troy Hills – Present  
F. Ruggiero - City of Rahway – Present  
A. Casais - Borough of Roselle Park – Present  
J. Shepherd - Township of Roxbury – Present  
John Waryas - Borough of Totowa – Present  
Union Township – Present (K. Caulfield) – Secretary  
Township of Warren – Absent  
West Orange Township – Absent

- **EXECUTIVE DIRECTOR – Jonathan Hall (NIP Management)**
  - **2019 Year-End Actuarial Report and Comments** - Mr. Hall provided an overview of the 2019 Year-End Actuarial Report and discussed changes in ultimate losses by year and by line of coverage. The Administrator will share further insights and any recommendations at the June Commissioners meeting.
  - **Fast Track Reports** - The 2019 Financial Audit is underway. Once completed, the Fund will share the Fast Track Reports with all members.
  - **Treasurer’s Report** - Mr. Hall reported that all bills have been paid and the Fund’s cash balance is secure.
  - **HVAC Bulletin** - Mr. Hall and Mr. Ven Graitis shared the statements from The American Society for Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) Epidemic Task Force pertaining the HVAC systems.



- **COVID-19 PEOSH Reporting** - Mr. Hall and Mr. Ven Graitis reminded the members of OSHA guidance regarding recordkeeping requirements for COVID-19 claims. Also discussed was OSHA’s guidance regarding the prioritization of laboratory COVID-19 testing.
- **Planning for Reopening Facilities** - The Fund, in conjunction with PMA Companies, will be hosting a webinar for member municipalities on Thursday, May 28.
- **Monthly Claims Department Key Performance Indicators for April 2020** - Mr. Hall shared the 1st Quarter claims KPIs and metrics for new claims, closures, and reserve reductions.
- **COVID-19 Claims** - Mr. Hall shared the statistics on COVID-19 claims received by the Fund as of April 30, 2020.
- **COVID-19 Impact on Judicial System** - Mr. Hall explained the recent delays experienced in the NJ court system due to the Coronavirus lockdown and strategies the Fund is undertaking to secure favorable outcomes on claims.

## NEW BUSINESS

## OPEN FORUM

## MOTION TO ADJOURN

Executive Director Hall made a motion to adjourn the meeting at 11:46am and Chairman Watkins seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

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M. Delgado

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J. Hall

## **ALSO, PRESENT: Confirmed by GoToWebinar date & time of attendance**

Michael Sabbagh – Richland Knowles  
Ken Child – PMA  
Anthony VenGraitis – NIP  
Kathleen Guze – D & H  
Peter Soriero - Allied  
David Balken – Balken Risk  
Michael O’Connell – PQA  
Robert Persico – NIP  
Frank Kelly – BGIA  
Brian Erlandsen – BGIA  
Ilene Laursen – Conner Strong



Patrick DeBlasio – Treasurer  
Colleen Mahr –  
Lisa Gallo – QL  
Patrick Makin – PMA  
Karin Napier – Rahway  
Lindsay Travali – Reliance  
Karen waters – IMAC  
Danielle Colaianni – Hardenberg  
David Springer - NIP  
Adam Becker – Brown & Brown  
Madeline Delgado – NIP  
Keith Skeba – NIP  
Jim Renner – NIP  
Kathy Boffa – Livingston  
Renee Nelms – QL  
Joe Razzano – Fairview  
Amy Pieroni – Reliance  
Lori Sullivan – Warren twp.  
Thomas Stenberg – Assurance  
Joseph Brown – NIP  
Robin Racioppi – NAIMC  
Thomas Narolewski – Assured Partners  
Danielle Voda – Fairview  
Virginia Murphy – Morris  
David Weightman – PMA