



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

June 22, 2022

Via Microsoft Teams/Conference dial in 732-694-1222 Passcode 444999

**MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND CALLED
TO ORDER AT 11:04 am.**

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

ROLL CALL OF FUND COMMISSIONERS:

E. Walker - Township of Aberdeen – Present
Berkeley Township – Absent
J. Mathis - Borough of Bound Brook – Absent
Berkeley Heights – Absent
K. Duva - Township of Bloomfield – Present
B. Heun - Borough of Caldwell – Present
Cinnaminson Township – Absent
M. Philpot- Township of Eastampton – Present
City of Englewood – Absent
Ewing Township – Absent
P. Celardo - Borough of Fanwood – Present
Freehold Borough – Absent
Town of Guttenberg – Absent
Hamilton Township – Absent
Town of Harrison – Absent
E. Von Thun - Borough of Highland Park – Present
City of Hoboken – Absent
B. Kovelsy - Holmdel Township – Present
L. Palazzo - Howell Township – Present
S. Marks - Town of Kearny – Present
Borough of Kenilworth – Absent
Township of Lawrence – Absent
City of Linden – Absent
R. Jones - Township of Livingston – Present (late)
D. Racioppi - Monroe Township – Present
C. Davino - Montclair Township – Present
T. Quinn – Morris Township - Present



Town of Morristown – Absent
S. Oppegaard - Township of Neptune – Present
W. Barry - Borough of New Providence – Present (late)
J. Progebin - Township of North Brunswick – Present
Township of North Bergen – Absent
W. Speck - Borough of North Plainfield – Present
Township of Parsippany-Troy Hills – Absent
F. Ruggiero - City of Rahway – Present
A. Casais - Borough of Roselle Park – Present
Township of Roxbury – Absent
J. Waryas - Borough of Totowa – Present
K. Caulfield - Union Township – Present
M. Krane - Township of Warren – Present
West Orange Township – Absent

APPROVAL OF MINUTES OF 5/25/2022 MEETING

MOTION: Commr. Caulfield
SECOND: Commr. Progebin
ABSTAIN: Duva; Heun; Celardo; Marks

MOTION TO ADOPT RESOLUTIONS

- **Resolution 24-22** – Approving Certain Disbursements \$2,698,019.31
- **Resolution 25-22** – Approving Claims Payments \$3,922,560

MOTION: Commr. Casais
SECOND: Commr. Quinn
ABSTAIN: Ruggiero

VOTE: ROLL CALL

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West Orange Township – Absent

EXECUTIVE DIRECTOR – J. Hall (NIP Management)

- **EXECUTIVE DIRECTOR’S REPORT (Jonathan Hall)**
 - Year End Reserve Study & Fast Track Report – The Fund Actuary has finalized the Reserve Study as of December 31, 2021. The Fund Administrator is updating the Fund’s Year-End Financial Fast Track Report and has reconciled against Year-End Financial Statements for distribution to the Members.
 - Financial Audit Status – The Fund Auditor, Mercadien PC, is finishing testing for the the 2021 Financial Audit. Audited Year-End Financial Statements will be available in advance of the June 30, 2022 filing deadline. Mercadien PC is scheduled to present the Financial Audit at the July Commissioners’ Meeting.
 - Treasury Report – All Bills have been paid and our cash balance is secure.

- **UNDERWRITING REPORT (Robert Smith)**



- 2023 Renewals Historical Data – Risk managers must update and return all loss runs to the Administrator's office by July 22nd, 2022. All schedules must be updated, signed and returned to the Administrator's office by August 12th, 2022. Due to changes in Excess Markets' requirements, we ask that all members provide currently valued loss runs in Excel format as follows:
 - Workers' Compensation 2013 to Date Joined (10 calendar years)
 - All Other Lines 2013 to Date Joined (10 calendar years)
- New Member Portal – The new member portal has been tested and we are currently working on a roll-out date. The new portal will continue to be user-friendly and will seamlessly work on all devices. One of the new portal updates is MFA to ensure we have the highest security protocols available. As part of this, the UW team will be reaching out to risk managers to ensure we have the best phone numbers available for the MFA. Prior to launch, we will be pulling the old site down and it will remain down for several days as we transition. During this time, the UW team will be available to assist in any member portal needs. We will announce the dates of this well in advance to all risk managers and members.
- Property Renewal – Our 7/1 Property renewal has been negotiated and bound. Coverage is in place through 7/1/23 with our incumbent carrier, the APIP program. Limits will continue as expiring, with adjustments to Fund deductibles for Named Windstorms and Flood losses. We will have a full report in the coming weeks.
- Cyber Renewal – Our 7/1 Cyber renewal has been negotiated and bound. Coverage is in place through 7/1/23 with our incumbent carrier, Beazley through the APIP program. Coverage will be provided for all members. Limits and deductibles will continue as expiring. We will have a full report in the coming weeks.
- **RISK CONTROL REPORT (Anthony Ven Graitis)**
 - Cyber Training and Property Inspection Update – As of June 17, 2,803 JIF-insured employees have completed Cyber awareness training. Risk Control consultants have inspected 45 high-exposure properties.
 - TRN Police Online Training – Police Professional courses are now fully integrated in the Vault. Training can be assigned, tracked and managed. Over 60 courses specific to law enforcement are now available. Records from the Vault and Power DMS can be shared and loaded in each system.
 - Summer Camps & Pools – Pool Facility Operations - Train and equip personnel on COVID-19 awareness, routine cleaning and disinfecting to perform their assigned duties in a manner that promotes the safety of public and staff. Document COVID awareness training and risk reduction strategies for all personnel. Cardiopulmonary resuscitation (CPR), first aid training available to staff members. Beach threats: extreme weather, rip tides, handling large gatherings, signs and lifeguards. Create JHA's for unique jobs. Summer Camp training can include: Bloodborne Pathogens, First Aid, Coronavirus-Basics and Cleaning and Disinfecting your Workplace, Hand Washing and Hygiene, Personal Protective Equipment, Heat Safety, TRAC (Teamwork • Respect • Awareness • Communication) and Camps Training Program on Child Sexual Abuse and Molestation. Live training is available.



- Hurricane Preparedness – At least 19 named storms and nine hurricanes, four of which may be Category 3 or higher, are expected in 2022. Now is the time to prepare for the inevitable major disruptions that would result from a Hurricane impacting our area.
 - June 22nd Webinar at 2:00 PM to discuss:
 - Developing a plan to manage your storm response
 - Managing your response during the storm
 - Post-storm plans and activities
 - Strategies to test the adequacy of your plans and develop the skills of your team using tabletop exercises.
- Active Threat/Rescue Task Force – Online and live training is available and should be considered for all staff members on a regular basis:
 - Incident Management
 - The Role of Law Enforcement
 - The Role of Fire and Emergency Medical Services
 - Role of the Dispatcher
 - Media
 - The Aftermath
- **CLAIMS MANAGEMENT REPORT (Peter Archangeli)**
 - Claims KPI Report May 2022 – Mr. Archangeli presented the claims report as of May 30, 2022. There were no questions.
 - Upcoming “Lunch and Learn” – Topic: Property Policy Terms & Conditions
 - Guest Speaker: Michael Whelan, Executive General Adjuster, McLarens
 - July 27, 2022, 1:00 – 2:00 pm via Microsoft Teams

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commissioner Progebin made a motion to adjourn the meeting at 11:50 pm and Commissioner Caulfield seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

M. Delgado

J. Hall



ALSO, PRESENT – Confirmed by MS Teams attendance sheet

A. Hrubash
A. Pieroni
A. Siano
A Aquino
A. Ven Gratis
A. Skeba
B. Erlandsen
B. LaJoie
C. Cyriax
D. Weightman
D. Balken
D. Springer
E. Vath
G. Crosby
J. Bascom
J. Hanuscin
J. Hall
J. Brown
J. Razzano
J. Solomon
K. Napier
K. Waters
K. Skeba
K. Child
K. Larkin
L. Gallo
M. O'Connell
M. Delgado
P. Cassidy
P. DeBlasio
P. Mackie
P. Archangeli
R. Harris
R. Nelms
R. Persico
R. Smith
S. Brown
V. Murhpy
W. Robinson
W. Dietz

