



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

April 27, 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 11:02 am.**

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

SWEARING IN OF NEW FUND COMMISSIONER

- William Antonides – Holmdel Township – (Commissioner)
- Barbara Kovelsky – Holmdel Township – (Alternate Commissioner)

ROLL CALL OF FUND COMMISSIONERS:

B. Russell - Township of Aberdeen – Present
J. Camera - Berkeley Township – Present
J. Mathis - Borough of Bound Brook – Present
B. Russo - Berkeley Heights – Present
Township of Bloomfield – Absent
B. Heun- Borough of Caldwell – Present
Cinnaminson Township – Absent
K. White - Township of Eastampton – Present
D. Trumpet - City of Englewood – Present
Ewing Township – Absent
R. Harris - Borough of Fanwood – Present
Freehold Borough – Absent
Town of Guttenberg – Absent
L. Guarino - Hamilton Township – Present
Town of Harrison – Absent
E. Von Thun - Borough of Highland Park – (Late)
M. Kraus - City of Hoboken – Present
W. Antonides - Holmdel Township – Present
L. Palazzo - Howell Township – Present
S. Marks - Town of Kearny – Present
Borough of Kenilworth – Absent
G. Whitehead - Township of Lawrence – Present



W. Hasko - City of Linden – Present
R. Jones - Township of Livingston – Present
D. Racioppi - Monroe Township – Present
C. Davino - Montclair Township – Present (late)
T. Quinn – Morris Township - Present
J. Barrick - Town of Morristown – Present (late)
S. Oppegaard - Township of Neptune – Present
E. McManimon - Borough of New Providence – Present
S. Brown - Township of North Brunswick – Present
Township of North Bergen – Absent
W. Speck - Borough of North Plainfield – Present
F. Carr - Township of Parsippany-Troy Hills – Present
K. Napier - 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
Township of Warren – Absent
West Orange Township – Absent

APPROVAL OF MINUTES OF 3/23/2022 MEETING

MOTION: Commr. Russell

SECOND: Commr. Brown

ABSTAIN: Heun; White; Harris; Von Thun; Antonides; Kovelesky; Marks; Stafford;
Davino; Barrick; Casais;

MOTION TO ADOPT RESOLUTIONS

- **Resolution 20-22** – Approving Certain Disbursements \$1,154,284.73
- **Resolution 21-22** – Approving Claims Payments \$3,689,511

MOTION: Commr. Marks

SECOND: Commr. Camera

ABSTAIN: None.

VOTE: ROLL CALL

B. Russell - Township of Aberdeen – Present
J. Camera - Berkeley Township – Present
J. Mathis - Borough of Bound Brook – Present
B. Russo - Berkeley Heights – Present
Township of Bloomfield – Absent
B. Heun- Borough of Caldwell – Present
Cinnaminson Township – Absent



K. White - Township of Eastampton – Present
D. Trumpet - City of Englewood – Present
Ewing Township – Absent
R. Harris - Borough of Fanwood – Present
Freehold Borough – Absent
Town of Guttenberg – Absent
L. Guarino - Hamilton Township – Present
Town of Harrison – Absent
E. Von Thun - Borough of Highland Park
M. Kraus - City of Hoboken – Present
W. Antonides - Holmdel Township – Present
L. Palazzo - Howell Township – Present
S. Marks - Town of Kearny – Present
Borough of Kenilworth – Absent
G. Whitehead - Township of Lawrence – Present
W. Hasko - City of Linden – Present
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D. Racioppi - Monroe Township – Present
C. Davino - Montclair Township – Present
T. Quinn – Morris Township - Present
J. Barrick - Town of Morristown – Present
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S. Brown - Township of North Brunswick – Present
Township of North Bergen – Absent
W. Speck - Borough of North Plainfield – Present
F. Carr - Township of Parsippany-Troy Hills – Present
K. Napier - 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
Township of Warren – Absent
West Orange Township – Absent

EXECUTIVE DIRECTOR – J. Hall (NIP Management)

- **EXECUTIVE DIRECTOR’S REPORT (Jonathan Hall)**
 - Year End Actuarial Analysis and Fast Track Status - The Fund Actuary provided the first draft of the reserve study on March 18. The Fund Administrator’s Financial Analysis team is reviewing the draft. Once the Actuarial Analysis is finalized, the Fund Administrator will update the Fund’s Year-End Financial Fast Track Report for distribution to the Members



- Financial Audit Status - The Fund Auditor, Mercadieu PC, continues work on the 2021 Financial Audit. Members and TPAs are asked to please respond promptly to any requests for information from the Fund Auditors.
 - DCA Financial Disclosures - All 2021 Commissioners and Alternate Commissioners will have received a notice from the DCA regarding financial disclosures. Please respond to these notices promptly.
 - Treasury Report – All Bills have been paid and our cash balance is secure.
- **UNDERWRITING REPORT (Robert Smith)**
- Property Renewal Update – The Property submission have been completed and are in the hands of the excess markets. We are exploring multiple options and our partners at BGIA are combing the marketplace to ensure we have the best options available. The program renews on 7/1 and in the coming months, we will be discussing the various options we are exploring.
 - Cyber Renewal Update – All applications have been submitted to the excess markets. Should they come back with any questions or follow ups, we will be reaching out to all Risk Managers. Please continue to schedule your appointments with Harbor Technology. We would like all members to have had a conference with Harbor prior to the negotiations we will be entering with the excess markets so we can provide a roadmap for all members to achieve the new minimum standards.
 - Member Portal Update – 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.
- **RISK CONTROL REPORT (Anthony Ven Graitis)**
- Cyber Training Update – As of April 22, 2022, 5,607 GSMJIF-insured employees have completed Cyber Awareness training.
 - Property Inspection Update – As of April 22, 2022, GSMJIF Risk Control have inspected 48 properties with TIV greater than \$5 million. Risk Control consultants will be scheduling additional property inspections throughout the year.
 - Distracted Driving Challenge – Mr. Ven Graitis reported on the results of the Distracted Driving Challenge.
 - Playground Maintenance and Inspection – According to the Consumer Product Safety Commission, each year, more than 200,000 children ages 14 and younger go to U.S. hospital emergency departments with injuries associated with playground equipment. More than 20,000 of these children are treated for a traumatic brain injury, including concussion. Nearly 80% of playground injuries are caused by falls. Requirements for safety surfaces, equipment installation, and equipment maintenance should be understood by Parks and Maintenance staff. Contact your risk control consultant to schedule an inspection of your Playgrounds.



- Recycling Yard Safety – Drop-off recycling centers provide a valuable community service by offering convenient and cost-effective recycling opportunities for residents and businesses. Mr. Skeba discussed the importance of efficient and effective operations.

- **CLAIMS MANAGEMENT REPORT (Conrad Cyriax)**
 - Claims KPI Report March 2022 – Mr. Cyriax presented the Claims KPI Report as of March 31, 2022
 - Lunch & Learn – OPRA – The JIF will be hosting a presentation on the topic of “Responding to OPRA Requests.” Mark Y. Moon, Esq. of Trenk, Isabel, Siddiqi & Shadonian will be presenting.
 - Date: April 28, 2022
 - Time: 12:00 – 1:00 PM
 - Via Microsoft Teams

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commissioner Marks made a motion to adjourn the meeting at 11:52 pm and Commissioner Carr seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

M. Delgado

J. Hall

ALSO, PRESENT – Confirmed by MS Teams attendance sheet

- A. Powers
- A. Burghart
- A. Hrubash
- A. Ven Graitis
- A. Aquino
- B. Kovelsky



B. Erlandsen
B. LaJoie
C. Cyriax
D. Voda
D. Weightman
D. Balken
D. Cinelli
E. Vath
E. Mannion
G. Crosby
J. Hall
J. Mathis
J. Brown
J. Solomon
K. Guze
K. Boffa
K. Skeba
K. Child
K. Larkin
L. Brenan
L. Gallo
M. Delgado
M. Philpot
M. Avalone
M. Bascom
M. Kraus
P. Cassidy
P. DeBlasio
P. Mackin
P. Joyce
P. Archangeli
R. Harris
R. Nelms
R. Persico
R. Smith
R. Racioppi
S. Stanley
V. Murphy