



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

November 21, 2022

Via Microsoft Teams/Conference dial in 732-694-1222 Passcode 364 441 313#

**MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND CALLED
TO ORDER AT 11:03 am.**

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

SWEARING IN OF NEW FUND COMMISSIONER

- Angela Lazzari – Borough of Kenilworth (Commissioner)

ROLL CALL OF FUND COMMISSIONERS:

Township of Aberdeen – B. Russell
Berkeley Township – Absent
Berkeley Heights – B. Russo
Borough of Bound Brook – H. Herrera
Township of Bloomfield – Absent
Borough of Caldwell – J. Bongiorno
Cinnaminson Township – Absent
Township of Eastampton – Absent
City of Englewood – Y. Wazirmas
Ewing Township – Absent
Borough of Fanwood – R. Harris
Freehold Borough – Absent
Town of Guttenberg – Absent
Hamilton Township – L. Guarino
Town of Harrison – Absent
Borough of Highland Park – Absent
City of Hoboken – Absent
Holmdel Township – Absent
Howell Township – L. Palazzo
Town of Kearny – S. Marks
Borough of Kenilworth – A. Lazzari
Township of Lawrence – G. Whitehead
City of Linden – W. Hasko



Township of Livingston – R. Jones
Monroe Township – D. Racioppi
Montclair Township – C. Davino
Morris Township – T. Quinn
Town of Morristown – F. Mason
Township of Neptune – M Bascom
Borough of New Providence – E. Mannion
Township of North Brunswick – J. Jackson
Township of North Bergen – Absent
Borough of North Plainfield – Absent
Township of Parsippany-Troy Hills – F. Carr
City of Rahway – F. Ruggiero
Borough of Roselle Park – A. Casais
Township of Roxbury – Absent
Borough of Totowa – J. Waryas
Union Township – K. Caulfield
Township of Warren – M. Krane
West Orange Township – Absent

APPROVAL OF MINUTES OF 10/26/2022 MEETING

MOTION: Commr. Caulfield

SECOND: Commr. Marks

ABSTAIN: J. Bongiorno; Wazirmas; Guarino; Marks; Lazzari; Racioppi; Mason;

MOTION TO ADOPT RESOLUTIONS

- **Resolution 34-22 – Approving Certain Disbursements \$220,167.93**
- **Resolution 35-22 – Approving Claims Payments \$6,345,828**
- **Approving Claims Committee Report and Requests for Settlement Authority**

MOTION: Commr. Carr

SECOND: Commr. Quinn

ABSTAIN: Raggiero

VOTE: ROLL CALL

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Township of Warren – M. Krane
West Orange Township – Absent

DEPARTMENT REPORTS

- **EXECUTIVE DIRECTOR’S REPORT (Jonathan Hall)**
 - Indemnity & Trust Agreements – The Administrator’s office requests that renewing members please return the Resolutions to Rejoin as soon as they are passed by your governing bodies and executed accordingly
 - Treasurer’s Report – All Bills have been paid and our cash balance is secure



- 2023 Draft Budget – Mr. Hall presented the 2023 Draft Budget. Mr. Hall asked members to review their property and vehicle schedules no later than December 9, 2022. The Second Draft budget will be introduced at the December 13, 2022 meeting
- **UNDERWRITING REPORT (Robert Smith)**
 - **2023 Renewals** – Applications are overdue. Please provide as soon as possible. No applications could mean a lapse in coverage or non-renewal of coverage.
 - **2023 Prospects** – Currently reviewing prospect submissions to ensure they fit with our underwriting guidelines. Will report at the December meeting of our progress.
- **RISK CONTROL REPORT (Anthony Ven Graitis)**
 - **EPL Training update** – Training statistics show an almost doubling of assigned harassment/discrimination training from last year, with completion records quickly rising. Please reach out to your risk control consultant to scheduled live or online training, or to send copies of sign in sheets for crediting employees for completing training in 2022.
 - **Police Resources** – Risk control offers many risk control services to members including over 60 online police professional courses, a police round table which is scheduled for 12/8/22, and individual specialized training from Connell Consulting for police supervisors.
 - **Winter Storm Planning** – With the first snowflakes already falling for many of us, extended cold weather, snow, and ice will be arriving shortly. Now is the time to make final preparations to ensure you are ready for the worst of winter while keeping employees safe. The following safety topics will be discussed at the Winter Storm Planning webinar: Snowplow preparation and planning: what to inspect and how to prepare equipment and vehicles, routes, emergency plans, and emergency packs , Title 59 defenses: How to protect Title 59 immunities with various job assignments including snowplow runs, salt spreading, shoveling and snow blowing, Driving in winter weather: Loss frequency increases every winter. Tips to prevent accidents will be discussed., Building maintenance: what all buildings should have done to prepare for the winter months., Facility maintenance: what are acceptable logs when documenting work to remove ice and snow from the premises, inside and out., Preparation of staff and equipment: how to inspect and prepare snow blowers and salt/sand spreaders for use while training staff to prevent injury. The seminar is scheduled for Nov 30, 2022, at 2:00 PM.
 - **Snow-Plow Rodeo** – The 5th annual Snowplow Rodeo was held on Thursday, November 10th, 2022, 8:30 AM to 3:30 PM, in Union Township: Biertuempfel Park. Participants steered through an obstacle course of left and right turns, maneuvered around parked cars and moved through a serpentine series of cones. CDL and non-CDL driver categories. Over 50 drivers participated in the Event! Awards and announcements to follow the week of 11/28/22
- **CLAIMS MANAGEMENT REPORT (Peter Archangeli)**



- **Claims KPI Report October** – The team received a total of 259 claims, and closed 270 files, resulting in a closing ratio of 104% for the month.
- **Litigation Management Guidelines** – Updated defense firm litigation reporting and billing guidelines have been drafted and provided to a small panel of defense panel attorneys for comment. The new guidelines will be introduced to the commissioners at the January meeting, and then rolled out to the GSMJIF defense firms following the meeting.

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commissioner Carr made a motion to adjourn the meeting at 11:48am and Commissioner Barrick seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

M. Delgado

J. Hall

ALSO, PRESENT – Confirmed by MS Teams attendance sheet

201-285-XXXX
908-464-XXXX
908-679-XXXX
A. Pieroni
A. Simms
A. Ven Gratis
B. Erlandsen
B. LaJoie
B. Scantelbury
C. Davino
C. Robinson
D. Weightman
D. Balken



D. Springer
D. Voda
E. Vath
J. McCoy
J. Jackson
J. Hanuscin
J. Hall
J. Brown
Justine
J. Solomon
K. Boffa
K. Skeba
K. Child
K. Larkin
K. Connor
L. Brennan
L. Travali
L. Gallo
M. Delgado
M. Lamb
M. O'Connell
M. Avalone
P. Archangeli
P. Cassidy
P. Celardo
P. DeBlasio
P. Mackin
R. Harris
R. Nelms
R. Persico
R. Racioppi
R. Smith
S. Daveggia
S. Stanley
S. Strohrer
S. Stanley
W. Robinson
V. Murphy
W. Dietz
Y. Warzimas