



**GARDEN STATE MUNICIPAL JOINT INSURANCE FUND  
MEETING MINUTES  
February 28<sup>th</sup>, 2024  
Via – MS Teams  
FOR PUBLIC ONLY 609-246-5765; Passcode 981 034 808#**

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**MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND  
CALLED TO ORDER AT 11:05AM.**

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

**PLEDGE OF ALLEGIANCE**

**SWEARING IN OF NEW FUND COMMISSIONERS**

- Albert Domizi – (Commissioner) – Borough of North Plainfield (sworn in)
- Michael Lapolla – (Commissioner) – Montclair Township (sworn in)
- James McManimon – (Commissioner) – Ewing Township (not sworn in – not in attendance)

**ROLL CALL OF FUND COMMISSIONERS**

Aberdeen, Township of – B. Russell  
Berkeley Township – Absent  
Berkeley Heights, Township of – B. Russo  
Bound Brook, Borough of – Absent  
Bloomfield, Township of – C. Finkler  
Caldwell, Borough of – B. Heun  
Cinnaminson Township – Absent (virtual)  
Eastampton, Township of – Absent  
Englewood, City of – J. Birkner  
Ewing Township – Absent  
Fanwood, Borough of – Absent  
Freehold Borough – Absent  
Guttenberg, Town of – Absent  
Hamilton Township – Absent  
Harrison, Town of – Absent  
Highland Park, Borough of – Absent  
Hoboken, City of – M. Kraus  
Holmdel Township – J. Delaney Absent (virtual)  
Howell Township – L. Palazzo



Jamesburg, Borough of – M. Capobianco  
Kearny, Town of – J. Mastrandrea  
Lawrence, Township of – G. Whitehead  
Linden, City of – Absent  
Livingston, Township of – R. Jones  
Monroe Township – Absent  
Montclair Township – Absent  
Morris Township – T. Quinn  
Morristown, Town of – J. Barrick  
Neptune, Township of – S. Oppegaard  
New Providence, Borough of – Absent  
North Bergen, Township of – Absent  
North Plainfield, Borough of – A. Domizi  
Union Township – K. Caulfield  
Warren, Township of – M. Krane  
West Orange Township – Absent

#### **APPROVAL OF 1/24/2023 MINUTES**

**MOTION:** Commr. Russell

**SECOND:** Commr. Russo

**ABSTAIN:** Commrs.

#### **MOTION TO ADJOURN INTO EXECUTIVE SESSION TO DISCUSS CLAIMS**

**MOTION:** Commr. Domizi

**SECOND:** Commr. Russo

**VOTE:** Unanimous, by voice

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:
  - Claims – Requests for Settlement Authority

#### **MOTION TO ADJOURN TO EXECUTIVE SESSION**

**MOTION:** Commr. Quinn

**SECOND:** Commr. Palazzo

**VOTE:** Unanimous, by voice



## **APPROVAL REQUESTS FOR SETTLEMENT AUTHORITY AND ADOPTION OF RESOLUTIONS**

- Berkeley Township – GL/BI - Granted Settlement Authority
- Township Parsippany-Troy Hills – Police Prof. PI - Granted Settlement Authority
- Hamilton Township – WC – Granted Settlement Authority
- Township of Morris – GL/BI Granted Settlement Authority
- Howell Township – GL/BI Granted Settlement Authority
- Howell Township – WC - Granted Settlement Authority
- Township of Union – WC - Granted Settlement Authority
- Township of Hamilton – WC – Granted Settlement Authority

## **MOTION TO ADJOURN TO EXECUTIVE SESSION**

### **VOTE: ROLL CALL**

Aberdeen, Township of – B. Russell  
Berkeley Township – Absent  
Berkeley Heights, Township of – B. Russo  
Bound Brook, Borough of – Absent  
Bloomfield, Township of – C. Finkler  
Caldwell, Borough of – B. Heun  
Cinnaminson Township – Absent (virtual)  
Eastampton, Township of – Absent  
Englewood, City of – J. Birkner  
Ewing Township – Absent  
Fanwood, Borough of – Absent  
Freehold Borough – Absent  
Guttenberg, Town of – Absent  
Hamilton Township – Absent  
Harrison, Town of – Absent  
Highland Park, Borough of – Absent  
Hoboken, City of – M. Kraus  
Holmdel Township – J. Delaney Absent (virtual)  
Howell Township – L. Palazzo  
Jamesburg, Borough of – M. Capobianco  
Kearny, Town of – J. Mastrandrea  
Lawrence, Township of – G. Whitehead  
Linden, City of – Absent  
Livingston, Township of – R. Jones  
Monroe Township – Absent  
Montclair Township – Absent  
Morris Township – T. Quinn



Morristown, Town of – J. Barrick  
Neptune, Township of – S. Oppegaard  
New Providence, Borough of – Absent  
North Bergen, Township of – Absent  
North Plainfield, Borough of – A. Domizi  
Union Township – K. Caulfield  
Warren, Township of – M. Krane  
West Orange Township – Absent

#### EXECUTIVE DIRECTOR'S REPORT – J. Hall (NIP Management Services)

- **Actuary Report Status Update** - The Administrator's office received the first draft of the year-end reserve study at the end of last week. We are currently reviewing the draft report. As soon as the report is finalized, we will update the year-end financials and share them with the Commissioners.
- **Risk Manager Agreements** - The Administrator's office requests that all Risk Managers and Service Providers send copies of the fully-executed agreements between them and their clients as soon as practicable. As a reminder, no service providers can be paid by the Fund until agreements have been received.
- **Fast Track Report** - The Financial FastTrack Report as of September 30, 2023 has been compiled and distributed to all Members. Mr. Hall provided highlights of the financial performance of the Fund. The Year-End 2023 FastTrack Report will be distributed after the Actuarial Reserve Study is finalized and will reflect 2023 actual experience.
- **Regulatory Update** - After we met with the Department of Community Affairs, and many of our members reached out to the DCA to explain your budgetary challenges, the Local Finance Board approved an exemption to the Appropriations Cap for CY2024/SFY2025 municipal budget appropriations for Garbage and Trash Removal and Disposal, Recycling, Liability Insurance (including Property, Casualty, and Cybersecurity), and Worker's Compensation Insurance.

#### TREASURER'S REPORT – P. DeBlasio

- **Treasurer Report** – All Bills have been paid and our cash balance is secure.

#### UNDERWRITING REPORT – R. Smith (NIP Management Services)

- **BGIA Presentation** - BGIA presented on the state of the marketplace. They went over conditions effecting the current marketplace as well as an overview of the 2024 renewal season and 2024 wrap-up of all bound lines. They also went over the upcoming property and cyber renewals coming up on 7/1.
- **Property & Cyber Renewals** - Property and cyber renewals are coming up on 7/1. At this time no actions are needed for the property renewal. For the cyber renewal, applications will be distributed and need to be returned by 3/22.



- **EPLI Committee** – Following the meeting was the first of the EPLI sub-committee meetings. All commissioners were welcome. It was determined we would be meeting every other month and the April meeting would feature a guest speaker. Topics the committee wished to address this year were discussed.

#### **RISK CONTROL REPORT (Anthony Ven Graitis)**

- **Safety Monthly Meeting Recap** –
- **Safety Committee meeting webinar** - Effective Safety Committee Operations was presented on February 22, 2024, by Scott Stohrer, CSP. The following agenda topics were discussed: Purpose of a Safety Committee, Elements of Effective Safety Committee, Committee Structure and Member Responsibilities, Setting Goals and Objectives, Accident Investigation (Root Cause Analysis). This webinar is intended to support safety committee meetings that must be held by every member, supporting the No Accidents Toay philosophy.
- **Cyber webinar** -Will be held on 3/14/24 at 1:00. Carrier 2024 Cyber requirements will be reviewed along with developments in the industry and efforts to mitigate risk.
- **Police Training** - EPL for police and first amendment audits is being scheduled at member locations throughout the state, including Baiting the Police: Response to Constitutionally Protected Activity (online training) and in person When Words Fail training, which will be scheduled at multiple locations across the state in 2024.
- **EANJ Webinars March** - The EANJ has agreed to provide a three part webinar-Municipal HR seminar-Managing to avoid risk, with the following dates confirmed: Applying Equal Employment Opportunity Law and Preserving a Legal Defense 3/20/24, Managing incidents of Whistleblowing and Retaliation 3/28/23, and How to Conduct an Internal Investigation 4/4/24
- **Distracted Driving Challenge** - The 2024 distracted driving awareness challenge will be held on 4/1/24. This year's effort will include additional training options and revised award criteria. Information will be provided in March in advance of the challenge start date.

#### **CLAIMS MANAGEMENT REPORT – R. Persico (NIP Management Services)**

- **Claims KPI report January 2024** – 224 new claims received in January. 277 claims closed in January, closing ratio of 124%. \$1.246Min new reserves, \$4.75M in closed reserves \$109K in December subrogation recoveries.

#### **NEW BUSINESS**

#### **OPEN FORUM**

#### **ADJOURNMENT**



Commissioner Palazzo made a motion to adjourn the meeting at 11:57am and Commissioner Barrick seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

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M. Delgado

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K. Caulfield

**ALSO, PRESENT in PERSON:**

A. Pieroni  
A. Ven Graitis  
B. Gemmell  
B. LaJoie  
B. Speck  
D. Balken  
J. Brown  
J. Geaney  
J. Hall  
J. Solomon  
K. Larken  
K. Mitchell  
K. Skeba  
L. Gallo  
L. Hamm  
L. Klein  
M. Delgado  
M. McArow  
M. O'Connell  
P. Archangeli  
R. Nelms  
R. Smith  
S. Stroher  
V. Murphy  
V. Peluso  
W. Baskay

**PRESENT over 40 minutes  
VIA MS TEAMS:**

A. Kelly



A. Simms  
Alison  
B. Erlandsen  
E. Schubiger  
E. Schubiger  
E. Von Thun  
J. Casagrande  
J. Delaney  
J. Hall  
J. Hanuscin  
J. McCoy  
J. Razzano  
J. Kerlin  
K. Connor  
K. Guze  
K. Royce  
K. Walters  
R. Hope  
R. Parisi  
R. Smith  
R. Aldulaimi  
R. Persico  
S. Daveggia  
T. Merchel  
W. Ring  
W. Robinson