

**MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND
OPEN MINUTES MEETING – DECEMBER 14, 2022
HANOVER MUNICIPAL BUILDING
12:00 PM**

Meeting of Fund Commissioners was called to order by Chairwoman Rinaldi, who read the Open Public Meeting Notice as follows:

In accordance with the Open Public Meetings Act, notice of this meeting was provided by:

- I. sending sufficient notice to the Daily Record and The Star Ledger
- II. advance written notice of this meeting was filed with the Clerk/Administrator of each member municipality and,
- III. posting this notice on the Public Bulletin Board of all member municipalities

Chairwoman Rinaldi led the board in the Pledge of Allegiance.

Chairwoman Rinaldi asked for 2022 Roll Call.

ROLL CALL OF 2022 FUND COMMISSIONERS:

Mount Arlington	Carolyn Rinaldi	Present
Pequannock	Adam Brewer	Present
Netcong	Ralph Blakeslee	Absent
East Hanover	Joseph Tempesta	Absent
Mountain Lakes	Mitchell Stern	Present
Rockaway Township	Lisa Palmieri	Absent
Stanhope	Brian McNeilly	Present

Andover	Patricia Bussow	Absent
Bloomingtondale	Mike Sondermeyer	Present
Boonton Town	Neil Henry	Absent
Boonton Township	Douglas Cabana	Absent
Butler	Jim Lampmann	Present
Chatham Township	Ziad Shehady	Absent
Chatham Borough	Stephen Williams	Present
Chester	Margaret Nordstrom	Present
Denville	Steven Ward	Present
Dover	Jonathan Delaney	Present
Essex Fells	Francine Paserchia	Absent
Florham Park	Bill Huyler	Absent
Frelinghuysen	Donna Zilberfarb	Present
Hanover	Silvio Esposito	Absent
Hawthorne	Eric Maurer	Absent
Hopatcong	David Fanslau	Absent
Kinnelon	James Freda	Absent
Lincoln Park	Perry Mayers	Present
Long Hill	Nancy Malool	Absent
Madison	James Burnet	Absent
Mendham Borough	Joyce Bushman	Absent
Mendham Township	Jason Gabloff	Absent

Millburn	Matthew Laracy	Absent
Montville	June Hercek	Absent
Morris Plains	Rosanne Denman	Absent
Mount Olive	Claudia Tomasello-Quinn	Present
North Caldwell	Kevin O'Sullivan	Absent
Pompton Lakes	Paula Cozzarelli	Present
Randolph	Debbie Bonanno	Present
Ringwood	Scott Heck	Absent
Riverdale	Paul Carelli	Absent
Rockaway Borough	Patricia Reiche	Absent
South Orange Village	Julie Doran	Absent
Sparta	Neil Spidaletto	Absent
Washington Twp	Andrew Coppola	Present
West Caldwell	Nikole Baltycki	Present
West Milford	William Senande	Absent
Wharton	Joseph Kovalcik	Absent

2022 FUND COMMISSIONER ALTERNATES:

Mount Arlington	Lauren Schaeffner (Alt.)	Absent
Netcong	Elmer Still (Alt.)	Absent
East Hanover	Kenneth Huelbig (Alt.)	Present
Mountain Lakes	Shawn Bennett	Absent
Rockaway Township	Patricia Seger (Alt.)	Absent
Stanhope	Dana Mooney (Alt.)	Absent

Andover	Toni Grisaffi (Alt.)	Absent
Bloomingtondale	Sherry Gallagher (Alt.)	Absent
Boonton Town	Cynthia Oravits (Alt.)	Absent
Butler	James Kozimor (Alt.)	Absent
Chatham Township	Debra King (Alt.)	Absent
Chatham Borough	Karen Fornaro (Alt.)	Absent
Chester	Dena Dziergoski (Alt.)	Absent
Denville	Jessica Falce (Alt.)	Absent
Dover	Reynaldo Julve (Alt.)	Absent
Florham Park	Cindy Phillips (Alt.)	Absent
Hanover	Mark Roddy (Alt.)	Absent
Hawthorne	Jennifer Scully (Alt.)	Absent
Kinnelon	Charlie Daniel (Alt.)	Absent
Lincoln Park	Dina Valente-Stoel (Alt.)	Absent
Madison	Chrissy Mahler	Absent
Mendham Borough	Jeff Cooper (Alt.)	Present
Mendham Township	Ross Johnson (Alt.)	Absent
Millburn	Jesse Moehlman (Alt.)	Absent
Montville	Nicholas Breiner (Alt.)	Absent

Morris Plains	Michael Koroski (Alt.)	Absent
Mount Olive	Andrew Tatarenko (Alt.)	Absent
North Caldwell	Tami Michelotti (Alt.)	Absent
Randolph	Greg Poff	Absent
Ringwood	Zachary Faiola (Alt.)	Absent
Riverdale	Lisa O'Neill (Alt.)	Absent
Rockaway Borough	Robert O'Connor (Alt.)	Absent
Sparta	Sharon Hoeland (Alt.)	Present
Washington Twp	Roger Read (Alt.)	Present (FC Voting)
West Caldwell	William Wallace (Alt.)	Absent
West Milford	Catherine Shanahan (Alt.)	Absent
Wharton	Bill Hamilton (Alt.)	Absent

APPOINTED OFFICIALS PRESENT:

Executive Director/Administrator

PERMA Risk Management Services
Cathleen Kiernan

Attorney/Litigation Management

Dorsey & Semrau, LLC.
Fred Semrau

Safety Director

J.A. Montgomery Consulting
Brian Maitland
Michael Thomson
John Schwartz

Liability Claims Service

Lenape Claims Management
Theresa Laoudis

Workers Compensation
Claim Service

Qual-Lynx
Claudia Acosta

Managed Care

FMCO
Mary Bresadola

ALSO PRESENT:

Karen Waters, IMAC Ins. Agency
Patrick Cassidy, Parisi Associates
Joe Gentile, GJEM-Otterstedt
Ernest Reigstad, Skylands Risk Mgmt.
Amy Perioni, Acrisure
Lindsay Travali, Acrisure
Frank Covelli, P.I.A.
Dave Sgalia, Anthony S. Cupo Agency
Giovanni Mancini, Treadstone Risk Mgmt.
Steve Sacco, PERMA Risk Management Services
Sandy Cantwell, PERMA Risk Management Services

APPROVAL OF MINUTES -

MOTION TO APPROVE OPEN MINUTES OF NOVEMBER 9, 2022:

Motion: Commissioner Williams
Second: Commissioner Sondermyer
Vote: 15 Ayes, 0 Nays, 5 Abstains
(Commissioners Sondermeyer, Williams, Coppola, Cooper (Alt.),
Hoeland (Alt.))

CORRESPONDENCE – None

COMMITTEE REPORTS:

Membership, Marketing & Coverage Committee, Jim Lampmann, Chair – The committee met December 5th via Zoom to review Jefferson Township’s JIF membership submission. Minutes of the meeting are included in Appendix II. The committee is recommending the Fund extends an offer of membership. Executive Director said the safety report from JA Montgomery was favorable. The property was raised significantly from the initial review after the requested updated property appraisal was received. The updated property values will also be used by their incumbent JIF to provide quotes. Jefferson was also given information on all the services that are provided with the Morris JIF and the MEL. There should be a decision made within the week.

Finance Committee, Jason Gabloff, Chair – No Report.

Safety Committee, Bill Huyler, Chair – No report.

Contracts and Rules Committee, Ralph Blakeslee, Chair – Executive Director said the committee met on November 7 and the minutes were included in the agenda Appendix III. The committee recommends extending through 2023 at January reorganization meeting for the expiring contracts.

Legal Review Committee, Adam Brewer, Chair – Commissioner Brewer said the committee met on Dec. 9, 2022 to review the defense panel. A few minor recommendations were made and the panel is doing a good job. Commissioner Brewer thanked Fund Attorney and Executive Director for their diligence and oversight.

Claims Review Committee, Mitchell Stern, Chair – Commissioner Stern said the committee met on December 12th and present for approval 11 Workers’ Compensation Claims totaling Payment Authority Requests of \$1,222,282.93; 2 Property Claims totaling of Payment Authority Requests of \$48,950.55; and 1 Liability Claim totaling Payment Authority Requests of \$300,000.

EXECUTIVE DIRECTOR/ADMINISTRATOR REPORT:

2023 Assessment Billings – At last month’s meeting, the 2023 assessments by member were certified. Assessment bills are being emailed to commissioners and risk managers in addition to being mailed certified mail. There was a delay in receiving attendance records from the Elected Officials seminar held at the League of Municipalities Conference. As a result, the Fund will issue credit statements members can then apply to this payment or any of the subsequent quarters.

Public Officials/Employment Practices Liability and Volunteers Directors and Officers. The Joint Insurance Fund has been purchasing this coverage from QBE America since 2016. QBE has unexpectedly decided to abandon “program markets” coverage (JIF is considered this type of market). Our Underwriting Manager has secured a policy effective January 1, 2023 with AIG and has worked with their underwriters and are comfortable with them. AIG will provide this

coverage based on the expiring policy and current member deductibles and co-pays – with only minor adjustments. Volunteers, Directors and Officers (VD&O) coverage will be handled as an endorsement to the policy and share a higher limit. The number of claims the Fund has in this area is minimal. Land Use claims limit is the same and will be split \$150 JIF and \$850 MEL. A sweep letter (enclosed in the agenda) was distributed to members’ governing body, fund commissioner and risk management consultants. As this is a claims-made policy, it is important to report any claim or claim potential in this calendar year. Claims should be reported to the liability TPA Lenape, Fund Attorney and Summit Risk as claims sometimes will go over two lines of coverage. Of note, Summit Risk will continue to serve as the third-party administrator.

New Membership – Jefferson Township: As the Membership, Marketing & Coverage Committee recommends offering membership to Jefferson Township, Executive Director asked for a motion and said the motion needs a two-thirds majority vote to pass.

Motion to offer the Township of Jefferson membership in the Morris County Municipal Joint Insurance Fund and certify an assessment totaling \$822,770 inclusive of optional limits.

Motion: Commissioner Lampmann
Second: Commissioner Stern
Roll call Vote: Unanimous

RCF / EJIF and MEL 2023 Reorganizational Meetings - The Residual Claims Fund, NJ Environmental JIF and the MEL has scheduled their 2023 Reorganizational meetings for Thursday, January 5, 2023 beginning at 10:30 am. at the Forsgate Country Club, Jamesburg, NJ. The Fund should elect a representative and an alternate for the RCF, EJIF and MEL. Chairwomen Rinaldi said Adam Brewer is the Fund representative for the Cyber JIF and as the Fund has not elected an alternate, she would recommend Brian McNeilly and asked if there were any other nominations.

Motion to elect Brian McNeilly as the Morris County Municipal Joint Insurance Fund's 2023 representative and Adam Brewer as the alternate to the Residual Claims Joint Insurance Fund and

Motion to elect Brian McNeilly as the Morris County Municipal Joint Insurance Fund's 2023 representative and Adam Brewer as the alternate to the New Jersey Environmental Joint Insurance Fund and

Motion to elect Adam Brewer as the Morris County Municipal Joint Insurance Fund's 2023 representative and Brian McNeilly as the alternate to the Municipal Excess Liability Joint Insurance Fund and

Motion to elect Brian McNeilly as the Morris County Municipal Joint Insurance Fund's 2023 alternate representative to the Cyber Joint Insurance Fund.

Motion: Commissioner Perry
Second: Commissioner Williams
Vote: Unanimous

Commissioner Brewer said it makes logistical sense to have two people serve in these appointments as the meetings are held in south Jersey and the length of the meetings is much shorter than the drive.

2022/2023 Elected Officials Seminar: The MEL’s Annual Elected Officials Seminar was held as part of the League of Municipalities Conference, held in Atlantic City. The course is expected to be posted in the MEL Safety Institute in February.

D2 Cybersecurity – Status Report: The monthly status report from the cyber security provider recapping members’ participation and training to date was included in the agenda. In response to the Executive Director, Commissioner Brewer said the Cyber JIF met this morning and reported that they have already achieved a primary goal of securing cyber coverage for the JIFs and complimented the professionals and the Underwriting Manager for a job well done. Executive Director said the Underwriting Manager secured coverage through the same carrier with no rate increase; XL Insurance and said the JIF’s increased efforts on risk control was a factor in the renewal. The Cyber JIF had multiple responses to an RFQ for this service and as they are quite technical, they have retained a technical resource to help evaluate the responses. The target date to begin offering loss control services is February of next year.

2023 Membership Renewals: All expiring members have submitted membership renewal documents.

League Magazine Ad: The latest in the series of “Power of Collaboration ads that will appear in the League of Municipalities magazine January 2023 edition was included in the agenda.

Due Diligence Reports: The Fast Track through October 31, 2022 is included in the agenda and surplus stands at \$9.5m, down over last year. 2019 continues to develop in reserves however the Fund has the surplus in the closed years accounts to cover deficit as needed when the year gets transferred to the RCF. 2020 negative development is not due to Covid as those claims were handled by the MEL, so there will be continued analysis to identify driving factors in that year. JIF Loss Ratio report shows the Fund is at or slightly below or above actuarial targets. Lost Time Accident reports shows favorably low standings. The JIFs continues to do well with preventing claims, which is so very important as medical costs continue to rise. Again, AIG has reviewed and accepted the current 2022 QBE limits and deductibles for 2023 that is displayed in the enclosed POL/EPL report.

Executive Director’s Report Made Part of Minutes.

TREASURER:

Executive Director said Resolution 31-22 for December 2022 bills list is included for approval on the consent motion.

December 2022	
2022	\$178,358.65
Total	\$178,358.65

CLAIMS PAYMENT AND IMPREST TRANSFERS AS OF OCTOBER 2022:

CLOSED	0
2018	\$12,452.70
2019	\$67,051.20
2020	\$55,803.33

2021	\$159,313.08
2022	\$186,228.07
TOTAL	\$480,848.38

Treasurer's Report Made Part of Minutes.

ATTORNEY'S REPORT:

The Elected Officials seminar offered in Atlantic City will give a credit \$250 towards a members assessment for Administrators and Elected Officials that attend. It might be of interest to offer this seminar as a Zoom class for Morris members some evening to allow more members to benefit from the training and the credit.

Fund Attorney said he wanted to emphasize the importance of the sweep letter sent concerning the change in EPL/POL carrier. If members have even a potential claim or question about how or what to report, please contact his office.

The MEL has severed ties with Middlesex JIF for 2023. Note that if a prior member has past assessment disputes with Middlesex, this will not be seen as an issue in membership in the MEL JIFs.

Fund Attorney and Executive Director met with the outside carrier for EPL/POL claims and they reviewed every claim. There are several but the largest ones are Dover who has 3 older claims, Hanover has 1 case they will take to trial to defend and Andover also has a significant filing. Eric Harrison is defense for the Hanover and Andover cases.

Fund Attorney introduced Steve Sacco as the Executive Director of the NJ Environmental Risk Management Fund and said if any has questions concerning some the environmental cases and most recently the PFOA / PFOS position, Mr. Sacco is available.

Fund Attorney said a closeout form is given to members when a claim closes to request suggestions, comments, and general satisfaction on the legal services provided. This year they had 24 forms returned and the legal committee and attorneys value this feedback and they often get suggestions they can implement. Please continue to complete this form when requested.

UNDERWRITING MANAGER:

Executive Director said the Monthly Certificates and Cyber Report are included in the agenda. Members with the highest level of cyber compliance will enjoy the lower costs for coverage in 2023 while they continue to complete the requirements to meet the new program.

Executive Director said regarding the EPL/POL sweep letter, Summitt Risk will still be the third-party claims administrator.

Executive Director said the Underwriting Manager has been working very hard to secure coverage in the hard market and we may see some changes in property for sub-limits that reflect the broader market, and not the JIF loss experience.

CERTIFICATES OF INSURANCE: Monthly insurance certificates report included.

Underwriting manager's report and Certificates made part of minutes

SAFETY DIRECTOR: Safety Director gave an overview of the safety report and the various trainings being used and available to members. There will be training offered to introduce members to the new Learning Management System (LMS) in the first quarter of 2023.

Safety Director's Report Made Part of Minutes.

MANAGED CARE: Managed Care Provider introduced gave an overview of their reports and savings to date.

Managed Care Provider's Report Made Part of Minutes

Executive Session: Chairwomen Rinaldi asked if any member would like to make a motion for Executive Session to discuss the claim approvals for December. Seeing no motion, the PARs as presented will be added to the consent agenda.

MOTION TO APPROVE CLAIM AUTHORITY PAYMENTS AS PRESENTED, EXECUTIVE DIRECTOR'S REPORT; RESOLUTION 31-22 APPROVING DECEMBER BILLS LIST; TREASURER'S REPORTS; ATTORNEY'S REPORTS; UNDERWRITING MANAGER'S REPORTS; MONTHLY CERTIFICATES; SAFETY DIRECTOR'S REPORTS; AND MANAGED CARE PROVIDER'S REPORTS

Moved: Commissioner Williams
Second: Commissioner Cozzarelli
Roll call Vote: Unanimous

OLD BUSINESS:

None.

NEW BUSINESS:

Commissioner Cozzarelli said she has recently discovered the town has a jet ski that the police use for rescue, etc. and asked about coverage and training for the operators. Executive Director said she would have the Underwriting Manager confirm but that she believed watercraft is covered (property) and to make sure the item is listed in their underwriting. John Schwartz said he has met with their chief and remembered that the operators had received training from the State Police and are licensed, but will follow up to ensure they are properly trained.

Chairwomen Rinaldi thanked the commissioners and the professionals for their time and efforts they give to the Fund.

PUBLIC COMMENT:

None.

MOTION TO ADJOURN:

Moved: Commissioner Mayer
Second: Commissioner Williams
Vote: Unanimous

Meeting Adjourned: 12:35 PM
Sandy Cantwell, Assisting Secretary

For Adam Brewer, Secretary

MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND BILLS LIST

Resolution No. 31-22

DECEMBER 2022

WHEREAS, the Treasurer has certified that funding is available to pay the following bills:

BE IT RESOLVED that the Morris County Municipal Joint Insurance Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

FURTHER, that this authorization shall be made a permanent part of the records of the Fund.

<u>FUND YEAR 2022</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
<u>Check Number</u>			
002715			
002715	FIRST MANAGED CARE OPTION	MANAGED CARE 11/22	25,448.95
			25,448.95
002716			
002716	CHATHAM TOWNSHIP	1% OF RMC FEE APR. - DEC 2022	2,972.14
			2,972.14
002717			
002717	FRED SEMRAU, ESQ.	LITIGATION MGT 12/22	17,138.97
			17,138.97
002718			
002718	QUAL-LYNX	TPA 12/22	24,836.93
			24,836.93
002719			
002719	VALLEY MEDICAL GROUP	DOT TRAINING & MRO Q3 2022	11,031.70
			11,031.70
002720			
002720	J.A. MONTGOMERY RISK CONTROL	SAFETY DIRECTOR 12/22	18,344.61
002720	J.A. MONTGOMERY RISK CONTROL	LAW ENFORCEMENT TRAINING 12/22	1,313.28
			19,657.89
002721			
002721	LENAPE CLAIMS MANAGEMENT, INC.	TPA 12/22	21,417.31
			21,417.31
002722			
002722	PERMA RISK MANAGEMENT SERVICES	POSTAGE 11/22	124.11
002722	PERMA RISK MANAGEMENT SERVICES	EXEC DIRECTOR 12/22	30,556.17
002722	PERMA RISK MANAGEMENT SERVICES	POSTAGE 10/22	126.87
			30,807.15
002723			
002723	THE ACTUARIAL ADVANTAGE	NEW MEMBER ASSESSMENT - JEFFERSON 12/22	500.00
002723	THE ACTUARIAL ADVANTAGE	ACTUARY 12/22	3,808.22
			4,308.22
002724			
002724	FRED SEMRAU, ESQ.	ATTORNEY 12/22	2,167.50
			2,167.50
002725			
002725	GRACE BRENNAN	TREASURER 12/22	2,234.77
			2,234.77
002726			
002726	DAILY RECORD	AD 11.01.22	58.40
			58.40
002727			
002727	CONNER STRONG & BUCKELEW	UNDERWRITING MGR 12/22	1,062.00
			1,062.00
002728			
002728	NEWTECH SERVICES INC.	WEBSITE 12/22	175.00
			175.00
002729			
002729	NJ ADVANCE MEDIA	AD 11.02.22	79.86
			79.86
002730			
002730	ACCESS	ACCT #417 - ARC. AND STOR. - 10.31.22	104.06
			104.06
002731			
002731	ACRISURE LLC	CHATHAM TWP 5% RMC FEE APR - DEC 2022	14,857.80
			14,857.80
		Total Payments FY 2022	178,358.65
		TOTAL PAYMENTS ALL FUND YEARS	178,358.65

Carolyn Rinaldi, Chairperson

Attest: Adam Brewer, Secretary

Dated: December 14, 2022

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

Grace Brennan, Treasurer