

**MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND
OPEN MINUTES MEETING – FEBRUARY 9, 2022
VIA TELECONFERENCE CALL
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 reminded all that participants on the call will enter the meeting muted, and asked that participants unmute themselves only for roll call, voting, giving reports and when asking questions / comments to the board.

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	Present
East Hanover	Joseph Tempesta	Absent
Mountain Lakes	Mitchell Stern	Present
Rockaway Township	Lisa Palmieri	Absent

Andover	Patricia Bussow	Absent
Bloomingtondale	Mike Sondermeyer	Present
Boonton Town	Neil Henry	Present
Boonton Township	Douglas Cabana	Present
Butler	Jim Lampmann	Present
Chatham Township	Robert Hoffmann	Present
Chatham Borough	Stephen Williams	Present
Chester	Margaret Nordstrom	Absent
Denville	Steven Ward	Present
Dover	John Schmidt	Present
Essex Fells	Francine Paserchia	Absent
Florham Park	Bill Huyler	Absent
Frelinghuysen	Donna Zilberfarb	Present
Hanover	Silvio Esposito	Present
Hawthorne	Eric Maurer	Present
Hopatcong	Ronald Tappan	Present
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	Shelini Parikh	Present
Montville	June Hercek	Absent
Morris Plains	Rosanne Denman	Absent
Mount Olive	Claudia Tomasello	Present
North Caldwell	Kevin O'Sullivan	Present
Pompton Lakes	Kevin Boyle	Absent
Randolph	Debbie Bonanno	Present
Ringwood	Scott Heck	Absent
Riverdale	Paul Carelli	Absent
Rockaway Borough	Patricia Reiche	Present
South Orange Village	Adam Loehner	Present
Sparta	Neil Spidaletto	Absent
Stanhope	Brian McNeilly	Present
Washington Twp	Andrew Coppola	Absent
West Caldwell	Nikole Baltycki	Present
West Milford	William Senande	Absent
Wharton	Joseph Kovalcik	Present

2022 FUND COMMISSIONER ALTERNATES:

Mount Arlington	Lauren Schaeffner (Alt.)	Absent
Netcong	Elmer Still (Alt.)	Absent
East Hanover	Kenneth Huelbig (Alt.)	Present
Mountain Lakes	Monica Goscicki (Alt.)	Absent
Rockaway Township	Patricia Seger (Alt.)	Absent

Andover	Toni Grisaffi (Alt.)	Absent
Bloomington	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	Denean Probosco (Alt.)	Absent
Denville	Jessica Falce (Alt.)	Absent
Dover	John Bennett (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	Present
Mendham Borough	Jeff Cooper (Alt.)	Present
Mendham Township	Ross Johnson (Alt.)	Present
Millburn	Jesse Moehlman (Alt.)	Absent
Montville	Nicholas Breiner (Alt.)	Absent
Morris Plains	Michael Koroski (Alt.)	Present
Mount Olive	Andrew Tatarenko (Alt.)	Absent
North Caldwell	Tami Michelotti (Alt.)	Absent
Riverdale	Lisa O'Neill (Alt.)	Absent
Rockaway Borough	Robert O'Connor (Alt.)	Absent
Sparta	Michele Landtau (Alt.)	Present
Stanhope	Dana Mooney (Alt.)	Absent
Washington Twp	Roger Read (Alt.)	Present
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, Esq.
Fred Semrau, Esq.

Underwriting Manager

Conner Strong & Buckelew

Safety Director

J.A. Montgomery Consulting
John Schwartz
Michael Thompson

Treasurer

Grace Brennan

Liability Claims Service

Lenape Claims Management
Theresa Laoudis

Workers Compensation
Claim Service

Qual-Lynx
Claudia Acosta
Caty Lambe

Managed Care

FMCO
Mary Bresadola

Auditor

Nisivoccia LLP

ALSO PRESENT:

David Vozza, The Vozza Agency
Halley Cramer, Meeker & Sharkey
Renee Bays, Meeker Sharkey & Hurley
Karen Waters, IMAC Insurance Company
Wayne Dietz, Skylands Risk Management, Inc.
Wayne Ring, Brown & Brown
Amy Pieroni, Acrisure
Lindsay Travali, Acrisure
Charlotte Wendland, Henry O. Baker Insurance Group
Frank Covelli, P.I.A.
Don Sciolaro, P.I.A.
David Sgalia, Cupo Insurance Agency
Sandy Cantwell, PERMA
Robyn Walcoff, PERMA

APPROVAL OF MINUTES -

January 12, 2022 Open minutes: Commissioner Brewer sited a correction to the minutes to reflect his township of Pequannock.

MOTION TO APPROVE OPEN MINUTES OF JANUARY 12, 2022 WITH NOTED CORRECTION:

Motion: Commissioner Esposito
Second: Commissioner Stern
Vote: 28 Ayes, 0 Nays, 5 Abstains
(Commissioners Sondermeyer, Mauer, Bonanno Huelbig (Alt.),
Read (Alt))

CORRESPONDENCE – None

MONTHLY COMMITTEE REPORTS:

Membership, Marketing & Coverage Committee, Jim Lampmann, Chair – No report.

Finance Committee, Jason Gabloff, Chair – No report.

Safety Committee, Bill Huyler, Chair – No report.

Contracts and Rules Committee, Ralph Blakeslee, Chair – No report.

Legal Review Committee, Adam Brewer, Chair – No report.

Claims Review Committee, Mitchell Stern, Chair – Commissioner Stern said the committee met on February 7 via teleconference. The committee recommended approval of payment authority requests for 10 Workers’ Compensation Claims totaling Payment Authority Requests of \$662,865.78, 7 Property Claims totaling of Payment Authority Requests of \$126,259.74 and 3 Liability Claims totaling Payment Authority Requests of \$163,659.00.

EXECUTIVE DIRECTOR/ADMINISTRATOR REPORT:

2022 MEL/RCF/EJIF March 25th Meeting & Retreat: The MEL, RCF and EJIF will be holding their March meetings in conjunction with the MEL Annual Retreat. This year's retreat will be held on March 25th at the Princeton Marriott. The purpose of the retreat is to provide the sub-committees of the MEL an expanded opportunity to report directly to the Boards of the MEL, RCF and EJIF. All commissioners are welcome to attend.

2022 MEL, MR HIF & NJCE JIF Educational Seminar: The 11th annual seminar will be conducted virtually on 2 half-day sessions: Friday, April 29th and Friday, May 6th from 9AM to 12PM. The seminar qualifies for Continuing Educational Credits including CFO/CMFO, Public Works, Clerks, Insurance Producers and Purchasing Agents. There is no fee for employees, insurance producers, as well as personnel who work for services companies associated with the Municipal Excess Liability Joint Insurance Fund (MEL JIF), Municipal Reinsurance Health Insurance Fund (MR HIF) and New Jersey Counties Excess Joint Insurance Fund (NJCE JIF). We are in the process of preparing to distribute this notice to all members and risk managers.

The latest advertisement in the Power of Collaboration series will be published in the League of Municipalities magazine and highlights the educational seminar.

2021/2022 Elected Officials Seminar: The MEL's Annual Elected Officials Seminar is available through the MEL Safety Institute. Directions on how to access the course will be distributed when available. The MEL will provide a credit of \$250 against each member's assessment for each municipal elected official and authority commissioner who completes the course by May 1, 2022. The credit will continue to be extended to the member's CEO (i.e. municipal manager/administrator or authority executive director). The maximum credit is capped at approximately 5% of the member's MEL assessment.

Committee List – Chairwoman Rinaldi shared the list of Committee Appointments for 2022 on the screen during the January meeting. For information, a copy of the standing committee members was included in the agenda.

Due Diligence Reports: Reports are included in the agenda. Statutory surplus at the end of December stands at \$13 million, up from 9.5 million at year-end, which is a result of the surplus in fund year 2020. There are many factors affecting 2020, primary is the COVID claims that will be treated as one occurrence through the MEL excess coverage. This allows all the MEL affiliated JIFs to share one \$300,000 retention, and the MEL takes up to \$2,000,000 – where our excess carrier attaches. Note that for 2021 the excess carrier pulled that endorsement and the MEL will essentially provide excess coverage over \$300,000 for the JIFs. For 2022 the MEL will not be standing in that position and the COVID claims will stay at the JIF / local level. Other factors possibly resulting in a very good 2020 was the disruption of the workforce and more people working remotely, resulting in fewer accidents – both from employees as well as third party accidents. Loss ratio analysis are at or below where the actuary would expect their development. Accident frequency stands at 1.16, which remains favorably low.

The EPL compliance deadline was January 1st and all members of the Morris Fund met the deadline and are able to enjoy the same lower deductible. This is also true for Millburn this year, as their loss ratio over the past five years has shown improvement and therefore the carrier reduced their deductible.

The notice for the MEL hotline is included as a reminder of this service available to all members.

Executive Director's Report Made Part of Minutes.

TREASURER:

Resolution 14-22 for February 2022 bills list was included for approval on the consent motion.

February 2022	
2021	\$657.26
2022	\$1,378,818.07
Total	\$1,379,475.33

CLAIMS PAYMENT AND IMPREST TRANSFERS AS OF DECEMBER 2021:

CLOSED	\$0
2017	\$77,912.65
2018	\$289,309.47
2019	\$82,207.65
2020	\$78,964.71
2021	\$290,225.43
TOTAL	\$818,619.91

Treasurer’s Report Made Part of Minutes.

ATTORNEY’S REPORT:

Fund Attorney gave an overview of the types of claims that our excess carrier QBE handles, which includes EPL, POL and land use claims. Currently QBE is overseeing 19 claims for the Fund that are not in court and are and not requiring billing. The carrier reported nine claims from seven members that are active and those members will receive an update on their cases. Six of the nine claims are EPL / POL and three are land use. These claims span over the last three years and 94% of the Fund members go through a year without any active EPL claims. Considering there are 45 members, this is a really great track record.

UNDERWRITING MANAGER:

Executive Director said the Cyber report shows the current compliance tier for all members. The previous program, which expired at the end of last year, will no longer grandfather members. Based on a member’s completed compliance tier, some of all of the \$25,000 deductible can be recovered in event of a claim.

CERTIFICATES OF INSURANCE: Monthly insurance certificates report included.

Underwriting manager’s report and Certificates made part of minutes

SAFETY DIRECTOR: Risk Control Consultant gave an overview of the safety report. There have been questions concerning summer camps and once the state issues guidance, they will update the bulletin, which occurred at the end of April last year.

Safety Director’s Report Made Part of Minutes.

MANAGED CARE:

Managed Care Provider’s Report Made Part of Minutes

Executive Session: Executive Director confirmed that the claims information had been sent to the board and there were no questions or concerns received and Executive Session is not needed.

MOTION TO APPROVE RESOLUTION 14-22 FEBRUARY BILLS LIST, CLAIM AUTHORITY PAYMENTS AS SUBMITTED, EXECUTIVE DIRECTOR'S REPORT, TREASURER'S REPORTS, ATTORNEY'S REPORTS, UNDERWRITING MANAGER'S REPORTS - MONTHLY CERTIFICATES, SAFETY DIRECTOR'S REPORTS, AND MANAGED CARE PROVIDER'S REPORTS

Moved: Commissioner Esposito
Second: Commissioner Stern
Roll call Vote: Unanimous

OLD BUSINESS:

None

NEW BUSINESS:

Commissioner Landtau said on behalf of Sparta Township she would like to commend Lenape, Skylands Risk, Mr. Semrau and defense council on the successful appeal on the Sparta vs. Lapsey workers' compensation claim.

Fund Attorney thanked Ms. Lantau and said this was the outcome of a very good collaboration between our lead workers' compensation attorney John Tort and our lead general liability attorney Bill Johnson that. This case will have implications for not only our members but for municipalities across the state. He would like to go into more detail of this case at the next meeting.

PUBLIC COMMENT:

None

MOTION TO ADJOURN:

Moved: Commissioner Brewer
Second: Commissioner Esposito
Vote: Unanimous, with exception of Ms. Parik

Meeting Adjourned: 12:36 PM
Sandy Cantwell, Assisting Secretary
For Adam Brewer, Secretary

MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND BILLS LIST

Resolution No. 14-22

FEBRUARY 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.

FUND YEAR 2021

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
002461			
002461	PERMA RISK MANAGEMENT SERVICES	POSTAGE 12/21	558.25
			558.25
002462			
002462	ACCESS	ARC SERVICE&STORAGE 12/21	99.01
			99.01
		Total Payments FY 2021	657.26

FUND YEAR 2022

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
002463			
002463	FIRST MCO	ADJ TO 1/22 MC FEE	499.00
002463	FIRST MCO	MANAGED CARE 1/22	24,949.95
			25,448.95
002464			
002464	APEX INS SERV c/o QBE INSURANCE	VOL. POL/EPL PREM. 2022 INSTALL 1 OF 2	8,498.00
002464	APEX INS SERV c/o QBE INSURANCE	POL/EPL PREM. 2022 INSTALL 1 OF 2	1,106,946.50
			1,115,444.50
002465			
002465	THE TROPHY KING OF RAMSEY	CLOCK WITH ENGRAVING & SHIPPING	90.00
			90.00
002466			
002466	FRED SEMRAU ESQ.	LITIGATION MGT 2/22	17,138.97
			17,138.97
002467			
002467	QUAL-LYNX	TPA 2/22	24,836.93
			24,836.93
002468			
002468	J.A. MONTGOMERY RISK CONTROL	SAFETY DIRECTOR 2/22	18,344.61
002468	J.A. MONTGOMERY RISK CONTROL	LAW ENFORCEMENT 2/22	1,313.28
			19,657.89
002469			
002469	LENAPE CLAIMS MANAGEMENT INC.	TPA 2/22	21,417.31
			21,417.31
002470			
002470	PERMA RISK MANAGEMENT SERVICES	ADMINISTRATOR FEE 2/22	30,556.17
			30,556.17
002471			
002471	THE ACTUARIAL ADVANTAGE	ACTUARY 2/22	3,808.18
			3,808.18
002472			
002472	FRED SEMRAU, ESQUIRE	ATTORNEY 2/22	2,167.50
			2,167.50
002473			
002473	GRACE BRENNAN	TREASURER 2/22	2,234.77
			2,234.77
002474			
002474	IMAC INSURANCE AGENCY	W CALDWELL 1ST INSTALL 2022	13,374.00
002474	IMAC INSURANCE AGENCY	LINCOLN PARK 1ST INSTALL 2022	12,688.00
002474	IMAC INSURANCE AGENCY	EAST HANOVER 1ST INSTALL 2022	18,255.00

002474	IMAC INSURANCE AGENCY	FLORHAM PARK 1ST INSTALL 2022	16,217.00
			60,534.00
002475			
002475	CONNER STRONG & BUCKELEW	UNDERWRITING MGR 2/22	1,062.00
			1,062.00
002476			
002476	NEWTECH SERVICES INC.	WEBSITE 2/22	175.00
			175.00
002477			
002477	NJ ADVANCE MEDIA	AD JAN 2022 MEETING 1.7.2022	27.90
			27.90
002478			
002478	KINNELON BOROUGH	RMC FEE 1ST INSTALL 2022	10,551.00
			10,551.00
002479			
002479	WEST MILFORD TOWNSHIP	RMC FEE 1ST INSTALL 2022	28,237.00
			28,237.00
002480			
002480	THE VOZZA AGENCY	NETCONG 1DT INSTALL 2022	3,639.00
002480	THE VOZZA AGENCY	BLOOMINGDALE 1ST INSTALL 2022	9,327.00
			12,966.00
002481			
002481	LISA A PFENNINGER INSURANCE AGENCY, LLC	CHESTER RMC 1ST INSTALL 2022	2,464.00
			2,464.00
		Total Payments FY 2022	1,378,818.07
		TOTAL PAYMENTS ALL FUND YEARS	1,379,475.33

Carolyn Rinaldi, Chairperson

Attest: Adam Brewer, Secretary

Dated: February 9, 2022

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

Grace Brennan, Treasurer