

# FIRST RESPONDER JOINT INSURANCE FUND

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## GENERAL FUND AND EXECUTIVE COMMITTEE'S MEETING MINUTES

December 4, 2019

### I. Call to Order – Chief James Carbin, Chairperson

The meeting was called to order at 9:33 a.m. by Chairperson Carbin.

### II. Open Public Meetings Statement – Chief James Carbin, Chairperson

The Open Public Meetings Act was read by Chairperson Carbin.

### III. Roll Call

#### Executive Committee

		<u>Attendance</u>
Joseph Jackson	Berlin Twp. BOFC #1	Present
Chief Steven Scholey	Bordentown BOFC #1	Present
James Turcich	Delran BOFC #1	Present
John Retalis	Hamilton BOFC #7	Absent
Chief James Carbin	Monroe BOFC #2	Present

#### Alternate Executive Committee

Chief Mark Antozzeski	Hamilton BOFC #9	Present
Dep. Chief Chris Burnett	Mount Laurel Fire District	Present
Franklin Jackson V	Haddon BOFC #1	Present

#### Fund Commissioners

Joseph Robinson	Beverly City BOFC	Absent
Robert MacFarland	Bordentown BOFC #2	Absent
Stephen Earl	Brick BOFC #2	Absent
James Lepore, Jr.	Brick BOFC #3/Brick Joint	Absent
Joseph Dubell	Chesterfield BOFC#2	Absent
Richard Dietrich	Cinnaminson BOFC #1	Absent
Jim D'Ambrosio	Commercial BOFC #3	Absent
Gerald Maresca	Englishtown BOFC #1	Absent
Brian Richardson	Florence BOFC #1	Absent
Philip Knast	Gloucester BOFC #1	Absent
Barry Engelbert	Gloucester BOFC #5	Absent
Chief Michael Brezee	Gloucester BOFC #6	Absent
August Fischer	Haddon BOFC #4	Absent
Gene Argenti	Hamilton BOFC #2	Absent
John Newbon	Hamilton BOFC #4	Absent
Timothy Lynch	Hopewell Township BOFC	Absent
Todd Larsen	Jackson BOFC #3	Absent
Brian Wright	Jamesburg BOFC #1	Absent
Frank Weindel	Lindenwold BOFC #1	Absent
John Marini	Manalapan BOFC #2	Absent
Chris Barkalow	Manasquan BOFC #1	Absent

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Chief Robert Holmes	Marlboro BOFC #3	Absent
Larry Cier	Millstone BOFC#1	Present
Vincent Dilieto	Monroe BOFC #1	Absent
Gerald Kaplan	Monroe BOFC #3	Absent
Thomas Hassett	Pine Hill BOFC #1	Absent
Krishna Jagannathan	Plainsboro BOFC #1	Absent
Chief Patrick Dolgos	Washington BOFC #1	Absent

## **Also Present**

Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk & Loss Managers, Inc.
Michaelene Miller	
M. Paige Berry	Saul Ewing Arnstein & Lehr, LLP
Lisa Pflug	Highland Claim Services, Inc
Don Ruprecht	J.A. Montgomery
Missy Pudimott	Medlogix
Terry Burke	A. J. Gallagher
Bonnie Ridolfino	Hardenbergh Insurance Group
Skip Bean	Henry D. Bean and Sons

## **IV. Flag Salute and Moment of Silence**

## **V. Introduction of Guests**

There were no introductions.

## **VI. General Fund Business**

There was no general fund business.

## **VII. Executive Committee Business**

### **A. Approval of the November 13, 2019 General Fund and Executive Committee's Open and Closed Meeting Minutes**

**Motion** to approve the November 13, 2019 General Fund and Executive Committee's Open and Closed Meeting Minutes.

**Moved:** Joseph Jackson

**Seconded:** Chief Steven Scholey

**Vote:** Approved: 4 Abstentions: 1 (M. Antozzeski) Nay:

### **B. Reports**

#### **1. Chairperson – Chief James Carbin**

There was no report.

#### **2. MEL Delegate's Report – Chief Mark Antozzeski**

##### **a. Firefighter Cancer Presumption**

Chief Antozzeski stated that the MEL was closely monitoring the potential impact of the recent firefighter cancer presumption legislation on the workers' compensation line of coverage.

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- b. **Sexual Molestation Legislation**  
The fund attorney stated that the first sexual molestation complaints had been filed in response to the new law, which became effective December 1<sup>st</sup>. Barbara Murphy stated that the MEL had formed an ad hoc committee to develop a model sexual abuse and molestation policy and training.
  - c. **CBD Oil Education**  
Don Ruprecht stated that the MSI had recently released a bulletin in response to questions on the anticipated changes to the NJ cannabis legislation and the use of CBD oil. He stated that CBD oil may be detected as marijuana in a drug panel due to its unregulated nature. He asked members to remind their drivers that any positive test for marijuana would be reported to the CDL Clearinghouse where it would remain on drivers' records.
  - d. **Domestic Violence Policy Act for Public Employers**  
Don Ruprecht stated that the recently enacted domestic violence law directed the Civil Service Commission (NJCS) to develop a uniform domestic violence policy and requires all public employers to adopt a written policy concerning the reporting and handling of domestic violence, regardless of whether or not the employer is subject to Civil Service. He stated that on October 15, 2019 the NJCS issued its uniform domestic violence policy and the policy was available on the MEL's website
- 3. Secretary – Joseph Jackson**  
There was no report.
- 4. Attorney – Saul Ewing Arnstein & Lehr, LLP**  
The fund attorney provided a legislative update.
- 5. Treasurer's Report – Richard Lorentzen**
- a. Approval of the Bill List for all fund years  
**Motion** to approve the treasurer's report totaling \$163,464.48 for all fund years.  
**Moved:** James Turcich  
**Seconded:** Joseph Jackson  
**Vote:** Approved: Unanimous                      Nay:
- 6. Administrator – Public Entity Group Administrative Services (PEGAS)**  
As per the report included in the agenda package.
- a. 2020 Renewal Documents  
The administrator stated that the 2020 certificates of insurance, auto ID cards and workers' compensation notices would be sent to members shortly.
  - b. N.J.S.A. 40A:10-38.14 – JIF Website Requirements  
Barbara Murphy stated that DOBI was once again reviewing joint insurance fund websites for non-compliance with N.J.S.A. 40A:10-38.14. She stated that the department had previously disputed the interpretation of Item e. of the statute. Discussion ensued and the consensus was for members to reaffirm the position that the fund commissioners had not deemed the documents listed in item e. of the statute as relevant.
- 7. Claims' Servicing Organization – Highland Claim Services, Inc.**  
There was no report.
- 8. Managed Care Organization – Medlogix**  
As per the report distributed at the meeting.

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Missy Pudimott stated that the website issues with respects to the completion of an initial report had been resolved.

## 9. Loss Control Specialist – J.A. Montgomery Risk Control

Don Ruprecht reminded members that employees must be aware that their motor vehicle records should be checked periodically and that the signed release can be part of their employee handbook. Barbara Murphy stated that the administrator's office would be reaching out to those members that may need their NJ MVC CAIR accounts reactivated, as the access expires if unused for more than 90 days.

### C. Old Business

There was no old business.

### D. Closed Session

**Motion** to adjourn Open Session.

**Moved:** James Turcich

**Seconded:** Joseph Jackson

**Voted:** Approved: Unanimous                      Nay:

Open Session adjourned at 10:07 a.m.

### E. Open Session Resumes

**Motion** to return to Open Session.

**Moved:** Joseph Jackson

**Seconded:** Chief Stephen Scholey

**Vote:** Approved: Unanimous                      Nay:

Open Session resumed at 10:39 a.m.

### F. Claims Payment Authorization and Other Actions Established in Closed Session

**Motion** to approve claim payments and authorize actions established in closed session.

**Moved:** Joseph Jackson

**Seconded:** Chief Stephen Scholey

**Vote:** Approved: Unanimous                      Nay:

### G. New Business

#### 1. Public Hearing and Budget Adoption

a. **Motion** to open the public hearing on the 2020 Fund Year Budget.

**Moved:** Chief Stephen Scholey

**Seconded:** Joseph Jackson

**Vote:** Approved: Unanimous                      Nay:

b. **Motion** to close the public hearing and adopt the 2020 Fund Year Budget.

**Moved:** Chief Stephen Scholey

**Seconded:** Joseph Jackson

**Vote:** Approved: Unanimous                      Nay:

c. Resolution 2019-25 Adopting an Amended Risk Management Plan

The administrator stated that the risk management plan was amended to state that the dividend of any member that is no longer a member of the Fund shall be held in escrow until the later of the tolling of the statute of limitations for all potential claims incurred during the membership period or the closure of all incurred claims by the Fund during the period of membership and a provision was added to allow for stranded costs that the Fund incurs as a result of a member's withdrawal.

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**Motion** to approve resolution 2019-25 adopting an amended risk management plan.

**Moved:** James Turcich

**Seconded:** Chief Mark Antozzeski

**Vote:** Approved: Unanimous                      Nay

**H. Public Comment**

James Turcich stated that the Delran BOFC #1 had updated its website to meet the website accessibility compliance standards with Americans with Disabilities Act (ADA). He stated that the District had utilized an outside firm and the cost to update the website was less than \$1,000.

**VIII. Adjournment**

**Motion** to adjourn the meeting.

**Moved:** Chief Mark Antozzeski

**Seconded:** James Turcich

**Vote:** Approved: Unanimous                      Nay:

The meeting was adjourned at 10:44 a.m.

The next meeting will be held at **9:30 a.m. on January 8, 2020** at the Hamilton Township BOFC #9, Hamilton, NJ.

Respectfully Submitted,

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Authorized Signature

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Date