

FIRST RESPONDER JOINT INSURANCE FUND

GENERAL FUND AND EXECUTIVE COMMITTEE'S MEETING MINUTES

November 13, 2019

I. Call to Order – Chief James Carbin, Chairperson

The meeting was called to order at 9:39 a.m. by Chairperson James Carbin

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

The Open Public Meetings Act was read by Chairperson James 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
Chief John Retalis	Hamilton BOFC #7	Absent
Chief James Carbin	Monroe BOFC #2	Present

Alternate Executive Committee

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

Fund Commissioners

Joseph Robinson	Beverly City BOFC	Present
Robert MacFarland	Bordentown BOFC #2	Present
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	Absent
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

Alternate Fund Commissioners Present

John Campanella	Pine Hill BOFC #1
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Also Present

Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk & Loss Managers, Inc.
Michaelene Miller	
M. Paige Berry	Saul Ewing Arnstein & Lehr, LLP
Missy Pudimott	Medlogix
Denise Fierro	Highland Claim Services, Inc
Don Ruprecht	J.A. Montgomery Risk Control
Richard Lorentzen	Treasurer
Roger Butler	Barclay Group
Jennifer Olsan	Hardenbergh Insurance Group
Skip Bean	Henry D. Bean and Sons
Roger Leonard	Leonard-O'Neill Insurance Group
Ryan Jones	Rue Insurance
Michael McGrath	VanDyk Group

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 September 25, 2019 General Fund and Executive Committee's Open and Closed Meeting Minutes, and May 8, 2019 General Fund and Executive Committee's Minutes Page 4 as amended.

Motion to approve the September 25, 2019 General Fund and Executive Committee's Open and Closed Meeting Minutes, and May 8, 2019 General Fund and Executive Committee's Minutes Page 4 as amended.

Moved: Joseph Jackson

Seconded: Chief Steven Scholey

Vote: Approved: Unanimous Nay:

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B. Reports

1. Chairperson – Chief James Carbin

There was no report.

2. MEL Delegate’s Report – Chief Mark Antozzeski

Barbara Murphy stated that the MEL had recently introduced its 2020 rate table and budget, which would be adopted at their November meeting to be held at the League of Municipalities.

3. Secretary – Joseph Jackson

There was no report.

4. Attorney – Saul Ewing Arnstein & Lehr, LLP

As per the report distributed at the meeting.

5. Treasurer’s Report – Richard Lorentzen

a. Approval of the Bill List for all fund years

Motion to approve the treasurer’s report totaling \$396,428.30 for all fund years.

Moved: James Turcich

Seconded: Chief Steven Scholey

Vote: Approved: Unanimous Nay:

b. Treasurer’s Report

As per the report distributed at the meeting.

c. Investment Status

As per the report distributed at the meeting.

6. Administrator – Public Entity Group Administrative Services (PEGAS)

As per the memorandum included in the agenda package.

a. Financial Fast Track

The administrator reviewed the financial fast track report as of September 30, 2019. He stated that the fast track was a snapshot of the Fund’s financials.

b. Cyber Risk Management Plan

The administrator reminded members that completion of the cyber risk management plan would qualify members for the deductible reimbursement plan. Barbara Murphy stated that members would need to provide thorough documentation of its minimum technology standards at the time of a claim and if it was determined that the standards were not in place prior to the manifestation of the claim, there would be no reimbursement.

7. Claims’ Servicing Organization – Highland Claim Services, Inc.

There was no report.

8. Managed Care Organization – Medlogix

As per the report included in the agenda package.

Chairperson Carbin stated that the website issues with respects to the completion of an initial report were still ongoing. Missy Pudimott stated that the IT department was working on a solution to the problem and that she there was an electronic form available for use by members until the issue is resolved.

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

Don Ruprecht reminded members that there were many timely loss control topics and resources posted on the Fund and MSI's websites for members reference. He stated that the MSI was finalizing an Adult Leaders of Youth Program in an effort to ensure that programs include the safeguards and protections needed when providing services for children.

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 10:18 a.m.

E. Open Session Resumes

Motion to return to Open Session.

Moved: Chief Steven Scholey

Seconded: Joseph Jackson

Vote: Approved: Unanimous Nay:

Open Session resumed at 10:28 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: John Retalis

Vote: Approved: 3 Abstentions: 1 (J. Jackson) Nay:

G. New Business

1. Public Hearing and Budget Adoption

Barbara Murphy stated that the 2019 fund year budget was revised to reflect changes in membership.

Motion to open the public hearing on the 2019 Fund Year Budget Revision #1.

Moved: James Turcich

Seconded: Joseph Jackson

Vote: Approved: Unanimous Nay

Motion to close the public hearing and adopt the 2019 Fund Year Budget Revision #1.

Moved: James Turcich

Seconded: Joseph Jackson

Vote: Approved: Unanimous Nay

2. 2019 Budget Revision #2

Barbara Murphy stated that the 2019 fund year budget was revised to reflect changes in member limits.

Motion to introduce the 2019 Fund Year Budget Revision #2.

Moved: James Turcich

Seconded: Joseph Jackson

Vote: Approved: Unanimous Nay

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3. Introduction of the 2020 Fund Year Budget and Certifying the Assessments

Barbara Murphy reviewed the 2020 fund year budget distributed at the meeting.

Motion to introduce the 2020 Fund Year Budget and Certify the Assessments.

Moved: Chief Steven Scholey

Seconded: Joseph Jackson

Vote: Approved: Unanimous Nay

H. Public Comment

There was no public comment.

VIII. Adjournment

Motion to adjourn the meeting.

Moved: Joseph Jackson

Seconded: Chief Steven Scholey

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 10:38 a.m.

The next meeting will be held at **9:30 a.m. on December 4, 2019** at the Hamilton BOFC #9.

Respectfully Submitted,

Authorized Signature