

# FIRST RESPONDER JOINT INSURANCE FUND

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## GENERAL FUND AND EXECUTIVE COMMITTEE'S MEETING MINUTES

November 4, 2020

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

The meeting was called to order telephonically at 9:41 a.m. by Chairperson James Carbin

### II. Open Public Meetings Statement – Barbara Murphy

The Open Public Meetings Act was read by Barbara Murphy

### 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	Present
Chief James Carbin	Monroe BOFC #2	Present

#### Alternate Executive Committee

Dep. C. Christopher Burnett	Mt. Laurel Fire District #1	Present
Franklin Jackson V	Haddon BOFC #1	Absent
Chief Robert MacFarland	Bordentown BOFC #2	Present

#### Fund Commissioners

Joseph Robinson	Beverly City BOFC	Present
Stephen Earl	Brick BOFC #2	Absent
James Lepore, Jr.	Brick BOFC #3/Brick Joint	Absent
Joseph Dubell	Chesterfield/Hamilton BOFC#1	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
John Campbell	Haddon BOFC #4	Absent
Gene Argenti	Hamilton BOFC #2	Absent
John Newbon	Hamilton BOFC #4	Absent
Ross Hart	Hamilton BOFC #9	Absent
Timothy Lynch	Hopewell Township BOFC	Absent
Rodolfo Brito	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
Kyle Mrotek	Actuarial Advantage
Missy Pudimott	Medlogix
Lisa Pflug	Highland Claim Services, Inc
Denise Fierro	
Brian Maitland	J.A. Montgomery Risk Control
Don Ruprecht	
Richard Lorentzen	Treasurer
Terry Burke	A.J. Gallagher
Roger Butler	Barclay Group
Steve Walsh	EJA/Capacity
Bonnie Rick	Hardenbergh Insurance Group
Jennifer Olsen	
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**

Brian Maitland of J.A. Montgomery introduced himself.

## **VI. General Fund Business**

There was no general fund business.

## **VII. Executive Committee Business**

### **A. Approval of the September 23, 2020 General Fund and Executive Committee's Open and Closed Meeting Minutes**

***Motion*** to approve the September 23, 2020 General Fund and Executive Committee's Open and Closed Meeting Minutes.

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**Moved:** James Turcich  
**Seconded:** Chief John Retalis  
**Vote:** Approved: Unanimous                      Nay:

## **B. Reports**

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

There was no report.

### **2. MEL Delegate’s Report – Chief Steven Scholey**

Chief Steven Scholey stated that the MEL had recently adopted its 2021 rate table and budget. Barbara Murphy stated that the MEL’s Cyber Task Force had been meeting to review the cyber risk management program and is expected to finalize revisions shortly, which would include the addition of a third tier.

### **3. Secretary – Joseph Jackson**

There was no report.

### **4. Attorney – Saul Ewing Arnstein & Lehr, LLP**

As per the report included in the agenda package.

### **5. Treasurer’s Report – Richard Lorentzen**

a. Approval of the Bill List for all fund years

***Motion*** to approve the treasurer’s report totaling \$462,903.81 for all fund years.

**Moved:** James Turcich

**Seconded:** Chief Steven Scholey

**Vote:** Approved: Unanimous                      Nay:

b. Treasurer’s Report

As per the report distributed prior to the meeting.

c. Investment Status

As per the report distributed prior to 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, 2020. He stated that the fast track was a snapshot of the Fund’s financials.

### **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.

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

Don Ruprecht stated that 5 loss control visits remained outstanding for 2020. He reminded members that there were many timely loss control topics and resources posted on the Fund and MSI’s websites. He stated that attendance certificates for the Protecting Children from Abuse webinar were available through the MSI website.

## **C. Old Business**

There was no old business.

## **D. New Business**

### **1. Introduction of the 2021 Fund Year Budget and Certifying the Assessments**

Barbara Murphy reviewed the 2021 fund year budget distributed at the meeting. She stated that the budget reflected individual changes in member exposures and loss history.

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**Motion** to introduce the 2021 Fund Year Budget and Certify the Assessments.

**Moved:** Chief Steven Scholey

**Seconded:** James Turcich

**Vote:** Approved: Unanimous                      Nay

**E. Public Comment**

There was no public comment.

**F. Closed Session**

**Motion** to adjourn Open Session.

**Moved:** James Turcich

**Seconded:** Joseph Jackson

**Voted:** Approved: Unanimous                      Nay:

Open Session adjourned at 10:29 a.m.

**G. Open Session Resumes**

**Motion** to return to Open Session.

**Moved:** Chief Steven Scholey

**Seconded:** James Turcich

**Vote:** Approved: Unanimous                      Nay:

Open Session resumed at 10:39 a.m.

**H. Claims Payment Authorization and Other Actions Established in Closed Session**

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

**Moved:** Chief John Retalis

**Seconded:** James Turcich

**Vote:** Approved: Unanimous                      Nay:

**VIII. Adjournment**

**Motion** to adjourn the meeting.

**Moved:** James Turcich

**Seconded:** Chief John Retalis

**Vote:** Approved: Unanimous                      Nay:

The meeting was adjourned at 10:40 a.m.

The next meeting will be held at **9:30 a.m. on December 2, 2020.**

Respectfully Submitted,

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Authorized Signature