

**GLOUCESTER/SALEM/CUMBERLAND COUNTIES  
MUNICIPAL JOINT INSURANCE FUND**

**Auletto's Caterers  
1849 Cooper Street  
Almonesson, New Jersey**

**July 27, 2017 – 4:00 PM**

***EXECUTIVE COMMITTEE MEETING***

***OPEN SESSION MINUTES***

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The meeting of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund (TRICO JIF) was held at Auletto's Caterers, 1849 Cooper Street, Almonesson, New Jersey on Thursday, July 27, 2017 at 4:00 PM, prevailing time. Chair Campbell, **Shiloh Borough**, presiding. The meeting was called to order at 4:02 PM.

***FLAG SALUTE***

***STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETING ACT***

Notice of this meeting was given by: (1) sending sufficient notice herewith to *South Jersey News*, of Woodbury and the *Courier Post*, Cherry Hill, NJ; (2) filing advance written notice of this meeting with the Clerks/Administrators of all member municipalities of the TRICO Municipal Joint Insurance Fund, and (3) posting notice on the public bulletin boards of all member municipalities of the TRICO Municipal Joint Insurance Fund.

***ROLL CALL***

Those in attendance were:

Beth Reilly, **Alloway Twp**  
Ken Brown, **Carneys Point Twp**  
Sue Miller, **Clayton Borough**  
Stephanie McCaffrey, **East Greenwich Twp**  
Debbie Pine, *Alternate*, **Elk Twp**  
Karyn Paccione, *Alternate*, **Glassboro Borough**  
Harry Rink, **Greenwich Twp**  
Mark Gravinese, **Harrison Twp**  
Doris Hall, **Logan Twp**  
Kevin Clour, **Lower Alloways Creek Twp**  
Esther Mitchell, *Alternate*, **Mannington Twp**  
Jennica Bilecki, **Mantua Twp**  
Kevin Heydel, **Monroe Twp**  
Susan Jacabucci, **Paulsboro Borough**  
Mayor John Washington, **Penns Grove Borough**  
Maureen Abdill, **Pilesgrove Twp**  
Mike Razzo, **Pitman Borough**  
Marty Uzdancovics, *Alternate*, **Quinton Twp**  
Brad Campbell, **Shiloh Borough**  
Robert Diaz, **South Harrison Twp**

Carl Bagby, **Swedesboro Borough**  
Mike Seery, **Upper Pittsgrove Twp**  
Jim D'Auria, **Washington Township**  
Karen Schools, *Alternate*, **Wenonah Borough**  
Ryan Giles, **Westville Borough**  
Bob Law, **Woodbury City**  
John Hall, **Woodstown Borough**  
Jane DiBella, **Woolwich Twp**

Absent Fund Commissioners were:

Don Banks, **Deptford Twp**  
Doug Hogate, **Elsinboro Twp**  
Nate Dunn, **Fairfield Twp**  
Barbara Freijomil, **Franklin Twp**  
Harry Moore, **Oldmans Twp**  
Richie Raine, **Pennsville Twp**  
Bob Dickenson, **Vineland City**  
Robert Yerka, **Woodbury Heights Borough**

Also present were:

Paul J. Miola, CPCU, ARM, Executive Director, *AJG Risk Management Services, Inc.*  
Paul A. Forlenza, Deputy Executive Director, *AJG Risk Management Services, Inc.*  
David S. DeWeese, Esquire, Fund Solicitor, *The DeWeese Law Firm, P.C.*  
Rob Garish, Safety Director's Office, *J. A. Montgomery Risk Control*  
Chris Roselli, *Qual-Lynx*  
Karen Beatty, *QualCare*  
Debby Schiffer, *Wellness Director*

Also present were the Risk Management Consultants from the following agencies:

Biondi Insurance Agency  
CEB Corporate Employee Benefits  
Chesney-Stanton Insurance Group  
Cettei & Connell  
Conner Strong & Buckelew  
E.H. Sloan Insurance Agency  
Glenn Insurance  
Hardenbergh Insurance Group  
Len Eckman Insurance

Absent RMCs were:

Assured Partners  
Henry D. Young Insurance

***Alternate Fund Commissioners***

Chair Campbell entertained a motion to move Commissioner Bagby up to serve on the Executive Committee in the absence of Commissioner Sweeney.

Motion by Mr. Law, seconded by Ms. Hall, to move Commissioner Bagby up to serve on the Executive Committee in the absence of Commissioner Sweeney. All in favor. Motion carried.

***APPROVAL OF THE MINUTES – Executive Committee Meeting***

Chair Campbell presented the meeting minutes of the June 26, 2017 Executive Committee meeting for approval.

Chair Campbell asked members for their questions at this time. No questions were entertained.

Chair Campbell entertained a motion to approve the minutes of the June 26, 2017 Executive Committee meeting.

Motion by Mr. Law, seconded by Ms. Hall, to approve the minutes of the June 26, 2017 Executive Committee meeting. All in Favor. Motion carried.

***APPROVAL OF THE MINUTES – Executive Claims Review Committee Meeting***

Chair Campbell presented the meeting minutes of the June 26, 2017 Executive Claims Review Committee Meeting for approval.

Chair Campbell asked members for their questions at this time. No questions were entertained.

Chair Campbell entertained a motion for approval of the Executive Claims Review Committee meeting minutes.

Motion by Mr. Law, seconded by Ms. Hall, to approve the meeting minutes of the June 26, 2017 Executive Claims Review Committee Meeting. All in Favor. Motion carried.

***APPROVAL OF THE MINUTES – Executive Claims Review Committee Closed Session***

Chair Campbell presented the Executive Claims Review Committee Closed Session meeting minutes of June 26, 2017 for approval.

Chair Campbell asked members for their questions at this time. No questions were entertained.

Chair Campbell entertained a motion for approval of the Executive Claims Review Committee Closed Session meeting minutes.

Motion by Mr. Law, seconded by Ms. Hall, to approve the Executive Claims Review Committee Closed Session meeting minutes of June 26, 2017 as presented.

The Executive Claims Review Committee Closed Session minutes of the June 26, 2017 shall not be released to the public until the reason(s) for their remaining closed is no longer applicable, the Fund Solicitor has had the opportunity to review them, and their release has been approved by the Executive Committee. All in Favor. Motion carried.

*The Executive Claims Review Committee Closed Session Meeting Minutes from the June 26, 2017 meeting were collected.*

***EXECUTIVE CLAIMS REVIEW COMMITTEE MEETING REPORT – June 24, 2017***

Chair Campbell reported that an Executive Claims Committee Meeting was held on Monday, June 24, 2017 at the Gloucester County Library, Mullica Hill, New Jersey.

The Committee reviewed ten (10) claims. Of the claims reviewed, there were seven (7) Workers' Compensation, two (2) General Liability and one (1) Property PARs recommended for approval of settlement or continuing defense.

The claims will be presented for approval later in the meeting.

There were no matter(s) presented for *Abandonment of Subrogation*.

Questions will be addressed during Closed Session if necessary.

***EXECUTIVE DIRECTOR'S REPORT***

Mr. Miola reviewed the Executive Director's Report found in the agenda packet with the membership. He highlighted the following items.

***Lost Time Accident Frequency Report***– Mr. Miola stated that the Lost Time Accident Frequency Summary and Statewide Recap for May, 2017 are included in his report.

***Certificates of Insurance*** - Mr. Miola asked that the Certificates of Insurance issued for the month of June, 2017 are included in the agenda packet and be included as part of the minutes of today's meeting.

***2016 Safety Incentive Program Awards*** – Mr. Miola asked that all members review available balances for this program. He noted that the deadline to claim or encumber these funds is November 1, 2017. All encumbered funds must be claimed by February 1, 2018.

***2017 Optional Safety Budget*** - Mr. Miola asked that all members review available balances for this program. He noted that the deadline to claim or encumber these funds is November 1, 2017. All encumbered funds must be claimed by February 1, 2018.

***2017 Wellness Incentive Program Allowance*** – Mr. Miola stated that a report detailing the available balance for each member for the 2016 Wellness Incentive Program was included in the agenda packet. He stated that the deadline for claiming or encumbering the funds is November 1, 2017. All encumbered funds must be claimed by February 1, 2018.

***Employment Practices Liability Helpline – Authorized Contact List***– Mr. Miola stated that QBE has implemented an EPL Helpline for member to use. Those authorized to use the helpline must be appointed by Resolution of the Governing Body. He noted that Municipal Solicitors cannot be appointed as Helpline Contacts. He asked the members to review the list in his report and advise as to any changes.

***EPL/Cyber Risk Management Budget*** – Mr. Miola stated that the JIF has budgeted **\$540** for each member to help offset employment practice and cyber security related expenses. This budget can be a valuable resource to members in addressing these areas of exposure.

***Employment Practices Liability Compliance*** – Mr. Miola stated that a compliance report regarding the Employment Practices Liability Coverage was included in his report. He asked the members to review the report carefully to make sure it is accurate. If there are any issues, he told the members to contact PERMA immediately.

***Financial Fast Track*** – Mr. Miola reported that the Financial Fast Track report was included in his report. The JIF's surplus position as of May 31, 2017 was **\$20,116,874**.

***Regulatory Filing Checklists*** - – Mr. Miola noted that there were two regulatory filing checklists in his report and they provide an outline of required reporting to the Departments of Banking and Insurance and Community Affairs on an annual and monthly basis.

***Capehart & Scatchard Updates*** – Mr. Miola noted that the Capehart & Scatchard updates are in the agenda packet and provide valuable information regarding WC, ADA and FMLA issues.

***Statutory Bond Status*** – Mr. Miola reminded members to review the latest listing of the Statutory Bonds issued by the MEL for JIF members. These are issued to the individual, NOT the position. Members should review this list as some changes might have occurred at municipal reorganization meetings requiring new bonds to be issued.

***Skateboard Park Approval Status***– Mr. Miola stated that a report listing the current status of all approved skateboard parks or those under construction is included in his report. He noted that any member with a park currently under construction or in the review process should review the spreadsheet to be sure that it accurately depicts the status of the town's facility. He also noted that all members considering construction of a skateboard park should contact his office prior to moving forward.

***Renewing Members***– Mr. Miola stated that renewal letters were emailed on June 5, 2017 to the thirteen (13) towns whose membership in the JIF is up for renewal on January 1, 2018. Those members Deptford Township, East Greenwich Township, Fairfield Township, Glassboro Borough, Greenwich Township, Harrison Township, Mannington Township, Mantua Township, Monroe Township, Quinton Township, South Harrison Township, Swedesboro Borough and Woolwich Township. He stated that included in the email were the Resolution for Renewal of Membership, a Certification required under the Local Public Contracts Law and an Agreement to renew Membership. He asked those member towns to please put the Resolution on the governing body's agenda and return to his office by August 18, 2017.

***Member Visitations***– Mr. Miola stated that a representative from his office has been contacting those members up for renewal this year to schedule an appointment with the Fund Commissioner, Risk Management Consultant and Representatives of the governing body. These appointments are an opportunity to discuss the member's participation in the JIF and the many programs that are available. He noted that his office has received Agreements and Resolutions from Deptford Township, Greenwich Township, Harrison Township, Monroe Township and South Harrison Township.

***Technology Risk Assessments***– Mr. Miola stated that the Technology Risk Assessments conducted by Pivot Point Security have been completed. He noted that the individual member reports were mailed to the Municipal Clerk, with an electronic copy of the report emailed to the Fund Commissioners and Risk

Management Consultants. He noted that it is anticipated that training and policies and procedures to address the greatest areas will need to be developed.

**Website ([www.tricojif.org](http://www.tricojif.org))** – Mr. Miola noted that the JIF has a website that contains very useful information for the members:

- Directories
  - Fund Commissioners
  - Claims and Safety Contracts
  - Fund Professionals
- Coverage
  - Bulletins
  - Certificates of Insurance/ID Card Requests
  - Sample Indemnification Language
- Safety
  - Bulletins
  - Training Links

**New Member Activity** – Mr. Miola stated his office extended an offer of membership to the Franklin Township Fire Districts on June 22, 2017. His office also presented a JIF Concept presentation to West Deptford on July 19, 2017.

**Loss Ratio Reports** – Mr. Miola stated that JIF/MEL/EPL Loss Ratio Reports valued as of June 30, 2017 were distributed to the Fund Commissioners and Risk Management Consultants at the meeting.

Mr. Miola asked if there were any questions at this time. There were none.

## **SOLICITOR’S REPORT**

### ***Executive Claims Committee Meeting***

Mr. DeWeese highlighted the following items from the Claims Review Committee Meeting:

### ***Assignment of New Cases***

Mr. DeWeese reported three (3) new cases have been assigned since the last meeting.

<b>New Cases</b>
<i>Scola vs. Township of Washington</i>
<i>Broughton vs. City of Vineland</i>
<i>Feliciano vs. City of Vineland</i>

***Closed Cases***

Mr. DeWeese reported that there were no case(s) closed since the last meeting in which no payments were made to the Plaintiffs.

***Revised Litigation Management Guidelines*** – Mr. DeWeese stated that the revised version of the Litigation Management Guidelines was included in the agenda packet for the members to review. He noted that copies were sent to the Executive Committee members and he did not receive any questions or comments. He noted that there were two (2) resolutions that would need to be adopted.

***Resolution 2017-27 – Adopting the Revised Litigation Management Guidelines***

Motion by Mr. Law, seconded by Mr. Razze, to adopt the revised Litigation Management Guidelines as presented.

**ROLL CALL**      ***Yeas:***      Sue Miller, **Clayton Borough**  
Doris Hall, **Logan Township**  
John Washington, **Penns Grove Borough**  
Mike Razze, **Pitman Borough**  
Brad Campbell, *Chair*, **Shiloh Borough**  
Carl Bagby, **Swedesboro Borough**  
Bob Law, *Secretary*, **Woodbury City**

***Nays:***              None

***Abstain:***          None

All in favor. Motion carried by unanimous vote.

***Resolution 2017-28 – Revising the Procedures for Assigned Defense Counsel’s Authorized Delegation of Litigation Tasks***

Motion by Mr. Law, seconded by Ms. Hall, to adopt the revised Procedures for Assigned Defense Counsel’s Authorized Delegation of Litigation Tasks as presented.

**ROLL CALL**      ***Yeas:***      Sue Miller, **Clayton Borough**  
Doris Hall, **Logan Township**  
John Washington, **Penns Grove Borough**  
Mike Razze, **Pitman Borough**  
Brad Campbell, *Chair*, **Shiloh Borough**  
Carl Bagby, **Swedesboro Borough**  
Bob Law, *Secretary*, **Woodbury City**

***Nays:***              None

***Abstain:***          None

All in favor. Motion carried by unanimous vote.

### ***General Liability Files***

Mr. DeWeese stated that the TRICO JIF has 32 active General Liability files.

### ***Subrogation Files***

Mr. DeWeese stated that the TRICO JIF has 46 Subrogation files.

Mr. DeWeese asked if there were any questions at this time. No questions were entertained.

### ***SAFETY DIRECTOR'S REPORT***

Mr. Garish stated that the Safety Director's Report is self-explanatory. He highlighted the following items:

***MEL Video Library*** – He noted that there is a new email address: [melvideolibrary@jamontgomery.com](mailto:melvideolibrary@jamontgomery.com) and a new phone number: 856-552-4900.

***Safety Director's Bulletins*** – He noted that there were two (2) bulletin(s); *Stationary Work Zones* and *Ladder Safety* issued since the last meeting.

***MSI Training Programs*** – He noted that the upcoming MSI training programs for July, August and September were included in the agenda packet. He noted that monthly reminders are being sent out via email. He asked the members to contact his office if they are not receiving the emails.

Mr. Garrish asked if there were any questions at this time. No questions were entertained.

### ***CLAIMS ADMINISTRATOR'S REPORT***

#### ***Lessons Learned from Losses – July***

Mr. Roselli provided the members with the *Lessons Learned from Losses* which was included in the agenda packet.

Mr. Roselli stated that the Lessons from Losses for this month is on the Supervisor's Incident Report. He stated that the purpose of the Supervisor's Incident Report is to identify root causes of claims and prevent future occurrences. He stated that the Supervisor's Incident Report is most often thought of as it relates to Workers Compensation claims but it is also used to investigate Property, Automobile and General Liability claims as well. He noted that when an accident occurs these steps should be taken:

- *Render any necessary medical assistance*
- *Take steps to secure the area*
- *Notify law enforcement if a motor vehicle or crime is involved*
- *Take photos and preserve equipment involved in the accident*
- *Use the incident report form as a guide to identify ways to prevent future occurrences*
- *Prepare the report in sufficient detail so that the basic facts can be documented and corrective*



Mr. Roselli asked if there were any questions at this time. No questions were entertained.

**WELLNESS DIRECTOR'S REPORT**

Ms. Schiffer noted that her report is detailed in the agenda packet. She highlighted the following:

- Logan Township started an 8-week combination challenge Weight Loss/Maintenance and Fitness. They will have bi-weekly weigh ins and names will be entered towards a grand prize based on performance.
- Vineland is doing a Stair Survivor Challenge.
- Logan Township started an 8-week combination Weight Loss/Maintenance and Fitness challenge. Bi-weekly weigh ins will be held. Names are entered towards a grand prize based on performance.
- Fall Health Fairs are being discussed in Carneys Point, Swedesboro, Vineland and Washington Township.
- Regional Training: A Wellness Coordinator Workshop is scheduled for September 20, 2017 at 10am at the Gloucester County Library, Mullica Hill, NJ. She reminded the members to make sure that there is Point Person to attend.
- Wellness Connection Newsletter for July, 2017 was included in the agenda packet as well as being posted to the JIF website.

Ms. Schiffer asked if there were any questions at this time. No questions were entertained.

**MANAGED HEALTH CARE REPORT**

**Lost Time v. Medical Only Cases**

Ms. Beatty presented the TRICO JIF *Lost Time v. Medical Only Cases (Intake Report)*.

	June	YTD
<i>Lost Time</i>	3	34
<i>Medical Only</i>	24	105
<i>Report Only</i>	14	59
<i>Total Intakes(New Claims)</i>	41	198
<i>Report Only % of Total</i>	34.1%	29.8%
<i>Medical Only/Lost Time Ratio</i>	89:11	76:24
<i>Average Days to Report</i>	2.0	3.1

**Transitional Duty Report**

Ms. Beatty presented the Transitional Duty Report for 2017.

<b>Transitional Duty Summary Report</b>	<b>YTD</b>
<i>Transitional Duty Days Available</i>	1,727
<i>Transitional Duty Days Worked</i>	765
<i>% of Transitional Duty Days Worked</i>	44.3%
<i>Transitional Duty Days Not Accommodated</i>	962
<i>% of Transitional Duty Days Not Accommodated</i>	55.7%

***PPO Penetration Report:***

Ms. Beatty presented the monthly PPO Penetration Report for June, 2017.

<b>PPO Penetration Rate</b>	<b>June</b>
<i>Bill Count</i>	367
<i>Original Provider Charges</i>	\$209,259
<i>Re-priced Bill Amount</i>	\$81,921
<i>Savings</i>	\$127,337
<i>% of Savings</i>	60.9%
<i>PPO Penetration Rate Bill Count Percentage</i>	95.1%
<i>PPO Penetration Rate Provider Charge Percentage</i>	97.0%
<i>EPO Penetration Rate Bill Count Percentage</i>	95.2%
<i>EPO Penetration Rate Provider Charge Percentage</i>	97.6%

Ms. Beatty asked if there were any questions. No comments or questions were entertained.

***TREASURER'S REPORT***

Mr. Tontarski provided an overview of Mr. Tontarski's report for June 30, 2017.

***Investment Interest***

Mr. Tontarski reported interest received or accrued for the current month totaled \$28,830.46. This generated an average annual yield of 1.16%. After including an unrealized net loss of \$39,666.50 in the asset portfolio, the yield is adjusted to -.44% for this period. The total overview of the asset portfolio for the Fund shows an overall unrealized loss of \$310,237.00 as it relates to market value of \$25,755,860.00 vs. the amount invested. The current market value, including accrued income is valued at \$25,830,196.75.

Our asset portfolio with Wilmington Trust consists of nine (9) obligations with maturities greater than two years and three (3) obligations with maturities between one and two years.

Mr. Tontarski asked if there were any questions at this time. No questions were entertained.

***Receipt Activity for the Period***

Mr. Tontarski reported on the total subrogation, reimbursement, & receipts.

	<b>June</b>
Subrogation Receipts	\$21,362.30
Overpayment Reimbursements	\$0.00
TRICO JIF vs. Killen	\$307.42

***A.E.L.C.F. Member Participant Balances:***

Woodbury City	\$20,308.00
Washington Twp	\$75,608.00
Pittsgrove Township	\$31,247.00
Stow Creek Township	\$760.00

***Claim Activity for the Period***

Claim activity for the month for claims paid by the Fund and claims payable by the Fund at month end are in the amount of \$436,278.39. The claims detail for the 571 checks is included in his report.

***Cash Activity for the Period***

Mr. Tontarski stated that during the reporting period, the Fund's "Cash Position" changed from an opening balance of \$29,988,035.58 to a closing balance of \$29,436,260.20 showing a decrease in the Fund of \$551,775.38.

***Loss Run Payment Register***

Chair Campbell entertained a motion to approve the June Loss Run Payment Register as presented.

Motion by Mr. Law, seconded by Ms. Hall, to approve the June Loss Run Payment Register as presented.

**ROLL CALL**      **Yeas:**      Sue Miller, Clayton Borough  
Doris Hall, Logan Township  
John Washington, Penns Grove Borough  
Mike Raze, Pitman Borough  
Brad Campbell, Chair, Shiloh Borough  
Carl Bagby, Swedesboro Borough  
Bob Law, Secretary, Woodbury City

**Nays:**                  None

**Abstain:**                None

All in favor. Motion carried by unanimous vote.

***Amended Bill List – July, 2017***

Mr. Tontarski presented the amended *July 2017 Bill List* for the members' consideration in the amount of **\$1,104,500.65**.

Chair Campbell entertained a motion to approve the amended *July 2017 Bill List* in the amount of **\$1,104,500.65**.

Motion by Mr. Law, seconded by Ms. Hall, to approve the amended *July 2017 Bill List* in the amount of **\$1,104,500.65** as presented.

**ROLL CALL**      *Yeas:*      Sue Miller, **Clayton Borough**  
Doris Hall, **Logan Township**  
John Washington, **Penns Grove Borough**  
Mike Razze, **Pitman Borough**  
Brad Campbell, *Chair*, **Shiloh Borough**  
Carl Bagby, **Swedesboro Borough**  
Bob Law, *Secretary*, **Woodbury City**

*Nays:*              None

*Abstain:*          None

All in favor. Motion carried by unanimous vote.

***RMC Bill List – July, 2017***

Mr. Tontarski presented the *July 2017 RMC Bill List* for the members' consideration in the amount of **\$261,915.00**.

Chair Campbell entertained a motion to approve the *July 2017 RMC Bill List* in the amount of **\$261,915.00**.

Motion by Ms. Hall, seconded by Mr. Law, to approve the *July 2017 RMC Bill List* in the amount of **\$261,915.00** as presented.

**ROLL CALL**      *Yeas:*      Sue Miller, **Clayton Borough**  
Doris Hall, **Logan Township**  
John Washington, **Penns Grove Borough**  
Mike Razze, **Pitman Borough**  
Brad Campbell, *Chair*, **Shiloh Borough**  
Carl Bagby, **Swedesboro Borough**  
Bob Law, *Secretary*, **Woodbury City**

*Nays:* None

*Abstain:* None

All in favor. Motion carried by unanimous vote.

***2<sup>nd</sup> Installment JIF Assessments***

Mr. Tontarski stated that the 2<sup>nd</sup> installment of the assessments are due August 15, 2017, however, there is a 30 day grace period.

***COMMITTEE REPORTS***

Nothing to report.

***MEL/E-JIF/RCF Reports***

Nothing to report.

***MISCELLANEOUS BUSINESS***

***Next Meeting***

Chair Campbell noted the next meeting of the TRICO JIF will be held on **Monday, September 25, 2017** at 5:00 PM at the **Gloucester County Library, Mullica Hill, NJ.**

***Fund Vendor Payments – August, 2017***

Motion by Mr. Law, seconded by Ms. Hall, to authorize the Fund Treasurer to process and pay Fund Vendors in August, 2017.

**ROLL CALL**      *Yeas:*      Sue Miller, **Clayton Borough**  
Doris Hall, **Logan Township**  
John Washington, **Penns Grove Borough**  
Mike Razzo, **Pitman Borough**  
Brad Campbell, *Chair*, **Shiloh Borough**  
Carl Bagby, **Swedesboro Borough**  
Bob Law, *Secretary*, **Woodbury City**

*Nays:* None

*Abstain:* None

All in favor. Motion carried by unanimous vote.

***PUBLIC COMMENT***

***Open Public Comment***

Chair Campbell entertained a motion to open the meeting to the public.

Motion by Mr. Law, seconded by Mr. Razze, to open the meeting to the public. All in favor. Motion carried.

***Close Public Comment***

Hearing no comments from the public, Chair Campbell entertained a motion to close the meeting to the public.

Motion by Mr. Law, seconded by Mr. Razze, to close the meeting to the public. All in favor. Motion carried.

***EXECUTIVE SESSION MEETING***

A Closed Session of the TRICO JIF was not held.

***APPROVE CLAIMS PAYMENTS***

Mr. Roselli of Qual-Lynx presented the following Payment Authorization Requests (PARs) during the Executive Claims Committee Meeting held on July 24, 2017.

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>
2017104343	1235319	2017097497
2017102283	1176953	
001251970		
001253586		
2017089731		
2017102672		
2017092079		

Chair Campbell asked members for their questions at this time. No questions were entertained.

Chair Campbell entertained a motion to approve the PARs as presented in their entirety during the Executive Claims Review Committee Meeting.

Motion by Mr. Law, seconded by Ms. Hall, to Approve Payment Authority on the Claims as presented during the Executive Claims Committee Meeting.

**ROLL CALL**      *Yeas:*      Sue Miller, **Clayton Borough**  
Doris Hall, **Logan Township**  
John Washington, **Penns Grove Borough**  
Mike Razze, **Pitman Borough**  
Brad Campbell, *Chair*, **Shiloh Borough**  
Carl Bagby, **Swedesboro Borough**  
Bob Law, *Secretary*, **Woodbury City**

*Nays:*              None

*Abstain:*          None

All in favor. Motion carried by unanimous vote.

***APPROVE ABANDONING SUBROGATION***

There were no claims presented for Abandoning Subrogation.

***MOTION TO ADJOURN***

There being no further business, Chair Campbell entertained a *Motion to Adjourn* the July 27, 2017 Executive Committee Meeting.

Motion by Mr. Law, seconded by Ms. Hall, to adjourn the July 27, 2017 meeting of the TRICO JIF.

The meeting was adjourned at 4.29 PM.

  
\_\_\_\_\_  
**Brenda Smith, Recording Secretary for**

  
\_\_\_\_\_  
**BOB LAW, FUND SECRETARY**