

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

**Gloucester County Library
389 Wolfert Station Road
Mullica Hill, New Jersey**

May 22, 2017 – 5:00 PM

EXECUTIVE COMMITTEE MEETING

OPEN SESSION MINUTES

The meeting of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund (TRICO JIF) was held at The Gloucester County Library, 389 Wolfert Station Road, Mullica Hill, New Jersey on Monday, May 22, 2017 at 5:00 PM, prevailing time. Chair Campbell, **Shiloh Borough**, presiding. The meeting was called to order at 5:00 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**
Don Banks, **Deptford Twp**
Stephanie McCaffrey, **East Greenwich Twp**
Carolyn King-Sammons, **Elk Twp**
Doug Hogate, **Elsinboro Twp**
Barbara Freijomil, **Franklin Twp**
Karyn Paccione, *Alternate*, **Glassboro Borough**
Harry Rink, **Greenwich Twp**
Mark Gravinese, **Harrison Twp**
Kevin Clour, **Lower Alloways Creek Twp**
Jennica Bilecki, **Mantua Twp**
Kevin Heydel, **Monroe Twp**
Harry Moore, **Oldmans Twp**
Susan Jacabucci, **Paulsboro Borough**
Mayor John Washington, **Penns Grove Borough**
Richie Raine, **Pennsville Twp**
Maureen Abdill, **Pilesgrove Twp**
Mike Razzo, **Pitman Borough**

Marjorie Sperry, **Quinton Twp**
Brad Campbell, **Shiloh Borough**
Robert Diaz, **South Harrison Twp**
Carl Bagby, **Swedesboro Borough**
Mike Seery, **Upper Pittsgrove Twp**
Adele Riiff, *Alternate*, **Washington Township**
Karen Sweeney, **Wenonah Borough**
Bob Law, **Woodbury City**
John Hall, **Woodstown Borough**
Anthony Bertino, *Alternate*, **Woolwich Twp**

Absent Fund Commissioners were:

Nate Dunn, **Fairfield Twp**
Doris Hall, **Logan Twp**
Dante Spina, **Mannington Twp**
Bob Dickenson, **Vineland City**
Ryan Giles, **Westville Borough**
Robert Yerka, **Woodbury Heights Borough**

Also present were:

Paul A. Forlenza, Deputy Executive Director, *AJG Risk Management Services, Inc.*
David S. DeWeese, Esquire, Fund Solicitor, *The DeWeese Law Firm, P.C.*
Rob Garrish, Safety Director's Office, *J. A. Montgomery Risk Control*
Keith Hummel, 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:

Assured Partners
Biondi Insurance Agency
CEB Corporate Employee Benefits
Chesney-Stanton Insurance Group
Hardenbergh Insurance Group
Len Eckman Insurance

Absent RMCs were:

Cettei & Connell
Conner Strong & Buckelew
E.H. Sloan Insurance Agency
Glenn Insurance
Henry D. Young Insurance

Chair Campbell announced that due to the retirement of Bill Bittner from Westville, it is necessary to fill his vacancy on the Executive Committee for the remainder of the 2017 Fund Year. As discussed at the last Executive Committee meeting, it is recommended that Sue Miller, Borough of Clayton, move from Alternate Executive Committee Member #1 to Executive Committee Member #5 and that John Washington, Borough of Penns Grove, move from Executive Committee Member #5 to Executive Committee Member #4 for the remainder of the 2017 Fund Year.

Motion by Mr. Law, seconded by Mr. Razze, to elect Sue Miller, Borough of Clayton, as Executive Committee Member #5 with John Washington, Borough of Penns Grove, moving to Executive Committee #4 for the remainder of the 2017 Fund Year. Chair Campbell asked for a roll call vote of the entire membership.

ROLL CALL *Yeas:* Beth Reilly, **Alloway Twp**
Ken Brown, **Carneys Point Twp**
Sue Miller, **Clayton Borough**
Don Banks, **Deptford Twp**
Stephanie McCaffrey, **East Greenwich Twp**
Carolyn King-Sammons, **Elk Twp**
Doug Hogate, **Elsinboro Twp**
Barbara Freijomil, **Franklin Twp**
Karyn Paccione, *Alternate*, **Glassboro Borough**
Harry Rink, **Greenwich Twp**
Mark Gravinese, **Harrison Twp**
Kevin Clour, **Lower Alloways Creek Twp**
Jennica Bilecki, **Mantua Twp**
Kevin Heydel, **Monroe Twp**
Harry Moore, **Oldmans Twp**
Susan Jacabucci, **Paulsboro Borough**
Mayor John Washington, **Penns Grove Borough**
Richie Raine, **Pennsville Twp**
Maureen Abdill, **Pilesgrove Twp**
Mike Razze, **Pitman Borough**
Marjorie Sperry, **Quinton Twp**
Brad Campbell, **Shiloh Borough**
Robert Diaz, **South Harrison Twp**
Carl Bagby, **Swedesboro Borough**
Mike Seery, **Upper Pittsgrove Twp**
Adele Riiff, *Alternate*, **Washington Township**
Karen Sweeney, **Wenonah Borough**
Bob Law, **Woodbury City**
John Hall, **Woodstown Borough**
Anthony Bertino, *Alternate*, **Woolwich Twp**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

Resolution 2017-21 – Electing a Member of the Executive Committee

Chair Campbell entertained a motion to adopt Resolution 2017-21 electing a New Executive Committee Member for the remainder of the 2017 Fund year.

Motion by Mr. Law, seconded by Mr. Razze, to adopt Resolution 2017-21, electing a New Executive Committee Member for the remainder of the 2017 Fund Year.

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**
Karen Sweeney, **Wenonah Borough**
Bob Law, *Secretary*, **Woodbury City**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

Resolution 2017-22 – Confirming an Executive Committee Replacement for the Remainder of the 2017 Fund Year

2017 Executive Committee:

- #1 Mike Razze, Borough of Pitman
- #2 Karen Sweeney, Borough of Wenonah
- #3 Doris Hall, Logan Township
- #4 John Washington, Borough of Penns Grove
- #5 Sue Miller, Borough of Clayton

2017 Alternates Executive Committee:

- #1 Bob Dickenson
- #2 Carl Bagby
- #3 Robert Diaz
- #4 Kevin Clour
- #5 Mark Gravinese

Motion by Mr. Law, seconded by Mr. Razze, to approve Resolution 2017-22, Confirming an Executive Committee for the remainder of the 2017 Fund Year.

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**
Karen Sweeney, **Wenonah Borough**
Bob Law, *Secretary*, **Woodbury City**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

APPROVAL OF THE MINUTES – Executive Committee Meeting

Chair Campbell presented the meeting minutes of the April 24, 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 April 24, 2017 Executive Committee meeting.

Motion by Mr. Law, seconded by Mr. Razze, to approve the minutes of the April 24, 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 April 24, 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 Mr. Razze, to approve the meeting minutes of the April 24, 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 April 24, 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 Mr. Razze, to approve the Executive Claims Review Committee Closed Session meeting minutes of April 24, 2017 as presented.

The Executive Claims Review Committee Closed Session minutes of the April 24, 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 April 24, 2017 meeting were collected.

EXECUTIVE CLAIMS REVIEW COMMITTEE MEETING REPORT – May 22, 2017

Chair Campbell reported that an Executive Claims Committee Meeting was held on Monday, May 22, 2017 at the Gloucester County Library, Mullica Hill, New Jersey.

The Committee reviewed eighteen (18) claims. Of the claims reviewed, there were fourteen (14) Workers' Compensation and four (4) Property PARs recommended for approval of settlement or continuing defense.

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

There were three (3) matter(s) presented for *Abandonment of Subrogation*.

Questions will be addressed during Closed Session if necessary.

EXECUTIVE DIRECTOR'S REPORT

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

2016 Safety Incentive Program Awards – Mr. Forlenza 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. Forlenza 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. Forlenza stated that a report detailing the available balance for each member for the 2016 Wellness Incentive Program was included in the agenda packet. Instructions on claiming the funds were emailed to all members on January 27, 2017. 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. Forlenza 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 respond to the email as soon as possible.

EPL/Cyber Risk Management Budget – Mr. Forlenza 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.

Financial Fast Track – Mr. Forlenza reported that the Financial Fast Track report was included in his report. The JIF’s surplus position as of March 31, 2017 was **\$19,737,692**.

Statutory Bond Status – Mr. Forlenza 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 for accuracy.

Financial Disclosure Form – Mr. Forlenza stated that in 2014, the Division of Local Government Services implemented a new “online” process for completion and submission of Financial Disclosure forms. Each Fund Commissioner has a unique PIN# for which to file as their position of Fund Commissioner with the TRICO JIF. He stated that newly appointed Fund Commissioners that have not received their PIN# yet should contact his office. The online system was available on April 13, 2017 and the deadline to file has been extended to May 30, 2017.

Member Visitations– Mr. Forlenza stated that a representative from his office will be 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.

Technology Risk Assessments– Mr. Forlenza stated that the Technology Risk Assessments conducted by Pivot Point Security have been completed. He noted that once they are complete, the individual member reports will be mailed to the Municipal Clerk, with an electronic copy of the report emailed to the Fund Commissioners and Risk Management Consultants. That that time, a webinar will be scheduled so that members’ questions can be addressed. He noted that it is anticipated that training and policies and procedures to address the greatest areas will need to be developed.

New Member Activity – Mr. Forlenza stated that his office is actively working on the applications for the five (5) Franklin Township Fire Districts.

Mr. Forlenza 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 two (2) new cases have been assigned since the last meeting.

New Cases
<i>Teel vs. Borough of Glassboro</i>
<i>Connolly Estate vs. Township of Washington</i>

Closed Cases

Mr. DeWeese reported that two (2) cases were closed since the last meeting in which no payments were made to the Plaintiffs.

Article: Small Cell Facilities – Mr. DeWeese distributed an article from the New Jersey League of Municipalities magazine regarding small cell facilities. He stated that if a municipality has not been approached yet; expect to be very soon. He stated that the two (2) primary recommendations which should be considered are:

- Review your zoning and code ordinances that relate to this type of activity
- Develop a standard license agreement for each of the companies trying to put these facilities in your municipality

He stated that many of these companies are very aggressive as to how they are approaching municipalities and very aggressive in the timetables that they are seeking. The FCC has adopted a “Shot Clock” that deals with the timetables; a location of a new pole requires the towns to make a determination in 150 days; an existing location the requirement is 90 days. If a town does nothing, there are no penalties but the facilities will file suit stating that the town has not complied with the timetables.

General Liability Files

Mr. DeWeese stated that the TRICO JIF has 30 active General Liability files.

Subrogation Files

Mr. DeWeese stated that the TRICO JIF has 45 Subrogation files.

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

SAFETY DIRECTOR'S REPORT

Mr. Garrish began his report by introducing Keith Hummel. He explained that Mr. Hummel is the retired Police Chief from Voorhees Township and was recently hired to replace Tim Sheehan who has left J. A. Montgomery for another employment opportunity.

Mr. Garrish 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 and a new phone number: 856-552-4900.

Safety Director's Bulletins – He noted that there were two (2) bulletin(s); *Comprehensive Playground Inspection Program* and *Lateral Sewer Lines*.

MSI Training Programs – He noted that the upcoming MSI training programs for May, June and July 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 – May

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 Surveillance. He stated that workers compensation fraud cost top out at \$7.2 million per year nationally. He noted that surveillance can be expensive but it is an invaluable tool. He noted that hours spent waiting for a claimant to be spotted can increase costs but a thorough investigation completed prior to surveillance can cut costs. He noted that if any suspicions activities occur, where the cause of the claim or cause of the injuries become questionable, should be reported to his office as soon as possible.

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:

- Glassboro Public Works employees are closing in on the end of their challenge.
- Vineland is having a "Floor against Floor" Weight Loss Challenge – the goal as a team to lose at least 4% of total weight. The winning floor receives healthy lunch for all and the overall winner (from any floor) will get an individual prize.
- Swedesboro have weigh-ins every month. The names go in once for year-end prize, lose weight it goes in twice, gain weight no name goes in.
- Washington Township started a 6-week challenge with 16 participants and Debby will be weighing them in on a weekly basis. They also have a Fitness Challenge with 19 employees signing up.
- Wellness Connection Newsletter for May, 2017 was included in the agenda packet as well as being posted to the JIF website.

- Presentations are scheduled in Glassboro, Mannington, City of Woodbury and Woodbury Public Works.

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)*.

	April	YTD
<i>Lost Time</i>	7	26
<i>Medical Only</i>	19	61
<i>Report Only</i>	6	31
<i>Total Intakes(New Claims)</i>	32	118
<i>Report Only % of Total</i>	18.8%	26.3%
<i>Medical Only/Lost Time Ratio</i>	73:27	70:30
<i>Average Days to Report</i>	1.7	3.4

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report for 2017.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	963
<i>Transitional Duty Days Worked</i>	428
<i>% of Transitional Duty Days Worked</i>	44.4%
<i>Transitional Duty Days Not Accommodated</i>	535
<i>% of Transitional Duty Days Not Accommodated</i>	55.6%

PPO Penetration Report:

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

PPO Penetration Rate	April
<i>Bill Count</i>	260
<i>Original Provider Charges</i>	\$366,799
<i>Re-priced Bill Amount</i>	\$135,397

<i>Savings</i>	<i>\$231,402</i>
<i>% of Savings</i>	<i>63.1%</i>
<i>PPO Penetration Rate Bill Count Percentage</i>	<i>96.5%</i>
<i>PPO Penetration Rate Provider Charge Percentage</i>	<i>98.8%</i>
<i>EPO Penetration Rate Bill Count Percentage</i>	<i>96.5%</i>
<i>EPO Penetration Rate Provider Charge Percentage</i>	<i>99.4%</i>

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 April 30, 2017.

Investment Interest

Mr. Tontarski reported interest received or accrued for the current month totaled \$126,077.42 (he noted that there was a glitch in the posting of interest resulting in it not being realized). This generated an average annual yield of 4.81%. After including an unrealized net loss of \$78,230.50 in the asset portfolio, the yield is adjusted to 1.82% for this period. The total overview of the asset portfolio for the Fund shows an overall unrealized loss of \$270,570.50 as it relates to market value of \$25,729,429.50 vs. the amount invested. The current market value, including accrued income is valued at \$25,845,179.25.

Our asset portfolio with TD Wealth Management 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.

	April
Subrogation Receipts	\$14,232.32
Overpayment Reimbursements	\$262.35
FY 2017 Premium Assessment Receipts	\$19,590.00
New Member Application Fee	\$1,500.00
TRICO JIF vs Killen Esq.	\$237.15

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

Woodbury City	\$20,262.00
Washington Twp	\$75,436.00

Pittsgrove Township \$31,176.00
Stow Creek Township \$758.00

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 \$465,642.44. The claims detail for the 545 checks.

Cash Activity for the Period

Mr. Tontarski stated that during the reporting period, the Fund's "Cash Position" changed from an opening balance of \$32,459,051.35 to a closing balance of \$30,487,504.98 showing a decrease in the Fund of \$1,971,596.37.

Loss Run Payment Register

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

Motion by Mr. Law, seconded by Mr. Razze, to approve the April Loss Run Payment Register 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**
 Karen Sweeney, **Wenonah Borough**
 Bob Law, *Secretary*, **Woodbury City**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

Bill List – May, 2017

Mr. Tontarski presented the *May 2017 Bill List* for the members' consideration in the amount of **\$151,831.24**.

Chair Campbell entertained a motion to approve the *May 2017 Bill List* in the amount of **\$151,831.24**.

Motion by Mr. Law, seconded by Mr. Razze, to approve the *May 2017 Bill List* in the amount of **\$151,831.24**.

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**
Karen Sweeney, **Wenonah Borough**
Bob Law, *Secretary*, **Woodbury City**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

Mr. Tontarski noted that all accounts are now with Investors Bank.

COMMITTEE REPORTS

EPL/POL CLAIMS REVIEW COMMITTEE - April 24, 2017

Mr. Forlenza stated that the Joint PAR/COI Sub-Committee met on April 25, 2017 and the meeting minutes were distributed to the members. He stated that the meeting was lengthy and his office, along with Qual Lynx will be working on updates to the Certificate of Insurance Guidelines and PAR format. Once the updates are completed, the Committee will meet again to review them and a report will be given at the Executive Committee meeting.

FINANCE COMMITTEE - May 15, 2017

Mr. Heydel reported that the minutes of the May 15, 2017 meeting will be distributed to the members at the June Executive Committee meeting. He highlighted the following items:

Draft Audit– He noted that the Committee reviewed the 2016 Draft Audit and the TRICO JIF is in a strong financial position. The Committee will accept the audit at their next meeting. The Committee also reviewed the JIF financial summaries as of March 31, 2017.

Operating Expenses Allocated – He noted that the Committee also reviewed how the JIF operating expenses are allocated among the members. One third of the operating expenses are allocated based on the member’s share of the loss funding budget. The Committee is looking at a different plan on how the operating expenses are allocated.

Renewing Members– He noted that there are several members up for renewal this year and the Executive Director’s office will be contacting them to set up meetings with the Fund Commissioner, Risk Management Consultants and representatives from the governing body to review the many programs available to the municipalities.

Dividend Distribution– He noted that the Committee is reviewing a plan to increase the dividend distribution to the members this year since the Fund is in a very strong financial position.

MEL/E-JIF/RCF Reports

Resolution 2017-23 – Extending the Flood Insurance Program

Chair Campbell entertained a motion to adopt a Resolution urging the Federal Government to extend the Federal Flood Insurance program.

Motion by Mr. Law, seconded by Mr. Razze, to adopt Resolution 2017-23, Urging the Representatives from the State of New Jersey to support the Legislative Action to Re-Authorize and Extend the National Flood Insurance Program (NFIP). All in favor. Motion carried.

MISCELLANEOUS BUSINESS

Chair Campbell entertained a motion authorizing the Executive Director to prepare, advertise and receive Requests for Qualifications for the positions of Fund Auditor, Fund Actuary, & Wellness Director. All in favor. Motion carried.

Chair Campbell entertained a motion authorizing the Fund Solicitor to prepare, advertise and receive Requests for Qualifications for the position of Fund Administrator. All in favor. Motion carried.

Next Meeting

Chair Campbell noted the next meeting of the TRICO JIF will be held on **Monday, June 26, 2017 at 5:00 PM** at the **Gloucester County Library, Mullica Hill, NJ**.

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 May 22, 2017.

<i>Workers' Compensation</i>	<i>Property</i>
2017100093	2017100330
MLT-X71780	2017099662
2017100313	2017099931
001252524	2017099454
MLT-X69792	
MLT-2017094066	
2017100130	
2017099819	
MLT-2017097416	
2017099206	
001243233	
2017098303	
MLT-Z17627	
1246176	

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 Mr. Razze, 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
 Karen Sweeney, Wenonah Borough
 Bob Law, *Secretary*, Woodbury City

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

APPROVE ABANDONING SUBROGATION

There were three (3) claims presented for Abandoning Subrogation.

#X71780 - \$149,662.41

#124176 - \$357.75

#Z17627 - \$2,183.67

Motion by Mr. Law, seconded by Mr. Razze, to approve Abandoning Subrogation as presented. All in favor. Motion carried.

MOTION TO ADJOURN

There being no further business, Chair Campbell entertained a *Motion to Adjourn* the May 22, 2017 Executive Committee Meeting.

Motion by Mr. Law, seconded by Mr. Razze, to adjourn the May 22, 2017 meeting of the TRICO JIF.

The meeting was adjourned at 5:37 PM.



Brenda Smith, Recording Secretary for



BOB LAW, FUND SECRETARY