

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

**Gloucester County Library – Mullica Hill Branch
389 Wolfert Station Rd
Mullica Hill, New Jersey**

June 23, 2014 – 5:00 PM

EXECUTIVE COMMITTEE MEETING

OPEN SESSION MINUTES

The regular meeting of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund (TRICO JIF) was held at Gloucester County Library, 389 Wolfert Station Rd, Mullica Hill, New Jersey on Monday, June 23, 2014 at 5:00 PM, prevailing time. Chair Heydel, **Monroe Twp**, 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 *Today's Sunbeam*, of Salem; Bridgeton *Evening News*, of Bridgeton; and the *South Jersey Newspapers*, of Woodbury; (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:

Ken Brown, **Carneys Point Twp**
Sue Miller, **Clayton**
Maria DeTitto, **Deptford**
Joseph Schweigart, **East Greenwich**
Debbie Pine, *Alternate*, **Elk**
Doug Hogate, **Elsinboro**
Jackie Green, **Fairfield**
Barbara Freijomil, *Alternate*, **Franklin**
Greg Sawyer, **Glassboro**
Harry Rink, **Greenwich**
Mark Gravinese, **Harrison**
Doris Hall, **Logan**
Kevin Clour, **Lower Alloways Creek**
Pam LeVine, *Representing*, **Mantua Twp**
Kevin Heydel, **Monroe Twp**
Bill Slusser, **Oldmans Twp**
LeeAnn Ruggeri, **Paulsboro**
Mayor John Washington, **Penns Grove**
Maureen Abdill, **Pilesgrove**

Judy O'Donnell, *Alternate*, **Pitman**
Marty Uzdanovics, **Quinton**
Robert Diaz, **South Harrison**
Carl Bagby, **Swedesboro**
Bob Dickenson, **Vineland**
Nick Pileggi, **Washington Township**
Karen Sweeney, **Wenonah**
Bill Bittner, **Westville**
Bob Law, **Woodbury City**
Fran Grenier, **Woodstown**
Jane DiBella, **Woolwich**

Absent Fund Commissioners were:

Beth Reilly, **Alloway**
Dante Spina, **Mannington**
Richie Raine, **Pennsville**
Brad Campbell, **Shiloh**
Bill Gantz, **Upper Pittsgrove**
Cara Witasick, **Woodbury Heights**

Also present were:

Paul J. Miola, CPCU, ARM, Executive Director, *AJG Risk Management Services, Inc.*
David S. DeWeese, Esquire, Fund Solicitor, *The DeWeese Law Firm, P.C.*
Tom Tontarski, Treasurer
Tim Sheehan, Safety Director, *J. A. Montgomery Risk Control*
Kathie Tyler-Schohl, Claims Administrator, *Qual-Lynx*
Karen Beatty, Managed Care, *QualCare*
Debby Schiffer, Wellness Director

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

Biondi Insurance Agency
Cettei & Connell
Chesney-Stanton Insurance Group
Len Eckman Insurance
Hardenbergh Insurance Group
E.H. Sloan Insurance Agency
Henry D. Young Insurance

Absent RMCs were:

Brown & Brown
Conner Strong & Buckelew
Price-Milam Insurance Agency
Sungenis Insurance Agency

Move Alternates to Executive Committee

In the absence of Executive Committee members Mr. Sawyer, Glassboro, and Mr. Campbell, Shiloh, Chair Heydel entertained a motion to move alternates Ms. Hall, Logan, and Mr. Bittner, Westville, to the Executive Committee.

Motion by Mr. Schweigart, seconded by Mr. Slusser, to move alternates Ms. Hall, Logan, and Mr. Bittner, Westville, to the Executive Committee. All in favor. Motion carried.

Election of a New Executive Committee Member to Replace Gregory Sawyer

Chair Heydel entertained a motion to nominate Karen Sweeney, Borough of Wenonah, as a member of the Executive Committee for the remainder of the 2014 Fund Year.

Motion by Mr. Schweigart, seconded by Mr. Slusser, to nominate Karen Sweeney, Borough of Wenonah, as a member of the Executive Committee for the remainder of the 2014 Fund Year.

ROLL CALL	Yeas:	Ken Brown, Carneys Point Twp Sue Miller, Clayton Joseph Schweigart, East Greenwich Debbie Pine, <i>Alternate</i> , Elk Doug Hogate, Elsinboro Jackie Green, Fairfield Barbara Freijomil, <i>Alternate</i> , Franklin Greg Sawyer, Glassboro Harry Rink, Greenwich Mark Gravinese, Harrison Doris Hall, Logan Kevin Clour, Lower Alloways Creek Pam LeVine, <i>Representing</i> , Mantua Twp Kevin Heydel, Monroe Twp Bill Slusser, Oldmans Twp LeeAnn Ruggeri, Paulsboro Mayor John Washington, Penns Grove Maureen Abdill, Pilesgrove Judy O'Donnell, <i>Alternate</i> , Pitman Marty Uzdhanovics, Quinton Robert Diaz, South Harrison Carl Bagby, Swedesboro Bob Dickenson, Vineland Nick Pileggi, Washington Township Karen Sweeney, Wenonah Bill Bittner, Westville Bob Law, Woodbury City Fran Grenier, Woodstown
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Jane DiBella, **Woolwich**

Nays: Maria DeTitto, **Deptford**
Abstain: None

All in favor. Motion carried by majority vote.

Resolution 2014-20 Electing a Member of the Executive Committee

Chair Heydel entertained a adopt Resolution 2014-20 Electing a Member of the Executive Committee.

Motion by Mr. Schweigart, seconded by Mr. Slusser, to adopt Resolution 2014-20 Electing a Member of the Executive Committee as presented.

ROLL CALL *Yeas:* Joseph Schweigart, **East Greenwich**
Doris Hall, **Logan Twp**
Kevin Heydel, *Chair*, **Monroe Twp**
Bill Slusser, *Secretary*, **Oldmans Twp**
Karen Sweeney, **Wenonah**
Bill Bittner, **Westville**
Bob Law, **Woodbury City**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

Resolution 2014-21 Confirming Executive Committee for Remainder of Year

Chair Heydel entertained a adopt Resolution 2014-21 Confirming Executive Committee for Remainder of 2014 Fund Year.

Motion by Mr. Schweigart, seconded by Mr. Slusser, to adopt Resolution 2014-21 Confirming Executive Committee for Remainder of 2014 Fund Year as presented.

ROLL CALL *Yeas:* Joseph Schweigart, **East Greenwich**
Doris Hall, **Logan Twp**
Kevin Heydel, *Chair*, **Monroe Twp**
Bill Slusser, *Secretary*, **Oldmans Twp**
Karen Sweeney, **Wenonah**
Bill Bittner, **Westville**
Bob Law, **Woodbury City**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

APPROVAL OF THE MINUTES – Executive Committee Meeting May 19, 2014

Chair Heydel presented the meeting minutes of the May 19, 2014 Executive Committee meeting for approval.

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

Chair Heydel entertained a motion to approve the minutes of the May 19, 2014 Executive Committee meeting.

Motion by Mr. Schweigart, seconded by Mr. Slusser, to approve the minutes of the May 19, 2014 Executive Committee meeting. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Meeting May 19, 2014

Chair Heydel presented the meeting minutes of the May 19, 2014 Executive Claims Review Committee Meeting for approval.

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

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

Motion by Mr. Slusser, seconded by Mr. Schweigart, to approve the meeting minutes of the May 19, 2014 Executive Claims Review Committee Meeting. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Meeting Closed Session May 19, 2014

Chair Heydel presented the meeting minutes of the May 19, 2014 Executive Claims Review Committee Meeting Closed Session for approval.

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

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

Motion by Mr. Schweigart, seconded by Mr. Slusser, to approve the Closed Session meeting minutes of the May 19, 2014 Executive Claims Review Committee Meeting. All in Favor. Motion carried.

EXECUTIVE CLAIMS REVIEW COMMITTEE MEETING REPORT – June 23, 2014

Chair Heydel reported that an Executive Claims Committee Meeting was held on Monday, June 23, 2014 at 3:30 PM at the Gloucester County Library, Mullica Hill.

The Committee reviewed fourteen (14) claims. Of the claims reviewed, there were six (6) Workers' Compensation, six (6) General Liability, and two (2) Property PARs recommended for approval of settlement or continuing defense.

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

There was one (1) matter(s) presented for *Abandonment of Subrogation*.

<i>Qual-Lynx File#</i>	<i>Amount</i>
X59279	\$1,274.88

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.

2014 JIF Planning Retreat – Mr. Miola informed the members that an invitation was sent via email today to the 2014 JIF Planning Retreat on July 24th & 25th at Auletto's Caterers. He asked members to RSVP to the event.

Lost Time Accident Frequency Reports – Mr. Miola noted that these are in the agenda packet and commented that the Trico JIF is ranked number one in the state with the best rate.

Certificates of Insurance – Mr. Miola stated that these were issued and asked to be made a part of the minutes.

2013 Safety Incentive Program Awards – Mr. Miola asked that all members review available balances for the 2013 program. He reminded the members that the deadline to claim or encumber these funds is November 1, 2014. All encumbered funds must be claimed by February 1, 2015.

2014 Optional Safety Budget - Mr. Miola asked that all members review available balances for this year's program. He reminded the members that the deadline to claim or encumber the funds is November 1, 2014. All encumbered funds must be claimed by February 1, 2015.

EPL Helpline –Authorized Contact List - Mr. Miola asked members to review the attached list for accuracy especially if you have had turnover in a position. He noted the resolution to change this contact person is available on the JIF website at www.tricojif.org. Please contact the Executive Director's office with any questions.

EPL Allowance – Mr. Miola reminded members that each member is allotted \$540 to offset Employee Practice Liability training and/or the updating of policies and procedures.

Employee Practices Liability Coverage Update – Mr. Miola informed the members that the deadline to submit the checklists to the MEL was May 30th, 2014. He asked that members review the checklist in the agenda and contact PERMA with any discrepancies.

Financial Fast Track – Mr. Miola commented that there is almost a \$16 million in surplus.

Regulatory Filing Checklists – Mr. Miola noted that these are up to date.

Skateboard Park Approval Status - Mr. Miola reminded members that if they are considering a new skateboard park or are updating an older one, please contact the Executive Director's office prior to moving forward.

Caphart & Scatchard Updates – Mr. Miola asked members to review these updates since they deal with 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.

Revenue & Appropriations – Mr. Miola asked members to review the checklist on pg 47 of those members who have submitted their summaries. Please forward just the summary pg that is printed in the newspaper.

Financial Disclosure Forms – Mr. Miola noted that the Executive Director's office emailed PIN numbers to all those required to complete a financial disclosure statement for their position with the Fund. If you have not received this or are having difficulty, please contact our office. He noted the State's deadline is June 13, 2014 to complete the filing.

Renewing Members – Mr. Miola reported that the letters for renewing members were emailed a week ago. He noted that there are three forms needed for renewal; the resolution authorizing renewal of the JIF membership, the agreement authorizing the membership, and the certification, which is a requirement of the Local Public Contracts law.

2014 Quasi Municipal Entities Reminder – Mr. Miola stated that a copy of the reminder is in the agenda packet. This reminder outlines that the JIF will provide coverage to Group 1 & 2, but not Group 3 & 4 quasi entities. He asked the members and RMCs to please review this memorandum.

Membership Visitation Program – Mr. Miola stated that his office will be reaching out to members who are up for renewal in the Fund this year to request a meeting with the governing body.

Fund Professional Evaluation – Mr. Miola noted that the Fund Professional Evaluation form was emailed to the members recently. He urged the members to review this form and contact the appropriate parties if necessary by July 12, 2014.

Fireworks – MEL Bulletin – Mr. Miola stated that the MEL Bulletin regarding fireworks is included in the agenda packet. He reminded the members that this coverage is not automatic. He asked that the members follow instructions and get their requests done in time for their events.

Excess Property – MEL Bulletin 2014-03 – Mr. Miola reported that this bulletin outlines the changes in the Excess Property program as a result of Hurricane Sandy and other storms. He asked that RMCs and members review these changes. Mr. Miola also stated that Mr. Hrubash held a training program on these changes last week for RMCs. He noted that other JIFs will be holding similar seminars so if you missed please contact Mr. Hrubash.

New Member Forum – Mr. Miola commented that the new member forum is up and running and a demonstration will be done at the retreat. He noted it is a protected area on the website that members from all three JIFs can access. He also stated that members can post questions, sell or buy items, etc. Please contact our office with any questions.

Recording Secretary – Mr. Miola introduced Brenda Smith who will be the new recording secretary as of September 1, 2014. He noted that Ms. Smith was the former recording secretary until 2001 so it will be a relatively smooth transition.

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

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>Walden v. Twp of Franklin</i>
<i>Reed v. Twp of Monroe</i>

Closed Cases

Mr. DeWeese reported that no (0) case(s) were closed since the last meeting.

General Liability Status Report

Mr. DeWeese noted that there are 32 active General Liability claims. Details were provided to the Executive Claims Committee earlier today.

Subrogation Summary Files

Mr. DeWeese stated that collections efforts are being made on \$909,660.48 of judgments on 40 files.

Narcan – Mr. DeWeese informed the members that he provided a memorandum to the MEL Legislative Committee regarding his concerns on the liability issues involved with this program such as not having someone trained to administer Narcan or not having Narcan available. He has requested that the Legislature grant a broad immunity for municipalities and officers who respond to overdose situations. He commented that although this has gone to the MEL's Legislative agent, many municipalities are now rolling out the program and hopefully the broadened immunity will be passed soon.

Mr. DeWeese asked if there were any questions at this time. Ms. DeTitto questioned that if the member is asked to roll out the program, should we wait. Mr. DeWeese emphasized not to wait to roll out the program. No other questions were entertained.

SAFETY DIRECTOR'S REPORT

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

Safety Bulletin – Mr. Sheehan commented that one bulletin was distributed in May on Training Summer Seasonal Employees.

MSI Training – Mr. Sheehan asked members to review the list in the agenda packet.

New Online Training – Mr. Sheehan noted that there is a new online training for distracted driving; "Attention and Distracted Driving". He commented that it is a module that is easy to access and use.

Fast Track Training – Mr. Sheehan commented that the training is listed in the agenda.

RTK Inventory and Labeling – Mr. Sheehan noted that pg 82 is a preparation sheet for the RTK Inventory and Labeling.

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

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses – June

Ms. Tyler-Schohl reported on the *Lessons Learned from Losses* which was included in the agenda packet.

Property Damage Claim Pointers

Ms. Tyler-Schohl noted to:

- Report the claim as soon as possible.
- Provide as much information as possible at the outset of the claim.
- For Catastrophic claims: Secure the property. Contact Qual-Lynx for emergency services. Contact FEMA. Report to Qual-Lynx first and then FEMA.

Ms. Tyler-Schohl asked if there were any questions at this time. No questions were entertained.

The remainder of the Claims Administrator's report is for Closed Session.

WELLNESS DIRECTOR'S REPORT

Ms. Schiffer reported on the members she met with in the prior month and some upcoming Wellness Activities. This information is detailed in the agenda packet. She highlighted the following:

- ***7 Health Fairs*** scheduled or almost scheduled; Fairfield Twp is Aug. 8; Mantua Twp is Sept 16; Woodstown & Pilesgrove are in combination on Sept 27; Carney's Pt is Oct 17th; Clayton, Glassboro, Woodbury Heights and Vineland are holding them in Fall, but have not yet scheduled.
- ***Upper Pittsgrove*** – Ms. Schiffer noted that they had the Salem County Health Dept present a 30-minute educational lecture on Lyme's Disease during their safety committee.
- ***Swedesboro and Pitman*** – Ms. Schiffer noted that both will hold a distress day.
- ***Pennsville and Woodbury*** - Ms. Schiffer commented that they are holding quarterly BP screenings.
- ***Woolwich Twp*** will hold a potluck lunch. Employees are encouraged to bring a healthy lunch to share with a prize for the best dish.
- ***Westville Fire Dept*** has completed their surveys and will present findings to employees.
- ***Speakers*** – Ms. Schiffer reported that Clayton has booked a nutritional speaker; Woodbury has found out that insurance will pay for three (3) sessions of training (minus the copay).
- ***Healthy Vending Services*** – Ms. Schiffer noted that she is running into problems getting the companies to provide healthier snacks in their machines.
- June topics include Heatstroke; skin cancer; sun exposure; importance of drinking water; and Men's Health Month.

- **Stress Management Presentations** – Ms. Schiffer and Dr. Sigafos completed 3 sessions of stress management for rank and file officers.

Article – Ms. Schiffer commented that you can train yourself to be happier. Please read the article attached to her report for further information.

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)*.

	May	YTD
<i>Lost Time</i>	0	5
<i>Medical Only</i>	22	85
<i>Report Only</i>	2	36
<i>Total Intakes(New Claims Reported)</i>	24	126
<i>Report Only % of Total</i>	8.3%	28.6%
<i>Medical Only to Lost Time Ratio</i>	100:00	94:06
<i>Average Days to Report</i>	1.6	2.1

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	1,577
<i>Transitional Duty Days Worked</i>	1,197
<i>% of Transitional Duty Days Worked</i>	75.9%
<i>Transitional Duty Days Not Accommodated</i>	380
<i>% of Transitional Duty Days Not Accommodated</i>	24.1%

Transitional Duty

Ms. Beatty noted that the transitional duty days is a good improvement over last year already.

Nurse Case Assignment Report:

Nurse Case Summary Report (Inclusive of 3 JIFs)	May
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<i>Total Cases Assigned in month</i>	278
<i>Total Cases Closed in month</i>	67
<i>Total Active in month</i>	57

PPO Penetration Report:

Ms. Beatty presented the monthly PPO Penetration Report

PPO Penetration Rate	May
<i>Bill Count</i>	204
<i>Original Provider Charges</i>	\$241,683
<i>Re-priced Bill Amount</i>	\$85,212
<i>Savings</i>	\$156,471
<i>% of Savings</i>	64.7%
<i>PPO Penetration Rate Bill Count Percentage</i>	94.6%
<i>PPO Penetration Rate Provider Charge Percentage</i>	97.5%
<i>EPO Penetration Rate Bill Count Percentage</i>	88.3%
<i>EPO Penetration Rate Provider Charge Percentage</i>	41.0%

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

TREASURER'S REPORT

Mr. Tontarski provided an overview of his report for **May 2014**.

Investment Interest

Mr. Tontarski reported interest received or accrued for the current month totaled \$8,883.62. This generated an average annual yield of .38%. After including an unrealized net gain of \$1,680.00 in the asset portfolio, the yield is adjusted to .45% for this period. The total overview of the asset portfolio for the Fund shows an overall unrealized gain of \$72,505.00 as it relates to market value of \$6,565,005.00 vs. the amount invested.

Our asset portfolio with TD Wealth Management consists of four (4) obligations with maturities greater than two (2) years and one (1) obligations maturing in less than 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.

	Period	YTD
Subrogation Receipts	\$12,661.24	\$100,475.09

Overpayment Reimbursements	\$688.87	
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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 \$738,574.83. The claims detail for the 280 checks is as follows:

Direct Loss Payments	\$637,734.80
Claim Expenses	\$13,194.61
Legal Defense Costs	\$87,645.42

Cash Activity for the Period

Mr. Tontarski stated that during the reporting period, the Fund's "Cash Position" changed from an opening balance of \$28,740,308.47 to a closing balance of \$27,902,826.16 showing a decrease in the Fund of \$837,483.31.

Loss Run Payment Register-May

Chair Heydel entertained a motion to approve the *Loss Run Payment Register* as presented.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to approve the *Loss Run Payment Register* as presented.

ROLL CALL **Yeas:** Joseph Schweigart, **East Greenwich**
Doris Hall, **Logan Twp**
Kevin Heydel, *Chair*, **Monroe Twp**
Bill Slusser, *Secretary*, **Oldmans Twp**
Karen Sweeney, **Wenonah**
Bill Bittner, **Westville**
Bob Law, **Woodbury City**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

Bill List – June

Mr. Tontarski presented the *June 2014 Bill List* for the members' consideration in the amount of **\$142,481.19**.

Chair Heydel entertained a motion to approve the *June 2014 Bill List* in the amount of **\$142,481.19**.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to approve the *June 2014 Bill List* in the amount of **\$142,481.19**.

ROLL CALL **Yeas:** Joseph Schweigart, **East Greenwich**

Doris Hall, **Logan Twp**
Kevin Heydel, *Chair*, **Monroe Twp**
Bill Slusser, *Secretary*, **Oldmans Twp**
Karen Sweeney, **Wenonah**
Bill Bittner, **Westville**
Bob Law, **Woodbury City**

Nays: None
Abstain: None

All in favor. Motion carried by unanimous vote.

COMMITTEE REPORTS

EPL CLAIMS REVIEW COMMITTEE MEETING – May 19, 2014

Chair Heydel commented that the EPL Claims Review Committee meeting minutes are in the agenda packet and were discussed at last month's meeting.

FINANCE COMMITTEE- May 28, 2014

Mr. Law noted that the Finance Committee met on May 28, 2014 which he reported on verbally last month and asked that the members review the minutes which were a handout this evening. He further stated that he was happy to report that there were no findings or comments in the 2013 Audit. Surplus distribution was also discussed and will be discussed more as well as the budget allocations based on loss ratios at the next meeting in August. He also mentioned that the 2010 Fund Year has finally turned positive and will be transferred off to the RCF. Mr. Law commented that the Audit will be on the website tomorrow if any members wish to review it.

Mr. Law noted that there are two action items for this evening which are a resolution to adopt the audit and a resolution to transfer the 2010 to the RCF.

Resolution 2014-22 Accepting 2013 Audit

Chair Heydel entertained a motion to adopt Resolution 2014-22 Accepting the Annual Audit Report for the Period Ending December 31, 2013 as presented.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to *Accepting the Annual Audit Report for the Period Ending December 31, 2013* as presented.

ROLL CALL *Yeas:* Joseph Schweigart, **East Greenwich**
Doris Hall, **Logan Twp**
Kevin Heydel, *Chair*, **Monroe Twp**
Bill Slusser, *Secretary*, **Oldmans Twp**
Karen Sweeney, **Wenonah**
Bill Bittner, **Westville**
Bob Law, **Woodbury City**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

Resolution 2014-23 Authorizing Transfer of 2010 to RCF

Chair Heydel entertained a motion to adopt Resolution 2014-23 Authorizing Transfer of 2010 Fund Year to the Municipal Excess Liability Residual Claims Fund as presented.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to adopt *Resolution 2014-23 Authorizing Transfer of 2010 Fund Year to the Municipal Excess Liability Residual Claims Fund* as presented.

ROLL CALL *Yeas:* Joseph Schweigart, **East Greenwich**
Doris Hall, **Logan Twp**
Kevin Heydel, *Chair*, **Monroe Twp**
Bill Slusser, *Secretary*, **Oldmans Twp**
Karen Sweeney, **Wenonah**
Bill Bittner, **Westville**
Bob Law, **Woodbury City**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

SAFETY COMMITTEE MEETING – June 5, 2014

Ms. Abdill noted that the minutes from the June 5th, 2014 Executive Safety meeting were a handout this evening. She highlighted that the State is going to an electronic RTK inventory filing system by January 2015; although the paper ones are still due. Ms. Abdill also noted that the Retreat and mini retreat are approaching and reminded everyone that a representative from each municipality needs to attend these events.

MEL/E-JIF/RCF Reports

Mr. Law noted that the MEL, E-JIF and RCF have also completed their 2013 Audits as noted in the minutes. He commented that all three were clean. He also reported that the MEL authorized the production of a new Slip and Fall DVD.

MISCELLANEOUS BUSINESS

2014 PRIMA Conference Report

Chair Heydel stated that Mr. Slusser attended the PRIMA conference and will provide a report next month.

2014 Hurricane Preparedness

Chair Heydel informed the members that the memorandum for Hurricane Preparedness is in the agenda packet. He noted that there are some preventative steps to take for Hurricanes as highlighted in the informative bulletin.

Next Meeting

The next Executive Committee Meeting was moved and will be held on **Thursday, July 24, 2014 at 4:00 PM** at the **Auletto's Caterers, Almonesson, New Jersey** following the Retreat. He reminded the members that as part of the Safety Contract, you are required to send at least one representative to attend at least one of the 3 sessions.

PUBLIC COMMENT

Open Public Comment

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

Motion by Mr. Slusser, seconded by Mr. Schweigart, to open the meeting to the public. All in favor. Motion carried.

Close Public Comment

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

Motion by Mr. Slusser, seconded by Mr. Schweigart, 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

Ms. Tyler-Schohl of Qual-Lynx presented the following Payment Authorization Requests (PARs) during the Executive Claims Committee Meeting held on June 23, 2014.

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>
<i>X84565</i>	<i>W17072</i>	<i>X32518</i>
<i>X59161</i>	<i>X14569</i>	<i>X89988</i>
<i>X90229 (01-02)</i>	<i>X67477</i>	
<i>X87182</i>	<i>X92086</i>	
<i>X34734</i>	<i>X68685</i>	
<i>X59279</i>	<i>W86061</i>	

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

Chair Heydel entertained a motion to *Approve* the PARs as presented in their entirety during the Executive Claims Review Committee Meeting.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to Approve Payment Authority on the Claims as presented during the Executive Claims Committee Meeting.

ROLL CALL *Yeas:* Joseph Schweigart, **East Greenwich**
Doris Hall, **Logan Twp**
Kevin Heydel, *Chair*, **Monroe Twp**
Bill Slusser, *Secretary*, **Oldmans Twp**
Karen Sweeney, **Wenonah**
Bill Bittner, **Westville**
Bob Law, **Woodbury City**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

APPROVE ABANDONING SUBROGATION

There was one (1) matter(s) presented for Abandonment of Subrogation.

<i>Qual-Lynx File</i>	<i>Amount</i>
X59279	\$1,274.88

Chair Heydel entertained a motion to *Approve abandonment of the listed subrogation file.*

Motion by Mr. Slusser, seconded by Mr. Schweigart, to Approve abandonment of the listed subrogation file as presented during the Executive Claims Committee Meeting.

ROLL CALL *Yeas:* Joseph Schweigart, **East Greenwich**
Doris Hall, **Logan Twp**
Kevin Heydel, *Chair*, **Monroe Twp**
Bill Slusser, *Secretary*, **Oldmans Twp**
Karen Sweeney, **Wenonah**
Bill Bittner, **Westville**
Bob Law, **Woodbury City**

Nays: None

Abstain: None

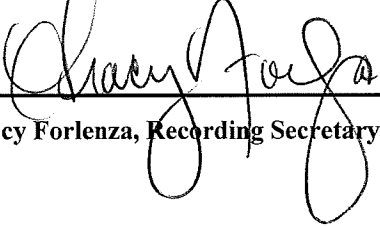
All in favor. Motion carried by unanimous vote.

MOTION TO ADJOURN

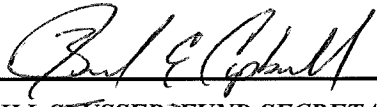
There being no further business, Chair Heydel entertained a *Motion to Adjourn* the June 23, 2014 Executive Committee Meeting.

Motion by Mr. Slusser, seconded by Mr. Schweigart to adjourn the June 23, 2014 Meeting of the TRICO JIF.

The meeting was adjourned at 5:37 PM.



Tracy Forlenza, Recording Secretary for



~~BILL SLUSSER, FUND SECRETARY~~
Brad Campbell
Acting Sec