

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

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

NOVEMBER 24, 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 Road, Mullica Hill, New Jersey on Monday, November 24, 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:

Beth Reilly, **Alloway Twp**
Ken Brown, **Carneys Point Twp**
Sue Miller, **Clayton Boro**
Donald Banks, **Deptford Twp**
Joseph Schweigart, **East Greenwich Twp**
Dennis Marchei, **Elk Twp**
Doug Hogate, **Elsinboro Twp**
Jackie Green, **Fairfield Twp**
Debby Fourre, **Franklin Twp**
Harry Rink, **Greenwich Twp**
Mark Gravinese, **Harrison Twp**
Kevin Heydel, *Chair*, **Monroe Twp**
Bill Slusser, *Secretary*, **Oldmans Twp**
LeeAnn Ruggeri, **Paulsboro**
John Washington, **Penns Grove Boro**
Maureen Abdill, **Pilesgrove Twp** (*arrived 5:05pm*)
Mike Rasse, **Pitman Boro**
Marty Uzdanovics, **Quinton Twp**
Robert Diaz, **South Harrison**
Carl Bagby, **Swedesboro**

Bill Gantz, **Upper Pittsgrove Twp**
Bob Dickenson, **Vineland City**
Nick Pileggi, **Washington Twp**
Karen Sweeney, **Wenonah Boro**
Bill Bittner, **Westville Boro**
Bob Law, **Woodbury City**
Jane DiBella, **Woolwich Twp**

Absent Fund Commissioners were:

Russell Clark, **Glassboro**
Doris Hall, **Logan Twp**
Kevin Clour, **Lower Alloways Creek Twp**
Dante Spina, **Mannington Twp**
Jennica Bileci, **Mantua Twp**
Richie Raine, **Pennsville Twp**
Brad Campbell, **Shiloh Boro**
Cara Witasick, **Woodbury Heights Boro**
Fran Grenier, **Woodstown Boro**

Also present were:

Paul J. Miola, CPCU, ARM, Executive Director, *AJG Risk Management Services, Inc.*
Paul Forlenza, Deputy 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, *Targeting Wellness*

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

Biondi Insurance Agency
Brown & Brown
Cettei & Connell
Chesney-Stanton Insurance Group
Conner Strong & Buckelew
Len Eckman Insurance
Hardenbergh Insurance Group
Sungenis Insurance Agency

Absent RMCs were:

Price-Milam Insurance Agency
Henry D. Young Insurance
E.H. Sloan Insurance Agency

MOVING UP ALTERNATES

Chair Heydel stated that in the absence of Fund Commissioner Brad Campbell, Bill Bittner will move to the Executive Committee for voting purposes.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to move Bill Bittner to the Executive Committee for voting purposes. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Committee Meeting - October 27, 2014

Chair Heydel presented the meeting minutes of the October 27, 2014 Executive Claims 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 Committee meeting minutes.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to approve the meeting minutes of the October 27, 2014 Executive Claims Committee Meeting. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Committee Meeting Closed Session - October 27, 2014

Chair Heydel presented the meeting minutes of the October 27, 2014 Executive Claims 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 Committee meeting Closed Session minutes.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to approve the Closed Session meeting minutes of the October 27, 2014 Executive Claims Committee Meeting. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Committee Meeting - October 27, 2014

Chair Heydel presented the meeting minutes of the October 27, 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 October 27, 2014 Executive Committee meeting.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to approve the meeting minutes of the October 27, 2014 Executive Committee Meeting. All in favor. Motion carried.

EXECUTIVE CLAIMS COMMITTEE MEETING REPORT – November 24, 2014

Chair Heydel reported that an Executive Claims Committee Meeting was held on Monday, November 24, 2014 at 3:30 PM at the Gloucester County Library, Mullica Hill, NJ.

The Committee reviewed twenty four (24) claims. Of the claims reviewed, there were sixteen (16) Workers' Compensation, three (3) General Liability, and five (5) 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*.

<i>Qual-Lynx File#</i>	<i>Amount</i>
<i>X75624</i>	<i>\$4,400.00</i>
<i>X55177</i>	<i>\$4,050.00</i>
<i>X71562</i>	<i>\$2,450.00</i>

Questions will be addressed during Closed Session if necessary.

EXECUTIVE DIRECTOR'S REPORT

Mr. Miola presented the Executive Director's report, a copy of which was included in the agenda packet.

Lost Time Accident Frequency Reports – Mr. Miola noted that these are in the agenda packet and commented that the Trico JIF has a very good LTAF 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 – Mr. Miola noted a report detailing balances for each member was included in the agenda packet. He stated that if any member had questions to contact his office. He noted that the deadline to claim or encumber these funds was November 3, 2014. All encumbered funds must be claimed by February 1, 2015.

2014 Optional Safety Budget - Mr. Miola stated a report detailing balances for each member was included in the agenda packet. He stated that if any member had questions to contact his office. He noted that the deadline to claim or encumber these funds was November 3, 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. Changes have to be made by Resolution. Members can appoint two representatives to use this service. The most recent list of authorized contacts for the EPL helpline was included in the agenda packet. He asked the members to review the list and respond to the email request as soon as possible.

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. He noted the balances are listed in the agenda packet. There are further details online.

Employee Practices Liability Compliance– Mr. Miola noted that a compliance report regarding the Employment Practices Liability Coverage was included in the agenda packet. He noted that the report was updated effective January 1, 2014 to include EPL loss history for Fund Years 2008-2012 to determine each member's individual deductibles. He reminded the members to contact PERMA directly if they believe the report to be inaccurate.

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

Regulatory Filing Checklists – Mr. Miola noted that the JIF is up to date with required State filings.

Skateboard Park Approval Status - A spreadsheet depicting the current status of all approved skateboard parks or those currently under construction was included in the agenda packet. The MEL has established a process, outlined in MEL Coverage Bulletin 2014-09, which must be followed by all members who wish to construct a skateboard park and have the JIF and MEL provide coverage. All members who are considering construction of a skateboard park should contact his office before moving forward on the project.

Caphart & Scatchard Updates – Mr. Miola asked members to review these updates. He noted that there is very good information about workers' compensation and ADA 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 reported that a request was emailed to all Municipal Clerks. He reported that there were a few members that have not submitted a copy of their 2014 Revenue and Appropriations summary. He asked those members to forward a copy to his office.

Elected Officials Training– Mr. Miola noted that the Fund will be sponsoring Elected Officials training and a copy of the training sessions was included in his report. Not only is it a great dinner and presentation, but your elected officials are also eligible to receive a \$250 discount on next year's premium for attending. The remaining dates are listed in his report.

2014 Dividend Distribution Notice – Mr. Miola stated that each member eligible to receive a portion of this year's dividend distribution should have received a notice by email from his office. He stated that each member was asked to complete the necessary paperwork directing how they would like to receive their portion of the dividend and return it to his office no later than December 19, 2014.

Inclement Weather – Mr. Miola stated that the Fund has adopted an *Inclement Weather Policy*, a copy of which can be found on the JIF website. He noted that if it becomes necessary to cancel a meeting, his office will attempt to contact the Fund Commissioners via email, telephone or posting a message on the JIF website. Members can also call 856-446-9148 for a pre-recorded message announcing the cancellation of a meeting.

New Member Activity – Mr. Miola stated that had no new activity to report.

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 Committee Meeting:

Assignment of New Cases

Mr. DeWeese reported that five (5) case(s) have been assigned since the last meeting.

<i>New Cases</i>
<i>Dougan vs. Township of Carney's Point</i>
<i>Estate of Pasquale vs. Borough of Clayton, Township of Franklin, Township of Monroe, Borough of Glassboro and Township of Elk</i>
<i>Osbourne vs. Township of Monroe</i>
<i>Sagrati vs. City of Vineland</i>
<i>Cotrell vs. Township of Washington</i>

General Liability File Status

Mr. DeWeese stated that currently, the TRICO JIF has 35 active litigated general liability files; that number remains very low.

Subrogation Summary Files Status

Mr. DeWeese stated that collection efforts are being made on \$961,731.84 in judgments on 44 files against third parties.

Closed Cases

Mr. DeWeese noted that there were (2) two cases closed in the month of November 2014:

Closed Cases	Result
<i>Mick vs. Township of Elk</i>	<i>Motion for Summary Judgement was filed and granted</i>
<i>Brown vs. Borough of Penns Grove</i>	<i>Fund Solicitor was able to negotiate a settlement for the payment to the Plaintiff in the amount of \$90,000.00; saving the Fund \$60,000.00</i>

RESOLUTION #2014-29 – Authorizing the Release of Fund Year 2013 Closed Session Executive Committee Meeting Minutes

Chair Heydel presented Resolution #2014-29, Authorizing the Release of Fund Year 2013 Closed Session Executive Committee Meeting Minutes as Recommended by the Fund Solicitor.

Chair Heydel asked if there were any questions. No questions were entertained.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to approve Resolution #2014-29, Authorizing the Release of Fund Year 2013 Closed Session Executive Committee Meeting Minutes as Recommended by the Fund Solicitor.

ROLL CALL

Yeas: Joe Schweigart, **East Greenwich**
Kevin Heydel, *Chair*, **Monroe Twp**
Bill Slusser, *Secretary*, **Oldmans Twp**
Mike Razzo, **Pitman**
Karen Sweeney, **Wenonah**
Bill Bittner, **Westville Boro**
Bob Law, **Woodbury City**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

SAFETY DIRECTOR'S REPORT

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

2015 MSI Classes - Mr. Sheehan noted that the list of upcoming MSI training programs scheduled for November and December, 2014 were included in his report.

Safety Bulletins - Mr. Sheehan stated that the bulletins and alerts that were distributed by email during the month of October, 2014 were listed in his report.

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

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses – November

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

What is an Idiopathic Claim? – Ms. Tyler-Schohl reported that an idiopathic injury is defined as being a purely personal injury as opposed to an employment condition. A workers' compensation claim is one where the injury must arise both out of and in the course of employment. An idiopathic injury is an injury arising from something personal to the employee and not a common or shared workplace risk.

She noted that it is a very gray area of workers' compensation. Each case must be reviewed on an individual basis. In order to deny a claim, a thorough investigation is needed. All the events surrounding the potential idiopathic injury must be investigated in order to make a correct determination of compensability. Whether the claim should be accepted, part of it accepted or entirely denied as not arising out of or in the course of employment.

She reported that a recent case for another JIF handled by Qual-Lynx was decided in our favor when the judge denied compensability in that it was indeed an idiopathic injury and was not employment related. The claimant was walking down the stairs with a co-employee when his knee buckled. Claimant had a previous knee claim; however, the statute had run out for additional treatment. He then proceeded to file a new claim. Qual-Lynx and the insured completed a detailed investigation and reports. The claim was denied and claimant filed a Claim Petition. The decision from the judge

stated that the insured had proven by a preponderance of credible evidence that the claimant's current knee condition was caused by the buckling and was not employment related. If the claim was compensable, it would have resulted in a claim in excess of \$250,000.

She noted that every potential idiopathic claim must be reviewed on a case by case basis. It requires an in depth investigation by both the insured and Qual-Lynx before the claim is denied. We then need to determine if our denial is strong enough to avoid subsequent filing of a Claim Petition or, if and when a Claim Petition is filed, we have sufficient investigation and documentation to successfully defend it.

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

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:

- ***Clayton***– Ms. Schiffer noted that Clayton is having Dr. DeCotiis in for a presentation on arthritis. Many of their employees complain of pain in their joints. They had two sessions with good attendance.
- ***Elk Twp*** – Ms. Schiffer noted that Elk Township is planning to offer chair massages before their holiday lunch to show appreciation to employees for a year of work well done.
- ***Harrison Twp*** – Ms. Schiffer noted that Harrison had to move their Employee Health Fair back to December due to date conflicts.
- ***Logan Twp*** - Ms. Schiffer noted that Logan Township is having a dietitian from Inspira medical group in to speak on Eating Healthy during the holidays.
- ***Monroe Township*** – Ms. Schiffer noted that Monroe held a Lunch and Learn. The dietitian from the Washington Twp Shoprite did a presentation on meal planning on a tight schedule. There was a good turnout. Everyone stayed for the presentation then had lunch, healthy wraps. They are also planning to offer a “de-stress for the holiday” with chair massages.
- ***Borough of Swedesboro***- Ms. Schiffer noted that Swedesboro had another de-stress day with chair massages. Many of the council people joined in too. They also held a Lunch and Learn with Dr. DeCotiis.
- ***Woodbury*** – Ms. Schiffer noted that Woodbury brought in fresh apples for everyone in honor of National Eating Healthy Day.
- ***Woolwich Twp*** – Ms. Schiffer noted that Woolwich Township held their first de-stress day offering the employees chair massages. Also, Dr. DeCotiis spoke on “turning your body into a fat burning machine”.

Biggest Loser Challenges – New Year Resolutions – Ms. Schiffer noted the beginning of the year is a great time to offer Biggest Loser Challenges for employees with the idea of not just losing weight but learning new habits for a healthier lifestyle all year.

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)*.

	<i>Oct</i>	<i>YTD</i>
<i>Lost Time</i>	0	14
<i>Medical Only</i>	18	190
<i>Report Only</i>	27	108
<i>Total Intakes(New Claims)</i>	45	312
<i>Report Only % of Total</i>	60.0%	34.6%
<i>Medical Only/Lost Time Ratio</i>	100:00	78:22
<i>Average Days to Report</i>	312.0	66.5

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	3,056
<i>Transitional Duty Days Worked</i>	2,272
<i>% of Transitional Duty Days Worked</i>	74.3%
<i>Transitional Duty Days Not Accommodated</i>	784
<i>% of Transitional Duty Days Not Accommodated</i>	25.7%

Nurse Case Assignment Report:

Nurse Case Summary Report (Inclusive of 3 JIFs)	October
<i>Total Cases Assigned in month</i>	43
<i>Total Cases Closed in month</i>	45
<i>Total Active in month</i>	257

PPO Penetration Report:

Mr. Beatty presented the monthly PPO Penetration Report

PPO Penetration Rate	Oct	YTD
<i>Bill Count</i>	284	2,192
<i>Original Provider Charges</i>	\$260,582	\$2,104,167
<i>Re-priced Bill Amount</i>	\$124,231	\$928,411

<i>Savings</i>	<i>\$136,296</i>	<i>\$1,175,756</i>
<i>% of Savings</i>	<i>52.3%</i>	<i>55.9%</i>
<i>PPO Penetration Rate Bill Count Percentage</i>	<i>89.1%</i>	<i>94.1%</i>
<i>PPO Penetration Rate Provider Charge Percentage</i>	<i>86.7%</i>	<i>95.3%</i>
<i>EPO Penetration Rate Bill Count Percentage</i>	<i>86.7%</i>	<i>85.1%</i>
<i>EPO Penetration Rate Provider Charge Percentage</i>	<i>84.5%</i>	<i>80.4%</i>

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

TREASURER'S REPORT

Mr. Tontarski provided an overview of his report as of *October 31, 2014*.

Investment Interest

Mr. Tontarski reported interest received or accrued for the current month totaled \$9,415.44. This generated an average annual yield of .37%. After including an unrealized net gain of \$10,690.00 in the asset portfolio, the yield is adjusted to .78 % for this period. The total overview of the asset portfolio for the Fund shows an overall unrealized gain of \$53,325.00 as it relates to market value of \$9,545,825.00 vs. the amount invested.

Our asset portfolio with TD Wealth Management consists of five (5) obligations with maturities greater than two (2) years and one (1) obligation 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	\$14,774.23	\$178,144.36
Overpayment Reimbursements	\$14.57	
2012 Excess Property Reimbursements	\$2,838.00	

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 \$423,918.94. The claims detail for the 344 checks is as follows:

Direct Loss Payments	\$334,813.11
Claim Expenses	\$21,167.73
Legal Defense Costs	\$67,938.10

Cash Activity for the Period

Mr. Tontarski stated that during the reporting period, the Fund's "Cash Position" changed from an opening balance of \$31,726,660.53 to a closing balance of \$29,867,146.14 showing a decrease in the Fund of \$1,859,514.39.

Loss Run Payment Register

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	<i>Yeas:</i>	Joe Schweigart, East Greenwich Kevin Heydel, <i>Chair</i> , Monroe Twp Bill Slusser, <i>Secretary</i> , Oldmans Twp Mike Razzo, Pitman Karen Sweeney, Wenonah Bill Bittner, Westville Boro Bob Law, Woodbury City
	<i>Nays:</i>	None
	<i>Abstain:</i>	None

All in favor. Motion carried by unanimous vote.

Approval of October 2014 Bill List

Mr. Tontarski presented the *November 2014 Bill List* for the members' consideration in the amount of **\$486,506.67**.

Chair Heydel entertained a motion to approve the *November 2014 Bill List* in the amount of **\$486,506.67**.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to approve the *November 2014 Bill List* in the amount of **\$486,506.67**.

ROLL CALL	<i>Yeas:</i>	Joe Schweigart, East Greenwich Kevin Heydel, <i>Chair</i> , Monroe Twp Bill Slusser, <i>Secretary</i> , Oldmans Twp Mike Razzo, Pitman Karen Sweeney, Wenonah Bill Bittner, Westville Boro Bob Law, Woodbury City
	<i>Nays:</i>	None
	<i>Abstain:</i>	None

All in favor. Motion carried by unanimous vote.

COMMITTEE REPORTS

FINANCE COMMITTEE – October 30, 2014

Mr. Law reported that the Finance Committee met on October 30, 2014 and the minutes were included in the agenda packet. He noted that the budget totaled \$13,660,854 and represents a 0% increase from last year's combined annualized budget of \$13,660,854. He stated that there was one member that would be in the Retrospective Assessment Program for 2015 and received a Loss Funding increase of 5.0% in their minimum loss-funding assessment in an effort to gradually get this member accurately priced. He stated that the Finance Committee made a recommendation to release varying amounts of surplus from the Fund Years 1997 through 2010, totaling \$825,000, which is \$75,000 more than last year.

Motion to Introduce the 2015 Budget

Chair Heydel entertained a motion to *Introduce the 2015 Budget* as presented.

Chair Heydel asked if there were any questions. No questions were entertained.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to *Introduce the 2015 Budget* as presented.

ROLL CALL	Yeas:	Joe Schweigart, East Greenwich Kevin Heydel, <i>Chair</i> , Monroe Twp Bill Slusser, <i>Secretary</i> , Oldmans Twp Mike Razzo, Pitman Karen Sweeney, Wenonah Bill Bittner, Westville Boro Bob Law, Woodbury City
	Nays:	None
	Abstain:	None

All in favor. Motion carried by unanimous vote.

Motion to Introduce the 2015 Assessment Certification

Chair Heydel entertained a motion to *Introduce the 2015 Assessment Certification* as presented.

Chair Heydel asked if there were any questions. No questions were entertained.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to *Introduce the 2015 Assessment Certification* as presented.

ROLL CALL	Yeas:	Joe Schweigart, East Greenwich Kevin Heydel, <i>Chair</i> , Monroe Twp Bill Slusser, <i>Secretary</i> , Oldmans Twp Mike Razzo, Pitman Karen Sweeney, Wenonah Bill Bittner, Westville Boro Bob Law, Woodbury City
	Nays:	None
	Abstain:	None

All in favor. Motion carried by unanimous vote.

Motion to Introduce the 2015 Assessment Allocation Strategy

Chair Heydel entertained a motion to *Introduce the 2015 Assessment Allocation Strategy* as presented.

Chair Heydel asked if there were any questions. No questions were entertained.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to *Introduce the 2015 Assessment Allocation Strategy* as presented.

ROLL CALL	<i>Yeas:</i>	Joe Schweigart, East Greenwich Kevin Heydel, <i>Chair</i> , Monroe Twp Bill Slusser, <i>Secretary</i> , Oldmans Twp Mike Razzo, Pitman Karen Sweeney, Wenonah Bill Bittner, Westville Boro Bob Law, Woodbury City
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	<i>Nays:</i>	None
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	<i>Abstain:</i>	None
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All in favor. Motion carried by unanimous vote.

STRATEGIC PLANNING COMMITTEE MEETING – November 12, 2014

Ms. Sweeney reported that there was a Strategic Planning Committee meeting held and the minutes were handed out to the members. She highlighted the following:

Membership Renewals– Ms. Sweeney reported that all the members that were up for renewal have renewed with the JIF, effectively January 1, 2015.

December Executive Committee meeting – Ms. Sweeney reported that the December Executive Committee meeting will be held on December 22, 2014 at 4:00 PM at the Glassboro Municipal Building. The Executive Claims Committee meeting will be held at 2:30pm. The December Holiday Dinner Meeting will be held at Terra Nova in Sewell, New Jersey. It will begin at 5:15pm.

2015 Executive Committee Meeting Dates – Ms. Sweeney stated that the proposed scheduled for the 2015 Executive Committee meeting dates was approved. The Fund will continue to meet every fourth Monday of the month at 5:00pm at the Gloucester County Library in Mullica Hill, New Jersey.

Annual Planning Retreat – Ms. Sweeney stated that the 2015 Planning Retreat will be held on July 30-31, 2015 at Auletto’s Catering.

Fund Professional RFQ’s – Ms. Sweeney stated that the Committee recommends the appointment of Arthur J. Gallagher & Co. as Fund Administrator, effective January 1, 2015.

MEL/RCF/E-JIF REPORTS

RESOLUTION #2014-30 – Appointment of MEL/RCF/EJIF Representatives

Chair Heydel presented Resolution #2014-30, Appointing Robert Law as the Fund's Representative to the Municipal Excess Liability Joint Insurance Fund, the Residual Claims Joint Insurance Fund and the New Jersey Municipal Environmental Risk Management Fund for the 2015 Fund year.

Chair Heydel asked if there were any questions. No questions were entertained.

Motion by Mr. Slusser, seconded by Mr. Schweigart, to approve Resolution #2014-30, Appointing Robert Law as the Fund's Representative to the Municipal Excess Liability Joint Insurance Fund, the Residual Claims Joint Insurance Fund and the New Jersey Municipal Environmental Risk Management Fund for the 2015 Fund year.

ROLL CALL	Yeas:	Joe Schweigart, East Greenwich Kevin Heydel, <i>Chair</i> , Monroe Twp Bill Slusser, <i>Secretary</i> , Oldmans Twp Mike Razzo, Pitman Karen Sweeney, Wenonah Bill Bittner, Westville Boro Bob Law, Woodbury City
	Nays:	None
	Abstain:	None

All in favor. Motion carried by unanimous vote.

MISCELLANEOUS BUSINESS

Next Meeting

The next Executive Committee Meeting will be held on Monday, December 22, 2014 at 4:00 PM at the **Glassboro Municipal Building, 1 South Main Street, Glassboro, NJ**. The Holiday Dinner Meeting will follow at Terra Nova's Restaurant in Sewell, New Jersey.

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. Schwiegart, to close the meeting to the public. All in favor. Motion carried.

APPROVE CLAIMS PAYMENTS

Ms. Tyler-Schohl of Qual-Lynx presented the following Payment Authorization Requests (PARs) during the Executive Claims Committee meeting held on November 24, 2014.

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>
X63151	X07471	X81180
X89577	X19263	X99638
X89248	X21203	Z01885
X34508		Z02394
X95684		X83431
W80568		
X95577		
W85345		
X63335		
X29811		
W98489		
X90568		
X97520		
X75624		
X55177		
X71562		

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 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: Joe Schweigart, **East Greenwich**
 Kevin Heydel, *Chair*, **Monroe Twp**
 Bill Slusser, *Secretary*, **Oldmans Twp**
 Mike Razzo, **Pitman**
 Karen Sweeney, **Wenonah**
 Bill Bittner, **Westville Boro**
 Bob Law, **Woodbury City**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

APPROVE ABANDONING SUBROGATION

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

<i>Qual-Lynx File</i>	<i>Amount</i>
X75624	\$4,400.00
X55177	\$4,050.00
X71562	\$2,450.00

Chair Heydel entertained a motion to *approve abandonment of the listed subrogation files.*

Motion by Mr. Slusser, seconded by Mr. Schweigart, to approve abandonment of the listed subrogation file as presented.

ROLL CALL **Yeas:** Joe Schweigart, **East Greenwich**
Kevin Heydel, **Chair, Monroe Twp**
Bill Slusser, **Secretary, Oldmans Twp**
Mike Razzo, **Pitman**
Karen Sweeney, **Wenonah**
Bill Bittner, **Westville Boro**
Bob Law, **Woodbury City**

Nays: None

Abstain: None


All in favor. Motion carried by unanimous vote.

MOTION TO ADJOURN

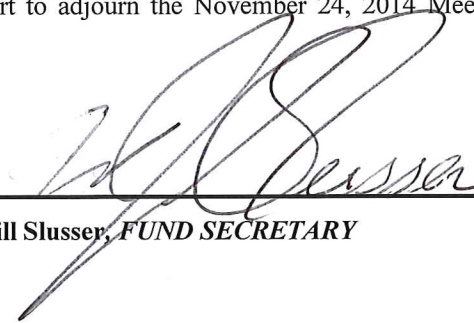
There being no further business, Chair Heydel entertained a *Motion to Adjourn* the November 24, 2014 Executive Committee Meeting.

Motion by Mr. Slusser, seconded by Mr. Schweigart to adjourn the November 24, 2014 Meeting of the TRICO JIF.

The meeting was adjourned at 5:40 PM.



Brenda Smith, Recording Secretary for



Bill Slusser, FUND SECRETARY