

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

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

October 22, 2018 – 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 Gloucester County Library, 389 Wolfert Station Road, Mullica Hill, New Jersey on Monday, October 22, 2018 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:

Ken Brown, **Carneys Point Twp.**
Sue Miller, **Clayton Borough**
Don Banks, **Deptford Twp.**
Debbie Pine, *Alternate*, **Elk Twp.**
Doug Hogate, **Elsinboro Twp.**
Barbara Freijomil, **Franklin Twp.**
Valerie Van Veen, **Glassboro Borough**
Raymond Williams, **Greenwich Twp.**
Mark Gravinese, **Harrison Twp.**
Kevin Clour, **Lower Alloways Creek Twp**
Kevin Heydel, **Monroe Twp.**
Harry Moore, **Oldmans Twp.**
Susan Jacabucci, **Paulsboro Boro**
Mayor John Washington, **Penns Grove Borough**
Maureen Abdill, **Pilesgrove Twp.**
Majorie Sperry, **Quinton Twp.**
Brad Campbell, *Chair*, **Shiloh Borough**
Carl Bagby, **Swedesboro Borough**
Bob Diaz, **South Harrison Twp.**
Colette Bachich, **Washington Township**
Karen Sweeney, **Wenonah Borough**
Lauren Sedberry, **West Deptford Twp.**
Ryan Giles, **Westville Borough**

Bob Law, **Woodbury City**
Robert Yerka, **Woodbury Heights Borough**
John Hall, **Woodstown Borough**
Jane DiBella **Woolwich Township**

Absent Fund Commissioners were:

Beth Reilly, **Alloway Twp**
Stephanie McCaffrey, **East Greenwich Twp.**
Mike Burden, **Fairfield Twp.**
Doris Hall, **Logan Twp**
Luke Patrick, **Mannington Twp.**
Jennica Bileci, **Mantua Twp**
Scott Hutton, **Pennsville Twp.**
Mike Razzo, **Pitman Borough**
Mike Seery, **Upper Pittsgrove Twp.**
Bob Dickenson, **Vineland City**

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*
Tom Tontarski, *Treasurer*

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

Assured Partners
Biondi Insurance Agency
Hardenbergh Insurance Group
Chesney-Stanton Insurance Group
Cettei & Connell
Conner Strong & Buckelew
E.H. Sloan Insurance Agency
Len Eckman Insurance

Absent RMCs were:

CEB Corporate Employee Benefits
Glenn Insurance
Henry D. Young Insurance

MOVE UP ALTERNATES

Motion by Mr. Law, seconded by Ms. Miller, to move Alternate Executive Committee #2 Carl Bagby, Borough of Swedesboro, to the Executive Committee in the absence of Executive Committee member Mike Razzo, and Alternate Executive Committee #3 Bob Diaz, Township of South Harrison, in the absence of Executive Committee member Doris Hall for voting purposes. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Committee Meeting

Chair Campbell presented the meeting minutes of the September 24, 2018 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 September 24, 2018 Executive Committee meeting.

Motion by Mr. Law, seconded by Mr. Washington, to approve the minutes of the September 24, 2018 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 September 24, 2018 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. Washington, to approve the meeting minutes of the September 24, 2018 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 September 24, 2018 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. Washington, to approve the Executive Claims Review Committee Closed Session meeting minutes of September 24, 2018 as presented.

The Executive Claims Review Committee Closed Session minutes of the September 24, 2018 meeting 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 September 24, 2018 meeting were collected.

EXECUTIVE CLAIMS REVIEW COMMITTEE MEETING REPORT – October 22, 2018

Chair Campbell reported that an Executive Claims Committee Meeting was held at 3:42 PM on Monday, October 22, 2018.

The Committee reviewed fifteen (15) claims. Of the claims reviewed, there were nine (9) Workers' Compensation, one (1) Auto 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) claim(s) reviewed for abandonment of subrogation attempt.

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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 August 2018 are included in his report.

Certificates of Insurance - Mr. Miola asked that the Certificates of Insurance issued for the month of September, 2018 be included as part of the meeting minutes and are included in the agenda packet.

Financial Fast Track – Mr. Miola reported that the Financial Fast Track Report as of August 31, 2018 is attached for your review. The report is generated by PERMA and provides a “snapshot” of the JIF's financial status. The JIF's surplus position as of August 31, 2018 was **\$20,432,695**.

Regulatory Filing Checklists – Mr. Miola stated that there are two regulatory filing checklists that are provided each month as part of our due diligence reporting on behalf of the JIF. These checklists provide an outline of required reporting to the Departments of Banking and Insurance and Community Affairs on an annual and a monthly basis, and the status of the items outlined.

2017 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, 2018. All encumbered funds must be claimed by February 1, 2019.

2018 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, 2018. All encumbered funds must be claimed by February 1, 2019.

2018 Wellness Incentive Program Allowance – Mr. Miola stated that a report detailing the available balance for each member for the 2018 Wellness Incentive Program was included in the agenda packet. He stated that the deadline for claiming or encumbering the funds is November 1, 2018. All encumbered funds must be claimed by February 1, 2019.

EPL/Cyber Risk Management Budget - The JIF has budgeted various amounts, depending on member size, 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. If you need additional information regarding this program, please contact our office.

Employment Practices Liability Helpline – Authorized Contact List–Mr. Miola asked members to review the attached list for accuracy. He noted the resolution to make changes to this list is on the JIF website at www.tricojif.org. Please contact the Executive Director's office with any questions.

EPL Compliance– Mr. Miola asked members to review the attached status report for the member's individual deductibles. He reminded the members that they must update their EPL Plan of Risk Management to be eligible for the lower co-pay and deductible. Currently, there are only a handful of members who are not in Compliance, and the deadline to submit your checklist is November 1, 2018.

Mr. Miola noted a handout of an updated EPL Compliance Report which showed West Deptford as having EPL Coverage and being Compliant.

MEL Cyber Risk Management Plan Compliance Status – Mr. Miola noted a new compliance status report regarding the MEL Cyber Risk Management Plan is included in the agenda for your review. Each member should review this report carefully to insure its accuracy. If you believe the report to be inaccurate regarding your town, please contact Ed Cooney, Fund Underwriter at 973-659-6424.

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 for accuracy.

Skateboard Park Approval Status– Mr. Miola stated that a report listing the current status of all approved skateboard parks or those under construction are 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.

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.

Elected Officials Training- Save the Date – Mr. Miola stated that again, this year, the Fund will be sponsoring Elected Officials training. The MEL will reduce each member's 2019 MEL Assessment by \$250 for each municipal elected official who attends one of the training sessions by March 31, 2019. This credit will also be extended to the member's CEO (i.e. Municipal Manager or Administrator) again this year. The total credit is limited to 5% of a member's 2019 MEL Assessment. A Save the Date was emailed out to all Clerks, Fund Commissioners, and RMC's on or about October 5, 2018. Invitations/RSVP's for the sessions will be e-mailed to all Municipal Clerks and Fund Commissioners in early November. The trainings have been scheduled on the following dates:

December 6, 2018 - Merighi's Savoy Inn, Vineland
January 31, 2019 - Nicolosi's Catering, West Deptford
February 6, 2019 - Merighi's Savoy Inn, Vineland
March 21, 2019 - O'Connor's American Bar & Grille, Eastampton

MEL 2019/2020 Employment Practices Liability Program – Mr. Miola stated that on or about May 4, 2018 all members should have received an email and accompanying memorandum outlining the compliance procedure for the 2019/2020 MEL EPL Plan of Risk Management Program. A reminder email was sent out on September 10, 2018. Members that update their loss control programs by November 1, 2018 will receive the standard EPL deductible of \$20,000 per claim plus a co-pay of 20% of the first \$250,000 on each claim and may be eligible to buy down deductibles and co-insurance caps. Members that fail to come into compliance by the October 1, 2018 deadline will have a minimum deductible of \$100,000 per claim plus a co-pay of 20% on each claim with no cap. Members submitting this form after the November 1, 2018 deadline will become eligible for reduced deductibles and co-pays upon approval of their EPL Plan of Risk Management application by the MEL; but not retroactively. Members are encouraged to review this memorandum with their RMC and Municipal Solicitor to be sure they understand the procedure for compliance. Questions on this procedure can be directed to the Executive Director's office.

3rd Quarterly Attendance – Mr. Miola stated that a report detailing 3rd Qtr. Attendance for the 2018 Fund Year is included in the agenda packet for the members to review.

Website – Mr. Miola reminded the Fund that the website is a plethora of information and be sure to reference it for any information you may need.

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 one (1) new case had been assigned in October 2018:

New Cases
<i>Boyko v. TRICO JIF</i>

Closed Cases

Mr. DeWeese reported that there was one (1) case(s) closed since the last meeting:

Closed Cases
<i>Rivera v. City of Vineland</i>

General Liability Files

Mr. DeWeese noted that there are 39 active General Liability claims and if a member would like a synopsis of their town’s cases sent to them, please contact him. He stated this month was a full report.

Subrogation Files

Mr. DeWeese stated that there are collection efforts being made on \$1,348,444.41 of potential recoveries on 52 files. He reported this month was a full report.

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 this has been updated recently, so please utilize it. If a copy of the video library titles is needed, you can find it at the MEL or JIF website. He also pointed out there is a new email address: melvideolibrary@jamontgomery.com, and phone number: 856-552-4900.

Safety Director’s Bulletins – He noted that there was one (1) bulletin(s) included in the agenda:

- *Hayride Best Practices*

MSI Class Listing – Mr. Garish referenced the list of MSI Classes that are available in October, November, and December is included in the agenda packet. He noted that a current list of MSI Training Administrators needs to be kept up to date, so if there are any changes in regards to the Training Administrator, please advise afelip@jamontgomery.com

Mr. Garish noted there will be two more Excited Delirium Trainings coming up on November 2 and November 9, 2018. An email with an RSVP form was sent out to all Fund Commissioners, Safety Coordinators, RMC's, and Police Chiefs on September 18 from his office.

Mr. Garish reminded the members that the Special Recognition Award nominations reminders were sent out on September 5 and to please remember to submit these. He also reported the Police One Training that is specific to Law Enforcement has been rolled out and asked the membership to please continue to promote this within your member towns. It is a fully online platform and additional certain customization by your Police Department can be done to facilitate additional training needs.

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

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses – September

Mr. Roselli presented the Lessons Learned from Losses for August which reviewed Leaf Collection Safety.

Mr. Roselli noted:

- Drivers should maintain visual contact of workers on foot and check mirrors frequently
- Workers on foot need to stay visible to the driver, clear of crush zones and in view of the mirrors
- Never allow anyone to ride on the vehicle or trailer unless specifically designed for that purpose
- Department leaders must provide training and reinforce desirable behavior

Mr. Roselli then reviewed some examples of costly claims involving leaf collections that could have been avoided if a few safety precautions had been followed.

Next, Mr. Roselli referenced a report discussed at the Claims Review Committee meeting which depicted the G.O.T.C.H.A visits over a two (2) month period (August & September).

Mr. Roselli explained a G.O.T.C.H.A (Go Out To Check Home Activity) visit is usually performed when an employee is out of work for more than two (2) weeks on a WC Claim. It is a visit where a representative of Qual-Lynx checks in on the employee, speaks with them, makes sure they are following Dr.'s orders, and look for evidence of activity going on that should not be due to the nature of the employee's injuries.

Lastly, Mr. Roselli noted a handout which depicted the updated Emergency Reporting Procedures with revised contact information based on the Management changes discussed at last month's meeting. He noted once the newly assigned positions are permanent, he will be updating the Claims Road Maps as well.

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, noting she was pleased to report that even through the busy summer months, there were a few towns that continued with their efforts to bring workplace wellness to their employees.

- Fairfield – hosting a Lunch & Learn presentation on Stress management
- Franklin – offered CPR training with cost reimbursement to 17 participants. Seven (7) employees took part in a 5k (or longer) race. One employee participated in six races and motivated others to participate with him. One race was in memory of a fallen Police Sergeant.
- Logan – continues with after work Yoga class for employees every Thursday for 6-weeks.
- Mannington – chair massages scheduled for October
- Pennsville – continue supplying fresh fruit baskets to each department just over once a month. Also hosting presentation on sleep deprivation in October.
- Pilesgrove – Lunch and Learn Sitting disease presentation scheduled for October
- Vineland – replacing old water fountains in City Hall with filtered fountains that will lead in their efforts to go green.
- West Deptford – purchasing bulk fresh fruit to be packaged and delivered to every department.
- Woodbury – offered flu clinic for employees
- Ms. Schiffer noted she had included a Word Search in her report which is a fun way to reduce stress.
- Ms. Schiffer also noted in her report was a Wellness Initiative Ideas for Best Practices, which listed many different types of activities that can be done including ideas for Stress Management, Happiness at Work, Screenings, Challenges, etc.
- Ms. Schiffer noted if your town is hosting any type of Wellness event, please let her know so she can keep track of who is doing what, and what ideas she can pass onto other towns.
- Wellness Incentive Allowances must be encumbered by November 30, 2018, and used by February 1, 2018, so if you haven't planned any wellness activities for the end of this year, be sure to encumber the money.
- ***In the Spotlight: Mantua.*** They have created a new Relax Lounge and added fresh color, a treadmill, and motivational sayings. They have also implemented Walking Wednesdays.
- ***October Wellness Newsletter*** - She noted that the October Wellness Newsletter was included in her report.

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

MANAGED HEALTH CARE REPORT

Ms. Beatty reviewed the Managed Care Report for September 2018.

Lost Time v. Medical Only Cases

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

	September	YTD
<i>Lost Time</i>	1	46
<i>Medical Only</i>	13	155
<i>Report Only</i>	13	101
<i>New Claims Reported</i>	27	302
<i>Report Only % of Total</i>	48.1%	33.4%
<i>Medical Only/Lost Time Ratio</i>	93:07	77:23
<i>Average Days to Report</i>	2.6	2.4

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	6,344
<i>Transitional Duty Days Worked</i>	4,661
<i>% of Transitional Duty Days Worked</i>	73.5%
<i>Transitional Duty Days Not Accommodated</i>	1,682
<i>% of Transitional Duty Days Not Accommodated</i>	26.5%

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report

PPO Penetration Rate	September
<i>Bill Count</i>	275
<i>Original Provider Charges</i>	\$644,848
<i>Re-priced Bill Amount</i>	\$221,388
<i>Savings</i>	\$423,460
<i>% of Savings</i>	65.7%
<i>PPO Penetration Rate Bill Count Percentage</i>	95.6%
<i>PPO Penetration Rate Provider Charge Percentage</i>	97.0%
<i>EPO Penetration Rate Bill Count Percentage</i>	91.6%
<i>EPO Penetration Rate Provider Charge Percentage</i>	90.5%

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

TREASURER'S REPORT

Mr. Tontarski presented a combined overview of the Treasurer's Report for month ending **September 30, 2018**, a copy of which was provided to the membership in the agenda packet.

Investment Interest

Mr. Tontarski reported interest received or accrued for the reporting period totaled \$45,735.60. This generated an average annual yield of 1.59%; however, after including an unrealized net loss of \$17,415.48 in the asset portfolio, the yield is adjusted to .60% for this period. The total overview of the asset portfolio for the fund shows an overall unrealized loss of \$290,516.92 as it relates to current market value of \$29,577,223.81 vs. the amount we have invested. The current market value, including accrued income is valued at \$29,683,613.18.

Our asset portfolio with Wilmington Trust consists of six (6) obligations with a maturity greater than two years, 10 obligations with maturities between one and two years.

Receipt Activity for the Period

	September
Subrogation Receipts	\$4,347.49
Salvage	\$1,500.00
Overpayment Reimbursements	\$0
FY 2018 Premium Assessments	\$148,558.00

A.E.L.C.F. Participant Balances at Period End

Woodbury City	\$20,644.00
Washington Twp.	\$76,858.00
Pittsgrove Twp.	\$31,763.00
Stow Creek Twp.	\$773.00
EJIF Dividend	\$30,337.48

Cash Activity for the Period

Mr. Tontarski stated that during the reporting period the Fund's "Cash Position" changed from an opening balance of \$34,687,337.76 to a closing balance of \$34,546,740.98 showing a decrease in the fund of \$140,596.78

Claim Activity for the Period

Mr. Tontarski stated the net claim activity during the reporting period for claims paid by the fund and claims payable by the Fund at period end in the amount of \$452,460.18. The claims detail shows 444 claims payments issued.

Bill List – October 2018

For the Executive Committee's consideration, Mr. Tontarski presented the October 2018 Bill List in the amount of \$166,419.33

Chair Campbell entertained a motion to approve the September 2018 Loss Run Payment Register, and approve the October 2018 Bill List in the amount of \$166,419.33 as presented

Chair Campbell asked if there were any questions at this time. No questions were entertained.

Motion by Mr. Law, seconded by Mr. Washington, to approve the *September 2018 Loss Run Payment Register and the October Bill List in the amount of \$166,419.33* as presented.

ROLL CALL	<i>Yeas:</i>	Karen Sweeney, Wenonah Borough John Washington, Penns Grove Borough Sue Miller, Clayton Borough Bob Law, <i>Secretary</i> , Woodbury City Brad Campbell, <i>Chair</i> , Shiloh Borough Carl Bagby, Boro of Swedesboro Robert Diaz, South Harrison Township
	<i>Nays:</i>	None
	<i>Abstain:</i>	None

All in favor. Motion carried by unanimous vote.

COMMITTEE REPORTS

EPL/POL Claims Review Committee Meeting

Mr. Brown stated that the Committee met on September 24, 2018 and a copy of the meeting minutes were included in the agenda and were self-explanatory,

Finance Committee Meeting

Mr. Forlenza stated that the Finance Committee met on October 2, 2018 and a copy of the meeting minutes was included in the agenda packet. He highlighted the following items:

He noted the Committee had reviewed the draft budget for 2019 which will be introduced at the November Executive Committee meeting. Currently, the draft budget shows an overall increase of .99% and that is actually driven by the fact that the Fund has over funded the MEL line item in anticipation of increased costs due to the potential approval of the Firefighters WC Legislation. Mr. Forlenza explained this was over funded in the MEL line because should no legislation be passed, the additional funding is in an Operating Expense line, so the Fund can return that money back to the members instead of waiting for the transfer of the Fund Year to the RCF.

Next, Mr. Forlenza referenced the EPL/POL draft premiums, and noted the TRICO JIF is looking at a 3.0% increase as the Fund's 5 year Loss Ratio is a bit over the 55% break even point, with a statewide average increase of approximately 2%.

Lastly, Mr. Forlenza noted the TRICO JIF is receiving an EJIF dividend again this year and stated there is a Resolution presented authorizing the Fund Treasurer to transfer the 2018 dividends received from the EJIF into those individual members accounts.

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

Resolution 2018-43

Chair Campbell presented for consideration *Resolution 2018-43 Authorizing the Fund Treasurer to Transfer the 2018 E-JIF Dividend into Member Accounts in Accordance with N.J.A.C. 11:15-2.23* .

Motion by Mr. Law, seconded by Mr. Washington, to approve *Resolution 2018-43* as presented.

ROLL CALL *Yeas:* Karen Sweeney, **Wenonah Borough**
John Washington, **Penns Grove Borough**
Sue Miller, **Clayton Borough**
Bob Law, *Secretary*, **Woodbury City**
Brad Campbell, *Chair*, **Shiloh Borough**
Carl Bagby, **Boro of Swedesboro**
Robert Diaz, **South Harrison Township**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

MEL/RCF/EJIF Reports

Mr. Law stated that E-JIF Executive Director had sent an email out on October 19, 2018 in regards to a change in the Fund's contact person at PS&S which is the Environmental Engineer for the EJIF. At this point, the EJIF has switched firms altogether to First Environment and the Fund's new contact is Rick Erickson. Mr. Law asked that everyone please make note of this change and new contact information.

Next Meeting

Chair Campbell noted the next meeting of the TRICO JIF will be held on **Monday, November 26, 2018** 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. Washington, 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. Washington, 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 October 22, 2018

<i>Workers' Compensation</i>	<i>Auto Liability</i>	<i>Property</i>
2018114007	2018142401	2019150217
2017106165		2019152042
2018119691		2019148400
2018123434		2019151682
2019149477		001232437
001255599		
2019151062		
2019150331		
001258490		

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. Washington, to Approve Payment Authority on the Claims as presented during the Executive Claims Committee Meeting.

ROLL CALL *Yeas:* Karen Sweeney, **Wenonah Borough**
John Washington, **Penns Grove Borough**
Sue Miller, **Clayton Borough**
Bob Law, *Secretary*, **Woodbury City**
Brad Campbell, *Chair*, **Shiloh Borough**
Carl Bagby, **Boro of Swedesboro**
Robert Diaz, **South Harrison Township**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

APPROVE ABANDONING SUBROGATION

Chair Campbell entertained a motion to abandon subrogation on the following Qual Lynx file(s);

Motion by Mr. Law, seconded by Washington, to Abandoning Subrogation on the following Qual Lynx file(s):

#001255520

#001255521

#001258490

ROLL CALL *Yeas:* Karen Sweeney, **Wenonah Borough**
John Washington, **Penns Grove Borough**
Sue Miller, **Clayton Borough**
Bob Law, *Secretary*, **Woodbury City**
Brad Campbell, *Chair*, **Shiloh Borough**
Carl Bagby, **Boro of Swedesboro**
Robert Diaz, **South Harrison Township**

Nays: None

Abstain: None

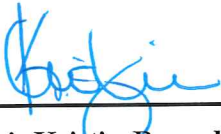
All in favor. Motion carried by unanimous vote.

MOTION TO ADJOURN

There being no further business, Chair Campbell entertained a *Motion to Adjourn* the October 22, 2018 Executive Committee Meeting.

Motion by Mr. Law, seconded by Mr. Washington, to adjourn the October 22, 2018 meeting of the TRICO JIF.

The meeting was adjourned at 5:34 PM.



Kris Kristie, Recording Secretary for



BOB LAW, FUND SECRETARY