

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

Via Conference Call

May 18, 2020 – 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 via conference call on Monday, May 18, 2020 at 5:00 PM, prevailing time. Chair Law, Woodbury, presiding. The meeting was called to order at 5:00 PM.

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:

Sue Miller, **Clayton Borough**
Don Banks, **Deptford Twp.**arrived after roll call
Stephanie McCaffrey, **East Greenwich Twp.**
Doug Hogate, **Elsinboro Twp.**
Linda Gonzalez, **Fairfield Twp.**
Barbara Freijomil, **Franklin Twp.**
Valerie VanVeen, **Glassboro Borough**
Raymond Williams, **Greenwich Twp.**
Leo Selb, **Hopewell Twp.**
Kevin Clour, **Lower Alloways Creek Twp**
Luke Patrick, **Mannington Twp**
Candice Pennewell, **Mantua Twp**
Jill McCrea, **Monroe Twp**
Harry Moore, **Oldmans Twp.**
Susan Jacobucci, **Paulsboro Boro**
Daniel Neu, **Pennsville Twp.**
Maureen Abdill, **Pilesgrove Twp.**
Mike Razze, **Pitman Borough**
Bob Diaz, **South Harrison Twp.**
Jeffre Celebre, **Vineland City**
Karen Sweeney, **Wenonah Borough**
Bob Law, **Woodbury City**
John Hall, **Woodstown Borough**
Jane DiBella, **Woolwich Township**

Absent Fund Commissioners were:

Warren Morgan, **Alloway Twp**
Ken Brown, **Carneys Point Twp.**
Carolyn King-Sammons, **Elk Twp**
Doris Hall, **Logan Twp**
Mark Gravinese, **Harrison Twp.**

Mike Bercute, **Penns Grove Borough**
Majorie Sperry, **Quinton Twp**
Carl Bagby, **Swedesboro Borough**
Brad Campbell, **Shiloh Borough**
Mike Seery, **Upper Pittsgrove Twp.**
Colette Bachich, **Washington Township**
Mike Kwasizur, **West Deptford Twp.**
Ryan Giles, **Westville Borough**
Jeffrey Pitzo, **Woodbury Heights Borough**

Also present were:

Paul A. Forlenza, MGA, Executive Director, *AJG Risk Management Services, Inc.*
Paul Miola, CPCU, ARM. 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, Account Manager, *Qual-Lynx*
Karen Beatty, Account Manager, *QualCare*
Debby Schiffer, *Wellness Director*
Tom Tontarski, *Treasurer*
Lou Romero, *Technology Risk Services Director*

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

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

Absent RMCs were:

Henry D. Young Insurance

Chair Law entertained a Motion to move up Mr. Clour, Alternate Executive Committee Member #1, and Ms. McCaffrey, Alternate Executive Committee #6, to the Executive Committee in the absence of Ms. Hall and Mr. Bagby for voting purposes.

Motion by Mr. Razze seconded by Ms. Sweeney to move up Mr. Clour and Ms. McCaffrey to the Executive Committee. All in Favor. Motion carried

APPROVAL OF THE MINUTES – Executive Committee Meeting

Chair Law presented the meeting minutes of the April 27, 2020 Executive Committee meeting for approval.

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

Chair Law entertained a motion to approve the minutes of the April 27, 2020 Executive Committee meeting.

Motion by Mr. Razze seconded by Ms. Sweeney to approve the minutes of the April 27, 2020 Executive Committee meeting. All in Favor. Motion carried.

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

APPROVAL OF THE MINUTES – Executive Claims Review Committee Meeting

Chair Law presented the meeting minutes of the April 27, 2020 Executive Claims Review Committee Meeting for approval.

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

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

Motion by Mr. Razze, seconded by Ms. Sweeney to approve the meeting minutes of the April 27, 2020 Executive Claims Review Committee Meeting. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Closed Session

Chair Law presented the Executive Claims Review Committee Closed Session meeting minutes of April 27, 2020 for approval.

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

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

Motion by Mr. Razze, seconded by Ms. Sweeney, to approve the Executive Claims Review Committee Closed Session meeting minutes of April 27, 2020 as presented.

The Executive Claims Review Committee Closed Session minutes of the April 27, 2020 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.

EXECUTIVE CLAIMS REVIEW COMMITTEE MEETING REPORT – April 27, 2020

Chair Law reported that an Executive Claims Committee Meeting was held on Monday, May 18, 2020 via conference call.

The Committee reviewed four (4) claims. Of the claims reviewed, there were two (2) Workers' Compensation, one (1) General Liability, and one (1) Property PARs recommended for approval of settlement or continuing defense.

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

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

2019162386

Questions will be addressed during Closed Session if necessary.

EXECUTIVE DIRECTOR'S REPORT

Mr. Forlenza referenced the Executive Director's Report found the agenda packet noting it was mostly self-explanatory. He then highlighted the following:

Mr. Forlenza noted for members to review their SIP, OSB, Wellness, and EPL/Cyber Risk Management Budget balances, stating there may be items/situations in regards to COVID-19 the cost of which could be offset by one or more of these programs.

Mr. Forlenza stated there were several items in his report that have unfortunately either had to be cancelled or postponed to be rescheduled. He noted the last Elected Officials Seminar scheduled for March 24, 2020 at Merighi's had been cancelled; however, elected officials will still be able to take the online course on the MEL Website for credit as long as it is completed by June 1st. He also noted a listing of who has taken the Online Course as of May 15 is posted on the JIF website. As far as the Managerial & Supervisory Training and the Police Command Training scheduled in April, these have been postponed and will more than likely be rescheduled either late this year or early next year as members have until June 1 2021 to complete the trainings and remain in compliance with the EPL Risk Management Plan. Notices had gone out from the Executive Directors office last month notifying members of these changes.

In regards to all sub-committee meetings scheduled for the next 30 days or so, we believe they will be held via conference call and his office will send out the agendas, as well as any pertinent handouts and the dial-in information prior to those meetings. We will keep the Fund updated on any changes to this process.

Mr. Forlenza noted the Fund has had difficulty scheduling the BURLCO Annual Planning Retreat due to the social distancing parameters set forth due to the pandemic. After discussions with the Chairs and Secretaries of the BURLCO and TRICO JIFS, it has been decided to combine the BURLCO Retreat with the July 30-31, 2020 TRICO Annual Planning Retreat at Auletto's Caterers in Deptford. Mr. Forlenza stated a Save the Date had been emailed out to all members, RMC's and Professional on May 14, 2020. Mr. Forlenza noted there are a lot of good presentations planned and an official Invitation will be mailed out shortly.

Mr. Forlenza noted that on March 30, 2020, his office notified all Fund Commissioners, and Fund Professionals, via email, of their requirement to complete the FDS process due to their role with the JIF. All FDS must be submitted by July 31, 2020 which is an extension of its original deadline of April 30th. Any newly appointed Fund Commissioner that has not yet received their PIN# from the Executive Director's office should contact Kris Kristie.

Lastly, Mr. Forlenza reiterated if anyone should have any questions, or needs assistance; please reach out at any time to any one of the Fund Professionals, either via phone or email, as we are here to help you.

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

SOLICITOR'S REPORT

Assignment of New Cases

Mr. DeWeese reported that there was one (1) new case(s) assigned pre-suit since the April 2020 meeting:

Unknown (Jane Doe) v. City of Woodbury

Closed Cases

Mr. DeWeese noted that there were no case(s) closed since the April 2020 meeting,

General Liability Files

Mr. DeWeese noted that there are 34 active General Liability claims and if a member would like a synopsis of their town's cases sent to them, please contact him.

Subrogation Files

Mr. DeWeese stated that there are collection efforts being made on \$1,688,624.19 potential recoveries on 57 files.

MEL EPL Helpline & Authorized Contact List – Mr. DeWeese reminded the members to please review the list of authorized contacts for the *MEL Employment Practices Helpline*. He noted some towns do not have any authorized contact listed and how important it is to appoint at least one person should you need the services. He then stated he is still receiving calls in regards to COVID-19 questions. He also noted he has been trying to stay abreast of the COVID-19 issues in the State of NJ and has sent out various Bulletins and Notices with information he learns. He is hopeful the correspondence is helpful to the members, and if anyone has any questions or concerns to reach out to him and he will be happy to assist the best he can.

Lastly, Mr. DeWeese presented a Letter and Resolution for consideration by the Executive Committee to authorize the Release of Fund Year 2018 Closed Session Meeting Minutes. He explained the 2018 Closed Session minutes were previous released with redactions due to ongoing litigation: however, after review of the 2018 Closed Session Minutes again, those redactions may now be released as noted in his letter.

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

Resolution 2020-20 Authorizing the Release of Fund year 2018 Closed Session Executive Committee Meeting Minutes Inclusive of Previous Redacted Discussions Due to Ongoing Litigation that May Now Be Released as Recommended by the Fund Solicitor.

Motion by Mr. Razze, seconded by Ms. Sweeney to approve Resolution 2020-20 as presented.

ROLL CALL	<i>Yeas:</i>	Karen Sweeney, Wenonah Borough Sue Miller, Clayton Borough Robert Diaz, South Harrison Mike Razze, <i>Fund Secretary</i> , Pitman Borough Bob Law, <i>Fund Chair</i> , Woodbury City Kevin Clour, Lower Alloways Creek Stephanie McCaffrey, East Greenwich Township
	<i>Nays:</i>	None
	<i>Abstain:</i>	None

All in favor. Motion carried by unanimous vote.

SAFETY DIRECTOR'S REPORT

Mr. Garish stated that the Safety Director's Report is included in the agenda and is self-explanatory. He then highlighted the following:

Mr. Garish noted his report included a list of the Safety Director Bulletins and Safety Announcements issued during the month, along with a copy of Executive Order 133.

Mr. Garish noted that due to the requirements for social distancing, the upcoming MSI training normally found in his report has been postponed until further notice but stated JA Montgomery is currently offering several MSI training programs that will be delivered through a webinar format, with the applicable CEUs and TCH credits available for those who attend. These webinars will begin with eight (8) topics in June. Registration information was sent out to all members on May 18, 2020 by email.

Lastly, Mr. Garish reminded members to please remember to send in their "What's Wrong with This Picture" JSO Picture challenge and return it to his office before May 31st. To date he has only received responses from seven (7) members. He also reminded members that completion of two installments will count as a JSO towards their SIP Enhanced Program Award and reminded everyone again that the Safety Directors office remains open and available to help with any safety-related issues.

Mr. Garish asked if there were any questions. No questions were entertained.

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses

Mr. Roselli presented the *Lessons Learned from Losses* for May which discussed *Being Hurricane Ready*. He then highlighted the following items to consider BEFORE the storm:

- Confirm flood policies are in place for buildings where any portion of the building is located in Special Flood Hazard Areas A or V.
- Be sure your towns Schedule of Locations and Statement of Values in Origami is accurate
- Appoint someone to be the Point Person in case of a catastrophic event

He then highlighted the following items to remember AFTER the storm:

- Report the claims to Qual-Lynx as soon as possible
- Take photos of all damages and content
- Keep keys and vehicle titles of vehicles in one place
- If there is any damage, report it to FEMA asap
- Keep all receipts and rental agreements

He then presented an example of a claim that was rather costly to a town due to the fact they did not secure a Flood Policy on their Municipal Building prior to a flood. The town had to pay several hundred thousand dollars in damages themselves because they did not secure a Flood Policy. He reiterated the importance of making sure ALL of your locations are listed in Origami to ensure you have coverage.

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

WELLNESS DIRECTOR'S REPORT

Ms. Schiffer referenced her report in the agenda packet, noting that events for May have been postponed due to the current situation and social distancing.

Weekly, Ms. Schiffer has been sending out "A note from your Wellness Director" in an effort to provide words of positivity and to remind everyone to take care of yourself first!

Ms. Schiffer stated it is highly recommended that all employees are reminded about and encouraged to utilize any EAP (Employee Assistance Program) of which they have access. In addition, police chaplains or contracted PD psychologist are in place to support them as well as their families. She has had some towns reach out to her for recommendations and she has put them in touch with Cooper Hospital and she has received a lot of positive feedback on this program. You can use your wellness funds to offset the cost of your EAP program.

Ms. Schiffer noted May is Mental Health Awareness month and stated it is important to stay connected with your employees: check in with coworkers or plan periodic meetings via phone or video just to make sure everyone is doing okay. Maybe try a remote, online meditation together. Stay active through the day regardless of where you are: Encourage movement breaks.

Ms. Schiffer noted that she continues to do a “Workout Wednesday” at 10am and 1:45pm and Reflection Friday at 10am. She is working with Megan Matro and planning to record some of her workouts and presentations to be uploaded to YouTube and linked to the JIF site. Please contact her if you might be interested in participating so she can send the link to join Zoom. She also noted she has completed one video on Resiliency and Adaptability that was highlighted in this month’s newsletter and is open to all municipal employees who have access to a computer

May Targeting Wellness Newsletter

This month is Mental Health Month so please make sure your employees have received a copy of her Newsletter. Ms. Schiffer noted included in her report was a Tabata workout which she had guided folks through in one of her Workout Wednesdays, as well as two (2) word searches and two (2) articles on the higher risk associated with obesity and contracting COVID-19 and the need for more acute care. Obesity makes up 40% of our population.

Lastly, Ms. Schiffer noted to please reach out to her via email, phone or text so she can assist in helping employees through resource recommendations.

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

MANAGED HEALTH CARE REPORT

Lost Time v. Medical Only Cases

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

	April	YTD
<i>Lost Time</i>	13	27
<i>Medical Only</i>	24	89
<i>Report Only</i>	36	81
<i>New Claims Reported</i>	73	197
<i>Report Only % of Total</i>	41%	49%
<i>Medical Only/Lost Time Ratio</i>	77:23	65:35
<i>Average Days to Report</i>	2.6	3.2

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	2,001
<i>Transitional Duty Days Worked</i>	1,121
<i>% of Transitional Duty Days Worked</i>	56%
<i>Transitional Duty Days Not Accommodated</i>	880
<i>% of Transitional Duty Days Not Accommodated</i>	44%
<i>\$ Saved by Accommodating</i>	\$126,207.15
<i>\$ Lost by NOT Accommodating</i>	\$94,367.40

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report

PPO Penetration Rate	April
<i>Bill Count</i>	241
<i>Original Provider Charges</i>	\$725,372
<i>Re-priced Bill Amount</i>	\$294,665
<i>Savings</i>	\$430,707
<i>% of Savings</i>	59%
<i>PPO Penetration Rate Bill Count Percentage</i>	94%
<i>PPO Penetration Rate Provider Charge Percentage</i>	88%
<i>EPO Penetration Rate Bill Count Percentage</i>	92%
<i>EPO Penetration Rate Provider Charge Percentage</i>	98%

Ms. Beatty noted her office is still fully operation with the majority of employees working from home.

Ms. Beatty noted they are receiving information daily on provider practices, including office hour changes, telehealth capabilities, and office closures. As far as treatment, she has received good feedback, whether the patient is being seen virtually or in person. Updated lists are constantly being provided so their staff has all the information they need and CDC guidelines are being practiced at all of our provider facilities. She noted they are starting to see a decline in telehealth appointments for Physical Therapy either due to patients wanting to get out, or not having the equipment at home to properly perform their exercises.

Ms. Beatty noted to date they have received, since March, 80 COVID-19 claims reported with 34 being Report only claims, 31 being Medical only claims, and fifteen (15) Loss Time Claims for the TRICO JIF. Vineland has had the most reported claims. She stated next month she will include a COVID-19 Claims report to include in the agenda.

In response to the COVID-19 outbreak, Qual-Care introduced the Virtual Care Initiative. Virtual Care includes streamlined access to the medical providers who offer tele-medicine and tele-therapy services.

Patients can be seen by physicians, safely and securely, and continue their medical treatment plan from their homes, workplaces or on the go.

Ms. Beatty noted some medical facilities are starting to schedule appointments/surgeries in anticipation of reopening soon.

Ms. Beatty noted they are receiving information daily on provider practices, including office hour changes, telehealth capabilities, and office closures. As far as treatment, she has received good feedback, whether the patient is being seen virtually or in person. Updated lists are constantly being provided so their staff has all the information they need and CDC guidelines are being practiced at all of our provider facilities. She noted they are starting to see a decline in telehealth appointments for Physical Therapy either due to patients wanting to get out, or not having the equipment at home to properly perform their exercises.

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

TECHNOLOGY RISK SERVICES REPORT

Mr. Romero noted there are still members who have still not completed last year's basic Cyber Security course, and he will be following up with those members; and 23 members are below 70% in regards to the latest Cyber Hygiene training course titled *Best Practices for Work and Home*. We have asked that all members complete this training by May 29, 2020, so please consider this as a reminder.

Mr. Romero noted in regards to the phishing emails for the month of April, there were 1,251 phishing emails sent out with 48 clicked, or 3.8%, which is good but it is up a bit from the beginning of the year when we were at 2.8%. He then noted we are in the process of updating the "fake" emails and you will see them coming out from different sources, challenging your employees.

In regards to the MEL Cyber Risk Management Compliance, 25 of our 38 members are certified in Tier 1, and 20 of the 38 are completely certified.

PivotPoint Security continues to do the Vulnerability Scanning of your firewalls and gateways, and included in the agenda is that report. Mr. Romero asked that the members please review the report and be sure the person listed to receive these reports is still the proper person to receive these reports on a monthly basis.

He reminded the members to be aware of the numerous Covid-19 email scams that are circulating noting a big increase in COVID-19 related domain names. Please be sure emails received are coming from a trusted source. If you have any question regarding this, he noted he had previously provided a link to all members, where if you type in the questionable email address, it will show you where the email originated.

In regards to Zoom, which a lot of towns are using for their meetings, they have released Version 5, which increases its security features significantly, so if you have not upgraded to Version 5, after May 30, you will not be able to participate in a Zoom conference

Mr. Romero asked if there were any questions. No questions were entertained.

TREASURER'S REPORT

Mr. Tontarski presented an overview of the Treasurer's Report for the month of **April 2020**, a copy of which was provided to the membership in the agenda packet. Mr. Tontarski's reports are valued as of April 30, 2020 for Closed Fund Years 1991 to 2015, and Fund Years 2016, 2017, 2018, 2019 and 2020.

Mike Razze, *Fund Secretary, Pitman Borough*
Bob Law, *Fund Chair, Woodbury City*
Kevin Clour, **Lower Alloways Creek**
Stephanie McCaffrey, **East Greenwich Township**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

COMMITTEE REPORTS

Finance Committee Report - Mr. Hogate noted that in regards to the 2020 Budget Amendment, it will be re-advertised for Public Hearing and Adoption at either the June or July Executive Committee Meeting as he feels more comfortable handling this at an in-person meeting. The Committee agreed. He also noted the next Finance Committee meeting is scheduled for May 28 at 9am via conference call.

Safety Committee Meeting Minutes – April 23, 2020 –Mr. Celebre, Safety Committee Chair, stated the minutes from the April 23 meeting were included in the agenda packet and as Mr. Forlenza reported on them last month, they are self-explanatory, unless anyone had any questions. No questions were entertained.

Strategic Planning Committee Meeting Minutes – April 30, 2020 – Ms. Miller stated the minutes from the April 30 meeting were emailed to all members prior to the meeting, and highlighted the following:

- There are 14 members up for Renewal for 2021; however, due to the pandemic situation, actual visits and presentations that have been done in the past, may need to be done as a Powerpoint presentation by teleconference.
- Again, due to the pandemic, PRIMA in June has been cancelled, however as of now, AGRiP is still scheduled to take place in October, but we will keep everyone updated.
- Mr. Forlenza created a “JIF 101” presentation if a new Fund Commissioner would like to know how the JIF process works.
- Attendance is being reviewed and it has been noted that some towns have very low attendance, or are continuing that practice from last year. In discussion, it has been decided a letter will go out to the Governing Bodies of those towns stressing the importance of participation.
- Reinstating the JIF Forum was discussed, which is a platform where members can pose questions to each other, receive feedback on certain topics, and a way to reach all members at any given point. That will be coming out shortly.

Ms. Miller concluded her report and asked if there were any questions. No questions were entertained.

MEL/RCF/EJIF Reports

Chair Law noted the minutes of the MEL meeting on May 1 2020 were included in the agenda and were self-explanatory and high-lighted the following:

- The MEL met in May and introduced a flat 2021 Rate Table for 2021; however, that does not mean that a 0% will be carried into our Budget. The Finance Committee will review our Budget and see how it works out.
- A COVID-19 Special Committee has been created to review only those claims related to COVID-19 at the MEL level

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

MICELLANIOUS BUSINESS

Chair Law asked for a Motion to *Authorize the Executive Directors Office to Prepare, Advertise, and Receive Requests for Qualifications for the position of Fund Auditor, Fund Actuary, and Wellness Director.*

Motion by Mr. Razze, seconded by Ms. Sweeney. All in Favor. Motion carried.

Next, Chair Law asked for a Motion to *Authorize the Fund Solicitor to Prepare, Advertise, and Receive Requests for Qualifications for the Position of Fund Administrator.*

Motion by Mr. Razze, seconded by Ms. Sweeney. All in Favor. Motion carried.

Lastly, Mr. Forlenza noted that due to the current situation and uncertainty of COVID-19, he would like to ask for a Motion, after consultation with the Fund Chair, to re-advertise the June Executive Claims Committee Meeting and the Executive Committee Meeting to a conference call, if needed. He noted he would prefer to be prepared in case, as it is an uncertainty right now. Chair Law noted that the next meeting of the TRICO JIF will more than likely be a conference call on Monday, June 22, 2020 at 5:00 PM unless otherwise noted.

Chair Law asked for a Motion to Re-Advertise the June meetings as outlined by Mr. Forlenza.

Motion by Mr. Razze, seconded by Ms. Sweeney to re-advertise the June meetings. All in Favor. Motion carried.

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

PUBLIC COMMENT

Open Public Comment

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

Motion by Mr. Razze seconded by Ms. Sweeney to open the meeting to the public. All in favor. Motion carried.

Close Public Comment

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

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

APPROVE CLAIMS PAYMENTS

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

Chair Law entertained a motion to approve the following PARs as presented:

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>
2020203003	2018146332	2020204117
2020196019		

Motion by Mr. Razze, seconded by Ms. Sweeney to Approve Payment Authority on the Claims as presented.

ROLL CALL

Yeas: Karen Sweeney, **Wenonah Borough**
Sue Miller, **Clayton Borough**
Robert Diaz, **South Harrison**
Mike Razze, *Fund Secretary*, **Pitman Borough**
Bob Law, *Fund Chair*, **Woodbury City**
Kevin Clour, **Lower Alloways Creek**
Stephanie McCaffrey, **East Greenwich Township**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

APPROVE ABANDONING SUBROGATION

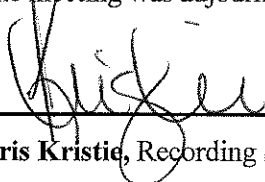
Secretary Razze stated there was one (1) files for abandonment of subrogation:
#2019162386

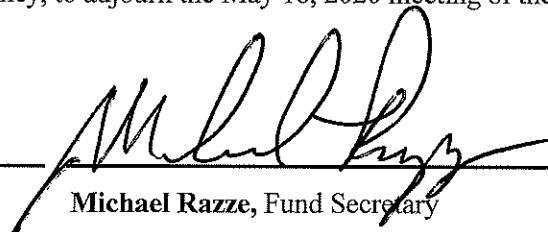
MOTION TO ADJOURN

There being no further business, Chair Law entertained a *Motion to Adjourn* the May 18, 2020 Executive Committee Meeting.

Motion by Mr. Razze seconded by Ms. Sweeney, to adjourn the May 18, 2020 meeting of the TRICO JIF.

The meeting was adjourned at 5:49 PM.


Kris Kristie, Recording Secretary for


Michael Razze, Fund Secretary