

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

Via Conference Call

July 27, 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, July 27, 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:

Warren Morgan, **Alloway Twp**
Ken Brown, **Carneys Point Twp.**
Sue Miller, **Clayton Borough**
Don Banks, **Deptford Twp.**
Stephanie McCaffrey, **East Greenwich Twp.**
Carolyn King-Sammons, **Elk Twp**
Linda Gonzalez, **Fairfield Twp.**
Barbara Freijomil, **Franklin Twp.**
Valerie VanVeen, **Glassboro Borough**
Raymond Williams, **Greenwich Twp.**
Mark Gravinese, **Harrison Twp.**
Kevin Clour, **Lower Alloways Creek Twp**
Candice Pennewell, **Mantua Twp**
Jill McCrea, **Monroe Twp**
Daniel Neu, **Pennsville Twp.**
Maureen Abdill, **Pilesgrove Twp.**
Mike Razzo, **Pitman Borough**
Brad Campbell, **Shiloh Borough**
Bob Diaz, **South Harrison Twp.**
Leo Selb, **Hopewell Twp.**
Majorie Sperry, **Quinton Twp**
Mike Seery, **Upper Pittsgrove Twp.**
Karen Sweeney, **Wenonah Borough**
Ryan Giles, **Westville Borough**
Bob Law, **Woodbury City**
Jeffrey Pitzo, **Woodbury Heights Borough**
John Hall, **Woodstown Borough**
Anthony Bertino, *Alternate*, **Woolwich Township**

Absent Fund Commissioners were:

Doug Hogate, **Elsinboro Twp.**
Doris Hall, **Logan Twp**
Luke Patrick, **Mannington Twp**
Harry Moore, **Oldmans Twp.**
Carl Bagby, **Swedesboro Borough**
Susan Jacobucci, **Paulsboro Boro**
Mike Bercute, **Penns Grove Borough**
Jeffre Celebre, **Vineland City**
Colette Bachich, **Washington Township**
Mike Kwasizur, **West Deptford Twp.**

Also present were:

Paul A. Forlenza, MGA, 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
Colson and Gosweiler Insurance
E.H. Sloan Insurance Agency
Hardenbergh Insurance Group
Len Eckman Insurance

Absent Risk Management Consultants from the following agencies:

Chesney-Stanton Insurance Group
Conner Strong & Buckelew
Henry D. Young Insurance

Chair Law entertained a Motion to move up Mr. Clour, Alternate Executive Committee Member #1 in the absence of Ms. Hall, and Mr. Gravenise, Alternate Executive Committee Member #2 in the absence of Mr. Bagby to the Executive Committee for voting purposes.

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

APPROVAL OF THE MINUTES – Executive Committee Meeting

Chair Law presented the meeting minutes of the June 22, 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 June 22, 2020 Executive Committee meeting.

Motion by Mr. Razze seconded by Ms. Sweeney to approve the minutes of the June 22, 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 June 22, 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 June 22, 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 June 22 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 June 22, 2020 as presented.

The Executive Claims Review Committee Closed Session minutes of the June 22 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 – July 27, 2020

Chair Law reported that an Executive Claims Committee Meeting was held on Monday, July 27 2020 via conference call.

The Committee reviewed seven (7) claims. Of the claims reviewed, there were six (6) Workers' Compensation, 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 were three (3) matter(s) presented for *Abandonment of Subrogation*:

2018120017
2019170596
2019157481

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, of which there were still hefty 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 referenced the Statutory Bond Status report and asked members to please review the report for accuracy as June 30th is a popular retirement date. He reminded the members that the bond is for the individual, not the position, and if you would like to check the status of an application, please contact Ed Cooney, Fund Underwriter.

He noted in regards to the EPL Compliance Status, there has been a change in the format to the model handbook and members should download and review the new format and changes

Mr. Forlenza reminded that members that the Managerial & Supervisory Training and the Police Command Training that were postponed will hopefully be rescheduled either later 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. He further noted that the September & October trainings are still scheduled; however, might have to be rescheduled pending social distancing guidelines in effect at the time. A notice will be forthcoming to all members by the first week of September from his office.

Mr. Forlenza noted the Membership Renewal letters were emailed on or about June 3, 2020 to the fourteen (14) members whose membership in the JIF is up for renewal on January 1, 2021. Included in the mailing was a Resolution for Renewal of Membership in the Gloucester, Salem & Cumberland Counties Municipal JIF, a Certification required under the Local Public Contracts Law, and an Agreement to Renew Membership in the Gloucester, Salem & Cumberland Counties Municipal JIF. As we have only received paperwork to date from four (4) towns, please have the Resolution placed on your governing body's agenda and return both the Resolution and the Agreement to our office by August 14, 2020. With that said, the Renewal Visitation Program has kicked off as well for these fourteen (14) renewing towns. He noted that the presentations are being done electronically or in person depending on the municipality, and have been going well. He reminded the members if the format of these meetings has changed in the last week or so, please contact his office so the correct format of presentations can be prepared

Mr. Forlenza noted that on or about July 8, 2020, all members and their risk managers received a notification that the 2021 Exposure Renewal Process would begin on or about July 13, 2020. As occurred last year, members received an email from Origami containing a link to the Origami renewal site. Included in the July 8th correspondence was important information pertaining to your property and equipment schedules, employee payroll information/counts, and other exposure data. In addition, the July 8th correspondence included important information regarding coverage exclusions and limits. All members and risk managers are urged to carefully review this information prior to starting the renewal process. Anyone with questions regarding the exposure renewal process should contact either Jodi Palmeri or Tracy Forlenza from his office. Members are asked to complete the 2021 exposure renewal process no later than Friday, August 28, 2020.

Mr. Forlenza also noted that on or about July 13, 2020, members that received a physical appraisal this year should have received a copy of their appraisal report via email. The reports were emailed to the Municipal Clerk and copied to their RMC and Fund Commissioner. Members are encouraged to review the report and notify the Property Appraisal if any properties were missed during the appraisal process. Any questions regarding the report can be addressed to Mel Ngayan at AssetWORKS.

Lastly, Mr. Forlenza referenced a report depicting the 2nd quarter meeting attendance. He noted the attendance is taken directly from the meeting minutes, and if you believe there is a discrepancy, please contact Kris Kristie.

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 were four (4) new case(s) assigned pre suit since the June 2020 meeting:

Thompson v. Township of Carneys Point & Borough of Penns Grove
Falciani v. City of Vineland
Johnson v. City of Vineland
Witt v. City of Vineland

Closed Cases

Mr. DeWeese noted that there were two (2) case(s) closed since the last meeting:

McCoy v. Township of Franklin
Tete v. Township of Oldmans

General Liability Files

Mr. DeWeese noted that there are 38 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 \$1,775,206.51 of potential recoveries on 60 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 also noted he has been trying to stay abreast of the COVID-19 issues in the State of NJ and is still sending out various Bulletins and Notices with information he learns. He is hopeful the correspondence is helpful to the members, and noted he is still getting quite a few phone calls

Lastly, Mr. DeWeese stated that as some may be aware, last month the NJ Attorney General issued a directive requiring Police Departments to release the names of Officers who received major discipline by the end of the year. Those lists were to include any Officers who were terminated, demoted, or suspended for more than 5 days. Mr. DeWeese noted that decision was met with quite a bit of resistance from the Police Unions; both for the Municipal Police Unions as well as the Unions for the State Police.

As this was an Administrative Directive, Mr. DeWeese noted the appeal is heard in the Appellate Court. The Appellate Court received appeals to this directive from many of the Police Unions and it appears that oral arguments will take place in October, though it is unlikely there will be a decision before the end of the year. Mr. DeWeese opined that regardless of the decision, it is likely to be appealed to the Supreme Court. At this time, a "stay" of the directive remains in place, the names of the Officers will not be released, and we will need to monitor the status of this matter.

Mr. DeWeese stated that this directive could have a significant impact on each of our Municipal Police Departments, so he will continue to monitor the situation. He noted that the Prosecutor's office of each County is actively working on this matter and is communicating with the Police Chiefs should a time come for this release of information.

Mr. DeWeese asked if there were any questions at this time.

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:

In regards to the Police Training, 24 of our 26 members have registered, with 18 members actively taking courses.

Mr. Garish noted his report included a list of the Safety Director Bulletins and Safety Announcements issued during the month, along with guidelines for opening public facilities

Mr. Garish noted that due to the requirements for social distancing, the MSI in classroom training continues to be suspended, 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 began with eight (8) topics on June 2, 2020 and registration information is sent out by email prior to each training.

Mr. Garish noted an updated link for Safety Training had been sent out to all members via email earlier this month for all trainings through the end of July, of which there are 26, via Zoom.

He noted he is in contact with members for appointments to make limited loss control visits, and asked members to please ensure the Law Enforcement bulletins that were emailed out and included in the agenda are reviewed by the appropriate personnel to keep them informed of pertinent topics involving the police and the community.

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 July which reviewed *Prompt Claims Reporting*. He then highlighted the following:

- For all lines of coverage, please report the claim as soon as possible to our office.
- The sooner we get any claim the sooner we can begin to help you through the claim process, provide an immediate defense if needed or assist an employee with medical needs.
- In Workers' Compensation, late reporting can lead to injuries becoming worse and it makes it more difficult for us to determine whether the injury occurred on the job.
- In Liability, late reporting can jeopardize the best possible defense being provided to your town.
- With Property claims, late reporting can cause coverage issues and delays in getting repairs completed.
- Delays can also cost us the ability to secure restitution from negligent parties.

He then noted as a claims organization they have many examples of employees with underlying conditions who would have benefitted from the claims being reported promptly leading to early intervention.

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 July continue to be postponed due to the pandemic and social distancing.

Ms. Schiffer noted she is still sending out the weekly emails: "A note from your Wellness Director" in an effort to provide words of positivity and to remind everyone to take care of yourself first, as well as weekly Zoom meetings featuring short workouts, meditation and breathing and stretching exercises. Ms. Schiffer also noted included in the agenda was information on the NJWELL Program and a step by step guide for your employees.

Ms. Schiffer reviewed Wellness ideas and usage of Wellness Funds:

- Offset Employee Assistance Program Fee
- Cost for extra PPE supplies required due to COVID-19
- "Stress Kit"
- Fresh Produce and Healthy snacks for office
- Gratitude board and Random acts of kindness
- Outdoor picnic areas
- Recipe swap (plan to make it into an employee "Healthy cookbook")
- Garden – construction and planting supplies

Ms. Schiffer noted in her report she included a potentially engaging and fun way for employees to reduce stress. In addition, she has sent out a survey: one designed for Management and one designed for Employees. The purpose is to determine Management goals as well as address the concerns of the employees as it pertains to their physical and mental well-being. This will assist her in making appropriate recommends on resources and she will share the feedback results at the September meeting.

She is also looking into New Resources and given the current pandemic and social unrest with our Officers in Blue, and is communicating and working with a company on developing a proposal to offer crisis response training to our Senior Law Enforcement Leaders. She shared this proposal with Keith Hummel as well as Paul Forlenza and Paul Miola and will keep members informed as it is discussed further.

Lastly, she noted in your Agenda packet, you will find her July Targeting Wellness Newsletter, Exercise of the month as well as other "challenge" ideas for keeping the self-care of your employees in the forefront of their minds.

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>June</i>	<i>YTD</i>
<i>Lost Time</i>	3	62
<i>Medical Only</i>	23	131
<i>Report Only</i>	16	113
<i>Total Intakes</i>	42	306
<i>Report Only % of Total</i>	38%	37%
<i>Medical Only/Lost Time Ratio</i>	88:12	68:32
<i>Average Days to Report</i>	3.9	4.2

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	3,242
<i>Transitional Duty Days Worked</i>	1,834
<i>% of Transitional Duty Days Worked</i>	57%
<i>Transitional Duty Days Not Accommodated</i>	1,408
<i>% of Transitional Duty Days Not Accommodated</i>	43%
<i>\$ Saved by Accommodating</i>	\$202,562.99
<i>\$ Lost by NOT Accommodating</i>	\$154,424.58

Ms. Beatty presented a new report that depicts the number of cases related to COVID-19 from January 2020 to present by town and month. The highlights of this report are as follows:

Total Cases in the TRICOJIF: 92
 Indemnity: 31
 Medical Only: 24
 Report Only: 37

Ms. Beatty noted there were no new COVID-19 cases reported in June; however, she ran reports prior to the meeting and there have been ten (10) new cases reported to date in July. She noted if anyone would like details on their town's cases, please contact her.

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report

PPO Penetration Rate	June
<i>Bill Count</i>	180
<i>Original Provider Charges</i>	\$533,540

<i>Re-priced Bill Amount</i>	<i>\$216,254</i>
<i>Savings</i>	<i>\$317,286</i>
<i>% of Savings</i>	<i>59%</i>
<i>PPO Penetration Rate Bill Count Percentage</i>	<i>94%</i>
<i>PPO Penetration Rate Provider Charge Percentage</i>	<i>96%</i>
<i>EPO Penetration Rate Bill Count Percentage</i>	<i>99%</i>
<i>EPO Penetration Rate Provider Charge Percentage</i>	<i>95%</i>

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

TECHNOLOGY RISK SERVICES REPORT

Mr. Romero noted there are still twelve (12) members with employees who still have not completed last year's basic Cyber Security course, and he will be following up with those members; and thirteen (13) members are below 69% in regards to the latest Cyber Hygiene training course titled *Best Practices for Work and Home*. He had asked that all members complete this training by May 30, 2020, so please do what you can to get this training completed.

Mr. Romero noted in regards to the phishing emails for the month of June, there were 2,502 phishing emails issued with 91 clicked, or 3.6%, which is good but higher than we were at the beginning of the year. He then noted he is in the process of updating the "fake" emails and you will see them coming out from different sources, challenging your employees. Mr. Romero noted; however, there are some firewalls that are blocking the phishing email exercises, so he noted he will be notifying the members of the source used so they can please go to their IT department and ask them to allow access from those sources.

In regards to the MEL Cyber Risk Management Compliance, 26 of our 38 members are certified in Tier 1, and 21 of the 38 are completely certified. He noted he will be reaching out to those members who are still not certified to follow up.

PivotPoint Security continues to do the Vulnerability Scanning of your firewalls and gateways, and included in the agenda is their most recent activity 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, Mr. Romero 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. He also reviewed a new NJCCIC Alert included in his report in regards to a new vicious malware which targets vulnerable Windows devices and gain access to the that system. He noted it is recommended users and administrators ensure all devices are updated with the latest patch levels to prevent the exploitation of certain vulnerabilities.

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

Investment Interest

Interest received or accrued for the reporting period totaled \$34,826.65. This generated an average annual yield of 1.28%. However, after including an unrealized net loss of \$17,412.76 in the asset portfolio, the yield is adjusted to .64% for this period. The total overview of the asset portfolio for the fund shows an overall unrealized gain of \$313,420.37 as it relates to current market value of \$22,866,539.81 vs. the amount we have invested. The current market value, including accrued income is valued at \$22,981,731.39.

The Fund's asset portfolio with Wilmington Trust consists of six (6) obligations with a maturity greater than two years, five (5) obligations with maturities less than one year.

Receipt Activity for the Period

	Monthly	YTD
Subrogation Receipts	\$39,237.15	\$231,106.38
Salvage	\$.00	
Overpayment Reimbursements	\$665.00	

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

Woodbury City	\$21,226.00
Washington Twp.	\$79,025.00
Pittsgrove Twp.	\$93,029.00
Stow Creek Twp.	\$4,416.00
E-JIF Dividends	\$173,289.30

Cash Activity for the Period

Mr. Tontarski stated that during the reporting period the Fund's "Cash Position" changed from an opening balance of \$33,311,325.78 to a closing balance of \$31,744,827.84 showing a decrease in the fund of \$1,566,497.94.

Loss Run Payment Register for the Period – June 2020

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 is in the amount of \$765,232.49. The claims detail shows 364 claims payments issued.

Bill List – July 2020

For the Executive Committee's consideration, Mr. Tontarski presented the July 2020 Bill List contained in the agenda packet in the amount of \$361,315.11, which was included in the agenda packet.

RMC Bill List – July 2020

For the Executive Committee's consideration, Mr. Tontarski presented the 2nd Installment RMC Bill List in the amount of \$306,985.00 which was included in the agenda packet.

Chair Law entertained a motion to approve the June 2020 Loss Run Payment Register, approve the July 2020 Bill List in the amount of \$361,315.11, and the RMC Bill List in the amount of \$306,985.00 as presented

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

Motion by Mr. Razze, seconded by Ms. Sweeney, to approve the *June 2020 Loss Run Payment Register, approve the July 2020 Bill List, and the RMC Bill List* 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**
Mark Gravenise, **Harrison Township**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

COMMITTEE REPORTS

EPL/Technology Liability Committee Meeting Minutes – June 22, 2020 - Mr. Brown noted the detailed minutes were included in the agenda packet, were self-explanatory, and then noted the following discussion were had in regards to:

- Rescheduling of Police Command Staff Training and Managerial & Supervisory Training
- Elected Official Training and Sign in sheets are posted to the websites
- New Policies and Procedures and Employee Handbook is available
- Cost of EPL Coverage has gone up. The TRICO JIF currently has a six year average loss ratio of 61.2% and a five year average loss ratio of 54.8%, where the breakeven number with the carrier is 55%.

Mr. Brown stated a more detailed description of the discussions is in the minutes included in the agenda packet.

Mr. Brown concluded his report and asked if there were any questions. No questions were entertained.

Safety Committee Meeting Minutes – July 2, 2020- In the absence of Mr. Celebre, Mr. Forlenza noted the detailed minutes were included in the agenda and were self-explanatory, and stated also attached to the minutes were the 1st and 2nd Quarter Safety Directors Report.

Mr. Forlenza asked if there were any questions for himself or J.A. Montgomery. No questions were entertained.

MEL/RCF/EJIF Reports

Chair Law noted there was nothing to report.

MISCELLANIOUS BUSINESS

Chair Law asked for Authorization to Process and Pay Fund Vendors in August 2020.

Motion by Mr. Razze, seconded by Ms. Sweeney to Authorize to Process and Payment of Fund Vendors in August 2020.

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**
Mark Gravenise, **Harrison Township**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

Chair Law entertained a Motion to Adopt *Resolution 2020-23 Authorizing the Fund Chair and Fund Secretary to Execute a Contract with Police One Academy to Provide Online Related Training for a Period of One (1) Year at a Cost Not to Exceed \$20,000.*

Motion by Mr. Razze seconded by Ms. Sweeney to Authorize to Adopt Resolution 2019-23 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**
Mark Gravenise, **Harrison Township**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

Chair Law entertained a Motion to Adopt *Resolution 2020-24 Authorizing the Fund Chair and Fund Secretary to Execute a Contract with Media Pro and PivotPoint Security to Provide Technology Risk Management Services Training for a Period of One (1) Year at a Cost Not to Exceed \$19,476.*

Motion by Mr. Razze seconded by Ms. Sweeney to Adopt Resolution 2020-23 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**
Mark Gravenise, **Harrison Township**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

Lastly, Mr. Forlenza noted that due to the current situation and uncertainty of COVID-19, and what the social distancing guidelines may be in September, he would like to ask for a Motion, after consultation with the Fund Chair, Secretary, & Solicitor to re-advertise the September Executive Committee Meeting, as well as the Executive Claims Committee meeting, to a conference call, if needed. He noted although he would very much like to have a face to face meeting, he would prefer to have authorization to re-advertise, as it continues to be an uncertainty right now.

Chair Law asked for a Motion to re-advertise the September Executive Committee Meeting as outlined by Mr. Forlenza.

Motion by Mr. Razze, seconded by Ms. Sweeney to re-advertise the September 2020 Executive Committee Meeting. All in Favor. Motion carried.

Next Meeting

Chair Law noted that the next meeting of the TRICO JIF will either be a conference call or an in-person meeting on Monday, September 28, 2020 at 5:00 PM. Notification to the Fund will be forthcoming.

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.

EXECUTIVE SESSION MEETING – Resolution #2020-25

Chair Law entertained a motion to go into a closed session to discuss matters affecting the protection and safety of the public and to discuss pending or anticipated litigation and/or contract negotiations.

Motion by Mr. Razze seconded by Ms. Sweeney to Adopt ***Resolution #2020-25***.

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**
Mark Gravenise, **Harrison Township**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

At this time, Mr. Forlenza and Ms. Kristie disconnected from the conference call. Secretary Razze took minutes for the closed session.

A Closed Session of the TRICO JIF was held and the meeting was then reopened to the public.

REOPEN PUBLIC PORTION OF THE MEETING

Chair Law entertained a motion to reopen the public portion of the meeting.

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

At this time, Ms. Kristie was asked to rejoin the conference call.

Mr. DeWeese noted as discussed in Closed Session, the Executive Committee on February 25, 2019 adopted a resolution awarding a Contract for a term from March 1, 2019 through December 31, 2019 to AJG as Fund Administrator. The RFQ that had issued provided that the Fund could award two (2) additional one (1) year Contracts, and therefore on January 27, 2020, the Executive Committee awarded a one (1) year Contract to AJG as Fund Administrator. Under the RFQ, there is an additional one (1) year Contract to be awarded for 2021. Therefore, it was recommended that the Fund not issue an RFQ for Fund Administrator in 2020, but instead, award the final one (1) year Contract under the RFQ to AJG as Fund Administrator, and issue an RFQ for Fund Administrator in August of 2021 for the Fund Years 2022, 2023 and 2024.

Chair Law entertained a motion to proceed as recommended by Fund Solicitor DeWeese as set forth above.

Motion by Mr. Razze seconded by Ms. Sweeney

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**
Mark Gravenise, **Harrison Township**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

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>Property</i>
2020178343	2020204325
2020200690	
2018130364	
2018123434	
2019154881	
2020202846	

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**
Mark Gravenise, **Harrison Township**

Nays:

None

Abstain:

None

All in favor. Motion carried by unanimous vote.

APPROVE ABANDONING SUBROGATION

Secretary Razze stated there were three (3) files for abandonment of subrogation:

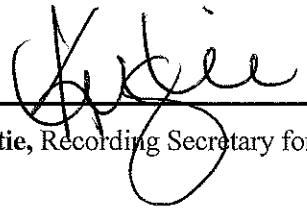
2018120017
2019170596
2019157481

MOTION TO ADJOURN

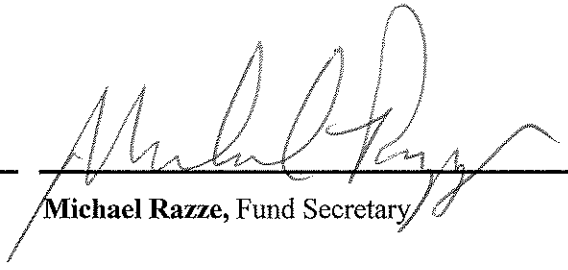
There being no further business, Chair Law entertained a *Motion to Adjourn* the July 27, 2020 Executive Committee Meeting.

Motion by Mr. Razze seconded by Ms. Sweeney, to adjourn the July 27, 2020 meeting of the TRICO JIF.

The meeting was adjourned at 6:15 PM.



Kris Kristie, Recording Secretary for



Michael Raze, Fund Secretary