

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

Via Conference Call

June 22, 2020 – 5:00 PM

***EXECUTIVE COMMITTEE MEETING***

***OPEN SESSION MINUTES***

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The meeting of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund (TRICO JIF) was held via conference call on Monday, June 22, 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**  
Doug Hogate, **Elsinboro Twp.**  
Linda Gonzalez, **Fairfield Twp.**  
Valerie VanVeen, **Glassboro Borough**  
Mark Gravinese, **Harrison 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 Razzo, **Pitman Borough**  
Brad Campbell, **Shiloh Borough**  
Bob Diaz, **South Harrison Twp.**  
Carl Bagby, **Swedesboro Borough**  
Mike Seery, **Upper Pittsgrove Twp.**  
Jeffre Celebre, **Vineland City**  
Colette Bachich, **Washington Township**  
Karen Sweeney, **Wenonah Borough**  
Ryan Giles, **Westville Borough**  
Bob Law, **Woodbury City**  
Jeffrey Pitzo, **Woodbury Heights Borough**  
John Hall, **Woodstown Borough**  
Jane DiBella, **Woolwich Township**

Absent Fund Commissioners were:

Barbara Freijomil, **Franklin Twp.**  
Raymond Williams, **Greenwich Twp.**  
Leo Selb, **Hopewell Twp.**  
Doris Hall, **Logan Twp**  
Mike Bercute, **Penns Grove Borough**  
Majorie Sperry, **Quinton Twp**  
Mike Kwasizur, **West Deptford Twp.**

Also present were:

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  
Henry D. Young Insurance  
Len Eckman Insurance

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

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

#### ***APPROVAL OF THE MINUTES – Executive Committee Meeting***

Chair Law presented the meeting minutes of the May 18, 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 May 18, 2020 Executive Committee meeting.

Motion by Mr. Razze seconded by Ms. Sweeney to approve the minutes of the May 18, 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 May 18, 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 May 18, 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 May 18, 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 May 18, 2020 as presented.

The Executive Claims Review Committee Closed Session minutes of the May 18, 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 – June 22, 2020***

Chair Law reported that an Executive Claims Committee Meeting was held on Monday, June 22, 2020 via conference call.

The Committee reviewed five (5) claims. Of the claims reviewed, there were two (2) Workers' Compensation, one (1) General Liability, and two (2) Property PARs recommended for approval of settlement or continuing defense.

The Committee also reviewed five (5) Vineland claims that were previously approved by Vineland:

#2020184130  
#MLT-2020201704  
#MLT-2020204634  
#MLT-2020205673  
#MLT-2020205318

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

There were none (0) matter(s) presented for *Abandonment of Subrogation*:

Questions will be addressed during Closed Session if necessary.

### ***EXECUTIVE DIRECTOR'S REPORT***

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

Mr. Miola 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. Miola stated there were several items in his report that unfortunately either had to be cancelled or postponed to be rescheduled. The Managerial & Supervisory Training and the Police Command Training that was postponed 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. 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 in the near future from his office.

In regards to all sub-committee meetings scheduled for the next 30 days or so, it's believed 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. The Fund will be updated on any changes to this process.

Mr. Miola noted the Fund has had difficulty planning the Annual Planning Retreat due to the social distancing guidelines due to the pandemic. Ms. Miller will update the Committee on the Retreat later in the meeting.

Mr. Miola noted 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 Burlington County 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. 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 those fourteen (14) towns, and the Executive Directors office has reached out and set up visits with each town to do a quick presentation to the Governing Body. At this time, it is a bit odd to do so via teleconference, as many of the meetings are still being held this way, but it is working.

Lastly, Mr. Miola reminded everyone that the JIF website is a good source of information and there are many great bulletins posted on COVID-19 issues and concerns, so please utilize the website.

Mr. Miola 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 five (5) new case(s) assigned pre-suit since the May 2020 meeting:

*Anderson Est. v. Township of Deptford*  
*Chinn v. Township of Deptford*  
*Elvich v. Township of Est Greenwich*  
*Hassan V. Borough of Glassboro*  
*Roberson v. Borough of Glassboro*

#### ***Closed Cases***

Mr. DeWeese noted that there were two (2) case(s) closed since the May 2020 meeting,

*Rolle v. Borough of Clayton*  
*Harley v. city of Woodbury*

### ***General Liability Files***

Mr. DeWeese noted that there are 36 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 65 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 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.

Next, Mr. DeWeese voiced his concern regarding the defense of civil rights cases involving police officers given the current climate. He noted his intention to compile a list of all open police civil rights cases and provide his and the assigned defense counsel's analysis of liability issues in the case, the current status of the case, and possible strategies to bring these cases to conclusion. Mr. DeWeese noted that given the current climate, many of these cases will not go to trial and he has been told by members of the defense panel that judges have contacted them indicating the value of these cases are increasing rapidly and we need to discuss how to get these cases resolved. Mr. DeWeese noted he is staying on top of this and will have a list together next month for further discussion.

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 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 guidelines for opening public facilities

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.

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 last week Athletic Fields were opened and that Mr. DeWeese send out a Department of Health memo in regards to these fields opening and if anyone has any specific questions, please reach out to him if you need any assistance.

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

Mr. Miola gave kudos to J.A. Montgomery for keeping members informed on issues, especially the ever changing issues involving COVID-19 and the many informative bulletins they have been emailing out regularly to all members.

## **CLAIMS ADMINISTRATOR'S REPORT**

### ***Lessons Learned from Losses***

Mr. Roselli presented the *Lessons Learned from Losses* for June which reviewed *Police Vehicle Safety*. He then highlighted the following to consider for the safety of your Officers:

- Make sure Officers are wearing seatbelts at all times
- Limit the time the Officer is sitting on the side of the road in a police car
- Limit equipment in the car, as anything not tied down can become a projectile.

He then presented an example of a claim where the officer suffered severe injuries, and though no fault of the officers, had he not been on the side of the road, sitting in his vehicle doing paperwork, could have been avoided.

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 June have been 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 noted as we start to transition back to dealing with the public face to face, we have to be particularly conscious of how your employees concerns are addressed. Health and well-being, financial stability, and job security are top concerns for employees right now and acknowledging, addressing and supporting those fears in meaningful ways will leave a lasting mark.

Ms. Schiffer noted she has recently completed her Health & Wellness Coaching Certification through NBHWC and she is hoping to explore the possibility of offering either individual or group health & wellness coaching for municipal employees (via phone, video, or person). This would be an opportunity for her to help people discover a way of living more consciously, which can enhance their overall well-being and resilience. Details will be proposed and discussed with Mr. Forlenza and Mr. Miola. Once a plan is formulated, she will present her idea to the Committee for review.

### **June Targeting Wellness Newsletter**

The Newsletter focused on some of the transiting concerns and ways to manage stress.

### **Exercise of the Month:**

Ms. Schiffer noted her "Exercise of the Month" included in the agenda packet depicts simple exercises you can do throughout the day to reduce the strain on your neck. Articles included in the packet further explain the concern that arises from these two postural conditions. Two note-worthy take-aways:

1. Neck muscles in the proper position, are designed to support the weight of your head, which can range from 10 to 12 pounds. For every inch you drop your head forward, you double the load on those muscles.
2. FHP results in loss of vital capacity of the lungs by as much as 30%

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

***MANAGED HEALTH CARE REPORT***

***Lost Time v. Medical Only Cases***

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

	May	YTD
<i>Lost Time</i>	22	51
<i>Medical Only</i>	18	106
<i>Report Only</i>	18	98
<i>New Claims Reported</i>	61	263
<i>Report Only % of Total</i>	30%	37%
<i>Medical Only/Lost Time Ratio</i>	45:55	68:32
<i>Average Days to Report</i>	4.9	3.1

***Transitional Duty Report***

Ms. Beatty presented the Transitional Duty Report.

<b>Transitional Duty Summary Report</b>	<b>YTD</b>
<i>Transitional Duty Days Available</i>	2,541
<i>Transitional Duty Days Worked</i>	1,471
<i>% of Transitional Duty Days Worked</i>	58%
<i>Transitional Duty Days Not Accommodated</i>	1,070
<i>% of Transitional Duty Days Not Accommodated</i>	42%
<i>\$ Saved by Accommodating</i>	\$162,800
<i>\$ Lost by NOT Accommodating</i>	\$116,243

Ms. Beatty presented a new report that depicts the number of cases related to COVID-19 from January 2020 thru May 31, 2020. The highlights of this report are as follows:

Total Cases in the TRICOJIF:	90, with 45 cases having some sort of treatment
Indemnity:	31
Medical Only:	24
Report Only:	35

Ms. Beatty noted if anyone would like details on their town's cases, please contact her.

***PPO Penetration Report:***

Ms. Beatty presented the PPO Penetration Report

<b>PPO Penetration Rate</b>	<b>May</b>
<i>Bill Count</i>	199
<i>Original Provider Charges</i>	\$420,241
<i>Re-priced Bill Amount</i>	\$142,884
<i>Savings</i>	\$277,357
<i>% of Savings</i>	66%
<i>PPO Penetration Rate Bill Count Percentage</i>	96%
<i>PPO Penetration Rate Provider Charge Percentage</i>	98%
<i>EPO Penetration Rate Bill Count Percentage</i>	95%
<i>EPO Penetration Rate Provider Charge Percentage</i>	99%

Ms. Beatty noted most medical facilities are starting to schedule procedures/surgeries that had been postponed due to the pandemic

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 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 consider this a reminder.

Mr. Romero noted in regards to the phishing emails for the month of May, there were 1,241 phishing emails issued with 44 clicked, or 3.5%, which is great 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.

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.

In regards to Zoom, which a lot of towns are using for their meetings, they have released Version 5, however, there is now a malicious email in regards to downloading the latest Zoom version, and if



clicked, will steal information from your computer. Mr. Romero noted to please only download from trusted sources, or original websites

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 **May 2020**, a copy of which was provided to the membership in the agenda packet. Mr. Tontarski’s reports are valued as of May 31, 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 \$42,164.24. This generated an average annual yield of 1.50%. However, after including an unrealized net loss of \$21,454.47 in the asset portfolio, the yield is adjusted to .74% for this period. The total overview of the asset portfolio for the fund shows an overall unrealized gain of \$330,833.13 as it relates to current market value of \$27,117,824.57 vs. the amount we have invested. The current market value, including accrued income is valued at \$27,256,848.56.

The Fund’s asset portfolio with Wilmington Trust consists of six (6) obligations with a maturity greater than two years, seven (7) obligations with maturities less than one year.

**Receipt Activity for the Period**

	<b>Monthly</b>	<b>YTD</b>
Subrogation Receipts	\$136,920.34	\$191,869.23
Salvage	\$1,300.00	
Overpayment Reimbursements	\$4,901.08	
TRICO vs. Killen	\$613.92	

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

Woodbury City	\$21,204.00
Washington Twp.	\$78,941.00
Pittsgrove Twp.	\$92,930.00
Stow Creek Twp.	\$4,412.00

**Cash Activity for the Period**

Mr. Tontarski stated that during the reporting period the Fund’s “Cash Position” changed from an opening balance of \$34,025,363.55 to a closing balance of \$33,311,325.78 showing a decrease in the fund of \$714,037.77.

**Loss Run Payment Register for the Period – May 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 \$620,738.33. The claims detail shows 507 claims payments issued.

**Bill List – June 2020**

For the Executive Committee’s consideration, Mr. Tontarski presented the June 2020 Bill List contained in the agenda packet in the amount of \$883,331.90 as presented.

Chair Law entertained a motion to approve the May 2020 Loss Run Payment Register and approve the June 2020 Bill List in the amount of \$883,331.90 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 *May 2020 Loss Run Payment Register and approve the June 2020 Bill List* as presented.

**ROLL CALL**            *Yeas:*            Karen Sweeney, **Wenonah Borough**  
Sue Miller, **Clayton Borough**  
Carl Bagby, **Swedesboro Borough**  
Robert Diaz, **South Harrison**  
Mike Razze, *Fund Secretary*, **Pitman Borough**  
Bob Law, *Fund Chair*, **Woodbury City**  
Kevin Clour, **Lower Alloways Creek**

*Nays:*            None

*Abstain:*        None

All in favor. Motion carried by unanimous vote.

**COMMITTEE REPORTS**

*Finance Committee Meeting Minutes – May 28, 2020* - Mr. Hogate noted the detailed minutes were included in the agenda packet, along with the Interim Financials, and then highlighted the following:

Mr. Hogate stated the main purpose of the meeting was to review the 12/31/19 Audit and noted there is great detail in the minutes of the Auditors findings and financial position of the Fund, along with review of the Finance Committee Charter, and different scenarios discussed in regards to the Release of Surplus.

Mr. Hogate noted a discussion took place in regards to the MEL approving the creation of a Joint Cash Management & Investment Program, that would allow JIF’s around the State to pool their idle cash together and jointly invest those funds, and would also allow the JIFs to purchase municipal bond anticipation notes, tax anticipation notes, and municipal taxable and nontaxable bonds. There are still a lot of questions and concerns, however it could be a valuable program for the members. He noted further discussion would be had on this issue at the August Finance Committee Meeting.

Mr. Hogate noted the Budget Amendment would be presented at the July Executive Committee Meeting, should we be able to hold a face to face meeting at that time, and noted the next Finance Committee meeting is August 27, 2020 either via conference call or in person.

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

Chair Law then presented two (2) Resolutions for consideration and adoption:

***Resolution 2020-21 Accepting the Annual Audit Report for the Period Ending December 31, 2019.***

Motion by Mr. Razze, seconded by Ms. Sweeney to approve Resolution 2020-21 as presented.

**ROLL CALL**            *Yeas:*            Karen Sweeney, **Wenonah Borough**  
Sue Miller, **Clayton Borough**  
Carl Bagby, **Swedesboro Borough**  
Robert Diaz, **South Harrison**  
Mike Razze, *Fund Secretary*, **Pitman Borough**  
Bob Law, *Fund Chair*, **Woodbury City**  
Kevin Clour, **Lower Alloways Creek**

*Nays:*            None

*Abstain:*        None

All in favor. Motion carried by unanimous vote.

***Resolution 2020-22 Authorizing an Intra-Fund Transfer for the 2019 Fund Year of \$200,000 from the Deductible Line to the Property Line***

Motion by Mr. Razze, seconded by Ms. Sweeney to approve Resolution 2020-22 as presented.

**ROLL CALL**            *Yeas:*            Karen Sweeney, **Wenonah Borough**  
Sue Miller, **Clayton Borough**  
Carl Bagby, **Swedesboro Borough**  
Robert Diaz, **South Harrison**  
Mike Razze, *Fund Secretary*, **Pitman Borough**  
Bob Law, *Fund Chair*, **Woodbury City**  
Kevin Clour, **Lower Alloways Creek**

*Nays:*            None

*Abstain:*        None

All in favor. Motion carried by unanimous vote.

Chair Law asked for a Motion to accept *Estimating Assessments by Department Policy* as detailed in the agenda.

Motion by Mr. Razze, seconded by Ms. Sweeney to accept *Estimating Assessments by Department Policy* as presented. All in favor. Motion carried.

Lastly, Chair Law asked for a Motion to *Extend the 2<sup>nd</sup> Quarter 2020 Installment Payment Deadline from August 17, 2020 to September 30, 2020.*

Motion by Mr. Razze, seconded by Ms. Sweeney to *Extend the 2<sup>nd</sup> Quarter 2020 Installment Payment Deadline.* All in Favor. Motion carried.

***MEL/RCF/EJIF Reports***

Chair Law noted the minutes of the MEL/RCF/EJIF meetings on June 3, 2020 were included in the agenda and were self-explanatory and high-lighted the following:

Chair Law noted the MEL Personal Policy Manual will be coming out soon, and they were told it would be posted on the website by the end of the month, so please keep a look out for that as those policies would need to be enacted by next June.

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

***MICELLANIOUS BUSINESS***

Mr. Miola 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 July 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. Mr. Miola noted it was decided to not hold the Annual Retreat this year, and asked Ms. Miller if she would like to touch on that.

Ms. Miller stated due to the limitations set fourth for the Social Distancing Guidelines, but also due to some limitations of the venue as well as the safety of our participants, it was discussed and decided at the Strategic Planning Committee Meeting, not to hold a Retreat this year.

Mr. Miola noted that due to that decision, we will be holding our next meeting on the originally advertised date of Monday, July 27, 2020 at 5:00 pm, and asked for a Motion to re-advertise the July Executive Committee Meeting to a conference call, if needed.

Chair Law noted that the next meeting of the TRICO JIF will be a conference call on Monday, July 27, 2020 at 5:00 PM as the Library has already advised us they will not be able to accommodate us.

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

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

Chair Law noted with the cancellation of the Retreat, you will not be penalized in your SIP Program for not having attended as it is cancelled.

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>
2019159382	2020182233	2020204117
2020204569		2020186802

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**  
Carl Bagby, **Swedesboro Borough**  
Robert Diaz, **South Harrison**  
Mike Razze, *Fund Secretary*, **Pitman Borough**  
Bob Law, *Fund Chair*, **Woodbury City**  
Kevin Clour, **Lower Alloways Creek**

*Nays:*            None

*Abstain:*        None

All in favor. Motion carried by unanimous vote.

***APPROVE ABANDONING SUBROGATION***

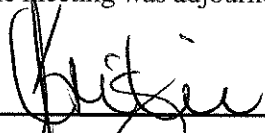
Secretary Razze stated there were zero (0) files for abandonment of subrogation:

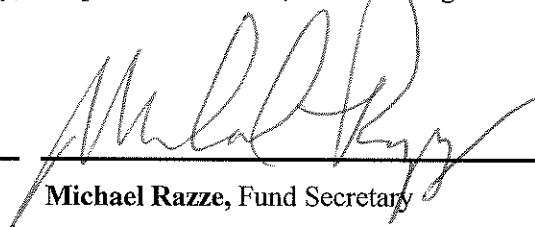
***MOTION TO ADJOURN***

There being no further business, Chair Law entertained a *Motion to Adjourn* the June 22, 2020 Executive Committee Meeting.

Motion by Mr. Razze seconded by Ms. Sweeney, to adjourn the June 22, 2020 meeting of the TRICO JIF.

The meeting was adjourned at 5:48 PM.

  
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Kris Kristie, Recording Secretary for

  
\_\_\_\_\_  
Michael Razze, Fund Secretary