

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

**Auletto Caterers
1849 Cooper St, Deptford, NJ**

July 27, 2022 – 4:00 PM

EXECUTIVE COMMITTEE MEETING

OPEN SESSION MINUTES

A meeting of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund (TRICO JIF) was held at Auletto Caterers, 1849 Cooper Street, Deptford, NJ, on Wednesday, July 27, 2022 at 4:00 PM, prevailing time. Chair Razze, **Pitman Borough**, presiding. The meeting was called to order at 4:00 PM.

FLAG SALUTE

STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETING ACT

Notice of this meeting was given by: (1) sending sufficient notice herewith to ***South Jersey News***, of Mullica Hill 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

Ken Brown, **Carneys Point Twp.**
Sue Miller, **Clayton Borough**
Dina Zawadski, **Alternate, Deptford Twp.**
Beth McGill, **Representative, East Greenwich Twp.**
Carolyn King-Sammons, **Elk Twp.**
Doug Hogate, **Elsinboro Twp.**
Clark Pierpont, **Glassboro Borough**
Leo Selb, **Hopewell Twp.**
Luke Patrick, **Mannington Twp.**
Harry Moore, **Oldmans Twp.**
Susan Jacabucci, **Paulsboro Borough**
Melissa Flacker, **Pilesgrove Twp.**
Mike Razze, **Pitman Borough**
Majorie Sperry, **Quinton Twp.**
Bob Diaz **South Harrison Twp.**
Jack Cimprich, **Upper Pittsgrove Twp.**
Jena Dolbow **Swedesboro Borough**
Jeffre Celebre, **Vineland City**
Colette Bachich, **Washington Twp.**
Lee Ann DeHart, **West Deptford**
Bob Law, **Woodbury City**
Jane DiBella, **Woolwich Twp.**

Absent Fund Commissioners were:

Warren Morgan, **Alloway Twp.**
Linda Gonzalez, **Fairfield Twp.**
Barbara Freijomil, **Franklin Twp.**
Lisa Jeffers, **Greenwich Twp.**
Mark Gravinese, **Harrison Twp.**
William Pine, **Logan Twp.**
Kevin Clour, **Lower Alloways Creek Twp.**
Candice Pennewell, **Mantua Twp.**
Kayla Spurka, **Monroe Twp.**

Penns Grove Borough
Dan Neu, **Pennsville Twp.**
Brad Campbell, **Shiloh Borough**
Karen Sweeney, **Wenonah Borough**
Ryan Giles, **Westville Borough**
Jeff Pitzo, **Woodbury Heights Borough**
Kristin Nixen, **Woodstown Borough**

Also present were:

Paul A. Forlenza, MGA, Executive Director, *RPA a Division of Gallagher*
Kamini Patel, MBA, CIC, CPCU, AIDA, Program Director, *RPA a Division of Gallagher*
David S. DeWeese, Esquire, Fund Attorney, *The DeWeese Law Firm, P.C.*
Chris Roselli, Account Manager, *Qual-Lynx*
Kathy Kissane, Assistant V.P Account Management, *Qual-Lynx*
Rob Garish, Assistant Director of Public Sector, *J. A. Montgomery Risk Control*
Karen Beatty, Client Services Manager, *Qual-Lynx*
Tom Tontarski, *Treasurer*
Debby Schiffer, *Wellness Director*
Lou Romero, *Technology Risk Services Director*

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

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

Absent RMCs/Professionals were:

Paul J. Miola, CPCU, ARM, Deputy Executive Director, *RPA a Division of Gallagher*
Chesney-Stanton Insurance Group
Colson and Gosweiler Insurance
Henry D. Young Insurance

Motion to move up Bob Diaz, South Harrison Township, to Acting Secretary in the absence of Karen Sweeney, Borough of Wenonah, and Jeff Celebre, City of Vineland, and Collette Bachich Washington Township, in the absence of Mark Gravinese, Harrison Township, to the Executive Committee for voting purposes. Motion by Ms. Sperry, seconded by Mr. Diaz to move up the alternate Executive Committee member as presented. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Committee Meeting

Chair Razze presented the meeting minutes of the June 27, 2022 Executive Committee meeting for approval.

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

Chair Razze entertained a motion to approve the minutes of the June 27, 2022 Executive Committee meeting.

Motion by Mr. Diaz, seconded by Ms. Sperry to approve the minutes of the June 27, 2022 Executive Committee meeting. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Meeting

Chair Razze presented the meeting minutes of the June 27, 2022 Executive Claims Review Committee Meeting for approval.

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

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

Motion by Mr. Diaz, seconded by Ms. Sperry to approve the meeting minutes of the June 27, 2022 Executive Claims Review Committee Meeting as presented. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Closed Session

Chair Razze presented the Executive Claims Review Committee Closed Session meeting minutes of June 27, 2022 for approval.

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

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

Motion by Mr. Diaz, seconded by Ms. Sperry to approve the Executive Claims Review Committee Closed Session meeting minutes of June 27, 2022 as presented. Motion carried.

The Executive Claims Review Committee Closed Session minutes of June 27, 2022 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 25, 2022

Chair Razze reported that an Executive Claims Committee Meeting was held via Zoom conferencing on Monday, July 25, 2022.

The Committee reviewed ten (10) claims. Of the claims reviewed, there were four (4) Workers' Compensation, one (1) Auto Liability, and five (5) Property PARs recommended for approval of settlement or continuing defense.

There were six (6) claims reviewed this month that had previously been approved by Vineland:

- 2020184130
- 2021234434
- 001229702
- 2022259891
- 2022268163
- 2021235147

There were four (4) claims reviewed for abandonment of subrogation attempt since the last meeting:

- 2020208422
- 2021210440
- 2021232463
- 2020207965

Questions will be addressed during Closed Session if necessary.

EXECUTIVE DIRECTOR'S REPORT

Mr. Forlenza reviewed the Executive Director's Report found in the agenda packet with the membership. He then highlighted the following items from his report:

Mr. Forlenza referenced a report showing the Certificates of Insurance issued for May 22, 2022 thru June 22, 2022, and asked that members please review for accuracy.

Mr. Forlenza noted the allowance reports for SIP, OSB, Wellness, and EPL/Cyber Risk Management Budget balances, are included in the agenda. He noted all funds need to either be claimed or encumbered by November 30, 2022, with encumbered funds needing to be claimed by February 1, 2023. If you have made purchases and have the invoice, you do not need to wait until November 1st to seek reimbursement of these purchases. Send it in now and we will have reimbursement to you on the next bill list. He emphasized to please not wait until the last moment to claim your funds.

Mr. Forlenza referenced the Statutory Bond Status report and asked members to please review the report for accuracy and be sure to check the list to make sure any new employees/bonds are listed. He stated that those towns that are up for renewal this year that are securing their statutory bonds utilizing this program will be receiving notification from the MEL Underwriter, if you haven't already, that they will be re-underwriting all bonds for your town. Mr. Forlenza stated if you would like to check the status of an application, please contact Ed Cooney, Fund Underwriter.

Mr. Forlenza stated and on June 6, 2022 Renewal letters were emailed out to the twelve (12) members whose membership in the JIF is up for renewal on January 1, 2023. These members are *Alloway, Elk, Elsinboro, Hopewell, Paulsboro, Penns Grove, Pennsville, Washington, Wenonah, Westville, Woodbury Heights, and Woodstown*. Included in the email 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 Gloucester, Salem & Cumberland Counties Municipal JIF*. Members were asked to place the Renewal Resolution on the agenda of an upcoming governing body meeting and return both the approved Resolution and executed Agreement to our office by Friday, August 12, 2022.

With that said, as part of the Renewal process, a representative from the Executive Director's office contacted those members up for renewal to schedule an appointment with the Fund Commissioner, Risk Management Consultant, and Representatives of the Governing Body. These meetings have already started to take place. These appointments are an opportunity to discuss the member's participation in the JIF and the many programs available to them. The Executive Director's office believes it is very important for the decision makers in each member municipality to understand the value of JIF membership.

Mr. Forlenza noted on or about July 13, 2021, all members and their risk managers received a notification that the 2023 Exposure Renewal Process will begin on or about July 18, 2021, however that did not happen. Members should have been notified in the past day or so that they can now complete the renewal process. He noted that due to the delay in starting the process, the due date will be extended by a week or so.

In regards to the 2022 Property Appraisal reports, Mr. Forlenza noted that members that received a physical appraisal this year will receive a copy of their appraisal report via email shortly, if you have not already. If anyone receives a notification that the report is too large for your email to accept, please contact the Executive Directors office and we will get it to you in another format. 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 at Melvin.ngayan@assetworks.com or 215-354-1078

Mr. Forlenza noted the 2022 Coverage Documents have been received by his office and have been loaded into Origami. This will be the first year we have notified the members of the availability of your Coverage Documents in Origami. Members will be able to log into Origami to view/download your Coverage Documents. Mr. Forlenza reminded the members of the retention requirements for these documents, which is 20 years, though he recommends keeping them forever as old policies can be very valuable when defending claims in the future.

Lastly, Mr. Forlenza noted a report detailing attendance records through the second quarter of the 2022 Fund year is included for your review. As the attendance is taken directly from the minutes, please contact his office if you feel there are any discrepancies.

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

SOLICITOR'S REPORT

Assignment of New Cases

Mr. DeWeese reported that there were no (0) new case(s) assigned since last month's meeting:

Closed Cases

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

Sykes v. City of Vineland
Chinn v. Township of Deptford

General Liability Files

Mr. DeWeese noted that there are **49** active General Liability files and if a member would like a synopsis of their town's cases sent to them, please contact him.

In regards to Police Civil Rights cases, he noted the TRICO JIF currently has seventeen (17) active Police Civil Rights cases out of the 49 General Liability cases; one (1) case assigned pre-suit, four (4) cases Dismissed without Prejudice/Administratively Dismissed; one (1) case(s) in Mediation Settlement Negotiations, and five (5) case(s) with Summary Judgment Motions pending.

Mr. DeWeese reminded the members if they would like their claims carved out of these reports, please email him and he will get those reports over to you, but asked that the cases only be discussed in closed session as the information is confidential.

Subrogation Files

Mr. DeWeese stated that there are collection efforts being made on \$2,150,451.52 of potential recoveries on **70** files.

MEL EPL Helpline & Authorized Contact List – Mr. DeWeese reminded the members to please review the attached list of authorized contacts for the *MEL Employment Practices Helpline* and that members can appoint up to **two (2)** municipal representatives who will be permitted to contact the *Helpline* attorneys with their inquiries. The appointment of the municipal representatives must be made by Resolution of the Governing Body. These authorized contacts are the only individuals permitted to access this service, so please review the list and be sure who you would like appointed as the contacts is actually appointed.

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

SAFETY DIRECTOR'S REPORT

Mr. Garish stated that the Safety Director's Report is included in the agenda packet, is self-explanatory, and highlighted the following items.

Mr. Garish noted his report included a list of the Safety Director Bulletins and Safety Announcements issued during the month via the NJ MEL App, as well as the MSI Now, MSI Live, and DVD Services. MSI will continue to be presented through the Zoom Webinar format with in-person training classes offered as part of the training expos being conducted this year. He reminded the members if they would like to receive communications from MEL and MSI related to your position or operations, follow the directions to select from the list of available Push Notification "subscriptions".

Mr. Garish reminded the members to maintain the integrity of the MSI classes and our ability to offer CEUs, we must abide by the rules of the State agency that issued the designation. Chief among those rules is the attendee of the class must attend the whole session. **Attendees who enter the class more than 5 minutes late or leave early will not be awarded CEUs for the class or receive a certificate of completion.**

For virtual classes, the MSI utilizes the Zoom platform to track the time each attendee logs in and logs out, as well as participation, to demonstrate to the State agency the student also participated in polls, quizzes, and question & answer activities during the class. The MSI maintains these records to document our compliance with the State agency.

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

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses

Mr. Roselli reviewed this month's *Lessons Learned from Losses* with respect to floor drains. He reviewed the importance of keeping the drains clear of debris to prevent clogged drains. In addition, Mr. Roselli reviewed a claim example where the clogged floor drain contributed to increased damage to a member's facility.

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

LAW ENFORCEMENT LIABILITY CONSULTANT REPORT

Mr. Winter stated in the month of June he has completed visits with all agencies, with only one (1) agencies left to visit, pending scheduling. He is focusing on Transitional Duty noting it is very important for officers and there are many opportunities for them to complete important tasks while on transitional duty such as expungement of criminal convictions, clerical work, etc.

In regards to Policy Development, Mr. Winter reported requests for policies and procedure have been received and have been forwarded to requesting agencies. This process is ongoing. A follow-up inquiry was conducted with agencies in regards to Critical Incident Debriefing, Active Shooter, Employee Assistance Programs and Recruitment and Selection as it relates to Attorney General Guidelines.

Mr. Winter stated that preparation is being conducted for future class instruction for the Management of Aggressive Behavior. Class dates and times are being discussed and will be posted in the near future. A report writing class was determined to be needed based on reviews from litigation files in addition to input from various Chiefs who also concurred as well.

Mr. Winter noted that he forwards his activity reports to the Fund Commissioners and Police Chiefs and they have been well received.

Mr. Winter noted Bulletin 22-05 was distributed pertaining to Critical Incident Debriefing and Employee Assistance Programs which is included in the agenda with his report.

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

WELLNESS DIRECTOR'S REPORT

Ms. Schiffer stated her report is included in the agenda packet and highlighted the following items and referenced some well-being initiatives and activities:

Ms. Schiffer noted she continues to reach out to her Wellness contacts in an attempt to schedule time to have an idea generating conversation regarding ways to use allocated wellness funds for 2022, and has met with many of them. She noted there are still a few towns that need to appoint a designated Wellness Coordinator. She then noted some new idea's she has spoken with member towns about have included Reiki demonstrations, Misfit Market orders, Snack/Fruit events, and Stretching demos. She then noted some resource highlights include:

Certified Personal Trainer – is willing to offering stretching demonstration to employees. Have had particular success with offering this to Public Workers.

Reiki Master – Certified with over 20 years' experience. Reiki can help reduce stress and promote healing.

Ergonomic Evaluation – License Physical Therapist will come out to do a general presentation on importance of posture and office set up and will offer some basic recommendations for those interested employees.

Food Bank of South Jersey – offer presentations and cooking demonstrations with a focus on preventing diabetes.

Ms. Schiffer noted she continues to share an idea each month with the Wellness Coordinators. Regardless of whether it's big or small, successful or a work in progress, it's meant to be another way to generate possible initiatives for your municipality and she encourages her contacts to share photos and brief descriptions that she can have posted on the JIF websites.

In the July "Targeting Wellness Newsletter, Ms. Schiffer focused on Gut Health and Microbiome:

- How our gut health plays a critical role in our overall well-being
- Defining symbiosis and how can it cause chronic disease
- Ways to improve our gut health
- The importance of taking breaks in our day (and in taking/planning that vacation)
- **Nutritional Bites:** Fermented foods and probiotics for gut health
- And two recipes from the **Recipe Corner:** Healthy Breakfast BLT and Southwestern Pasta Salad

In addition, she included a "**challenge**" to **Unlock Your Happy**. She explained there are 4 primary chemicals released in our brain that plays a part in our daily mood, stress management and relationships. In the flyer attached, you will find ways in which you can activate each one with easy and effective daily activities. Contemplate maybe focusing on one chemical a week throughout the month of July and try the suggested ideas.

Mr. Schiffer gave an update on Dr. Elias' Transformational Leadership and Crisis Response Program and noted the next steps for moving the program forward: the next Cohort (proposed for July and/or Sept),

recommendations for enhancements, and more. Towns that expressed some interest in the next Cohort include Carneys Point, Delanco, East Greenwich, North Hanover and Wildwood Crest. In addition, those towns from the May Cohort are being offered the opportunity to send another mid-level manager through the program. We have 15 spots that we are trying to fill.

Lastly, Ms. Schiffer gave kudos to Vineland for hosting their 13th Annual Diva’s Night, where women come out to have fun and then get their mammograms done via mobile site. She noted this is a fun way for women to have this important test completed each year.

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

MANAGED HEALTH CARE REPORT

Lost Time v. Medical Only Cases

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

	<i>June</i>	<i>YTD</i>
<i>Lost Time</i>	<i>1</i>	<i>40</i>
<i>Medical Only</i>	<i>24</i>	<i>124</i>
<i>Report Only</i>	<i>14</i>	<i>78</i>
<i># of New Claims Reported</i>	<i>40</i>	<i>245</i>
<i>Average Days Reported to QL</i>	<i>4.9</i>	<i>13.0</i>

Claims Report by Type

Ms. Beatty explained that this number may start to pick up due to COVID claims on the rise again and the amount of time it takes to track all of those exposed and potential additional positive claims.

- COVID Claims Reported this month: 1
- Days to Report – Non-COVID Claims: 3.1 days
- Days to Report COVID Claims: 8 days

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report.

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	<i>2,583</i>
<i>Transitional Duty Days Worked</i>	<i>1,771</i>
<i>% of Transitional Duty Days Worked</i>	<i>69%</i>
<i>Transitional Duty Days Not Accommodated</i>	<i>812</i>
<i>% of Transitional Duty Days Not Accommodated</i>	<i>31%</i>
<i>\$ Saved by Accommodating</i>	<i>\$171,159</i>
<i>\$ Lost by NOT Accommodating</i>	<i>\$103,150</i>

Ms. Beatty also reviewed the transitional duties that can be assigned for various positions within the municipalities with the Committee.

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report

PPO Penetration Rate	June
<i>Bill Count</i>	190
<i>Original Provider Charges</i>	\$192,610
<i>Re-priced Bill Amount</i>	\$77,961
<i>Savings</i>	\$114,648
<i>% of Savings</i>	60%
<i>PPO Penetration Rate Bill Count Percentage</i>	97%
<i>PPO Penetration Rate Provider Charge Percentage</i>	97%
<i>EPO Penetration Rate Bill Count Percentage</i>	96%
<i>EPO Penetration Rate Provider Charge Percentage</i>	97%

Top 10 Providers by Specialty: This report breaks down our top 10 providers by specialty e.g. Anesthesia/Pain Management, Facility, and MRI/Radiology as these are the heaviest expenses the Fund incurs.

Nurse Case Assignment Report: This report depicts the number of open cases each Nurse Case Manager carried for each month to date, along with how many cases were closed for the current month, and how many cases were opened for the current month. The attached report depicts the information through June 2022.

Managed Care Quick Notes

This is a new report which reviews a claim depicting the positive impact an assigned Managed Care Nurse can have on a claim by monitoring all aspects of the case. Ms. Beatty reviewed the case with the membership.

Prescription Benefit management Program

This report depicts by month the savings incurred by utilizing the Prescription Benefit Program. This report is broken down by Script Count, Billed Amount, U&C Amount, Generic Utilization %, Cost per patient, Cost per Script, Opioid Cost %, and Opioid Script %. The Year to Date savings total from January 1, 2022 to present utilizing this program is \$14,954 or 47% based on 95 prescriptions filled.

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

TECHNOLOGY RISK SERVICES REPORT

In Mr. Romero's absence, Ms. Patel presented the Technology Risk Services Report stating in regards to the new WIZER Training, the new course is in progress and there are currently 1,983 users enrolled with a 59% completion rate, which is good progress.

Whitelisting and Phishing

As of July 26th there are 18 members (47%) actively enrolled with five (5) waiting test phishing email confirmation and nine (9) who have not replied letting Mr. Romero know if they have completed their whitelisting, and six (6) not participating at all.

Ms. Patel noted several reminders have been sent out and to please let Mr. Romero know when the whitelisting has been completed so Wizer can send a test phishing email and validate that the whitelisting is working.

D2 Cybersecurity Vulnerability Scanning & Penetration Testing

As of July 26th, there are 28 members (74%) are actively enrolled in the program. Mr. Romero is still missing the KYC or the VSA from nine (9) members. She reiterated both documents need to be submitted to Mr. Romero at the same time so he can then forward to D2 and the JIF.

- The KYC Form needs to be completed by your IT & municipal point of contact. This identifies the IP addresses needed to perform the network VA scan & penetration test.
- The Vendor Service Agreement (VSA) (vetted by the JIF's solicitor) needs to be completed and signed by the municipal point of contact. This is the legal agreement/consent allowing D2 Cybersecurity to perform the vulnerability scan & penetration testing.

Ms. Patel noted it is important to include all departmental IP addresses to be tested (administrative, PD, Public Works, EMS, Fire Dept., etc.) Once the pen testing goes into production it cannot be stopped, and new IP addresses will need to be tested next year.

MEL's Cyber Risk Management

Ms. Patel reported that as of July 26th:

- 24 or 63% of the members are Tier 1 certified
- 19 or 50% of the members are Tier 2 certified
- 15 or 39% of the members are Tier 3 certified

Ms. Patel reviewed the Security tip of the month, noting if you are away on vacation, don't advertise it on social media. It only alerts thieves and stalkers, that you are not home and where you are.

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

TREASURER'S REPORT

Mr. Tontarski presented an overview of the Treasurer's Report for June 2022 and a copy of which was provided to the membership in the agenda packet. Mr. Tontarski's reports are valued as of June 20, 2022 for Closed Fund Years 1991 to 2017, and Fund Years 2018, 2019, 2020, 2021 and 2022.

Investment Interest

Interest received or accrued for the reporting period totaled \$28,427.41. This generated an average annual yield of 1.12%. However, after including an unrealized net loss of \$190,084.26 in the asset portfolio, the yield is adjusted to -6.36% for this period. The total overview of the asset portfolio for the fund shows a current market value of \$27,147,598.14 vs. the amount we have invested. The current market value, including accrued income is valued at \$27,171,330.05.

The Fund's asset portfolio with Wilmington Trust consists of two (2) obligations with a maturity greater than one year.

The JCMF Portfolio has a current market value of \$24,676,705.75

COMMITTEE REPORTS

Safety Committee Meeting Minutes June 12, 2022

Mr. Celebre stated the minutes of the June 12, 2022 meeting were included in the agenda and are self-explanatory.

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

EPL/Technology Liability Committee Meeting Minutes – June 27, 2022

Mr. Law stated the detailed minutes of the June 27, 2022 meeting were included in the agenda and are self-explanatory, noting that anything he would have touched on was covered under the Technology Report.

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

Finance Committee Report

2022 Budget Amendment Hearing – Motion to Open

Chair Razze entertained a motion to open the *2022 Budget Amendment Public Hearing*.

Motion by Mr. Diaz, seconded by Ms. Sperry to open the *2022 Budget Amendment Public Hearing*. All in favor. Motion carried.

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

2022 Budget Amendment Hearing – Motion to Close

Chair Razze entertained a motion to close the *2022 Budget Amendment Public Hearing*.

Motion by Mr. Diaz, seconded by Ms. Sperry, to close the *2022 Budget Amendment Public Hearing*. All in favor. Motion carried.

2022 Amended Budget Adoption & 2022 Amended Assessment Certification Adoption

Chair Razze entertained a motion to adopt the *2022 Amended Budget and Amended Assessment Certification* as presented.

Motion by Mr. Diaz, seconded by Ms. Sperry, to adopt the *2022 Amended Budget & 2022 Amended Assessment Certification* as presented.

ROLL CALL

Yeas:

Bob Diaz, **South Harrison Township**
Majorie Sperry, **Quinton Township**
Doug Hogate, **Elsinboro Borough**
Leo Selb, **Hopewell Township**
Mike Razze, Chair, **Pitman Borough**
Colette Bachich, **Washington Township**
Jeff Celebre, **City of Vineland**

Nays:

None

Abstain:

None

All in favor. Motion carried by unanimous vote.

MEL/RCF/EJIF Reports

Nothing to report this month.

MISCELLANIOUS BUSINESS

Chair Razze noted the next meeting will be held on Monday, September 26, 2022 at the Gloucester County Library, Mullica Hill @ 5:00 pm. There is no August meeting.

A Motion **authorizing to process and pay Fund Venders in August 2022** was left out as on oversight during the meeting. The Recording Secretary had sent an email to the Executive Committee, as directed by Mr. DeWeese, on August 5, 2022, asking each member for a *Yea* or *Nay* vote on this Motion. Mr. DeWeese noted this would be sufficient to approve the Motion. By copy of email, each member of the Executive Committee voted on the Motion to authorize process and pay Fund Venders in August 2022.

EMAIL ROLL CALL *Yeas:* Bob Diaz, **South Harrison Township**
Majorie Sperry, **Quinton Township**
Doug Hogate, **Elsinboro Borough**
Leo Selb, **Hopewell Township**
Mike Razze, Chair, **Pitman Borough**
Colette Bachich, **Washington Township**
Jeff Celebre, **City of Vineland**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

PUBLIC COMMENT

Open Public Comment

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

Motion by Mr. Diaz, seconded by Ms. Sperry to open the meeting to the public. All in favor. Motion carried.

Mr. Forlenza noted that at the entrance to the room where envelopes for each town that included Cyber Posters, Wellness Posters, and Screen cleaning clothes. He asked that the members, please pick up your towns packet at the end of the meeting.

Mr. Forlenza also noted that earlier this month Mr. DeWeese received the *Professionalism Award* for Cape May County as recognized by the NJ Bar Association. The membership congratulated him.

Close Public Comment

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

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

APPROVE CLAIMS PAYMENTS

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

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

<i>Workers' Compensation</i>	<i>Auto</i>	<i>Property</i>
<i>MLT-2021227859</i>	<i>2020197896</i>	<i>2021235499</i>
<i>2022274136</i>		<i>2022275118</i>
<i>2022251833</i>		<i>2022271123</i>
<i>2021236439</i>		<i>2022274007</i>
		<i>2022274295</i>

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

ROLL CALL

Yeas: Bob Diaz, **South Harrison Township**
 Majorie Sperry, **Quinton Township**
 Doug Hogate, **Elsinboro Borough**
 Leo Selb, **Hopewell Township**
 Mike Razze, Chair, **Pitman Borough**
 Colette Bachich, **Washington Township**
 Jeff Celebre, **City of Vineland**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

APPROVE ABANDONING SUBROGATION

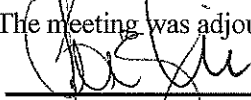
There were zero (0) claims reviewed for abandonment of subrogation attempt since the last meeting:

MOTION TO ADJOURN

There being no further business, Chair Razze entertained a *Motion to Adjourn* the July 27, 2022 Executive Committee Meeting.

Motion by Mr. Diaz, seconded by Ms. Sperry, to adjourn the July 27, 2022 meeting of the TRICO JIF.

The meeting was adjourned at 4:43PM.



Kris Kristie, Recording Secretary for



Bob Diaz, Fund Secretary- Acting