

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

**Via Zoom Conferencing
February 27, 2023 @ 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 Zoom conferencing on Monday, February 27, 2023 at 5:00 PM, prevailing time. Chair Sweeny, **Wenonah Borough**, presiding. The meeting was called to order at 5:00 PM.

FLAG SALUTE

Mr. Forlenza then took a moment to verify call in phone numbers and rename them to the appropriate member.

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**
Colleen Emmons, **Deptford Twp.**
Stephanie McCaffrey, **East Greenwich Twp.**
Debbie Pine, *Alternate*, **Elk Twp.**
Doug Hogate, **Elsinboro Twp.**
Linda Gonzalez, **Fairfield Twp.**
Clark Pierpont, **Glassboro Borough**
Lisa Jeffers, **Greenwich Twp.**
Mark Gravinese, **Harrison Twp.**
Leo Selb, **Hopewell Twp.**
William Pine, **Logan Twp.**
Kevin Clour, **Lower Alloways Creek Twp.**
Luke Patrick, **Mannington Twp.**
Joy Gunn, **National Park Borough**
Harry Moore, **Oldmans Twp.**
Susan Jacabucci, **Paulsboro Borough**
Dan Neu, **Pennsville Twp.**
Melissa Flacker, **Pilesgrove Twp.**
Mike Razzo, **Pitman Borough**
Majorie Sperry, **Quinton Twp.**
Bob Diaz **South Harrison Twp.**
Jack Cimprich, **Upper Pittsgrove Twp.**
Jena Dolbow, **Swedesboro Borough**
Jeffre Celebre, **Vineland City**
Karen Sweeney, **Wenonah Borough**
Lee Ann DeHart, **West Deptford**
Nicole O'Hara, *Alternate*, **Westville**
Shannon Elton, **Woodbury Heights Borough**
Jane DiBella, **Woolwich Twp.**

Absent Fund Commissioners/Professionals were:

Barbara Freijomil, **Franklin Twp.**
Jennica Bileci, **Mantua Twp.**
Pat Mason, **Monroe Twp.**
Anjanette Scott, **Penns Grove Borough**
Brad Campbell, **Shiloh Borough**
Collette Bachich, **Washington Twp.**
Cassidy Swanson, **Woodbury City**
Debby Schiffer, *Wellness Director*

Also present were:

Paul A. Forlenza, MGA, Executive Director, *AJG Risk Management Services, Inc.*
Kamini Patel, MBA, CIC, CPCU, Program Administrator, *AJG Risk Management Services, Inc.*
David S. DeWeese, Esquire, Fund Solicitor, *The DeWeese Law Firm, P.C.*
Keith Hummel, Safety Director, *J. A. Montgomery Risk Control*
Rob Garish, Assistant Director of Public Sector, *J. A. Montgomery Risk Control*
Chris Roselli, Account Manager, *Qual-Lynx*
Karen Beatty, Client Services Manager, *QualCare*
Tom Tontarski, *Treasurer*
Chris Winter, *Law Enforcement Risk Service Director*
Lou Romero, *Technology Risk Services Director*

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

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

These minutes do not necessarily reflect the order in which some items were discussed.

Chair Sweeney asked for a motion to move up Jeff Celebre, Vineland City, in the absence of Colette Bachich, Washington Township, to the Executive Committee for voting purposes.

Motion by Mr. Hogate, seconded by Mr. Diaz, to move up the Committee members as presented. All in Favor. Motion carried.

OATHS OF OFFICE

Oaths of Office were administered by Mr. DeWeese, Fund Solicitor, to those members of the Executive Committee and Alternates for the 2023 Fund Year that were absent at the January 23, 2023 Reorganizational meeting.

APPROVAL OF THE MINUTES – Executive Committee Meeting

Chair Sweeney presented the meeting minutes of the January 23, 2023 Executive Committee meeting for approval.

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

Chair Sweeney entertained a motion to approve the minutes of the January 23, 2023 Executive Committee meeting.

Motion by Ms. Sperry, seconded by Mr. Hogate, to approve the minutes of the January 23, 2023 Executive Committee meeting. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Meeting

Chair Sweeney presented the meeting minutes of the January 23, 2023 Executive Claims Review Committee Meeting for approval.

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

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

Motion by Ms. Sperry, seconded by Mr. Hogate to approve the meeting minutes of the January 23, 2023 Executive Claims Review Committee Meeting. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Closed Session

Chair Sweeney presented the Executive Claims Review Committee Closed Session meeting minutes of January 23, 2023 for approval.

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

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

Motion by Ms. Sperry, seconded by Mr. Hogate, to approve the Executive Claims Review Committee Closed Session meeting minutes of January 23, 2023 as presented.

The Executive Claims Review Committee Closed Session minutes of the January 23, 2023 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 – February 27, 2023

Chair Sweeney reported that an Executive Claims Committee Meeting was held earlier today via Zoom conferencing.

The Committee reviewed nine (9) claims. Of the claims reviewed, there were seven (7) Workers' Compensation, and two (2) Property PARs recommended for approval of settlement or continuing defense.

There were no (0) claim(s) reviewed this month that had previously been approved by Vineland.

There were two (2) claim(s) reviewed for abandonment of subrogation attempt since the last meeting:

2022259151

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 the report:

Mr. Forlenza noted the allowance reports for the OSB, Wellness, and EPL/Cyber Risk Management Budget balances are included in the agenda and were emailed on February 14, 2023 in one inclusive email which noted your balances and how to collect the awards. He noted all funds need to either be claimed or encumbered by November 1, 2023, with encumbered funds needing to be claimed by February 1, 2024. Mr. Forlenza noted the SIP Award notification will be emailed out to all members at the conclusion of the Safety Breakfast in March.

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. Mr. Forlenza stated if you would like to check the status of an application, please contact Ed Cooney, Fund Underwriter.

Mr. Forlenza reminded the members that the 2023 Elected Officials Training will take place online via the MEL Safety Institute (MSI). Instructions on how to access this training was sent to all members on Friday, February 24, 2023. All training sessions included in the original invitation are cancelled, and anyone that had already registered for the Zoom training session was notified of the cancellation last month. This online training format allows for participation by all our elected officials and the convenience of completing this training when their schedule permits, prior to the May 1, 2023 deadline. By utilizing the MEL Safety Institute, his office will be able to better track the completion of the training and document the credits due to members' assessments. Please watch for an email from his office in the next few weeks with instructions on how to access the online training.

Mr. Forlenza stated that include in the agenda was a list of members that have provided a certification to the Fund Underwriter indicating that they have complete the Land Use Training process for at least some of their Board Members. Land Use Board members that complete the training process will be eligible for enhanced coverage should they be personally named in a Land Use claim. He noted, with the New Year, please be sure than anyone newly appointed completes the training. If you have any questions, please contact Ed Cooney, Fund Underwriter.

Mr. Forlenza noted on or about February 15, 2023 a letter was e-mailed to all Municipal Clerks, with a copy to Fund Commissioners, advising that Bowman & Company will be performing workers' compensation exposure verification audits of members' 2022 payrolls. These payroll figures will serve as the basis for your 2024 workers compensation excess premiums. Attached to the e-mail was a spreadsheet that included employee counts by payroll classification as reported during last year's payroll audit. Members are asked to send the required payroll data to the auditors for processing either via mail or electronically no later than March 17, 2023. Details on how the data can be sent were included in the February 15, 2023 correspondence. Once the information is processed, the auditor will contact each town to discuss the results of the audit and clarify any questions. Members who still have questions following the audit can contact a representative from Bowman to set up a mutually convenient date and time to meet and discuss the audit results

In regards to Property Appraisals, Mr. Forlenza noted on or about February 17, 2023, each member and their RMC's received a notification from his office asking that they review and update their property schedule located in the Origami Exposure Data Management System. Once a member responds, those that are going to receive a physical appraisal this year will be contacted by the Fund Property Appraiser,

ASSETWORKS. Those that are not receiving a physical inspection in 2023 will have their building & contents values trended accordingly. All members were asked to complete the review and update process no later than March 24, 2023.

Mr. Forlenza stated that on or about February 7, 2023, an email with an attached memorandum regarding incentives for members with Police Departments for becoming accredited was sent to all Fund Commissioners and RMC's. It was requested that if the town or city had an operating Police Department, to please forward to the Police Chief. If you have any questions regarding the Reimbursement, please contact Denise Plavchak in his office.

Lastly, Mr. Forlenza stated that an invitation and RSVP link for the 2023 Safety Kickoff Breakfast to be held on March 28, 2023 at Auletto's Caterers, Almonesson, NJ will be emailed out early next week. He asked that you please respond no later than March 22, 2023. He noted the Breakfast should run approximately 1.5 hours and that the Safety, Claims, & Wellness Coordinator Roundtable which is usually held following the Breakfast will be held virtually this year at a later date. Additional information in regards to the Roundtable will be forthcoming.

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

SOLICITOR'S REPORT

Assignment of New Cases

Mr. DeWeese reported that there has been one (1) new case(s) assigned since the last meeting:
Townsend v Borough of Glassboro

Closed Cases

Mr. DeWeese noted that there were two (2) case(s) closed since the last meeting:
Gilliam v Borough of Glassboro
Cummings v Township of Lower Alloways Creek

General Liability Files

Mr. DeWeese noted that there are **38** active General Liability files 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 \$2,312,617.85 of potential recoveries on **72** 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. He noted he is one of the attorneys on the panel so please reach out to him with any Employment Practices questions or issues.

Mr. DeWeese noted that on January 25, 2023 himself, along with colleagues from the Executive Directors office, Summit Risk, and Connor Strong, met to discuss and review the EPL Helpline; EPL claims; and

EPL/POL losses among other things. It was a great meeting and we discussed the production of webinars and topics to be made available. This is currently being worked on and will hopefully be available to all members sometime in the Spring. Also being worked on is summarizing some of the memos that were issued as a result of a call into the Helpline, and it is anticipated those will be available in the Spring as well.

Lastly, Mr. DeWeese stated that late last week the Attorney General issued law Enforcement Drug Testing Policy Guidelines, which specifically addresses the Marijuana/THC issues. He noted two aspects of the Policy that are important for everyone to understand:

In regards to testing: the Lab will only test for certain controlled, dangerous substances. As to Marijuana/Cannabis, it is only to be included in the testing process when the Officer is assigned to a Federal Task Force; the Officer holds a Federally Regulated License, which requires testing, such as a Pilot; Testing is required for a Federal Grant or a Federal Contract; or the Officer has been subject to reasonable suspicion that they have been the influence of a controlled, dangerous substance while working. Thus marijuana will not be in the panel of normal drug testing for Law Enforcement Officers going forward, unless it relates to the examples Mr. DeWeese just reviewed.

Secondly, Mr. DeWeese outlined what happens if it is determined an Officer is under the influence of a controlled, dangerous substance. The Attorney General Guidelines reference the Workplace Impairment Recognition Expert which is supposed to be utilized to determine whether someone is under the influence. Unfortunately, the Cannabis Regulatory Commission has yet to set up that program, so there are currently no Workplace Impairment Recognition Experts. What has been suggested is to use a qualified Officer who has gone through the Drug Recognition training, however that has been shot down as the State Police issued an email stating those Officers are NOT permitted to issue an evaluation. Mr. DeWeese noted at this point it is recommended to have two Supervisors perform some type of evaluation on the individual, though he is not sure even that will hold up in Court, but that is the suggestion until the Workplace Impairment Recognition Expert program gets moving.

Mr. DeWeese stated he will stay on top of this issue and keep everyone informed of any information going forward. He stated if anyone has any questions, or should a situation arise, please reach out to him and he will assist the best he can.

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 included in the agenda packet is self-explanatory and highlighted the following items that were not included in the report;

Mr. Garish noted his report included a list of the Safety Director Bulletins and Safety Announcements, including Law Enforcement messages issued during January via the NJ MEL App and Loss Control Surveys, as well as the MSI Now, MSI Live, and DVD Services. MSI will continue to be presented through the Zoom Webinar format and there will be a limited number of in-person trainings offered as part of the training expos being conducted this year.

Mr. Garish reminded the members that they keep the list of MSI Training Administrators up to date, so if you know of any changes, or you need to appoint a new Training Administrator, please advise Andrea Felip in his office.

Mr. Garish note the hierarchy reports for your town are available for review in the Learning Management System to be sure your training is up to date.

Mr. Garish noted PEOSH has been doing voluntary compliance visits, and he recommends inviting them to come out if they make the offer as any items identified as non-complaint are not being cited as violations during the voluntary visits. He also noted to please keep in mind that PEOSH considers any training over 3 years old to be outdated.

Lastly, Mr. Garish noted the Safety Incentive Program was emailed to all members earlier this month, and included was a due date of February 24 to submit your Safety Committee Meeting dates. He noted there are still some towns that have not responded. He asked if you have not submitted those dates to him, please do so at your earliest convenience.

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 the *Lessons from Losses* this month, which focuses on the use of surveillance and social media searches. Mr. Roselli noted that the use of surveillance is costly but can help reduce the cost of a claim when surveillance is utilized effectively. He cited an example where surveillance was utilized for an injured employee and the results of the surveillance were in favor of the employer.

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

LAW ENFORCEMENT LIABILITY CONSULTANT REPORT

Mr. Winter reviewed his report for February that was included in the agenda noting it is mostly self-explanatory, and highlighted the following.

Mr. Winter noted that a future training has been outlined on *Report Writing* and is currently being finalized. Notice of this class will be provided at a later date.

Mr. Winter noted a Bulletin was distributed in January and outlined Random Drug Testing and the revisions made over the past two years. This is impacting agencies this year to ensure they have the required two tests completed by March 2023 for 2022. He asked everyone to please reference the bulletin included in the agenda for further details.

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

WELLNESS DIRECTOR'S REPORT

In Ms. Schiffer's absence, Ms. Patel presented the Wellness report noting the full report is included in the agenda packet, she then highlighted the following items, and referenced some well-being initiatives and activities.

Ms. Patel noted Ms. Schiffer plans to meet with as many towns as she can in the 1st half of the year to assist with laying out a wellness plan for utilizing funds that span the entire year instead of a crunch at the end. Ms. Patel noted Ms. Schiffer will also be attending at least one Safety Committee meeting per town, and is working with J.A. Montgomery to acquire those dates. She also noted that a new report which is included in the agenda will track these visits.

Ms. Patel noted the Wellness Advisory Committee met on February 8th. As a reminder, this committee was started in 2022 to review the current wellness program and make any recommendations for ways to improve what is offered and to suggest ways to increase participation. Minutes still need to be approved by the Safety Committee scheduled for March 2nd, but both minutes and highlights will be shared at the March Executive Committee Meeting.

New Resources:

Medical Essentials Diagnostics – Ms. Patel reported that Ms. Schiffer sent out an email to all her wellness contacts in January on the services offered by MED. Some towns have gotten an email directly from this company and may have already talked with them about their “Save a Life” campaign and services. They will come out and do a presentation for you and your staff. If you would like her to reach out to them on your behalf or if you would like more information on what they are all about, please just let her know. Their closest clinic is in Marlton NJ.

Targeting Wellness Newsletter – Reminder of the New Approach:

Ms. Patel stated that each quarter there will be a theme highlighted in the Newsletter. The theme will be based around one lifestyle change along with a few spotlights on leading comorbidities greatly affecting our employees’ quality of life as well as the cost/severity of the JIF workers compensation claims.

During the first month of the quarter, details will be shared around the selected lifestyle topic. In the two months that follow, handouts and/or resources will be shared, connecting back to the identified life style topic. Here are the planned themes for 2023:

- Quarter 1 – Nutrition
- Quarter 2 – Physical Activity/Movement
- Quarter 3 – Sleep
- Quarter 4 – Stress Management

The comorbidities highlighted in quarter one will be *Heart Disease (February)* and *Diabetes (March)*.

Lastly, Ms. Patel noted an article included with her report describes the signs and symptoms of a heart attack in both men and woman, since February is American Heart Month.

Ms. Patel 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)* for January 2023 and YTD.

	<i>January</i>	<i>YTD</i>
<i>Lost Time</i>	3	71
<i>Medical Only</i>	16	222
<i>Report Only</i>	14	200
<i># of New Claims Reported</i>	33	497
<i>Average Days Reported to QL</i>	4.2	9.7

Claims Report by Type

This report depicts the number of claims and average number of days to report a claim to Qual-Lynx by individual members YTD 2022.

Non-COVID Claims: 7.7 days
 COVID Claims: 49.7 days
 All Claims: 9.7 days

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report that depicts Transitional Duty use by town. The highlights for January YTD are as follows:

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	371
<i>Transitional Duty Days Worked</i>	243
<i>% of Transitional Duty Days Worked</i>	65%
<i>Transitional Duty Days Not Accommodated</i>	128
<i>% of Transitional Duty Days Not Accommodated</i>	35%
<i>\$ Saved by Accommodating</i>	\$16,314
<i>\$ Lost by NOT Accommodating</i>	\$16,627

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report that depicts the top provider services along with the number and amount of re-priced bills for January 2023.

PPO Penetration Rate	January
<i>Bill Count</i>	97
<i>Original Provider Charges</i>	\$352,760
<i>Re-priced Bill Amount</i>	\$102,478
<i>Savings</i>	\$250,282
<i>% of Savings</i>	71%

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 January 2023.

Managed Care Quick Notes

The report this month depicts scenarios when an injured employee should utilize the emergency room vs. urgent care facility. Ms. Beatty reviewed the report outlining the scenarios and cost associated with emergency room and urgent care visits. Ms. Beatty noted that the average costs are inclusive of emergency

room and urgent care visits in Atlantic, Burlington, and Gloucester, Salem and Cumberland Counties Municipal Joint Insurance Funds and pricing varies based on geographic locations.

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

TECHNOLOGY RISK SERVICES REPORT

Jerry Caruso of Wintsec Consulting, who has been appointed as the new Technology Risk Services Director for the ACM, BURLCO, and TRICO JIFs introduced himself and explained his role will be to help decrease members' exposure to Cyber Risk liability and threats. To that end, he explained the 3 P's: People, Property, and Process.

He explained in regards to *People*, this is the testing and training that the JIF provides through WIZER, in which he will be looking to assist with 100% participation by all members. He will also be working with the Town Managers to be sure we have updated lists of those employees who need to take the training. Mr. Caruso noted he will also be working to ensure the proper Whitelisting on all of the Domains, so proper network probing can be done without issues for the towns that are being tested.

In regards to *Property*, he noted that D2 will be performing Penetration testing once he has secured all of the IP addresses of the various towns, Police Departments, MUA's, etc.

Lastly in regards to *Process*, which means what towns are doing to help protect themselves from Cyber Risk. Mr. Caruso wants to see what precautions the towns are taking should an employee click on an email that could expose data, or stop production.

Mr. Caruso noted he will be visiting all of the member towns to review these items, and should you have any issues in the meantime, please don't hesitate to reach out to him.

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

TREASURER'S REPORT

Mr. Tontarski presented an overview of the Treasurer's Report for January 2023, a copy of which was provided to the membership in the agenda packet. Mr. Tontarski's reports are valued as of January 31, 2023 for Closed Fund Years 1991 to 2018, and Fund Years 2019, 2020, 2021 and 2022 and 2023.

Investment Interest

Interest received or accrued for the reporting period totaled \$42,034.37. This generated an average annual yield of 1.67%. However, after including an unrealized net gain of \$299,570.25 in the asset portfolio, the yield is adjusted to 13.55% for this period. The total overview of the asset portfolio for the fund shows a current market value of \$27,075,871.00 vs. the amount we have invested.

The Fund's asset portfolio with Wilmington Trust consists of one (1) obligation with a maturity less than one year.

The JCMF Portfolio has a current market value of \$24,560,006.24

Receipt Activity for the Period

	Month	YTD
--	-------	-----

Subrogation Receipts	\$5,168.05	\$5,168.05
Salvage	\$800.00	
Overpayment Reimbursement	\$0.00	
FY 2023 Premium Assessment Receipts	\$2,660,752.00	

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

All Member Balances are now combined in one report and shows that \$2,584.28 in interest has been applied to the existing balances as shown in the attached report totaling \$621,572.71 as of January 31, 2023.

Loss Run Payment Register for the Period – January 31, 2023

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 \$347,100.32. The claims detail shows 294 claims payments issued.

Cash Activity for the Period

Mr. Tontarski stated that during the reporting period the Fund’s “Cash Position” changed from an opening balance of \$29,557,513.93 to a closing balance of \$30,961,972.18 showing an increase in the fund of \$1,404,458.25

Bill List – February 2023

For the Executive Committee’s consideration, Mr. Tontarski presented the February 2023 Bill List in the amount of \$1,038,352.87, and the RMC Bill List in the amount \$286,936.00 of which were included in the agenda packet for approval.

Chair Sweeney entertained a motion to approve the January 2023 Loss Run Payment Register, the February 2023 Bill List and the RMC Bill List as presented.

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

Motion by Ms. Sperry, seconded by Mr. Hogate to approve the *January 2023 Loss Run Payment Register the January 2023 Bill List, and the RMC Bill List* as presented.

- ROLL CALL**
- Yeas:** Mark Gravinese, **Harrison Township**
 Majorie Sperry, **Quinton Township**
 Doug Hogate, **Elsinboro Township**
 Leo Selb, **Hopewell Township**
 Bob Diaz, *Secretary*, **South Harrison Township**
 Karen Sweeney, *Chair*, **Wenonah Borough**
 Jeff Celebre, **City of Vineland**
 - Nays:** None
 - Abstain:** None

All in favor. Motion carried by unanimous vote.

COMMITTEE REPORTS

Safety Committee Meeting Minutes – February 16, 2023

Mr. Celebre noted the Committee met on February 16, 2023 via Zoom and the detailed minutes are included in the agenda packet. He then highlighted the following:

Mr. Celebre noted the Committee discussed Regional Training and the dates, which will be announced shortly, and reviewed the Wellness Advisory Committee Meeting Minutes.

Mr. Celebre also noted the Safety Breakfast will be held on March 28, 2023 at Auletto's Caterers, Almonesson and an invite will be forthcoming, as well as information on the Safety Coordinators, Claims Coordinators and Wellness Coordinators Roundtable which will be done via Zoom sometime in Mid-April.

Lastly, he noted the next Safety Committee Meeting will be June 1, 2023 and will be in person.

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

MEL/RCF/EJIF/CYBER JIF Reports

Nothing to report this month.

MISCELLANEOUS BUSINESS

Resolution 2023-23 Amending Resolution 2022-44 and Authorizing the Fund Chair and Fund Secretary to Execute a One Year Contract with D2 to Provide External Network Vulnerability Scanning and External Network Penetrating Testing to the Members of the Gloucester, Salem & Cumberland Counties Municipal Joint Insurance Fund Effective January 1, 2023 at a Cost Not to Exceed \$125,140.00

Mr. Forlenza explained there was a need for a revised Resolution as he had inadvertently inserted the incorrect fees from his spreadsheet when creating the first Resolution.

Chair Sweeney entertained a motion to adopt Resolution 2023-23, as presented.

Motion by Ms. Sperry seconded by Mr. Hogate, to approve the motion as presented.

ROLL CALL	Yeas:	Mark Gravinese, Harrison Township Majorie Sperry, Quinton Township Doug Hogate, Elsinboro Township Leo Selb, Hopewell Township Bob Diaz, <i>Secretary</i> , South Harrison Township Karen Sweeney, <i>Chair</i> , Wenonah Borough Jeff Celebre, City of Vineland
	Nays:	None
	Abstain:	None

All in favor. Motion carried by unanimous vote.

Resolution 2023-24 Authorizing the Release of \$3,980.29 of the City of Woodbury's Share of the Aggregate Excess Loss Contingency Fund

Chair Sweeney entertained a motion to adopt Resolution 2023-24, as presented.

Motion by Ms. Sperry, seconded by Mr. Hogate to approve the motion as presented.

ROLL CALL	Yeas:	Mark Gravinese, Harrison Township Majorie Sperry, Quinton Township Doug Hogate, Elsinboro Township Leo Selb, Hopewell Township Bob Diaz, <i>Secretary</i> , South Harrison Township Karen Sweeney, <i>Chair</i> , Wenonah Borough Jeff Celebre, City of Vineland
------------------	--------------	---

Nays: None
Abstain: None

All in favor. Motion carried by unanimous vote.

NEXT MEETING

Chair Sweeney noted that the next meeting of the TRICO JIF will take place on **Monday, March 27, 2023 at 5:00 PM** via Zoom Conferencing.

PUBLIC COMMENT

Open Public Comment

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

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

Close Public Comment

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

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

APPROVE CLAIMS PAYMENTS

Chair Sweeney entertained a motion to approve the following PARs as reviewed and recommended by the Executive Claims Review Committee.

<i>Workers Compensation</i>	<i>Property</i>
2023293877	2023290691
2022262384	2023288655
2022274136	
2023291825	
2023289053	
2023292119	
202329270	

Motion by Ms. Sperry, seconded by Mr. Hogate, to approve Claims Payments, as presented

ROLL CALL *Yeas:* Mark Gravinese, **Harrison Township**
Majorie Sperry, **Quinton Township**
Doug Hogate, **Elsinboro Township**
Leo Selb, **Hopewell Township**
Bob Diaz, *Secretary*, **South Harrison Township**
Karen Sweeney, *Chair*, **Wenonah Borough**
Jeff Celebre, **City of Vineland**

Nays: None
Abstain: None

All in favor. Motion carried by unanimous vote.

APPROVE ABANDONING SUBROGATION

Secretary Diaz noted there were two (2) claim(s) reviewed for abandonment of subrogation attempt since the last meeting

2022258301

2022259151

Motion by Ms. Sperry, seconded by Mr. Hogate, to abandon subrogation on the claims presented.

ROLL CALL

<i>Yeas:</i>	Mark Gravinese, Harrison Township Majorie Sperry, Quinton Township Doug Hogate, Elsinboro Township Leo Selb, Hopewell Township Bob Diaz, <i>Secretary</i> , South Harrison Township Karen Sweeney, <i>Chair</i> , Wenonah Borough Jeff Celebre, City of Vineland
<i>Nays:</i>	None
<i>Abstain:</i>	None

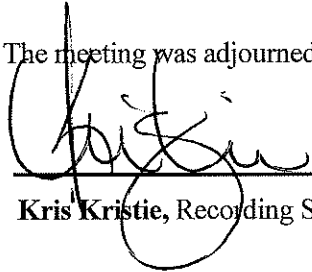
All in favor. Motion carried by unanimous vote.

MOTION TO ADJOURN

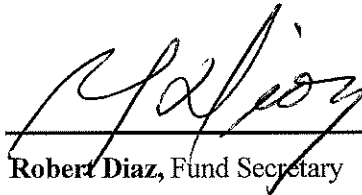
There being no further business, Chair Sweeney entertained a *Motion to Adjourn* the February 27, 2023 Executive Committee Meeting of the TRICO JIF.

Motion by Ms. Sperry, seconded by Mr. Hogate All in Favor. Motion carries.

The meeting was adjourned at 5:41 PM.



Kris Kristie, Recording Secretary for



Robert Diaz, Fund Secretary