

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

May 22, 2023 @ 5:00 pm

Via Zoom Conferencing

EXECUTIVE COMMITTEE MEETING

OPEN SESSION MINUTES

The meeting of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund (TRICOJIF) was held via Zoom conferencing on Monday, May 22, 2023 at 5:00 PM, prevailing time. Acting Chair Robert Diaz, **Township of South Harrison**, 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.**
Carolyn King-Sammons, **Elk Twp.**
Linda Gonzalez, **Fairfield Twp.**
Doug Hogate, **Elsinboro Twp.**
Barbara Freijomil, **Franklin Twp.**
Valerie Villano, *Alternate*, **Glassboro Borough**
Leo Selb, **Hopewell Twp.**
William Pine, **Logan Twp.**
Kevin Clour, **Lower Alloways Creek Twp.**
Luke Patrick, **Mannington Twp.**
Pat Mason, **Monroe Twp.**
Joy Gunn, **National Park Borough**
Harry Moore, **Oldmans Twp.**
Susan Jacabucci, **Paulsboro Borough**
Anjanette Scott, **Penns Grove Borough**
Dan Neu, **Pennsville Twp.**
Melissa Flacker, **Pilesgrove Twp.**
Michael Razze, **Pitman Borough**
Bob Diaz **South Harrison Twp.**
Mike Seery, *Alternate*, **Upper Pittsgrove Twp.**
Jena Dolbow, **Swedesboro Borough**
Colette Bachich, **Washington Twp.**
Lee Ann DeHart, **West Deptford**
Nicole O'Hara, **Westville Borough**
Cassidy Swanson, **Woodbury City**
Jane DiBella, **Woolwich Twp.**
Shannon Elton, **Woodbury Heights Borough**

Absent Fund Commissioners/Professionals were:

Lisa Jeffers, **Greenwich Twp.**
Mark Gravinese, **Harrison Twp.**
Jennica Bileci, **Mantua Twp.**
Majorie Sperry, **Quinton Twp.**
Brad Campbell, **Shiloh Borough**
Jeffre Celebre, **Vineland City**
Karen Sweeney, *Fund Chair*, **Wenonah Borough**

Also present were:

Paul A. Forlenza, MGA, Executive Director, *RPA, A Division of Gallagher*
Kamini Patel, MBA, CIC, CPCU, Deputy Executive Director, *RPA, A Division of Gallagher*
Scott DeWeese, Esquire, Fund Solicitor, *The DeWeese Law Firm, P.C.*
Rob Garish, Assistant Director of Public Sector, *J. A. Montgomery Risk Control*
Debby Schiffer, *Wellness Director*
Dominic Spaventa, Liability Supervisor, **Qual-Lynx**
Chris Roselli, Account Manager, *Qual-Lynx*
Karen Beatty, Client Services Manager, *QualCare*
Tom Tontarski, *Treasurer*
Chris Winter, *Law Enforcement Risk Service Director*
Jerry Caruso, *Technology Risk Services Director*

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

Assured Partners
Barclay Insurance
Cetti & Connell
Chesney-Stanton Insurance
E. H Sloan Insurance
Hardenbergh Insurance Group

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

Recording Secretary Kristie asked for a motion to move Robert Diaz, Township of South Harrison to Acting Chair in the absence of Karen Sweeney; Doug Hogate, Elsinboro Township, to Acting Secretary, and Ken Brown, Carneys Point, Stephanie McCaffrey, East Greenwich Township, and Kevin Clour, Lower Alloways Creek to the Executive Committee for voting purposes.

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

APPROVAL OF THE MINUTES – Executive Committee Meeting

Acting Chair Diaz presented the meeting minutes of the April 24, 2023 Executive Committee meeting for approval.

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

Acting Chair Diaz entertained a motion to approve the minutes of the April 24, 2023 Executive Committee meeting.

Motion by Mr. Hogate, seconded by Mr. Selb, to approve the minutes of the April 24, 2023 Executive Committee meeting. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Meeting

Acting Chair Diaz presented the meeting minutes of the April 24, 2023 Executive Claims Review Committee Meeting for approval.

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

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

Motion by Mr. Hogate, seconded by Mr. Selb to approve the meeting minutes of the April 24, 2023 Executive Claims Review Committee Meeting. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Closed Session

Acting Chair Diaz presented the Executive Claims Review Committee Closed Session meeting minutes of April 24, 2023 for approval.

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

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

Motion by Mr. Hogate, seconded by Mr. Selb to approve the Executive Claims Review Committee Closed Session meeting minutes of April 24, 2023 as presented.

The Executive Claims Review Committee Closed Session minutes of the March 27, 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 – May 22, 2023

Acting Chair Diaz reported that an Executive Claims Committee Meeting was held earlier today, in-person at 3:00 pm

The Committee reviewed seven (7) claims. Of the claims reviewed, there were six (6) Workers' Compensation, zero (0) General Liability, zero (0) Auto, and one (1) Property PARs recommended for approval of settlement or continuing defense.

There were six (6) claim(s) reviewed this month that had previously been approved by Vineland.

2022251848
2022267115
2021219787
2023296644
2019167797
2023291079

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

20222255129
2022255604

*MLT-2022246088
(2022246208)
(2022247919)
(2022246088)
2022261991*

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 Loss Ratio Snapshots as of March 31, 2023 have been uploaded in Origami and are now available. The reports include six (6) years of loss information including MEL, JIF and EPL/POL lines of coverage. He noted the format of these reports has been changed this year to show only total reserves, as too much detail listed in these reports would be sensitive and could be used in a way that is detrimental to the Fund. If you review your reports and have any questions, please do not hesitate to reach out to the adjuster listed on that claim or to his office.

Mr. Forlenza referenced a report showing the Certificates of Insurance issued for April, and asked that members please review for accuracy.

Mr. Forlenza noted the allowance reports for the OSB, Wellness, and EPL/Cyber Risk Management Budget balances are included in the agenda. Notices were emailed to all members on February 14, 2023, in one inclusive letter that noted your balances and how to collect the awards. The SIP Award notification was emailed to all members on April 5, 2023 which also which also included balances and how to collect your SIP award. He noted that all funds should either be claimed or encumbered by November 1, 2023, with encumbered funds needing to be claimed by February 1, 2024.

Mr. Forlenza referenced the Statutory Bond listing in the agenda, stating that many towns will see retirements June 30 so if you wish to secure a Bond for the new individual, please submit the application sooner than later as there is an Underwriting process that needs to be undertaken as the Bond is for the individual, not the position. He also noted those towns that are up for renewal effective January 1, 2024, will receive notice from the Fund Underwriters office that the statutory position that the MEL provides a Bond for will need to be re-underwritten. The MEL started this process a few years ago, noting that when a town is up for Renewal, the MEL will re-underwrite the renewing member's Statutory Bonds. Please watch for a notice coming directly from the Fund Underwriter regarding this process.

Mr. Forlenza reminded the members that Elected Officials Training is being conducted online through the MEL Safety Institute and will allow all Elected Officials to complete this training at their convenience and is approximately 30 minutes long. The MEL will reduce each member's 2023 MEL Assessment by \$250 for each municipal elected official who attends one of the training sessions, and will be applied to your 2nd Assessment Billing that you will be issued in July. This credit will also be extended to the member's CEO (i.e. Municipal Manager or Administrator) again this year. The total credit is limited to 5% of a member's 2023 MEL Assessment. An email including instructions on how to access this training was sent to all Fund Commissioners, Municipal Clerks, and Risk Management Consultants on or about February 24, 2023. Mr. Forlenza reminded the members that due to an update to the MSI platform, revised instructions on how to enroll and complete the training was sent to all members on May 9, 2023. In addition, the deadline to complete the training was extended to **May 31, 2023**. He asked that you please check with your Elected Officials to see if they have taken the trainings and that approximately once a week a report indicating who has completed the

Elected Officials Training is posted to the JIF website for your reference. If you have any questions, or need assistance with the training, please contact the MSI Helpline

Mr. Forlenza stated in regards to the EPL Compliance Status report, as everyone should be aware, we will be updating our Employee Practices Risk Management Program this year. An email was sent out from his office on May 17, 2023 in regards to the program specifics. Attached to that email was a memorandum the MEL previously issued that includes hyperlinks and information on how to access the updated model Policies and Procedures. There are a number of significant updates and changes. The hyperlinks will take you to a red-line version of the model Policies and Procedures as well as a full version. Also included in the email were several invitations including the Managers and Supervisors Training, which is a key component of compliance with the MEL program. This training will be offered as 12 separate sessions over the course of the next few months via Zoom and presented by Armando Riccio, Esq. Also included was an invite for the Police Command Staff Training sessions which will be in person during June, so please be sure to circulate that to your Police Departments so they can register. Lastly, the training module that is to be made available to all regular employees is not ready yet, but is anticipated to be available on the MEL MSI Website within the next few days. Once that is available, his office will send out memorandum on how to access that training directly for your employees, and even though they are not required to take this training, it is important you document the process in how you made this training available for your employees.

Mr. Forlenza noted that in regards to Financials Disclosure Filing, each Fund Commissioner has been assigned a unique PIN # for which to file for their position of Fund Commissioner with the JIF. Newly appointed Fund Commissioners receive their Filing PIN # from our office once we are notified of their appointment. Any newly appointed Fund Commissioner that has not yet received their PIN# from the Executive Director's office should contact Kris Kristie at Kristi_Kristie@rpadmin.com. An email was sent to all Fund Commissioners on April 17, 2023 along with LFN 2023-08 stating the Financial Annual Filing platform was open for filing and the deadline to file without penalty was April 30, 2023. Additional email reminders were sent to those whose status in our system indicated they had not filed on April 26 and again on April 28, 2023. If you have confirmation of your filing, please be sure to keep it should the Executive Directors office receive notice of non-filer status.

Lastly, Mr. Forlenza noted that beginning this month, a Representative from the Executive Director's office has started to contact those members up for renewal this year to schedule an appointment with the Fund Commissioner, Risk Management Consultant, and Representatives of the Governing Body. 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. Those members up for Renewal are: Deptford Township, East Greenwich Township, Fairfield Township, Glassboro Borough, Greenwich Township, Harrison Township, Mannington Township, Mantua Township, Monroe Township, Quinton Township, South Harrison Township, Swedesboro Borough, West Deptford Borough, and Woolwich Township.

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

SOLICITOR'S REPORT

Assignment of New Cases

Mr. DeWeese reported that there have been two (2) new case(s) assigned since the last meeting:

Hohsfield v. Township of Monore
Ross v. Township of Pennsville

Closed Cases

Mr. DeWeese noted that there were three (3) case(s) closed since the last meeting:

Failbisch v. Township of Franklin
Nissan Motor Acceptance Corp v Township of Monroe
Stone and Piorkowsky v Township of West Deptford

General Liability Files

Mr. DeWeese noted that there are **40** 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 \$2,291,300.16 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. He also noted when adding a person, please indicate, if any, current member you wish to have removed as well. Mr. DeWeese 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 asked if there were any questions. No questions were entertained.

SAFETY DIRECTOR'S REPORT

Mr. Garish stated that the Safety Director's Report begins on page 68. He stated that the report is self-explanatory.

Mr. Garish stated that the loss control services and bulletins sent are listed in his report. He reminded members that these are also on the TRICOJIF.org and MEL websites and can be viewed on the MEL mobile app. He stated that ALL MSI communications would be sent through the MEL app, which has been recently updated with friendlier features. He encouraged all members to download the MEL mobile app.

Mr. Garish stated that registration for the MEL Leadership Academy is June 1-22, 2023. Flyers can be found on the TRICOJIF website or contact Rob Garish directly.

Mr. Garish noted the new LMS (Learning Management System) has been updated by the new vendor BIS and is up and running. The training administrators are assigned to each member and are responsible to make sure all employees have access to the system. Each employee will be sent access links to this system for training. If you experience any issues, please contact J.A. Montgomery or BIS helpline directly.

Mr. Garish noted that the MSI Expo trainings are as follows: Excavation/Trenching/Shoring Training; Fast Track to Safety; Confined Space Entry; Flagger and Work Zone Safety; and Practical Leadership are scheduled for various dates. The session tomorrow, May 23, 2023, will be at Atlantic Cape Community College and on September 20th at the Camden County Emergency Training Center (flyers on JIF and MEL websites). He also noted that Summer Seasonal Training for Supervisors was just scheduled for June 8, 2023 at Ocean City Library.

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

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses

Mr. Roselli reported that the *Lessons Learned from Losses* this month focuses on Preventing Heat Related Illness. He gave suggestions on how to prevent heat illness at work. Mr. Roselli also directed the Committee to the Summer Heat Safety bulletin that is available on the MEL Safety Institute (MSI).

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

LAW ENFORCEMENT LIABILITY CONSULTANT REPORT

Mr. Winter noted his report was included in the agenda packet and highlighted the following: Mr. Winter noted that policy and procedure requests have been received. He stated that a few chiefs are retiring so Mr. Winter will be meeting with the new incoming chiefs and then additional visits in September.

Mr. Winter also stated that he will hold a report writing class on July 12, 2023 at Cape May County Police Academy and notices will be sent this week. He is also coordinating with Dr. Kelly and another individual to develop advanced resiliency training; more information will be released shortly.

Mr. Winter stated that LE Bulletin 23-03 on Acenda Inc. Mental Health Service Provider was released in April. They have developed a police exchange program to provide joint participation in the Cooperative Outreach Police Exchange (COPE). Three (3) Police Departments in Gloucester County are participating in the pilot program for this. Mr. Winter outlined recommendations for participating in this program.

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

WELLNESS DIRECTOR'S REPORT

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

Ms. Schiffer met with five (5) municipalities in April, and has six (6) towns lined up for May to date, as well as planned visits in July. Ms. Schiffer referenced a Visits Report she provides to the Executive Directors office each month. She noted her objective is to work with each town early in 2023 and to lay out a plan for utilizing wellness fund to support initiatives and activities that will span throughout the entire year in order to avoid the end-of-year, one-item purchases. She continues to share ideas with all of her Wellness Coordinators on what different towns are doing in hopes it will help generate their own ideas.

Ms. Schiffer noted the Wellness Advisory Committee met on May 16 at 9:30 AM via Zoom and the minutes will be drafted and shared for approval at the upcoming Safety Committee meeting in June. Once approved, they will be included in the next agenda packet.

Ms. Schiffer reviewed *Medical Essentials Diagnostics (MED)* noting she shared this information with many towns upon her visits during Safety Committee Meetings or with wellness coordinators. Some towns have scheduled an onsite visit from MED to share this information with either department heads or wellness committee members. 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 reach out to Ms. Schiffer. Their closest clinic is in Marlton NJ.

Department of Addiction with Cooper Health Systems – A representative will conduct a presentation on Addictions – defining, types, stigma, and treatments. In addition, they offer educational materials, resources

and slide pdf. If you are interested in learning more, please reach out to Ms. Schiffer. There is a fee but it would be a wonderful use of your Wellness Funds.

Other resources available: Reiki, chair yoga, meditation, nutrition, hypnotherapy, therapy for joint pain

In regards to Ms. Schiffer noted Dr. Elias’s Transformational Leadership Group Coaching Program for Law Enforcement still has some spots left from the original pilot testing. She is working with Dr. Elias to get these spots filled and will provide an update as it becomes available.

Lastly, Ms. Schiffer noted this quarters Newsletter theme will be focusing on Exercise and Physical activity, so please print out and distribute her newsletter to all employees. The comorbidities to be highlighted next quarter will be Hypertension and Cholesterol.

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)* for April 2023 and YTD.

	<i>April</i>	<i>YTD</i>
<i>Lost Time</i>	<i>1</i>	<i>17</i>
<i>Medical Only</i>	<i>18</i>	<i>86</i>
<i>Report Only</i>	<i>19</i>	<i>76</i>
<i># of New Claims Reported</i>	<i>38</i>	<i>180</i>
<i>Average Days Reported to QL</i>	<i>3.4</i>	<i>7.7</i>

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 2023.

Non-COVID Claims: 13.6 days
 COVID Claims: 302 days
 All Claims: 13.3 days

Transitional Duty Report

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

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	<i>1,440</i>
<i>Transitional Duty Days Worked</i>	<i>879</i>

<i>% of Transitional Duty Days Worked</i>	<i>61%</i>
<i>Transitional Duty Days Not Accommodated</i>	<i>561</i>
<i>% of Transitional Duty Days Not Accommodated</i>	<i>39%</i>
<i>\$ Saved by Accommodating</i>	<i>\$83,316</i>
<i>\$ Lost by NOT Accommodating</i>	<i>\$72,865</i>

Ms. Beatty also provided a report which gave examples of Transitional Duty Assignments by departments.

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 April 2023.

PPO Penetration Rate	April
<i>Bill Count</i>	<i>220</i>
<i>Original Provider Charges</i>	<i>\$297,888</i>
<i>Re-priced Bill Amount</i>	<i>\$106,183</i>
<i>Savings</i>	<i>\$191,705</i>
<i>% of Savings</i>	<i>64%</i>

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 April 2023.

Prescription Benefit Report: This report depicts the first quarter statistics for the Prescription Benefit Management Program. Ms. Beatty reviewed the report with the committee outlining the first quarter’s total script count, utilizing patients count, opioid cost percentage, opioid script percentage, generic utilization percentage, cost per patient and cost per script.

Managed Care Quick Notes: Ms. Beatty reminded the members of the Managed Care “quick notes”. She then reviewed an example where the claimant had no comorbidities, however, he had previous surgery that made recovery take longer.

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

TECHNOLOGY RISK SERVICES REPORT

Mr. Caruso referenced his reports included in the agenda, noting this would be his new reporting format and will consist of an executive summary of the past months work as well as the plans for the following month. He noted it is broken down into several sections, including the WIZER testing and phishing. He noted there were a few towns who had clicked on the phishing emails, so please be aware.

In regards to the vulnerability and penetration testing there are still a few towns who have not submitted their KYC, so he will be working with them to obtain. He also noted there is a MEL Cyber JIF Framework status report, which depicts the minimum and advanced security levels that the TRICO JIF will need to meet in 2024 for our Cyber Liability Insurance. He noted if you do not meet even the minimal standards, you will have a very high deductible and co-insurance.

Mr. Caruso noted a tracking system using Artificial Intelligence was created to send out email reminders, the purpose of which is to help him track members compliance documentation so it could be handled off-line by others so he can be out meeting with the towns to review their cyber security framework. He noted all members should have received the spreadsheet and the information to complete it. He noted several members thought this email was a phishing attempt and ignored it, so next week you will receive a reminder to complete this process from the same AI.

Lastly, Mr. Caruso noted a bulletin included in the agenda which explained why, effective February 6, 2023 the NDAA and the SEA have outlawed certain broadband capable telecommunication and video surveillance equipment manufactured by certain companies, as this particular equipment are more easily used as a “back door” by hackers to enter larger networks or obtain user data. Mr. Caruso asked that everyone please review the memo, and should you have any equipment that is manufactured by these companies, to please consider changing it out as soon as possible.

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 March 2023, a copy of which was provided to the membership in the agenda packet. Mr. Tontarski’s reports are valued as of March 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 \$70,774.48. This generated an average annual yield of 2.71%. However, after including an unrealized net gain of \$14,110.25 in the asset portfolio, the yield is adjusted to 3.25% for this period. The total overview of the asset portfolio for the fund shows a current market value of \$27,272,774.46 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 \$24,758,011.05

Receipt Activity for the Period

	Month	YTD
Subrogation Receipts	\$43,433.58	\$192,528.39
Salvage	\$0.00	
Overpayment Reimbursement	\$677.01	

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

All Member Balances are now combined in one report and shows that \$1,217.34 in interest has been applied to the existing balances as shown in the attached report totaling \$540,217.52 at months end.

She noted in regards to the Elected Officials Trainings and the issues with the new platform being shut down for 10 days, they have extended the deadline to May 31, 2023, so please be sure your Elected Officials have taken the training so you received the credit towards your assessment.

Lastly, Ms. Miller noted there was a lengthy discussion in regards to the Fund Professional Evaluations and how they are carried out. She noted it is very important to follow the current process in place and complete the evaluations. This may need to be completed by holding an additional meeting per committee if it is felt it is needed in order to have the evaluations completed.

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

Acting Chair Diaz entertained a *Motion to Approve the Revised Strategic Planning Committee Charter* as presented in the agenda.

Motion by Mr. Hogate, seconded by Mr. Selb to approve the Motion as presented. All in Favor.
Motion carried.

Acting Chair Diaz entertained a *Motion to Approve Sub-Committee Meeting Quorums Policy* as presented in the agenda.

Motion by Mr. Hogate, seconded by Mr. Selb to approve the Motion as presented. All in Favor.
Motion carried.

MEL/RCF/EJIF/CYBER JIF Reports

Mr. Razze reported the MEL and RCF held a special meeting on May 8, 2023 and the reports are included in the agenda and are self-explanatory noting the reports cover items discussed at those meetings.

The meeting was held to consider supplemental assessments for Workers Compensation losses over different Fund Years and included in the report were the tables from the MEL and the RCF and the amount of those assessments for the TRICO JIF.

Mr. Razze noted the Cyber JIF also met on May 8, 2023; however, a report is not available at this time. She noted the Cyber JIF has been wrestling with the issue of awarding a contract for Employee Cyber Hygiene Training, the phishing exercises, as well as the external network scanning. He noted these are all services the TRICOJIF has been offering to its members for several years, but there are a number of Joint Insurance Funds that do not provide any of these services to their members. The idea of the Cyber JIF was to make these services available to all JIFs at discounted pricing, but they have been having a very difficult time getting this done. Mr. Razze noted at their special meeting they rejected all of the proposals they received and are stepping back to look at how they are going to re-write the RFP so they can issue them and provide these services to those JIFs that are not currently providing these services to their members.

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

Lastly, Mr. Razze referenced a paragraph in the MEL Report that indicated Mr. Miola has been hired by the MEL as a Marketing Consultant for Southern New Jersey, so you might see him at an upcoming renewal visit.

MISCELLANEOUS BUSINESS

Acting Chair Diaz entertained a *Motion to Authorize the Executive Director's Office to Prepare, Advertise, and Receive Requests for Qualifications for the Position of Fund Auditor, Actuary, Wellness Director, and Administrative Consultant.*

Acting Chair Diaz entertained a motion to open the meeting to the public.

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

Close Public Comment

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

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

APPROVE CLAIMS PAYMENTS

Acting Chair Diaz 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>
2023281080	2023301823
2022247312	
2023300380	
2023296112	
2022267509	
2020208056	

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

ROLL CALL *Yeas:* Doug Hogate, *Acting Secretary, Elsinboro Township*
 Leo Selb, **Hopewell Township**
 Bob Diaz, *Acting Chair, South Harrison Township*
 Ken Brown, **Carneys Point**
 Stephanie McCaffrey, **East Greenwich Township**
 Kevin Clour, **Lower Alloways Creek**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

APPROVE ABANDONING SUBROGATION

Secretary Diaz noted there were four (4) claim(s) reviewed for abandonment of subrogation attempt since the last meeting:

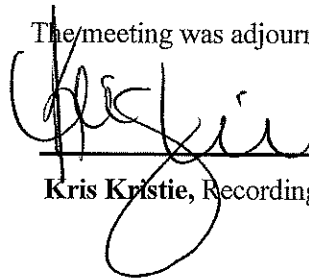
20222255129
 2022255604
 MLT-2022246088
 (2022246208)
 (2022247919)
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MOTION TO ADJOURN

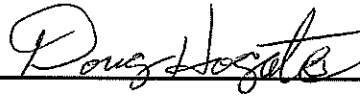
There being no further business, Acting Chair Diaz entertained a *Motion to Adjourn* the May 22, 2023 Executive Committee Meeting of the TRICO JIF.

Motion by Mr. Hogate, seconded by Mr. Selb All in Favor. Motion carries.

The meeting was adjourned at 6:06 PM.



Kris Kristie, Recording Secretary for



Doug Hogate, Acting Fund Secretary