

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

October 23, 2023 @ 5:00 pm

Gloucester County Library, Mullica Hill

EXECUTIVE COMMITTEE MEETING

OPEN SESSION MINUTES

The meeting of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund (TRICOJIF) was held at the Gloucester County Library, Mullica Hill on Monday, October 23, 2023 at 5:00 PM, prevailing time. Chair Karen Sweeney, Township of Wenonah, presiding. The meeting was called to order at 5:00 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**
Colleen Emmons, **Deptford Twp.**
Debbie Pine, *Alternate*, **Elk Twp.**
Doug Hogate, **Elsinboro Twp.**
Linda Gonzalez, **Fairfield Twp.**
Barbara Freijomil, **Franklin Twp.**
Lisa Jeffers, **Greenwich Twp.**
Dennis Chambers, **Harrison Township**
William Pine, **Logan Twp.**
Kevin Clour, **Lower Alloways Creek Twp.**
Jennica Bileci, **Mantua Twp.**
Harry Moore, **Oldmans Twp.**
Dan Neu, **Pennsville Twp.**
Melissa Flacker, **Pilesgrove Twp.**
Sandy McCafferty, *Alternate*, **Pitman Borough**
Majorie Sperry, **Quinton Twp.**
Bob Diaz, **South Harrison Twp.**
Jena Dolbow, **Swedesboro Borough**
Jeff Celebre **Vineland City**
Colette Bachich, **Washington Twp.**
Karen Sweeney, **Wenonah Borough**
Lee Ann DeHart, **West Deptford**
Nicole O'Hara, **Westville Borough**

Absent Fund Commissioners/Professionals were:

Stephanie McCaffrey, **East Greenwich Twp.**
Clark Pierpont, **Glassboro Borough**
John Hitchner, **Hopewell Twp.**
Luke Patrick, **Mannington Twp.**
Pat Mason, **Monroe Twp.**
Joy Gunn, **National Park Borough**
Susan Jacabucci, **Paulsboro Borough**
Anjanette Scott, **Penns Grove Borough**
Brad Campbell, **Shiloh Borough**
Jack Cimprich, **Upper Pittsgrove Twp.**

Cassidy Swanson, **Woodbury City**
Shannon Elton, **Woodbury Heights Borough**
Jane DiBella, **Woolwich Twp.**
Karen Beatty, Client Services Manager, *QualCare*

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 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*
Chris Roselli, Account Manager, *Qual-Lynx*
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 and others:

Connor Strong & Buckelew
E. H Sloan Insurance
Kathy Schools, *Alternate*, Harrison Township

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

Election of a New Executive Committee Member to Replace Mark Gravinese for the remainder of the 2023 Fund Year

Chair Sweeney ask for a Motion to nominate Ken Brown, Carneys Point, as a member of the Executive Committee for the remainder of the 2023 Fund Year.

Motion by Mr. Hogate, seconded by Mr. Diaz to nominate Ken Brown as presented

ROLL CALL *Yeas:* Sue Miller, **Clayton Borough**
Colleen Emmons, **Deptford Twp.**
Debbie Pine, *Alternate*, **Elk Twp.**
Doug Hogate, **Elsinboro Twp.**
Linda Gonzalez, **Fairfield Twp.**
Barbara Freijomil, **Franklin Twp.**
Lisa Jeffers, **Greenwich Twp.**
Dennis Chambers, **Harrison Township**
William Pine, **Logan Twp.**
Kevin Clour, **Lower Alloways Creek Twp.**
Jennica Bileci, **Mantua Twp.**
Harry Moore, **Oldmans Twp.**
Dan Neu, **Pennsville Twp.**
Melissa Flacker, **Pilesgrove Twp.**
Sandy McCafferty, *Alternate*, **Pitman Borough**
Majorie Sperry, **Quinton Twp.**
Bob Diaz, **South Harrison Twp.**
Jena Dolbow, **Swedesboro Borough**
Jeff Celebre **Vineland City**
Colette Bachich, **Washington Twp.**
Karen Sweeney, **Wenonah Borough**
Lee Ann DeHart, **West Deptford**
Nicole O’Hara, **Westville Borough**

Nays: None

Abstain: None

Resolution 2023-34 Electing a Member of the Executive Committee

Chair Sweeney entertained a motion to adopt Resolution 2023-34, Electing a Member of the Executive Committee.

Motion by Mr. Hogate, seconded by Mr. Diaz to approve Resolution 2023-34 as presented

ROLL CALL

Yeas: Majorie Sperry, **Quinton Township**
Doug Hogate, **Elsinboro Township**
Colette Bachich, **Washington Township**
Jeff Celebre, **City of Vineland**
Bob Diaz, *Fund Secretary*, **South Harrison Township**
Karen Sweeney, *Fund Chair*, **Wenonah Township**
Ken Brown, **Carneys Point**

Nays: None

Abstain: None

All in favor. Motion carried by majority vote.

Resolution 2023-35 Confirming an Executive Committee for the Remainder of the 2023 Fund Year

Chair Sweeney entertained a motion to adopt Resolution 2023-35, Confirming an Executive Committee for the Remainder of the 2023 Fund Year

Motion by Mr. Hogate, seconded by Mr. Daiz to approve Resolution 2023-35 as presented

ROLL CALL

Yeas: Majorie Sperry, **Quinton Township**
Doug Hogate, **Elsinboro Township**
Colette Bachich, **Washington Township**
Jeff Celebre, **City of Vineland**
Bob Diaz, *Fund Secretary*, **South Harrison Township**
Karen Sweeney, *Fund Chair*, **Wenonah Township**
Ken Brown, **Carneys Point**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

APPROVAL OF THE MINUTES – Executive Committee Meeting

Chair Sweeney presented the meeting minutes of the September 25, 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 September 25, 2023 Executive Committee meeting.

Motion by Mr. Hogate, seconded by Mr. Diaz, to approve the minutes of the September 25, 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 September 25, 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 Mr. Hogate, seconded by Mr. Diaz to approve the meeting minutes of the September 25, 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 September 25, 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 Mr. Hogate seconded by Mr. Diaz to approve the Executive Claims Review Committee Closed Session meeting minutes of September 25, 2023 as presented.

The Executive Claims Review Committee Closed Session minutes of September 25, 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 – October 23, 2023

Chair Sweeney reported that an Executive Claims Committee Meeting was held on Monday, October 23, 2023 at the Gloucester County Library, Mullica Hill at 3:30pm

The Committee reviewed six (6) claims. Of the claims reviewed, there were two (2) Workers' Compensation, zero (0) General Liability, one (1) Auto, and three (3) Property PARs recommended for approval of settlement or continuing defense.

There were seven (7) Vineland claim(s) reviewed for September that had previously been approved by Vineland.

2022276831
2023303032
2024312207
2020189070
2023282121
2024311702
2021217342

There were zero (0) claim(s) reviewed for abandonment of subrogation attempts for September

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 that the certificates of insurance issued in the last month are included in the agenda. He asked members to review and please make sure that these were requested by your municipality and issued properly. Please reach out to Ed Cooney at the Underwriter’s office if there are any questions.

Mr. Forlenza stated that SIP, OSB, Wellness and EPL/Cyber balances for 2023 are listed in the agenda. Please do not wait until the end of the year to submit reimbursement requests. Please submit documentation to claim or encumber the funds no later than November 1, 2023. All encumbered funds must be claimed by February 1, 2024.

Mr. Forlenza asked the members to review the list of statutory bonds included in the agenda packet. Please direct any changes to Jonathon Tavares/Rachel Perry at the Underwriter’s office. He asked the members to review the checklists on pages 83-85.

Mr. Forlenza reminded members that the MEL’s 2024-2025 EPL Risk Management Program was released on May 17, 2023 and is due November 1, 2023. Only a handful of members have submitted the required checklist. He noted that the Police Command Staff and Managers and Supervisor’s Training has concluded for the year. All CEU certificates for the Managers and Supervisor’s training have been issued with the exception of October 11, 2023, which will be out shortly. He stated that the list of employees that completed the training could be found on the JIF website; half way down on right hand side denoted as “sign in sheets”. He also stated that some other JIFs are still holding some Managers and Supervisor’s Training. If you have not completed this yet, please reach out to our office for more information.

Mr. Forlenza stated that once the Elected Officials training information is available, it would be sent to all members.

Mr. Forlenza reminded members that on or about September 29, 2023 the model RFQ for Risk Management Services was sent to all Fund Commissioners, Clerks and Risk Managers. If you have any questions, please contact Tracy Forlenza in our office.

Mr. Forlenza stated that on or about October 10, 2023, a memo, sample copies of the JIF Risk Manager Consultant Resolutions, and Agreements were sent to all Risk Managers. He noted that his office must receive executed agreements and resolutions before payments to the Risk Managers can be issued. Please contact our office with questions.

Mr. Forlenza stated that the 3rd quarter attendance is included in the agenda. He asked members to review and please reach out to his office if you feel there is an error.

Mr. Forlenza stated his office had a virtual meeting with DOBI, pursuant to their request, to discuss the Fund’s request to release \$1.6 million in surplus. The Finance Committee has met, and believes that all the concerns highlighted by DOBI are addressed in the Fund’s current process.

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:

Sanchez (a minor) v. City of Vineland

Assignment of Closed Cases

Mr. DeWeese reported that there have been three (3) closed case(s) assigned since the last meeting:

*Griess v. Township of Franklin
Clerici v. Township of West Deptford*

*Hahn AKA Marshall v. Township of Monroe***General Liability Files**

Mr. DeWeese noted that there are **42** active General Liability files, 14 of which are Police Civil Rights cases. He stated 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 \$2,097,671.71 of potential recoveries on 74 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 be sure that who you want to have access to the Helpline are listed on this report, as calls can only be fielded from those on the list. He reminded the members that they could 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 whom you would like appointed as the contacts are actually appointed. Please remember appointments can only be made via Resolution to the Executive Directors office. He noted that 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 is included in the agenda and is self-explanatory, noting his report covers activities for both July and August. He then highlighted the following:

Mr. Garish noted his report included a list of the Safety Director Bulletins and Safety Announcements, including Law Enforcement messages issued during the month via the NJ MEL App and Loss Control Services, as well as the MSI Now, MSI Live, and DVD Services.

In regards to towns that utilize Crossing Guards, please be sure to reference the updated resources on the MEL website, and if you have any questions, please do not hesitate to reach out to his office.

Mr. Garish noted 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.

Lastly, Mr. Garish stated that there are quite a few festivals and special events going on this time of year, so please be sure to correspond with your RMC to acquire the necessary Certificate of Insurance as well as Facility Use Agreements. There are bulletins as well as a Special Events Handbook online, so please reference those, or reach out to his office with any questions or concerns

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

CLAIMS ADMINISTRATOR'S REPORT***Lessons Learned from Losses***

Mr. Roselli reviewed the Lessons Learned from Losses this month that emphasized one of the most common causes of employee injuries are attributed to improper lifting or moving something. She noted by utilizing proper techniques, such as taking a moment to assess the best approach or seeking assistance, the number and severity of these claims could be significantly reduced. She stated employees are encouraged to follow the "S.M.A.R.T." lifting techniques.

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, which included activities for September, which was included in the agenda noting it is mostly self-explanatory, and highlighted the following.

Mr. Winter noted that Policy and Procedure requests have been received and will be forwarded to requesting agencies that will contain current L/E best practices, NJ AG Guidelines and L/E Accreditation requirements.

Mr. Winter noted he had recent agency visits with one (1) member Police Department. These visits were provided to discuss agency concerns, trends, Accreditation assistance and other requests. L/E RM services were outlined and provided to Chiefs and Command members present. Police agency's with Command changes will be a priority and visited as well. Agency visits are ongoing and being scheduled at this time to continue to build relationships with the Law Enforcement agencies within the TRICO JIF. Mr. Winter stated Activity Reports would be forwarded to the FUND Commissioners upon completion.

Mr. Winter noted that a Report Writing Class had been cancelled due to low registrations; however, Officers that registered had been included in the ACM Training date of 10/25/23.

Mr. Winter noted in regards to the TRICOJIF Law Enforcement Committee, a L/E Committee is being formulated with three (3) Police Chiefs to represent (JIF) police agencies in Gloucester, Salem and Cumberland counties. He will meet with them on a quarterly basis virtually to discuss loss trend concerns, training, policy and procedure assistance, L/E Accreditation guidance etc. This is being developed to maintain an ongoing forum throughout the year as an extension of the County Chiefs Association, to identify areas as previously mentioned and to reduce potential risks. The concept has been well received when discussed with Chiefs. Chiefs from Clayton, East Greenwich, and Mantua PD's have agreed to be a representative to date.

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 and includes activities and planned events for October, highlighting the following items, and referenced some well-being initiatives and activities that towns have currently done, or have planned to do.

Ms. Schiffer reviewed some wellness ideas and initiatives in hopes that towns will consider some of these ideas to utilize their funds which included ideas for Fall such as Holiday cook-offs, healthy holiday desserts, Wellness Day offerings including flu shots and Blood Pressure screenings; fun holiday resiliency challenges as well as Maintain Don't Gain challenges.

Ms. Schiffer noted this quarter's theme is all about reducing Stress. The newsletter will be distributed sometime in October followed by handouts in November and December on how stress affects specific conditions (TBD). Since stress can be at a heightened state as we progress towards the holidays, offering some type of Stress Management initiative at your municipality is highly recommended. Please reach out to her if you need ideas or if you would like her to present (or set up a speaker) on this subject.

Ms. Schiffer reminded the members that any remaining Wellness Funds must be used or encumbered by November 1, 2023, so please reach out to her with any questions.

Ms. Schiffer noted the Wellness Advisory Committee met on September 19, 2023 and the minutes have been approved by the Safety Committee and are included in the agenda for your reference.

Lastly, in regards to Dr. Elias’ Program –Leadership Group Coaching: Crisis Response and Transformational Leadership, Dr. Elias has reached out to 17 Chiefs provided by Keith Hummel. It has been a challenge to get commitment. It was reported that those who attended last year would like to send more of their officers, which is great; however, we still have nine paid spots to fill as the next Cohort starts at the end of October. Please encourage your Chief to reach out to her or Keith if you have an officer interested in trying out this program.

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

MANAGED HEALTH CARE REPORT

Mr. Roselli noted he had included the September reports in the agenda and highlighted the following:

Lost Time v. Medical Only Cases

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

	<i>September</i>	<i>YTD</i>
<i>Lost Time</i>	<i>0</i>	<i>40</i>
<i>Medical Only</i>	<i>12</i>	<i>173</i>
<i>Report Only</i>	<i>8</i>	<i>147</i>
<i># of New Claims Reported</i>	<i>20</i>	<i>362</i>
<i>Average Days Reported to QL</i>	<i>3.1</i>	<i>5.2</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.

All Claims: 9.7 days
 Non-COVID Claims: 8.1 days
 COVID Claims: 73.4 days

Transitional Duty Report

Mr. Roselli presented the Transitional Duty Report that depicts Transitional Duty use by town. The highlights for September YTD are as follows:

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	<i>3,652</i>
<i>Transitional Duty Days Worked</i>	<i>2,388</i>
<i>% of Transitional Duty Days Worked</i>	<i>65%</i>
<i>Transitional Duty Days Not Accommodated</i>	<i>1,264</i>
<i>% of Transitional Duty Days Not Accommodated</i>	<i>35%</i>
<i>\$ Saved by Accommodating</i>	<i>\$242,714</i>
<i>\$ Lost by NOT Accommodating</i>	<i>\$158,606</i>

Mr. Roselli also presented a report that depicts examples of transitional duty assignments that can be utilized for injured employees who are released by the attending physician to return to work in a limited capacity.

PPO Penetration Report:

Mr. Roselli presented the PPO Penetration Report that depicts the top provider services along with the number and amount of re-priced bills for September 2023.

PPO Penetration Rate	September
<i>Bill Count</i>	281
<i>Original Provider Charges</i>	\$405,403
<i>Re-priced Bill Amount</i>	\$163,266
<i>Savings</i>	\$242,137
<i>% of Savings</i>	60%

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 the month, along with how many cases were re-opened for the current month. The attached report depicts the information for September 2023.

Managed Care Quick Notes: This month's report depicted a claim scenario where the entire Qual-Lynx team worked together to obtain the best possible outcome for the Claimant and JIF. In this particular scenario, the claimant refused an urgent surgery despite being recommended by two neurosurgeons. Qual-Lynx has requested that the neurosurgeons provide a written document outlining the warning disclosed to the claimant and any potential work restrictions should the claimant continue to refuse surgery.

Mr. Roselli 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 that the vulnerability and penetration statuses would be removed from the agenda and the website so bad actors cannot use this to find any potential vulnerable members. Mr. Caruso stated he will bring these reports to meetings and anyone can email him for status.

In regards to the vulnerability and penetration testing, the TRICO JIF is at 100% for those towns participating. He also noted there is a MEL Cyber JIF Framework status report, which depicts the minimum and advanced security levels that the TRICO JIF members will need to meet in 2024 for our Cyber Liability Insurance. He noted if you do not meet even the minimal standards, you would have a very high deductible and co-insurance. He noted there has also been posted a FAQ page, which handles the questions most received to date, and the answers to most of these questions come directly from the Fund Underwriter. A link has been set up on the www.tricojif.com website for our reference.

Mr. Caruso reported new Wizer Hygiene Training sessions were started in July and that some members already have a 100% completion rate. He noted of the 2,140 invited users, 1,683 have started the training, with 1,666 or 77.85% that have completed the training.

Mr. Caruso stated that now that he has all of the confirmations of receipt of the Tier documentation, he would turn his attention on proper completion of these forms so that each of you will have a realistic understanding of your deductible in the unfortunate case that you have a cyber-loss. Remember, this is very important, there can be no "NO" answers on these questionnaires. They are all REQUIREMENTS for your deductible reduction. If you have any questions about a particular requirement, you can refer them to him. He also noted that your eligibility for reduced deductibles would be determined at the time of a loss, not when you turn in your form.

Lastly, Mr. Caruso reported this month's bulletin addresses the importance of vulnerability and penetration testing to local government networks. He encouraged members to read this information.

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 the period ending September 30, 2023, a copy of which was provided to the membership in the agenda packet. Mr. Tontarski’s reports are valued as of September 30, 2023 for Closed Fund Years 1991 to 2018, and Fund Years 2019, 2020, 2021, 2022, and 2023.

Investment Interest

Interest received or accrued for the reporting period totaled \$83,093.17. This generated an average annual yield of 2.86%. However, after including an unrealized net loss of \$173,765.65 in the asset portfolio, the yield is adjusted to -3.12% for this period. The total overview of the asset portfolio for the fund shows a current market value of \$27,112,390.38 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 JCFI Portfolio has a current market value of \$24,580,987.75

Receipt Activity for the Period

	Month	YTD
Subrogation Receipts	\$71,621.54	\$415,983.30
Salvage	\$0.00	
Overpayment Reimbursement	\$555.21	
FY 2023 2 nd Installment Premium Receipts	\$227,307.77	

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

All Member Balances are now combined in one report and shows that \$1,298.08 in interest has been applied to the existing balances as shown in the attached report totaling \$546,161.48 at months end.

Loss Run Payment Register for the Period – September 30, 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 \$533,835.22. The claims detail shows 604 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 \$35,068,257.60 to a closing balance of \$34,574,710.02 showing a decrease in the fund of \$493,547.58

Bill List – October 2023

For the Executive Committee’s consideration, Mr. Tontarski presented the October 2023 Bill List in the amount of \$207,185.11, which was included in the agenda packet.

Chair Sweeney entertained a motion to approve September 2023 Loss Run Payment Register and the October Bill List in the amount of \$207,185.11, 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 *September Loss Run Payment Register and the October 2023 Bill List* as presented.

ROLL CALL

Yeas:

- Marjorie Sperry, **Quinton Township**
- Doug Hogate, **Elsinboro Township**
- Colette Bachich, **Washington Township**

Jeff Celebre, **Vineland City**
Bob Diaz, South **Harrison Township**
Karen Sweeney, **Wenonah Borough**
Ken Brown, **Carneys Point**

Nays: None
Abstain: None

All in favor. Motion carried by unanimous vote.

COMMITTEE REPORTS

Safety Committee Report-September 6, 2023

Mr. Celebre reported the Finance Committee met on October 5, 2023 via Zoom conferencing. The minutes are self-explanatory and were included in the agenda packet. He then highlighted the following from the meeting noting discussion took place in regards to a revised Wellness program; easier ways to get towns to utilize their Safety Incentive monies, and holding the Safety Breakfast at Auletto Caterers with the roundtables held again via Zoom.

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

MEL/RCF/EJIF/CYBER JIF Reports – September 15, 2023

Mr. Forlenza stated the MEL, RCF and EJIF reports were included in the agenda packet, were self-explanatory, and asked the members to review the letter to DOBI that was also included in the agenda. He noted the letter was from David Grubb, Executive Director of the MEL, to the Department of Banking and Insurance, outlines quite a few issues that the MEL is facing, as well as the JIFs, in regards to local government insurance issues.

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

MISCELLANEOUS BUSINESS

NEXT MEETING

Chair Sweeney noted that the next meeting of the TRICO JIF will take place on **Monday, November 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 Mr. Hogate, seconded by Ms. Bachich 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>Auto Liability</i>	<i>Property</i>
2023300380	2020191041	2023306672
2024311160		2024312181
		2020197911

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

ROLL CALL

Yeas: Marjorie Sperry, **Quinton Township**
 Doug Hogate, **Elsinboro Township**
 Colette Bachich, **Washington Township**
 Jeff Celebre, **Vineland City**
 Bob Diaz, South **Harrison Township**
 Karen Sweeney, **Wenonah Borough**
 Ken Brown, **Carneys Point**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

APPROVE ABANDONING SUBROGATION

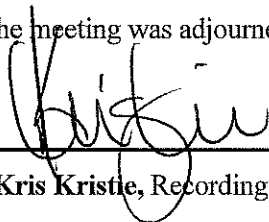
Chair Sweeney noted there were zero (0) claim(s) reviewed for abandonment of subrogation attempt since the last meeting:

MOTION TO ADJOURN

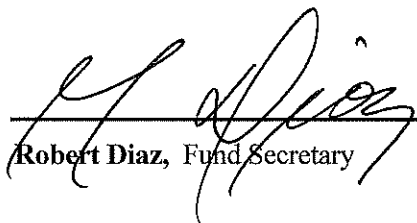
There being no further business, Chair Sweeney entertained a *Motion to Adjourn* the October 23, 2023 Executive Committee Meeting of the TRICO JIF.

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

The meeting was adjourned at 5:35 PM.



Kris Kristie, Recording Secretary for



Robert Diaz, Fund Secretary