

**GLOUCESTER, SALEM, CUMBERLAND COUNTIES  
MUNICIPAL JOINT INSURANCE FUND (TRICOJIF)**

**September 23, 2024 – 5:00 PM  
Via Microsoft Teams**

**AGENDA**

- I. Meeting called to order by Chairman
- II. Flag Salute
- III. Statement of Compliance with Open Public Meetings Act
  - A. Notice of this meeting was given by:
    - 1. Sending sufficient notice herewith to the *South Jersey News*, Mullica Hill, New Jersey 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 JIF; and
    - 3. Posting notice on the public bulletin boards of all member municipalities of the TRICOJIF.
- IV. Roll Call
  - A. Fund Commissioners
  - B. Fund Professionals
  - C. Risk Management Consultants
- V. Move up Alternates (*if necessary*) Motion to move up \_\_\_\_\_, \_\_\_\_\_ and in the absence of \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ to the Executive Committee for voting purposes – **Motion – All in Favor**
- VII. Approval of Minutes
  - A. Motion to adopt the **July 22, 2024** – Executive Claims Committee Meeting Minutes – **Motion – All in Favor**.....Pages 1-4
  - B. Motion to adopt the **July 22, 2024** – Executive Claims Committee Meeting Closed Session Minutes – **Motion – All in Favor**
  - C. Motion to adopt the **July 24, 2024** - Executive Committee Meeting Minutes – **Motion – All in Favor**.....Pages 5-17

*The Closed Session Minutes shall not be released to the public until the reason(s) for their remaining closed is no longer applicable and the Fund Solicitor has an opportunity to review them.*
- VIII. Executive Claims Committee Meeting Report – September 23, 2024.....Verbal
- IX. Executive Director’s Report ..... Pages 18-53
  - A. Lost Time Accident Frequency ..... Pages 21-24
  - B. Certificates of Insurance..... Pages 25-30
  - C. Financial Fast Track Report..... Pages 31-32
  - D. Regulatory Filing Checklists ..... Pages 33-34
  - E. 2023 Safety Incentive Program Awards.....Page 35
  - F. 2024 Optional Safety Budget ..... Page 36
  - G. 2024 Wellness Incentive..... Page 37
  - H. 2024 EPL/Cyber Risk Management Budget..... Page 38
  - I. EPL Compliance Status Report..... Pages 39-40
  - J. Statutory Bond Status ..... Pages 41-46
  - K. Skateboard Park Approval Status..... Page 47
  - L. Capehart & Scatchard Updates.....Pages 48-52
  - M. Land Use Training Certification..... Page 53
  - N. Renewing Members
  - O. 2024 Coverage Documents
  - P. New Fund Commissioner Orientation
  - Q. JIF Online Directories
  - R. Website

S.	New Member Activity	
X.	Solicitor's Report	
	A. MEL Helpline and Contact List.....	Pages 54-55
	B. Closed Cases Report.....	Page 56
XI.	Safety Director's Report	
	A. Activity Report .....	Pages 57-61
XII.	Claims Administrator's Report	
	A. Lessons Learned from Losses .....	Page 62
XIII.	Law Enforcement Risk Management Report	
	A. Report.....	Pages 63-64
XIV.	Wellness Director Report	
	A. Monthly Activity Report .....	Pages 65-66
	B. Targeting Wellness Newsletter.....	Pages 67-71
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	A. TRICOJIF Summary July & August.....	Page 72
	B. Average Days to Report.....	Page 73
	C. Claims Reported by Type.....	Page 74
	D. Nurse Case Management Reports.....	Page 75
	E. PPO Savings and Penetration Reports.....	Page 76
	F. Top 10 Providers & Paid Provider by Specialty.....	Pages 77-78
	G. Transitional Duty Report.....	Page 79
	H. Prescription Benefit Program.....	Page 80
	I. Quick Notes.....	Page 81
XVI.	Technology Risk Services	
	A. Reports .....	Pages 82-87
XVII.	Treasurer's Report as of July 31, 2024 and August 31, 2024.....	Pages 88-169
	A. Investment Report	
	B. Investment JCMI	
	C. Loss Run Payment Registers	
	D. Fund Status	
	E. Disbursements	
	F. Ratification of the August Bill List .....	Page 170
	G. September Bill List.....	Page 171
	Motion to approve the Payment Register & Bill List– <b>Motion – Roll Call</b>	
XVIII.	Committee Reports	
	A. Finance Committee Meeting Minutes – September 4, 2024.....	Pages 172-183
	1. Interim Financials 6/30/24.....	Pages 184-193
	2. MEL Fiduciary Disclosure.....	Page 194
	3. Resolution 2024-_____ Authorizing Refund of Closed Year Accounts (2011-2019) Surplus Release of Surplus – <b>Motion – Roll Call</b> .....	Pages 195-196
	4. Resolution 2024-_____ Authorizing Intrafund Transfers of \$1,000,000 from the 2021 Deductible line to the 2021 Workers Compensation line – <b>Motion to Adopt – Roll Call</b> .....	Page 197

- XIX. MEL/RCF/EJIF Reports
  - A. Cyber JIF Meeting Report – July 18, 2024.....Page 198
  - B. MEL Meeting Report – September 9, 2024 .....Pages 199-200
    - 1. 2025 MEL Renewal Memo.....Pages 201-203
    - 2. Bulletin: Field Turf Class Action Suit.....Pages 204-205
  - C. RCF Meeting Report – September 9, 2024 .....Pages 206-209
  - D. EJIF Meeting Report – September 9, 2024 .....Pages 210-211
  - E. Resolution 2024 - \_\_\_\_ Authorizing Membership Renewal in the Municipal Excess Liability Joint Insurance Fund for a Period of 3 Years, commencing on January 1, 2025 through December 31, 2027- **Motion – Roll Call**.....Pages 212-215
  - F. Resolution 2024-\_\_\_\_ Authorizing Membership Renewal in the Municipal Excess Liability Residual Claims Joint Insurance Fund for a Period of 3 Years, commencing on January 1, 2025 through December 31, 2027-**Motion – Roll Call**.....Pages 216-219
  
- XX. Miscellaneous Business
  - A. Motion to Authorize the Executive Director’s office to Re-Advertise the format of the December Executive Committee Meeting - **Motion – All in Favor**
  - B. Motion to Authorize the Executive Directors office to Re-Advertise the RFQ for Payroll Auditor- **Motion All in Favor**
  - C. Motion to Adopt the Revised Certificate of Insurance Guidelines – **Motion- All in Favor**.....(Attached to Agenda Packet email)
  - D. Motion to Adopt the Updated OPRA Request Form – **Motion – All in Favor**.....Pages 220-224

**The next meeting of the TRICO JIF will be held on Monday, October 28, 2024 at 5:00 PM at the Gloucester County Library, Mullica Hill, NJ**

- XXI. Public Comment
  - A. Motion to Open Meeting to Public Comment – **Motion - All in Favor**
  - B. Motion to Close Meeting to Public Comment – **Motion – All in Favor**
  
- XXII. **Closed Session** (*if necessary*) – Resolution 2024-\_\_\_\_\_ A request shall be made to go into Closed Session to discuss matters affecting the protection of safety and property of the public and to discuss pending or anticipated litigation and/or contract negotiations -**Motion – Roll Call**
  - A. Professionals’ Reports
    - 1. Claims Administrator’s Report
    - 2. Executive Director’s Report
    - 3. Safety Director’s Report
    - 4. Solicitor’s Report
  - B. Reopen Public Portion of Meeting (*if necessary*) – **Motion – All in Favor**
  
- XXIII. Approval of Claims Payments - **Motion – Roll Call**
  
- XXIV. Authorization to Abandon Subrogation (*if necessary*) - **Motion – Roll Call**
  
- XXV. Motion to Adjourn Meeting **Motion – All in Favor**