

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

May 20, 2024 @ 5:00 pm

Gloucester County Library, Mullica Hill, NJ

EXECUTIVE COMMITTEE MEETING

OPEN SESSION MINUTES

The meeting of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund (TRICOJIF) was held via Microsoft Teams on May 20, 2024 at 5:00 PM, prevailing time. Chair Karen Sweeney, Wenonah Borough, 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**
Carolyn King-Sammons, **Elk Twp.**
Mike Burden, **Fairfield Twp.**
Barbara Freijomil, **Franklin Twp.**
Valerie Villano, *Alternate*, **Glassboro Borough**
Lisa Jeffers, **Greenwich Twp.**
Kathy Schools, *Alternate*, **Harrison Township**
William Pine, **Logan Twp.**
Kevin Clour, **Lower Alloways Creek Twp.**
Rick Eber, **Mannington Twp.**
Don Darcangelo **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.**
Sandy McCafferty, *Alternate*, **Pitman Borough**
Bob Diaz, *Fund Secretary*, **South Harrison Twp.**
Jena Dolbow, **Swedesboro Borough**
Jack Cimprich, **Upper Pittsgrove Twp.**
Jeff Celebre, **Vineland City**
Karen Sweeney, *Fund Chair*, **Wenonah Borough**
Tyler Rost, **West Deptford**
Nicole O'Hara, **Westville Borough**
Lois Yarrington, **Woolwich Twp.**
Cassidy Swanson, **Woodbury City**
Shannon Elton, **Woodbury Heights Borough**

Absent Fund Commissioners/Professionals were:

Colleen Emmons, **Deptford Twp.**
Doug Hogate, **Elsinboro Twp.**
John Hitchner, **Hopewell Twp.**
Jennica Bileci, **Mantua Twp.**
Majorie Sperry, **Quinton Twp.**

Brad Campbell, **Shiloh Borough**
Colette Bachich, **Washington Twp.**

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, **The DeWeese Law Firm, P.C.**
Glenn Prince, **J. A. Montgomery Risk Control**
Debby Schiffer, **Wellness Director**
Chris Roselli, Account Manager, **Qual-Lynx**
Karen Beatty, Client Services Manager, **QualCare**
Christine Gallagher, Client Services Manager, **QualCare**
Tom Tontarski, **Treasurer**
Jerry Caruso, **Technology Risk Services Director**
Chris Winter, **Law Enforcement Risk Service Director**

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

Barclay Insurance
Cetti & Connell
Conner Strong & Buckelew
Hardenbergh Insurance
Henry D. Young Insurance

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

Recording Secretary Kristie asked for a motion to move Kevin Clour, Lower Alloways Creek, Alternate #1, Dan Neu, Pennsville Township, Alternate # 2, and Carolyn King-Sammons, Elk Township, Alternate # 3, to the Executive Committee for voting purposes in the absence of Colette Bachich, Washington Township, Marjorie Sperry, Quinton Township, and Doug Hogate, Elsinboro Township.

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

APPROVAL OF THE MINUTES – Executive Committee Meeting

Chair Sweeney presented the minutes of the April 22, 2024 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 April 22, 2024 Executive Committee meeting.

Motion by Mr. Celebre, seconded by Mr. Brown to approve the minutes of the April 22, 2024 Executive Committee meeting. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Meeting

Chair Sweeney presented the minutes of the April 22, 2024 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. Celebre, seconded by Mr. Brown to approve the minutes of the April 22, 2024 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 April 22, 2024 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. Celebre, seconded by Mr. Brown to approve the Executive Claims Review Committee Closed Session meeting minutes of April 22, 2024 as presented.

The Executive Claims Review Committee Closed Session minutes of April 22, 2024 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 20, 2024

Chair Sweeney reported that an Executive Claims Committee Meeting was held on Monday, May 20, 2024 at 3:30 PM via Microsoft Teams.

The Committee reviewed ten (10) claims. Of the claims reviewed, there were six (6) Workers' Compensation, one (1) General Liability, zero (0) Auto, and three (3) Property PARs recommended for approval of settlement or continuing defense.

There were zero (0) claim(s) reviewed for April that had previously been approved by Vineland.

There was one (1) claim(s) reviewed for abandonment of subrogation attempt for April.

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. She then highlighted the following items from the report:

Mr. Forlenza referenced the Certificates of Insurance report included in the agenda and asked the members to please review to be sure the certificates were ordered by you, and are correct.

Mr. Forlenza noted details regarding the allocation of funds for the Safety Incentive Program, Optional Safety budget, EPL/Cyber budget, and Wellness Incentive funds for 2024 are listed in the agenda. The deadline to encumber the funds is November 1, 2024 and he noted that the Safety Incentive Program award money letter was sent following the Safety Breakfast on April 2, 2024. He urged the members not to wait until the November 1, 2024 deadline to claim and request reimbursement from his office. You can simply submit the necessary information to his office, and we will process it for payment on the next bill list.

Mr. Forlenza noted the latest listing of Statutory Bonds issued by the MEL for JIF members is included in the agenda for your review. This list should be reviewed for accuracy. Please note that these bonds are written for the individual NOT the position to be bond. All applicants for a bond must complete an underwriting application and submit it to the Fund Underwriter for approval. Any questions on the status of an application or a bond listed on the report should be directed to Jonathon Tavares at 856-614-4493 or jtavares@connerstrong.com.

Mr. Forlenza noted that the first New Fund Commissioner Orientation session is May 22, 2024 with another session scheduled for later this fall via Microsoft Teams. Anyone who would like an overview of the JIF is welcome to sign up and participate.

Mr. Forlenza stated that the Annual SLEO Training will be provided again this year in two (2) in-person identical sessions: May 22, 2024 at Atlantic County Police Academy, and May 23, 2024 at the Cape May Police Academy. An email notification with further details with a link to register was sent out to all

Municipal Clerks, Fund Commissioners, and RMC's on April 18, 2024, asking that the information be shared with your Police Chiefs.

Mr. Forlenza noted that coverage for fireworks displays is not automatic. MEL Bulletin 2024-05 outlines the requirements and the hold harmless & indemnification agreement language to be provided by the contractor for coverage to be granted to the municipality. A Fireworks Checklist can be found along with the MEL Bulletin on the MEL website: www.njmel.org to assist members. Please submit the Fireworks Checklist, along with all required documents as outlined in the checklist and Bulletin to MELUnderwritingSvcCntr@connorstrong.com. Submissions must be received one week prior to the event.

Mr. Forlenza noted that the Members Only Section of the JIF website will be launched within the next week. Notification will be sent to all members. He reminded members that this is necessary to protect the policies and other documentation on our JIF website. Please contact Megan Matro Megan_Matro@RPAdmin.com with any questions or issues.

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 no new case(s) assigned since the last meeting:

Assignment of Closed Cases

Mr. DeWeese reported that there has been one (1) case(s) closed since the last meeting:

Hahn a/k/a Marshall v. Township of Monroe

General Liability Files

Mr. DeWeese noted that there are **36** active General Liability files, eleven (11) 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 **\$2,243,448.62** of potential recoveries on **79** files.

MEL EPL Helpline & Authorized Contact List – Mr. DeWeese emphasized to 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, and a sample of the Resolution can be found on the TRICO JIF website. Mr. DeWeese added he has fielded many calls, and he hopes this is helping to avoid claims.

Mr. DeWeese reminded the members that Jodi Howlett, Esquire, retired and has been replaced with Vitoria A. Holmes of Cleary Gacobbe Alfieri Jacobs LLC to the MEL Helpline. He noted that her new contact information is on page 53.

Resolution 2024- 24 Adopting the Model Indemnification and Insurance Provisions Policy

Mr. DeWeese reminded the Committee that following the April meeting, he circulated the revised Model Indemnification and Insurance Provisions (MIIP) for the TRICOJIF. He noted that it had been since 2017 that these Model provisions had been reviewed and updated. As discussed, he is presenting the revised MIIP's to the Executive Committee for adoption utilizing the resolution that is included in the agenda packet. Once adopted, these Provisions will then be incorporated into the JIF's Use of Facilities Agreements.

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

Chair Sweeney entertained a motion to adopt the Model Indemnification and Insurance Provisions Policy as presented by Mr. DeWeese.

Motion by Mr. Celebre, seconded by Mr. Neu to adopt the Revised Litigation Management Guidelines as presented.

ROLL CALL	Yeas:	Jeff Celebre, Vinland City	
		Ken Brown, Carneys Point	
		Robert Diaz, Fund Secretary, South Harrison Township	
		Karen Sweeney, Fund Chair, Wenonah Borough	
		Kevin Clour, Lower Alloways Creek	
		Daniel Neu, Pennsville Township	
		Carolyn King-Sammons, Elk Township	
		Nays:	None
		Abstain:	None

In regards to the *Conflict of Interest Policy*, Mr. DeWeese noted he has compared this version to legal decisions by the NJ Supreme Court and updated accordingly based on the State Committee on Ethics decisions. It is now updated to the current standards adopted by the Supreme Court and more appropriate for the JIF Assigned Defense Panel. He asked that the members review this and provide comments or questions as soon as possible, and pending any comments, will place a Resolution on the June Executive Committee meeting's agenda for adoption. Mr. DeWeese asked if there were any questions. No questions were entertained.

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

SAFETY DIRECTOR'S REPORT

Mr. Prince stated that the Safety Director's Report is included in the agenda and is self-explanatory, noting his report covers activities for April. He then highlighted the following:

Mr. Prince noted his report shows all activities for the month of April. He reminded members of the two training platforms: MSI LIVE and MSI NOW.

Mr. Prince stated that OSHA is getting closer to mandating a heat safety standard. Cal/OSHA has already adopted this program and it is likely it happens prior to the summer. His office can provide the template from Cal/OSHA to implement a plan.

In regards to the MSI Safety Expo, Mr. Prince noted that a Safety Expo is scheduled for May 21, 2024 at Atlantic Community College and will have 4 different tracks of training. Excavation, Trenching and Shoring is one 4 hr. track; Leadership; and the Fast Track for Safety covering multiple topics. All information is on the MEL website, MSI Live or contact Mr. Garish directly.

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

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses

During his *Lessons Learned from Losses* review, Mr. Roselli explained how to prevent heat illness at work. Heat-related claims for workers are preventable, but some have resulted in fatal injuries in New Jersey. Building a tolerance to heat is important, and OSHA provides guidelines on heat safety. The MEL's Safety Institute website offers valuable information on summer heat safety for employees.

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

Mr. Winter congratulated the Pitman Police Department on achieving their Accreditation through the State Chiefs Commission.

Mr. Winter reported that Policy and Procedure requests have been received and he will be responding to requesting agencies with the most current L/E best practices, NJ AG Guidelines and L/E Accreditation requirements.

Mr. Winter noted there were three (3) Police agency visits this month: Pitman, Lower Alloways Creek, and Pennsville PD with other agency visits are currently scheduled. These visits are provided to discuss agency concerns, trends, Accreditation assistance and other requests. L/E RM services were outlined and provided to Chiefs and Command Staff 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 TRICOJIF and stated Activity Reports would be forwarded to the Fund Commissioners upon completion.

Mr. Winter notes there is no training scheduled at this time; however, training topics are being considered for future training dates. Additionally, a course is being discussed and reviewed to assist agency Resiliency Officers, to be conducted by Dr. Kelly, Ph.D., ABPP. and Captain William Walsh, Voorhees PD.

Mr. Winter stated that follow-up inquiries have taken place with the Police Training Commission (PTC) in regards to the L/E Licensing process, officer renewals and state portal submissions, however additional information has not been received to date; however, a L/E Bulletin will be provided when definitive information is obtained.

Lastly, in regards to the JIF Law Enforcement Committee; this has been formulated with three (3) Police Chiefs from the county to represent (JIF) police agencies within the TRICOJIF. He will continue to meet with them on a quarterly basis virtually to discuss trends, concerns, training, policy and procedure assistance, potential risk and liability issues and L/E Accreditation guidance etc. This is being developed to maintain an ongoing forum throughout the year as an extension of the County Chiefs Associations, to identify areas as previously mentioned and to reduce potential risks. The next meeting will be scheduled for some time in June.

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

WELLNESS DIRECTOR'S REPORT

Ms. Schiffer stated her report, which is included in the agenda packet, provides a detailed overview of the activities and planned events for April/May. She then highlighted a range of well-being initiatives and activities that towns have either already implemented or have planned for the near future.

Ms. Schiffer noted in her report she discusses the activities and initiatives she has been involved in for Mental Health Awareness Month. She sent a special message to all of her Wellness Champs, which can be found on page 78 of the agenda package.

Ms. Schiffer noted she has also been offering town presentations on stress and habit change, as well as facilitating group coaching sessions on understanding sabotaging thoughts and setting realistic goals. She

is still waiting to hear from some towns regarding their Wellness plans and has been offering phone calls and zoom meetings in addition to in-person sessions.

Ms. Schiffer stated her report also includes a list of activities taking place in some towns related to self-improvement and stress management.

She noted the second Wellness Advisory Committee meeting took place on May 16, and she will be presenting the minutes to the Safety Committee for review and approval. The next brainstorming session for Wellness coordinators will be on June 11th. The report also mentions the resources she has been working with, such as Deborah Heart and Lung, Burlington County Health Department, and ShopRite registered dietitians. If anyone is interested in more information, they are encouraged to reach out to Ms. Schiffer.

Lastly, her newsletter focuses on the second quarter mindset theme of growth and learning, and can be found on pages 73-77. She noted she has also been posting mindful minutes on the JIF website, including tips for back issues while sitting at a desk and meditation. If anyone has any questions or special requests, they are welcome to contact her.

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

MANAGED HEALTH CARE REPORT

Ms. Gallagher noted she had included the April reports in the agenda and highlighted the following:

Lost Time v. Medical Only Cases

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

	<i>April</i>	<i>YTD</i>
<i>Lost Time</i>	7	14
<i>Medical Only</i>	20	64
<i>Report Only</i>	11	54
<i># of New Claims Reported</i>	38	132
<i>Average Days Reported to QL</i>	4.5	4.7

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 2024.

All Claims: 4.7 days
 Non-COVID Claims: 4.7 days
 COVID Claims: 7.0 days

Transitional Duty Report

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

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	1,228
<i>Transitional Duty Days Worked</i>	650
<i>% of Transitional Duty Days Worked</i>	53%
<i>Transitional Duty Days Not Accommodated</i>	578
<i>% of Transitional Duty Days Not Accommodated</i>	47%
<i>\$ Saved by Accommodating</i>	\$62,279

<i>\$ Lost by NOT Accommodating</i>	<i>\$69,634</i>
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PPO Penetration Report:

Ms. Gallagher presented the PPO Penetration Report that depicts the top provider services along with the number and amount of re-priced bills for April 2024.

PPO Penetration Rate	April
<i>Bill Count</i>	<i>164</i>
<i>Original Provider Charges</i>	<i>\$346,345</i>
<i>Re-priced Bill Amount</i>	<i>\$182,368</i>
<i>Savings</i>	<i>\$163,978</i>
<i>% of Savings</i>	<i>47%</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 claims by member where a nurse case manager has been appointed and whether the nurse has been assigned longer than 90 days for April 2024.

Pharmacy Benefit Program: A report which depicts the 2024 YTD statistics for the Pharmacy Benefit Management Program. Ms. Gallagher outlined the YTD 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

In regard to Emergency Room v Urgent Care Centers, and when you should go to each, Ms. Gallagher noted if you have a serious or life-threatening condition such as a stroke, heart attack, severe bleeding, head injury, or major trauma, it is important to go directly to the nearest Emergency Room. However, if your condition is not life-threatening but still requires medical attention outside of regular business hours, an Urgent Care Center may be a better option. It is recommended to call ahead to the urgent care clinic to assess your symptoms and determine the best course of action, and as always, report your claims to Qual-Lynx, and reference the JIF website for Urgent Care providers.

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

TECHNOLOGY RISK SERVICES REPORT

Mr. Caruso referenced his reports included in the agenda highlighting the activities during the month of March. He noted substantial portions of his efforts were dedicated to the successful completion of our cyber hygiene training.

Mr. Caruso reported he attended a NJ-GMIS conference. It was very informative and partnerships are forming to fight the cyber challenges together. He urged members to join NJ-GMIS as it is worthwhile. Recently, he spoke with the Cape May League of Municipalities in Stone Harbor and offered his services to speak at anyone’s meetings.

Mr. Caruso asked the members to review his report beginning on page 89. He noted that the new Wizer training began and as of today, 90% of members are compliant with this training, with around 20-30 employees who have not even started yet. He asked all members to please review your rosters and get all

users trained, as failure to meet the 100% participation rate (without a valid reason) will cost you your Cyber Framework status.

Mr. Caruso noted that D2 monthly vulnerability checking continues. Several towns still have critical vulnerabilities within all 3 JIFs, however TRICO may only have one (1) town, so that is great, however, please remember failure to address these problems within 30 days will not only invalidate your Cyber Framework level but it will expose you to threats from outside actors. If you have problems reading your vulnerability reports, please contact him and he will interpret the report for you.

Mr. Caruso reported he has been crisscrossing the state meeting with the Cyber Framework stragglers, noting that in the TRICOJIF there is only a handful that are not approved for BASIC. There is no reason we cannot get everyone to BASIC since the difficult/expensive portions are handled by the JIF on your behalf. Please get the paperwork into him ASAP.

Lastly, Mr. Caruso reported that his bulletin this month's is on "securing your web presence". He told of how a town lost their domain since it was set up by a former employee with their personal credit card and email leaving them no access to domain information. He reminded members to set the domain with generic email address and the recovery email with a separate email; where DNS services are and who is hosting the web pages.

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 a one month period ending April 2024, a copy of which was provided to the membership in the agenda packet. Mr. Tontarski's reports are prepared on a "modified cash basis" and relate to financial activity through the one-month period ending April 30, 2024 for Closed Fund Years 1991 through 2019, and Fund Years 2020, 2021, 2022, 2023 and 2024.

Investment Interest

Interest received or accrued for the reporting period totaled \$82,719.62. This generated an average annual yield of 2.90%. However, after including an unrealized net loss of \$237,966.47 in the asset portfolio, the yield is adjusted to -5.45% for this period. The total overview of the asset portfolio for the fund shows a current market value of \$27,484,571.15 vs. the amount we have invested.

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

The JCMF Portfolio has a current market value of \$25,285,394.17

Receipt Activity for the Period

	Month	YTD
Subrogation Receipts	\$41,845.44	\$188,476.37
Salvage	\$0.00	
Overpayment Reimbursement	\$90.57	

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

All Member Balances are now combined in one report and shows that \$1,582.83 in interest has been applied to the existing balances as shown in the attached report totaling \$656,724.60 at months end.

Loss Run Payment Register for the Period – April 30, 2024

At this point, Mr. Tontarski lost connection. Mr. Forlenza then continued with the report stating the net claim activity during the reporting period for claims paid by the Fund and claims payable by the Fund at period end is \$388,299.21. The claims detail shows 357 claims payments issued.

Cash Activity for the Period

Mr. Forlenza stated that during the reporting period the Fund’s “Cash Position” changed from an opening balance of \$5,102,336.06 to a closing balance of \$3,326,360.60 showing a decrease in the fund of \$1,775,975.46

Bill Lists – May 2024

For the Executive Committee’s consideration, Mr. Forlenza presented the May Bill List in the amount of **\$3,127,646.85**

Chair Sweeney entertained a motion to approve April 2024 Loss Run Payment Register and the May Bill List in the amount of **3,127,646.85**, as presented.

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

Motion by Mr. Brown, seconded by Mr. Celebreto approve the *April Loss Run Payment Register and the April Bill List in the amount of 3,127,646.85* as presented.

ROLL CALL	Yeas:	Jeff Celebre, Vinland City Ken Brown, Carneys Point Robert Diaz, Fund Secretary, South Harrison Township Karen Sweeney, Fund Chair, Wenonah Borough Kevin Clour, Lower Alloways Creek Daniel Neu, Pennsville Township Carolyn King-Sammons, Elk Township
	Nays:	None
	Abstain:	None

All in favor. Motion carried by unanimous vote.

COMMITTEE REPORTS

EPL/Technology Liability Committee Meeting Minutes – April 19, 2024

Mr. Brown reported the Committee met on April 19, 2024 in Carneys Point, and the detailed minutes were included in the agenda and were self-explanatory. He then highlighted the following:

He noted Mr. Pierpont has volunteered to be the EPL/Technology Liability Vice-Chair and thanked him for taking on that role.

Mr. Brown noted the Committee reviewed the 2017-2022 Loss Ratio Reports, Mr. DeWeese reported on the EPL Helpline, noting he has fielded 34 calls so far this year with a total of 359 calls since the Helplines inception in 2019. Also discussed was the EPL Technology Reimbursement program, and we reviewed the revised committee charter, which is included in the agenda for adoption this evening.

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

Motion to Adopt the Revised EPL/Technology Risk Management Committee Charter

Chair Sweeney entertained a motion to adopt the revised EPL/Technology Risk Management Committee Charter as presented.

Motion by Mr. Brown, second by Mr. Celebre to adopt the revised EPL/Technology Risk Management Committee Charter, as presented. All in favor. Motion carried.

MEL/RCF/EJIF/CYBER Reports

Mr. Forlenza noted that the Cyber JIF met on May 16, 2024. The resolution to reimburse the ACM, BURLCO and TRICO JIFs was on the agenda and approved.

MISCELLANEOUS BUSINESS

Updated OPRA Roadmap- Mr. Forlenza noted there is an updated OPRA roadmap on page 135 of the agenda. He noted that Kris Kristie is no longer listed as the direct contact, and any requests should now be sent to him and Kamini Patel. He reminded everyone that when you get an OPRA request, please check to see if you have the information being requested in house prior to reaching out to his office, as most of the

items requested in an OPRA resides within your municipality. If you do not have this information, then please contact his office for assistance.

NEXT MEETING

Chair Sweeney noted that the next meeting of the TRICO JIF would take place on **Monday, June 24, 2024 at 5:00 PM** at the Gloucester County Library, Mullica Hill

PUBLIC COMMENT

Open Public Comment

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

Motion by Mr. Brown, second by Mr. Celebre 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 Mr. Brown, second by Mr. Celebre 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>General Liability</i>	<i>Property</i>
2022293667	2021255198	2024331525
2024332225		2024330621
2024324316		2024331267
2021332432		
2021229863		
2022262718		

Motion by Mr. Brown, second by Mr. Celebre to approve Claims Payments, as presented

ROLL CALL

- Yeas:*** Jeff Celebre, Vinland City
Ken Brown, Carneys Point
Robert Diaz, Fund Secretary, South Harrison Township
Karen Sweeney, Fund Chair, Wenonah Borough
Kevin Clour, Lower Alloways Creek
Daniel Neu, Pennsville Township
Carolyn King-Sammons, Elk Township
- Nays:*** None
- Abstain:*** None

All in favor. Motion carried by unanimous vote

APPROVE ABANDONING SUBROGATION

Secretary Diaz noted there was one (1) claim(s) reviewed for abandonment of subrogation attempt since the last meeting: **2023298834**

Chair Sweeney entertained a motion for the Authorization for the Abandonment of Subrogation on file **2023298834** as presented.

Motion by Mr. Brown, second by Ms. King-Sammons, for the authorization for the abandonment of Subrogation on file **2023298834** as presented.

ROLL CALL

Yeas: Jeff Celebre, Vinland City
Ken Brown, Carneys Point
Robert Diaz, Fund Secretary, South Harrison Township
Karen Sweeney, Fund Chair, Wenonah Borough
Kevin Clour, Lower Alloways Creek
Daniel Neu, Pennsville Township
Carolyn King-Sammons, Elk Township

Nays: None

Abstain: None

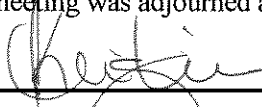
All in favor. Motion carried by unanimous vote

MOTION TO ADJOURN

There being no further business, Chair Sweeney entertained a *Motion to Adjourn* the May 20, 2024 Executive Committee Meeting of the TRICO JIF.

Motion by Mr. Brown, second by Mr. Celebre. All in Favor. Motion carries.

The meeting was adjourned at 5:47 PM



Kris Kristie, Recording Secretary for



Robert Diaz, Fund Secretary