

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

**December 16, 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**
- VI. Approval of Minutes
 - A. Motion to adopt the **November 25, 2024** – Executive Claims Committee Meeting Minutes – **Motion – All in Favor** Pages 1-4
 - B. Motion to adopt the **November 25, 2024** – Executive Claims Committee Meeting Closed Session Minutes – **Motion – All in Favor**
 - C. Motion to adopt the **November 25, 2024** - Executive Committee Meeting Minutes – **Motion – All in Favor** Pages 5-18

The Closed Session Minutes shall not be released to the public until the reason(s) for their remaining closed is no longer applicable and the Fund Solicitor has an opportunity to review them.
- VII. Executive Claims Committee Meeting Report – December 16, 2024 Verbal
- VIII. Executive Director’s Report Pages 19-47
 - A. Lost Time Accident Frequency Pages 23-24
 - B. Certificates of Insurance Pages 25-29
 - C. Financial Fast Track Report..... Page 30
 - D. Regulatory Filing Checklists..... Pages 31-32
 - E. 2023 Safety Incentive Program Awards..... Page 33
 - F. 2024 Optional Safety Budget Page 34
 - G. 2024 Wellness Incentive Page 35
 - H. 2024 EPL/Cyber Risk Management Budget..... Page 36
 - I. EPL Compliance Status Report..... Page 37
 - J. Statutory Bond Status..... Pages 38-41
 - K. Skateboard Park Approval Status..... Page 42
 - L. Capehart & Scatchard Updates
 - M. Land Use Training Certification..... Page 43
 - N. Elected Officials Training
 - O. 2025 RMC Resolutions and Agreements

P.	2025 Committee Volunteer Forms.....	Pages 44-47
Q.	2025 Safety & Wellness Calendars	
R.	Annual Reports	
S.	Dividend Notices	
T.	Inclement Weather	
U.	Website	
V.	New Member Activity	
IX.	Solicitor’s Report	
A.	MEL Helpline and Contact List.....	Pages 48-49
B.	Closed Cases Report	Pages 50-52
X.	Safety Director’s Report	
A.	Activity Report	Pages 53-55
XI.	Claims Administrator’s Report	
A.	Lessons Learned from Losses	Page 56
XII.	Law Enforcement Risk Management Report	
A.	Report	Pages 57-61
XIII.	Wellness Director Report	
A.	Monthly Activity Report	Pages 62-63
B.	Targeting Wellness Newsletter	Pages 64-69
C.	Wellness Advisory Committee Meeting Minutes - December 4, 2024.....	Pages 70-74
D.	Wellness Holiday Swaps for Health.....	Page 75
XIV.	Managed Care Report	
A.	TRICO JIF Summary	Page 76
B.	Average Days to Report	Page 77
C.	Claims Reported by Type	Page 78
D.	Nurse Case Management Reports.....	Page 79
E.	Transitional Duty Report.....	Page 80
F.	PPO Savings and Penetration Reports	Pages 81-82
G.	Top 10 Providers & Paid Provider by Specialty	Page 83
H.	Quick Notes.....	Page 84
XV.	Technology Risk Services	
A.	Report.....	Pages 85-86
XVI.	Treasurer’s Report as of November 30, 2024.....	Pages 87-129
A.	Investment Report	
B.	Investment JCMI	
C.	Loss Run Payment Registers	
D.	Fund Status	
E.	Disbursements	
F.	December Bill List.....	Page 130
	1. Motion to approve the Payment Register & Bill List– Motion – Roll Call	
XVII.	Committee Reports	
A.	Finance Committee Report	
	1. 2025 Budget Public Hearing – Motion to Open Public Hearing- All in Favor	
	2. 2025 Budget Public Hearing – Motion to Close Public Hearing – All in Favor	
	3. 2025 Budget Adoption - Motion to Adopt – Roll Call	Page 131
	4. 2025 Assessment Allocation Strategy - Motion to Adopt – Roll Call	Pages 132-147
	5. 2025 Assessment Certification - Motion to Adopt – Roll Call	Page 148

- 6. Resolution 2024- _____ Authorizing the Fund Treasurer to Transfer \$100,000 from the Fund Year 2024 MEL Liability & Workers Compensation Budget Line Item, \$7,189 from the MEL Excess Property Line Item, and \$34,077 from the 2024 EPL/POL/LU Line Item to the MEL Unencumbered Surplus Account – **Motion - Roll Call**.....Page 149
- 7. Resolution 2024-_____ Authorizing the Executive Director to Transfer the 2024 Dividends Received from the Environmental Risk Management Joint Insurance Fund into the Member Aggregate Excess Loss Contingency Accounts – **Motion – Roll Call**.....Page 150
- B. Joint Coverage Committee Meeting Minutes – December 4, 2024.....Pages 151-156
- C. 2025 Executive Committee Nomination Slate.....Page 157

XVIII. MEL/RCF/EJIF/Cyber JIF Reports

- A. EJIF Report -November 13, 2024Page 158
- B. MEL Report-November 20, 2024Pages 159-160
- C. Cyber JIF Report-November 26, 2024.....Pages 161-162

XIX. Miscellaneous Business

- A. Motion to Authorize the Executive Director’s Office to bind EPL/POL/VDO Insurance Coverage on behalf of the membership for the 2025 Fund Year – **Motion – All in Favor**

The 2025 Reorganizational meeting of the TRICO JIF will be held on Monday, January 27, 2025 at 5:00 PM at the Gloucester County Library, Mullica Hill

XX. 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**

XXI. **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**

XXII. Approval of Claims Payments - **Motion – Roll Call**

XXIII. Authorization to Abandon Subrogation (if necessary) - **Motion – Roll Call**

XXIV. Motion to Adjourn Meeting **Motion – All in Favor**