

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

**RESOLUTION NO. 2025-5**

**A RESOLUTION AWARDING CONTRACTS TO ASSIGNED DEFENSE COUNSEL  
AND APPROVED ASSOCIATES**

**WHEREAS**, the Gloucester Salem Cumberland Counties Municipal Joint Insurance Fund (TRICOJIF) has been organized pursuant to *N.J.S.A. 40A:10-36 et. seq.*; and

**WHEREAS**, the Fund Commissioners of the TRICOJIF find that it is necessary and appropriate to enter into Contracts with Law Firms to provide certain legal services to defend the claims that are filed against the Member Municipalities of the TRICOJIF; and

**WHEREAS**, the TRICOJIF, under the "Fair and Open" process, issued Requests for Qualifications (RFQs) on August 8, 2024 for three (3), one (1) year Contracts for Assigned Defense Counsel for General Liability matters and for Workers' Compensation matters, and the responses to the RFQs were required to be provided to the Fund Administrator's Office by September 10, 2024; and

**WHEREAS**, the Fund Administrator for the TRICOJIF received twelve (12) timely responses to the General Liability RFQ, and all of those responses were referred to the Fund Solicitor and the TRICOJIF Executive Claims Review Committee for evaluation; and

**WHEREAS**, the Fund Administrator for the TRICOJIF received three (3) timely responses to the Workers' Compensation RFQ, and all of those responses were referred to the Fund Solicitor and the TRICOJIF Executive Claims Review Committee for evaluation; and

**WHEREAS**, the TRICOJIF Executive Claims Review Committee reviewed and evaluated all of the responses that were received to the RFQs, and after members of the Executive Claims Review Committee individually completed the evaluation process, the scores were tallied by the Fund Solicitor, the Fund Solicitor provided his recommendations of Law Firms to be offered Contracts for 2025, and the Executive Claims Review Committee then determined that certain firms were to be recommended to be awarded Contracts for 2025; and

**WHEREAS**, those recommendations were presented to the Executive Committee of the ACMJIF at their regular meeting on December 16, 2024 and the Executive Committee determined that the recommendations of the Executive Claims Review Committee should be accepted and the Executive Committee authorized the Fund Solicitor to prepare a Resolution awarding the recommended firms Contracts for 2025.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Gloucester Salem Cumberland Counties Municipal Joint Insurance Fund assembled in a public session on January 27, 2025, that the following Law Firms and Attorneys are hereby designated as Assigned Defense Counsel and Approved Associates for the Gloucester Salem Cumberland Counties Municipal Joint Insurance Fund for General Liability matters and for Workers' Compensation matters, and each firm shall be awarded a Contract for 2025 under the "Fair and Open" process:

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**General Liability Claims:**

1. Barker, Gelfand, James & Sarvas, P.C. with A. Michael Barker, Esquire, Todd J. Gelfand, Esquire, Vanessa E. James, Esquire and Jeffrey Sarvas, Esquire as Assigned Defense Counsel at a rate of \$185.00 per hour of attorney time; and a Paralegal rate of \$90.00 per hour.
2. Madden & Madden, P.A. with John-Paul Madden, Esquire, Matthew P. Madden, Esquire, Timothy R. Bieg, Esquire, Michael V. Madden, Esquire, Regina M. Phillips, Esquire, James R. Birchmeier, Esquire and Edward Romanik, Esquire as Assigned Defense Counsel at a rate of \$185.00 per hour of attorney time; Mark W. Strasle, Esquire, Robin J. Gottilla, Esquire and David E. Madden, Esquire as Approved Associates at a rate of \$155.00 per hour of attorney time; and a Paralegal rate of \$90.00 per hour.
3. Brown & Connery, LLP with Joseph M. Nardi, III, Esquire, William M. Tambussi, Esquire, William F. Cook, Esquire, Gina Roswell, Esquire and Therese M. Taraschi, Esquire as Assigned Defense Counsel at a rate of \$185.00 per hour of attorney time; Jonathan T. Triantos, Esquire, Kayla L. Louis, Esquire, Joseph D. Clifford, Esquire, Alyssa L. Lott, Esquire, Arlette Leyba, Esquire and Taylor Johnson, Esquire as Approved Associates at a rate of \$155.00 per hour of attorney time; and a Paralegal rate of \$90.00 per hour.
4. Capehart Scatchard, P.A. with Betsy G. Ramos, Esquire, Christopher J. Carlson, Esquire, Charles F. Holmgren, Esquire, Sanmathi Dev, Esquire, Voris M. Tejada, Jr., Esquire and Edward F. Kuhn, III, Esquire as Assigned Defense Counsel at a rate of \$185.00 per hour of attorney time; Nuo (Norman) Jiang, Esquire and Gitika Kapoor, Esquire as Approved Associates at a rate of \$155.00 per hour of attorney time; and a Paralegal rate of \$90.00 per hour.
5. Marshall Dennehey, P.C. with Matthew Behr, Esquire and Ashley Toth, Esquire as Assigned Defense Counsel at a rate of \$185.00 per hour of attorney time; Katherine E. Chrisman, Esquire as an Approved Associate at a rate of \$155.00 per hour of attorney time; and a Paralegal rate of \$90.00 per hour.
6. Armando V. Riccio, LLC with Armando V. Riccio, Esquire, Jennifer Meyer-Mahoney, Esquire and Daniel Hornickel, Esquire as Assigned Defense Counsel at a rate of \$185.00 per hour of attorney time; and a Paralegal rate of \$90.00 per hour.
7. Parker McCay, P.A. with J. Brooks DiDonato, Esquire, George M. Morris, Esquire and Michael E. Sullivan, Esquire as Assigned Defense Counsel at a rate of \$185.00 per hour of attorney time; Ashley Varghese, Esquire as an Approved Associate at a rate of \$155.00 per hour of attorney time; and a Paralegal rate of \$90.00 per hour.
8. Costigan & Costigan, LLC with Angela Maione Costigan, Esquire and Richard Costigan, Esquire as Assigned Defense Counsel at a rate of \$185.00 per hour of attorney time; and a Paralegal rate of \$90.00 per hour.

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**Workers' Compensation Claims:**

1. Pietras, Saracino, Smith & Meeks, LLP, with James G. Pietras, Esquire; Christopher J. Saracino, Esquire, Benjamin F. Smith, Esquire and Jody L. Meeks, Esquire as Assigned Defense Counsel at a rate of \$150.00 per hour of attorney time; Alison C. Saracino, Esquire and Amanda N. Toto, Esquire as Approved Associates at a rate of \$125.00 per hour of attorney time; a Paralegal rate of \$75.00 per hour; a maximum of \$80.00 per court appearance; and \$150.00 per hour for Occupational cases.
2. Affanato Marut, LLC with Michael S. Affanato, Esquire and Michelle K. Marut, Esquire as Assigned Defense Counsel at a rate of \$150.00 per hour of attorney time; Caitlin Krzyston Carroll, Esquire and Julianne Affanato, Esquire as Approved Associates at a rate of \$125.00 per hour of attorney time; a Paralegal rate of \$75.00 per hour; a maximum of \$80.00 per court appearance; and \$150.00 per hour for Occupational cases.
3. Capehart Scatchard, P.A. with John H. Geaney, Esquire, Claire Y. Ringel, Esquire, Michael L. Bileci, Esquire and Melissa Bialos Floyd, Esquire as Assigned Defense Counsel at a rate of \$150.00 per hour of attorney time; a Paralegal rate of \$75.00 per hour; a maximum of \$80.00 per court appearance; and \$150.00 per hour for Occupational cases.

Note that the above rates include all reasonable office expenses (e.g.) postage, faxes, telephone, copies, etc., and in conformance with the Litigation Management Guidelines.

**BE IT FURTHER RESOLVED** that the assignment of specific claims for the defense of General Liability and Workers' Compensation claims shall be made by the Fund Solicitor and Claims Administrator for the TRICOJIF, and they shall supervise and coordinate the defense of these matters in accordance with the Litigation Management Guidelines of the TRICOJIF which were adopted by the Fund on April 22, 2024.

**BE IT FURTHER RESOLVED** that the assignment of cases for the defense of these claims that were made in accordance with prior Resolutions of the TRICOJIF shall continue with the Assigned Defense Counsel so assigned, subject to the authorization of the Fund Solicitor for the TRICOJIF to supervise the defense of these matters and to reassign the defense of these matters where deemed to be appropriate.

**BE IT FURTHER RESOLVED** that the rates of compensation in the Litigation Management Guidelines of the TRICOJIF are hereby amended to comply with the rates set forth in this Resolution.

**BE IT FURTHER RESOLVED** that this contract is being awarded following a "Fair and Open" process pursuant to NJSA 19:44A-20.1 et. seq.

**BE IT FURTHER RESOLVED** that the Fund Chairman and Secretary are hereby authorized to execute the Contracts with the Assigned Defense Counsel Law Firms to provide Legal Services to the Fund.

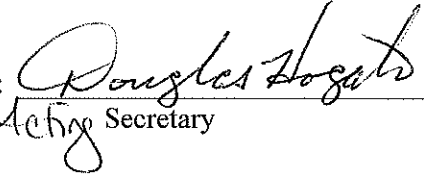
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**BE IT FURTHER RESOLVED** that the copies of this Resolution shall be provided to the Executive Director, Fund Solicitor, and Claims Administrator of the TRICOJIF and those herein appointed for their information and attention.

This Resolution was duly adopted by the Gloucester Salem Cumberland Counties Municipal Joint Insurance Fund at a public meeting held on January 27, 2025.

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

Attest:   
Chairperson

By:   
Acting Secretary

Date: Jan 27, 2025