

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

July 24, 2024 @ 4:00 pm

Auletto Caterers, Deptford, NJ

EXECUTIVE COMMITTEE MEETING

OPEN SESSION MINUTES

The meeting of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund (TRICOJIF) was held at Auletto Caterers, Deptford, NJ on July 24, 2024 at 4:00 PM, prevailing time. Acting Chair Bob Diaz, South Harrison Township, presiding. The meeting was called to order at 4:00 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**
Deanna Blackburn, **Deptford Twp.**
Carolyn King-Sammons, **Elk Twp.**
Doug Hogate, **Elsinboro Twp.**
Barbara Freijomil, **Franklin Twp.**
Clark Pierpont, **Glassboro Borough**
Lisa Jeffers, **Greenwich Twp.**
Kathy Schools, *Alternate*, **Harrison Township**
William Pine, **Logan Twp.**
Rick Eber, **Mannington Twp.**
Jennica Bileci, **Mantua Twp.**
Don Darcangelo **Monroe Twp.**
Joy Gunn, **National Park Borough**
Harry Moore, **Oldmans Twp.**
Anjanette Scott, **Penns Grove Borough**
Michael Razze, **Pitman Borough**
Majorie Sperry, **Quinton Twp.**
Bob Diaz, *Fund Secretary*, **South Harrison Twp.**
Linda Gomez, *Alternate*, **Vineland City**
Adele Riiff, *Alternate*, **Washington Twp.**
Carol Newman, *Alternate*, **Wenonah Borough**
Cassidy Swanson, **Woodbury City**
Lois Yarrington, **Woolwich Twp.**
Ryan Wells, *Alternate*, **Woodbury Heights Borough**

Absent Fund Commissioners/Professionals were:

Mike Burden, **Fairfield Twp.**
John Hitchner, **Hopewell Twp.**
Kevin Clour, **Lower Alloways Creek Twp.**
Susan Jacabucci, **Paulsboro Borough**
Dan Neu, **Pennsville Twp.**
Melissa Flacker, **Pilesgrove Twp.**
Brad Campbell, **Shiloh Borough**
Jena Dolbow, **Swedesboro Borough**

Jack Cimprich, **Upper Pittsgrove Twp.**
Tyler Rost, **West Deptford**
Nicole O'Hara, **Westville Borough**

Also present were:

Paul A. Forlenza, MGA, Executive Director, **RPA, A Division of Gallagher**
Kamini Patel, MBA, CIC, CPCU, AIDA®, RMC, Program Director, **RPA – A Division of Gallagher**
Jillian Donnelly, Account Manager, **RPA – A Division of Gallagher**
Scott DeWeese, Esquire, **The DeWeese Law Firm, P.C.**
Rob Garish, Assistant Director of Public Sector, **J. A. Montgomery Risk Control**
Keith Hummel, Safety Director, **J. A. Montgomery Risk Control**
Debby Schiffer, **Wellness Director**
Chris Roselli, Account Manager, **Qual-Lynx**
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
Ceteci & Connell
Len Eckman Insurance
Hardenbergh Insurance

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

Recording Secretary Kristie asked for a motion to move Robert Diaz, South Harrison Township, to Acting Fund Chair in the absence of Karen Sweeney, Wenonah Township; Marjorie Sperry, Quinton Township, to Acting Secretary; Carolyn King-Sammons, Elk Township; Will Pine, Logan Township; and Sue Miller, Clayton Borough; to the Executive Committee for voting purposes, in the absence of Colette Bachich, Washington Township and Jeff Celebre, Vineland City.

Motion by Ms. Sperry, seconded by Mr. Hogate to move up the Committee members as presented. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Committee Meeting

Acting Chair Diaz presented the minutes of the June 24, 2024 Executive Committee meeting for approval.

Acting Chair Diaz asked members for their questions at this time. No questions were entertained.

Acting Chair Diaz entertained a motion to approve the minutes of the June 24, 2024 Executive Committee meeting.

Motion by Ms. Sperry, seconded by Mr. Hogate to approve the minutes of the June 24, 2024 Executive Committee meeting. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Meeting

Acting Chair Diaz presented the minutes of the June 24, 2024 Executive Claims Review Committee Meeting for approval.

Acting Chair Diaz asked members for their questions at this time. No questions were entertained.

Acting Chair Diaz entertained a motion for approval of the Executive Claims Review Committee meeting minutes.

Motion by Ms. Sperry, seconded by Mr. Hogate to approve the minutes of the June 24, 2024 Executive Claims Review Committee Meeting. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Closed Session

Acting Chair Diaz presented the Executive Claims Review Committee Closed Session meeting minutes of June 24, 2024 for approval.

Acting Chair Diaz asked members for their questions at this time. No questions were entertained.

Acting Chair Diaz entertained a motion for approval of the Executive Claims Review Committee Closed Session meeting minutes.

Motion by Ms. Sperry, seconded by Mr. Hogate to approve the Executive Claims Review Committee Closed Session meeting minutes of June 24, 2024 as presented. All in Favor. Motion carried.

The Executive Claims Review Committee Closed Session minutes of June 24, 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 – July 22, 2024

Acting Chair Diaz reported that an Executive Claims Committee Meeting was held on Monday, July 22, 2024 at 3:30 PM via Microsoft Teams.

The Committee reviewed seven (7) claims. Of the claims reviewed, there were six (6) Workers' Compensation, zero (0) General Liability, zero (0) Auto, and one (1) Property PARs recommended for approval of settlement or continuing defense.

There were four (4) claim(s) reviewed for June that had previously been approved by Vineland.

2024310674
2024333226
2024335579
2024329441

There were four (4) claim(s) reviewed for abandonment of subrogation attempts for the month:

2023297508
2022273973
2023300371
2023297439

Questions will be addressed during Closed Session if necessary.

EXECUTIVE DIRECTOR'S REPORT

Mr. Forlenza then reviewed the Executive Director's Report found in the agenda packet with the membership. He noted that while not included in his formal report, all members are urged to review the JIF directories include on the members only section of the JIF website. He noted that the directories were recently updated based upon information the members entered into Origami. He asked that any corrections be forwarded to his office and updated in origami. He 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 claim or encumber the funds is November 1, 2024 with all encumbered funds needing to be claimed by January 31, 2025. 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. He also noted that for those towns up for Renewal as of January 1, 2025, you must go through the re-underwriting process for your Bond renewals. Any questions on the status of an application, renewal re-underwriting process, or a bond listed on the report should be directed to Jonathon Tavares at 856-614-4493 or jtavares@connerstrong.com.

In regards to the Renewing Members, Mr. Forlenza stated letters were emailed on or about June 11, 2024, to the twelve (12) members whose membership in the JIF is up for renewal effective January 1, 2025. These members are: Carneys Point Township, Clayton, Franklin, Logan, Lower Alloways Creek, Oldmans, Pilesgrove, Pitman, Shiloh, Upper Pittsgrove, Vineland, and Woodbury. Included in the email was a Resolution for Renewal of Membership in the TRICO JIF, a Certification required under the Local Public Contracts Law, and an Agreement to Renew Membership in the TRICO JIF. Members were asked to place the Renewal Resolution on the agenda of an upcoming governing body meeting and return both the approved Resolution and executed Agreement to our office by Friday, August 23, 2024.

With that said, Mr. Forlenza also noted that Renewal visits are underway and have been going well. He reiterated these appointments are an opportunity to discuss the member's participation in the JIF and the many programs available to them. The Executive Director's office believes it is very important for the decision makers in each member municipality to understand the value of JIF membership.

Mr. Forlenza stated that email correspondence is slated to go out tomorrow to all members and their risk managers notifying them the 2025 Exposure Renewal Process has begun. As occurred last year, members will receive this email from Origami containing a link to the Origami renewal web site. Also included in the correspondence will be important information pertaining to your property and equipment schedules, employee payroll information/counts, and other exposure data. In addition, the correspondence will include important information regarding coverage exclusions and limits. All members and risk managers are urged to carefully review this information prior to starting the renewal process. Anyone with questions regarding the exposure renewal process should contact Jodi Palmeri in the Executive Directors office. Members are asked to complete the 2025 exposure renewal process no later than Friday, August 31, 2024.

Mr. Forlenza stated that on or about June 12, 2024, members that received a physical appraisal this year received a copy of their appraisal report via email. The reports were emailed to the Municipal Clerk and copied to their RMC and Fund Commissioner. Members are encouraged to review the report and notify the Property Appraiser if any properties were missed during the appraisal process. Any questions regarding the report can be addressed to Mel Ngayan at AssetWORKS

Mr. Forlenza noted an email was released on July 15, 2025 to all members notifying them of the availability of the 2024 Coverage Documents in Origami. The email also included instructions on how to access the Coverage Documents in Origami. It is strongly recommended that the Coverage Documents be downloaded and/or printed and kept as a long-term record by each member municipality. If you have any questions, please contact Kamini Patel or Melissa Bush in the Executive Directors office.

Lastly, Mr. Forlenza noted a report detailing attendance records through the second quarter of the 2024 Fund Year is included in the agenda on page. 44. Please be sure to review your attendance, and contact Recording Secretary Kristie if you feel there are any discrepancies in the report. Please do not wait until years end to question any discrepancies.

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

SOLICITOR'S REPORT

Assignment of New Cases

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

Lasky v. Borough of Glassboro

Assignment of Closed Cases

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

*Eckrich v. Borough of Paulsboro
Heister v. City of Woodbury
Deschler v. Borough of Clayton*

General Liability Files

Mr. Scott DeWeese noted that there are **34** 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. Scott 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. Scott 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. Scott DeWeese reminded the members that Jodi Howlett, Esquire, retired and has been replaced with Victoria A. Holmes of Cleary Gacobbe Alfieri Jacobs LLC to the MEL Helpline.

Acting Chair Diaz entertained a motion to *authorize the Fund Solicitor to Prepare, Distribute, and receive the results of a membership survey regarding JIF operations, Programs and Policies.*

Motion by Ms. Sperry, seconded by Mr. Hogate, to *authorize the Fund Solicitor to Prepare, Distribute, and receive the results of a membership survey regarding JIF operations, Programs and Policies,* as presented.

| | | |
|------------------|-----------------|---|
| ROLL CALL | Yeas: | Marjorie Sperry, Quinton Township Doug Hogate, Elsinboro Township Ken Brown, Carneys Point Township Robert Diaz, Fund Secretary, South Harrison Township Carolyn King-Sammons, Elk Township Will Pine, Logan Township Sue Miller, Clayton Borough |
| | Nays: | None |
| | Abstain: | None |

Motion carried by unanimous vote.

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 June including member visits, meetings attended, Trainings, Safety Director Bulletins and Messages, and MSI Live and MSI NOW. He then highlighted the following:

Mr. Garish reminded members as National Night Out approaches, please remember to utilize the Special Events Handbook and/or various Safety Director Bulletins regarding Special Events.

Lastly as a reminder, he stated please do not forget to submit your 2023 Right to Know Surveys, which were due to be submitted to the State on July 15th.

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

CLAIMS ADMINISTRATOR’S REPORT

Lessons Learned from Losses

This month Mr. Roselli reviewed the importance of timely reporting of claims, noting that a Worker Compensation claims reported within 3 days of the injury results in a claim with lower costs. In regards to Liability claims, delayed reporting can hamper the best defense that can be provided, and in regards to Property claims, damages can worsen, leading to increased costs or possibly no coverage for a portion of the claim. He also noted there are Claims Reporting Roadmaps on the homepage of the JIF website that can be a helpful guide when a claim arises. Once a Property Unit Manager is hired, Mr. Roselli will update the Roadmaps and submit to have uploaded to the website. He also asked if members could please reiterate to their towns to please utilize the Roadmaps for all Claims as well as OPRA as they will walk you through, step by step, how to properly report a Claim or an OPRA Request.

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 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 no (0) Police agency visits this month and 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 TRICO JIF 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.

Lastly, 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. Agency assistance has been provided inclusive of the background invest process for officers.

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 the month. 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 stated with the start of Quarter 3, the Mindset Theme will be around Compassion and to please review her Newsletter, which had been emailed prior, explaining why compassion in the workplace is so important.

She stated July is Social Wellness Month and this is a great time to connecting with other people, to uplift them which offers benefits in both physical and mental well-being.

Ms. Schiffer reported she had just returned from a Mindful Retreat, where the food served was all free of fats, oils, preservatives, and was overall “clean” eating. She expressed how excited she was to share some of these meal ideas with others, and is hoping to create a pilot program in the future on meal-prepping these recipes for employees who may be interested. 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 June 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>June</i> | <i>YTD</i> |
|------------------------------------|--------------------|-------------------|
| <i>Lost Time</i> | 6 | 37 |
| <i>Medical Only</i> | 35 | 120 |
| <i>Report Only</i> | 22 | 84 |
| <i># of New Claims Reported</i> | 63 | 241 |
| <i>Average Days Reported to QL</i> | 2.6 | 5.2 |

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: 5.2 days

Transitional Duty Report

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

| Transitional Duty Summary Report | YTD |
|---|------------|
| <i>Transitional Duty Days Available</i> | 2,291 |
| <i>Transitional Duty Days Worked</i> | 1,177 |
| <i>% of Transitional Duty Days Worked</i> | 51% |
| <i>Transitional Duty Days Not Accommodated</i> | 1,114 |
| <i>% of Transitional Duty Days Not Accommodated</i> | 49% |
| <i>\$ Saved by Accommodating</i> | \$109,668 |
| <i>\$ Lost by NOT Accommodating</i> | \$139,598 |

PPO Penetration Report:

Ms. Gallagher noted, as Qual-Lynx is currently migrating to their parent company’s (Enlyte) billing system, Smart Advisor, certain reports were unable to be produced this month including the June PPO Savings Report, the Top 10 Providers/Specialty Report, and the Pharmacy Benefit Summary report. The transition should be completed in the near future and reports will be available for the September Claims Review Committee Meeting.

Top 10 Providers by Specialty: see above

Nurse Case Management Report: see above

Managed Care Quick Notes

This month, Ms. Gallagher reported Qual-Lynx offers a Managed Care program that delivers appropriate care and 24/7 claim reporting and triage, medical case management, access to the QualCare Provider Network, medical bill review and repricing, out-of-network bill negotiation, and return to work management. The program focuses on delivering quality care while achieving cost savings through collaboration with providers and the claims team. The goal is to ensure injured workers receive appropriate care and return to work as quickly as possible.

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

TECHNOLOGY RISK SERVICES REPORT

In Mr. Caruso referenced his reports included in the agenda highlighting the activities during the month of June, which were self-explanatory, then highlighted the following:

Mr. Caruso reported as of June 30, 2024 the first half of Wizer Training is closed. Most members were able to complete the training as we had over 94% participation rate. There were still a number of “not started” accounts. Please hold onto your rosters as of 6/30/2024 as proof that those people who did not even start training should not have been included in case you have a claim. The new training started July 8, 2024.

He also reported that expiring June 30, 2024, was the grandfathering of Cyber Framework deductible positions. All members who had filed an approved Cyber Framework submission as of 12/31/2022 were automatically granted BASIC status (\$35,000 deductible) in the event of a claim.

Mr. Caruso stated he had a discussion this month with representatives from NJCCIC. They are conducting their own audits and vulnerability testing. Please be advised these have NO bearing on your Cyber Framework forms or your deductible status. However, their services are free and perhaps useful. In those discussions he encouraged the NJCCIC to work with the MEL so that their products/services could help our members with their requirements. He reported more information will follow as discussions continue. He stated, if you are approached by NJCCIC or any Cyber protection group please reach out to him so that he can assist you with their role.

Lastly, Mr. Caruso referenced the Newsletter included in the agenda on page 73 which defined the various “phishing” terms in the context of cyber activities.

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 June 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 June 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 \$66,091.54. This generated an average annual yield of 2.69%. However, after including an unrealized net gain of \$157,354.72 in the asset portfolio, the yield is adjusted to 9.10% for this period. The total overview of the asset portfolio for the fund shows a current market value of \$28,037,793.35 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 \$25,662,191.21

Receipt Activity for the Period

| | Month | YTD |
|------------------------------------|--------------|--------------|
| Subrogation Receipts | \$7,686.53 | \$223,223.06 |
| Salvage | \$0.00 | |
| Overpayment Reimbursement | \$0.00 | |
| FY 2022 Retro Premium/Harrison Twp | | \$18,143.00 |

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

All Member Balances are now combined in one report and shows that \$1,475.78 in interest has been applied to the existing balances as shown in the attached report totaling \$659,814.83 at months end.

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

Mr. Tontarski reported net claim activity during the reporting period for claims paid by the Fund and claims payable by the Fund at period end is \$261,479.62. The claims detail shows 231 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 \$29,681,868.86 to a closing balance of \$29,236,282.17 showing a decrease in the fund of \$445,586.69

Bill Lists – July 2024

For the Executive Committee’s consideration, Mr. Tontarski presented the **July 2024 Bill List** in the amount of **\$224,490.17** and the **RMC Bill List** in the amount of **\$417,756.00**, included in the agenda on pages 106-107.

Acting Chair Diaz entertained a motion to approve the June 2024 Loss Run Payment Registers, the **July 2024 Bill List** in the amount of **\$224,490.17** and the **RMC Bill List** in the amount of **\$417,756.00**, as presented.

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

Motion by Ms. Sperry, seconded by Mr. Hogate, to approve the June 2024 Loss Run Payment Registers, the **\$224,490.17** and the **RMC Bill List** in the amount of **\$417,756.00**, as presented.

- ROLL CALL**
- Yeas:** Marjorie Sperry, Quinton Township
 Doug Hogate, Elsinboro Township
 Ken Brown, Carneys Point Township
 Robert Diaz, Fund Secretary, South Harrison Township
 Carolyn King-Sammons, Elk Township
 Will Pine, Logan Township
 Sue Miller, Clayton Borough
 - Nays:** None
 - Abstain:** None

All in favor. Motion carried by unanimous vote.

COMMITTEE REPORTS

Finance Committee

2024 Budget Amendment Hearing – Motion to Open

Acting Chair Diaz entertained a motion to open the *2024 Budget Amendment Public Hearing*.

Motion by Ms. Sperry, seconded by Mr. Hogate, to open the *2024 Budget Amendment Public Hearing*. All in favor. Motion carried.

Acting Chair Diaz asked if there were any questions or comments from the public. No questions were entertained.

2024 Budget Amendment Hearing – Motion to Close

Acting Chair Diaz entertained a motion to close the *2024 Budget Amendment Public Hearing*.

Motion by Ms. Sperry, seconded by Mr. Hogate, to close the *2024 Budget Amendment Public Hearing*. All in favor. Motion carried.

2024 Amended Budget Adoption

Acting Chair Diaz entertained a motion to adopt the *2024 Amended Budget* as presented.

Motion by Ms. Sperry, seconded by Mr. Hogate, to adopt the *2024 Amended Budget* as presented.

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| ROLL CALL | Yeas: | Marjorie Sperry, Quinton Township Doug Hogate, Elsinboro Township Ken Brown, Carneys Point Township Robert Diaz, Fund Secretary, South Harrison Township Carolyn King-Sammons, Elk Township Will Pine, Logan Township Sue Miller, Clayton Borough |
| | Nays: | None |
| | Abstain: | None |

Motion carried by unanimous vote.

2024 Amended Assessment Certification Adoption

Acting Chair Diaz entertained a motion to adopt the *2024 Amended Assessment Certification* as presented.

Motion by Ms. Sperry, seconded by Mr. Hogate to adopt the *2024 Amended Assessment Certification* as presented.

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| ROLL CALL | Yeas: | Marjorie Sperry, Quinton Township Doug Hogate, Elsinboro Township Ken Brown, Carneys Point Township Robert Diaz, Fund Secretary, South Harrison Township Carolyn King-Sammons, Elk Township Will Pine, Logan Township Sue Miller, Clayton Borough |
| | Nays: | None |
| | Abstain: | None |

Motion carried by unanimous vote.

Strategic Planning Committee Meeting Minutes – June 28, 2024

Ms. Miller noted the Strategic Planning Committee met on June 28, 2024 via Microsoft Teams and the detailed minutes were included in the agenda starting on page 110 and were self-explanatory. She then reminded any renewing members to please have your renewal Resolution and Contract into the Executive Directors office by August 31, and noted there are no new prospects for 2025 at this time. Ms. Miller noted the 2nd Quarter attendance was very good, at 82% for Fund Commissioners with only 7% of that number of Alternates, so please keep up the good work at attending meetings, and lastly, Mr. DeWeese is currently reviewing the JIF Bylaws.

In regards to the December Dinner Meeting, Ms. Miller asked the memberships opinion on having a dinner after the meeting, or having the meeting at a location and have a pre-dinner option? Mr. Razze stated he was fine with whatever the majority of the membership decided on. Hearing no other comments, Ms. Miller noted anyone could email her with any suggestions.

With that said, Mr. Miller asked if there were any questions. No questions were entertained.

MEL/RCF/EJIF/CYBER Reports

Mr. Razze reported the Cyber JIF met on June 20, 2024 and the minutes were including in the agenda packet on page 115. He stated the minutes were self-explanatory and noted that at the end of the year the Cyber JIF had a \$1.9 million surplus position. He also reported that while the cyber-attacks on the JIF members are low, the significance of the attacks is great, which is what we are seeing.

Mr. Razze noted the 2024 Cyber JIF renewal was 2%, which is very good in today’s market.

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

MISCELLANEOUS BUSINESS

Acting Chair Diaz asked for **Authorization to Process and Pay Fund Vendors/Fund Professionals in August 2024.**

Motion by Ms. Sperry, seconded by Mr. Hogate to *Process and Pay Fund Vendors/Fund Professionals in August 2024.*

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|------------------|-----------------|---|
| ROLL CALL | Yeas: | Marjorie Sperry, Quinton Township Doug Hogate, Elsinboro Township Ken Brown, Carneys Point Township Robert Diaz, Fund Secretary, South Harrison Township Carolyn King-Sammons, Elk Township Will Pine, Logan Township Sue Miller, Clayton Borough |
| | Nays: | None |
| | Abstain: | None |

Motion carried by unanimous vote.

Acting Chair Diaz asked for a ***motion to Authorize the Executive Director’s office to Re-advertise the Location of the December Executive Committee Meeting.***

Motion by Ms. Sperry, seconded by Mr. Hogate to *Authorize the Executive Director’s office to Re-advertise the Location of the December Executive Committee Meeting.*

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|------------------|-----------------|---|
| ROLL CALL | Yeas: | Marjorie Sperry, Quinton Township Doug Hogate, Elsinboro Township Ken Brown, Carneys Point Township Robert Diaz, Fund Secretary, South Harrison Township Carolyn King-Sammons, Elk Township Will Pine, Logan Township Sue Miller, Clayton Borough |
| | Nays: | None |
| | Abstain: | None |

Motion carried by unanimous vote.

Acting Chair Diaz asked for a ***motion to Authorize the Executive Director’s office to Prepare, Advertise, and Receive Proposals for Internal and External Network Penetration Testing in Conjunction with the Atlantic and Burlington County Municipal Joint Insurance Funds.***

Motion by Ms. Sperry, seconded by Mr. Hogate to *Authorize the Executive Director’s office to Prepare, Advertise, and Receive Proposals for Internal and External Network Penetration Testing in Conjunction with the Atlantic and Burlington County JIF’s* as presented.

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| ROLL CALL | Yeas: | Marjorie Sperry, Quinton Township Doug Hogate, Elsinboro Township |
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Ken Brown, Carneys Point Township
Robert Diaz, Fund Secretary, South Harrison Township
Township
Carolyn King-Sammons, Elk Township
Will Pine, Logan Township
Sue Miller, Clayton Borough

Nays: None

Abstain: None

Motion carried by unanimous vote.

NEXT MEETING

Acting Chair Diaz noted that the next meeting of the TRICO JIF would take place on **Monday, September 23, 2024 via Microsoft Teams**. There is no August meeting.

PUBLIC COMMENT

Open Public Comment

Acting Chair Diaz entertained a motion to open the meeting to the public.

Motion by Ms. Sperry, second by Mr. Hogate to open the meeting to the public. All in favor. Motion carried.

Close Public Comment

Hearing no other comments from the public, Acting Chair Diaz entertained a motion to close the meeting to the public.

Motion by Ms. Sperry, second by Mr. Hogate to close the meeting to the public. All in favor. Motion carried.

APPROVE CLAIMS PAYMENTS

Acting Chair Diaz 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> |
|------------------------------------|---------------------------------|
| 2021226295 | 2024323072 |
| 2023295148 | |
| 2024318990 | |
| 2024338882 | |
| 2024336236 | |
| 2024333308 | |

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

ROLL CALL

Yeas: Marjorie Sperry, Quinton Township
Doug Hogate, Elsinboro Township
Ken Brown, Carneys Point Township
Robert Diaz, Fund Secretary, South Harrison Township
Carolyn King-Sammons, Elk Township
Will Pine, Logan Township
Sue Miller, Clayton Borough

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote

APPROVE ABANDONING SUBROGATION

Acting Secretary Sperry noted there were four (4) claim(s) reviewed for abandonment of subrogation attempt since the last meeting:

2023297508

2022273973

2023300371

2023297439

Acting Chair Diaz entertained a motion for the Authorization for the Abandonment of Subrogation on the files as presented.

Motion by Ms. Sperry, second by Mr. Hogate, for the authorization for the abandonment of Subrogation on files as presented.

ROLL CALL

- Yeas:** Marjorie Sperry, Quinton Township
 Doug Hogate, Elsinboro Township
 Ken Brown, Carneys Point Township
 Robert Diaz, Fund Secretary, South Harrison Township
 Carolyn King-Sammons, Elk Township
 Will Pine, Logan Township
 Sue Miller, Clayton Borough
- Nays:** None
- Abstain:** None

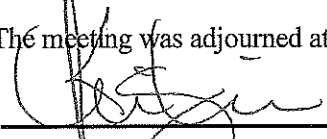
All in favor. Motion carried by unanimous vote

MOTION TO ADJOURN

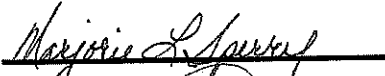
There being no further business, Acting Chair Diaz entertained a *Motion to Adjourn* the July 24, 2024 Executive Committee Meeting of the TRICO JIF.

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

The meeting was adjourned at 4:47 PM



Kris Kristie, Recording Secretary for



Marge Sperry, Acting Secretary