

**PUBLIC ENTITY JOINT INSURANCE FUND
MEETING MINUTES
March 26, 2024 at 10:00am
Via – MS Teams FOR ALL MEMBERS
FOR PUBLIC ONLY 609-246-5769; Passcode 842 494 842#**

**MEETING OF THE PUBLIC ENTITY JOINT INSURANCE FUND CALLED TO ORDER
AT 10:07 AM**

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

ROLL CALL OF FUND COMMISSIONERS

City of East Orange – McCall
City of Orange – Absent
City of Passaic – R. Fernandez
City of Perth Amboy – Absent
City of Plainfield – L. Carden
Borough of Roselle – S. Smith
Township of Teaneck – T. Rowe
Town of West New York – Absent

APPROVAL OF 2/27/2024 MEETING MINUTES

MOTION: Commr. McCall
SECOND: Commr. Fernandez
ABSTAIN:

ADOPTION OF RESOLUTIONS

- **Resolution 14-24 – Approving Certain Disbursements – \$2,021,959.30**
- **Resolution 15-24 – Approving Claims Payments –\$1,271,143.09**

MOTION: Commr. Rowe
SECOND: Commr. Carden
ABSTAIN:

ROLL CALL OF FUND COMMISSIONERS

City of East Orange – McCall
City of Orange – Absent
City of Passaic – R. Fernandez
City of Perth Amboy – Absent
City of Plainfield – L. Carden
Borough of Roselle – S. Smith
Township of Teaneck – T. Rowe
Town of West New York – Absent

EXECUTIVE DIRECTOR'S REPORT – Jonathan Hall

- **EXECUTIVE DIRECTOR'S REPORT (Jonathan Hall)**
 - **Actuarial Report Status Update** - The Administrator's office received the first draft of the year-end reserve study. We are currently reviewing the draft report. As soon as the report is finalized, we will update the year-end financials and share them with the Commissioners.
 - **Member Assessments** - The Administrator's office notes that several members have not yet remitted the 1st installment of their 2024 Assessments, which were due in January. We remind the members that timely payment of assessment installments is critical for the Fund to fulfill its obligations to excess carriers, service providers, and claimants.
 - **Risk Manager Agreements for 2024** - The Administrator's office requests that all Risk Managers send copies of the fully-executed agreements between them and their clients as soon as practicable. Remember, the Fund cannot pay service providers until agreements have been received.

- **UNDERWRITING REPORT (Robert Smith)**
 - **Property Renewal** – Property renewal is coming on 7/1. At this time no action is needed by the members. However, should the excess market need additional information, we will need those questions answered in a timely manner.
 - **Cyber Renewal** – The cyber renewal is also coming up on 7/1. At this time, the applications are past due. Please get those in as soon as possible. Failure to submit an application can lead to reduced limits, higher SIRs or a lapse in coverage. Additionally, all members need to schedule their Harbor Technology interviews as they did last year. This is an important part of the submission process and is as important as the apps. Failure to participate in these interviews could lead to the same shortcomings as failure to submit an app.

- **RISK CONTROL REPORT (Anthony Ven Graitis)**
 - **No Accidents Today** – Is more than just a fleeting trend—it's a philosophy and a way of life. Grounded in science and supported by extensive literature, it emphasizes the power of positive affirmations to drive behavioral change. The ultimate goal? To create a workplace where every employee returns home safely at the end of each day. No Accidents Today will

replace the current Safety Incentive Program, will reward members for their safety performance, but most importantly, will emphasis a safety culture where every loss is preventable.

- **Safety Incentive Program** – The 2023 Safety Incentive Program awards were announced. Level A awards were awarded to the following 6 members of the PEJIF: City of East Orange, Borough of Roselle, City of Passaic, City of Perth Amboy, City of Plainfield, Borough of Roselle and Township of Teaneck. The following member was awarded the Level B award, with loss rates better than the JIF average for Property, GL and Workers’ Compensation: Borough of Roselle. Congratulations to all members for their safety and loss control efforts throughout 2023.
- **Distracted Driving Awareness Challenge** – The 3rd Annual Distracted Driving Awareness Challenge “3-minutes can save a life” is being sponsored again for Distracted Driving Awareness month. Municipalities can win from \$250 to \$750 based on participation rates and having employees complete distracted driving awareness training. This year a 3 minute course has been introduced to promote awareness and to further spread the word to drive carefully.
- **PEOSH Violations** – Loss control discussed that PEOSH is following OSHA’s lead in inspecting tree care operations. As one of the most dangerous jobs in the Country, tree care work requires working with heavy equipment, objects with varying centers of gravity, hazards that are not always readily seen, and working from heights. Risk control staff have resources to assist members, and expert third party providers are available for consultation.

○ **CLAIMS MANAGEMENT (Robert Persico)**

- **Claims KPI Report February 2023** – Bob Persico presented the claim KPIs for the month of February 2024. He addressed the incoming claim volume, claim closing numbers by business line, closing ratios by business line as well as overall, reserving activity and total pending claims as of February.

MEMBER UPDATES

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commr. McCall made a motion to adjourn the meeting at 10:58am and Commr. Smith seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

Madeline Delgado

ALSO, PRESENT:

A. Ven Graitis
B. Erlandsen
D. Voda
D. Springer
K. Guerriero
J. Hall
J. Brown
J. Sanchez
K. Guze
K. Skeba
K. Larkin
K. Connor
L. Carden
L. Graham
M. Delgado
M. Ramirez
M. Liggett
M. Ferreras
M. O'Connell
P. Fahy
P. DeBlasio
R. Persico
R. Smith
R. Hope
W. Dietz