

**PUBLIC ENTITY JOINT INSURANCE FUND
MEETING MINUTES
March 18th, 2014
Hampton Inn Woodbridge, NJ at 11:00am**

MEETING OF THE PUBLIC ENTITY JOINT INSURANCE FUND CALLED TO ORDER AT 11:10 AM.

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

ROLL CALL OF FUND COMMISSIONERS

Ricardo Fernandez – City of Passaic
Jillian Barrick – City of Perth Amboy
Karen Dabney – City of Plainfield
Joseph DeMarco – Town of West New York

▪ **MEETING OF BOARD OF FUND COMMISSIONERS CALLED TO ORDER**

▪ **APPROVAL OF MINUTES February 18th, 2014**

MOTION: Commr. Fernandez
SECOND: Commr. Barrick

▪ **ADOPTION OF RESOLUTIONS**

MOTION TO ADOPT RESOLUTIONS

○ **Resolution 15-14** – Approving Disbursements totaling \$ \$110,730.22

MOTION: Commr. Barrick
SECOND: Commr. Fernandez

VOTE: ROLL CALL

Ricardo Fernandez – City of Passaic
Jillian Barrick – City of Perth Amboy
Karen Dabney – City of Plainfield
Joseph DeMarco – Town of West New York

○ **Resolution 16-14** – Approving Claims Payments totaling \$24,099.39

MOTION: Commr. Fernandez
SECOND: Commr. Barrick

VOTE: ROLL CALL

Ricardo Fernandez – City of Passaic
Jillian Barrick – City of Perth Amboy
Karen Dabney – City of Plainfield
Joseph DeMarco – Town of West New York

Executive Director – NIP Group E. Miller

- **East Orange** – Mr. Miller advised that East Orange has not made a final decision on PEJIF membership. The City Administration is still conducting its due diligence. The City's current insurance program renews on 7/1/14.
- **Committee Formation** – Plans are underway to form a Police Safety Committee, Firefighters Roundtable and DPW Roundtable.

SAFETY DIRECTOR - Anthony Ven Graitis, Vice President Risk Control & Wendy Wiebalk, Litigation Manager)

- **Training/Video Rental update – A. Ven Graitis** Member training is currently available and is being scheduled. A list of training courses and rental videos has been made available. SERVE training- online driver training for emergency responders- will be rolled out in the next week.
- **In2vate Initiative – A. Ven Graitis** - Member administrators now have access to In2vate's on-line training system. Courses can be assigned to any employee with internet access and a computer. A list of available courses has been distributed including Police and Fire/EMS professional courses, PEOSH required training, driver training, and anti-harassment/discrimination training. NIP can also assign courses upon request.
- **Safety Committee Meetings – A. Ven Graitis** - Member safety committee meetings are ongoing and scheduled. An informed department representative should review accident investigation forms and be able to discuss preventative actions taken for each incident
- **Interpersonal Relationships in the Workplace – W. Wiebalk** - Wendy addressed the difference between lateral and hierarchical dating relationships and their legal ramifications and considerations of fraternization policies.

CLAIMS REPORT - Robert Persico, Vice President Claims

- **Litigation Management** - Bob discussed the important items when reporting claims for the multiple lines of business. Capturing a thorough description of the event is always at the heart of reporting. Also updated the attendees on recommended litigation management fees and that NIP will directly manage professional lines claims.

Treasurer's Report – Patrick DeBlasio

Earl Miller spoke on behalf of Patrick DeBlasio since Mr. DeBlasio had to leave early.

Mr. Miller reviewed the monthly treasurer's report and cash management account and advised that the Fund has met all outstanding obligations and its financial position is secure.

MOTION TO ADJOURN TO EXECUTIVE SESSION, NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12(B), TO DISCUSS PENDING OR ANTICIPATED LITIGATION (CLAIMS)

Claims: NONE

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commissioner Fernandez made a motion to adjourn the meeting at 11:23am and Commissioner Barrick second the motion. Motion carried unanimously.

Prepared by E. Miller.

Earl Miller

Ricardo Fernandez

ALSO PRESENT:

Earl Miller – NIP
Madeline Delgado – NIP
Steve Edwards - NIP
Robert Persico – NIP
James Renner – NIP
Jonathan Hall – NIP
Anthony Ven Graitis – NIP
Wendy Wiebalk – NIP
Brian Erlandsen – BGIA
Mike O'Connell- Pringle, Quinn, Anzano
Debbie Perillo – NIP
Francis O'Kelly – BGIA
Rob Smith – NIP
Patti Fahy – Reliance Insurance Group
Lindsey Klein – Reliance Insurance Group
Paul Messerschmidt – D & H Alternative
Kathleen Guze – D & H Alternative
George Crosby – NIP
Damaris Gonzalez – West New York
Kathy Martin – City of Passaic
Steve Daveggia – InServco
Scott Readlinger – HUB International

Larry Graham – Fairview Insurance