

**PUBLIC ENTITY JOINT INSURANCE FUND
MEETING MINUTES
December 16th, 2014
Hampton Inn Woodbridge, NJ at 10:00am**

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

ROLL CALL OF FUND COMMISSIONERS

Ricardo Fernandez – City of Passaic-Absent
Maria Rivera – City of Perth Amboy
Karen Dabney – City of Plainfield - Absent
David Brown – Borough of Roselle
Michele Ralph-Rawls – City of East Orange -Absent
Matthew Watkins - Town of West New York

Due insufficient attendance we did not have a quorum; therefore votes for November 25th meeting minutes and December meeting Resolutions below will be held at the January 2015 PEJIF meeting.

APPROVAL OF MINUTES November 25th, 2014 – No Vote

MOTION: Commr.
SECOND: Commr.
ABSTAIN: Commr.

▪ **ADOPTION OF RESOLUTIONS**

MOTION TO ADOPT RESOLUTIONS

- **Resolution 35-14** – Approving Disbursements totaling \$13,527.31
MOTION: Commr.
SECOND: Commr.

VOTE: ROLL CALL
- No Vote/Roll Call

- **Resolution 36-14** – Approving Claims Payments totaling \$108,977
MOTION: Commr.
SECOND: Commr.

VOTE: ROLL CALL
- No vote/RollCall

Executive Director – NIP Management Services - E. Miller

- **Fast Track** – December Fast Track has not been completed because of the earlier than usual meeting date.
- **2015 Final Assessment** – Miller reviewed the 2015 assessment budget and there were no questions.
- **2015 Service Providers** – Commissioners Watkins and Dabney have signed off on the Administrator’s recommendations on Service Providers for 2015. We know the chosen providers well since we already have a relationship with them via the GSMJIF.
- **2015 Renewal – (J. Hall)** – The Administrator’s office encourages renewing members (Passaic, Perth Amboy) to submit their Resolutions and Agreements as soon as they are approved by the respective Governing Bodies
- **Prospects – (J. Hall)** – Mr. Hall distributed and discussed Underwriting Executive Summary for Township of Teaneck. The Administrator’s office has released a quote for this prospect and recommends them for 2015 membership.

SAFETY DIRECTOR - Anthony Ven Graitis, Vice President Risk Control & Debbie Perillo, Sr. Risk Control Specialist)

- **Police Committee Update – A. Ven Graitis - VP Risk Control** – The meeting was held on December 2, at the Rahway City Library at 10:00. Wendy Wiebalk discussed best practices in response to complaints against an officer and how actions or inactions by Departments may affect the defense of a liability claim filed in the future. Videos of recent, actual events were reviewed and discussed with the group. The 2015 police training initiative was also discussed and Captain Parham outlined the Handcuff/Restraint training that will be part of the 2015 training initiative.
- **DPW Roundtable Recap - A. Ven Graitis - VP Risk Control** – The meeting was held on December 4, at the North Plainfield Vermeule Community Center at 614 Greenbrook Road at 10:00. Topics included snow plow safety, excavation safety, Jet Vac safety, Public Works facility access/safety, and general discussion.
- **Recognize Claim Trends – D. Perillo – Sr. Risk Control Specialist** — Debbie discussed 2015 risk control strategy plan for each member. She will meet with each member to discuss specific claim trends. RCS plans will be developed for each member depending on their needs. December monthly safety bulletin will be distributed by end of the week.

CLAIMS REPORT - Robert Persico, Vice President Claims and James Renner

- **Winter Claims Advisory** – James Renner provided a Winter Weather Claim Advisory and discussed the types of winter weather-related claims that can be expected in the next several months; pothole claims, slip and fall claims and snow plow liability claims. Jim urged the municipalities to be sure to clear the municipal streets and walkways of ice and snow immediately after weather events and to log all complaints of potholes to preserve potential claim defenses and immunities. Jim mentioned pot hole, snow plow and slip and fall claims. He specifically noted how a town can help prevent liability and assist a TPA when managing each type of claim.

- **Treasurer’s Report – Patrick DeBlasio** – 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

OPEN FORUM

MOTION TO ADJOURN - COMPLETED

Commissioner Watkins made a motion to adjourn the meeting at 10:33am and Commissioner Fernandez second the motion. Motion carried unanimously.

Prepared by E. Miller.

Earl Miller

Ricardo Fernandez

ALSO PRESENT:

Earl Miller – NIP
David Springer - NIP
Madeline Delgado – NIP
Robert Persico – NIP
Debbie Perillo – NIP
Anthony Ven Graitis - NIP
Jonathan Hall – NIP
James Renner - NIP
Wendy Wiebalk – NIP
Brian Erlandsen – BGIA
Mike O’Connell- Pringle, Quinn, Anzano
Francis O’Kelly – BGIA
Rob Smith – NIP
Steve Edwards – BGIA
Tom Fragoso – Sirocco
Peter Soriero – West New York
Lindsey Klein – Reliance Insurance
Patti Fahy – Reliance Insurance Group
Tom Fitzpatrick – Fairview Insurance
Kathleen Guze – D & H Alternative
Wayne F. Dietz – D & H Alternative
Kim Schweikert – InservCo

Nancy Fowlks – InservCo
Patrick DeBlasio – Treasurer