

**PUBLIC ENTITY JOINT INSURANCE FUND
MEETING MINUTES**

June 23, 2015

Avenel Room I - Hampton Inn Woodbridge, NJ at 10:00am

MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND CALLED TO ORDER AT 10:04 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 - Absent
Matthew Watkins –Town of West New York – Absent
Naiima Horsley-Fauntleroy- East Orange
David Brown – Borough of Roselle
William Broughton – Township of Teaneck

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

▪ **APPROVAL OF MINUTES OF May 19th**

MOTION: Commr. Brown

SECOND: Commr. Broughton

VOTE: ROLL CALL:

Ricardo Fernandez – City of Passaic
Jillian Barrick – City of Perth Amboy
Karen Dabney – City of Plainfield - Absent
Matthew Watkins –Town of West New York – Absent
Naiima Horsley-Fauntleroy- East Orange
David Brown – Borough of Roselle
William Broughton – Township of Teaneck

▪ **ADOPTION OF RESOLUTIONS**

MOTION TO APPROVE RESOLUTIONS

- **Resolution 20-15 – Approving Disbursements totaling \$ 21,732.10**
- **Resolution 21-15 – Approving Claims Payments totaling \$314,725**
- **Resolution 22-15 – Approving Counsel**

MOTION: Commr. Barrick

SECOND: Commr. Brown
VOTE: ROLL CALL

Ricardo Fernandez – City of Passaic
Jillian Barrick – City of Perth Amboy
Karen Dabney – City of Plainfield - Absent
Matthew Watkins –Town of West New York – Absent
Naiima Horsley-Fauntleroy- East Orange
David Brown – Borough of Roselle
William Broughton – Township of Teaneck

EXECUTIVE DIRECTOR REPORT– (Earl Miller & Jonathan Hall)

- **Fast Track Report - J. Hall** – Mr. Hall discussed the 2014 Fund Year performance and the coverage and structural improvements for the 2015 Fund Year. Detailed discussion to be held at the July Commissioners’ meeting.

UNDERWRITING – Anthony Amadeo

- Payroll Audit –Anthony discussed how the audit was a success with about 70% of the members complying. Result for these members was a 3% variance.
- New Website Launch – The launch of the enhanced website will be up and running the early part of the week of 7/29.
- Renewal Kickoff – An email was sent out requesting losses valued 6/30/15 and for 10 years for WC and 8 years for all other lines of business.
- 2016 Member Renewals –The renewal packages will be going out requesting renewal exposures to all members during the week of 7/13.

SAFETY DIRECTOR (Anthony Ven Graitis and Debbie Perillo)
(Debbie Perillo filled in for A. Ven Graitis portion)

- June 2015 Risk Control Bulletin- Law Enforcement Safety: Preventing an Ambush- D. Perillo – Debbie discussed “Preventing an Ambush” and will distribute a bulletin later in the day.
- Safety Topic- Safety Procedures for Summer Employees (Dept. of Recreation) – D. Perillo –Debbie discussed written policies and procedures for summer programs. Written policies and procedures should be put in place and an in person orientation training should be performed for all summer employees. An acknowledgement of receipt of the written rules and training should be retained for record keeping purposes. Offered members to advise Risk Control department if they need a template program and training.
- Training DVD topic: Heat Stress Prevention – D. Perillo -Distributed monthly training DVD entitled Heat Stress. Each member signed for their copy of the training. Advised members that relevant departments such as DPW and Depart of Recreation should utilize the training. Debbie also included a sign in sheet in each member’s packet to be returned to the risk control department for record keeping purposes.
- Police Training – D. Perillo – The discussion regarding recent police department trainings that have been offered to JIF members. Participation has been good. Explained 2 employees for each session is strongly recommended for each member to each training session. Feedback on the recent TACT training has been favorable by all members participating.

- Fire & Police Roundtable –D. Perillo - Fire and Police Department roundtables were discussed and feedback from members has been favorable. Will advise future dates for future meetings.
- EPL Training – D. Perillo – Debbie discussed EPL training requirements for members. Recommended In2vate for several topics as well as in person training.

CLAIMS REPORT (Robert Persico and Wendy Wiebalk)

- Workers Compensation – Costs for Civil Unrest – Presentation on the costs associated with the riots in Baltimore after the death of Freddie Grey in April 2015. Comments focused on the number of workers compensation claims submitted by the Baltimore Municipal of staff at 169 , to include the police at 113 as well as the cause for injuries basically by flying or falling objects. It is projected the costs will be 1.7 million for lost time, medical treatment and potential disability awards. Last it should be noted in May of 2015 murders were recorded at 43 which is the highest since August of 1990 when murders recorded were at 42. Perhaps the lack of a police presence in May contributed to the high murder rate.
- Insect Related Claims – Bob presented an update on summer insect claims to include bee, wasp and hornet stings, spider and tick bites and how the toxins for those individuals bit with allergic reactions could cause serious injuries. Further, mosquito born virus to include West Nile and a new virus the Chikungunya could be harmful for outdoor workers but do not present very serious injuries in nature.

MEMBER UPDATES (new agenda Item)

- Each member gave a updates on their respective Township/Borough/City since our last meeting. This will be a new monthly agenda item.

TREASURER'S REPORT

- Mr. DeBlasio 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. There were no questions.

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commissioner Fernandez made a motion to adjourn the meeting at 11:16am and Commissioner Barrick seconded the motion. Motion carried unanimously.

Prepared by E. Miller.

Earl Miller

Ricardo Fernandez

ALSO PRESENT:

Earl Miller – NIP
Wendy Wiebalk – NIP
David Springer – NIP Group
Steve Edwards - BGIA
Robert Persico – NIP
James Renner – NIP
Jonathan Hall – NIP
Anthony Ven Graitis – NIP
Wendy Wiebalk – NIP
Conrad Cyriax – NIP Group
Rob Smith – NIP
Thomas Fragoso – Scirocco
Peter Soriero – Allied Risk Management
Patrick DeBlasio – Treasurer
Debbie Perillo – NIP
Kathy Martin – City of Passaic
Wayne Dietz – D & H Alternative
Michael O’Connell – Pringle Quinn Anzano
Anthony Amadeo- NIP
Naiima Horsley-Fauntleroy
Kathleen Guze – D & H Alternative
Maria J. Rivera – City of Perth Amboy
Nancy Fowlkes – InservCo
Kim Schwaikert – InservCo
Lindsay Klein – Reliance
Tom Fitzpatrick – Fairview Insurance
David Troast – Hackensack
Francis J. Kelly – BGIA