

PUBLIC ENTITY JOINT INSURANCE FUND
MEETING MINUTES
October 27th, 2015
Avenel Room I - Hampton Inn Woodbridge, NJ at 10:00am

MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND CALLED TO ORDER AT 10:06 AM.

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

○ **ROLL CALL OF FUND COMMISSIONERS**

Ricardo Fernandez – City of Passaic
Peter Pellissier - City of Perth Amboy
Karen Dabney – City of Plainfield
Town of West New York -Absent
William Senande- City of 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 September 29th**

MOTION: Commr. Brown
SECOND: Commr. Dabney
ABSTAIN: Pellissier; Broughton

Ricardo Fernandez – City of Passaic
Peter Pellissier - City of Perth Amboy
Karen Dabney – City of Plainfield
Town of West New York -Absent
William Senande- City of East Orange
David Brown – Borough of Roselle
William Broughton – Township of Teaneck

○ **ADOPTION OF RESOLUTIONS**

MOTION TO APPROVE RESOLUTIONS

- **Resolution 27-15 – Approving Disbursements totaling \$147,590.42**
- **Resolution 28-15 – Approving Claims Payments totaling \$ 279,040**

MOTION: Commr. Broughton
SECOND: Commr. Dabney
VOTE: ROLL CALL

Ricardo Fernandez – City of Passaic
Peter Pellissier - City of Perth Amboy
Karen Dabney – City of Plainfield
Town of West New York -Absent
William Senande- City of East Orange
David Brown – Borough of Roselle
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EXECUTIVE DIRECTOR REPORT– Jonathan Hall

- **Fast Track Report** – We have only received fast track reports for month of July and August which was included in the October packet. We should have the September report later this week which will be sent to attendees as soon as it is completed.
- **Renewal Update** – Mr. Hall indicated that excess renewals quotes are starting to come in. We have already received 6 out of the 7 member renewals. We will have the 2016 draft budget ready and will share this information at our next PEJIF meeting on 11/10.

SAFETY DIRECTOR (Anthony Ven Graitis and Debbie Perillo)

- **Police Training: Brit Seminar Recap, Connell Consulting, TACT** -Brit Insurance hosted their inaugural regional risk management seminar titled, "Liability Prevention and Risk Management in Law Enforcement: Tips for Improvement in Ten Areas that Make a Real Difference," on Thursday, October 15, 2015, 9:00 a.m. to 2:00 p.m. at the Senior Citizens Center in Union. Approximately 70 people attended. The speakers were Randy Means, founding partner of the Charlotte-based Thomas & Means Law Firm, specializes entirely in police operations and administration and assists a broad national clientele, and Sgt. Jim Craige of the Alexandria (VA) Police Department where he manages its Tactical Computer System. Topics included Recruiting and Hiring the Right People to be Police Officers, Proper Use of Policy and Directives Manuals, Enhanced but Low-Cost Training and Testing Systems, Managing Use of Force and High Speed Driving, and Use of Body Worn Cameras and Other Recording Devices.
- **Safety Incentive Program update** - Safety incentives will be awarded at the end of 2015. As a reminder, on line training is a component of the award and 50 seats must be taken in SERVE or TEAM/In2vate for members to be eligible for awards. Please speak with Debbie or Anthony if you have any questions, concerns, or need information on registering.
- **Stewardship Report snow Plow safety, Indoor Quality and Legionnaires Disease** - Stewardship reports are currently being sent out and will be discussed at upcoming member SCMs. Bulletins on Snow Plow Safety, Indoor Air Quality and Legionnaires Disease have been issued and should be distributed to all applicable member departments, and posted in the appropriate public locations.
- **Personal Protective Equipment** - A reminder that PPE must be provided to all employees. Regardless of budget demands, safety must remain every member's top priority and it starts with properly protecting employees with the appropriate PPE.
- **DVD Training Video** – Accident Investigations) Directors, Supervisors and Claims Personnel - DVD training video for the month is available.
- **Upcoming PEJIF Fire Department Driver Training – Comprehensive Fire Department Driver Training** - A training seminar is being planned for East Orange. Local municipalities will be invited to attend. Look for future announcements.

- **Additional Risk Control Support: Goals and Objectives (Service plan progress, departments that have not utilized any support from Risk Control)** - Stewardship reports should continue to be reviewed and discussed to determine department needs, especially those that have not been taking advantage of services.

CLAIMS REPORT (James Renner)

- Claim reporting procedures/Timely Reporting – Mr. Renner advised of the importance of submitting all claims in a timely manner, especially WC claims.

MEMBER UPDATES

- Each member gave an update on their respective Township/Borough/City since our last meeting.

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 10:50am and Commissioner Brown seconded the motion. Motion carried unanimously.

Prepared by J. Hall.

Jonathan Hall

Ricardo Fernandez

ALSO PRESENT:

Earl Miller – NIP
Wendy Wiebalk – NIP
Steve Edwards - BGIA
James Renner – NIP
Jonathan Hall – NIP
Anthony Ven Graitis – NIP
Wendy Wiebalk – NIP
Conrad Cyriax – NIP Group
Rob Smith – NIP
T. Fragoso – Scirocco
Kim Brown – Roselle
Paul Messerschmidt – D & H

Maria Rivera - Perth Amboy
Brian Erlandsen – BGIA
Patrick DeBlasio – Treasurer
Tom Fitzpatrick – Fairview Insurance
D. Harris – CRC
Patti Fahy – Reliance
Nancy Fowlkes – InservCo
Kimberley Scherekt – InservCo
Damarys Gonzalez – West New York
Francis Kelly- BGIA
Paul Anzano – Pringle, Quinn, Anzano