

**PUBLIC ENTITY JOINT INSURANCE FUND  
MEETING MINUTES**

**June 26<sup>th</sup>, 2018**

**NIP Auditorium – 900 Route 9 North Woodbridge, NJ at 10:00am**

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**MEETING OF THE PUBLIC ENTITY JOINT INSURANCE FUND CALLED TO ORDER AT 10:04AM.**

**OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF FUND COMMISSIONERS**

City of Passaic – *ABSENT*  
City of East Orange – *ABSENT*  
Chris Hartwyk – City of Orange  
Maria Rivera – City of Perth Amboy  
Ron West - City of Plainfield  
Bryan Russell – Borough of Roselle  
William Broughton – Township of Teaneck  
Jamie Cryan – Town of West New York

**APPROVAL OF MINUTES OF May 22<sup>nd</sup>, 2018 Meeting**

**MOTION:** Commr. Cryan  
**SECOND:** Commr. Russell  
**ABSTAIN:** Hartwyk; Van Rensalier; Cryan

**VOTE: ROLL CALL**  
City of Passaic – *ABSENT*  
City of East Orange – *ABSENT*  
Chris Hartwyk – City of Orange  
Maria Rivera – City of Perth Amboy  
Ron West - City of Plainfield  
Bryan Russell – Borough of Roselle  
William Broughton – Township of Teaneck  
Jamie Cryan – Town of West New York

## ADOPTION OF RESOLUTIONS

Executive Director Hall asked that Resolutions 14-18 through 15-18 be approved collectively.

- **Resolution 19-18** – Approving Certain Disbursements – \$2,047,786.27

MOTION: Commr. Russell

SECOND: Commr. Cryan

- **Resolution 20-18** – Approving Claims Payments – \$2,065,682.02

MOTION: Commr. Hartwyk

SECOND: Commr. Rivera

- **Resolution 21-18** – Appointing Approved Counsel – Wood Smith Henning & Berman LLP; Margolis Edelstein (Berkeley Heights location); Margolis Edelstein (Mount Laurel location); Traub, Lieberman, Straus & Shrewsbury LLP – By request of Excess Carrier – BRIT

MOTION: Commr. Cryan

SECOND: Commr. Hartwyk

City of Passaic – ABSENT

City of East Orange – ABSENT

Chris Hartwyk – City of Orange

Maria Rivera – City of Perth Amboy

Ron West - City of Plainfield

Bryan Russell – Borough of Roselle

William Broughton – Township of Teaneck

Jamie Cryan – Town of West New York

## EXECUTIVE DIRECTOR REPORT – J. Hall (NIP Group)

- **Fast Track Report** – Mr. Hall discussed the FastTrack Report as of May 31, 2018. There were no questions.
- **Legislative Update** – Mr. Hall provided brief descriptions of pending legislation. PPAG will present updates at the next Commissioners’ Meeting.
- **GSMJIF 2017 Audit (Mercadien)** – The Fund Auditors provided the results of the 2017 Financial Audit. There were no findings or recommendations, and the audit was presented as unqualified (“clean”).

## TREASURER’S REPORT – P. DeBlasio

- Mr. DeBlasio reported that monthly financial report and cash management account has been reviewed. He advised that the Fund has met all outstanding obligations and its financial position is secure. There were no questions.

## UNDERWRITING REPORT – R. Smith (NIP Group)

- **2019 Renewal Kickoff** - 2019 renewal season has kicked off. The 2019 year has been generated on the member site and all apps are now available. 10 years of historical losses for any years prior to joining to the JIF are needed (ex, if you joined in 2014, we need 6 years of historical losses). Please pay special attention to the Quasi Municipal Entities, the position bonds and any properties with missing data or listed as “risk manager to advise”.

## **SAFETY DIRECTOR – A. Ven Graitis (NIP Group)**

- **Workers Compensation Fraud -Robert Persico & Nate Reber of Prime Source** - Investigations Workers' Compensation Fraud occurs when someone knowingly makes a false representation of a material fact to obtain workers' compensation benefits. All of us who live and work in New Jersey pay the price for fraud - in the loss of jobs and profit, lower wages and benefits, and higher costs for services and insurance premiums. Some examples of a worker committing fraud are: 1) misrepresenting his / her job status while collecting temporary disability benefits 2) filing a claim for an injury that did not occur on or has no relation to the job, 3) knowingly misrepresenting his / her physical condition to obtain WC benefits and 4) misrepresenting previous trauma or treatment. Bob Persico of NIP and Nate Reber of Prime Source Investigations discussed workers' compensation fraud, how to prevent fraud, and cases where investigations and efforts identified fraud and saved costs.
- **Wellness** - The Workout 2 Win 2 challenge has over 430 employees participating, 109 teams, and over 13,500,000 minutes have been exercised and recorded in the challenge. The Challenge ends on 7/1/18 so an update and summary will be provided after all data is collected. An AED/CPR challenge will be held following after the Workout 2 Win 2 challenge.
- **Police Roundtable Announcement** - Topics are being investigated and discussions have been held with presenters. Dates for two police seminars/roundtables and a Public Works Roundtable will be announced in the next few weeks.
- **SIP update** - A reminder that the Safety Incentive Program requires municipalities to regularly hold safety committee meetings. In addition, for 2018, on-line training is a criterion for obtaining level A award status. Training can be assigned from the Brit/In2vate on line training library consisting of over 200 different topics, or driver training available through Safety National including Distracted Driver Training.
- **Storm Water Permits**
- **Firework Safety and Risk Management** - With the July 4th holiday upon us, the importance of proper risk management pertaining to Fireworks was discussed. Staff should be fully trained, involved in planning activities, and safety consultants and risk managers should be involved in site inspections and contractual risk transfer involving vendors and third parties providing services or equipment. Workers Compensation Fraud -Robert Persico & Nate Reber of Prime Source -Investigations

## **CLAIMS REPORT – C. Cyriax (NIP Group)**

- **Key Performance Indicators for May 2018** – Conrad Cyriax provided the Commissioners with the Claims Report. Key performance indicators of Claims Department activity were fully

discussed including the number of new claims received and the sum of claims closed during the preceding month. Frequency trends affecting the Fund were discussed as well as other critical measurements of Claims Department activity such as closing ratio.

- **Upcoming Liability Claims Seminar for JIF Town Members** – James Renner - Jim Renner advised the Commissioners on plans for a Fall 2018 Members Liability Seminar.

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

## **NEW BUSINESS**

## **OPEN FORUM**

## **MOTION TO ADJOURN**

Commissioner Broughton made a motion to adjourn the meeting at 11:15am and Chairman Rivera and Commissioner Cryan seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

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Madeline Delgado

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William Broughton

### **ALSO, PRESENT:**

Madeline Delgado – NIP  
Robert Persico – NIP  
Keith Skeba – NIP  
Anthony Ven Graitis – NIP  
Frank Oddo – NIP  
George Crosby – BGIA  
Shanell Booker – Inservco  
Frank Kelly – BGIA  
Kathy Martin – City of Passaic  
Monique Gallelo – CRC  
Richard Crooks – CRC  
Brian Erlandsen – BGIA  
Kathleen Guze – D & H  
Rob Smith – NIP  
Conrad Cyriax – NIP  
Paul Anzano – PQA  
Jonathan Hall – NIP  
Carlos Sanchez - City of Plainfield  
Nate Reber – Prime Source Investigations

James Renner – NIP  
Digesh Patel – Mercadien  
Matt Daly – Mercadien  
Mary Foulks – NIP  
Steve Daveggia – NIP  
Danielle Voda – Fairview  
Scott Readinger – HUB  
Patrick DeBlasio – Treasurer