

**PUBLIC ENTITY JOINT INSURANCE FUND
MEETING MINUTES**

October 24th, 2018

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

MEETING OF THE PUBLIC ENTITY JOINT INSURANCE FUND CALLED TO ORDER AT 10:17AM.

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

ROLL CALL OF FUND COMMISSIONERS

VOTE ROLL CALL:

Rick Fernandez – City of Passaic
City of East Orange – ABSENT
Chris Hartwyk – ABSENT
City of Perth Amboy - ABSENT
Ron West - City of Plainfield
Borough of Roselle - ABSENT
Dean Kazinci - Township of Teaneck
Town of West New York - ABSENT

APPROVAL OF MINUTES OF September 25th, 2018 Meeting

MOTION: Commr. Quorum not reached
SECOND: Commr. Quorum not reached
ABSTAIN:

VOTE: ROLL CALL

Rick Fernandez – City of Passaic
City of East Orange – ABSENT
Chris Hartwyk – ABSENT
City of Perth Amboy - ABSENT
Ron West - City of Plainfield
Borough of Roselle - ABSENT
Dean Kazinci - Township of Teaneck
Town of West New York - ABSENT

ADOPTION OF RESOLUTIONS

• Commissioner Fernandez announced that there aren't enough Commissioners to reach a Quorum. These resolutions will be voted on and our next vote for Secretary will be chosen at our next PEJIF Commissioners meeting on November 27th, 2018.

- **Resolution 26-18** – Approving Certain Disbursements – \$69,051.60
- **Resolution 27-18** – Approving Claims Payments – \$947,806.02
- **Resolution 28-18** – Election of Fund Secretary -

MOTION: Commr. Quorum not reached

SECOND: Commr. Quorum not reached

ABSTAIN:

VOTE: ROLL CALL

Rick Fernandez – City of Passaic
City of East Orange – ABSENT
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Borough of Roselle - ABSENT
Dean Kazinci - Township of Teaneck
Town of West New York - ABSENT

EXECUTIVE DIRECTOR REPORT – J. Hall (NIP Group)

- **PEJIF Actuarial Report Status** – Mr. Hall reported that the draft mid-year reserve study is being reviewed and will be finalized shortly.
- **Fast Track Report** – Mr. Hall reported that the Fast Track reports will be distributed as soon as the actuarial study is finalized.

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)

- **Signed Applications** - All signed, dated and completed applications are due as soon as possible
- **UST & Site Coverage** - Any outside placed coverage, such as UST and Site, require a signed and dated app every year. Failure to provide these apps could result in a lapse in coverage.
- **Cocktail Reception** - On Wednesday November 14th please join us for our 2nd annual "Cocktails at the Continental" reception during the League of Municipalities.

- **Owned Drone Coverage** - Any town looking to purchase drones needs to complete a separate application if coverage is needed, as this is a separate placement. Please contact me if your municipality is looking to purchase and we can walk you through the process.

SAFETY DIRECTOR – A. Ven Graitis (NIP Group)

- **Guest Speaker – Donald Rodgers of Seabrook Inc. – Opioid, Alcohol and Drug Abuse - Opioid, Alcohol and Drug Abuse-** Donald discussed the recent impact of opioids on society, and the continuing effects of other drugs and alcohol on the population. For over 40 years Seabrook has been helping families find the courage to recover. There are counselors available to help and Seabrook is licensed by the NJ Department of Human Services Office of Licensing and Division of Mental Health and Addiction services. All therapies are individualized with 12-Step recovery approach with relapse prevention & family services provided. The program is comprehensive, holistic, and individualized care is provided to patients in a four-step process starting with detoxication and moving to inpatient, then transitional and finally maintenance. Donald is available to meet with employees with drug and alcohol related struggles.
- **Guest Speaker – Alex Keoskey – Legal Marihuana in NJ – Review of Legislation and Changes in Law - Alex Keoskey – Legal Marihuana in NJ – Review of Legislation and Changes in Law.** In 2018, Governor Murphy’s Executive Order #6 directed the DOH to review the MMP in order to facilitate enhanced access to marijuana for medical purposes and proposed several changes in existing law to loosen regulatory restrictions on the use of medical marijuana and allow for more distribution facilities. A new law will tax, control and legalize marijuana like alcohol for adults (over 21); designed to eliminate the problems caused by the unregulated manufacture, distribution, and use of marijuana within New Jersey. Under new law, New Jersey residents may possess up to 1. One ounce or less of marijuana; 2. 16 ounces or less of marijuana infused product in solid form; 3. 72 ounces or less in liquid form; 4. 7 grams or less of marijuana concentrate; and 5. Up to 6 immature marijuana plants. It is likely that a municipality will have the option to opt-out of any or all of the four license types—and also “opt-in”. A local governmental entity may prohibit the operation of marijuana cultivation facilities, marijuana product manufacturing facilities, marijuana testing facilities, or marijuana retailers through the enactment of an ordinance.
- **Reasonable Suspicion - FMCSA 49 CFR Part 382.603** of the FMCSA regulations states each employer shall ensure that all persons designated to supervise drivers receive at least 60 minutes of training on alcohol misuse and an additional 60 minutes of training on drug use. During the online or classroom reasonable suspicion training program for supervisors, we focus on the following areas: 1) The role of the supervisor; 2) What to observe; 3) Signs and symptoms of alcohol misuse; 4) Signs and symptoms of drug use; 5) How to approach the situation; 6) Interactive “What if” scenarios, 7) What is someone refuses to test; 8) When to test and when not to test, 9) How to conduct testing.
- **Snow Plow Rodeo -** The 2nd Annual Snow Plow Rodeo will be held at the Freehold Raceway, 130 Park Ave., Freehold, NJ, on November 5, 2018. All snow plow drivers from members of the Garden State Municipal Joint Insurance Fund (GSMJIF) and Public Entity Joint Insurance Fund (PEJIF) are invited to attend. Representatives from each municipality will be scheduled for individual heat times. Participants will be required to steer through an obstacle course of left and right turns, maneuver around parked cars and move through a serpentine series of cones. There will be CDL and non-CDL driver categories. The drivers will be timed for speed, safe driving and judged for effectively pushing the snow (markers must be moved) while avoiding parked cars and other obstacles. Winners will be recognized at the Fund meetings in November. Plaques, prizes and bragging rights will be up for grabs.

- **DPW Roundtable** – Scheduled for November 29 at the Township of Morris Fire Headquarters. Playground inspections will be discussed with a live tour and inspection planned. Additional topics will be addressed, and an announcement will be made by the first week of November.
- **Stewardship Risk Control Overview** - Due to time constraints, this was moved to the November meeting.
- **Police Training** - Proactive Police Supervision and OPRA for Practitioners through Connell Consulting is being offered to all PEJIF members at discounted rates. Risk Control continues to encourage members to take advantage of these important seminars. In addition to the reimbursement provided, participation will count towards Safety Incentive Program requirements for Seminar attendance, possibly leading to an annual award of \$1,000 or more for your municipality.
- **TPOP Pilot Program** – Active Threat/Active Shooter Pilot Program on-line training: Power of Preparedness – T- POP. 500 on-line seats are available and can be reserved on a first come, first serve basis. Sample seats can be assigned upon request. Professional, live training can be scheduled to accompany the on-line training.

CLAIMS REPORT – C. Cyriax (NIP Group)

- **Key Performance Indicators for July & August 2018** – Bob Persico presented the Claims Key Performance Indicators (KPI's) for the months of July and August 2018.
- **Announcement of the Upcoming Town Member Claims Seminar scheduled for October 3, 2018 Liability Claims Seminar for JIF Town Members** – Jim Renner announced that the next town member claims seminar will be held on October 3rd in the NIP Auditorium in Woodbridge.

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 Fernandez made a motion to adjourn the meeting at 11:58am and Chairman Rivera and Commissioner West seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

Madeline Delgado

William Broughton

ALSO, PRESENT:

Madeline Delgado – NIP

Robert Persico – NIP
Keith Skeba – NIP
Anthony Ven Graitis – NIP
Jill Asch – Hillman Consulting
Jack Zisa – RMC
Richard Crooks – Claims Resolution Corp.
Chris Hirschman – Hillman Consulting
Bob Angione – Hillman Consulting
Patti Fahy – Acrisure
Shanell Booker – Inservco
Scott Readington – HUB International
Sureatha Hobbs – Inservco
Frank Kelly – BGIA
George Crosby – BGIA
Marc Strauss – PMA
Tom Fitzpatrick – Fairview Insurance
Kathleen Guze – D & H Alternative
Abby Levenson – Plainfield
Chris Hartwyk – City of Orange
Bob Smith – NIP
Brian Erlandsen – BGIA
Jonathan Hall- NIP
Naiima Fauntleroy – City of East Orange
Natasha Ortiz – City of East Orange