

**PUBLIC ENTITY JOINT INSURANCE FUND  
MEETING MINUTES**

**May 19<sup>th</sup>, 2020**

**ViaGoToWebinar/Conference dial in 732-694-1222 Passcode 980762NIP**

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

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF FUND COMMISSIONERS**

Naiima Horsley - City of East Orange – Present  
City of Orange – *Absent*  
Ricardo Fernandez - *City of Passaic* – Present  
Frederick Carr - City of Perth Amboy – Present  
Ron West - City of Plainfield – Present  
Jack Layne - Borough of Roselle – Present  
Dean Kazinci - Township of Teaneck – Present  
Town of West New York – Absent

**APPROVAL OF MINUTES OF April 21<sup>st</sup>, 2020 Meeting**

Naiima Horsley - City of East Orange – Present  
City of Orange – Absent  
Ricardo Fernandez - City of Passaic – Present  
Frederick Carr - City of Perth Amboy – Present  
Ron West - City of Plainfield – Present  
Jack Layne - Borough of Roselle – Present  
Dean Kazinci - Township of Teaneck – Present  
Town of West New York – Absent

**MOTION:** Commr. Carr

**SECOND:** Commr. Kazinci

**ABSTAIN:** Commrs.

## ADOPTION OF RESOLUTIONS

- **Resolution 17-20 – Approving Certain Disbursements – \$126,249.85**
- **Resolution 18-20 – Approving Claims Payments - \$1,104,781**

**MOTION:** Commr. West

**SECOND:** Commr. Carr

**ABSTAIN:** Commr.

Naiima Horsley - City of East Orange – Present

City of Orange – Absent

Ricardo Fernandez - City of Passaic – Present

Frederick Carr - City of Perth Amboy – Present

Ron West - City of Plainfield – Present

Jack Layne - Borough of Roselle – Present

Dean Kazinci - Township of Teaneck – Present

Town of West New York – Absent

## EXECUTIVE DIRECTOR’S REPORT (Jonathan Hall)

- **2019 Year-End Actuarial Report and Comments** - Mr. Hall provided an overview of the 2019 Year-End Actuarial Report and discussed changes in ultimate losses by year and by line of coverage. The Administrator will share further insights and any recommendations at the June Commissioners meeting.
- **Fast Track Reports** - Mr. Hall shared the Fast Track Reports through March 31, 2020. There were no questions.
- **Treasurer’s Report** - Mr. Hall reported that all bills have been paid and the Fund’s cash balance is secure.
- **HVAC Bulletin** - Mr. Hall and Mr. Ven Graitis shared the statements from The American Society for Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) Epidemic Task Force pertaining the HVAC systems.
- **COVID-19 PEOSH Reporting** - Mr. Hall and Mr. Ven Graitis reminded the members of OSHA guidance regarding recordkeeping requirements for COVID-19 claims. Also discussed was OSHA’s guidance regarding the prioritization of laboratory COVID-19 testing.
- **Planning for Reopening Facilities** - The Fund, in conjunction with PMA Companies, will be hosting a webinar for member municipalities on Thursday, May 28.
- **Monthly Claims Department Key Performance Indicators for April 2020** - Mr. Hall shared the 1st Quarter claims KPIs and metrics for new claims, closures, and reserve reductions.
- **COVID-19 Claims** - Mr. Hall shared the statistics on COVID-19 claims received by the Fund as of April 30, 2020.
- **COVID-19 Impact on Judicial System** - Mr. Hall explained the recent delays experienced in the NJ court system due to the Coronavirus lockdown and strategies the Fund is undertaking to secure favorable outcomes on claims.

## MEMBER UPDATES – in Alphabetical Order

- City of East Orange
- City of Orange Township
- City of Passaic
- City of Perth Amboy
- City of Plainfield
- Borough of Roselle
- Township of Teaneck
- Town of West New York

## NEW BUSINESS

## OPEN FORUM

## MOTION TO ADJOURN

Fernandez made a motion to adjourn the meeting at 10:43am and West seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

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Madeline Delgado

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Jonathan Hall

### **ALSO, PRESENT confirmed by GoToWebinar attendance:**

Madeline Delgado – NIP  
Michael O’Connell – PQA  
Joseph Brown – NIP  
Robert Persico – NIP  
David Springer – NIP  
Anthony VenGraitis – NIP  
Robert Smith – NIP  
Patrick DeBlasio – Treasurer  
Kevin Larkin – BGIA  
Patty Fahy – Reliance  
Lawrence Graham – Fairview  
Danielle Voda – Fairview  
Judith Sanchez – Passaic  
Frank Kelly - BGIA  
Conrad Cyriax – BGIA  
Jim Renner – NIP  
Keith Skeba – NIP  
Nancy Fowlkes – Inservco

Brian Erlandsen – BGIA  
Joe Razzano – Fairview  
Jack Zisa – Scirocco  
Amy Zeiders - Inservco