

**PUBLIC ENTITY JOINT INSURANCE FUND  
MEETING MINUTES**

**July 21, 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**

City of East Orange – Absent  
Marty Mayes - City of Orange – Present  
Ricardo Fernandez - *City of Passaic* – Present  
City of Perth Amboy – Absent  
Ron West - City of Plainfield – Present  
Eric Walker - Borough of Roselle – Present  
Dean Kazinci - Township of Teaneck – Present  
Town of West New York – Absent

**APPROVAL OF MINUTES OF May 19<sup>th</sup>** (*quorum not reached at June meeting for May meeting minutes*) and **approval for June 23<sup>rd</sup>, 2020 minutes Meeting**

City of East Orange – Absent  
Marty Mayes - City of Orange – Present  
Ricardo Fernandez - City of Passaic – Present  
City of Perth Amboy – Absent  
Ron West - City of Plainfield – Present  
Eric Walker - Borough of Roselle – Present  
Dean Kazinci - Township of Teaneck – Present  
Town of West New York – Absent

**MOTION:** Commr. Fernandez

**SECOND:** Commr. Kazinci

**ABSTAIN:** Commrs. Mayes; Walker

**ADOPTION OF RESOLUTIONS – June 23<sup>rd</sup> and July 21<sup>st</sup>** (*quorum not reached at June meeting*)

- **Resolution 19-20 – Approving Certain Disbursements – \$709,993.37**
- **Resolution 20-20 – Approving Claims Payments - \$1,131,518.50**
- **Resolution 21-20 – Appointing Approved Counsel – Reppert, Kelly & Vytell and**

- Myers & Pico, LLC – for West New York
- **Resolution 22-20 – Approving Certain Disbursements** – \$2,631,640.53
- **Resolution 23-20 – Approving Claims Payments** - \$933,636.33
- **Resolution 24-20 – Appointing Approved Counsel** – Genelle P. Franklin, Esq. Fridie Law Group, LLC – For City of East Orange

**MOTION:** Commr. Kazinci

**SECOND:** Commr. West

**ABSTAIN:** Commr.

City of East Orange – Absent

Marty Mayes - City of Orange – Present

Ricardo Fernandez - City of Passaic – Present

City of Perth Amboy – Absent

Ron West - City of Plainfield – Present

Eric Walker - Borough of Roselle – Present

Dean Kazinci - Township of Teaneck – Present

Town of West New York – Absent

## **EXECUTIVE DIRECTOR’S REPORT (Jonathan Hall)**

- **Mid-Year Actuarial Analysis and Fast Track Status** - The Administrator’s office has submitted updated loss data as of June 30, 2020 to the Fund Actuaries. Once the Actuaries have reconciled the data, we anticipate receipt of the first draft of the Reserve Study in four weeks. We will update the Fast Track Reports for June 2020 and following once the Reserve Study has been finalized.
- **DCA Financial Disclosures** - DCA has extended the deadline for filing the annual Financial Disclosure to July 31
- **Treasurer’s Report** - All Bills have been paid and our cash balance is secure.
- **Renewal Cycle for 2021** - All of the applications and forms for 2021 are on-line at <https://members.pejif.com>. Loss Runs were due in Excel format no later than July 17, 2020. Exposure Schedules and Applications must be submitted online no later than August 7, 2020. Members are asked to work closely with their risk managers to meet these deadlines
- **Reopening Outdoor Playgrounds** – The Fund’s Risk Control Team sent out a bulletin on July 6, 2020 to all Commissioners, Public Works Department Heads, and Risk and Safety Managers. Executive Order # 157 permits public playgrounds, outdoor amusement parks, and outdoor water parks to reopen beginning on Thursday, July 2, 2020.
- **Heat Related Illnesses** – The Fund’s Risk Control Team sent out a bulletin on July 10, 2020 to all Commissioners and Department Heads. Governor Phil Murphy signed Executive Order No. 163 on Wednesday, July 10th, which requires individuals to wear face coverings in outdoor public spaces when it is not practicable to socially distance and keep a six-foot distance from others, excluding immediate family members, caretakers, household members, or romantic partners. Face coverings and PPE significantly increase risk the risk of heat related illnesses.
- **Know your Risk During COVID-19** – The Fund’s Risk Control Team shared an infographic from the Texas Medical Association.
- **Modified & Transitional Duty: What Police & Fire Officials Need to Know** – The Fund’s Risk Control Team sent out a bulletin on July 10, 2020 to all Commissioners and Department Heads with a reminder on the value of Modified Duty.

- **Midterm Training Review** – The Fund’s Risk Control Team presented Training Utilization by Member statistics for 2019 through June 30, 2020.
- **Webinar** – “Risk Reduction Practices for Protests & Civil Unrest.” The webinar will be held on July 21st, from 2:00PM-3:00PM (EDT)
- **Claims Report** – The Fund Administrator presented the claims report for June 2020.
- **Update on OPRA Requests** – The Administrator reminded the Members to provide any OPRA requests involving Law Enforcement Liability claims to the Administrator’s office as soon as possible so the Fund can adequately respond to such requests.

### **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 11:50am 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  
Larry Graham – Fairview  
Anthony Ven Graitis – NIP  
Michael O’Connell – PQA  
Rob Smith – NIP  
Patti Fahy – NAIMC  
Brian Erlandsen – BGIA

Monette Gallelo – CRC  
Conrad Cyriax – NIP  
Judith Sanchez – Passaic  
Patrick DeBlasio – Treasurer  
Danielle Voda – Fairview  
Kevin Larkin – BGIA  
Joseph Brown – NIP  
Nancy Fowlkes – PNAT  
Mary Foulks – NIP