

**PUBLIC ENTITY JOINT INSURANCE FUND
MEETING MINUTES**

March 23rd, 2021

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

**MEETING OF THE PUBLIC ENTITY JOINT INSURANCE FUND CALLED TO ORDER
AT 10:05AM.**

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

ROLL CALL OF FUND COMMISSIONERS

City of East Orange – ABSENT
City of Orange – ABSENT
City of Passaic – R. Fernandez
City of Perth Amboy – E. Remsen
City of Plainfield – R. West
Borough of Roselle – ABSENT
Township of Teaneck – J. Shadanian
Town of West New York – Schweitzer

APPROVAL OF 2/23/2021 MEETING MINUTES

MOTION: Commr. Shadanian
SECOND: Commr. West
ABSTAIN: Commr. None

City of East Orange – ABSENT
City of Orange – ABSENT
City of Passaic – R. Fernandez
City of Perth Amboy – E. Remsen
City of Plainfield – R. West
Borough of Roselle – ABSENT
Township of Teaneck – J. Shadanian
Town of West New York – Schweitzer

ADOPTION OF RESOLUTIONS

- **Resolution 14-21** – Approving Certain Disbursements – **\$518,423.25**
- **Resolution 15-21** – Approving Claims Payments – **\$1,243,933.66**
- **Resolution 16-21** – Appointing Approved Counsel – James Nolan & Associates – for City of Perth Amboy

MOTION: Commr. West

SECOND: Commr. Remsen

ABSTAIN: None

City of East Orange – ABSENT

City of Orange – ABSENT

City of Passaic – R. Fernandez

City of Perth Amboy – E. Remsen

City of Plainfield – R. West

Borough of Roselle – ABSENT

Township of Teaneck – J. Shadonian

Town of West New York – Schweitzer

EXECUTIVE DIRECTOR'S REPORT – Jonathan Hall

- **EXECUTIVE DIRECTOR'S REPORT (Jonathan Hall)**
 - Year-End Actuarial Analysis - The Actuarial Analysis as of December 31, 2020 has been finalized.
 - Fast Track Reports - The Fund Administrator's office is updating the Fund's Year-End Financial Fast Track Reports for December, January, and February for distribution to the Members in upcoming weeks.
 - Treasurer's Report - All Bills have been paid and our cash balance is secure.
- **UNDERWRITING REPORT (Robert Smith)**
 - COPE Data - The Property program will be renewing in July of this year as the program runs 7/1 to 7/1. Our excess partner, APIP, has requested we focus on filling in any gaps in our COPE data information to ensure we can receive the most cost-effective thorough indications. Failure to supply this COPE data could result in raising of the individual SIRs or locations not being covered in the event of a loss.
 - Cyber applications - As has been discussed in recent GSMJIF commissioners' meetings, the GSMJIF Cyber Liability Policy is coming up for renewal on 7/1. Being that this line of business is facing a hardening market and many carriers are pulling out of this coverage for municipalities, it is imperative that we have a complete submission to ensure continued coverage. All Risk Managers have been delivered an excel workbook with 3 separate applications and questionnaires. These are newly developed and differ from what members have filled out on the members portal in the past.

- Member Portal Upgrade - We are beginning to work on updates to the members portal. We will be performing security and software upgrades, but we would like to open the discussion up to all commissioners and risk managers. Please contact the underwriting department with any suggestions, recommendations, or thoughts on ways we can make the members portal more beneficial.
- **RISK CONTROL REPORT (Anthony Ven Graitis)**
 - Spring Cleanup - Warmer weather will result in increased outdoor activities. COVID resulted in limited upkeep of playgrounds, parks and fields in 2020. Equipment and fields will need to be closely examined for defects, damage, and wear and tear. Maintenance should be documented, and checklists used for regular inspections. DPW workers need to be careful to prevent injury.
 - Field & Playground Inspections - Contact your risk control consultant for playground inspections.
 - OSHA Updates - Increased enforcement by OSHA/PEOSH, concerning the General Duty Clause and the Anti-Retaliation Rule
 - Learn to Be Well 2 - A great event to get everyone prepared for the better weather. Employees will receive points (for gift cards) when completing online training on many topics. The challenge begins April 1st and ends May 13th.
- **CLAIMS MANAGEMENT REPORT (Conrad Cyriax)**
 - Claims KPI Report February 2021 - Mr. Cyriax shared the Claims Monthly KPI Reports as of February 28. There were no questions.
 - Medical Monitoring Orders Updates – Mr. Persico provided an update to the recent memorandum eliminating Medical Monitoring Orders as means of settling WC claims.

MEMBER UPDATES

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commr. Remsen made a motion to adjourn the meeting at 10:47am and Commr. Shadonian seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

Madeline Delgado

Jonathan Hall

ALSO, PRESENT:

Madeline Delgado – NIP
Anthony VenGraitis – NIP
Rob Smith – NIP
Jonathan Hall – NIP
Stephen Daveggia – NIP
Robert Persico – NIP
Conrad Cyriax – NIP
Joseph Brown – NIP
Michael O’Connell – PQA
John Zisa – Scirocco
Richard Crooks – PNAT
John Kevin Balaod Pageant
Kathleen Guze
Alyssa Hrubash
Elizabeth Vazquez – Passaic
Brian Erlandsen - BGIA
Danielle Voda – Farview
Patrick DeBlasio
Kevin Larkin – BGIA
Patti Fahy