

**PUBLIC ENTITY JOINT INSURANCE FUND
MEETING MINUTES**

December 14, 2021

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

**MEETING OF THE PUBLIC ENTITY JOINT INSURANCE FUND CALLED TO ORDER
AT 10:06 AM**

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

ROLL CALL OF FUND COMMISSIONERS

City of East Orange – N. Horsley
City of Orange – C. Hartwyk
City of Passaic – R. Fernandez
City of Perth Amboy – M. Rivera
City of Plainfield – R. West
Borough of Roselle – ABSENT
Township of Teaneck – Dean Kazinci
Town of West New York – ABSENT

APPROVAL OF 11/23/2021 MEETING MINUTES

MOTION: Commr. Kazinci
SECOND: Commr. Rivera
ABSTAIN: None

ADOPTION OF RESOLUTIONS

- **Resolution 33-21 – Approving Certain Disbursements – \$19,023.88**
- **Resolution 34-21 – Approving Claims Payments –\$944,558.46**

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

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EXECUTIVE DIRECTOR'S REPORT – Jonathan Hall

- **EXECUTIVE DIRECTOR'S REPORT (Jonathan Hall)**
 - **2022 Budget** – Mr. Hall presented the draft budget as of December and noted that some adjustments were possible as excess umbrella quotes were still in process. There were no questions.
 - **Fast Track Report** – Mr. Hall shared the Financial Fast Track Report as of October 31, 2021.
 - **Correspondence Received** - The Fund has received correspondence from the Department of Banking & Insurance.
 - **Indemnity & Trust Agreements for 2022** - The Administrator's office requests that renewing members please return the Resolutions to Rejoin as soon as they are passed by your governing bodies and executed accordingly.
 - **Requests for Proposals for Fund Actuary** - The due date for receipt of proposals for Fund Actuary for the 2022 Year is December 14. The Fund Administrator will be holding interviews of respondents and will present its recommendation to the Executive Committee.
 - **Treasury Report** – Mr. Hall reported that all bills have been paid and our cash balance is secure. There were no questions.

- **UNDERWRITING REPORT (Robert Smith)**
 - **Outstanding Items** - As the 2022 renewal process comes to close, we ask that any outstanding items please be submitted to the underwriting department as soon as possible. Any delay in getting any outstanding items runs the very real risk of having a gap in coverage. Please have everything turned in by the end of this week as many of our partners will be on vacation in the coming weeks.
 - **2022 Insurance Placement Update** - As we draw close to the year end, we are still ironing out some of the details with some excess partners. Rest assured, we have worked tirelessly with our partners, BGIA, to blanket the market to ensure we are getting the most cost effective and thorough coverages available in this hardening market. BGIA will be presenting at the February meeting with an update on all coverages and carriers.
 - **Member Web Portal** - We are looking at an early 2022 launch for the new member portal. As we grow closer, we will be in contact with all risk managers and members to alert them of the launch. Additionally, post-launch we will be available to host training sessions as a refresher or for any new users.

- **RISK CONTROL REPORT (Anthony Ven Graitis)**
 - **Cyber Update** – Mr. Ven Graitis reported that 515 insured employees have completed Cyber awareness training.

- **Driving buzzed/Drunk Driving** - Buzzed Driving is Drunk Driving: focuses on deterring people from drinking and driving. Even a little bit of alcohol can alter someone’s ability to drive safely. The message Buzzed Driving is Drunk Driving is simple: impaired driving is dangerous. Drive Sober or Get Pulled Over: focuses on law enforcement and their goal to stop drunk drivers. This campaign highlights a constant police presence searching for drunk drivers as a way of deterring people from drinking and driving.
 - **Employee Assistance Programs for employees** - United Behavioral Health Care (UBHC)
 - Provides professional counseling services to many member municipal employees who need assistance. The professional counselors can be contacted at: 732-235-5930
 - **Working from heights/fall protection** - Municipal Workers work from heights when fighting fires, chasing criminals, cleaning roofs, cleaning specialized vehicles, trimming trees, and even hanging holiday decorations. Mr. Ven Graitis shared statistics related to fatalities due to work-related falls.
- **CLAIMS MANAGEMENT (Conrad Cyriax)**
- **Claims KPI Report November 2021** – Mr. Cyriax shared the Claims KPI Report as of November 30, 2021. There were no questions.

MEMBER UPDATES

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commr. Kazinci made a motion to adjourn the meeting at 10:41 am and Commr. Hartwyk seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

Madeline Delgado

ALSO, PRESENT:

- M. Delgado – NIP
- A. Ven Graitis – NIP
- R. Smith – NIP
- J. Hall – NIP
- S. Daveggia – NIP

R. Persico – NIP
C. Cyriax – NIP
J. Brown – NIP
P. DeBlasio – Treasurer
M. O’Connell – PQA
J. Zisa – Scirocco
K. Guze – First MCO
K. Larkin – BGIA
P. Archangeli- NIP
D. Voda – Fairview
P. Fahy – NAIMC
M. Gallelo – CRC
K. Skeba – NIP
A. Powers – NIP
W. Dietz – D & H