

**PUBLIC ENTITY JOINT INSURANCE FUND
MEETING MINUTES**

May 24, 2022

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

**MEETING OF THE PUBLIC ENTITY JOINT INSURANCE FUND CALLED TO ORDER
AT 10:02AM.**

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

ROLL CALL OF FUND COMMISSIONERS

City of East Orange – A. McCall
City of Orange – Absent
City of Passaic – R. Fernandez
City of Perth Amboy – M. Rivera
City of Plainfield – R. West
Borough of Roselle – R. Smiley
Township of Teaneck – D. Kazinci
Town of West New York – Absent

APPROVAL OF 4/26/2022 MEETING MINUTES

MOTION: Commr. **Kazinci**
SECOND: Commr. **McCall**
ABSTAIN: Commr. None

City of East Orange – A. McCall
City of Orange – Absent
City of Passaic – R. Fernandez
City of Perth Amboy – M. Rivera
City of Plainfield – R. West
Borough of Roselle – R. Smiley
Township of Teaneck – D. Kazinci
Town of West New York – Absent

ADOPTION OF RESOLUTIONS

- **Resolution 20-22** – Approving Certain Disbursements – \$427,263
- **Resolution 21-22** – Approving Claims Payments –\$1,203,649

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

City of East Orange – A. McCall
City of Orange – Absent
City of Passaic – R. Fernandez
City of Perth Amboy – M. Rivera
City of Plainfield – R. West
Borough of Roselle – R. Smiley
Township of Teaneck – D. Kazinci
Town of West New York – Absent

EXECUTIVE DIRECTOR’S REPORT – Jonathan Hall

- **EXECUTIVE DIRECTOR’S REPORT (Jonathan Hall)**
 - Year End Actuarial Analysis and Fast Track Status – The Fund Actuary is working on the final draft of the reserve study. We expect to receive the report this week. Once the Actuarial Analysis is finalized, the Fund Administrator will update the Fund’s Year-End Financial Fast Track Report for distribution to the Members
 - Financial Audit Status – The Fund Auditor, Mercadien PC, continues work on the 2021 Financial Audit. Members and TPAs are asked to please respond promptly to any requests for information from the Fund Auditors.
 - Treasury Report – All bills have been paid and our cash balance is secure.

- **UNDERWRITING REPORT (Robert Smith)**
 - Property Renewal – The Property submission have been completed and are in the hands of the excess markets. We are exploring multiple options and our partners at BGIA are combing the marketplace to ensure we have the best options available. The program renews on 7/1 and in the coming months, we will be discussing the various options we are exploring.
 - Cyber Renewal – At this juncture, all applications have been submitted to the excess markets. Should they come back with any questions or follow ups, we will be reaching out to all risk managers. Our partners at BGIA are scouring the marketplace to ensure we can present the best options to our members.
 - Website Update – The new member portal has been tested and we are currently working on a roll-out date. The new portal will continue to be user-friendly and will seamlessly work on all devices.

- **RISK CONTROL REPORT (Anthony Ven Graitis)**
 - Cyber Update – Mr. Ven Graitis reported that 2,768 Fund-insured employees have completed mandatory Cyber Awareness training.
 - Property Inspection Update – Mr. Ven Graitis reported that 43 Fund-insured locations have been inspected.

- Distracted Driving Results – Mr. Ven Graitis reported the results of the Distracted Driving Challenge and announced the 1st, 2nd, and 3rd place members.
 - Cannabis in the Workplace – Mr. Skeba and Mr. Persico presented on recent developments in New Jersey Cannabis Legislation. The presentation included risk management best practices and workers’ compensation claims considerations.
 - Top 10 Recommendations to Reduce Risk of Property Loss – Mr. Vath of PMA Companies presented on Top 10 Recommendations for Minimizing Property Losses.
 - Safety Program Engagement – Mr. Vath of PMA Companies will be presenting a webinar on Employee Engagement in The Organization’s Safety Program. The webinar will be held on May 26, 2022 at 2:00 pm via Zoom.
- **CLAIMS MANAGEMENT REPORT (Conrad Cyriax)**
- Claims KPI Report April 2022 – Mr. Cyriax reported the claims KPI metrics as of April 30, 2022. There were no questions.
 - Lunch & Learn – Property Policy Terms & Conditions – The PEJIF and guest speaker Michael Whelan of McLarens will be hosting a “Lunch and Learn” webinar in July 2022 on the topic of “Property Policy Term & Conditions.”

MEMBER UPDATES

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commr. McCall made a motion to adjourn the meeting at 10:44am and Commr. West seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

Madeline Delgado

Jonathan Hall

ALSO, PRESENT – Confirmed by MS Teams attendance sheet

- M. Delgado
- A.Ven Graitis
- R. Smith
- J. Hall
- S. Daveggia
- R. Persico
- C. Cyriax
- J. Brown

M. O'Connell
J. Sanchez
B. Erlandsen
A. Hrubash
B. LaJoie
J. Zisa
J. Sanchez
K. Guze
K. Skeba
K. Larkin
K. Walls
L. Graham
A. McCall
P. DeBlasio
P. Fahy
P. Archangeli
S. DeCaro
W. Dietz