

**PUBLIC ENTITY JOINT INSURANCE FUND  
MEETING MINUTES**

**July 26, 2022**

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

**MEETING OF THE PUBLIC ENTITY JOINT INSURANCE FUND CALLED TO ORDER  
AT 10:03AM.**

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF FUND COMMISSIONERS**

City of East Orange – A. McCall (late)  
City of Orange – Absent  
City of Passaic – R. Fernandez  
City of Perth Amboy – M. Rivera  
City of Plainfield – A. Levenson  
Borough of Roselle – K. Walls  
Township of Teaneck – D. Kazinci  
Town of West New York – Absent

**APPROVAL OF 6/21/2022 MEETING MINUTES**

**MOTION:** Commr. Rivera  
**SECOND:** Commr. Kazinci  
**ABSTAIN:** Commr. Fernandez

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

**ADOPTION OF RESOLUTIONS**

- **Resolution 25-22** – Approving Certain Disbursements – \$3,179,922.63
- **Resolution 26-22** – Approving Claims Payments –\$1,089,728.37
- **Resolution 27-22** – Amending Fiscal Management Plan

- **Resolution 28-22** – Approved Defense Counsel – Schaffer Shain Jalloh PC – for Borough of Roselle

**MOTION:** Commr. Kazinci  
**SECOND:** Commr. Walls  
**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 – A. Levenson  
Borough of Roselle – K. Walls  
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 Report – Mr. Hall presented the results of the 2021 Year-End Actuarial Report as well as key observations. There were no questions.
  - Fast Track Report – Mr. Hall discussed the Financial Fast Track Report as of December 31, 2021.
  - Supplemental Assessment Plan – Mr. Hall presented updated figures for the supplemental assessment, pursuant to Resolution 12-22, adopted on January 25, 2022.
  - Treasury Report – Mr. Hall reported that all bills have been paid and our cash balance is secure. There were no questions.
  - Audit Presentation – Mercadien – Mr. Patel of presented the results of the Independent Financial Audit as of December 31, 2021.
- **UNDERWRITING REPORT (Robert Smith)**
  - 2023 Renewal Kickoff - The 2023 renewal process has kicked off. We are asking all risk managers to initiate the review and update of current underwriting data with their client municipalities at this time.
  - New Member Portal - The new member portal is live and has been rolled out. There is nothing you need to do differently to access the portal currently. Just log in as you always would. We have tried to make it as easy to navigate as possible, but should you have any questions, need a walkthrough or additional user logins, or any issues, please do not hesitate to contact the underwriting department.
  - BGIA – Presentation – Messrs. Larkin and Erlandsen presented the results of the successful renewal of the Fund’s Excess Property and Excess Cyber Liability insurance.
- **RISK CONTROL REPORT (Anthony Ven Graitis)**
  - Risk Control Initiatives for Q3 and Q4 2022 – Mr. Ven Graitis discussed the key risk control initiatives for the membership, with special focus on Workers’ Compensation, Auto Liability, Law Enforcement Liability, and Employment Practices Liability.

- Heat Stress - Heat played a role in 1,577 deaths that occurred in the United States in 2021. Working in heat and humidity can be extremely dangerous if proper precautions are not taken. The Fund will be hosting a webinar on Thursday, July 28 at 2:00pm.
  - Wellness - Launch your own Wellness initiative in the 3rd quarter. Risk control will reimburse up to \$1,000 for prizes, food, handouts and other costs related to the Wellness initiative. Submissions must be sent to risk control by 10/1/22
- **CLAIMS MANAGEMENT REPORT (Peter Archangeli)**
- Claims KPI Report June 2022 – Mr. Archangeli presented the monthly claims KPI report. There were no questions.
  - Property Lunch and Learn – The Fund will be hosting a “Lunch and Learn” webinar on July 27, 2022, from 1:00-2:00pm. The guest speaker will be Michael Whelan of McLarens.
  - Claims TPA Audits – The Fund is auditing all TPAs in 2022. The Qual-Lynx audit took place in April. Very positive results. CRC audit began this week, with remaining TPAs to be scheduled in the fall. We are working to develop and refine a “Vendor Balanced Scorecard,” which will create a level playing field for assessing TPA performance

**MEMBER UPDATES**

**NEW BUSINESS**

**OPEN FORUM**

**MOTION TO ADJOURN**

Commr. McCall made a motion to adjourn the meeting at 11:16 am and Commr. Walls 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 MS Teams attendance sheet**

- A. Aquino
- A. Ven Graitis
- B. Erlandsen
- B. LaJoie
- C. Cyriax
- D. Voda
- D. Patel
- D. Springer

E. Vath  
J. Hall  
J. Zisa  
J. Brown  
J. Sanchez  
K. Guze  
K. Skeba  
K. Child  
K. Larkin  
L. Guest  
M. Delgado  
M. Lamb  
M. Daly  
M. O'Connell  
P. DeBlasio  
P. Mackin  
P. Fahy  
P. Archangeli  
R. Persico  
R. Smith  
S. DeCaro  
S. Hobbs  
T. Fragoso  
W. Robinson