

**PUBLIC ENTITY JOINT INSURANCE FUND
MEETING MINUTES
October 24, 2023 at 10:00am
Via – MS Teams FOR ALL MEMBERS
FOR PUBLIC ONLY 609-246-5769; Passcode 851 724 961#**

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

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 – J. Goldy
City of Plainfield – A. Levenson
Borough of Roselle – K. Walls
Township of Teaneck – D. Kazinci
Town of West New York – K. Schweitzer

APPROVAL OF 9/26/2023 MEETING MINUTES

MOTION: Commr. Walls
SECOND: Commr. Kazinci
ABSTAIN:

ADOPTION OF RESOLUTIONS

- **Resolution 27-23 – Approving Certain Disbursements – \$417,630.46**
- **Resolution 28-23 – Approving Claims Payments –\$2,848,715.94**

MOTION: Commr. Kazinci
SECOND: Commr. Walls
ABSTAIN:

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EXECUTIVE DIRECTOR’S REPORT – Jonathan Hall

- **EXECUTIVE DIRECTOR’S REPORT (Jonathan Hall)**
 - **Actuarial Report & Fast Track Status** – The Administrator’s office is working with the Fund Actuary to finalize the Reserve Study as of June 30, 2023. The 2nd Quarter 2023 FastTrack Report has been produced and will be distributed to all Members.
 - **2024 Budget Status** – The Administrator’s office has received the 2024 Pricing Study and is working to receive quotes from Excess Carriers. We are on track to produce the Draft 2024 Budget in advance of the November 21 Fund Meeting.
 - **2024 RFQ/RFP** – The Administrator’s office has received responses for all positions. The Fund will discuss the responses in closed session at its next meeting on November 21. We will send out a summary of all respondents to all Commissioners.
- **TREASURER’S REPORT**
 - **As of September 30, 2023** – All Bills have been paid and our cash balance is secure.
- **UNDERWRITING REPORT (Robert Smith)**
 - **2024 Applications** – All applications are now well past due. Any optional lines without applications received will be viewed as coverage is no longer desired. This includes Site Pollution, UST, Marina, and Drone coverage. Without an application, coverage can not be placed.
 - **Professional Lines Questionnaire** – The PL Questionnaires were due on 10/1. At this time, we are offering a last call for all outstanding questionnaires. The absolute last day we can accept them is November 1st. Anyone not submitting the PL questionnaire will, by default, be bumped to the non-standard SIR structure for all PL lines.
 - **NJLM Reception** – We are once again hosting our NJLM Reception at the Hard Rock Backstage on November 14th from 6-8 pm. Invitations have been sent out. If anyone needs an invitation please let me know. Please RSVP so we can plan food accordingly.
- **RISK CONTROL REPORT (Anthony Ven Graitis)**
 - **Snowplow Rodeo** – 6th Annual Snowplow Rodeo is scheduled for Friday, December 8th, 8:30 AM to 3:00 PM at Union Township: Biertuempfel Park, 1300 Winslow Ave (Directly Behind Lincoln Technical Institute) Union, NJ. Participants will be required to steer through an obstacle course of left and right turns, maneuver around parked cars and move through a serpentine series of cones. CDL and non-CDL driver categories will be

included. The Weather date of December 15th is set. **MEMBERS MUST BRING THEIR OWN VEHICLES!**

- **Training Update** – Risk Control will be summarizing the status of mandatory training for each member and reaching out to safety representatives and other contacts to obtain updates or schedule additional training. Recommendations will be provided and live training scheduled as needed.
- **Safety Seminar-Workers’ Compensation Essentials for Managers and Supervisors** – Workers’ Compensation Essentials for Frontline Managers: Held on 10/19/23 at 1:00pm, and addressed the basics of WC, the role of the manager, what is WC fraud, claims reporting, accident investigation/RCA, and transitional Duty Policy/Light Duty
- **Autumn Safety Preparations** – Discussion addressed vehicle preparations, leaf pickup: work zone safety, heavy equipment, equipment maintenance, tree pruning, gutter/downspout cleaning and repairs, drains and culvert clearing ,facility winterizing, and playground preparation for winter. Bulletins are available from risk control and in the Vault on each topic. Members are asked to perform all autumn and winter preparations with safety performance in mind.

○ **CLAIMS MANAGEMENT (Robert Persico)**

- **Claims KPI Report September 2023** – 73 new claims received in September. 129 claims closed in September. Closing ratio of 177%. \$296K in new reserves in September, \$786K in released reserves. 1088 open claims at the end of September with reserves totaling \$46.5M.

MEMBER UPDATES
NEW BUSINESS
OPEN FORUM
MOTION TO ADJOURN

Commr. Kazinci made a motion to adjourn the meeting at 10:50 AM, and Commr. McCall seconded the motion. The motion carried unanimously.

Prepared by M. Delgado

Madeline Delgado

ALSO, PRESENT:

XXX-XXX-9176

A. VenGraitis
E. Vazquez
B. Erlandsen
D. Springer
G. Crosby
J. Goldy
J. Zisa
J. Hall
J. Brown
J. Gallo
K. Connor
K. Corea
K. Guze
K. Skeba
L. Carden
L. Graham
M. Delgado
M. Lamb
M. Ferreras
M. Markulec
M. O'Connell
P. Fahy
P. DeBlasio
R. Persico
R. Smith
S. Molfetas
R. Ruiz
T. Rowe
W. Dietz
S. Booker