

**PUBLIC ENTITY JOINT INSURANCE FUND  
MEETING MINUTES  
June 27, 2023 at 10:00am  
Via – MS Teams FOR ALL MEMBERS  
FOR PUBLIC ONLY 609-246-5769; Passcode 122 152 377#**

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**MEETING OF THE PUBLIC ENTITY JOINT INSURANCE FUND CALLED TO ORDER  
AT 10:04 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 – J. Sanchez  
City of Perth Amboy – M. Rivera  
City of Plainfield – L Carden  
Borough of Roselle – K. Walls  
Township of Teaneck – D. Kazinci  
Town of West New York – K. Schweitzer

**APPROVAL OF 5/23/2023 MEETING MINUTES**

**MOTION:** Commr. Rivera  
**SECOND:** Commr. McCall  
**ABSTAIN:**

**ADOPTION OF RESOLUTIONS**

- **Resolution 20-23 – Approving Certain Disbursements – \$416,531.06**
- **Resolution 21-23 – Approving Claims Payments –\$1,581,510.14**

**MOTION:** Commr. Rivera  
**SECOND:** Commr. McCall  
**ABSTAIN:**

## ROLL CALL OF FUND COMMISSIONERS

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## EXECUTIVE DIRECTOR’S REPORT – Jonathan Hall

- **EXECUTIVE DIRECTOR’S REPORT (Jonathan Hall)**
  - **Year End Reserve Study & Fast Track Report** – Mr. Hall presented the results of the Year-End Reserve Study and the December 2022 Fast Track Report. Mr. Hall also reiterated the primary loss drivers and corresponding risk control actions planned for 2023 and beyond. Commissioners Walls and Rivera thanked Mr. Hall for the thorough presentation.
  - **Financial Audit Presentation (Mercadien)** – Mr. Patel and Mr. Hammell of Mercadien provided the results of the December 31, 2022, Financial Audit, their unmodified or “clean” opinion on the financial statements, with no findings. Mr. Patel also thanked the NIP team and Mr. DeBlasio for their cooperation and transparency. There were no questions.
- **TREASURER’S REPORT**
  - **As of May 31, 2023** – Mr. DeBlasio presented the Treasury Report as of May 31, 2023, and also expressed his thanks to the Mercadien team for their diligence in the financial audit. All Bills have been paid, and our cash balance is secure. Mr. DeBlasio also offered his insights into the compounding effects of the last years of year-over-year inflation.
- **UNDERWRITING REPORT (Robert Smith)**
  - **2023-2024 Property and Cyber Renewals** – Property and Cyber Renewals: Property: We have moved carriers and Chubb is now the excess partner for Property and APD. All limits, changes in deductibles, or any other changes will be addressed on the upcoming amended insurance summary and addressed by BGIA at the July meeting.
  - For Cyber: We are remaining with our current carrier and are not moving to Hamilton as had been previously indicated. There will be a 2-tier system of deductibles in terms of MFA compliance. This will be reflected in the forthcoming amended insurance summaries.
  - **2024 Renewal Kickoff** – 2024 Renewal Kickoff is officially launched. Look for the email detailing the entire process.

- **Request for Historical Loss Runs** – Historical Loss Runs are due by July 19th. The requirement is 2013 to date joined and in Excel format.
- **Cyber Compliance Update** – Please continue to work with Harbor to update the cyber protocols. As stated, failure to meet the MFA guidelines will result in higher deductibles.
- **EPLI Subcommittee** – We Are interested in launching an EPLI sub-committee, to meet virtually, to discuss hot topics in the professional liability world. Please reach out to me to learn more or if you would be interested in joining.

○ **RISK CONTROL REPORT (Anthony Ven Graitis)**

- **Hurricane Preparedness** – Hurricane Preparedness -Held on 6/22/23 at 1:00pm, topics addressed included: developing a plan to manage your response, managing your response during the storm, post-storm plans and activities, and tabletop exercises. Next Webinar-Heat Stress on 7/20/23 at 1:00PM.
- **Ethical Phishing Update** – Collaboration continues with each member’s IT, 15 members tested, and training to be assigned to employees clicking links or submitting emails in July
- **Driver Training (Critical Event)** – A recent critical auto incident at a member municipality occurred just prior to labor day. The following best practices are being reviewed with all members: Use of seatbelts, obeying proper speed limit and traffic signals, proper vehicle maintenance, MVR checks on all drivers, pre and post vehicle inspections, driver training mandatory for CDL holders, CDL files and compliance, be aware of holidays and additional hazards prior to holidays, and know the different exposures your employees are facing

○ **CLAIMS MANAGEMENT (Peter Archangeli)**

- **Claims KPI Report May 2023** – 79 new claims received in May. 120 claims closed in May. Closing ratio of 152%. \$659K in new reserves in May, \$872K in released reserves. 1101 open claims at the end of May with reserves totaling \$46.4M.

**MEMBER UPDATES**

**NEW BUSINESS**

**OPEN FORUM**

**MOTION TO ADJOURN**

Commr. Rivera made a motion to adjourn the meeting at 11:19 AM, and Commr. McCall seconded the motion. The motion carried unanimously.

Prepared by M. Delgado

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Madeline Delgado

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**ALSO, PRESENT:**

201-669-XXXX

A. Ven Graitis

B. Erlandsen

B. LaJoie

D. Voda

D. Springer

D. Patel

G. Crosby

J. Hammell

J. Zisa

J. Hall

J. Brown

K. Guze

K. Haak

K. Royce

K. Larkin

K. Skeba

M. Delgado

M. O'Connell

P. Fahy

P. DeBlasio

P. Archangeli

R. Persico

R. Smith

S. Molfetas

S. Daveggia

T. Rowe