

**PUBLIC ENTITY JOINT INSURANCE FUND
MEETING MINUTES
DECEMBER 17, 2024 at 10:00am
Via – MS Teams FOR ALL MEMBERS
FOR PUBLIC ONLY 609-246-5769; Passcode 133 615 884#**

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

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 – N. Horsley-Fauntleroy
City of Passaic – R. Fernandez
City of Perth Amboy – M. Rivera
City of Plainfield – L. Carden
Borough of Roselle – S. Smith
Township of Teaneck – J. Hashmat
Town of West New York – Absent

APPROVAL OF 11/26/2024 MEETING MINUTES

MOTION: Commr. Smith
SECOND: Commr. Rivera
ABSTAIN:

ADOPTION OF RESOLUTIONS

- **Resolution 31-24 – Approving Certain Disbursements – \$1,188,899.25**
- **Resolution 32-24 - Approving Claims Payments – \$2,967,325.33**

MOTION: Commr. Horsley
SECOND: Commr. Smith
ABSTAIN:

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EXECUTIVE DIRECTOR'S REPORT – Jonathan Hall

- **EXECUTIVE DIRECTOR'S REPORT (Jonathan Hall)**
 - **2025 Draft Budget** – Mr. Hall presented the 2nd Draft Budget and explained how the average rate and exposure changes contribute to the assessment. The Final Budget will be distributed as soon as all ancillary coverage lines are bound.
 - **Indemnity & Trust Agreements for 2025** – The Administrator's office reminds renewing members that, under NJ regulations, Resolutions to Rejoin must be passed by your governing bodies before January 1, 2025, to avoid a lapse in coverage and a loss of claims-made retro dates. Please contact us if you have any questions. Please return the Resolutions to Rejoin and Indemnity & Trust Agreements as soon as they are passed by your governing bodies and executed accordingly.
 - **Auto ID Cards & Workers' Compensation Posting Notices** – Auto ID Cards and Workers' Compensation Posting Notices for the 2025 Fund Year will be mailed to each Member at the beginning of December. These will be sent for renewing members once we have written confirmation of membership renewal.
- **TREASURER'S REPORT (Patrick Deblasio)**
 - **Treasury Report** – Mr. DeBlasio presented the Treasurer's Report. All bills have been paid, and our cash & investment balance is secure. There were no questions.
- **UNDERWRITING REPORT (Robert Smith)**
 - **Outstanding Items** - No items were outstanding.
 - **2025 Renewal Placement** - Finalizing ancillary lines, all major lines have been placed.
 - **Member Portal**- Portal is closed, contact UW dept should you need anything.
 - **Prospects** - No prospects submitted made it past the UW stage.
 - **Cyber Update** - All members have utilized the Upfort Shield and have achieved the lower SIR of \$25,000.
- **RISK CONTROL REPORT (Anthony Ven Graitis)**
 - **Presentation –Advanced Training Products-WIRE Certified Training™** - Worker impairment is becoming a larger issue for employers nationwide, complicated by changes in the law regarding cannabis. Adult use cannabis is legal in New Jersey but is still illegal and a Schedule 1 drug at the Federal level. Municipal employers have a duty to ensure their workers are not impaired and ready to perform safety sensitive jobs on a daily basis. Drug tests alone are insufficient to support adverse employment actions, so employers must train supervisors adequately while having a proven process in place to document

assessments. Advanced Training Products presented on their innovative solution which will be rolled out to members in 2025 and supported by the risk control team.

- **Winter Weather Preparation** - The safety webinar was held on 12/19/24 at 1:00 and addressed winter storm preparedness including driver preparation, Maggie's law, plans for addressing staffing and maintenance issues, and working in the cold and snow removal. Online training and safety resources are available in the Vault.
- **No Accidents Today!** - Members eligible for awards were highlighted to commissioners. The upcoming online store is now open and login instructions will be shared with each member.
- **Snowplow Rodeo** - The 7th Annual Snowplow Rodeo was held on December 13th, 8:30 AM to 3:30pm, at Union Township: Biertuempfel Park, 1300 Winslow Ave . Over 40 drivers from 11 municipalities participated. Participants steered through an obstacle course of left and right turns, maneuvered around parked cars and moved through a serpentine series of cones. CDL and non-CDL driver categories were offered. Scores are being calculated and announcements for placements will be made at the January meetings. A special thanks to the risk control team for managing the event in the cold weather and Union Township for once again hosting the event.

○ **CLAIMS MANAGEMENT REPORT (Robert Persico)**

- **Presentation – Chris Carlson of Capehart Scatchard – Advanced Training Products-WIRE Certified Training™** - Worker impairment is becoming a larger issue for employers nationwide, complicated by changes in the law regarding cannabis. Adult use cannabis is legal in New Jersey but is still illegal and a Schedule 1 drug at the Federal level. Municipal employers have a duty to ensure their workers are not impaired and ready to perform safety sensitive jobs on a daily basis. Drug tests alone are insufficient to support adverse employment actions, so employers must train supervisors adequately while having a proven process in place to document assessments. Advanced Training Products presented on their innovative solution which will be rolled out to members in 2025 and supported by the risk control team.

MEMBER UPDATES

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commr. McCall made a motion to adjourn the meeting at 10:55 am and Commr. Smith seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

Madeline Delgado

ALSO, PRESENT:

M. Delgado
K. Skeba
J. Hall
W. Robinson
E. Bonanno
L. Carden
B. Erlandsen
1-908-XXX-3223
J. Brown
J. Zisa
C. Carlson
R. Smith
K. Cavanaugh
K. Guze
S. Smith
S. Molfetas
R. Persico
C. Carlson
P. DeBlasio
T. Fragoso
D. Connell
D. Voda
C. Carlson
A. Ven Graitis
K. Larkin
D. Springer
J. Coyle
P. Fahy
K. Correa Faro
N. Horsley-Fauntleroy
S. Booker