

**PUBLIC ENTITY JOINT INSURANCE FUND  
MEETING MINUTES  
May 20, 2025, at 10:00 AM  
Via – MS Teams FOR ALL MEMBERS  
FOR PUBLIC ONLY 609-246-5769; Passcode 175 772 083#**

**MEETING OF THE PUBLIC ENTITY JOINT INSURANCE FUND CALLED TO ORDER  
AT 10:18 AM**

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

**PLEDGE OF ALLEGIANCE**

**SWEARING IN OF NEW FUND COMMISSIONER**

- D. Talib Aquil – (Commissioner) – City of Perth Amboy (sworn in)
- Iris A. Jimenez, - (Alternate Commissioner) – City of Perth Amboy (late, not sworn in)

**ROLL CALL OF FUND COMMISSIONERS**

City of East Orange – A. McCall  
City of Orange – N. Horsley-Fauntleroy  
City of Passaic – R. Fernandez  
City of Perth Amboy – S. Talib Aquil  
City of Plainfield – A. Levenson  
Borough of Roselle – C. Laba  
Township of Teaneck – J. Hashmat  
Town of West New York – K. Schweitzer

**APPROVAL OF 4/22/2025 MEETING MINUTES**

**MOTION:** Commr. McCall  
**SECOND:** Commr. Fernandez  
**ABSTAIN:** Commr. Laba

**ADOPTION OF RESOLUTIONS**

- **Resolution 18-25** – Approving Certain Disbursements – \$425,924.94
- **Resolution 19-25** – Approving Claims Payments – \$2,080,568.31

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

City of East Orange – A. McCall  
 City of Orange – N. Horsley-Fauntleroy  
 City of Passaic – R. Fernandez  
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## EXECUTIVE DIRECTOR’S REPORT – J. Hall

- **EXECUTIVE DIRECTOR’S REPORT (Jonathan Hall)**
  - **Year-End Actuarial Analysis Presentation (Milliman)** – The Fund Actuaries presented the results of the Actuarial Reserve Analysis as of 12/31/24. There were no questions.
  - **Q4-2024 FastTrack Report Status** – Mr. Hall presented the FastTrack Report as of December 31, 2024. There were no questions.
  - **Risk Manager & Service Provider Agreements for 2025** – The Administrator’s office requests that all Risk Managers and Service Providers send copies of the fully executed agreements as soon as practicable. As a reminder, the Fund cannot pay service providers until agreements have been received.
  - **Receivables Management Update** – We are pleased to report that all members have remitted the first installment of the 2025 Assessment. Three members are past due on their supplemental assessment installments. If you have not already done so, please remit your installments as soon as practicable.
  - **Upcoming Fund Meeting Presentations** – Mr. Hall outlined the fund meeting presentations schedule through the year's end.

## TREASURY REPORT – P. DeBlasio

- **Treasury Report** – All Bills have been paid, and our cash balance is secure.

## CLAIMS REPORT – R. Persico

**Claims KPI Report April 2025** – Bob presented the April 2025 claim KPIs, highlighting a continued strong performance across key metrics. A total of 80 new claims were received, representing approximately a 28% decrease compared to March 2024. The closing ratio remained positive at 125%, indicating that staff closed approximately 1.25 claims for every new claim received. Pending claims for April 2025 came in at 826, about a 13% decrease from the 950 pending in April of 2024. Overall, the claim numbers continue to trend positively in 2025.

## RISK CONTROL REPORT – A. Ven Graitis

- **The 4th annual Distracted Driving Awareness challenge** – has officially ended and was a great success. The challenge took place from April 1st to April 30th, during which 11,270 online and live driver training courses were completed, and 31 municipalities participated. It

could not have happened without the support of commissioners, department heads, command staff, and risk managers. The top municipal participants were: Township of Teaneck tied for 3rd place, Borough of Roselle tied for 3rd place, City of Passaic in 2nd place, and City of Plainfield in 1st place. Thank you and congratulations to all.

- **NAT updates** – Data for April is being summarized and will be added to the Vault LMS in the coming days. Action plans are being updated and rolled out in June.
- **Tree Safety** – TCIA Seminars- Arboricultural operations are among the leading industrial activities for fatal and nonfatal injuries. Compared to all industries, tree workers have at least 15 times the fatality rate (Bureau of Labor Statistics 2020a) and three times the nonfatal rate (BLS 2018). This is a **MUST** attend seminar for all member municipalities performing tree care work. The presentation will cover what TCIA calls the 6 domains of professional tree care, or what you need to know and do to run a professional tree care operation to improve service and safety, while reducing liabilities and losses. A seminar is scheduled for Friday, June 6th, 2025, from 10 to 2:00 at 1666 Pennington Road, Ewing NJ 08618.
- **Mental Health Awareness Month** – May is mental health awareness month so we are reminding all members to consider an EAP and support services for member employees. Risk control has relationships with Cop2Cop, United Behavioral Health Care, and many other professional firms, so even if an EAP is not in place, we can help. Resources are available but members must proactively share information with their employees, especially emergency responders who are regularly exposed to critical incidents. Mental health is one of the most pervasive and impactful health issues facing today's workforce. It's critical that employers understand the implications of these issues and know how to talk about and address them within their own municipalities. The more that mental health and well-being are discussed in the workplace, the more people are going to feel encouraged to get help, and the better employees' mental health will be.

### UNDERWRITING REPORT – R. Smith

- **Cyber Update** – Harbor Technology will be hosting a webinar on June 10th. The topics will be Incident Response and AI Best Practices
- **Website Update** – If anyone has any potential updates to the site they would like to see, please reach out to the UW dept.
- **Payroll Audit** – This will be rolled into the annual renewal process.
- **NJLM** – Please mark your calendars, our NJLM reception will be November 18th from 6 to 9.

### MEMBER UPDATES

### NEW BUSINESS

### OPEN FORUM

### MOTION TO ADJOURN

Commr. Fernandez motioned to adjourn the meeting at 10:58 AM, and None seconded the motion. The motion carried unanimously.

Prepared by M. Delgado

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Madeline Delgado

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**ALSO, PRESENT:**

XXX-XXX-9176 (External)  
XXX-XXX-2333 (Unverified)  
XXX-XXX-0290 (Unverified)  
XXX-XXX-3702 (Unverified)  
XXX-XXX-0747 (Unverified)  
XXX-XXX-3970 (Unverified)  
XXX-XXX-5513 (Unverified)

A. Arevalo  
A. McCall  
A. Provines  
A. Ven Graitis  
B. Erlandsen  
D. Cinelli  
D. Springer  
D. Talib Aquil  
E. Bonanno  
J. Brown  
J. Hall  
J. Hashmat  
J. Razzano  
K. Cavanaugh  
K. Guerriero,  
K. Schweitzer  
K. Skeba  
M. Delgado  
M. Ferreras  
N. Hydock  
P. DeBlasio  
P. Fahy  
R. Hope  
R. Persico  
R. Smith  
S. DiCenso  
S. Edwards  
S. Hobbs

S. Molfetas  
W. Dietz