

**PUBLIC ENTITY JOINT INSURANCE FUND  
MEETING MINUTES  
December 16, 2025, at 10:02 AM  
Via – MS Teams FOR ALL MEMBERS  
FOR PUBLIC ONLY 609-246-5769; Passcode 558 301 198#**

**MEETING OF THE PUBLIC ENTITY JOINT INSURANCE FUND CALLED TO ORDER  
AT 10:06 AM**

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF FUND COMMISSIONERS**

City of East Orange – McCall  
City of Orange – Hartwyk  
City of Passaic – Fernandez  
City of Perth Amboy – Jimenez  
City of Plainfield – Carden  
Borough of Roselle – Laba  
Township of Teaneck – Absent  
Town of West New York – Absent

**APPROVAL OF 11/25/2025 MEETING MINUTES**

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

**ADOPTION OF RESOLUTIONS**

- **Resolution 31-25 – Approving Certain Disbursements – \$13,870.66**
- **Resolution 32-25 – Approving Claims Payments – \$2,787,256.92**

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

- **Resolution 33-25 – Establishing Public Meeting Procedures for 2026**

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

City of East Orange – McCall  
City of Orange – Hartwyk  
City of Passaic – Fernandez  
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Borough of Roselle – Laba  
Township of Teaneck – Absent  
Town of West New York – Absent

## EXECUTIVE DIRECTOR’S REPORT – J. Hall

- **EXECUTIVE DIRECTOR’S REPORT (Jonathan Hall)**
  - **2026 Final Budget** - Mr. Hall presented the Fund Budget for Fiscal Year 2026. Mr. Hall explained the budget calculation, including the loss fund, excess insurance, and expenses. Mr. Hall answered questions from the Commissioners.
    - **Resolution 34-25** – Approving the Fund Budget for Fiscal Year 2026  
Passed unanimously
  - **FastTrack Report as of October 31, 2025** - The Fund distributed the October FastTrack report to all Commissioners and Risk Managers last week. Compared with August 2025, the Fund’s net position decreased by \$149,477, concentrated in Fund Year 2025.
  - **Receivables Management Update** - Past-due member receivables over 30 days have not changed from \$379,693 as of October 20 to December 15. Two members have not paid their Supplemental Assessment installments due January 1 and July 1, and one of these also has past-due deductibles. Members have a duty to the PEJIF and to each other to pay invoices promptly. Please remit outstanding amounts as soon as possible.
  - **Indemnity & Trust Agreements for 2026** - The Administrator’s office reminds renewing members that, under NJ regulations, Resolutions to Rejoin must be passed by your governing bodies before January 1, 2026, to avoid a lapse in coverage and a loss of claims-made retro dates. Please return the Resolutions to Rejoin and the Indemnity & Trust Agreements as soon as they are passed by your governing bodies and executed accordingly.
  - **2026 RFPs Update** - Proposals have been received for all expiring service contracts. The PEJIF Executive Committee will meet in closed session at the end of this meeting to review the proposals.
  - **Risk Manager Agreements for 2026** - The Fund Administrator’s office reminds all Members to provide the fully executed Risk Management Consultant’s Agreements to the Fund Administrator no later than January 10, 2026. Agreements must contain the fee to be paid. No changes to Risk Management Consultant fees will be accepted after January 10, 2026. In no event will a Risk Management Consultant receive payment without a current, fully executed, and completed Agreement and Member Assessment payment received by the Fund Administrator’s office.

## TREASURY REPORT – P. DeBlasio

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

Commr. McCall motioned to adjourn the meeting at 10:47 AM, and Carden. The motion carried unanimously.

Prepared by M. Delgado

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Madeline Delgado

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**ALSO, PRESENT:**

**PRESENT over 40 minutes  
ONLY VIA MS TEAMS**

A. Best  
A. McCall  
A. Ven Graitis  
A. Zeiders  
Ashley Arevalo  
C. Hartwyk  
C. Laba  
D. O'Hara  
D. Springer  
G. Crosby  
I. Jimenez  
J. Brown  
J. Hall  
J. Razzano  
J. Zisa  
K. Cavanaugh  
K. Correa Faro  
K. Guerriero  
K. Guze  
K. Larkin  
K. Skeba  
L. Carden  
L. DAlessio  
M. Delgado  
M. Markulec  
M. Sweisfort  
M. Tufaro  
N. Hydock  
P. DeBlasio  
R. Fernandez  
R. Hope  
R. Persico

R. Smith  
S. Backe  
S. Molfetas  
S. Smith  
T. Fragoso  
W. Dietz  
W. Robinson