
MID JERSEY MUNICIPAL JOINT INSURANCE FUND

**GENERAL FUND AND EXECUTIVE COMMITTEE MEETING MINUTES
September 28, 2022**

I. Call to Order – Joy Tozzi, Chairperson

Chairperson Tozzi called the meeting to order at 9:10 a.m.

II. Open Public Meetings Statement – Joy Tozzi, Chairperson

Chairperson Tozzi read the Open Public Meetings Act.

III. Roll Call

Executive Committee

		<u>Attendance</u>
Kathleen Capristo	Colts Neck Township	Present
Theresa Casagrande	Borough of Fair Haven	Present
Michael Pitts	Township of Montgomery	Absent
Anthony Cancro	Township of Plainsboro	Present
Joy Tozzi	Township of Robbinsville	Present
Marlena Schmid	Township of West Windsor	Present

Alternate Executive Committee

Katherine Fenton Newman	Township of Hopewell	Present
Bernard Hvozdovic, Jr.	Princeton	Present
Debra Rubin	Township of Cranbury	Present

Fund Commissioners

Salvatore Masucci	Borough of Helmetta	Present
David Brown II	Township of Ocean	Present
Vacant	Township of Pennington	--

Alternate Fund Commissioners

Denise Marabello	Township of Cranbury	Absent
Allyson Cinquegrana	Borough of Fair Haven	Absent
Sandra Bohinski	Borough of Helmetta	Absent
Susan Newman	Township of Hopewell	Absent
Tamarah Novak	Township of Montgomery	Absent
Tracey Berkowitz	Township of Ocean	Present
Lester Varga	Township of Plainsboro	Absent
Jeffrey Grosser	Princeton	Absent
Jewel Morgan	Township of Robbinsville	Present
John Mauder	Township of West Windsor	Absent

Others Present

Kerry Giammetta	Township of West Windsor
David Grubb	Municipal Excess Liability JIF
Barbara Murphy	Risk and Loss Managers, Inc.
Michaelene Miller	
Julie Tattoni	Windels Marx Lane & Mittendorf
Amanda Meehan	
Patricia Davidson	Qual-Lynx/Third Party Administrator

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Lisa Gallo	Qual-Lynx/Managed Care
Brian Maitland	J.A. Montgomery Consulting
Patti Fahy	Acrisure
Robin Racioppi	NAIMC

IV. Introduction of Guests

There were no introductions.

V. General Fund Business

A. David Grubb, Municipal Excess Liability JIF

1. 2023 Budget Update

David Grubb provided a brief overview of the factors impacting the rising costs of individual lines of coverage in preparation of the 2023 MEL budget and rate table.

2. Middlesex Joint Insurance Fund

David Grubb provided an update regarding the status of the Middlesex JIF's MEL membership. He provided a brief summary of the ongoing discussions regarding the repayment of members' supplemental assessments and the future of the JIF with the current members, management and DOBI. He stated that the MEL board had recently voted on resolutions authorizing various actions to assist former Middlesex JIF members that are now current members of MEL Affiliated Local Joint Insurance Funds and authorizing the termination and/or non-renewal of the Middlesex County Municipal Joint Insurance Fund.

VI. Executive Committee Business

A. Approval of the General Fund and Executive Committee Open and Closed Meeting Minutes of July 13, 2022.

Motion to approve the General Fund and Executive Committee Open and Closed Meeting Minutes of July 13, 2022.

Moved: Theresa Casagrande

Seconded: Kathleen Capristo

Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson's Report – Joy Tozzi

There was no report.

2. Secretary's Report – Marlena Schmid

There was no report.

3. MEL Delegate's Report – Joy Tozzi

As per the report included in the agenda package.

4. Fund Commissioners' Report

There was no report.

5. Attorney's Report – Julie Tattoni, Windels Marx Lane & Mittendorf

As per the report distributed in the agenda package.

6. Treasurer's Report – Marlena Schmid

a. Approval of Bill Lists for all Fund Years

Motion to approve the bill lists totaling \$844,229.17.

Moved: Theresa Casagrande

Seconded: Kathleen Capristo

Vote: Approved: Unanimous Nay:

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- b. Treasurer’s Report
As per the report distributed at the meeting.
- c. Investment Report
As per the report distributed at the meeting.
- 7. Administrator’s Report - Risk & Loss Managers, Inc.
Refer to the memorandum included in the agenda package.
 - a. 2023 Budget Update
Barbara Murphy stated that the MEL had released its preliminary 2023 budget and rate table. She stated that the MEL was including an automatic increase to property values, which were anticipated to average 2.5% for building and contents for the 2023 fund year. She also stated that the Cyber Joint Insurance Fund received a response from DOBI and has now completed its second submission of documents for approval of the formation of the Cyber JIF.
 - b. MidJIF Website
Barbara Murphy stated that the Fund’s website located at www.midjif.org had recently been redesigned and is now easier to navigate, faster and more intuitive. She noted that members must register to receive a new username and password to utilize the Members Only section.
 - c. Strategic Planning Subcommittee
Barbara Murphy stated that she would be reaching out to the strategic planning subcommittee members to schedule a meeting to discuss return of surplus and the potential 2023 budget impacts.
- 8. Managed Care Report – Qual-Lynx
As per the verbal report included in the agenda package.
- 9. Safety and Loss Control – J.A. Montgomery Loss Control
As per the report included in the agenda package.
Brian Maitland stated that the next Executive Safety Committee meeting would be a presentation on Dealing with Difficult People.

C. Old Business

There was no old business.

D. New Business

There was no new business.

E. Public Comment

There was no public comment.

F. Closed Session

Motion to adjourn to Closed Session.

Moved: Anthony Cancro

Seconded: Kathleen Capristo

Voted: Approved: Unanimous Nay:

Open Session adjourned at 10:40 a.m.

G. Open Session Resumes

Motion to return to Open Session.

Moved: Kathleen Capristo

Seconded: Theresa Casagrande

Vote: Approved: Unanimous Nay:

Open Session resumed at 11:10 a.m.

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1. Claims Payment Authorization and Other Actions Established in Closed Session
Motion to approve claim payments and authorize actions established in Closed Session.

Moved: Kathleen Capristo
Seconded: Marlena Schmid
Vote: Approved: Unanimous Nay:

VII. Adjournment

Motion to adjourn.

Moved: Marlena Schmid
Seconded: Anthony Cancro
Vote: Approved: Unanimous Nay:

The meeting was adjourned at 11:11 a.m.

The next meeting will be held on **Wednesday, November 9, 2022.**

Respectfully submitted,

Authorized Signature