
MID JERSEY MUNICIPAL JOINT INSURANCE FUND

**GENERAL FUND AND EXECUTIVE COMMITTEE MEETING MINUTES
July 14, 2021**

I. Call to Order – Joy Tozzi, Chairperson

Chairperson Tozzi called the meeting to order via teleconference at 9:03 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	Absent
Michael Pitts	Township of Montgomery	Absent
Anthony Cancro	Township of Plainsboro	Present
Eileen Heinzl	Borough of Pennington	Present
Joy Tozzi	Township of Robbinsville	Present
Marlena Schmid (a. 9:07m)	Township of West Windsor	Present

Alternate Executive Committee

Debra Rubin	Township of Cranbury	Present
Matthew Crane	Borough of Helmetta	Present
Katherine Fenton Newman	Township of Hopewell	Present

Fund Commissioners

Bernard Hvozdovic, Jr.	Princeton	Present
David G. Brown II	Township of Ocean	Absent

Alternate Fund Commissioners

Jean Golisano	Township of Cranbury	Absent
Allyson Cinquegrana	Borough of Fair Haven	Present
Sandra Bohinski	Borough of Helmetta	Absent
Susan Newman	Township of Hopewell	Present
Tamarah Novak	Township of Montgomery	Present
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
Barbara Murphy	Risk and Loss Managers, Inc.
Michaelene Miller	
Julie Tattoni	Windels Marx Lane & Mittendorf
Amanda Meehan	
Patricia Davidson	Qual-Lynx/Third Party Administrator
Lisa Gallo	Qual-Lynx/Managed Care

MID JERSEY MUNICIPAL JOINT INSURANCE FUND

Paul Shives	J.A. Montgomery
Brian Maitland	
Matt Genna	
Patti Fahy	Acrisure
Katie Walters	Conner Strong & Buckelew

IV. Introduction of Guests

Bernard Hvozdovic, Jr., the newly appointed fund commissioner to Princeton, introduced himself.

V. General Fund Business

There was no general fund business.

VI. Executive Committee Business

A. Approval of the General Fund Open and Closed Meeting Minutes of April 28, 2021

Motion to approve the general fund open and closed meeting minutes of April 28, 2021.

Moved: Kathleen Capristo

Seconded: Anthony Cancro

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
There was no report.
4. Fund Commissioners' Reports
There was no report.
5. Attorney's Report – Julie Tattoni, Windels Marx Lane & Mittendorf
As per the legislative report included in the agenda package.
6. Treasurer's Report – Marlena Schmid
 - a. Approval of Bill Lists for all Fund Years
Motion to approve the bill list totaling \$1,059,295.81.
Moved: Kathleen Capristo
Seconded: Anthony Cancro
Vote: Approved: Unanimous Nay:
 - 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. 2022 Renewal Process
Barbara Murphy stated that the 2022 online data collection process via Origami would open on July 15 and would close on September 15.
 - b. Cannabis Legislation, EPL Risk Management Program Update and Cyber RMP v2
Barbara Murphy reviewed the deadlines for the updates and program reminders included with the agenda package.

MID JERSEY MUNICIPAL JOINT INSURANCE FUND

- 8. Safety and Loss Control Report – J. A. Montgomery
Brian Maitland stated that the topic for the September 15th executive safety committee meeting would be a supervisor’s training on Practical Leadership-21 Irrefutable Laws of Leadership.
- 9. Managed Care Report – Qual-Lynx
As per the report included in the agenda package.

C. Old Business

There was no old business.

D. New Business

There was no new business.

E. Closed Session

Motion to adjourn to Closed Session.

Moved: Kathleen Capristo

Seconded: Eileen Heinzl

Voted: Approved: Unanimous Nay:

Open Session adjourned at 9:29 a.m.

F. Open Session Resumes

Motion to return to Open Session.

Moved: Kathleen Capristo

Seconded: Marlena Schmid

Vote: Approved: Unanimous Nay:

Open Session resumed at 9:58 a.m.

Claims Payment Authorization and Other Actions Established in Closed Session

Motion to approve claim payments and authorize actions established in Closed Session.

Moved: Marlena Schmid

Seconded: Debra Rubin

Vote: Approved: Unanimous Nay:

G. Public Comment

There was no public comment.

VII. Adjournment

Motion to adjourn.

Moved: Anthony Cancro

Seconded: Kathleen Capristo

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 10:01 a.m.

The next meeting will be held on **Wednesday, September 15, 2021.**

Respectfully submitted,

Authorized Signature