
MID JERSEY MUNICIPAL JOINT INSURANCE FUND

**GENERAL FUND AND EXECUTIVE COMMITTEE
REORGANIZATIONAL MEETING AGENDA
January 11, 2023**

- I. Call to Order – Joy Tozzi - Chairperson**
- II. Open Public Meetings Statement – Joy Tozzi, Chairperson**
- III. Roll Call**
- IV. Flag Salute**
- V. Introduction of Guests**
 - A. New Membership – Township of East Windsor
- VI. General Fund Business**
 - A. Ratification of 2023 Officers to Serve Full Fund and Executive Committee**
 - 1. Chairperson – Joy Tozzi
 - 2. Vice-Chairperson – Kathleen Capristo
 - 3. Secretary – Marlena Schmid
 - B. Ratification of 2023 MEL Delegate – Joy Tozzi**
 - C. Ratification of the 2023 Cyber JIF Delegate – Joy Tozzi**
 - D. Election of 2023 Executive Committee and Alternate Executive Committee**
- VII. Executive Committee Business**
 - A. Approval of the General Fund and Executive Committee Meeting Minutes of December 7, 2022.**
 - B. Approval of the Executive Committee Closed Meeting Minutes of December 7, 2022.**
 - C. Reports**
 - 1. Chairperson’s Report – Joy Tozzi
 - 2. Secretary’s Report – Marlena Schmid
 - 3. MEL Delegate’s Report – Joy Tozzi
 - 4. Cyber JIF Delegate’s Report – Joy Tozzi
 - 5. Fund Commissioners' Reports
 - 6. Attorney's Report - Windels Marx Lane & Mittendorf
 - a. Resolution 2023.1 Appointing the Professional Service Providers and Authorizing the Execution of a Contract with the Professional Service Providers for 2023
 - b. Resolution 2023.2 Appointing Marlena Schmid Custodian of Funds for 2023 and Authorizing Execution of 2023 Contract
 - c. Resolution 2023.3 Authorizing Chairperson and Custodian of Funds to Certify Sufficient Funds to Enter into 2023 Custodian of Funds Contract

MID JERSEY MUNICIPAL JOINT INSURANCE FUND

- d. Resolution 2023.4 Designating Individuals Authorized as Signatories on Fund Checks Drawn by Qual-Lynx on Behalf of the Fund for the 2023 Fund Year
- e. Resolution 2023.5 Authorizing Appointment of Provider and the Execution of Contracts with EUS Service Providers for 2023
- f. Resolution 2023.6 Appointing Defense Counsel to Litigate on Behalf of the Fund for the 2023 Fund Year and Authorizing the Execution of Contracts
- g. Resolution 2023.7 Appointing a PACO for 2023
- h. Resolution 2023.8 Establishing a Ten Percent Interest Rate for Delinquent Assessments in 2023
- i. Resolution 2023.9 Designation of Meeting Schedule and Official Newspapers
- j. Resolution 2023.10 Designating the Administrator as Agent to Receive Service of Process on Behalf of the Fund for 2023, Designating the Administrator's Office as Where the Books and Records of the Fund shall be Maintained for, and Designating the Administrator as the Fund Custodian of a Government Record
- k. Resolution 2023.11 Designation of Signatories for 2023 and Designating New Jersey Asset & Rebate Management Program (NJ ARM) and U.S. Bank as Depository
 - l. Resolution 2023.12 Designation of Other Public Depository(ies)
 - m. Resolution 2023.13 Adopting the 2023 Cash Management Plan
 - n. Resolution 2023.14 Adopting Risk Management Plan
- 7. Treasurer's Report – Marlena Schmid
 - a. Approval of Bill Lists for all Fund Years
 - b. Treasurer's Report
 - c. Investment Report
- 8. Administrator's Report – Risk and Loss Managers, Inc.
- 9. Managed Care Report – Qual-Lynx
- 10. Safety/Loss Control Report – J.A. Montgomery

D. Old Business

E. New Business

F. Public Comment

G. Closed Session

- 1. Claims and Contractual Matters, as required.

H. Open Session Resumes

- 1. Payment Authorizations and Other Actions Established in Closed Session.

VIII. Adjournment

The next meeting will be held on March 8, 2023.