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**MID JERSEY MUNICIPAL JOINT INSURANCE FUND**

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**GENERAL FUND AND EXECUTIVE COMMITTEE MEETING MINUTES  
September 16, 2020**

**I. Call to Order – Joy Tozzi, Chairperson**

Chairperson Tozzi called the meeting to order via teleconference at 9:07 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	Present
Anthony Cancro	Township of Plainsboro	Present
Marc Dashield	Princeton	Present
Joy Tozzi	Township of Robbinsville	Present
Marlena Schmid	Township of West Windsor	Present

Alternate Executive Committee

Debra Rubin	Township of Cranbury	Present
Matthew Crane	Borough of Helmetta	Present
Michael Muscillo	Township of Ocean	Absent

Fund Commissioners

Katherine Fenton-Newman	Township of Hopewell	Absent
Eileen Heinzl	Borough of Pennington	Present

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	Absent
Lester Varga	Township of Plainsboro	Absent
Jeffrey Grosser	Princeton	Absent
Jewel Morgan	Township of Robbinsville	Present

Others Present

Kerry Giammetta	Township of West Windsor
Barbara Murphy	Risk and Loss Managers, Inc.
Michaelene Miller	
Julie Tattoni	Windels Marx Lane & Mittendorf
Patricia Davidson	Qual-Lynx/Third Party Administrator
Lisa Gallo	Qual-Lynx/Managed Care
Paul Shives	J.A. Montgomery
Brian Maitland	
Matt Genna	



7. Administrator’s Report - Risk & Loss Managers, Inc.  
Refer to the memorandum included in the agenda package.
  - a. Property Appraisals  
Barbara Murphy stated that the property appraisals had been uploaded into Origami for the 2021 fund year budget. She stated that the increase/decrease in values varied for individual members with property in the open reflecting the largest variation in values for most members. She further stated that a phase in of the valuation changes would be considered during budget preparation.
8. Managed Care Report – Qual-Lynx  
As per the report included in the agenda package.
9. Safety and Loss Control – J.A. Montgomery Loss Control  
Brian Maitland stated that the 2020 on-site visits were being completed on schedule. He stated that the topic for the next safety committee meeting would be First Amendment Audits. He also stated that there were two evening sessions being scheduled for the Protecting Children from Abuse training. He further stated that the focus of the law enforcement training would be on the building of constitutionally sound police.

**C. Closed Session**

**Motion** to adjourn to Closed Session.

**Moved:** Marlena Schmid

**Seconded:** Anthony Cancro

**Voted:** Approved: Unanimous                      Nay:

Open Session adjourned at 9:43 a.m.

**D. Open Session Resumes**

**Motion** to return to Open Session.

**Moved:** Marc Dashield

**Seconded:** Kathleen Capristo

**Vote:** Approved: Unanimous                      Nay:

Open Session resumed at 10:03 a.m.

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:

**E. Old Business**

There was no old business.

**F. New Business**

There was no new business.

**G. Old Business**

There was no old business.

**H. Public Comment**

There was no public comment.

**VII. Adjournment**

***Motion*** to adjourn.

**Moved:** Marlena Schmid

**Seconded:** Anthony Cancro

**Vote:** Approved: Unanimous      Nay:

The meeting was adjourned at 10:05 a.m.

The next meeting will be held on **Wednesday, November 10, 2020.**

Respectfully submitted,

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Authorized Signature