
MID JERSEY MUNICIPAL JOINT INSURANCE FUND

**GENERAL FUND AND EXECUTIVE COMMITTEE MEETING MINUTES
October 2, 2024**

I. Call to Order – Joy Tozzi, Chairperson

Chairperson Tozzi called the meeting to order at 9:08 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
Michael Pitts	Township of Montgomery	Absent
Anthony Cancro	Township of Plainsboro	Present
Bernard Hvozdovic, Jr.	Princeton	Present
Joy Tozzi	Township of East Windsor	Present
Marlena Schmid	Township of West Windsor	Present

Alternate Executive Committee

Debra Rubin	Township of Cranbury	Present
Katherine Fenton Newman	Township of Hopewell	Present
David Brown II	Township of Ocean	Present

Fund Commissioners

Christopher York	Borough of Fair Haven	Absent
Matthew Crane	Borough of Helmetta	Absent
Gian-Paolo Caminiti	Township of Pennington	Present
Jewel Morgan	Township of Robbinsville	Absent

Alternate Fund Commissioners

Denise Marabello	Township of Cranbury	Absent
Allyson Cinquegrana	Borough of Fair Haven	Present
Melissa Hallerman	Borough of Helmetta	Absent
Susan Newman	Township of Hopewell	Present
Tamarah Novak	Township of Montgomery	Present
Tracey Berkowitz	Township of Ocean	Present
Neil Blitz	Township of Plainsboro	Present
Jeffrey Grosser	Princeton	Absent
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	
Kathy Kissane	Qual-Lynx/Third Party Administrator
Lisa Gallo	Qual-Lynx/Managed Care

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Brian Maitland	J.A. Montgomery Consulting
Matt Genna	
Ellie Moss	
Elaina Borges	
Katie Walters	Conner Strong & Buckelew
Robin Racioppi	NAIMC
Patti Fahy	Acrisure

IV. Introduction of Guests

Brian Maitland introduced Elaina Borges as a new J.A. Montgomery team member.

V. General Fund Business

There was no general fund business.

VI. Executive Committee Business

A. Approval of the General Fund and Executive Committee Open and Closed Meeting Minutes of July 10, 2024.

Motion to approve the General Fund and Executive Committee Open and Closed Meeting Minutes of July 10, 2024.

Moved: Kathleen Capristo

Seconded: Marlena Schmid

Vote: Approved: 6 Abstentions: 1 (J. Tozzi) 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
Barbara Murphy stated that the MEL had recently presented its audited 12/31/23 financials. She also stated that the 2025 budget was in process and that initial rate table projections had been released.
4. Cyber JIF Delegate's Report - Joy Tozzi
Barbara Murphy stated that a survey was being developed to determine the potential exposure and need for coverage for members that collaborate with and/or provide IT services to third parties.
5. Fund Commissioners' Report
There was no report.
6. Attorney's Report – Julie Tattoni, Windels Marx Lane & Mittendorf
As per the report distributed at the meeting.
 - a. Resolution 2024-16 Approving Amended OPRA Request Form and Fees
Julie Tattoni stated that, effective September 3, 2024, a new law would require that all agencies subject to OPRA “adopt the form established by the Government Records Council . . . for the use of any person who requests access to a government record held or controlled by the public agency.” Consequently, the GRC has established an updated version of the old "Model OPRA request form".

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Motion to approve Resolution 2024-16 Approving Amended OPRA Request Form and Fees.

Moved: Anthoy Cancro

Seconded: Debra Rubin

Vote: Approved: Unanimous Nay:

7. Treasurer's Report – Marlena Schmid

a. Approval of Bill Lists for all Fund Years

Motion to approve the bill lists totaling \$1,828,010.55.

Moved: Anthoy Cancro

Seconded: Debra Rubin

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.

9. Administrator's Report - Risk & Loss Managers, Inc.

Refer to the memorandum included in the agenda package.

10. Managed Care Report – Qual-Lynx

As per the report included in the agenda package.

11. Safety and Loss Control – J.A. Montgomery Loss Control

Brian Maitland stated that the 2024 loss control site surveys were in progress and expected to be completed ahead of schedule. He also stated that the Executive Safety Committee Meeting would have a presentation on Tree Care Operation Safety to be held immediately following today's meeting.

C. Old Business

There was no old business.

D. New Business

1. Resolution 2024-17 Renewing Membership in the Municipal Excess Liability Joint Insurance Fund

Motion to approve Resolution 2024-17 Renewing Membership in the Municipal Excess Liability Joint Insurance Fund

Moved: Kathleen Capristo

Seconded: Marlena Schmid

Vote: Approved: Unanimous Nay:

2. Resolution 2024-18 Indemnity and Trust Agreement in the Municipal Excess Liability Joint Insurance Fund

Motion to approve Resolution 2024-18 Indemnity and Trust Agreement in the Municipal Excess Liability Joint Insurance Fund

Moved: Kathleen Capristo

Seconded: Marlena Schmid

Vote: Approved: Unanimous Nay:

E. Public Comment

There was no public comment.

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F. Closed Session

Motion to adjourn to Closed Session.

Moved: Marlena Schmid

Seconded: Kathleen Capristo

Voted: Approved: Unanimous Nay:

Open Session adjourned at 9:36 a.m.

G. Open Session Resumes

Motion to return to Open Session.

Moved: Kathleen Capristo

Seconded: Debra Rubin

Vote: Approved: Unanimous Nay:

Open Session resumed at 10:04 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: Anthony Cancro

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 10:04 a.m.

The next meeting will be held on **Wednesday, November 6, 2024.**

Respectfully submitted,

Authorized Signature