
MID JERSEY MUNICIPAL JOINT INSURANCE FUND

**GENERAL FUND AND EXECUTIVE COMMITTEE MEETING MINUTES
July 10, 2024**

I. Call to Order – Kathleen Capristo, Vice Chairperson

Vice Chairperson Capristo called the meeting to order at 9:04 a.m.

II. Open Public Meetings Statement – Kathleen Capristo, Vice Chairperson

Vice Chairperson Capristo 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	Absent
Marlena Schmid	Township of West Windsor	Present

Alternate Executive Committee

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

Fund Commissioners

Christopher York (a. 9:12 am)	Borough of Fair Haven	Present
Matthew Crane	Borough of Helmetta	Absent
Gian-Paolo Caminiti (a. 9:24 am)	Township of Pennington	Present
Jewel Morgan	Township of Robbinsville	Present

Alternate Fund Commissioners

Denise Marabello	Township of Cranbury	Present
Allyson Cinquegrana	Borough of Fair Haven	Present
Melissa Hallerman	Borough of Helmetta	Present
Susan Newman	Township of Hopewell	Present
Tamarah Novak	Township of Montgomery	Present
Tracey Berkowitz	Township of Ocean	Present
Neil Blitz	Township of Plainsboro	Absent
Jeffrey Grosser	Princeton	Absent
John Mauder	Township of West Windsor	Present

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	
William Martin	

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Kathy Kissane	Qual-Lynx/Third Party Administrator
Brian Maitland	J.A. Montgomery Consulting
Matt Genna	
Robin Racioppi	NAIMC
Katie Walters	Conner Strong & Buckelew

IV. Introduction of Guests

There were no introductions.

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 May 8, 2024

Motion to approve the general fund open and closed meeting minutes of May 8, 2024.

Moved: Marlena Schmid

Seconded: Katherine Fenton-Newman

Vote: Approved: Unanimous Nay:0

B. Reports

1. Vice Chairperson's Report – Kathleen Capristo
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. Cyber JIF Delegate's Report – Joy Tozzi
There was no report.
5. Fund Commissioners' Reports
There was no report.
6. Attorney's Report – Julie Tattoni, Windels Marx Lane & Mittendorf
As per the legislative report included in the agenda package.
7. Treasurer's Report – Marlena Schmid
 - a. Approval of Bill Lists for all Fund Years
Motion to approve the bill list totaling \$1,993,044.41.
Moved: Anthony Cancro
Seconded: Bernard Hvozdovic, Jr.
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.
8. Administrator's Report – Risk & Loss Managers, Inc.
Refer to the memorandum included in the agenda package.
 - a. 2025 Renewal Process
Barbara Murphy stated that the 2024 online data collection process via Origami was scheduled to begin on July 15, 2024 and the deadline for ending was August 30, 2024.

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- 9. Safety and Loss Control Report – J. A. Montgomery Consulting
Brian Maitland stated that several additional Safety Director Bulletins had been released to members.
- 10. 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: Bernard Hvozdovic, Jr.

Seconded: Anthony Cancro

Voted: Approved: Unanimous Nay:

Open Session adjourned at 9:28 a.m.

F. Open Session Resumes

Motion to return to Open Session.

Moved: Marlena Schmid

Seconded: Anthony Cancro

Vote: Approved: Unanimous Nay:

Open Session resumed at 9:49 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: Bernard Hvozdovic, Jr.

Vote: Approved: Unanimous Nay:

G. Public Comment

There was no public comment.

VII. Adjournment

Motion to adjourn.

Moved: Anthony Cancro

Seconded: Marlena Schmid

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 9:50 a.m.

The next meeting will be held on **Wednesday, September 25, 2024.**

Respectfully submitted,

Authorized Signature