
MID JERSEY MUNICIPAL JOINT INSURANCE FUND

**GENERAL FUND AND EXECUTIVE COMMITTEE
REORGANIZATIONAL MEETING AGENDA
January 13, 2021**

- 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**
- VI. General Fund Business**
 - A. Ratification of 2021 Officers to Serve Full Fund and Executive Committee**
 - 1. Chairperson – Joy Tozzi
 - 2. Vice-Chairperson – Kathleen Capristo
 - 3. Secretary – Marlena Schmid
 - B. Ratification of 2021 MEL Delegate – Joy Tozzi**
 - C. Election of 2021 Executive Committee and Alternate Executive Committee**
 - D. Special Fund Commissioner Appointment – Princeton**
- VII. Executive Committee Business**
 - A. Approval of the General Fund and Executive Committee Meeting Minutes of December 9, 2020.**
 - B. Approval of the Executive Committee Closed Meeting Minutes of December 9, 2020.**
 - C. Reports**
 - 1. Chairperson’s Report – Joy Tozzi
 - 2. Secretary’s Report – Marlena Schmid
 - 3. MEL Delegate’s Report – Joy Tozzi
 - 4. Fund Commissioners’ Reports
 - 5. Attorney’s Report - Windels Marx Lane & Mittendorf
 - a. Resolution 2021.1 Appointing the Professional Service Providers and Authorizing the Execution of a Contract with the Professional Service Providers for 2021
 - b. Resolution 2021.2 Appointing Marlena Schmid Custodian of Funds for 2021 and Authorizing Execution of 2021 Contract
 - c. Resolution 2021.3 Authorizing Chairperson and Custodian of Funds to Certify Sufficient Funds to Enter into 2021 Custodian of Funds Contract
 - d. Resolution 2021.4 Designating Individuals Authorized as Signatories on Fund Checks Drawn by Qual-Lynx on Behalf of the Fund for the 2021 Fund Year
 - e. Resolution 2021.5 Authorizing Appointment of Provider and the Execution of Contracts with EUS Service Providers for 2021

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- f. Resolution 2021.6 Appointing Defense Counsel to Litigate on Behalf of the Fund for the 2021 Fund Year and Authorizing the Execution of Contracts
 - g. Resolution 2021.7 Appointing a PACO for 2021
 - h. Resolution 2021.8 Establishing a Ten Percent Interest Rate for Delinquent Assessments in 2021
 - i. Resolution 2021.9 Designation of Meeting Schedule and Official Newspapers
 - j. Resolution 2021.10 Designating the Administrator as Agent to Receive Service of Process on Behalf of the Fund for 2021, 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 2021.11 Designation of Signatories for 2021 and Designating New Jersey Asset & Rebate Management Program (NJ ARM) and U.S. Bank as Depository
 - l. Resolution 2021.12 Designation of Other Public Depository(ies)
 - m. Resolution 2021.13 Adopting the 2021 Cash Management Plan
 - n. Resolution 2021.14 Adopting Named Storm Deductible Risk Sharing Program
 - o. Resolution 2021.15 Confirming an Aggregate Loss Fund Contingency Account and the Annual Transfer
- 6. Treasurer's Report
 - a. Approval of Bill Lists for all Fund Years
 - b. Treasurer's Report
 - c. Investment Report
 - 7. Administrator's Report – Risk and Loss Managers, Inc.
 - 8. Managed Care Report – Qual-Lynx
 - 9. 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 10, 2021.