

FIRST RESPONDER JOINT INSURANCE FUND

GENERAL FUND AND EXECUTIVE COMMITTEE'S MEETING MINUTES

November 3, 2021

I. Call to Order – Chief James Carbin, Chairperson

The meeting was called to order via zoom at 9:33 a.m. by Chairperson James Carbin

II. Open Public Meetings Statement – Chief James Carbin, Chairperson

The Open Public Meetings Act was read by Chairperson James Carbin

III. Roll Call

Executive Committee

		<u>Attendance</u>
Joseph Jackson	Berlin Twp. BOFC #1	Present
Chief Steven Scholey	Bordentown BOFC #1	Present
James Turcich	Delran BOFC #1	Present
Chief James Carbin	Monroe BOFC #2	Present
Chief Christopher Burnett	Mt. Laurel Fire District #1	Absent

Alternate Executive Committee

Franklin Jackson V	Haddon BOFC #1	Present
Joseph Robinson	Beverly City BOFC	Present
Roger Butler	Cinnaminson BOFC #1	Present

Fund Commissioners

Robert MacFarland	Bordentown BOFC #2	Absent
Stephen Earl	Brick BOFC #2	Absent
James Lepore, Jr.	Brick BOFC #3/Brick Joint	Absent
Ryan Lynch	Chesterfield/Hamilton BOFC#1	Absent
Jim D'Ambrosio	Commercial BOFC #3	Absent
Gerald Maresca	Englishtown BOFC #1	Absent
Brian Richardson	Florence BOFC #1	Absent
Philip Knast	Gloucester BOFC #1	Absent
Barry Engelbert	Gloucester BOFC #5	Absent
Chief Michael Brezee	Gloucester BOFC #6	Absent
John Campbell	Haddon BOFC #4	Absent
Matthew Martin	Hopewell Township BOFC	Absent
Brian Wright	Jamesburg BOFC #1	Absent
Frank Weindel	Lindenwold BOFC #1	Absent
John Marini	Manalapan BOFC #2	Absent
Chris Barkalow	Manasquan BOFC #1	Absent
Chief Robert Holmes	Marlboro BOFC #3	Absent
Larry Cier	Millstone BOFC#1	Absent
Vincent Diliato	Monroe BOFC #1	Absent
Joel Kaplan	Monroe BOFC #3	Absent
Thomas Hassett	Pine Hill BOFC #1	Absent

FIRST RESPONDER JOINT INSURANCE FUND

Bob Corriveau Plainsboro BOFC #1 Absent

Alternate Fund Commissioners Present

Wayne Hans Lindenwold BOFC #1

Also Present

Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk & Loss Managers, Inc.
Michaelene Miller	
M. Paige Berry	Saul Ewing Arnstein & Lehr, LLP
Missy Pudimott	Medlogix
Lisa Pflug	Highland Claim Services, Inc
Linda Wehner	
Brian Maitland	J.A. Montgomery Risk Control
Don Ruprecht	
Richard Lorentzen	Treasurer
Terry Burke	A.J. Gallagher
Steve Walsh	EJA/Capacity
Jennifer Olson	Hardenbergh Insurance Group
Rick Bean	Henry D. Bean and Sons
Roger Leonard	Leonard-O'Neill Insurance Group
Ryan Jones	Rue Insurance

IV. Flag Salute and Moment of Silence

V. Introduction of Guests

There were no introductions.

VI. General Fund Business

There was no general fund business.

VII. Executive Committee Business

A. Approval of the September 22, 2021 General Fund and Executive Committee's Open and Closed Meeting Minutes

Motion to approve the September 22, 2021 General Fund and Executive Committee's Open and Closed Meeting Minutes.

Moved: James Turcich

Seconded: Joseph Jackson

Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson – Chief James Carbin

There was no report.

FIRST RESPONDER JOINT INSURANCE FUND

2. **MEL Delegate's Report – Chief Steven Scholey**
Chief Steven Scholey stated that the MEL had recently adopted its 2022 rate table and budget. Barbara Murphy reminded members that may already have the qualifications completed for each individual Tier(s) to submit the checklists for approval of these Tiers as completed to become eligible for those levels' deductible reimbursements.
 3. **Secretary – Joseph Jackson**
There was no report.
 4. **Attorney – Saul Ewing Arnstein & Lehr, LLP**
As per the report included in the agenda package.
 5. **Treasurer's Report – Richard Lorentzen**
 - a. Approval of the Bill List for all fund years
Motion to approve the treasurer's report totaling \$394,615.61 for all fund years.
Moved: Joseph Jackson
Seconded: Chief Steven Scholey
Vote: Approved: Unanimous Nay:
 - b. Treasurer's Report
As per the report distributed prior to the meeting.
 - c. Investment Status
As per the report distributed prior to the meeting.
 6. **Administrator – Public Entity Group Administrative Services (PEGAS)**
As per the memorandum included in the agenda package.
 - a. Financial Fast Track
The administrator reviewed the financial fast track report as of September 30, 2021. He stated that the fast track was a snapshot of the Fund's financials.
 7. **Claims' Servicing Organization – Highland Claim Services, Inc.**
There was no report.
 8. **Managed Care Organization – Medlogix**
As per the report included in the agenda package.
 9. **Loss Control Specialist – J.A. Montgomery Risk Control**
Don Ruprecht stated that 2 loss control visits remained unscheduled for 2021. He reminded members that there were many timely loss control topics and resources posted on the Fund and MSI's websites.
- C. **Old Business**
There was no old business.
- D. **New Business**
 1. **Introduction of the 2021 Fund Year Budget Revision #2**
Barbara Murphy stated that the budget reflected individual changes in member coverages.
Motion to introduce the 2021 Fund Year Budget Revision #2.
Moved: Chief Steven Scholey
Seconded: James Turcich
Vote: Approved: Unanimous Nay

FIRST RESPONDER JOINT INSURANCE FUND

2. Introduction of the 2022 Fund Year Budget and Certifying the Assessments

Barbara Murphy reviewed the 2022 fund year budget distributed at the meeting. She stated that the aggregate loss fund contingency was established beginning with the 2016 fund year to fund any potential additional assessment if claims exceeded 85% of expected claims fund as billed in accordance with the MEL's retrospective rating and premium plan. She further stated that the MEL had instituted a surplus floor "trigger" which provided that the MEL would levy an additional supplementary assessment in order that the Fund's statutory surplus for all fund years combined would be not less than 12.5% of unpaid reserves, including IBNR. She stated that the surplus floor provision had been triggered, due in part to the retrospective rating and premium plan, and that the plan would be eliminated for the 2022 fund year. Discussion ensued and the consensus was to use a portion of the aggregate loss fund contingency monies to offset the payment due from the surplus floor trigger.

Motion to introduce the 2022 Fund Year Budget and Certify the Assessments.

Moved: Chief Steven Scholey

Seconded: James Turcich

Vote: Approved: Unanimous Nay

3. Public Comment

There was no public comment.

4. Closed Session

Motion to adjourn Open Session.

Moved: James Turcich

Seconded: Joseph Jackson

Voted: Approved: Unanimous Nay:

Open Session adjourned at 10:22 a.m.

5. Open Session Resumes

Motion to return to Open Session.

Moved: Chief Steven Scholey

Seconded: James Turcich

Vote: Approved: Unanimous Nay:

Open Session resumed at 10:31 a.m.

6. Claims Payment Authorization and Other Actions Established in Closed Session

Motion to approve claim payments and authorize actions established in closed session.

Moved: Joseph Jackson

Seconded: James Turcich

Vote: Approved: Unanimous Nay:

VIII. Adjournment

Motion to adjourn the meeting.

Moved: James Turcich

Seconded: Chief Steven Scholey

Vote: Approved: Unanimous Nay:

FIRST RESPONDER JOINT INSURANCE FUND

The meeting was adjourned at 10:34 a.m.

The next meeting will be held at **9:30 a.m. on December 1, 2021.**

Respectfully Submitted,

Authorized Signature