

FIRST RESPONDER JOINT INSURANCE FUND

GENERAL FUND AND EXECUTIVE COMMITTEE'S MEETING MINUTES

December 2, 2020

I. Call to Order – Chief James Carbin, Chairperson

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

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

The Open Public Meetings Act was read by Chairperson 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 John Retalis	Hamilton BOFC #7	Present
Chief James Carbin	Monroe BOFC #2	Present

Alternate Executive Committee

Dep. C. Christopher Burnett	Mt. Laurel Fire District #1	Present
Franklin Jackson V	Haddon BOFC #1	Absent
Chief Robert MacFarland	Bordentown BOFC #2	Present

Fund Commissioners

Joseph Robinson	Beverly City BOFC	Present
Stephen Earl	Brick BOFC #2	Absent
James Lepore, Jr.	Brick BOFC #3/Brick Joint	Absent
Joseph Dubell	Chesterfield/Hamilton BOFC#1	Absent
Richard Dietrich	Cinnaminson BOFC #1	Absent
Jim D'Ambrosio	Commercial BOFC #3	Absent
Gerald Maresca	Englishtown BOFC #1	Absent
Brian Richardson	Florence BOFC #1	Present
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
Gene Argenti	Hamilton BOFC #2	Absent
John Newbon	Hamilton BOFC #4	Absent
Ross Hart	Hamilton BOFC #9	Absent
Timothy Lynch	Hopewell Township BOFC	Absent
Rodolfo Brito	Jackson BOFC #3	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

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Chief Robert Holmes	Marlboro BOFC #3	Absent
Larry Cier	Millstone BOFC#1	Absent
Vincent Dilieto	Monroe BOFC #1	Absent
Gerald Kaplan	Monroe BOFC #3	Absent
Thomas Hassett	Pine Hill BOFC #1	Absent
Bob Corriveau	Plainsboro BOFC #1	Absent
Chief Patrick Dolgos	Washington BOFC #1	Absent

Alternate Fund Commissioners Present

Joseph Cunningham	Delran BOFC #1
Peter Gasiorowski	Monroe BOFC #3

Also Present

Wayne Lyons	Monroe BOFC #3
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
Denise Fierro	
Paul Shives	J.A. Montgomery Risk Control
Brian Maitland	
Don Ruprecht	
Rich Lorentzen	Treasurer
Roger Butler	Barclay Group
Steve Walsh	EJA/Capacity
Jennifer Olsen	Hardenbergh Insurance Group
Skip Bean	Henry D. Bean and Sons
Roger Leonard	Leonard-O'Neill Insurance Group
Ryan Jones	Rue Insurance
Michael McGrath	VanDyk Group

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 November 4, 2020 General Fund and Executive Committee's Open and Closed Meeting Minutes

Motion to approve the November 4, 2020 General Fund and Executive Committee's Open and Closed Meeting Minutes.

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Moved: Joseph Jackson
Seconded: Chief John Retalis
Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson – Chief James Carbin

Chief Carbin stated that due to the consolidation of the Hamilton BOFCs with the Township of Hamilton, Chief Retalis would no longer be serving on the executive committee after the end of the fund year. He thanked Chief Retalis for his participation and service on the executive committee.

2. MEL Delegate’s Report – Chief Steven Scholey

As per the report included in the agenda package.

Barbara Murphy stated that the MEL had been holding subcommittee meetings to discuss changes to the cyber risk management program, safety, and other issues. She stated that the MEL had been in discussions with the Department of Banking and Insurance concerning the formation of a Captive to be domiciled in New Jersey. She stated that, if formed, it could give the MEL an opportunity to reduce costs by reinsuring a portion of the primary public officials/employment practices liability policy underwritten by QBE.

3. Secretary – Joseph Jackson

There was no report.

4. Attorney – Saul Ewing Arnstein & Lehr, LLP

The fund attorney provided a legislative update.

5. Treasurer’s Report – Richard Lorentzen

a. Approval of the Bill List for all fund years.

Motion to approve the bill list totaling \$92,972.86 for all fund years.

Moved: James Turcich

Seconded: Joseph Jackson

Vote: Approved: Unanimous Nay:

6. Administrator – Public Entity Group Administrative Services (PEGAS)

As per the report included in the agenda package.

a. 2021 Renewal Documents

The administrator stated that the 2021 certificates of insurance, auto ID cards and workers’ compensation notices would be sent to members shortly.

7. Claims’ Servicing Organization – Highland Claim Services, Inc.

There was no report.

8. Managed Care Organization – Medlogix

There was no report.

9. Loss Control Specialist – J.A. Montgomery Risk Control

Don Ruprecht stated that all loss control visits for 2020 had been completed. He also stated that the guidelines for Junior Firefighters would be updated to reflect the changes to program from the recently enacted changes to the legislation. He encouraged members to utilize the MSI Live and MSI Now online classes, webinars, and streaming videos.

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C. Old Business

Barbara Murphy stated that there had been a brief discussion at the previous meeting regarding the use of an evaluation form by department physicians for employees returning to work following a leave for a medical condition, including workers' compensation claims. She stated that an element of the form was a detailed job description. She asked that if any members who may be using a similar form to forward a copy to the administrator's office for discussion.

D. New Business

1. Public Hearing and Budget Adoption

- a. **Motion** to open the public hearing on the 2021 Fund Year Budget.

Moved: Chief Steven Scholey

Seconded: Joseph Jackson

Vote: Approved: Unanimous Nay:

- b. **Motion** to close the public hearing and adopt the 2021 Fund Year Budget.

Moved: Chief Steven Scholey

Seconded: Joseph Jackson

Vote: Approved: Unanimous Nay:

E. Public Comment

There was no public comment.

F. Closed Session

Motion to adjourn Open Session.

Moved: James Turcich

Seconded: Joseph Jackson

Voted: Approved: Unanimous Nay:

Open Session adjourned at 10:17 a.m.

G. Open Session Resumes

Motion to return to Open Session.

Moved: Joseph Jackson

Seconded: Chief Steven Scholey

Vote: Approved: Unanimous Nay:

Open Session resumed at 10:26 a.m.

H. 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: Chief Steven Scholey

Vote: Approved: Unanimous Nay:

VIII. Adjournment

Motion to adjourn the meeting.

Moved: Joseph Jackson

Seconded: James Turcich

Vote: Approved: Unanimous Nay:

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The meeting was adjourned at 10:28 a.m.

The next meeting will be held at **9:30 a.m. on January 6, 2021.**

Respectfully Submitted,

Authorized Signature

Date