

# FIRST RESPONDER JOINT INSURANCE FUND

---

## GENERAL FUND AND EXECUTIVE COMMITTEE'S MEETING MINUTES

December 1, 2021

### I. Call to Order – Chief James Carbin, Chairperson

The meeting was called to order via Zoom at 10:32 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 James Carbin	Monroe BOFC #2	Present
Chief Christopher Burnett	Mt. Laurel Fire District #1	Present

#### Alternate Executive Committee

Franklin Jackson V	Haddon BOFC #1	Absent
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	Present
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
Bob Corriveau	Plainsboro BOFC #1	Absent

# FIRST RESPONDER JOINT INSURANCE FUND

---

## **Also Present**

Alan Pine	Mt. Laurel Fire District
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 Consulting
Don Ruprecht	
Rich Lorentzen	Treasurer
Terry Burke	A.J. Gallagher
Tom Stenberg	
Jennifer Olson	Hardenbergh Insurance Group
Rick 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 3, 2021 General Fund and Executive Committee's Open and Closed Meeting Minutes**

**Motion** to approve the November 3, 2021 General Fund and Executive Committee's Open and Closed Meeting Minutes.

**Moved:** Chief Steven Scholey

**Seconded:** Joseph Jackson

**Vote:** Approved: Unanimous Nay:

### **B. Reports**

#### **1. Chairperson – Chief James Carbin**

There was no report.

#### **2. MEL Delegate's Report – Chief Steven Scholey**

Barbara Murphy reminded members that may already have the qualifications completed for each individual Tier(s) of the cyber risk management plan to submit the checklists for approval of these Tiers as completed to become eligible for those levels' deductible reimbursements.

## FIRST RESPONDER JOINT INSURANCE FUND

---

3. **Secretary – Joseph Jackson**  
There was no report.
  4. **Attorney – Saul Ewing Arnstein & Lehr, LLP**  
As per the report included in the agenda package.  
Paige Berry stated that the Fund’s defense counsel list and fee schedule would be adopted at the reorganization meeting in January. She stated that the defense counsel fee schedule had not changed since 2009 and suggested increasing the fee for workers’ compensation matters to a \$650 flat fee and all title 59 matters to \$150 per hour to bring it into line with other JIFs’ fee schedules. Discussion ensued and the consensus was to adopt the increases as discussed at the upcoming reorganization meeting.
  5. **Treasurer’s Report – Richard Lorentzen**
    - a. Approval of the Bill List for all fund years.  
**Motion** to approve the bill list totaling \$67,683.48 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. 2022 Renewal Documents  
The administrator stated that the 2022 certificates of insurance, auto ID cards and workers’ compensation notices would be sent to members shortly.
    - b. 2022 Meeting Schedule  
Barbara Murphy referred to the proposed 2022 meeting schedule included in the agenda package. She asked members for their thoughts on holding future meetings in person, via Zoom or a hybrid with a designated place for public meeting accommodation. Discussion ensued and the consensus was to hold the January reorganization and November budget adoption meetings via Zoom and hold the remaining meetings in person, pending any changes related to COVID 19.
  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 there was one loss control visit outstanding for the 2021 fund year. He stated that the MSI would be releasing future bulletins via the MEL phone app and he encouraged members to download it to continue to receive the bulletins in a timely manner.
- C. **Old Business**  
There was no old business.

# FIRST RESPONDER JOINT INSURANCE FUND

---

## D. New Business

### 1. Public Hearing and Budget Adoption

- a. **Motion** to open the public hearing on the 2021 Fund Year Budget Revision #1.

**Moved:** James Turcich

**Seconded:** Joseph Jackson

**Vote:** Approved: Unanimous                      Nay:

- b. **Motion** to close the public hearing and adopt the 2021 Fund Year Budget Revision #1.

**Moved:** Chief Christopher Burnett

**Seconded:** Joseph Jackson

**Vote:** Approved: Unanimous                      Nay:

- b. **Motion** to open the public hearing on the 2022 Fund Year Budget.

**Moved:** James Turcich

**Seconded:** Chief Steven Scholey

**Vote:** Approved: Unanimous                      Nay:

- c. **Motion** to close the public hearing and adopt the 2022 Fund Year Budget.

**Moved:** Chief Christopher Burnett

**Seconded:** Joseph Jackson

**Vote:** Approved: Unanimous                      Nay:

### 2. Resolution 2021.30 Adopting an Amended Risk Management Plan

Michaelene Miller stated that the 2022 risk management plan had been amended to reflect an increase in the environmental impairment liability retention to \$50,000 and an increase in the public officials retention to \$5,000 and the employment practices liability retention to \$10,000.

**Motion** approve resolution 2021.30 adopting an amended risk management plan.

**Moved:** Chief Christopher Burnett

**Seconded:** Joseph Jackson

**Vote:** Approved: Unanimous                      Nay:

### 3. Resolution 2021.31 Workers' Compensation/Pension Offset for Accidental Disability Claims

Barbara Murphy referred to resolution 2021.31 included in the agenda package. She stated that this resolution would be sent to legislators urging them to amend the workers' compensation/pension offset rule change so that it would not be retroactive to occurrences prior to the rule change.

**Motion** to adopt resolution 2021.31 Proposing Amendments to Proposed Changes to Regulations Concerning Workers' Compensation/Pension Offset for Accidental Disability Claims

**Moved:** Chief Chris Burnett

**Seconded:** Joseph Jackson

**Vote:** Approved: Unanimous                      Nay:

## E. Public Comment

There was no public comment.

# FIRST RESPONDER JOINT INSURANCE FUND

---

**F. Closed Session**

**Motion** to adjourn Open Session.

**Moved:** Chief Christopher Burnett

**Seconded:** Joseph Jackson

**Voted:** Approved: Unanimous      Nay:

Open Session adjourned at 10:04 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 10:10 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:** Chief Christopher Burnett

**Seconded:** Chief Steven Scholey

**Vote:** Approved: 4    Abstain: 1 (J. Carbin)    Nay: 0

**VIII. Adjournment**

**Motion** to adjourn the meeting.

**Moved:** Joseph Jackson

**Seconded:** Chief Christopher Burnett

**Vote:** Approved: Unanimous      Nay:

The meeting was adjourned at 10:12 a.m.

The next meeting will be held at **9:30 a.m. on January 5, 2022.**

Respectfully Submitted,

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date