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# FIRST RESPONDER JOINT INSURANCE FUND

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## GENERAL FUND AND EXECUTIVE COMMITTEE'S MEETING MINUTES

December 7, 2016

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

The meeting was called to order at 9:39 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**

		<b><u>Attendance</u></b>
Joseph Jackson	Berlin Twp. BOFC #1	Present
James Turcich	Delran BOFC #1	Absent
Chief Mark Antozzeski	Hamilton BOFC #9	Present
Chief James Carbin	Monroe BOFC #2	Present
Scott Jones	Mount Laurel Fire District #1	Present

**Alternate Executive Committee**

Franklin Jackson V	Haddon BOFC #1	Absent
Chief Thomas Gribbin	Hamilton BOFC #4	Absent
Chief Kevin Mullen	Florence BOFC #1	Absent

**Fund Commissioners**

Sal Guido	Bordentown BOFC #1	Absent
Michael Danbury	Bordentown BOFC #2	Absent
Stephen Earl	Brick BOFC #2	Absent
James Lepore, Jr.	Brick BOFC #3/Brick Joint	Absent
Charles Jones	Chesterfield BOFC#2	Absent
Richard Dietrich	Cinnaminson BOFC #1	Absent
Jim D'Ambrosio	Commercial BOFC #3	Absent
Gerald Maresca	Englishtown BOFC #1	Absent
Barry Engelbert	Gloucester BOFC #5	Absent
Chief Michael Brezee	Gloucester BOFC #6	Absent
Terry Meloche	Haddon BOFC #4	Absent
Gene Argenti	Hamilton BOFC #2	Absent
Steven Kraemer	Hamilton BOFC #3	Absent
John Retalis	Hamilton BOFC #7	Present
Timothy Lynch	Hopewell Township BOFC	Absent
Rodolfo Brito	Jackson BOFC #3	Absent
Brian Wright	Jamesburg BOFC #1	Absent
Michael Nolan	Lindenwold BOFC #1	Present
John Marini	Manalapan BOFC #2	Absent
Chief Robert Holmes	Marlboro BOFC #3	Absent

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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
Krishna Jagannathan	Plainsboro BOFC #1	Absent
Barbara Silary	Voorhees Fire District	Present
Norman Stelling	Wall Twp. BOFC #1	Absent
Chief Patrick Dolgos	Washington BOFC #1	Absent

## **Also Present**

Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk & Loss Managers, Inc.
Michaelene Miller	
M. Paige Berry	Saul Ewing, LLP
Jennifer Goldstein	Consolidated Services Group
Denise Fierro	Highland Claim Services, Inc
Richard Lorentzen	Treasurer
Jack Dibble	AJ Gallagher
Steve Walsh	EJA/Capacity Insurance
John McCrudden	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 September 14, 2016 General Fund and Executive Committee's Open and Closed Meeting Minutes**

**Motion** to approve the September 14, 2016 General Fund and Executive Committee's Open and Closed Meeting Minutes.

**Moved:** Scott Jones

**Seconded:** Joseph Jackson

**Vote:** Approved: Unanimous                      Nay:

### **B. Reports**

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

There was no report.

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**2. MEL Delegate's Report – Chief James Carbin**

Barbara Murphy stated that the MEL had adopted their 2017 rate table and budget at the League of Municipalities.

**3. Secretary – Chief Mark Antozzeski**

There was no report.

**4. Attorney – Saul Ewing, LLP**

The fund attorney provided a legislative update.

**5. Treasurer's Report – Richard Lorentzen**

a. Approval of the Bill List for fund years 2009 through 2016

**Motion** to approve the treasurer's report totaling \$500,634.24 for fund years 2009 through 2016.

**Moved:** Scott Jones

**Seconded:** Chief Mark Antozzeski

**Vote:** Approved: Unanimous                      Nay:

b. Treasurer's Report

As per the report distributed at the meeting.

c. Investment Status

As per the report distributed at the meeting.

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

As per the memorandum included in the agenda package.

a. 2017 New Business

The administrator welcomed the Gloucester BOFC #1 as the newest member of the Fund effective January 1, 2017.

b. Financial Fast Track

The administrator reviewed the financial fast track report as of September 30, 2016, included in the agenda package. 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 – Consolidated Services Group**

As per the report included in the agenda package.

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

Barbara Murphy stated that Don Ruprecht had indicated that there were five members' loss control visits outstanding and that he was attempting to make contact to schedule the visits.

**C. Old Business**

There was no old business.

**D. Closed Session**

**Motion** to adjourn Open Session.

**Moved:** Joseph Jackson

**Seconded:** Scott Jones

**Voted:** Approved: Unanimous                      Nay:

Open Session adjourned at 10:00 a.m.

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## E. Open Session Resumes

**Motion** to return to Open Session.

**Moved:** Scott Jones

**Seconded:** Chief Mark Antozzeski

**Vote:** Approved: Unanimous      Nay:

Open Session resumed at 10:33 a.m.

## F. Claims Payment Authorization and Other Actions Established in Closed Session

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

**Moved:** Scott Jones

**Seconded:** Chief Mark Antozzeski

**Vote:** Approved: Unanimous      Nay:

## G. New Business

### 1. Resolution 2016-24 Adopting Fund Year 2017 Risk Management plan

The administrator stated that the risk management plan was amended to reflect an increase of the Fund's property self insured retention from \$50,000 to \$100,000. He stated that the property SIR had not been increased since the Fund joined the MEL in 2009.

**Motion** to approve resolution 2016-24 adopting an amended risk management plan.

**Moved:** Chief Mark Antozzeski

**Seconded:** Joseph Jackson

**Vote:** Approved: Unanimous      Nay

### 2. 2017 Budget Introduction

Barbara Murphy stated that the budget once again reflected the funding of the MEL claims loss fund assessment at 125%. She reminded members that the MEL's 10 year retrospective rating program included the billing of member Funds at 85% of their expected claims fund assessment. She stated that the 2017 program was changed to exclude property loss funds.

**Motion** to introduce the FIRST 2017 Fund Year Budget and Certify the Assessments.

**Moved:** Chief Mark Antozzeski

**Seconded:** Joseph Jackson

**Vote:** Approved: Unanimous      Nay

### 3. Resolution 2016-25 Supporting S-2663 and A-4234 JIF Investment Legislation

The administrator referred to the bill included in the agenda package. He stated that the proposed legislation would allow both local unit joint insurance funds and board of education joint insurance funds to invest in State governmental bonds and also join together and create joint cash management and investment programs. He stated that it was anticipated that the expansion of the types of bonds in which JIFs may invest would increase the yield and reduce the interest expense that JIFs may realize, while still limiting investments to safe instruments. He further stated that a sample resolution for adoption by the Fund's local public entities was included in the agenda.

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Discussion ensued and the consensus was to adopt a resolution in support of the legislation and forward a copy to all area legislators as well as the Governor, DOBI and DCA.

**Motion** to approve resolution 2016-25 supporting S-2663 and A-4234 JIF investment legislation.

**Moved:** Chief Mark Antozzeski

**Seconded:** Scott Jones

**Vote:** Approved: Unanimous                      Nay

**H. Public Comment**

There was no public comment.

**VIII. Adjournment**

**Motion** to adjourn the meeting.

**Moved:** Scott Jones

**Seconded:** Chief Mark Antozzeski

**Vote:** Approved: Unanimous                      Nay:

The meeting was adjourned at 10:51 a.m.

The next meeting will be held at **9:30 a.m. on January 11, 2017** at the Hamilton Township BOFC #9, Hamilton, NJ.

Respectfully Submitted,

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Authorized Signature