

FIRST RESPONDER JOINT INSURANCE FUND

GENERAL FUND AND EXECUTIVE COMMITTEE'S MEETING MINUTES

December 5, 2018

I. Call to Order – Chief James Carbin, Chairperson

The meeting was called to order at 9:38 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
John Retalis	Hamilton BOFC #7	Present
Chief James Carbin	Monroe BOFC #2	Present

Alternate Executive Committee

Franklin Jackson V	Haddon BOFC #1	Absent
Dep. Chief Chris Burnett	Mount Laurel Fire District	Present

Fund Commissioners

Joseph Robinson	Beverly City BOFC	Present
Robert MacFarland	Bordentown BOFC #2	Present
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
Philip Knast	Gloucester BOFC #1	Absent
Barry Engelbert	Gloucester BOFC #5	Absent
Chief Michael Brezee	Gloucester BOFC #6	Absent
August Fisher	Haddon BOFC #4	Absent
Gene Argenti	Hamilton BOFC #2	Absent
Helen Serben	Hamilton BOFC #4	Absent
Chief Mark Antozzeski	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
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
John Campanella	Pine Hill BOFC #1	Absent
Krishna Jagannathan	Plainsboro BOFC #1	Absent
Norman Stelling	Wall Twp. BOFC #1	Absent
Chief Patrick Dolgos	Washington BOFC #1	Absent

Also Present

Joseph M Cunningham, Sr.	Delran BOFC #1
Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk & Loss Managers, Inc.
Michaelene Miller	
M. Paige Berry	Saul Ewing Arnstein & Lehr, LLP
Lisa Pflug	Highland Claim Services, Inc
Don Ruprect	J.A. Montgomery
Taylor Jacob	Medlogix
Richard Lorentzen	Treasurer
Roger Butler	Barclay Group
Jennifer Olsan	Hardenbergh Insurance Group
Skip Bean	Henry D. Bean and Sons
Roger Leonard	Leonard-O'Neill Insurance Group
Ryan Jones	Rue Insurance
Adam Behr	
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 October 31, 2018 General Fund and Executive Committee's Open and Closed Meeting Minutes

Motion to approve the October 31, 2018 General Fund and Executive Committee's Open and Closed Meeting Minutes.

Moved: James Turcich

Seconded: Chief Steven Scholey

Vote: Approved: Unanimous Nay:

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B. Reports

1. Chairperson – Chief James Carbin

There was no report.

2. MEL Delegate’s Report – Chief Mark Antozzeski

Barbara Murphy stated that the MEL had adopted their 2019 rate table and budget at the League of Municipalities.

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 treasurer’s report totaling \$224,579.44 for all fund years.

Moved: James Turcich

Seconded: Chief John Retalis

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 report included in the agenda package.

a. 2019 Renewal Documents

Barbara Murphy stated that the 2019 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

Taylor Jacob reviewed an information packet for the First Report of Injury, PPO, Managed Care and Pharmacy Services that will be sent to all members. She stated that the packet would contain worksite posters, provider panels, ID card and myMatrixx first fill letters. Concerns were expressed regarding the claim reporting website and issues with completing an initial report. Taylor stated that she would share the concerns with their IT department to work toward resolving the issues.

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

Don Ruprecht provided an overview of the MEL website, including the mobile app and the MSI. He reviewed the Learning Management System, online resources and trainings and video library.

C. Old Business

1. Resolution 2018-29 Confirming the Creation of an Aggregate Loss Fund Contingency Account

Barbara Murphy stated that resolution 2018-29 was to confirm the creation of an aggregate loss fund contingency account and annual transfer as discussed at the last meeting.

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- Motion** to approve Resolution 2018-29 confirming the creation of an aggregate loss fund contingency account.
- Moved:** Joseph Jackson
Seconded: Chief John Retalis
Voted: Approved: Unanimous Nay:
- D. Closed Session**
- Motion** to adjourn Open Session.
- Moved:** Joseph Jackson
Seconded: Chief John Retalis
Voted: Approved: Unanimous Nay:
Open Session adjourned at 10:10 a.m.
- E. Open Session Resumes**
- Motion** to return to Open Session.
- Moved:** Joseph Jackson
Seconded: Chief Stephen Scholey
Vote: Approved: Unanimous Nay:
Open Session resumed at 10:14 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:** Joseph Jackson
Seconded: Chief Stephen Scholey
Vote: Approved: Unanimous Nay:
- G. New Business**
- 1. Public Hearing and Budget Adoption**
- a. **Motion** to open the public hearing on the 2019 Fund Year Budget.
- Moved:** Joseph Jackson
Seconded: Chief Stephen Scholey
Vote: Approved: Unanimous Nay
- b. **Motion** to close the public hearing and adopt the 2019 Fund Year Budget.
- Moved:** James Turcich
Seconded: Chief John Retalis
Vote: Approved: Unanimous Nay
- H. Public Comment**
- Skip Bean asked if the MSI was considering the development of classes in boating safety or training. Don Ruprecht stated that due to the nature of the training there was no specific classes being considered at this time. Discussion ensued and recommendations for training classes through various State and County programs, Fire Chief's Association, and academies were recommended.

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VIII. Adjournment

Motion to adjourn the meeting.

Moved: John Retalis

Seconded: James Turcich

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 11:14 a.m.

The next meeting will be held at **9:30 a.m. on January 9, 2019** at the Hamilton Township BOFC #9, Hamilton, NJ.

Respectfully Submitted,

Authorized Signature