

FIRST RESPONDER JOINT INSURANCE FUND

GENERAL FUND AND EXECUTIVE COMMITTEE'S MEETING MINUTES

November 13, 2024

I. Call to Order – Chief Thomas Komlosi, Vice Chairperson

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

II. Open Public Meetings Statement – Chief Thomas Komlosi, Vice Chairperson

The Open Public Meetings Act was read by Vice Chairperson Komlosi.

III. Roll Call

Executive Committee

Chief Thomas Komlosi, Jr.	Bordentown BOFC #1	Present
Chief Robert MacFarland	Bordentown BOFC #2	Absent
James Turcich	Delran BOFC #1	Present
Joseph Robinson	Beverly City BOFC	Present
Roger Butler	Cinnaminson BOFC #1	Present

Alternate Executive Committee

Joseph Jackson	Berlin Twp. BOFC #1	Absent
Franklin Jackson V	Haddon BOFC #1	Present
Chief Alan Pine	Mt. Laurel Fire District #1	Present
Chief Robert Tharp	Florence BOFC #1	Absent

Also Present

Chuck Hartsoe	PEGAS
Kelly Machu	
Barbara Murphy	PEGAS/Risk and Loss Managers, Inc.
Michaelene Miller	
M. Paige Berry	Saul Ewing LLP
Richard Lorentzen	Treasurer
Jamie Shooks	The Actuarial Advantage
Linda Wehner	Highland Claim Services
Judy Ghysels	
Ludmila Paris	
Corrine Depuzzo	
Missy Pudimott	Medlogix
Don Ruprecht	J.A. Montgomery Risk Control Services
Terry Burke	A.J. Gallagher
Steve Walsh	Barclay Insurance
Danielle Colianni	Hardenbergh Insurance Group
Gregory Grantham	
Rick Bean	Henry Bean & Sons Insurance
Roger Leonard	Leonard-O'Neill Insurance Group

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Ryan Jones
Peter Papa

Rue Insurance
Van Dyk Group

IV. Flag Salute and Moment of Silence

V. Introduction of Guests

Chuck Hartsoe introduced Kelly Machu of PEGAS.

VI. General Fund Business

There was no general fund business.

VII. Executive Committee Business

A. Approval of the September 18, 2024 General Fund and Executive Committee's Open and Closed Meeting Minutes

Motion to approve the September 18, 2024 General Fund and Executive Committee's Open and Closed Meeting Minutes.

Moved: James Turcich

Seconded: Joseph Robinson

Vote: Approved: Unanimous Nay:

B. Reports

1. **Vice Chairperson – Chief Thomas Komlosi**

There was no report.

2. **MEL Delegate – Chief Robert MacFarland**

There was no report.

3. **Cyber JIF Delegate – Chief Matthew Martin**

There was no report.

4. **Secretary – James Turcich**

There was no report.

5. **Attorney – Saul Ewing, LLP**

As per the report included in the agenda package.

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

Richard Lorentzen provided a brief overview of the services provided by the fund treasurer to the Fund and its members. He stated that his duties included working with the fund administrator to prepare the monthly bill list, treasurer's and investment income reports, and prepare for the annual audit. He further stated that he works with the Fund's asset manager in preparation of their investment review.

a. Approval of the Bill List for all fund years

Motion to approve the treasurer's report totaling \$303,586.09 for all fund years.

Moved: James Turcich

Seconded: Roger Butler

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.

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7. **Actuarial Services – The Actuarial Advantage**

Jamie Shooks provided a brief overview of the services provided by the fund actuary to the Fund and its members. He stated that the fund actuary reviews and analyzes claims information and risk exposures to assist in preparing the Fund’s budget, prepares IBNR reports and issues opinions to the Fund’s auditors, assists in the preparation of members’ assessments and reviews new applicant’s loss projections by line of coverage to assist in the development of assessments upon request.

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

As per the memorandum included in the agenda package.

9. **Managed Care Services – Medlogix**

As per the report included in the agenda package.

Missy Pudimott provided a brief overview of the services provided by the managed care organization to the Fund and its members. She reviewed the workers’ compensation services provided which include Intake and Triage, Provider Network Access, Telephonic Case Management, Return to Work Management, Field Nursing, Medical Bill Review and Repricing, Out-of-Network Bill Negotiation and Pharmacy Benefit Management.

10. **Claims Management Services – Highland Claims Services**

The Highland Claims Services team provided a brief overview of the services provided by the third-party administrator to the Fund and its members. Linda Wehner stated that they handled all aspects of workers' compensation claims from coordination with managed care on the initial contact and investigation, reserving, and reinsurer reporting. They also reviewed the handling of general liability, auto liability and auto physical damage claims. She provided a brief synopsis of tort claims handling and Title 59 immunities.

11. **Loss Control Specialist – J.A. Montgomery Consulting**

Don Ruprecht stated that there were three loss control visits remaining for the 2024 fund year.

Don Ruprecht highlighted the services provided by the loss control specialist to the Fund and its members. He reviewed the risk control services and training resources provided. He stated that they work closely with members to provide assistance, allowing them to develop training and model best practices based upon the needs of the membership.

C. **Old Business**

There was no old business.

D. **New Business**

1. **Introduction of the 2024 Fund Year Budget Revision #1**

Barbara Murphy stated that the 2024 fund year budget was revised due to membership changes and individual member exposure changes.

Motion to introduce the 2024 Fund Year Budget Revision #1.

Moved: Roger Butler

Seconded: James Turcich

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Vote: Approved: Unanimous Nay:

2. Introduction of the 2025 Fund Year Budget and Certifying the Assessments

Barbara Murphy reviewed the 2025 fund year budget distributed at the meeting. She stated that there were multiple factors affecting the budget including increases in individual member exposures, loss funds and reinsurance costs. She also stated that the budget reflected the withdrawal of the Plainsboro BOFC #1, which merged with its municipality.

Motion to introduce the 2025 Fund Year Budget and Certify the Assessments.

Moved: Roger Butler

Seconded: James Turcich

Vote: Approved: Unanimous Nay

E. Public Comment

There was no public comment.

F. Closed Session

Motion to adjourn Open Session.

Moved: James Turcich

Seconded: Roger Butler

Voted: Approved: Unanimous Nay:

Open Session adjourned at 10:32 a.m.

G. Open Session Resumes

Motion to return to Open Session.

Moved: Joseph Robinson

Seconded: Roger Butler

Vote: Approved: Unanimous Nay:

Open Session resumed at 11:03 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: Roger Butler

Seconded: Joseph Robinson

Vote: Approved: Unanimous Nay:

VIII. Adjournment

Motion to adjourn the meeting.

Moved: James Turcich

Seconded: Roger Butler

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 11:04 a.m.

The next meeting will be held at **9:30 a.m. on December 5, 2024.**

Respectfully Submitted,

Authorized Signature