

FIRST RESPONDER JOINT INSURANCE FUND

GENERAL FUND AND EXECUTIVE COMMITTEE'S MEETING MINUTES

September 18, 2024

I. Call to Order – Chief Robert MacFarland, Chairperson

The meeting was called to order at 9:38 a.m. by Chairperson MacFarland.

II. Open Public Meetings Statement – Chief Robert MacFarland, Chairperson

The Open Public Meetings Act was read by Chairperson MacFarland.

III. Roll Call

Executive Committee

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

Alternate Executive Committee

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

Fund Commissioners Present

Chief Matthew Martin	Hopewell Twp. BOFC
Wayne Lyons, Jr.	Monroe Twp. BOFC #3
Craig Flannigan	Ocean Twp. BOFC #1

Also Present

Brian Richardson	Florence Twp. BOFC #1
Shane Mull	Hamilton FMBA Local 84
Steve	
Mike	
Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk and Loss Managers, Inc.
Michaelene Miller	
M. Paige Berry	Saul Ewing LLP
Richard Lorentzen	Treasurer
Lisa Pflug	Highland Claim Services
Judy Ghysels	
Vanessa Arias	
Missy Pudimott	Medlogix
Brian Maitland	J.A. Montgomery Risk Control Services
Don Ruprecht	

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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
Ryan Jones	Rue Insurance
Peter Papa	Van Dyk Group

IV. **Flag Salute and Moment of Silence**

V. **Introduction of Guests**

There were no introductions.

VI. **Executive Committee Business**

A. **Approval of the May 1, 2024 General Fund and Executive Committee's Open and Closed Meeting Minutes.**

Motion to approve the May 1, 2024 General Fund and Executive Committee's Open and Closed Meeting Minutes.

Moved: Joseph Jackson

Seconded: Chief Thomas Komlosi

Vote: Approved: Unanimous Nay:

B. **Reports**

1. **Chairperson – Chief Robert MacFarland**

There was no report.

2. **MEL Delegate's Report – Chief Robert MacFarland**

As per the report included in the agenda package.

Barbara Murphy stated that the MEL had recently presented its audited 12/31/23 financials. She also stated that the 2025 budget was in process and that they had released its initial rate table projections.

3. **Cyber JIF Delegate's Report – Chief Matthew Martin**

As per the report included in the agenda package.

Matthew Martin stated that the training modules for year-two would be shorter in length resulting from member feedback. He also stated that a survey was being developed to determine the potential exposure and need for coverage for members that provide IT services to third parties.

4. **Attorney – Saul Ewing, LLP – M. Paige Berry**

As per the report included in the agenda package.

a. **Resolution 2024-26 Adopting an Amended OPRA Form**

The fund attorney stated that, effective September 3, 2024, a new law would require that all agencies subject to OPRA "adopt the form established by the Government Records Council . . . for the use of any person who requests access to a government record held or controlled by the public agency." Consequently, the GRC has established an updated version of the old "Model OPRA request form".

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Motion to approve resolution 2024-26 Adopting an Amended OPRA Form.

Moved: Joseph Robinson

Seconded: Joseph Jackson

Vote: Approved: Unanimous Nay:

5. Treasurer's Report – Richard Lorentzen

- a. Approval of the Bill list for All Fund Years

Motion to approve the Bill List totaling \$1,716,776.11

Moved: James Turcich

Seconded: Joseph Jackson

Vote: Approved: Unanimous Nay:

- b. Treasurer's Report

As per the report distributed at the meeting.

- c. Investment Report

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.

7. Managed Care Organization – Medlogix

As per the report included in the agenda package.

8. Loss Control Specialist – J.A. Montgomery Consulting

As per the status report included in the agenda package.

Don Ruprecht stated that the 2024 loss control site surveys were in progress and expected to be completed ahead of schedule. He referred members to their report for a list of newly released bulletins and alerts.

C. Old Business

There was no old business.

D. New Business

1. Finance Subcommittee Report

Barbara Murphy stated that the finance subcommittee members had recently met to discuss return of surplus and the 2025 budget. She stated that members reviewed various spreadsheets including Life to Date Assessments by Member & Fund Year, Financial Statement Surplus Available for Return by Member and Year, and DOBI Surplus Available for Return by Member and Year. She stated that it was the recommendation of the subcommittee to consider a Prior Year Revenue Carryforward approach consistent with previous fund years in an effort to soften any increases in the final 2025 budget numbers.

E. Claims Sub-Committee Report

Authorization of Payments Recommended by the Claims Subcommittee.

Motion to ratify the July 11, 2024 Claims' Subcommittee Meeting Minutes.

Moved: Joseph Jackson

Seconded: James Turcich

Vote: Approved: Unanimous Nay:

F. Public Comment

There was no public comment.

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G. Closed Session

Motion to adjourn Open Session.

Moved: James Turcich

Seconded: Chief Thomas Komlosi

Vote: Approved: Unanimous Nay:

Open Session adjourned at 10:11 a.m.

H. Open Session Resumes

Motion to return to Open Session.

Moved: James Turcich

Seconded: Chief Thomas Komlosi

Vote: Approved: Unanimous Nay:

Open Session resumed at 10:20 a.m.

I. Claims Payment Authorization and Other Actions Established in Closed Session

Motion to approve claim payments and authorize actions established in Closed Session.

Moved: James Turcich

Seconded: Joseph Robinson

Vote: Approved: Unanimous Nay:

J. Adjournment

Motion to adjourn the meeting.

Moved: James Turcich

Seconded: Chief Thomas Komlosi

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 10:21 a.m.

The next meeting will be held at **9:30 a.m. on Wednesday, November 13, 2024 at the Delran BOFC #1, Delran, NJ.**

Respectfully Submitted,

Authorized- Signature