
MID JERSEY MUNICIPAL JOINT INSURANCE FUND

**GENERAL FUND, SAFETY AND EXECUTIVE COMMITTEE MEETING MINUTES
March 10, 2021**

I. Call to Order – Joy Tozzi – Chairperson

Chairperson Joy Tozzi called the meeting to order at 9:03 a.m.

II. Open Public Meetings Statement – Joy Tozzi – Chairperson

Chairperson Joy Tozzi read the Open Public Meetings Act.

III. Roll Call

In lieu of a formal roll call, everyone introduced themselves. A sign-in sheet was distributed.

<u>Executive Committee</u>		<u>Attendance</u>
Kathleen Capristo	Colts Neck Township	Present
Theresa Casagrande	Borough of Fair Haven	Absent
Michael Pitts	Township of Montgomery	Present
Eileen Heinzl	Borough of Pennington	Present
Anthony Cancro	Township of Plainsboro	Present
Joy Tozzi	Township of Robbinsville	Present
Marlena Schmid	Township of West Windsor	Absent

<u>Alternate Executive Committee</u>		
Debra Rubin	Township of Cranbury	Present
Matthew Crane	Borough of Helmetta	Present
Katherine Fenton-Newman	Township of Hopewell	Absent

<u>Fund Commissioners</u>		
Vacant	Township of Ocean	Absent
Marc Dashield	Princeton	Absent

<u>Alternate Fund Commissioners</u>		
Jean Golisano	Township of Cranbury	Absent
Allyson Cinquegrana	Borough of Fair Haven	Present
Sandra Bohinski	Borough of Helmetta	Absent
Susan Newman	Township of Hopewell	Present
Tamarah Novak	Township of Montgomery	Present
Lester Varga	Township of Plainsboro	Absent
Jeffrey Grosser	Princeton	Absent
Jewel Morgan	Township of Robbinsville	Present
John Mauder	Township of West Windsor	Absent

<u>Safety Delegates</u>		
Louis Bader	Colts Neck Township	Absent
Bruno Bertucci	Township of Cranbury	Absent
Paul Reed	Borough of Helmetta	Absent
Joseph Palmer	Township of Montgomery	Present
Jacob Nieman	Township of Ocean	Present
Morris Fabian	Borough of Pennington	Present
Neil Blitz	Township of Plainsboro	Present

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Afroula Ippolito	Princeton	Absent
Janis DiNatale	Township of West Windsor	Present

Alternate Safety Delegates

Chief Lance Maloney	Township of Hopewell	Absent
Lori Savron	Township of Montgomery	Absent
Teresa Carson	Township of Plainsboro	Absent
Afroula Ippolito	Princeton	Absent

Others Present

Kerry Giammetta	Township of West Windsor
Barbara Murphy	Risk and Loss Managers, Inc.
Michaelene Miller	
Julie Tattoni	Windels Marx Lane & Mittendorf
Amanda Meehan	
Patricia Davidson	Qual-Lynx/Third Party Administrator
Lisa Gallo	Qual-Lynx/Managed Care
Brian Maitland	J.A. Montgomery
Michael Brosnan	
Matt Genna	
Patti Fahy	Acrisure
Ilene Larson	Conner Strong and Buckelew

IV. Introduction of Guests

There were no introductions.

V. General Fund Business

A. Safety

1. 2021 Safety Annual Kickoff – J.A. Montgomery Risk Control
Brian Maitland provided a PowerPoint presentation on the 2021 Safety Kickoff. He discussed the Fund’s 2020 successes and trainings, resources and model programs available on the MEL’s website.

B. Safety Awareness Program 2021

1. 2021 Safety Awareness Program Budget
Barbara Murphy reviewed the 2021 safety awareness program budget distributed at the meeting.
2. 2020 Safety Awareness Program Results
Barbara Murphy reviewed the final results of the 2020 safety awareness program budget distributed at the meeting. She congratulated all members for their efforts.

VI. Executive Committee Business

A. Approval of the General Fund and Executive Committee Open and Closed Meeting Minutes of January 13, 2021

Motion to approve the General Fund and Executive Committee Open and Closed Meeting Minutes of January 13, 2021.

Moved: Kathleen Capristo

Seconded: Anthony Cancro

Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson's Report – Joy Tozzi
 - a. 2021 Subcommittee Appointments
Barbara Murphy referred to the list of 2021 subcommittees and member appointments included in the agenda package.
2. MEL Delegate's Report – Joy Tozzi
There was no report.
3. Secretary's Report – Marlena Schmid
There was no report.
4. Fund Commissioners' Reports
There was no report.
5. Attorney's Report – Julie Tattoni, Windels Marx Lane & Mittendorf
As per the legislative update distributed at the meeting.
6. Treasurer's Report
 - a. Approval of Bill List for all Fund Years
Motion to approve the bill list totaling \$840,071.83.
Moved: Kathleen Capristo
Seconded: Anthony Cancro
Vote: Approved: Unanimous Nay:
 - b. Treasurer's Report
As per the report included in the agenda package.
 - c. Investment Status
As per the report included in the agenda package.
7. Administrator's Report - Risk & Loss Managers, Inc.
As per the report included in the agenda package.
Barbara Murphy stated that the MEL had recently approved changes to the cyber risk management plan and added a Tier 3 to the program. She stated that there was a member deductible of \$25,000 and the following amounts would be reimbursed by the MEL if a member was found to be in compliance with the risk management plan at the time of the claim: Tier 1 \$10,000, Tier 2 \$20,000, Tier 3 \$25,000.

Barbara further stated that the deadline for the EPL risk control program checklist had been extended to November 1, 2021.

C. Old Business

There was no old business.

D. New Business

There was no new business.

E. Public Comment

There was no public comment.

F. Closed Session

Motion to adjourn Open Session.

Moved: Kathleen Capristo

Seconded: Anthony Cancro

Voted: Approved: Unanimous Nay:

Open Session adjourned at 10:10 a.m.

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G. Open Session Resumes

Motion to return to Open Session.

Moved: Eileen Heinzl

Seconded: Debra Rubin

Vote: Approved: Unanimous Nay:

Open Session resumed at 10:46 a.m.

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

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

Moved: Eileen Heinzl

Seconded: Anthony Cancro

Vote: Approved: Unanimous Nay:

VII. Adjournment

Motion to adjourn.

Moved: Eileen Heinzl

Seconded: Anthony Cancro

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 10:47 a.m.

The next meeting will be held on **Wednesday, April 28, 2021.**

Respectfully submitted,

Authorized Signature