
MID JERSEY MUNICIPAL JOINT INSURANCE FUND

**GENERAL FUND, SAFETY AND EXECUTIVE COMMITTEE MEETING MINUTES
March 6, 2024**

I. Call to Order – Barbara Murphy, Administrator

Barbara Murphy called the meeting to order at 9:05 a.m.

Open Public Meetings Statement – Barbara Murphy, Administrator

Barbara Murphy read the Open Public Meetings Act.

II. Flag Salute

III. Roll Call

Executive Committee

		<u>Attendance</u>
Kathleen Capristo	Colts Neck Township	Absent
Theresa Casagrande	Borough of Fair Haven	Present
Michael Pitts	Township of Montgomery	Present
Anthony Cancro	Township of Plainsboro	Present
Bernard Hvozdovic, Jr.	Princeton	Present
Joy Tozzi	Township of East Windsor	Absent
Marlena Schmid	Township of West Windsor	Present

Alternate Executive Committee

Debra Rubin	Township of Cranbury	Present
David Brown II (1. 10:00 am)	Township of Ocean	Present
Katherine Fenton-Newman	Township of Hopewell	Present

Fund Commissioners

Vacant	Borough of Helmetta	--
Mona Habiby	Borough of Pennington	Absent
Jewel Morgan	Township of Robbinsville	Present

Alternate Fund Commissioners

Denise Marabello	Township of Cranbury	Absent
Allyson Cinquegrana	Borough of Fair Haven	Present
Susan Newman	Township of Hopewell	Present
Tamarah Novak	Township of Montgomery	Present
Tracey Berkowitz	Township of Ocean	Present
Neil Blitz	Township of Plainsboro	Present
Jeffrey Grosser	Princeton	Absent
John Nalbone	Township of Robbinsville	Absent
John Mauder	Township of West Windsor	Absent

Safety Delegates

Louis Bader	Colts Neck Township	Absent
Bruno Bertucci	Township of Cranbury	Absent
Chief Jason Hart	Township of East Windsor	Absent
Paul Reed	Borough of Helmetta	Absent
Laura Pavan	Township of Montgomery	Absent
Thomas Reu	Township of Ocean	Absent

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Morris Fabian	Borough of Pennington	Present
Afroula Ippolito	Princeton	Absent
Janis DiNatale	Township of West Windsor	Present

Alternate Safety Delegates

Lt. Ryan Mattek	Township of East Windsor	Present
Katie Williams	Township of Montgomery	Absent
Teresa Carson	Township of Plainsboro	Absent

Others Present

Eva Meyer	Township of Plainsboro
Kerry Giammetta	Township of West Windsor
Barbara Murphy	Risk and Loss Managers, Inc.
Michaelene Miller	
Cindy Villagran	New Jersey Risk Managers & Consultants, LLC
Julie Tattoni	Windels Marx Lane & Mittendorf
Amanda Meehan	
Kathy Kissane	Qual-Lynx/Third Party Administrator
Lisa Gallo	Qual-Lynx/Managed Care
Brian Maitland	J.A. Montgomery Consulting
Matt Genna	
Katie Walters	Conner Strong and Buckelew
Tom Merchel	
Patti Fahy	Acrisure

IV. Introduction of Guests

Barbara Murphy introduced Cindy Villagran of New Jersey Risk Managers & Consultants, LLC.

V. General Fund Business

A. Safety

1. 2024 Safety Annual Kickoff – J.A. Montgomery Consulting – Think Safety, Work Safely – Annual Safety Awards & Kickoff Meeting
J.A. Montgomery representatives provided a PowerPoint presentation kicking off the 2024 safety program and initiatives. They discussed the 2023 successes, trainings, and suggestions for improvement. Barbara Murphy briefly reviewed the Fund’s workers’ compensation losses.

B. Safety Awareness Program 2024

1. 2024 Safety Awareness Program Budget
Barbara Murphy reviewed the 2024 safety awareness program budget distributed at the meeting.
2. 2023 Safety Awareness Program Results
Barbara Murphy reviewed the final results of the 2023 safety awareness program budget distributed at the meeting. Barbara noted that participation in the 2023 program had declined from previous years and suggested that members may want to consider reviewing and/or updating the program elements. Discussion ensued and the safety director stated that he could provide samples of elements used by other funds with similar programs for review and discussion.

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VI. Executive Committee Business

A. Approval of the General Fund and Executive Committee Open and Closed Meeting Minutes of January 10, 2024

Motion to approve the General Fund and Executive Committee Open and Closed Meeting Minutes of January 10, 2024.

Moved: Theresa Casagrande

Seconded: Anthony Cancro

Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson's Report – Joy Tozzi

There was no report.

2. MEL Delegate's Report – Joy Tozzi

Barbara Murphy reported that the next MEL meeting was scheduled for March 22.

3. Cyber Delegate's Report – Joy Tozzi

There was no report.

4. Secretary's Report – Marlena Schmid

There was no report.

5. Fund Commissioners' Reports

There was no report.

6. Attorney's Report – Julie Tattoni, Windels Marx Lane & Mittendorf

As per the legislative update included in the agenda package.

7. Treasurer's Report

- a. Approval of Bill List for all Fund Years

Motion to approve the bill list totaling \$1,156,174.02.

Moved: Michael Pitts

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.

8. Administrator's Report - Risk & Loss Managers, Inc.

As per the report included in the agenda package.

9. Managed Care Report – Qual-Lynx

As per the report included in the agenda package.

Lisa Gallo reminded members that the online digital reporting system was now available and to please reach out to her with any questions.

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: Marlena Schmid

Seconded: Anthony Cancro

Voted: Approved: Unanimous Nay:

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Open Session adjourned at 10:03 a.m.

G. Open Session Resumes

Motion to return to Open Session.

Moved: Bernard Hvozdovic

Seconded: Theresa Casagrande

Vote: Approved: Unanimous Nay:

Open Session resumed at 10:46 a.m.

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

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

Moved: Marlena Schmid

Seconded: Bernard Hvozdovic

Vote: Approved: Unanimous Nay:

VII. Adjournment

Motion to adjourn.

Moved: Theresa Casagrande

Seconded: Marlena Schmid

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 10:48 a.m.

The next meeting will be held on **Tuesday, April 24, 2024.**

Respectfully submitted,

Authorized Signature