
MID JERSEY MUNICIPAL JOINT INSURANCE FUND

**GENERAL FUND AND EXECUTIVE COMMITTEE MEETING MINUTES
July 13, 2022**

I. Call to Order – Joy Tozzi, Chairperson

Chairperson Tozzi called the meeting to order via zoom conference at 9:01 a.m.

II. Open Public Meetings Statement – Joy Tozzi, Chairperson

Chairperson Tozzi read the Open Public Meetings Act.

III. Roll Call

<u>Executive Committee</u>		<u>Attendance</u>
Kathleen Capristo	Colts Neck Township	Present
Theresa Casagrande	Borough of Fair Haven	Present
Michael Pitts (a. 9:06 am)	Township of Montgomery	Present
Anthony Cancro	Township of Plainsboro	Present
Joy Tozzi	Township of Robbinsville	Present
Marlena Schmid	Township of West Windsor	Present
 <u>Alternate Executive Committee</u>		
Katherine Fenton Newman	Township of Hopewell	Present
Bernard Hvozdovic, Jr.	Princeton	Present
Debra Rubin	Township of Cranbury	Present
 <u>Fund Commissioners</u>		
Salvatore Masucci	Borough of Helmetta	Absent
David Brown II	Township of Ocean	Present
Vacant	Township of Pennington	--
 <u>Alternate Fund Commissioners</u>		
Jean Golisano	Township of Cranbury	Absent
Allyson Cinquegrana	Borough of Fair Haven	Absent
Sandra Bohinski	Borough of Helmetta	Absent
Susan Newman	Township of Hopewell	Present
Tamarah Novak	Township of Montgomery	Absent
Tracey Berkowitz	Township of Ocean	Present
Lester Varga	Township of Plainsboro	Absent
Jeffrey Grosser	Princeton	Absent
Jewel Morgan	Township of Robbinsville	Absent
John Mauder	Township of West Windsor	Absent
 <u>Others Present</u>		
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	

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Donna Setzer	Qual-Lynx/Managed Care
Paul Shives	J.A. Montgomery Consulting
Brian Maitland	
Patti Fahy	Acrisure
Mike Avalone	Conner Strong & Buckelew
Robin Racioppi	NAIMC

IV. Introduction of Guests

There were no introductions.

V. General Fund Business

There was no general fund business.

VI. Executive Committee Business

A. Approval of the General Fund Open and Closed Meeting Minutes of April 27, 2022

Motion to approve the general fund open and closed meeting minutes of April 27, 2022.

Moved: Theresa Casagrande

Seconded: Anthony Cancro

Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson's Report – Joy Tozzi

There was no report.

2. Secretary's Report – Marlena Schmid

There was no report.

3. MEL Delegate's Report – Joy Tozzi

Joy Tozzi provided an update regarding the status of the payment of the Middlesex Joint Insurance Fund's first installments to the MEL, their current cash flow, and additional assessments payable. She stated that the finalized DOBI review and financial audit were being monitored closely for further review and discussion.

4. Fund Commissioners' Reports

There was no report.

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

As per the legislative report included in the agenda package.

6. Treasurer's Report – Marlena Schmid

a. Approval of Bill Lists for all Fund Years

Motion to approve the bill list totaling \$1,371,358.98.

Moved: Kathleen Capristo

Seconded: Anthony Cancro

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.

7. Administrator's Report – Risk & Loss Managers, Inc.

Refer to the memorandum included in the agenda package.

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- a. 2023 Renewal Process
Barbara Murphy stated that the 2023 online data collection process via Origami would begin on July 15, 2022 and the deadline for ending was scheduled for August 31, 2022.
- b. Cyber Liability Joint Insurance Fund
Barbara Murphy stated that the filing for the Cyber Liability Joint Insurance Fund had been submitted to DOBI for approval.
- 8. Safety and Loss Control Report – J. A. Montgomery Consulting
Brian Maitland asked members to contact him if there were any suggested topics of interest for the upcoming third quarter safety meeting. He also stated that additional MSI training topics had been added to the website.
- 9. Managed Care Report – Qual-Lynx
As per the report included in the agenda package.

C. Old Business

There was no old business.

D. New Business

There was no new business.

E. Closed Session

Motion to adjourn to Closed Session.

Moved: Kathleen Capristo

Seconded: Anthony Cancro

Voted: Approved: Unanimous Nay:

Open Session adjourned at 9:40 a.m.

F. Open Session Resumes

Motion to return to Open Session.

Moved: Marlena Schmid

Seconded: Anthony Cancro

Vote: Approved: Unanimous Nay:

Open Session resumed at 10:14 a.m.

Claims Payment Authorization and Other Actions Established in Closed Session

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

Moved: Anthony Cancro

Seconded: Theresa Casagrande

Vote: Approved: Unanimous Nay:

G. Public Comment

There was no public comment.

VII. Adjournment

Motion to adjourn.

Moved: Anthony Cancro

Seconded: Kathleen Capristo

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 10:14 a.m.

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The next meeting will be held on **Wednesday, September 28, 2022.**

Respectfully submitted,

Authorized Signature