

General Fund and Executive Committee Meeting Minutes
November 12, 2024

I. **Call to Order – Jeffrey Welz, Chairperson**

The meeting was called to order at 10:00 a.m. by Chairperson Welz.

II. **Open Public Meetings Statement Read – Jeffrey Welz, Chairperson**

The Open Public Meetings Act was read by Chairperson Welz.

III. **Roll Call**

Executive Committee:

		<u>Attendance:</u>
Johanna Conyer	City of Burlington	Absent
Jodi Botlinger	Township of Burlington	Present
James Ulrich	Township of Clark	Present
Jeff Welz	North Hudson Regional Fire & Rescue	Present
Hector Olmo	Borough of Paramus	Present

Alternate Fund Commissioners

Stacey Schwoebel	Township of Burlington	Absent
Michael DeOrio	North Hudson Regional Fire & Rescue	Absent

Also Present:

Jennifer Kobliska	Township of Clark
Barbara Murphy	Risk and Loss Managers, Inc.
Michaelene Miller	
Kenneth MacMillan	Treasurer
Craig Gotilla	Bevelock & Fisher, LLC
Mark Worthington	T&M Associates
Kelly Guerriero	Inservco
Claudia Acosta	Qual Lynx
Luis Alamo	Alamo Insurance
Sameer Sarfraz	
Steve Walsh	Barclay Insurance
Helen Goodwin	Hardenbergh Insurance Group

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 and Executive Committee Open Meeting Minutes of June 18, 2024**

Motion to approve General Fund and Executive Committee Open Meeting Minutes of June 18, 2024.

Moved: Jodi Botlinger

Seconded: Hector Olmo

Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson – Jeffrey Welz
There was no report.
2. MEL Delegate’s Report – James Ulrich
James Ulrich stated that the MEL had introduced its 2025 fund year budget and rate table. He stated that a detailed review of the factors affecting the budget and loss funding was discussed.
3. Cyber JIF Delegate’s Report – James Ulrich
James Ulrich 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. Secretary’s Report – Hector Olmo
There was no report.
5. Custodian of Funds – Kenneth MacMillan
 - a. Approval of Bill Lists for All Years
Motion to approve Bill Lists for all years totaling \$784,147.43.
Moved: Hector Olmo
Seconded: Jodi Botlinger
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. Attorney's Report – Bevelock & Fisher, LLC, Craig Gotilla
As per the report included in the agenda package.
7. Administrator’s Report - Risk and Loss Managers, Inc. - Barbara Murphy
As per the report included in the agenda package.
 - a. Resolution 24-24 Approving Payment of a Workers’ Compensation Claim to the Township of Burlington
 - b. Resolution 24-25 Approving Payment of a Workers’ Compensation Claim to the Township of Clark
 - c. Resolution 24-26 Approving Payment of a Property Claim to the Borough of Paramus
 - d. Resolution 24-27 Approving Payment of a Property Claim to the Township of Clark
 - e. Resolution 24-28 Approving Payment of General Liability Claim to the Township of Clark
 - f. Resolution 24-29 Approving Payment of Workers’ Compensation Claim to the Township of Clark
 - g. Resolution 24-30 Approving Payment of Workers’ Compensation Claim to the NHRF&R

Motion to Approve Resolutions 24-24 through 24-30

Moved: James Ulrich

Seconded: Hector Olmo

Vote: Approved: Unanimous

8. Safety and Loss Control Services - T&M Associates

Mark Worthington stated that all members were on track for completion of the 2024 safety incentive program.

C. Old Business

There was no old business.

D. New Business

1. Resolution 24-31 Approving Amended OPRA Request Form and Fees

Barbara Murphy stated that, effective September 3, 2024, a new law requires 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".

Motion to approve Resolution 24-31 Approving Amended OPRA Request Form and Fees

Moved: James Ulrich

Seconded: Hector Olmo

Vote: Approved: Unanimous Nay:

2. Resolution 24-32 Renewing Membership in the Municipal Excess Liability Joint Insurance Fund

Motion to approve Resolution 24-32 Renewing Membership in the Municipal Excess Liability Joint Insurance Fund

Moved: James Ulrich

Seconded: Hector Olmo

Vote: Approved: Unanimous Nay:

3. Resolution 24-23 Introduction of 2025 Budget and Certification of the Assessments
Barbara Murphy reviewed the 2025 fund year budget distributed at the meeting. She reviewed the multiple factors affecting the budget including increases to individual member exposures, loss funds and reinsurance costs and briefly reviewed the service provider fees.

Motion to approve Resolution 24-23 and certify the assessments.

Moved: Jodi Botlinger

Seconded: James Ulrich

Vote: Approved: Unanimous Nay:

E. Public Comment

There was no public comment.

F. Closed Session

There was no closed session.

VII. Adjournment

Motion to Adjourn.

Moved: James Ulrich

Seconded: Hector Olmo

Vote: Approved: Unanimous Nay:

The meeting adjourned at 10:33 a.m.

NEW JERSEY MUNICIPAL SELF INSURERS' JOINT INSURANCE FUND

The next meeting will be held at **10:00 a.m.** on Tuesday, **December 17, 2024**

Respectfully submitted,

Authorized Signature