

**MONMOUTH MUNICIPAL JOINT INSURANCE FUND  
MINUTES  
MAY 13, 2021  
ZOOM VIRTUAL MEETING  
1:30 P.M.**

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Meeting Called to Order by Chairman Rogers. Open Public Meeting Statement read into the record by Mr. Sacco.

**Pledge of Allegiance**

**ROLL CALL OF EXECUTIVE COMMITTEE:**

Tom Rogers	Chairman	Boro of Rumson	Present
Bryan Dempsey	Secretary	Spring Lake	Present
<b>EXECUTIVE</b>	<b>COMMITTEE</b>	<b>MEMBERS</b>	
Thomas Nolan		Boro of Brielle	Present
Anthony Mercantante		Middletown	Present
Laurie Roth		Allentown	Present
Jonathan Capp		Marlboro Township	Present
Lori Cole		West Long Branch	Present

**ALTERNATE EXECUTIVE COMMITTEE MEMBERS:**

Jeffry Bertrand		Wall Township	Present
Adam Hubeny		Atlantic Highlands	Present

**APPOINTED OFFICIALS PRESENT:**

<b>Executive Director /Administrator</b>	Perma Risk Management Services	Stephen A. Sacco	Present
<b>Attorney</b>	Cleary Giacobbe Alfieri & Jacobs	James Cleary, Esq.	Absent
<b>Treasurer</b>		Steven Mayer	Present
<b>Claims Service</b>	Qual-Lynx	Gemma Armenia	Present
<b>Safety Director</b>	JA Montgomery	Paul Shives	Present
<b>Risk Management Consultants</b>	The Danskin Agency Conner Strong & Buckelew	Charles Casagrande Mike Avalone	Present Present
<b>Auditor</b>	Hulsart & Company	Rich Hellenbrecht	Present
<b>Actuary</b>	Actuarial Advantage	Kyle Mrotek	Present
<b>Underwriting Manager</b>	Conner Strong & Buckelew	Ed Cooney	Present

**ALSO PRESENT**

Joseph Hrubash, PERMA  
Jason Thorpe, PERMA  
Jennifer Conicella, PERMA  
Robert Fortsch, Upper Freehold  
Jack Keeler, Sea Bright  
Barbara Ilaria, Manasquan  
Christopher Cherbini, Shrewsbury  
Kevin Abernethy, Millstone  
Gregg Possiel, Roosevelt  
Stephen Carasia, Rumson  
Kevin Kane, Neptune City  
Michael Muscillo, Highlands  
Jodi Howlett, Esq., CGAJ  
Kathy Kissane, Qual-Lynx  
Lisa Gallo, QualCare  
Jonathon Tavares, CS&B  
Peter Soriero, RMC  
Patrick Cassidy, RMC  
Sean Kelly, RMC  
Dominick Cinelli, RMC  
Amy Pieroni, RMC  
Alison Kelly, Danskin Agency  
John Casagrande, Danskin Agency  
Lindsay Travali, Acrisure  
Joe Mirarchi, JA Montgomery  
Michael Brosnan, JA Montgomery

**APPROVAL OF MINUTES:** March 11, 2021

**MOTION TO APPROVE OPEN MINUTES FOR ABOVE REFERENCED MEETING**

MOTION: Commissioner Nolan  
SECOND: Commissioner Roth  
VOTE: Unanimous

**CORRESPONDENCE**

Mr. Sacco referred to the two latest Power of Collaboration advertisements from the MEL and a Power of Collaboration advertisement from the E-JIF.

**TREASURER**

Mr. Mayer referred to the various Bills List contained within the Agenda Packet.

<b>FUND YEAR</b>	<b>AMOUNT</b>
<b>April Bills List</b>	
2020	\$ 35,687.00
2021	\$ 1,922,152.02
<b>TOTAL</b>	<b>\$ 1,957,839.02</b>

FUND YEAR	AMOUNT
<b>May Bills List</b>	
2021	\$ 192,134.41
<b>TOTAL</b>	<b>\$ 192,134.41</b>

**MOTION TO APPROVE RESOLUTION # 21-21 AND 22-21 APPROVAL FOR PAYMENT OF APRIL 2021 BILLS LIST AND MAY 2021 BILL LIST**

**MOTION:** Commissioner Capp  
**SECOND:** Commissioner Roth  
**ROLL CALL VOTE:** Unanimous

**EXECUTIVE DIRECTOR:**

**AUDITOR AND ACTUARY YEAR-END REPORTS** – Mr. Hellenbrecht of Hulsart & Company presented the Audit as of December 31, 2020. He indicated that the Fund records are in excellent shape. Mr. Hellenbrecht reported that the Audit process and internal testing proved positive for the Fund and there were no comments or recommendations from the Auditor’s office. Following the presentation, Mr. Sacco asked if there were any questions or comments on the audit. Commissioner Bertrand congratulated and said good job to the entire management team involved in the audit process. Mr. Sacco asked if there were any further comments. Hearing none, he indicated that Resolution #23-21 had to be adopted and the Group Affidavit had to be executed.

**MOTION TO APPROVE 2020 YEAR-END FINANCIALS, ADOPT RESOLUTION #23-21 AND EXECUTE GROUP AFFIDAVIT INDICATING THAT MEMBERS OF THE EXECUTIVE COMMITTEE HAVE READ THE GENERAL COMMENTS SECTION OF THE AUDIT REPORT.**

**MOTION:** Commissioner Nolan  
**SECOND:** Commissioner Capp  
**ROLL CALL VOTE:** Unanimous

**COVERAGE COMMITTEE** – Mr. Sacco reported that the Coverage Committee held a meeting on May 6, 2021 via Zoom, and discussed two requests made by a Risk Management Consultant. He noted that the minutes from the meeting were enclosed within the agenda packet.

**Sylvan Lake Commission** – Mr. Sacco reported that the Boroughs of Bradley Beach & Avon by the Sea have created the captioned entity to manage the common body of water between the two municipalities, namely Sylvan Lake. He advised that both towns appoint the members to the commission and will annually fund the commission and noted that budgets proposed by the commission will be subject to approval by the two member towns. Mr. Sacco reported that the Coverage Committee reviewed the request is recommending that coverage be contingent upon the satisfactory review, by the Fund Attorney, after receiving a resolution from one of the members that will ‘host’ this commission and have it named as an additional insured on their policy. He noted that said resolution will have to acknowledge that any change in exposure(s) or activities must first be reported to the JIF Fund office.

**MOTION TO APPROVE SYLVAN LAKE COMMISSION AS AN ADDITIONAL INSURED ON THE TO BE DETERMINED BOROUGH POLICY AT AN ANNUAL 2021 PREMIUM OF \$4,395 CONTINGENT UPON THE FUND ATTORNEY’S SATISFACTORY REVIEW OF THE SPONSORING MUNICIPALITY’S**

**RESOLUTION AND REQUIRED DOCUMENTS AS RECOMMENDED BY THE COVERAGE COMMITTEE.**

**MOTION:** Commissioner Cole  
**SECOND:** Commissioner Bertrand  
**ROLL CALL VOTE:** Unanimous

**Union Beach First Aid Squad** – Mr. Sacco reported that the Borough of Union Beach has made the decision to move the UB First Aid Squad to the VFIS Program effective 05/14/2021. He noted that the significance of that date is that it is the expiration date of UB’s individual Flood policy on the First Aid Building. Mr. Sacco advised that the insured has requested that the JIF maintain Workers Compensation (WC) coverage for the FAS as it does for the four (4) fire departments enjoying the same WC benefit. He further advised that the pro-rated amount of premium to credit Union Beach is \$2,338.00

**MOTION TO APPROVE THE CREDIT TO THE BOROUGH OF UNION BEACH IN THE AMOUNT OF \$2,338 AND CONTINUE TO PROVIDE WC COVERAGE TO THE FIRST AID SQUAD.**

**MOTION:** Commissioner Hubeny  
**SECOND:** Commissioner Nolan  
**ROLL CALL VOTE:** Unanimous

**MUNICIPAL EXCESS LIABILITY (MEL) JIF REPORT** – Mr. Sacco reported that at each meeting a representative of the MEL JIF will be asked to provide the membership with any updates that are pertinent to the local JIFs. He added that the presence of the MEL representative will allow local JIF commissioners to ask any questions that they have. Mr. Sacco informed the Board that one of the MEL Executive Directors, Mr. Hrubash, was present in the meeting and would like to provide an update.

- **MEL BACKGROUND CHECK RFQ** – Mr. Hrubash reported that the MEL issued an RFQ for firms that conduct background checks for member entities to utilize. He noted that 5 vendors responded and their contact information is posted on the MEL website.
- **MEL EXCESS PROPERTY TPA RFP** – Mr. Hrubash reported that the MEL issued an RFP for an excess property TPA. He noted that the MEL will be changing its property TPA and interviews will be conducted in the upcoming weeks.
- **MEL EPL COMPLIANCE PROGRAM** – Mr. Hrubash reported that the deadline for updates and training for the Employment Practices Compliance Program has been extended to November 1, 2021. He noted that the MEL is available to answer any questions from the membership about the program.
- **MEL FINANCIALS** – Mr. Hrubash reported that the MEL is in the process of preparing for its 2020 year-end audit. He advised that the MEL is developing a conservative strategy to strengthen its financials as there is uncertainty regarding COVID claims. He reported that the MEL is closing in on 1,000 COVID claims with an incurred value above \$16 million. Mr. Hrubash advised that the conservative strategy is also needed due to the recent legislative changes that will no longer allow accidental pension to offset workers’ comp, the MEL is anticipating that workers’ comp costs will increase by approximately 11%, the Firefighter Cancer Presumption legislation, and the extension of the statute of limitation for SAM claims. Mr. Hrubash also reported that there will be a surplus trigger at the RCF, and the MEL’s portion is \$3 million. He explained that the RCF surplus trigger has triggered the MEL surplus floor which will lead to an additional assessment for all MEL member JIF which is payable

over time. Mr. Sacco further explained that in 2020 the RCF triggered its surplus floor, which means when the reserves went below a certain level, every local JIF will be additionally assessed in order to replenish their reserves. Mr. Sacco advised that for 2021, both the MEL and RCF triggered its surplus floors, and the Monmouth JIF will be responsible for its portion of the triggers. He referred to the March 31<sup>st</sup> Financial Fast Track report and highlighted the RCF & MEL Surplus Trigger Assessment line item in the amount of \$773,256, and noted that the amount includes the 2020 RCF additional assessment. Mr. Sacco advised that the Monmouth JIF is currently having a strong year financially and will be able to absorb the additional assessment and will not have to issue an additional assessment to its member municipalities. He reported that the Fund's statutory surplus position is \$9.4 million after booking the surplus triggers.

**RISK MANAGEMENT PLAN - AMENDMENT** – Mr. Sacco reported that based on the recommendation of the Underwriting Manager, the cyber coverage limits should be removed from the Risk Management Plans for local Funds. He noted that this document is posted to the Fund websites and could be an incentive for cyber hacker attacks should limits of coverage be known. Mr. Sacco then referred to Resolution # 24-21 amending the 2021 Risk Management Plan is enclosed for approval.

**MOTION TO ADOPT RESOLUTION #24-21 AMENDING THE 2021 PLAN OF RISK MANAGEMENT.**

<b>MOTION:</b>	Commissioner Capp
<b>SECOND:</b>	Commissioner Nolan
<b>VOTE:</b>	Unanimous

**MEL, MR HIF & NJCE EDUCATIONAL SEMINAR** – Mr. Sacco reported that the 10th annual seminar will be conducted virtually on 2 half-day sessions: Friday, May 14th and Friday, May 21 from 9 am to 12 noon. He noted that the seminar qualifies for Continuing Educational Credits including CFO/CMFO, Public Works, Clerks, Insurance Producers and Purchasing Agents.

**ATTORNEY**

Ms. Howlett informed the Board that Mr. Cleary was unable to attend the meeting and indicated that she had nothing to report.

**SAFETY DIRECTOR**

Mr. Mirarchi reviewed the March/April activities and the May agenda. He advised the Committee of upcoming meetings and trainings. He then referred to the Safety Director's bulletins that were recently released enclosed within the agenda booklet. Mr. Mirarchi also referred to the MSI Now and MSI DVD utilization report.

*Safety Report Attached and Made Part of the Minutes*

**UNDERWRITING MANAGER**

Mr. Cooney referred the Cyber Compliance report and the list of certificates issued for the month enclosed within the agenda packet. He reminded the Board that version 2 of the Cyber Risk Management Program has been officially released. Mr. Cooney reported that any member that is in compliance with Tier 1 or 2 of the original program are grandfathered in and considered compliant until 1/1/22. He noted that at that time those members will be required to re-certify.

List of Certificates made part of the Minutes.

**RISK MANAGEMENT CONSULTANTS:**

Mr. Avalone reported that the deadline for compliance with the MEL Public Officials and Employment Practices Liability Risk Management Program has been extended to November 1, 2021. He advised that the Fund Risk Managers continue to track member's compliance status, including police command training completion. He noted that all Police Chiefs must complete the mandatory training by the November 1, deadline.

Lastly, Mr. Avalone reminded the Board that lack of reporting exposure changes can jeopardize coverage.

Mr. Casagrande reminded the Board that Mr. John Casagrande from his office continues to help members achieve compliance in the Cyber Risk Management Program and is available for assistance.

Report and Attachments of Risk Management Consultants made a part of the Minutes

**MANAGED CARE:**

Ms. Gallo referred the Committee to her report enclosed within the agenda booklet. She informed the Committee that through the month of April, there has been a savings of \$743,259.64 resulting in 72% savings. Ms. Gallo then referred the Board to the COVID-19 Exposure Activity Report, also enclosed within the agenda packet.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Ms. Kissane informed the Board that Qual-Lynx is being acquired by Mitchell | Geneex | Coventry. She noted that they have a strong space in the Workers' Comp area, provider networks, clinical services, and pharmacy benefit management. Ms. Kissane advised that the closing is expected to take place in the second half of 2021 and everything will be seamless to the membership. Chairman Rogers asked if there were any questions. Mr. Keeler asked if there would be a name change. Ms. Kissane advised that Qual-Lynx and QualCare will fall under the Coventry division but will retain the Qual-Lynx and QualCare names.

**PUBLIC COMMENT**

Mr. Sacco read the Public Comment section of Resolution #7-21, Establishing Public Meeting Procedures into the record:

*“Each Public Comments session is limited to thirty (30) minutes; any one person may address the Chairperson for a maximum of five (5) minutes; once a particular topic has been addressed by a member of the public, subsequent comments on that same topic by other people is limited to a maximum of two (2) minutes; citizens who have spoken once during the session will not be recognized a second time; and speakers are required to state their names and addresses.”*

Mr. Sacco advised that during the public comment portion of the meeting, any questions or requests for specific information must be sent to the Fund Office in the form of an OPRA Request, and the Fund Office will respond accordingly.

Mr. Thorpe indicated that there were no comments from the public.

## **CLAIMS COMMITTEE**

Chairman Rogers informed the audience that the claims were reviewed by the Claims Committee prior to the meeting and is recommending approval of the same. He then asked for a motion to approve the claims as recommended by the Claims Committee and the Fund Attorney’s legal bills.

## **MOTION TO APPROVE PAYMENT OF CLAIMS AS RECOMMENDED BY THE CLAIMS COMMITTEE AND MR. CLEARY’S LEGAL BILLS IN THE AMOUNT OF \$2,533.**

### **MOTION TO APPROVE PAYMENT OF CLAIMS AS RECOMMENDED BY THE CLAIMS COMMITTEE.**

WC  
2019174613  
2019153762  
2021217244  
2021220968

GL/PRP/AL  
2020183265  
2019157421  
2021226261  
2021231970  
2019174269  
2021225152  
2021212042  
2021230691  
2021231829  
2019175110  
001236498  
2021226815

<b>MOTION:</b>	Commissioner Nolan
<b>SECOND:</b>	Commissioner Capp
<b>ROLL CALL VOTE:</b>	Unanimous

## **MOTION TO ADJOURN MEETING**

<b>MOTION:</b>	Commissioner Cole
<b>SECOND:</b>	Commissioner Nolan

**VOTE:**

Unanimous

Meeting Adjourned at: 2:05 P.M.

NEXT MEETING: July 2021  
Zoom Virtual Meeting  
1:30 P.M.

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Secretary

# MONMOUTH COUNTY MUNICIPAL JOINT INSURANCE FUND BILLS LIST

Resolution No. 21-21

APRIL 2021

WHEREAS, the Treasurer has certified that funding is available to pay the following bills:

BE IT RESOLVED that the Monmouth County Municipal Joint Insurance Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

FURTHER, that this authorization shall be made a permanent part of the records of the Fund.

**FUND YEAR 2020**

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
002077			
002077	J.A. MONTGOMERY RISK CONTROL	RIGHT TO KNOW INV SERVICES 2020	29,787.00
			<b>29,787.00</b>
002078			
002078	CONNELL CONSULTING LLC	TRAINING STIPEND 9/20	5,900.00
			<b>5,900.00</b>
		<b>Total Payments FY 2020</b>	<b>35,687.00</b>

**FUND YEAR 2021**

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
002079			
002079	MUNICIPAL EXCESS LIABILITY JIF	FPB - 2ND QTR 2021	3,990.25
			<b>3,990.25</b>
002080			
002080	MUNICIPAL EXCESS LIABILITY JIF	PROPERTY - 2ND QTR 2021	270,779.25
002080	MUNICIPAL EXCESS LIABILITY JIF	MEL - 2ND QTR 2021	580,421.00
			<b>851,200.25</b>
002081			
002081	APEX INS SVS,c/o QBE INSURANCE	POLICY# QJH01005-05	784,069.00
002081	APEX INS SVS,c/o QBE INSURANCE	POLICY# QVH01005-05	6,142.50
			<b>790,211.50</b>
002082			
002082	QUAL-LYNX	OUTSIDE ADJUSTER 4/21	6,840.28
002082	QUAL-LYNX	CLAIM ADJ SERVICES 4/21	48,064.23
			<b>54,904.51</b>
002083			
002083	J.A. MONTGOMERY RISK CONTROL	LOSS CONTROL SERVICES 4/21	16,328.67
			<b>16,328.67</b>
002084			
002084	QUALCARE, INC.	WORKERS COMP - ACCESS/UM 4/21	17,589.08
			<b>17,589.08</b>
002085			
002085	PERMA	LOSS FUND MGT 4/21	2,925.08
002085	PERMA	ADMIN FEE 4/21	33,105.00
			<b>36,030.08</b>
002086			
002086	THE ACTUARIAL ADVANTAGE, INC.	ACTUARY FEE 4/21	3,782.83
			<b>3,782.83</b>
002087			
002087	CLEARY GIACOBBE ALFIERI & JACOBS, LLC	LITIGATION MNGMNT 3/21	10,081.00
002087	CLEARY GIACOBBE ALFIERI & JACOBS, LLC	ATTORNEY FEE 3/21	1,729.50
			<b>11,810.50</b>

002088			
002088	STEPHEN M. MAYER	TREASURER FEE 4/21	1,760.00
			<b>1,760.00</b>
002089			
002089	ASBURY PARK PRESS	ACCT:ASB-040013 - AD - 3/5/21	58.40
			<b>58.40</b>
002090			
002090	MUNICIPAL EXCESS LIABILITY JIF	MSI - 2ND QTR 2021	20,350.00
			<b>20,350.00</b>
002091			
002091	ALLSTATE INFORMATION MANAGEMNT	ACCT#410 - ARC & STOR - 2.28.21	59.52
			<b>59.52</b>
002092			
002092	DANSKIN INSURANCE AGENCY INC.	RMC FEE - 1ST HALF 2021	45,102.10
			<b>45,102.10</b>
002093			
002093	CONNER STRONG & BUCKELEW	UNDERWRITING 4/21	1,042.00
			<b>1,042.00</b>
002094			
002094	EXECU-TECH, INC.	WEBSITE MAINT 4/21	200.00
			<b>200.00</b>
002095			
002095	THE CANNING GROUP LLC	QPA SERVICES 3/21	583.33
			<b>583.33</b>
002096			
002096	BROWN & BROWN METRO INC.	NEPTUNE CITY - RMC - 1/21 (ONLY)	1,322.67
			<b>1,322.67</b>
002097			
002097	ACRISURE, LLC	MATAWAN - RMC - 1ST HALF 2021	14,215.50
002097	ACRISURE, LLC	LAKE COMO - RMC - 1ST HALF 2021	2,815.50
002097	ACRISURE, LLC	MARLBORO - RMC - 1ST HALF 2021	34,246.00
			<b>51,277.00</b>
002098			
002098	RD PARISI ASSOCIATES INC	NEPTUNE CITY - RMC - FEB TO DEC 2021	14,549.33
			<b>14,549.33</b>
		<b>Total Payments FY 2021</b>	<b>1,922,152.02</b>
		<b>TOTAL PAYMENTS ALL FUND YEARS</b>	<b>\$1,957,839.02</b>

\_\_\_\_\_  
Chairperson

Attest:

Dated: \_\_\_\_\_

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

\_\_\_\_\_  
Treasurer

**MONMOUTH COUNTY MUNICIPAL JOINT INSURANCE FUND  
BILLS LIST**

Resolution No. 22-21

MAY 2021

WHEREAS, the Treasurer has certified that funding is available to pay the following bills:

**BE IT RESOLVED** that the Monmouth County Municipal Joint Insurance Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

**FURTHER**, that this authorization shall be made a permanent part of the records of the Fund.

<u>FUND YEAR 2021</u>			
<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
002099			
002099	QUAL-LYNX	OUTSIDE ADJUSTER 5/21	6,840.28
002099	QUAL-LYNX	CLAIM ADJ SERVICES 5/21	48,064.23
			<b>54,904.51</b>
002100			
002100	J.A. MONTGOMERY RISK CONTROL	LOSS CONTROL SERVICES 5/21	13,778.67
002100	J.A. MONTGOMERY RISK CONTROL	LAW ENFORCEMENT TRAINING 5/21	2,550.00
			<b>16,328.67</b>
002101			
002101	QUALCARE, INC.	WORKERS COMP - ACCESS/UM 5/21	17,589.08
			<b>17,589.08</b>
002102			
002102	PERMA	LOSS FUND MGT 5/21	2,925.08
002102	PERMA	ADMIN FEE 5/21	33,105.00
			<b>36,030.08</b>
002103			
002103	THE ACTUARIAL ADVANTAGE, INC.	ACTUARY FEE 5/21	3,782.83
			<b>3,782.83</b>
002104			
002104	CLEARY GIACOBBE ALFIERI & JACOBS, LLC	LITIGATION FEE 4/21	9,910.25
002104	CLEARY GIACOBBE ALFIERI & JACOBS, LLC	ATTORNEY FEE 4/21	1,729.50
			<b>11,639.75</b>
002105			
002105	STEPHEN M. MAYER	TREASURER FEE 5/21	1,760.00
			<b>1,760.00</b>
002106			
002106	ALLSTATE INFORMATION MANAGEMNT	ACCT#410 - ARC & STOR - 3.31.21	81.73
			<b>81.73</b>
002107			
002107	DANSKIN INSURANCE AGENCY INC.	RMC FEE 5/21	45,102.10
			<b>45,102.10</b>
002108			
002108	CONNER STRONG & BUCKELEW	UNDERWRITING FEE 5/21	1,042.00
			<b>1,042.00</b>
002109			
002109	CONNER STRONG & BUCKELEW	POSITION BOND #B6024099 5/21	2,507.00
			<b>2,507.00</b>
002110			
002110	EXECU-TECH, INC.	WEBSITE MAINTENANCE 5/21	200.00
			<b>200.00</b>
002111			
002111	THE CANNING GROUP LLC	QPA SERVICES 4/21	583.33
002111	THE CANNING GROUP LLC	QPA SERVICES 1/21	583.33
			<b>1,166.66</b>
		<b>Total Payments FY 2021</b>	<b>192,134.41</b>
		<b>TOTAL PAYMENTS ALL FUND YEARS</b>	<b>\$192,134.41</b>

\_\_\_\_\_  
Chairperson

Attest:

Dated: \_\_\_\_\_

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

\_\_\_\_\_  
Treasurer

**Resolution No. 23-21**

**Resolution of Certification  
Annual Audit Report for Period Ending December 31, 2020**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

**WHEREAS**, the Annual Report of Audit for the year 2020 has been filed by the appointed Fund Auditor with the Secretary of the Fund as per the requirements of N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36, and a copy has been received by each Fund Commissioner, and

**WHEREAS**, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34, and

**WHEREAS**, the Local Finance Board has promulgated a regulation requiring that the Fund Commissioners of the Fund shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all Fund Commissioners have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments  
and  
Recommendations

and

**WHEREAS**, the Fund Commissioners have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments  
and  
Recommendations

as evidenced by the group affidavit form of the Fund Commissioners.

**WHEREAS**, such resolution of certification shall be adopted by the Fund Commissioners no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board, and

**WHEREAS**, all Fund Commissioners have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

**WHEREAS**, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the Fund Commissioners to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an

order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

**NOW, THEREFORE, BE IT RESOLVED**, that the Fund Commissioners of the **Monmouth Municipal Joint Insurance Fund**, hereby state that they have complied with the promulgation of the Local Finance Board of the State of New Jersey, dated July 30, 1968, and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE  
RESOLUTION PASSED AT THE MEETING HELD ON: MAY 13, 2021

**Resolution 24-21  
MONMOUTH MUNICIPAL JOINT INSURANCE FUND**

**(hereinafter the "Fund" or the "MON JIF")**

**ESTABLISHING THE 2021 PLAN OF RISK MANAGEMENT**

**Section I – Coverage – Amendment**

**Insurance Coverages**

**10. Cyber**

The Fund purchases Cyber insurance

- Limits and Retention: Please contact your Risk Manager or the MEL

**ADOPTED: this 13<sup>th</sup> day of May, 2021**

**Monmouth Municipal Joint Insurance Fund**