

**MONMOUTH MUNICIPAL JOINT INSURANCE FUND
MINUTES
NOVEMBER 14, 2019
WALL TOWNSHIP MUNICIPAL BUILDING
1:30 P.M.**

Meeting Called to Order by Acting Chairman Dempsey. Open Public Meeting Statement read into the record.

Pledge of Allegiance

ROLL CALL OF 2019 EXECUTIVE COMMITTEE:

James Rogers	Chairman	Deal	Absent
Bryan Dempsey	SECRETARY	Spring Lake	Present
EXECUTIVE	COMMITTEE	MEMBERS	
Thomas Nolan		Boro of Brielle	Present
Anthony Mercantante		Middletown	Present
Laurie Roth		Allentown	Present
Tom Rogers		Boro of Rumson	Present
Lori Cole		West Long Branch	Present

ALTERNATE EXECUTIVE COMMITTEE MEMBERS:

Jonathan Capp		Marlboro Township	Present
Jeffry Bertrand		Wall Township	Present

APPOINTED OFFICIALS PRESENT:

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

ALSO PRESENT

Jason Thorpe, PERMA
Gregg Possiel, Roosevelt
Robert Fortsch, Upper Freehold
Jack Keeler, Sea Bright
Kevin Rompster, Manasquan
Lorraine Carafa, Sea Girt
Roger Staib, Millstone
Kathy Kissane, Qual-Lynx
Lisa Gallo, Qual Care
Kathy Young, RMC
Dominick Cinelli, RMC
Peter Soreiro, RMC
Amy Pieroni, RMC
Lindsay Travali, Acrisure
Alison Kelly, Danskin Agency
John Casagrande, Danskin Agency
Joe Razzano, Fairview Insurance
Joe Mirarchi, JA Montgomery

APPROVAL OF MINUTES: October 10, 2019

MOTION TO APPROVE OPEN & CLOSED MINUTES FOR ABOVE REFERENCED MEETINGS

MOTION: Commissioner Roth
SECOND: Commissioner Bertrand
VOTE: Unanimous

CORRESPONDENCE

None.

TREASURER

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

FUND YEAR	AMOUNT
November Bills List	
2019	\$ 218,249.55
TOTAL	\$ 218,249.55

MOTION TO APPROVE RESOLUTION # 24-19 APPROVAL FOR PAYMENT OF NOVEMBER 2019 BILL LIST

MOTION: Commissioner Nolan
SECOND: Commissioner Roth
ROLL CALLVOTE: Unanimous

EXECUTIVE DIRECTOR:

2020 Budget - Mr. Sacco informed the Board that the Public Hearing for the proposed 2020 budget will be held at this meeting. He added that in accordance with the regulations, the budget has been advertised in the Fund's official newspaper and sent to each member municipality. Prior to opening the public hearing on the 2020 budget, Mr. Sacco said he would like to provide an overview of the assessment strategy for 2020. He referred to the assessments, being recommended by the Finance Committee, that were distributed before the start of the meeting. He reported that the Finance Committee is recommending, once again, using a 5 year loss ratio average for member assessments. Mr. Sacco explained that a 5 year average (2014-2018) is a rolling average meaning that next year the 5 year average will be for 2015-2019. He reported that the Committee is once again recommending that any member that has an overall loss ratio above 108% for 3 or more years will have a market increase, which is an additional charge, because of their adverse loss ratio. Mr. Sacco reported that the Fund has 4 members that have a loss ratio above 108% for 3 out of the 5 years. He advised that 100% is the breakeven point so using 108% as the cut-off is taking a conservative approach. He informed the Board that those 4 members will receive an additional assessment which will be distributed back to the other members in the Fund. Mr. Sacco asked if there were any questions or comments on the assessments. Hearing none, he referred to the proposed budget enclosed within the agenda packet and asked for a motion to open the public hearing.

MOTION TO OPEN THE PUBLIC HEARING ON THE 2020 BUDGET.

MOTION: Commissioner Bertrand
SECOND: Commissioner Capp
ROLL CALLVOTE: Unanimous

Discussion of Budget & Assessments.

MOTION TO CLOSE THE PUBLIC HEARING.

MOTION: Commissioner Bertrand
SECOND: Commissioner Nolan
ROLL CALLVOTE: Unanimous

MOTION TO ADOPT THE BUDGET FOR THE MONMOUTH MUNICIPAL JOINT INSURANCE FUND AS PRESENTED FOR FUND YEAR 2020.

MOTION: Commissioner Bertrand
SECOND: Commissioner Nolan
ROLL CALLVOTE: Unanimous

MOTION TO CERTIFY ANNUAL ASSESSMENTS, BASED UPON THE ADOPTED 2020 BUDGET FOR MEMBER MUNICIPALITIES.

MOTION: Commissioner Nolan
SECOND: Commissioner Bertrand
ROLL CALL VOTE: Unanimous

2019 Dividend - Mr. Sacco reported that during the October meeting, the Executive Committee authorized the JIF to release a dividend in the amount of \$1,200,000. He added that the Fund Office has filed the request with the State and await their approval.

Residual Claims Fund (RCF) – Mr. Sacco reported that the RCF met on October 16, 2019 at 10:30 AM at the Forsgate Country Club and held its public hearing to adopt the 2020 Budget. He then referred to Commissioner Nolan’s report on the meeting.

E-JIF Report - Mr. Sacco reported that the EJIF also met on October 16, 2019 at 10:50 AM in the Forsgate Country Club and held its public hearing to adopt the 2020 Budget. He then referred to Commissioner Nolan’s report on the meeting.

MEL 2020 Budget - Mr. Sacco reported that the MEL’s 2019 Budget was introduced on October 16, 2019 and will be adopted on November 20, 2019. He then referred to Commissioner Nolan’s report on the meeting.

MEL Education Sessions – League of Municipalities - Mr. Sacco reported that this year’s elected officials training program will focus on preventing child abuse and protecting public entities from the liabilities imposed by new legislation concerning sexual molestation. He reminded the Board that the MEL will provide a credit of \$250 against each member’s assessment for each municipal elected official and authority commissioner who completes the course by May 1, 2020. Mr. Sacco added that the credit will continue to be extended to the member’s CEO (i.e. municipal manager/administrator or authority executive director) and noted the maximum credit is 5% of the member’s assessment.

Pay to Play 2020 – Mr. Sacco referred to the results of the RFQ opening for the positions of Fund Attorney and Defense Attorney enclosed within the agenda packet.

December Meeting Cancellation – Mr. Sacco said the Executive Committee may want to consider voting to cancel the December meeting as in past years. He noted that if the Executive Committee decides to cancel the December meeting, it would be appropriate to authorize the Treasurer to process contracted expenses. Mr. Sacco further noted that the next meeting of the Fund will take place on January 9, 2020.

MOTION TO CANCEL THE DECEMBER 12, 2019 PUBLIC MEETING OF THE FUND AND AUTHORIZE THE TREASURER TO PROCESS CONTRACTED EXPENSES DURING THE MONTH OF DECEMBER.

MOTION: Commissioner Rogers
SECOND: Commissioner Roth
VOTE: Unanimous

Due Diligence Reports - Mr. Sacco referred the Committee to the Financial Fast Track chart as of September 30th contained within the agenda booklet. He reported that the Fund's statutory surplus position is 10.2 million and added that the Fund is in excellent financial shape.

ATTORNEY

Mr. Cleary indicated that he had no report for the month.

SAFETY DIRECTOR

Mr. Mirarchi reviewed the October activities and the November 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.

UNDERWRITING MANAGER

Mr. Thorpe referred to the list of certificates issued for month enclosed within the agenda booklet.

List of Certificates made part of the Minutes.

RISK MANAGEMENT CONSULTANTS:

Mr. Avalone reported that the Risk Managers have been in constant contact with the membership with respect the MEL Cyber Risk Management Compliance Program. He noted that the deductible for non-compliant members will likely increase beginning 1/1/20.

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

Mr. Casagrande advised that members review their list of COIs that they receive annually to be certain that any certificated needed are included. He added that the Underwriting Manager will be issuing those certificates in December.

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 for the month of October, there was a savings of \$130,013 resulting in 60% savings. Ms. Gallo noted that network utilization is at 97%.

OLD BUSINESS

None.

NEW BUSINESS

None.

MEETING OPENED TO PUBLIC FOR COMMENT:

None.

PUBLIC COMMENT PORTION OF THE MEETING CLOSED

MOTION TO ENTER EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING CLAIMS AND POTENTIAL LITIGATION

MOTION: Commissioner Nolan
SECOND: Commissioner Roth
VOTE: Unanimous

MOTION TO ADJOURN EXECUTIVE SESSION

MOTION: Commissioner Roth
SECOND: Commissioner Nolan
VOTE: Unanimous

MOTION TO APPROVE PAYMENT OF CLAIMS AS DISCUSSED IN EXECUTIVE SESSION AS PRESENTED AND APPROVE MR. CLEARY'S LEGAL BILLS FOR A TOTAL AMOUNT OF \$2,448.00.

Workers' Comp

2020179271
2019165518
001251060
2020177733
2017096901

GL/AL/PR

2017097025
001253867
2020180923
2019161173
001239326
2019177510

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

MOTION TO ADJOURN MEETING

MOTION: Commissioner Roth
SECOND: Commissioner Nolan
VOTE: Unanimous

Meeting Adjourned at: 1:47 P.M.

NEXT MEETING: January, 2020
Branches Catering
West Long Branch, NJ

Secretary