

**CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND
OPEN MINUTES
MEETING – JANUARY 27, 2020
BERLIN BOROUGH MUNICIPAL HALL 5:15 PM**

Meeting of Executive Committee called to order by Chairman Mevoli. Open Public Meetings notice read into record.

**PLEDGE OF ALLEGIANCE
MOMENT OF SILENCE OBSERVED**

ROLL CALL OF 2019 EXECUTIVE COMMITTEE:

Michael Mevoli, Chairman	Borough of Brooklawn	Present
M. James Maley, Secretary	Borough of Collingswood	Present
Louis DiAngelo	Borough of Bellmawr	Present
Terry Shannon	Borough of Barrington	Present
M. Joseph Wolk	Borough of Mount Ephraim	Present
Neal Rochford	Borough of Haddonfield	Present
Jack Lipsett	Gloucester City	Present

EXECUTIVE COMMITTEE ALTERNATES:

Joseph Gallagher	Winslow Township	Present
David Taraschi	Borough of Audubon	Present

APPOINTED OFFICIALS PRESENT:

Executive Director/Administrator	PERMA, Risk Management Services Bradford Stokes, Karen A. Read
Attorney	Brown & Connery Joseph Nardi, Esquire
Claims Service	CompServices Denise Hall, Cheryl Little
Safety Director	J.A. Montgomery Risk Control John Saville, Keith Hummel and Harry Earle
Treasurer	Elizabeth Pigliacelli
Managed Care	Consolidated Services Group Jennifer Goldstein
Underwriting Manager	Conner Strong & Buckelew Alex DeLuccia

FUND COMMISSIONERS PRESENT:

Ari Messinger, Cherry Hill Alternate
Millard Wilkinson, Berlin Boro
Ethel Kemp, Camden Parking Authority
Eleanor Kelly, Runnemede Borough
Sharon Eggleston, City of Camden
Robert Mather, Pine Valley
Glenn Werner, Gibbsboro
John Foley, Cherry Hill Fire District
Ken Cheeseman, Laurel Springs
Edward Hill, Lawnside
Mark Godfrey, Magnolia
James Mulroy, Haddon Township
Lawrence Spellman, Voorhees
Lorraine Azzarano, Winslow Township Fire District

RISK MANAGEMENT CONSULTANTS PRESENT:

Mark von der Tann	Edgewood Associates
Michael Avalone	Conner Strong & Buckelew
Roger Leonard	Leonard O'Neill Insurance Group
Terry Mason	M&C Insurance Agency, Inc.
Rick Bean	Henry D. Bean & Sons Insurance
Walt Eife	Waypoint Insurance
Peter DiGambattista	Associated Insurance Partners
John McCrudden	Hardenbergh Insurance

Public:

Dennis Gormlex, Voorhees
Kate Delaney, Collingswood

WELCOME: Commissioner Wilkinson welcomed everyone to the Berlin Borough Municipal Hall and said the JIF has done an outstanding job in terms of provided coverage, training and safety training and many different things that were not available back in 1988 when he served on the Board. Commissioner Wilkinson said the current Board should be justly proud for serving on the Joint Insurance Fund for our local communities. Chairman Mevoli said it has been a long tradition that we have held our Reorganization Meeting in Berlin Borough since 1988 and thanked Berlin Borough for their hospitality and welcomed Chief Millard Wilkinson to the Safety Committee.

APPROVAL OF MINUTES: OPEN & CLOSED SESSION OF NOVEMBER 25, 2019

MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF NOVEMBER 25, 2019

Motion:	Commissioner Gallagher
Second:	Commissioner DiAngelo
Vote:	Unanimous

CORRESPONDENCE: NONE

MOTION TO ADJOURN SINE DIE MEETING:

Motion:	Commissioner Lipsett
---------	----------------------

Second: Commissioner Wolk
 Vote: Unanimous

SINE DIE MEETING ADJOURNED – COMMISSIONER DIANGELO EXECUTIVE DIRECTOR TO RUN ELECTIONS OF OFFICERS, 5-MEMBER EXECUTIVE COMMITTEE, 3 ALTERNATES TO EXECUTIVE COMMITTEE

ROLL CALL OF ALL 2019 FUND COMMISSIONERS (OR ALTERNATES):

MEMBER	FUND COMMISSIONER	PRESENT
Audubon	David Taraschi	Yes
Audubon Park	Robert Fischer	No
Barrington	Terry Shannon	Yes
Bellmawr	Louis. P. DiAngelo	Yes
Berlin Boro	Millard Wilkinson	Yes
Berlin Twp	Catherine Underwood	No
Brooklawn	Michael Mevoli	Yes
Camden City	Jason Asuncion	Yes
Camden City Parking Authority	Ethel Kemp	Yes
Cherry Hill	Erin Gill	No
Cherry Hill Fire District	John Foley	Yes
Chesilhurst	M. Jamila Oden-Garnett	No
Clementon	Jenai Johnson	No
Collingswood	M. James Maley	Yes
Gibbsboro	Glenn Werner	Yes
Gloucester City	Jack Lipsett	Yes
Gloucester Township	Tom Cardis	No
Haddon Twp	James Mulroy	Yes
Haddonfield	Neal Rochford	Yes
Hi-Nella	Phyllis Twisler	No
Laurel Springs	Ken Cheeseman	Yes
Lawnside	Edward Hill - Alternate	No
Lindenwold	Craig Wells	No
Magnolia	Mark Godfrey	No
Medford Lakes	Dr. Robert Burton	No
Merchantville	Edward Brennan	No
Mt. Ephraim	M. Joseph Wolk	Yes
Oaklyn	Chris Walters	No
Pine Hill	Patricia Hendricks	No
Pine Valley	Robert Mather	No
Runnemede	Eleanor Kelly	Yes
Somerdale	M. Gary Passassante	No
Tavistock	Terry Shannon	Yes
Voorhees	Lawrence Spellman	Yes
Winslow	Joseph Gallagher	Yes
Winslow Twp. Fire Dist. #1	Lorraine Azzarano	Yes
Woodlynne	Jerald Fuentes	No

With 20 Commissioners present a quorum of 16 was achieved.

ELECTION OF 2020 CHAIRMAN, SECRETARY, 5-MEMBER EXECUTIVE COMMITTEE, 2 EXECUTIVE COMMITTEE ALTERNATES:

NOMINATIONS COMMITTEE – Executive Director read the slate of the 2020 committee, which was submitted by Commissioner Wolk, Chair of Nominating Committee:

OFFICERS:

Michael Mevoli – Borough of Brooklawn, Chairman
M. James Maley – Borough of Collingswood, Secretary

FIVE MEMBER EXECUTIVE COMMITTEE:

Louis DiAngelo - Borough of Bellmawr
Terry Shannon – Barrington Borough
M. Joseph Wolk – Borough of Mt. Ephraim
Neal Rochford – Borough of Haddonfield
Jack Lipsett – Gloucester City

EXECUTIVE COMMITTEE ALTERNATES

#1 Joseph Gallagher – Winslow Township
#2 David Taraschi - Audubon Borough

MOTION TO NOMINATE MICHAEL MEVOLI, BOROUGH OF BROOKLAWN AS CHAIR; M. JAMES MALEY, BOROUGH OF COLLINGSWOOD AS SECRETARY; LOUIS DIANGELO, BOROUGH OF BELLMAWR; TERRY SHANNON, BOROUGH OF BARRINGTON, M. JOSEPH WOLK, BOROUGH OF MT. EPHRAIM AND NEAL ROCHFORD, BOROUGH OF HADDONFIELD, JACK LIPSETT, GLOUCESTER CITY FOR EXECUTIVE COMMITTEE AND AS ALTERNATE #1 JOSEPH GALLAGHER, WINSLOW TOWNSHIP, ALTERNATE #2 DAVID TARASCHI, BOROUGH OF AUDUBON

ADDITIONAL NOMINATIONS FOR EXECUTIVE COMMITTEE ENTERTAINED

Hearing no additional nominations,

MOTION TO CLOSE NOMINATIONS AND CONFIRM ELECTIONS:

Motion:	Commissioner Lipsett
Second:	Commissioner Wolk
Roll Call Vote:	9 Ayes, 0 Nays

ATTORNEY ADMINISTERED OATH OF OFFICE TO OFFICERS AND TO THE EXECUTIVE COMMITTEE.

Chairman Mevoli called meeting to order.

ROLL CALL OF 2020 EXECUTIVE COMMITTEE:

Michael Mevoli, Chairman	Borough of Brooklawn	Present
M. James Maley, Secretary	Borough of Collingswood	Present

Louis DiAngelo	Borough of Bellmawr	Present
Terry Shannon	Borough of Barrington	Present
M. Joseph Wolk	Borough of Mount Ephraim	Present
Neal Rochford	Borough of Haddonfield	Present
Jack Lipsett	Gloucester City	Present

EXECUTIVE COMMITTEE ALTERNATES:

Joseph Gallagher	Winslow Township	Present
David Taraschi	Borough of Audubon	Present

2020 REORGANIZATION:

REORGANIZATION RESOLUTIONS: Executive Director in July 2017 the Board authorized the advertisement of RFQ’s for Professional positions in accordance with a fair and open process pursuant to NJSA 19:44A-20.4 et. Seq. Enclosed on **Page 4** is **Resolution 20-1** reflecting the appointments and establishing compensation for Fund Year 2020.

RESOLUTION 20-1 APPOINTMENTS

- I. **PERMA Risk Management Services** is hereby appointed as **Administrator**, Mr. Bradford Stokes is appointed as Executive Director, Mr. Joseph Hrubash as Deputy Executive Director and Karen Read as Account Manager, and all as agent for process of services. 2020 Fee - \$451,797.00. The estimated dollar amount that will be expended in connection with this three year term is \$1,231,290.
- II. Mr. Joseph Nardi, Esq. of **Brown & Connery, LLP** is hereby appointed as **Fund Attorney** and shall receive a retainer for administrative services, legal research and legal opinions. In addition, Brown & Connery, LLP. shall provide litigation management services. 2020 Fee - \$66,839.00. **Contract term to be one year.**
- III. **Elizabeth Pigliacelli** is hereby appointed as **Fund Treasurer**. Fee 2020 Fee -\$23,390.00. **Contract term to be on year.**
- IV. **Wilmington Trust** is hereby appointed as **Asset Manager** to the FUND. .05% of the market value of the FUND’s invested assets.
- V. **Investors Bank** is hereby appointed as **Banking Manager** at an earning rate based on a combined average balance of \$20,000,000 of participating joint insurance funds. The estimated dollar amount that will be expended in connection with this three year term is \$21,218.00.
- VI. **Bowman & Company** is hereby appointed as **Fund Auditor**. 2020 Fee - \$23,620.00 **Contract term to be one year.**
- VII. **Bowman & Company** is hereby appointed as **Fund Payroll Auditor**. 2020 Fee - \$17,114.00. **Contract term to be one year.**
- VIII. **AmeriHealth Casualty Inc.** is hereby appointed as the **Claims Service Organization** for the FUND to adjust all claims for current and prior Fund Years. 2020 Fee \$468,641.00. The estimated dollar amount that will be expended in connection with this three year term is \$1,322,418.00.

- IX. **The Actuarial Advantage** is hereby appointed as **Actuary** for the FUND. 2020 Fee - \$52,767.00. The estimated dollar amount that will be expended in connection with this three year term is \$148,958.00.
- X. **J.A. Montgomery Risk Control** is hereby appointed **Loss Control Consultant** and Right To Know Training Services to the FUND. 2020 Fee \$212,883.00. The estimated dollar amount that will be expended in connection with this three year term is \$579,947.00.
- XI. **Conner Strong & Buckelew** is hereby appointed **Underwriting Manager** for the FUND. 2020 Fee - \$13,236.00. The estimated dollar amount that will be expended in connection with this three year term is \$36,880.00.
- XII. **Interstate Mobile Care** is hereby appointed as the **Fund CDL Drug & Alcohol Monitor** for the FUND. 2020 Fee – \$33,044.00. **Contract term to be one year.** The estimated dollar amount that will be expended in connection with this three year term is \$94,482.00.
- XIII. **Medlogix** is hereby appointed as the **Fund Managed Care Provider** for the FUND. 2020 Fee - \$131,844.00. The estimated dollar amount that will be expended in connection with this three year term is \$377,459.00.

All professionals and service organizations appointed pursuant to this Resolution shall serve the Fund for three year term unless otherwise specified from the adoption of this Resolution or until a successor shall be appointed and qualified, in accordance with the fees, terms and conditions of the Professional Services Contract(s) which will be entered into, a copy of which will be on file in the Fund office, located at 401 Route 73 North, Suite 300, Marlton, New Jersey 08053

MOTION TO ADOPT RESOLUTION 20-1 CONFIRMING APPOINTMENT OF FUND PROFESSIONALS:

Motion:	Commissioner Maley
Second:	Commissioner DiAngelo
Vote:	9 Ayes – 0 Nays

ORGANIZATION RESOLUTIONS

RESOLUTION 20-2 DESIGNATION FISCAL MANAGEMENT PLAN The Fiscal Management Plan includes financial institutions declared as the Fund’s Official Depositories, and interest rates for delinquent assessments. In addition, the Fiscal Management Plan allows Cherry Hill Township to process their assessment payment based on a fiscal year operation.

I. Those banks listed as official depositories: Wilmington Trust, Investors Bank, the New Jersey Cash Management Plan.

II. Designation of Authorized Signatures, Any Two Except For Checks Over \$50,000, Which Require Third Signature

Chairman	Michael Mevoli
Secretary	M. James Maley
Treasurer	Elizabeth Pigliacelli

III. Designation Of Authorized Signatures For Claim Payments, One Of Which Must Be Treasurer For Amounts Over \$50,000

Michael Sullivan
Juan Lopez

IV. Adoption of Cash and Investment Policy

V. The rate of interest assessed by the Fund, for delinquent assessments shall

- a. For the first 30 days - 0%
- b. For the 31 to 60 days - the rate paid by the N.J. Cash Management Fund rate plus (2) percent.
- c. For 61+ days – 10% percent per annum.

VI. The assessment due dates are January 31, 2020 for the first installment and June 15, 2020 for the second installment.

VII. Cherry Hill Township operates on a fiscal calendar year beginning July 1 and ending June 30. Cherry Hill Township assessment due dates are February 28, 2020 for the first installment and July 31, 2020 for the second installment.

VIII. Certifying and Approval Officer for all FUND expenses shall be the FUND’s Executive Director and/or the Account Manager so designated by the Executive Director.

IX. Adjustments to Risk Management Fees in the amount of \$150 or less are as a result of seminar credits.

X. For Wire Transfers – that the FUND does hereby require that Investors Bank obtain voice confirmation prior to executing wire transfers to external accounts from the Fund Treasurer.

RESOLUTION 20-3 ESTABLISHING PUBLIC MEETING PROCEDURES

RESOLUTION 20-4 DESIGNATION OF SECRETARY AS CUSTODIAN OF RECORDS TO BE KEPT AND MAINTAINED AT THE FUND OFFICE AS REQUIRED BY THE FUND’S BYLAWS

RESOLUTION 20-5 AUTHORIZATION OF COMPENSATION TO EXECUTIVE COMMITTEE FOR MEETING ATTENDANCE AT EXECUTIVE COMMITTEE MEETINGS.

RESOLUTION 20-6 ESTABLISHING THE 2020 PLAN OF RISK MANAGEMENT.
Executive Director said there are a couple of minor changes on page 17 adding a retention and adding some language on the crime policy. Everything else has remained the same as prior years.

RESOLUTION 20-7 AWARDING AN EXTRAORDINARY UNSPECIFIABLE SERVICES CONTRACT WITH QBE SPECIALTY INSURANCE COMPANY FOR PRIMARY PUBLIC OFFICIALS/EMPLOYMENT PRACTICES LIABILITY

Executive Director said this is at the recommendation of the QPA for the MEL they are recommending that each local JIF appoints these lines of coverage by resolution so we are following their recommendation. These are awarding unspecifiable coverages.

RESOLUTION 20-8 AWARDING AN EXTRAORDINARY UNSPECIFIABLE SERVICES CONTRACT WITH QBE SPECIALTY INSURANCE COMPANY FOR OPTIONAL VOLUNTEER DIRECTOR'S AND OFFICER'S LIABILITY COVERAGE

RESOLUTION 20-9 AWARDING AN EXTRAORDINARY UNSPECIFIABLE SERVICES CONTRACT WITH INDIAN HARBOR INSURANCE COMPANY FOR PRIMARY CYBER SECURITY LIABILITY COVERAGE

RESOLUTION 20-10 AWARDING AN EXTRAORDINARY UNSPECIFIABLE SERVICES CONTRACT WITH BEAZLEY INSURANCE COMPANY, INC FOR EXCESS CYBER SECURITY LIABILITY COVERAGE

MOTION TO ADOPT ORGANIZATIONAL RESOLUTIONS 20-2 THROUGH 20-10:

Motion:	Commissioner Maley
Second:	Commissioner Gallagher
Roll Call Vote:	9 Ayes – 0 Nays

Organizational Resolutions & Risk Management Plan Made Part of Minutes.

EXECUTIVE DIRECTOR – Executive Director thanked the board for re-appointment.

COMMITTEE APOINTMENTS: Executive Director said the Fund has eight standing committees. Enclosed in the agenda was the Chairman's list of the committee appointments for 2019. You are encouraged to volunteer to serve in the upcoming year. (Pages 28 & 29) Chairman Mevoli said if you anyone is interested in any of the committees please let Brad Stokes or myself know. At this point all of our committees are full but if we can or need to make an addition to the committee we can make a determination at that time.

JIF Crime Policy Re-Write (Appendix III) – The re-write of the JIF Crime Policy has been approved by the MEL Coverage Committee. As such, each JIF is being asked to approve the same. Note, there is no change in coverage. Alex DeLuccia of the MEL Underwriting office said there is no change in the coverage of the Crime Policy form we are just looking to tighten up the terms and conditions the same as the commercial marketplace.

MOTION TO APPROVE THE JIF CRIME POLICY RE-WRITE EFFECTIVE JANUARY 1, 2020

Motion:	Commissioner Wolk
Second:	Commissioner Maley
Vote:	Unanimous

2020 ASSESSMENTS: Executive Director said the 2020 Assessments were mailed via certified mail to all member towns on/about December 15th. First Installment payments are due by January 31, 2020.

RESIDUAL CLAIMS FUND 2020 REORGANIZATION MEETING: The Residual Claims Fund's 2020 Reorganization meeting was held on January 6, 2020 at the Forsgate Country Club. Enclosed is a copy of Commissioner Wolk's report on the meeting. **(Appendix II)**. Commissioner Wolk said the RCF elected Greg Franz from the South Bergen JIF as Chairman. The Annual Commissioner Retreat will be held on March 27th in Princeton. Registration packets will be sent out shortly. The Executive director reported that the Special Ad Hock Claims Committee reviewed its mission and elected a chair. The next meeting will be held on March 27th in Princeton.

EJIF 2020 REORGANIZATION MEETING: The E-JIF 2020 Reorganization meeting was held on January 6, 2020 at the Forsgate Country Club. Enclosed is Commissioner Wolk's report on the meeting. **(Appendix II)**. Commissioner Wolk said the EJIF elected Paul Tomasko from the Bergen JIF as its Chairman. The board made appointments for all Fund Professionals and authorized Professional Service Contracts. The next meeting will be held on March 27th in Princeton.

MEL 2020 REORGANIZATION MEETING: The MEL 2020 Reorganization meeting was held on January 6, 2020 at the Forsgate Country Club. Enclosed is a copy of Commissioner Wolk's report on the meeting. **(Appendix II)** Commissioner Wolk said the MEL elected tom Merchel from the PMM JIF as its Chairman. The Board presented a resolution to Dennis Henry for his years of service as the Fund's Actuary. The Board also recognized out-going Chairperson Richard Hirsh for his leadership during his term as Chair. The Board made appointment for all Fund Professionals and authorized Professional Service Contracts for 2020. It also awarded Competitive Contracts for Risk Management Information Systems, Management & Supervisory Training Consultant Marketing Consultant and Marketing Manager. The MEL and its affiliated local Joint Insurance Funds accepted eight new members as of January 1st. The next meeting will be held on March 27th in Princeton.

ELECTED OFFICIALS TRAINING: 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*. As in the past, the MEL will reduce each member's 2020 liability claims premium by \$250 for each municipal elected official and authority commissioner who completes the course by June 1, 2020. The Fund will be scheduling sessions in the coming months.

The MEL is again making available an on-line training program for elected officials to earn the training credit. The Fund Office will be sending out instructions on this training option.

EMPLOYMENT PRACTICES TRAINING: In 2020, all Managers and Supervisors are required to complete training in Employment Practices and protecting children from molestation. The Fund Office and Fund Attorney will contact all members to schedule this training. J.A. Montgomery will conduct this training for Police Command Officers. Other employees and volunteers can complete required training online. The updates for the model personnel policies and procedures will be available shortly.

POWER OF COLLABORATION – Attached is the latest in the series of “Power of Collaboration” ads that will appear in the League of Municipalities magazine. The ad highlights the program to address the protection and safe treatment of minors. (Page 30)

INCLEMENT WEATHER PROCEDURE - Executive Director said as a reminder, PERMA has instituted a procedure for Commissioners to confirm whether or not a meeting has been canceled. The Executive director will discuss with the Fund Chairperson if the meeting should be canceled. In the event of an early morning or evening meetings, Perma will provide a recorded message indicating the status of the meeting. The recorded message can be obtained by calling the Fund’s main number (201) 881-7632 at any time of the day or night. For meetings that occur during the course of normal business hours, meeting status can be obtained by utilizing the same number.

DUE DILIGENCE REPORTS – Included in the agenda were due diligence reports as follows: the Financial Fast Track, Pure Loss Ratio Report, Claims Analysis by Fund Year, Claims Activity Report, Lost Time Frequency Report, Interest Rate Summary Comparison Report, and Regulatory Compliance Report.

Executive Director reviewed the Financial Fast Track and said as of November 30th the statutory surplus was \$9 million with a little reserve hit this past month of \$340,000. In 2016 and 2018 we had some reserve changes but still very financially sound as we move into the new year. Executive Director also reviewed the Expected Loss Ratio Analysis and the actuary projected us at 65.00 % we are currently a little less than 60.00%. On the Lost Time Accident Frequency as of November 30th at 1.58 which is a big improvement over the prior year and pretty much right on target with the MEL average. Executive Director said for the month of November we had 16 members with zero lost time accidents. The Camden JIF is at 100% compliance for EPL Compliance.

Executive Director's Report Made Part of Minutes.

TREASURER: Treasurer Pigliacelli reviewed the reports included in the agenda.

Approving Payment of Resolution 19-27 December 2019 Vouchers

TOTAL 2019	\$1,416,024.81
TOTAL 2019	\$1,278.50
TOTAL	\$1,147,303.31

Approving Payment of Resolution 19-28 December 2019 Dividend Vouchers

TOTAL 2019	\$572,629.00
TOTAL	\$572,629.00

Approving Payment of Resolution 20-11 January 2020 Vouchers

TOTAL 2019	\$13,375.19
TOTAL 2016	\$1,184,502.51
TOTAL	\$1,197,877.70

Confirmation of November 2019 Claims Payments/Certification of Claims

Transfers:

Closed	.00
2015	3,712.76
2014	198,486.76
2015	40,109.77
2016	40,150.94
2017	246,508.78
TOTAL	528,969.01

Confirmation of December 2019 Claims Payments/Certification of Claims

Transfers:

Closed	0.00
2015	3,482.64
2016	58,058.53
2017	33,809.20
2018	33,771.08
2019	254,254.97
TOTAL	383,376.42

MOTION TO APPROVE THE DECEMBER 2018 VOUCHERS RESOLUTIONS 19-27 AND 19-28 AND RESOLUTION 20-11 APPROVING VOUCHER PAYMENTS FOR JANUARY 2020:

Motion: Commissioner Lipsett
Second: Commissioner DiAngelo
Roll Call Vote: 8 Ayes - 0 Nays

MOTION TO RATIFY & APPROVE CERTIFICATION OF CLAIMS/CONFIRMATION OF CLAIM PAYMENTS FOR THE MONTHS OF DECEMBER 2019 AND JANUARY 2020 AS PRESENTED AND APPROVE THE TREASURER'S REPORT:

Motion: Commissioner Maley
Second: Commissioner Wolk
Vote: Unanimous

Treasurer's Report Made Part of Minutes.

ATTORNEY: Fund Attorney thanked the Committee for the reappointment for 2020. On page 60 of the agenda is Resolution 20-12 appointing approved counsel. On pages 61 thru 64 of the agenda was Mr. Nardi's letter recommending defense counsel for 2020. Mr. Nardi said there are no increases for the 2020 Fund Year.

MOTION TO APPROVE RESOLUTION 20-12 FOR THE 2020 DEFENSE PANEL:

Motion: Commissioner Maley

Second: Commissioner Gallagher
Roll Call Vote: 7 Ayes– 0 Nays, 1 Abstain –
Commissioner Wolk

Defense Panel Attached & Report made Part of Minutes

SAFETY DIRECTOR:

Safety Director thanked the Committee for the reappointment of JA Montgomery as Safety Director. Mr. Saville reviewed the monthly reports. A MEL Safety Bulletin is included in the agenda packet on Best Practices for Snow Emergencies, New Jersey’s Domestic Violence for Public Employers, First Amendment Audits’ Best Practices, and Minimum Age for Fire/EMS Drivers, and Best Risk Practices for Volunteer Youth Coaches.

Monthly Activity Report/Agenda Made Part of Minutes.

UNDERWRITING MANAGER:

Alex DeLuccia reviewed the Certificate Report for the period 10/22/19 to 11/22/19 and 11/22/2019 to 1/22/2019. Mr. DeLuccia reviewed the Cyber Program and the increase in the deductible but if members are compliant with Tiers I and II of the MEL Deductible Reimbursement Program they have the ability to buy down their deductible from \$25,000 to \$2,500. Information is available on the MEL website as well.

List of Certificates Made Part of Minutes.

MANAGED CARE: Managed Care Provider thanked the board for the reappointment for 2020. Managed Care Provider Jennifer Goldstein reviewed the enclosed report as of December 2019 where there was a savings of 39.72% for the month and a total of 54.66% for the year.

Monthly Activity Report Part of Minutes.

CLAIMS ADMINISTRATOR: Claims Administrator said their report will be in closed session to discuss the PARs. Claims Administrator thanked the Committee for their reappointment for 2020.

**RESOLUTION - EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSES:
PERSONNEL - SAFETY & PROPERTY OF PUBLIC LITIGATION:**

Motion: Commissioner Wolk
Second: Commissioner DiAngelo
Vote: Unanimous

MOTION TO RETURN TO OPEN SESSION:

Motion: Commissioner Maley
Second: Commissioner Gallagher
Vote: Unanimous

MOTION TO APPROVE CLAIMS AS DISCUSSED IN EXECUTIVE SESSION:

Motion: Commissioner DiAngelo
Second: Commissioner Maley

Roll Call Vote:

8 Ayes – 0 Nays

OLD BUSINESS: NONE

NEW BUSINESS: Chairman Mevoli thanked everyone for coming out to the Reorganization Meeting and support and said hopefully 2020 will be another good year.

PUBLIC COMMENT: NONE

MOTION TO ADJOURN:

Motion:	Commissioner Taraschi
Second:	Commissioner Wolk
Vote:	Unanimous

MEETING ADJOURNED: 6:05 PM

Karen A. Read, Assisting Secretary for
M. JAMES MALEY, SECRETARY