

**PUBLIC ENTITY JOINT INSURANCE FUND  
MEETING MINUTES  
JUNE 25, 2024 at 10:00am  
Via – MS Teams FOR ALL MEMBERS  
FOR PUBLIC ONLY 609-246-5769; Passcode 601 990 033#**

**MEETING OF THE PUBLIC ENTITY JOINT INSURANCE FUND CALLED TO ORDER  
AT 10:02 AM**

**OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF FUND COMMISSIONERS**

City of East Orange – A. McCall  
City of Orange – C. Hartwyk  
City of Passaic – R. Fernandez  
City of Perth Amboy – M. Rivera  
City of Plainfield – A. Levenson  
Borough of Roselle – S. Smith  
Township of Teaneck – Absent  
Town of West New York – Absent

**APPROVAL OF 5/22/2024 MEETING MINUTES**

**MOTION:** Commr. Rivera  
**SECOND:** Commr. Smith  
**ABSTAIN:**

**ADOPTION OF RESOLUTIONS**

- **Resolution 21-24** – Approving Certain Disbursements – **\$30,407.16**
- **Resolution 22-24** – Approving Claims Payments – **\$2,587,054.30**

**MOTION:** Commr. Rivera  
**SECOND:** Commr. Smith  
**ABSTAIN:**

**ROLL CALL OF FUND COMMISSIONERS**

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## EXECUTIVE DIRECTOR'S REPORT – Jonathan Hall

- **EXECUTIVE DIRECTOR'S REPORT (Jonathan Hall)**
  - **Year-End 2023 FastTrack Report** – Mr. Hall shared the 2023 Year-End Fast Track report, which shows a \$635,605 all-year surplus.
  - **Member Assessments and Receivables Update** – The Administrator's office has sent all members the second Installment invoices. This installment is due July 1. Two members have outstanding amounts due for retrospective assessments and the supplemental assessment installment due January 1, 2024. Past-due assessments have decreased from \$323,943 as of May 20 to \$255,508 as of June 24
- **TREASURER'S REPORT (Patrick Deblasio)**
  - **Treasury Report** – Mr. DeBlasio advised that all bills have been paid, and our cash balance is secure.
- **UNDERWRITING REPORT (Robert Smith)**
  - **Certificates of Insurance** – Please allow 24-48 hours for certs. Too many last-minute requests as of late has tied up the system.
  - **Cyber Update** – BGIA presented on the new Cyber carrier Upfort.
  - **2025 Renewal Kickoff** – July will see the kickoff of the 2025 renewal process.
- **RISK CONTROL REPORT (Anthony Ven Graitis)**
  - **EANJ Presentation** – Andree Laney presented on behalf of the EANJ, announcing Christine Meyer's hire as the new President of EANJ, available employment practices services from the EANJ, and new POL training that is available for all elected officials effective immediately.
  - **Heat Stress** – Over the past few years, heat stress incidents reported by outdoor workers have increased dramatically. Some companies have performed major overhauls of their work practices to address heat stress and overcome the barriers created by a "we've always done it this way" culture. The presentation on 6/20/24 reviewed the effects and symptoms of heat stress, incorporate resources to improve communication of heat stress exposures and utilize control methods to reduce the impact of heat on construction workers. It will also review some key points of the new ANSI/ASSP A10.50-2024 Standard for Heat Stress Management In Construction and Demolition Operations.
  - **Flash Flooding** – Property inspections are continuing and are being expanded to include flood surveys, focusing on areas that are in SFHA areas, those not previously inspected, and

those locations suffering past flood damage. Members are reminded to take remedial action now before storms to remove property at risk (in basements, on ground floor, vehicles in flooding areas, etc) , create emergency response plans, and ensure physical property is protected by clearing drains, down spouts, gutters, and catch basins.

- **No Accidents Today** – the program’s rollout is ongoing with introductions at training sessions, local safety meetings, and other forums. Public Service Announcements (PSAs) are being created and loss data will be populated in the Vault starting in July and monthly thereafter.
- **Cyber** – Risk control will be sending out instructions on implementing Upfort’s Cyber protection as part of the July 1 cyber renewal. Each member will be sent an activation code that must be implemented by IT. Key contacts at the municipality will be cc on the email instructions. Activation takes approximately 10 minutes, and a webinar will be scheduled in July to address any member concerns regarding implementation.

○ **CLAIMS MANAGEMENT (Robert Persico)**

- **Claims KPI Report May 2024** – 114 new claims received in May and 137 claims closed in May 120% closing ratio with 958 open claims as of May 31.

**MEMBER UPDATES**

**NEW BUSINESS**

**OPEN FORUM**

**MOTION TO ADJOURN**

Commr. McCall made a motion to adjourn the meeting at 10:46am and Commr. Hartwyk seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

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Madeline Delgado

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**ALSO, PRESENT:**

- A. Laney
- A. Ven Graitis
- A. Zeiders
- B. Erlandsen
- D. Springer
- E. Durr
- G.Crosby

J. Brown  
J. Hall  
J. Sanchez  
K. Guze  
K. Connor  
K. Guerriero  
K. Larkin  
K. Schweitzer  
K. Skeba  
L. Graham  
M. Greene  
M. O'Connell  
M. Delgado  
M. Ferreras  
M. Markulec  
N. Fauntleroy  
P. Fahy  
P. DeBlasio  
R. Persico  
R. Ruiz  
S. Booker  
S. Robinson