



ATLANTIC COUNTY PUBLIC LIBRARY

40 Farragut Ave
Mays Landing, New Jersey

February 21, 2018 at 3:00PM

OPEN SESSION MINUTES

The regular meeting of the Atlantic County Municipal Joint Insurance Fund (ACM JIF) was held on February 21, 2018, at Atlantic County Library – Mays Landing Branch, 40 Farragut Ave, Mays Landing, New Jersey at 3PM, prevailing time. *Chair Samuelsen, City of Somers Point*, presiding. The meeting was called to order at 3:00 PM.

FLAG SALUTE

STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETING ACT

Notice of this meeting was given by: (1) sending sufficient notice herewith to *The Press of Atlantic City* and the *Courier Post*, Cherry Hill, New Jersey; (2) filing advance written notice of this meeting with the Clerks/Administrators of all member municipalities of the Atlantic County Municipal Joint Insurance Fund; and (3) posting notice on the public bulletin boards of all member municipalities of the Atlantic County Municipal Joint Insurance Fund.

ROLL CALL

Those in attendance were:

John Armstrong, **Absecon City**
Scott Wahl, **Avalon Borough**
Karen Blowers, **Brigantine City** (*arrived after roll call*)
Bill Nimohay, **Buena Borough**
Joe Picard, **Cape May City**
Carol Foster, **Corbin City**
April Clifton, *Alt.*, **Downe Twp**
Peter Miller, **Egg Harbor Twp**
Teri Seelman, *Alt.*, **Estell Manor City**
Patricia Gatto, **Folsom Borough**
Cheryl Prakash, **Galloway Twp**
Ingrid Perez, *Sec*, **Hamilton Twp**
Ed Beck, **Linwood City**
Rich Hirsch, **Longport Borough**
Julie Picard, **Lower Twp**
Dan Adams, *Alt.*, **Margate City**
Kim Krauss, **Middle Twp**
Regina Burke, **Millville City**
Dawn Stollenwerk, **Mullica Twp**
Sam Barbagli, **Newfield Borough**
Ron Simone, **North Wildwood City**

Mary Canesi, **Northfield City**
Liz Woods, **Ocean City**
Stephen Wilkins, **Pleasantville City**
Kellie Seib, **Sea Isle City**
Rhonda Sharp, **Upper Twp**
Roy Spoltore, **Upper Deerfield Twp**
Jim Goos, **Ventnor City**
Susan Danson, *Alt.*, **Waterford Twp**
Lauren Vitelli, **West Cape May Borough**
Chris Ridings, **West Wildwood City**
DJ Ayres, **Weymouth Twp** (*arrived after roll call*)
Chris Wood, **Wildwood City**
Connie Mahon, *Chair*, **Wildwood Crest Borough**
Lisa Garrison, **Woodbine Borough**

Absent were:

Stephen O'Connor, **Cape May Point**
Heather Sparks, **Commercial Twp**
Karen Seifrit, **Deerfield Twp**
Patrick Moran, **Dennis Twp**
Lucy Samuelson, **Somers Point City**
Jim Craft, **Stone Harbor Borough**

Present Fund Professionals were:

Paul Forlenza, Deputy Executive Director, *AJG Risk Management Services, Inc.*
Chris Roselli, Claims Administrator, *Qual-Lynx*
Karen Beatty, Managed Care Provider, *Qual-Care*
Tracy Forlenza, Recording Secretary
Rob Garish, Safety Consultant, *J.A. Montgomery Risk Control*
David DeWeese, Esquire, Fund Solicitor, *The DeWeese Law Firm, P.C.*
Valerie Smith, Wellness Director

Absent Fund Professionals were:

Paul J. Miola, CPCU, ARM, Executive Director, *AJG Risk Management Services, Inc.*
John Hansen, Treasurer

Present Risk Management Consultants were:

C. J. Adams Company
Atlantic Associates
J. Byrne Agency, Inc.
Conner Strong & Buckelew
Gerber Insurance
Glenn Insurance
Hardenbergh Insurance
Thomas Heist Insurance Agency
Insurance Agencies Inc.
Marsh & McLennan Agency
McMahon Agency, Inc.

William R. Mints Agency
Syracusa-Kauffman Insurance

Absent Risk Management Consultants were:
Assured Partners
BCA Insurance

NEW FUND COMMISSIONERS

Chair Mahon welcomed all new Fund Commissioners and Alternates to their positions with the JIF.

These minutes do not necessarily reflect the order in which some items were discussed.

OATHS OF OFFICE

Oaths of Office were administered by Mr. DeWeese, Fund Solicitor, to Stephen Wilkins, Pleasantville and John Armstrong, Absecon, for Executive Committee and Alternate, respectively for the 2018 Fund Year.

Both *Oaths of Office* were signed and presented to the Fund Solicitor.

APPROVAL OF MINUTES-- OPEN SESSION

Chair Mahon entertained a motion to approve the meeting minutes of the January 17, 2018 Executive Committee Meeting.

Motion by Mr. Wahl, seconded by Ms. Perez, to approve the meeting minutes of the January 17, 2018 Executive Committee Meeting. All in favor. Motion carried.

APPROVAL OF MINUTES - CLOSED SESSION

Confidential Closed Session Meeting Minutes were distributed to the Executive Committee Members.

Chair Samuelson entertained a motion to adopt the Closed Session Meeting Minutes of the January 17, 2018 Meeting of the Fund as presented.

Motion by Mr. Ridings, seconded by Ms. Picard, to approve the Closed Session minutes of the January 17, 2018 Executive Committee Meeting as presented. All in favor. Motion carried.

The Closed Session meeting minutes of the January 17, 2018 meeting shall not be released to the public until the reason(s) for their remaining closed is no longer applicable and the Fund Solicitor has had the opportunity to review them.

Confidential Closed Session Meeting Minutes were collected.

CLOSED SESSION - RESOLUTION #2018-21

Be it moved by the Atlantic County Municipal Joint Insurance Fund that the public be excluded from this portion of the meeting to permit the Executive Committee to consider in closed session matters affecting the safety and property of the public and to discuss pending or anticipated litigation and/or contract negotiations and that the minutes covering these matters and the results of closed session will be released to the public when the reasons for discussing and on them in closed session no longer exists as required by the Open Public Meeting Act.

Chair Mahon entertained a motion to adopt *Closed Session Resolution 2018-21* as presented.

Motion by Ms. Picard, seconded by Mr. Goos, to adopt *Resolution 2018-21*.

ROLL CALL

Yeas:

Scott Wahl, **Avalon**
Ingrid Perez, *Sec*, **Hamilton Twp**
Julie Picard, **Lower Twp**
Stephen Wilkins, **Pleasantville**
Jim Goos, **City of Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, *Chair*, **Wildwood Crest**

Nays:

None

Abstained:

None

All in favor. Motion carried by unanimous vote.

REOPEN PUBLIC PORTION OF THE MEETING

Chair Mahon entertained a motion to reopen the public portion of the meeting.

Motion by Mr. Goos, seconded by Ms. Perez, to reopen the public portion of the meeting. All in favor.
Motion carried.

AUTHORIZATION OF CLAIMS PAYMENTS

Chair Mahon presented the claims for payment as discussed in *Closed Session*.

Chair Mahon asked if there were any questions at this time. No questions were entertained.

Chair Mahon entertained a motion to approve the claims for payment as discussed in *Closed Session*.

Motion by Ms. Picard, seconded by Mr. Ridings to approve the claims for payment as discussed in Closed Session. They are as follows:

January 2018 PARs:

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Auto Liability</i>	<i>Property</i>
2018115566	1208204	1212721 (01)	2018122514
00126137	2018108107	1212721 (02)	2018119734
MLT-2018114007 (01-02)	1254164		2018122917
2018119429	1226723		2018121422
2018121832	1195072		2018122101
2018118817			2018110165
2018115397			2018122022
MLT-Z32555 (01-02)			
2018111340			
001227848			
2018119057			
001247097			

001245742			
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ROLL CALL *Yeas:* Scott Wahl, **Avalon**
Ingrid Perez, *Sec*, **Hamilton Twp**
Julie Picard, **Lower Twp**
Stephen Wilkins, **Pleasantville**
Jim Goos, **City of Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, *Chair*, **Wildwood Crest**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

ABANDON SUBROGATION

Motion by Ms. Perez, second by Ms. Picard, to abandon subrogation on the following Qual-Lynx file:

QL File#
001244670
001244984
001245742

ROLL CALL *Yeas:* Scott Wahl, **Avalon**
Ingrid Perez, *Sec*, **Hamilton Twp**
Julie Picard, **Lower Twp**
Stephen Wilkins, **Pleasantville**
Jim Goos, **City of Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, *Chair*, **Wildwood Crest**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

CLAIMS REVIEW COMMITTEE REPORT – OPEN SESSION ITEMS

Ms. Perez noted that the Claims Review Committee report was given in closed session and she had nothing further for open session.

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses – February

Mr. Roselli reported that the *Lessons Learned from Losses* this month focuses on “office safety”. He noted some of the worst injuries are indoors in a controlled environment. Mr. Roselli stated that common hazards of slip, trip and fall accidents include open drawers, boxes, purses, and electrical and computer cords. He asked that you talk to staff frequently about your expectations for maintaining a safe workplace and their concerns. He urged members to report them and fix them and document these efforts to protect against future claims.

Mr. Roselli reminded the members to review this newsletter and share it with their employees.

Mr. Roselli asked if there were any questions. No questions were entertained.

The remainder of the Claims Administrator's report was provided in Closed Session.

MANAGED HEALTH CARE REPORT

Ms. Beatty reviewed the Managed Care Report for January 2018.

Lost Time v. Medical Only Cases

Ms. Beatty presented the ACM JIF Lost Time v. Medical Only Cases (Intake Report).

	<i>Jan</i>	<i>YTD</i>
<i>Lost Time</i>	7	7
<i>Medical Only</i>	37	37
<i>Report Only</i>	46	46
<i>Total Intakes(New Claims)</i>	90	90
<i>Report Only % of Total</i>	51.1%	51.1%
<i>Medical Only/Lost Time Ratio</i>	84:16	84:16
<i>Average Days to Report</i>	2.2	2.2

Transitional Duty Report

Ms. Beatty presented the *Transitional Duty Report*.

<i>Transitional Duty Summary Report</i>	<i>YTD</i>
<i>Transitional Duty Days Available</i>	666
<i>Transitional Duty Days Worked</i>	584
<i>% of Transitional Duty Days Worked</i>	87.7%
<i>Transitional Duty Days Not Accommodated</i>	82
<i>% of Transitional Duty Days Not Accommodated</i>	12.3%

PPO Penetration Report:

Ms. Beatty presented the self-explanatory *PPO Penetration Rate Report*.

<i>PPO Penetration Rate</i>	<i>Jan</i>	<i>YTD</i>
<i>Bill Count</i>	365	365
<i>Original Provider Charges</i>	\$375,150	\$375,150
<i>Re-priced Bill Amount</i>	\$147,020	\$147,020
<i>Savings</i>	\$228,131	\$228,131
<i>% of Savings</i>	60.8%	60.8%
<i>Participating Provider Penetration Rate- Bill count</i>	93.7%	93.7%
<i>Participating Provider Penetration Rate-Provider Charges</i>	97.2%	97.2%
<i>EPO Penetration Rate – Bill Count</i>	95.1%	95.1%
<i>EPO Penetration Rate –Provider Charges</i>	97.1%	97.1%

Ms. Beatty stated that there was a new network provider for occupational medicine and urgent care. She noted that Health Med Associates in Atlantic City on South Carolina Ave and in Northfield on Tilton Rd. She noted there will also be one in Absecon in a few weeks.

Ms. Beatty asked if there were any questions at this time. No questions were entertained.

SOLICITOR'S REPORT

Mr. DeWeese presented the following reports:

Closed Claims

Mr. DeWeese noted that there were eight (8) case(s) closed in February. He noted that a detailed synopsis of the claims can be found in the agenda packet and provided the following brief synopsis of each case:

<i>Closed Case</i>	<i>Description</i>
<i>Kailie v. City of Brigantine</i>	Civil Rights. Defense Counsel, Robert Merenich, Esquire was assigned. Court found in favor of excessive force and illegal seizure. Negotiated the settlement to Plaintiff in mediation for \$35,000 from \$170,000.
<i>Lindsey v. Township of Egg Harbor</i>	Civil Liberties; Human Rights. Assigned Defense Counsel Robert Merenich Esquire, was assigned. Defense Counsel filed a Motion to Dismiss with Prejudice for failure to state a claim upon which relief may be granted was granted December 15, 2017.
<i>Bagielto v. Town of Hamilton</i>	Excessive Force. Assigned Defense Counsel Thomas B. Reynolds, Esquire, was assigned. Mistrial. Defense Counsel entered into settlement negotiations. Ultimately resolved for \$37,500 to Plaintiff.

<i>Primavera v. Township of Lower</i>	Vehicle/Pedestrian accident. Assigned pre-suit to Defense Counsel James R. Birchmeier, Esquire. Plaintiff failed to file a complaint prior to the expiration of Statute of Limitations and Defense Counsel closed their file.
<i>Zaslow v. City of Margate</i>	Trip/fall street. Assigned Defense Counsel Robert Merenich, Esquire negotiated settlement to Plaintiff for \$102,500. Stipulation of Dismissal with Prejudice granted.
<i>DelConte v. Township of Middle</i>	Bleachers. Assigned Defense Counsel Robert Merenich, Esquire negotiated settlement to Plaintiff for \$35,000. Stipulation of Dismissal with Prejudice granted.
<i>Everett v. Township of Middle</i>	Slip/Fall on ice. Assigned Defense Counsel James R. Birchmeier, Esquire filed non-jurisdiction. Partial Stipulation of Dismissal with Prejudice as to Twp of Middle was filed.
<i>McNeil v. Township of Middle</i>	Sexually assaulted by teacher. Assigned Defense Counsel Thomas B. Reynolds, Esquire, was assigned and filed opposition to the Motion. Twp was not a named Defendant in complaint. Case resolved.

General Liability File Status Report

Mr. DeWeese noted that he reported to the Claims Review Committee that there are 80 active GL files with 8 cases that recently closed. He commented that if any member wishes to have the current status of their cases, please email him directly. Mr. DeWeese noted that there is \$3.6 million in liens they are attempting to collect thru subrogation with almost \$2.7 million in judgements on 83 files.

Mr. DeWeese asked if there were any questions. No questions were entertained.

COMMITTEE REPORTS

Nothing to report.

WELLNESS DIRECTOR'S REPORT

Ms. Valerie Smith noted that her report can be found in the agenda packet.

Ms. Smith stressed that the newsletter notes ten heart attack risk factors and unexpected triggers. She urged members to read and share. She also noted that the practice of gratitude can have dramatic and lasting effects in a person's life. It can lower blood pressure and improve immune function. It can increase your wanting to engage in more exercise and have better dietary behaviors.

She then provided a brief synopsis of the wellness activities for the members. One example was Hamilton Twp. which held a "souper" bowl competition with healthy soups! Spring Health Fairs: Wildwood Crest in June and Egg Harbor Twp. in spring.

Ms. Smith noted that the February newsletter was sent via email and is on the website. She stated that she wants to remind members that it is Heart Health month. She asked members to share the newsletter.

Ms. Smith asked if there were any questions. No questions were entertained.

EXECUTIVE DIRECTOR'S REPORT

Mr. Forlenza reviewed the Executive Director's Report found in the agenda packet with the membership. He highlighted the following items from his report:

Certificates of Insurance – Mr. Forlenza stated these are in the agenda packet and will be made part of today's meeting.

2017 Safety Incentive Program – Mr. Forlenza noted that next month the 2017 Safety Incentive Awards spreadsheet will be included. He reminded members to please note that the deadline for claiming or encumbering these funds is December 31, 2018 and all encumbered funds have to be claimed by February 1, 2019.

2018 Optional Safety Budget – Mr. Forlenza reminded members to please note that the deadline for claiming or encumbering these funds is December 31, 2018 and all encumbered funds have to be claimed by February 1, 2019.

2018 Wellness Incentive Program – Mr. Forlenza reminded members that the deadline for claiming or encumbering these funds these funds is December 31, 2018 and all encumbered funds have to be claimed by February 1, 2019.

Lost Time Accident Frequency Report – Mr. Forlenza noted these are in the agenda packet. He noted that the Atlantic JIF was 1.65 with the overall average of 1.61 for MEL affiliated JIFs.

EPL Helpline - Mr. Forlenza reminded members to review this list and make the necessary changes to the representatives via resolution as Reorganization meetings may have resulted in some changes. Please forward executed resolutions to AJG.

Elected Officials Training – Mr. Forlenza noted that the remaining training date is scheduled for March 28, 2018 in Eastampton. The training covers the introduction of the cyber risk management program, EPL/POL issues, land use issues and police issues. Please encourage your elected officials to attend. Sign in sheets are located on the website.

MEL Cyber Risk Management Program – Mr. Forlenza noted that the program was emailed to the members on December 18, 2017. He stated the Fund Underwriter has started getting checklists back for this program. Please contact AJG with any questions regarding this program.

Police Command Staff Training – Mr. Forlenza indicated that the invite for Police Command Staff training is on page 88 of the agenda and to please review. He noted that attendance at this training is part of the compliance process with the MEL's EPL Plan of Risk Management which

must be updated by October 1, 2018. The memorandum including the checklists will be out in mid-April.

Managers & Supervisors Training – Mr. Forlenza noted the invite information for the managers & supervisors training is on pages 90-92 of the agenda. He noted that participation in this training is also part of the compliance process for the MEL's EPL Plan of Risk Management requirement which must be updated by October 1, 2018. The memorandum including the checklists will be out in mid-April.

Payroll Audits – Mr. Forlenza reminded members that the payroll audit letters were sent out around February 12, 2018 and that Bowman & Company requires items to be sent to them by March 7, 2018. Please follow the directions on the letter.

Property Appraisals – Mr. Forlenza stated that the property appraisal process has begun and members receiving a physical appraisal this year were notified in the email correspondence. Please update the property schedule in Exigis.

Financial Disclosure Statement – Mr. Forlenza stated that once the State notifies his office of the start date, all members will be required to complete this statement. New Fund Commissioners should have received their PIN numbers from the Executive Director's office and have 30 days to add their position as Fund Commissioner to their profile.

New Member Activity – Mr. Forlenza stated that Middle Township Fire District #1 has made application to the JIF as an additional insured through Middle Township.

Mr. Forlenza entertained questions. No questions were entertained.

MEL/RCF REPORTS

MEL

Mr. Hirsch stated the next meeting is March 7, 2018. He highlighted the following:

MEL Coverage Bulletins – Mr. Hirsch stated that the MEL coverage bulletins are now available on their website.

Mr. Hirsch entertained questions. No questions were entertained.

SAFETY DIRECTOR'S REPORT

Mr. Garish stated that the Safety Director's Report can be found in the agenda. He highlighted the following items:

MEL Media Library – Mr. Garish noted that the MEL Media Library usage is on page 99 of the agenda; he noted there are over 100 new DVDs. The catalog can be found at NJMEL.org.

SIP – Mr. Garish asked the all members’ safety meeting dates were to be submitted by end of January as a requirement in the SIP program.

Safety Bulletins – Mr. Garish commented that several bulletins were released in January. The bulletins were *Motor Vehicle Records check; New CDL Opioid Testing Regulations; Indoor Air Quality Training Regulations; and Annual reminder to post 300A Summary Injury Logs.*

MSI Training – Mr. Garish stated that a list of training for February, March, and April are included in the agenda. He added that if a member needs specific training to comply with OSHA, please contact his office immediately.

Personnel Change – Mr. Garish noted that J.A. Montgomery welcomes Paul Shives to replace retiring Joanne Hall, VP.

Safety Roundtable– Mr. Garish noted that the Safety Coordinator/Claims Coordinator roundtable was held on February 8, 2018. He noted that attendance was low due to weather; slides will be uploaded to the JIF website.

Regional Training – Mr. Garish stated that regional training, Excited Delirium, will be held in various locations on March 2, March 12, and March 16, 2018. He asked that you please RSVP with the link. The invite is extended to all First Responders.

Special Recognition Awards – Mr. Garish mentioned that of the 13 responses for the special recognition awards, they have selected their 5 winners and will be announced at the upcoming Safety Breakfast which will be held March 20, 2018. He noted that the invite was also distributed tonight and asked members to please RSVP.

Mr. Garish asked if there were any questions at this time. No other questions were entertained.

TREASURER’S REPORT

January Report

In Mr. Hansen’s absence, Mr. Forlenza presented the Treasurer’s Report for the period ending **January 31, 2018**. The report was made part of the agenda packet for members’ review. Mr. Forlenza presented the following information:

Investment Interest

Interest Income:	January
Interest Received from Account Balances	\$10,565.36
Coupon Interest Payment	\$53,750.00
Amortization and/or interest cost	<\$8,313.54>
Unrealized Gain or Loss	<\$149,660.68>
Misc.	<\$.04>
Net Loss in Interest	<\$93,658.90>

*Management Fees from 10/1/17-12/31/17 were \$5,451.26

Interest Accrual:	
Beginning Interest Accrual	\$125,568.38
Change in Accrued Interest	\$910.57
Ending Interest Accrual	\$124,658.11

Investment Balance:	
Beginning of Month	\$43,564,514.50
End of Month	\$43,407,471.00
Overall Yield-positive	2.12 %

Portfolio	Percentage	Total
US Treasury Bonds & Notes	67.89%	\$29,471,211.00
US Government Agencies	32.11%	\$13,936,260.00

Receipt Activity for the Period:

	January	YTD
Subrogation Receipts	\$7,145.72	\$7,145.72
Adjustments	\$3,654.00	\$3,654.00
Other – payment towards defense	\$15,000.00	
Current Yr assessments	\$327,671.00	
Prior Yr assessments	\$11,068.00	

Claim Activity for the Period

Claim activity for the month for claims paid by the Fund and claims payable by the Fund at January end are in the amount of \$632,226.18 with a total of 365 checks issued totaling 721 claims payments. The claims detail is as follows:

	January
Direct Loss Payments	\$632,226.18
Adjustments	<\$3,654.00>
Adjustments-void	<\$1,000.00>

Less Recoveries	<\$7,145.72>
Net Total	\$620,426.46

Cash Activity for the Period

During the reporting month, the Fund's "Cash Position" changed from an opening balance of \$54,318,153.33 to a closing balance of \$52,814,276.22 showing a decrease in the Fund of \$1,503,877.11.

A.E.L.C.F. PARTICIPANT BALANCES

Member	1/31/18 unaudited– interest posted
Hamilton Township	\$50,456.38
Hammonton Town	\$125,290.06
Middle Township	\$75,613.72
Mullica Township	\$25,930.00
Pleasantville City	\$472.00
Upper Deerfield Township	\$47,236.55
Waterford Township	\$26,155.04
Upper Township	\$60,917.68
Stone Harbor	\$8,798.70
Total	\$420,870.13

Payment Register

Chair Mahon entertained a motion to approve the *January 2018 Payment Register* (Claims Activity) as presented.

Chair Mahon asked if there were any questions at this time. No questions were entertained.

Motion by Mr. Goos, seconded by Ms. Picard approve the *January 2018 Payment Register* (Claims Activity) as submitted by Mr. Hansen.

ROLL CALL

Yeas:

Scott Wahl, **Avalon**
 Ingrid Perez, *Sec*, **Hamilton Twp**
 Julie Picard, **Lower Twp**
 Stephen Wilkins, **Pleasantville**
 Jim Goos, **City of Ventnor**
 Chris Ridings, **West Wildwood**
 Connie Mahon, *Chair*, **Wildwood Crest**

Nays:

None

Abstained: None

Bill List –February

For the Executive Committee's consideration, Mr. Forlenza presented the *February 2018 Bill List* in the amount of \$2,392,326.01.

Chair Mahon asked if there were any questions at this time. No questions were entertained.

Chair Mahon entertained a motion for approval of the *February 2018 Bill List* as presented.

Motion by Mr. Ridings, seconded by Mr. Wahl, to approve the *February 2018 Bill List*.

ROLL CALL	<i>Yeas:</i>	Scott Wahl, Avalon Ingrid Perez, <i>Sec</i> , Hamilton Twp Julie Picard, Lower Twp Stephen Wilkins, Pleasantville Jim Goos, City of Ventnor Chris Ridings, West Wildwood Connie Mahon, <i>Chair</i> , Wildwood Crest
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Nays: None

Abstained: None

Motion carried by unanimous vote.

RMC Bill List –February

For the Executive Committee's consideration, Mr. Forlenza presented the *February 2018 RMC Bill List* in the amount of \$107,663.00.

Chair Mahon asked if there were any questions at this time. No questions were entertained.

Chair Mahon entertained a motion for approval of the *February 2018 RMC Bill List* as presented.

Motion by Ms. Picard, seconded by Mr. Goos, to approve the *February 2018 RMC Bill List*.

ROLL CALL	<i>Yeas:</i>	Scott Wahl, Avalon Ingrid Perez, <i>Sec</i> , Hamilton Twp Julie Picard, Lower Twp Stephen Wilkins, Pleasantville Jim Goos, City of Ventnor Chris Ridings, West Wildwood Connie Mahon, <i>Chair</i> , Wildwood Crest
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Nays: None

Abstained: None

Motion carried by unanimous vote.

Resolution 2018-22 Authorizing the Executive Director to Execute and Agreement with Community Education Online, LLC for Excited Delirium Training for Emergency Responders

Chair Mahon entertained a motion to adopt Resolution 2018-22 Authorizing the Executive Director to Execute and Agreement with Community Education Online, LLC for Excited Delirium Training for Emergency Responders. Chair Mahon noted that this resolution was corrected with the correct JIF name from what was released in the agenda packet.

Motion by Ms. Picard, seconded by Mr. Wahl, to adopt resolution 2018-22 Authorizing the Executive Director to Execute and Agreement with Community Education Online, LLC for Excited Delirium Training for Emergency Responders as presented.

ROLL CALL	Yeas:	Scott Wahl, Avalon Ingrid Perez, <i>Sec</i> , Hamilton Twp Julie Picard, Lower Twp Stephen Wilkins, Pleasantville Jim Goos, City of Ventnor Chris Ridings, West Wildwood Connie Mahon, <i>Chair</i> , Wildwood Crest
	Nays:	None
	Abstained:	None

Motion carried by unanimous vote.

Resolution 2018-23 Authorizing the Executive Director to Execute and Agreement with Armando Riccio, Esquire, for the Preparation and Presentation of Anti-Harassment training to member municipality managers & supervisors.

Chair Mahon entertained a motion to adopt Resolution 2018-23 Authorizing the Executive Director to Execute and Agreement with Armando Riccio, Esquire, for the Preparation and Presentation of Anti-Harassment training to member municipality managers & supervisors. Chair Mahon noted that this resolution was corrected with the correct JIF name from what was released in the agenda packet.

Motion by Ms. Picard, seconded by Ms. Perez, to adopt resolution 2018-23 Authorizing the Executive Director to Execute and Agreement with Armando Riccio, Esquire, for the Preparation and Presentation of Anti-Harassment training to member municipality managers & supervisors as presented.

ROLL CALL	Yeas:	Scott Wahl, Avalon Ingrid Perez, <i>Sec</i> , Hamilton Twp Julie Picard, Lower Twp Stephen Wilkins, Pleasantville Jim Goos, City of Ventnor Chris Ridings, West Wildwood Connie Mahon, <i>Chair</i> , Wildwood Crest
	Nays:	None
	Abstained:	None

Motion carried by unanimous vote.

Resolution 2018-24 Authorizing the Fund Chairperson and Secretary of the Atlantic County Municipal Joint Insurance Fund to Execute and Agreement to Participate in a Shared Service Agreement for Online Police Training

Chair Mahon entertained a motion to adopt Resolution 2018-24 Authorizing the Fund Chairperson and Secretary of the Atlantic County Municipal Joint Insurance Fund to Execute and Agreement to Participate

in a Shared Service Agreement for Online Police Training. Chair Mahon noted that this resolution was corrected with the correct JIF name from what was released in the agenda packet.

Motion by Mr. Ridings, seconded by Mr. Wahl, to adopt Resolution 2018-24 Authorizing the Fund Chairperson and Secretary of the Atlantic County Municipal Joint Insurance Fund to Execute and Agreement to Participate in a Shared Service Agreement for Online Police Training as presented.

ROLL CALL

Yeas:

Scott Wahl, **Avalon**
Ingrid Perez, **Sec, Hamilton Twp**
Julie Picard, **Lower Twp**
Stephen Wilkins, **Pleasantville**
Jim Goos, **City of Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, **Chair, Wildwood Crest**

Nays:

None

Abstained:

None

Motion carried by unanimous vote.

MISCELLANEOUS BUSINESS

Next Meeting

Chair Mahon reminded the members that the next meeting will be held **Wednesday, March 21, 2018 at 3:00 PM** at Atlantic County Library, Mays Landing, NJ.

PUBLIC COMMENT

Open Public Comment

Chair Mahon entertained a motion to open the meeting to the public for comment.

Motion by Ms. Perez, seconded by Ms. Picard, to open the meeting to the public. All in favor. Motion carried.

Close Public Comment

Chair Mahon entertained a motion to close the public comment.

Motion by Mr. Goos, seconded by Mr. Wahl, to close the meeting to the public. All in favor. Motion carried.

MOTION TO ADJOURN

Motion by Ms. Picard, seconded by Ms. Perez, to adjourn the February 21, 2018 meeting of the ACM JIF. Motion carried.

The meeting was adjourned at 3:50 PM.



Tracy Forlenza, Recording Secretary for



Ingrid Perez, Secretary