



ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

Avalon Community Hall
3001 Avalon Ave
Avalon, New Jersey

July 18, 2018 at 3:00PM

OPEN SESSION MINUTES

The Executive Committee meeting of the Atlantic County Municipal Joint Insurance Fund (ACM JIF) was held on July 18, 2018, at Avalon Community Hall, 3001 Avalon Ave, Avalon, New Jersey at 3PM, prevailing time. *Chair Mahon, Borough of Wildwood Crest*, 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**
Karen Blowers, **Brigantine City**
Joe Picard, **Cape May City**
Heather Sparks, **Commercial Twp**
Carol Foster, **Corbin City**
April Clifton, *Alt.*, **Downe Twp**
Matt von der Hayden, *Alt.*, **Egg Harbor Twp**
Ingrid Perez, *Sec*, **Hamilton Twp**
Ed Beck, **Linwood City**
Rich Hirsch, **Longport Borough**
Julie Picard, **Lower Twp**
Lisa McLaughlin, **Margate City**
Kim Krauss, **Middle Twp**
Regina Burke, **Millville City**
Sam Barbagli, **Newfield Borough**
Ron Simone, **North Wildwood City**
Diane Wood, *Alt.*, **Ocean City**
Sean Riffin, **Pleasantville City**
Kellie Seib, **Sea Isle City**
Jim Craft, **Stone Harbor Borough**

Jim Goos, **Ventnor City**
Susan Danson, *Alt.*, **Waterford Twp**
Lauren Vitelli, **West Cape May Borough**
Chris Ridings, **West Wildwood City**
Connie Mahon, *Chair*, **Wildwood Crest Borough**
Lisa Garrison, **Woodbine Borough**

Absent were:

Scott Wahl, **Avalon Borough**
Bill Nimohay, **Buena Borough**
Stephen O'Connor, **Cape May Point**
Karen Seifrit, **Deerfield Twp**
Patrick Moran, **Dennis Twp**
Linda Kent, **Estell Manor City**
Patricia Gatto, **Folsom Borough**
Cheryl Prakash, **Galloway Twp**
Dawn Stollenwerk, **Mullica Twp**
Mary Canesi, **Northfield City**
Lucy Samuelson, **Somers Point City**
Rhonda Sharp, **Upper Twp**
Roy Spoltore, **Upper Deerfield Twp**
DJ Ayres, **Weymouth Twp**
Chris Wood, **Wildwood City**

Present Fund Professionals were:

Paul J. Miola, CPCU, ARM, Executive Director, *AJG Risk Management Services, Inc.*
Paul Forlenza, Deputy Executive Director, *AJG Risk Management Services, Inc.*
Chris Roselli, Claims Administrator, *Qual-Lynx*
Kristi Kristie, *Acting* Recording Secretary
Rob Garish, Safety Consultant, *J.A. Montgomery Risk Control*
David DeWeese, Esquire, Fund Solicitor, *The DeWeese Law Firm, P.C.*
John Hansen, Treasurer
Valerie Smith, Wellness Director

Absent Fund Professionals were:

Karen Beatty, Managed Care Provider, *QualCare*

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 (*arrived after roll call*)
Marsh & McLennan Agency
McMahon Agency, Inc.

Siracusa-Kauffman Insurance (*arrived after roll call*)

Absent Risk Management Consultants were:

Assured Partners
BCA Insurance
Insurance Agencies Inc.
William R. Mints Agency

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

MOVING UP FUND COMMISSIONERS TO EXECUTIVE COMMITTEE

In absence of Mr. Wahl, Avalon and Mr. Wood, Wildwood, alternates Mr. Craft, Stone Harbor, and Ms. Seib, Sea Isle City were moved to the Executive Board for voting purposes.

APPROVAL OF MINUTES- OPEN SESSION

Chair Mahon entertained a motion to approve the meeting minutes of the June 20, 2018 Executive Committee Meeting.

Motion by Ms. Perez, seconded by Mr. Goos, to approve the meeting minutes of the June 20, 2018 Executive Committee Meeting as presented. All in favor. Motion carried.

APPROVAL OF MINUTES - CLOSED SESSION

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

Chair Mahon entertained a motion to adopt the Closed Session Meeting Minutes of the June 20, 2018 Meeting of the Fund as presented.

Motion by Ms. Picard, seconded by Mr. Ridings, to approve the Closed Session minutes of the June 20, 2018 Executive Committee Meeting as presented. All in favor. Motion carried.

The Closed Session meeting minutes of the June 20, 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 #2018-39

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 2018-39* as presented.

Motion by Ms. Picard, seconded by Ms. Perez, to adopt *Resolution 2018-39*.

ROLL CALL *Yeas:* Ingrid Perez, *Sec*, **Hamilton Twp**
 Julie Picard, **Lower Township**
 Kellie Seib, **Sea Isle City**
 Jim Craft, **Stone Harbor**
 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 Ms. Perez, seconded by Ms. Picard, 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 Mr. Goos, seconded by Ms. Perez to approve the claims for payment as discussed in Closed Session. They are as follows:

June 2018 PARs:

| <i>Workers' Compensation</i> | <i>General Liability</i> | <i>Property</i> |
|------------------------------|--------------------------|-----------------|
| 2018119057 | 2018118550 | 2018108081 |
| 2018138966 | 00126078 | 2018144092 |
| 2018143706 | 00126724 | |
| MLT-2018131125 (01-03) | | |
| MLT-2018111450 (01-02) | | |
| 2018119429 | | |
| 2019131877 | | |
| 001249401 | | |
| MLT-2018119705 (01-02) | | |
| 2018119797 | | |
| 2018143604 | | |
| 2018145002 | | |
| 2018131491 | | |

| | | |
|--------------------|--|--|
| 001251051 | | |
| 2018129612 | | |
| 20181436522 | | |
| 001236614 | | |
| 2018120275 | | |
| MLT-Z41058 (01-03) | | |
| 000963564 | | |
| MLT-Z43050 (01-03) | | |

ROLL CALL *Yeas:* Ingrid Perez, *Sec*, **Hamilton Twp**
 Julie Picard, **Lower Township**
 Kellie Seib, **Sea Isle City**
 Jim Craft, **Stone Harbor**
 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 Mr. Goos, second by Mr. Ridings, to abandon subrogation on the following Qual-Lynx files:

| QL File# |
|------------|
| 001251051 |
| MLT-Z41058 |
| 000963564 |
| MLT-Z43050 |

ROLL CALL *Yeas:* Ingrid Perez, *Sec*, **Hamilton Twp**
 Julie Picard, **Lower Township**
 Kellie Seib, **Sea Isle City**
 Jim Craft, **Stone Harbor**
 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 - July

Mr. Roselli reported that the *Lessons Learned from Losses* this month focuses on "Working Safely within and around Trees". Mr. Roselli explained that workers involved in tree related operations must be given instruction as to all hazards involved in tree related operations. He noted to wear all applicable personal protective equipment and be aware of the surroundings. Mr. Roselli stated that there are claims that may have been prevented if these precautions were followed. He shared two tree related claims with the members.

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

In Ms. Beatty's absence, Mr. Roselli reviewed the Managed Care Report for June 2018.

Lost Time v. Medical Only Cases

Mr. Roselli presented the ACM JIF Lost Time v. Medical Only Cases (Intake Report).

| | <i>June</i> | <i>YTD</i> |
|-------------------------------------|--------------|--------------|
| <i>Lost Time</i> | <i>3</i> | <i>59</i> |
| <i>Medical Only</i> | <i>55</i> | <i>203</i> |
| <i>Report Only</i> | <i>29</i> | <i>161</i> |
| <i>Total Intakes(New Claims)</i> | <i>87</i> | <i>423</i> |
| <i>Report Only % of Total</i> | <i>33.3%</i> | <i>38.1%</i> |
| <i>Medical Only/Lost Time Ratio</i> | <i>95:05</i> | <i>91:09</i> |
| <i>Average Days to Report</i> | <i>1.6</i> | <i>1.8</i> |

Transitional Duty Report

Mr. Roselli presented the *Transitional Duty Report*.

| <i>Transitional Duty Summary Report</i> | <i>YTD</i> |
|---|-------------------|
| <i>Transitional Duty Days Available</i> | 3,775 |
| <i>Transitional Duty Days Worked</i> | 2,657 |
| <i>% of Transitional Duty Days Worked</i> | 70.4% |
| <i>Transitional Duty Days Not Accommodated</i> | 1,118 |
| <i>% of Transitional Duty Days Not Accommodated</i> | 29.6% |

PPO Penetration Report:

Mr. Roselli presented the self-explanatory *PPO Penetration Rate Report*.

| <i>PPO Penetration Rate</i> | <i>June</i> | <i>YTD</i> |
|---|--------------------|-------------------|
| <i>Bill Count</i> | 484 | 3,086 |
| <i>Original Provider Charges</i> | \$1,121,539 | \$4,301,453 |
| <i>Re-priced Bill Amount</i> | \$349,252 | \$1,474,150 |
| <i>Savings</i> | \$772,288 | \$2,827,304 |
| <i>% of Savings</i> | 68.9% | 65.7% |
| <i>Participating Provider Penetration Rate- Bill count</i> | 95.9% | 95.09% |
| <i>Participating Provider Penetration Rate-Provider Charges</i> | 98.4% | 97.3% |
| <i>EPO Penetration Rate – Bill Count</i> | 92.9% | 93.8% |
| <i>EPO Penetration Rate –Provider Charges</i> | 98.2% | 96.7% |

Mr. Roselli 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 four (4) case(s) closed in July, all of which had no payment to the Plaintiffs. 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>Santini v. City of Wildwood</i> | Trip/Fall sidewalk. Assigned Defense Counsel James Birchmeier, Esquire, was assigned. He filed a Motion to Dismiss. Stipulation of dismissal without Prejudice was granted. |
| <i>Bard v. City of Ocean City</i> | Trip/Fall Cable door ramp. Assigned Defense Counsel James R. Birchmeier, Esquire, was assigned. Defense Counsel filed Motion to file a Third-party complaint; motion granted. Third Party Counsel agreed to dismiss Ocean City and Notice of Dismissal was filed. |

| | |
|---|---|
| <i>Vergantino v. Township of Middle</i> | Trip/Fall sewer grate. Assigned Defense Counsel Robert Merenich, Esquire, was assigned. Defense Counsel provided document verifying inspection and repairs just prior to incident which demonstrates maintenance of lot. Defense Counsel convinced Plaintiff's Counsel to execute a Stipulation of Dismissal. |
| <i>Lashley v. Borough of Woodbine (and Middle Township)</i> | Trip/Fall sidewalk. James R. Birchmeier, Esquire, was assigned. Motion for Summary Judgment was filed on behalf of Woodbine which was granted. The case against Middle continues. |

Full General Liability File Status Report

Mr. DeWeese stated that he provided a full General Liability File Status Report to the Claims Review Committee this month. He noted that this report provides a status of each file that is currently in litigation. He reported that there are (83) active files; (22) pending in Federal District Court; (28) in Atlantic County Superior Court; (25) in Cape May County Superior Court; and (4) in Cumberland County Superior Court and (4) assigned pre-suit. He commented that if any member would like only their cases, please contact his office. He reminded members that this material is confidential and should only be shared with the governing body in closed session.

Full Subrogation File Status Report

Mr. DeWeese reported the following:

| | |
|---|-----------------|
| Total Lien amount of ACMJIF files not in suit: | \$ 539,787.67 |
| Total Lien amount of ACMJIF files in suit: | \$ 625,269.96 |
| Total Lien amount of ACMJIF Judgments obtained: | \$ 2,770,618.43 |
| Total of all ACMJIF Liens: | \$ 3,933,676.06 |

COMMITTEE REPORTS

EPL Committee - June 20, 2018

Mr. Armstrong reported on the June 20, 2018 EPL Committee meeting minutes which were included in the agenda packet. He noted that the Committee met and discussed EPL/POL loss ratio reports noting they were trending in the right direction. He noted they also reviewed the results based on 5 year and 6 year periods are better than the insurer's breakeven point of 55%.

Safety Committee - June 21, 2018

Ms. Picard reported that the Safety Committee met on June 21, 2018 and the minutes were a hand out this afternoon. She highlighted that there are no members on *Safety Monitoring*; she encouraged members to use the training materials available to them; and the next meeting is scheduled for September 26, 2018.

WELLNESS DIRECTOR'S REPORT

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

Ms. Smith noted that there are upcoming health events like Galloway's nutrition lunch and learn. She noted Folsom did a beach scene painting program to relax. Longport held another mini health fair. She stated that Weymouth held a lunch and learn with a ShopRite dietician and employees received Yeti water bottles. Ms. Smith also reported that Longport and Ventnor are holding a Coalition for Health which is free. Ms. Smith discussed various exercises that can be done in warm weather safely.

Ms. Smith gave this month's shout out to Patti Gatto, Borough of Folsom! Patti showed thinking outside the wellness box by bringing in a painting program for stress relief. Great job Patti!

Ms. Smith noted that the July newsletter was sent via email and is on the website. She stated that this discusses bug bites and how to treat them. She asked members to share the newsletter.

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

EXECUTIVE DIRECTOR'S REPORT

Mr. Miola reviewed the Executive Director's Report found in the agenda packet with the membership.

He highlighted the following items from his report:

Lost Time Accident Frequency Reports - Mr. Miola noted that the statewide recap is attached for your review.

Certificates of Insurance - Mr. Miola stated that the certificates of insurance are outlined in the agenda and asked they be made part of the minutes of today's meeting.

2017 Safety Incentive Program – Mr. Miola noted 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. He asked members to review the spreadsheets.

2018 Optional Safety Budget – Mr. Miola stated 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. He asked members to review the spreadsheets.

2018 Wellness Incentive Program – Mr. Miola stated 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. He asked members to review the spreadsheets.

Employee Practices Liability Coverage- Mr. Miola asked the members to review page 61 for accuracy as it shows the co-pays and deductibles of each member and their compliance in regards to this coverage for the 2018-2019 term.

2018 EPL/Cyber Risk Management Budget – Mr. Miola stated that the JIF has budgeted \$725 per member to help offset improving employee practices and cyber security related expenses. He reminded members 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.

EPL Helpline, Authorized Contact List - Mr. Miola reminded members to review this list and make the necessary changes by resolution. Please forward executed resolutions to his office.

Financial Fast Track Report - Mr. Miola noted that the JIF's surplus posted for May 31, 2018 is \$28,735,137.

Regulatory Filings- Mr. Miola stated the regulatory filings are up to date.

Monthly Activity Calendar - Mr. Miola asked members to please review the monthly activity calendar in the agenda packet.

Capehart & Scatchard Updates - Mr. Miola suggested the members' review the Capehart & Scatchard updates as they provide valuable information.

Statutory Bonds - Mr. Miola stated the listing of bonds issued is attached for your review.

Skateboard Park Approvals - Mr. Miola reminded members to contact the JIF prior to beginning renovations or new construction.

MEL Cyber Risk Management Program - Mr. Miola noted that the program was emailed to the members on December 18, 2017. He stated the Fund Underwriter has started receiving checklists back for this program. Please contact his office with any questions regarding this program. This program is displayed on the JIF website (www.acmjif.org). He noted so far one member is compliant.

Police Command Staff Training - Mr. Miola noted the trainings are complete and they have received good feedback. He noted that there are additional sessions in Camden and Monmouth counties that are members can attend. Please contact his office if you need information on these sessions.

Managerial & Supervisory Training - Mr. Miola noted the remaining Managerial & Supervisory training sessions are scheduled for September 11 at Wildwood Convention Center and September 27, 2018 at Nicolosi's Catering. He reminded members that the training is mandatory to achieve lower co-pays and deductibles.

Renewing Members/Member Visitation - Mr. Miola stated that he and Mr. Forlenza have been undertaking the member visitation program for renewing members. He noted that resolutions and agreements for renewing members have been coming back. These are due back by August 17, 2018.

MEL 2019/2020 Employment Practices Liability Program - Mr. Miola reminded the members that they need to update their loss control programs by the deadline of October 1, 2018. He encouraged members to review the memo with their RMC.

2018 Property Reports - Mr. Miola noted that on or about July 2, 2018 members who received a physical appraisal this year were emailed their reports. He encouraged members to review this

report and share it with their governing bodies. He asked if any properties were missing to please contact Mel Ngayan at AssetWORKS.

JIF Posters - Mr. Miola informed the members that the Public Awareness Campaign posters are at the places of each Fund Commissioner tonight. He asked that they bring them back to their municipalities and distribute.

Mr. Miola entertained questions. No questions were entertained.

MEL/RCF REPORTS

Mr. Hirsch noted the next meeting is September 5, 2018.

SAFETY DIRECTOR'S REPORT

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

Safety Bulletins – Mr. Garish commented that bulletins were released in June. The bulletins were *Preparing for the 2018 Hurricane Season and Pedestrian Safety*. He reminded the members that a series of alerts and training reminders were also released.

MEL Media Library – Mr. Garish reported that the MEL provided funding to update the library which will be rolled out shortly.

MSI Training – Mr. Garish stated that a list of training for July, August, and September are included in the agenda.

Upcoming Training – Mr. Garish stated that there are several trainings coming up. Please see page 91 of the agenda for the training and dates.

JIF Website - Mr. Garish asked all members to review the website.

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

TREASURER'S REPORT

June Report

Mr. Hansen presented the Treasurer's Report for the period ending **June 30, 2018**. The report was made part of the agenda packet for members' review. Mr. Hansen presented the following information:

Investment Interest

| Interest Income: | June |
|---|---------------|
| Interest Received from Account Balances | \$10,986.34 |
| Coupon Interest Payment | \$58,000 |
| Amortization and/or interest cost | <\$27,869.26> |
| Unrealized Gain or Loss | <\$8,054.50> |
| Misc. | <\$.01> |

| | |
|-----------------------------|--------------------|
| Net Gain in Interest | \$33,062.57 |
|-----------------------------|--------------------|

| | |
|--------------------------------|---------------------|
| Interest Accrual: | |
| Beginning Interest Accrual | \$145,218.27 |
| Change in Accrued Interest | \$16,323.12 |
| Ending Interest Accrual | \$161,541.39 |

| | |
|----------------------------|-----------------|
| Investment Balance: | |
| Beginning of Month | \$43,751,309.50 |
| End of Month | \$43,743,255.00 |
| Overall Yield-positive | 1.14 % |

| Portfolio | Total | Percentage |
|---------------------------|-----------------|-------------------|
| Cash Receivables | \$5,000,000.00 | 11.43% |
| US Treasury Bonds & Notes | \$29,769,885.00 | 68.06% |
| US Government Agencies | \$8,973,370.00 | 20.51% |

Receipt Activity for the Period:

| | June | YTD |
|---------------------------|-------------|--------------|
| Subrogation Receipts | \$19,060.05 | \$153,099.21 |
| Recovery Receipts-other | \$0.00 | \$3,300.00 |
| Adjustment Receipts-other | \$7,006.39 | \$16,293.58 |
| *Disputed adjustment | \$913.17 | |

Claim Activity for the Period

Claim activity for the month for claims paid by the Fund and claims payable by the Fund at **June** end are in the amount of \$1,660,156.93 with a total of 470 checks issued totaling 879 claims payments. The claims detail is as follows:

| | June |
|----------------------|----------------|
| Direct Loss Payments | \$1,660,156.93 |

| | |
|------------------------|-----------------------|
| Adjustments | <\$7,006.39> |
| Adjustments-void check | <\$241,623.89> |
| Less Recoveries | <\$19,060.05> |
| Net Total | \$1,392,466.60 |

Cash Activity for the Period

During the reporting month, the Fund's "Cash Position" changed from an opening balance of \$52,934,944.20 to a closing balance of \$51,283,861.25 showing a decrease in the Fund of \$1,651,082.95.

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

| Member | 6/30/18 Audited |
|--------------------------|------------------------|
| 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 ***June 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. Ridings, seconded by Mr. Goos approve the ***June 2018 Payment Register*** (Claims Activity) as submitted by Mr. Hansen.

ROLL CALL

Yeas:

Ingrid Perez, ***Sec, Hamilton Twp***
 Julie Picard, ***Lower Township***
 Kellie Seib, ***Sea Isle City***
 Jim Craft, ***Stone Harbor***
 Jim Goos, ***City of Ventnor***
 Chris Ridings, ***West Wildwood***

| | |
|-------------------|--|
| | Connie Mahon, <i>Chair</i> , Wildwood Crest |
| <i>Nays:</i> | None |
| <i>Abstained:</i> | None |

Motion carried by unanimous vote.

Bill List - July

For the Executive Committee's consideration, Mr. Hansen presented the ***July 2018 Bill List*** in the amount of **\$196,471.72**.

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

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

Motion by Mr. Goos, seconded by Mr. Ridings, to approve the ***July 2018 Bill List***.

| | | |
|------------------|-------------------|---|
| ROLL CALL | <i>Yeas:</i> | Ingrid Perez, <i>Sec</i> , Hamilton Twp Julie Picard, Lower Township Kellie Seib, Sea Isle City Jim Craft, Stone Harbor Jim Goos, City of Ventnor Chris Ridings, West Wildwood Connie Mahon, <i>Chair</i> , Wildwood Crest |
| | <i>Nays:</i> | None |
| | <i>Abstained:</i> | None |

Motion carried by unanimous vote.

RMC Bill List - July

For the Executive Committee's consideration, Mr. Hansen presented the ***July 2018 RMC Bill List*** in the amount of **\$171,428.00**.

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

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

Motion by Mr. Goos, seconded by Mr. Ridings, to approve the ***July 2018 RMC Bill List***.

| | | |
|------------------|-------------------|---|
| ROLL CALL | <i>Yeas:</i> | Ingrid Perez, <i>Sec</i> , Hamilton Twp Julie Picard, Lower Township Kellie Seib, Sea Isle City Jim Craft, Stone Harbor Jim Goos, City of Ventnor Chris Ridings, West Wildwood Connie Mahon, <i>Chair</i> , Wildwood Crest |
| | <i>Nays:</i> | None |
| | <i>Abstained:</i> | None |

Motion carried by unanimous vote.

MISCELLANEOUS BUSINESS

Authorization to Process and Pay Fund Vendors in August 2018

Chair Mahon entertained a motion for authorization to process and pay fund vendors in August 2018.

Motion by Mr. Ridings, seconded by Mr. Goos, for authorization to process and pay fund vendors in August 2018.

| | | |
|------------------|-------------------|---|
| ROLL CALL | Yeas: | Ingrid Perez, <i>Sec</i> , Hamilton Twp Julie Picard, Lower Township Kellie Seib, Sea Isle City Jim Craft, Stone Harbor 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 2018-40 Authorization to Execute a Contract for Police Online Training

Chair Mahon entertained a motion to authorize the Fund Chair and Fund Secretary to Execute a Contract with Police One Academy to Provide Online Related Training in Conjunction with the BURLCO JIF and TRICO JIF at a cost not to exceed \$22,500 as presented.

Motion by Mr. Goos, seconded by Ms. Picard, to approve executing a Contract with Police One Academy to Provide Online Related Training in Conjunction with the BURLCO JIF and TRICO JIF at a cost not to exceed \$22,500.

| | | |
|------------------|-------------------|---|
| ROLL CALL | Yeas: | Ingrid Perez, <i>Sec</i> , Hamilton Twp Julie Picard, Lower Township Kellie Seib, Sea Isle City Jim Craft, Stone Harbor 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 2018-41 Authorization to Execute a Contract for Technology Risk Management Services

Chair Mahon entertained a motion to authorize the Fund Chair and Fund Secretary to Execute a Contract with Media Pro and Pivot Point Security in Conjunction with the BURLCO JIF and TRICO JIF at a cost not to exceed \$41,824 as presented.

Motion by Mr. Ridings, seconded by Ms. Perez, to approve executing a Contract with Media Pro and Pivot Point Security in Conjunction with the BURLCO JIF and TRICO JIF at a cost not to exceed \$41,824.

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| ROLL CALL | Yeas: | Ingrid Perez, <i>Sec</i> , Hamilton Twp |
|------------------|--------------|--|

Julie Picard, **Lower Township**
Kellie Seib, **Sea Isle City**
Jim Craft, **Stone Harbor**
Jim Goos, **City of Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, *Chair*, **Wildwood Crest**
None
None

Nays:
Abstained:

Motion carried by unanimous vote.

PRIMA Report

Chair Mahon stated that Mr. Miller's PRIMA report was in the agenda packet for their review.

Next Meeting

Chair Mahon reminded the members that there is no August meeting and the next meeting will be held **Wednesday, September 19, 2018 at 3:00 PM** at Avalon Community Center, Avalon, NJ.

PUBLIC COMMENT

Open Public Comment

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

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

Mr. Beck commented that he has raffle tickets for Dennis Township Fire Company for a 50/50 raffle.

Close Public Comment

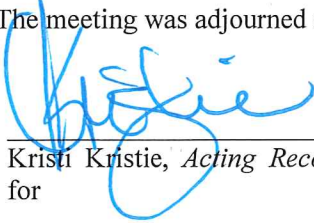
Chair Mahon entertained a motion to close the public comment.

Motion by Mr. Ridings, seconded by Ms. Picard, to close the meeting to the public. All in favor. Motion carried.

MOTION TO ADJOURN

Motion by Ms. Picard, seconded by Mr. Goos, to adjourn the July 18, 2018 meeting of the ACM JIF. Motion carried.

The meeting was adjourned at 3:43 PM.



Kristi Kristie, *Acting Recording Secretary*
for



Ingrid Perez, *Secretary*