



ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND
Avalon Community Hall, Avalon, NJ

March 16, 2022 at 3:00 PM

OPEN SESSION MINUTES

The regular meeting of the Atlantic County Municipal Joint Insurance Fund (ACM JIF) was held at Avalon Community Hall, Avalon, NJ following social distancing guidelines for COVID-19 on March 16, 2022 at 3:00 PM, prevailing time. Chair Craft, Borough of Stone Harbor, 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 of 2022 FUND COMMISSIONERS

Those in attendance were:

Scott Wahl, **Avalon Borough**
Mollye O'Neill, **Brigantine City**
Bill Nimohay **Buena Borough**
Deborah Lindholm, **Cape May City**
LaVerne Kirn, **Corbin City**
Jeff Mayfield, **Egg Harbor Twp.**
Christine Masker, **Estell Manor City**
Alim Parks, Sr., *Alt.* **Galloway Twp.**
Sue Giberson, **Hamilton Twp.**
Leigh Ann Napoli, **Linwood City** (*arrived after roll call*)
Rich Hirsch, **Longport Borough**
Varvara Keun, **Middle Twp.**
Dawn Stollenwerk, **Mullica Twp.**
Sam Barbagli, **Newfield Borough**
Jennifer VanSant, *Alt.*, **North Wildwood City**
Mary Canesi, **Northfield City** (*arrived after roll call*)
Liz Woods, *Secretary*, **Ocean City**
Skip Williams, **Pleasantville City**
Kellie Seib, **Sea Isle City**
Lucy Samuelsen, **Somers Point City**
Jim Craft, *Chair*, **Stone Harbor Borough**
Teri Smuz, **Upper Twp.**
Roy Spoltore, **Upper Deerfield Twp.**
Jim Goos, **Ventnor City**

Lauren Vitelli, **West Cape May Borough**
Ron Carroll, Alt., **Weymouth Twp.**
Steve O'Connor, **Wildwood City**
Connie Mahon, **Wildwood Crest**

Absent were:

Jessica Thompson, **Absecon City**
Ed Grant, **Cape May Point**
Heather Sparks, **Commercial Twp.**
Dawn Marie Bascelli, **Deerfield Twp.**
Jessica Bishop, **Dennis Twp.**
Bob Campbell, **Downe Twp.**
Patricia Gatto, **Folsom Borough**
Karen Fournier, **Lower Twp.**
Lisa McLaughlin, **Margate City**
Ray Compari, **Millville City**
Jim D'Auria, **Waterford Twp.**
Elaine Crowely, **West Wildwood City**
Alex Bauer, **Woodbine Borough**

Present Fund Professionals were:

Paul A. Forlenza, MGA, Executive Director, *AJG Risk Management Services, Inc.*
Paul J. Miola, CPCU, ARM, Deputy Executive Director, *AJG Risk Management Services, Inc.*
Kamini Patel, MBA, CIC, CPCU, Pooling Administrator, *AJG Risk Management Services, Inc.*
Tracy Forlenza, Recording Secretary
Chris Roselli, Claims Administrator, *Qual-Lynx*
Chris Winter, Sr., Law Enforcement Consultant
Rob Garish, Safety Consultant, *J.A. Montgomery Risk Control*
David DeWeese, Esquire, Fund Solicitor, *The DeWeese Law Firm, P.C.*
John Hansen, Fund Treasurer
Jordan Simone, Fund Wellness Director

Present Risk Management Consultants were:

C. J. Adams Company
Atlantic Associates
J. Byrne Agency, Inc.
Conner Strong & Buckelew
Glenn Insurance
Hardenbergh Insurance
Thomas Heist Insurance Agency
Insurance Agencies Inc.
Marsh & McLennan Agency
William R. Mints Agency
Syracusa-Kauffman Insurance

Absent Risk Management Consultants were:

Assured Partners
BCA Insurance
McMahon Agency, Inc.

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

In absence of Mr. Simone, North Wildwood, Ms. Canesi, Northfield (*arrived late*), and Ms. Bishop, Dennis Twp., alternates Ms. Smuz, Upper Twp., Mr. Wahl, Avalon, and Mr. Goos, Ventnor were moved to the Executive Committee for voting purposes.

Motion by Ms. Woods, seconded by Mr. Spoltore, to move alternates Ms. Smuz, Upper Twp., Mr. Wahl, Avalon, and Mr. Goos, Ventnor, to the Executive Committee for voting purposes. All in Favor. Motion carried by unanimous vote.

RESOLUTION FOR REVISED EXECUTIVE COMMITTEE AND ALTERNATES

Chair Craft entertained a motion to adopt Resolution 2022-23, Confirming a Revised Executive Committee and Alternates for the 2022 Fund Year.

Motion by Ms. Woods, seconded by Mr. Spoltore, to adopt Resolution 2022-23, Confirming a Revised Executive Committee and Alternates for the 2022 Fund Year, as presented.

ROLL CALL	Yeas:	Scott Wahl, Avalon Liz Woods, <i>Sec</i> , Ocean City Jim Craft, <i>Chair</i> , Stone Harbor Teri Smuz, Upper Twp. Roy Spoltore, Upper Deerfield Twp. Jim Goos, Ventnor Lauren Vitelli, West Cape May
	Nays:	None
	Abstain:	None

Motion carried by unanimous vote.

APPROVAL OF MINUTES– OPEN SESSION

Chair Craft entertained a motion to approve the meeting minutes of the February 16, 2022 Executive Committee Meeting.

Motion by Mr. Wahl, seconded by Mr. Goos, to approve the meeting minutes of the February 16, 2022 Executive Committee Meeting. All in Favor. Motion carried by unanimous vote.

APPROVAL OF MINUTES – CLOSED SESSION

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

Chair Craft entertained a motion to adopt the Closed Session Meeting Minutes of the February 16, 2022 Executive Committee meeting.

Motion by Ms. Woods, seconded by Mr. Spoltore, to approve the Closed Session minutes of the February 16, 2022 Executive Committee meeting as presented. All in Favor. Motion carried by unanimous vote.

The Closed Session meeting minutes of the February 16, 2022 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 #2022-24

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 Craft entertained a motion to adopt *Closed Session Resolution 2022-24*.

Motion by Ms. Vitelli, seconded by Mr. Spoltore, to adopt *Resolution 2022-24* as presented.

ROLL CALL	Yeas:	Scott Wahl, Avalon Liz Woods, <i>Sec</i> , Ocean City Jim Craft, <i>Chair</i> , Stone Harbor Teri Smuz, Upper Twp. Roy Spoltore, Upper Deerfield Twp. Jim Goos, Ventnor Lauren Vitelli, West Cape May
	Nays:	None
	Abstained:	None

All in favor. Motion carried by unanimous vote.

REOPEN PUBLIC PORTION OF THE MEETING

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

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

AUTHORIZATION OF CLAIMS PAYMENTS

The claims for payment were presented as discussed in *Closed Session*.

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

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

Motion by Ms. Woods, seconded by Ms. Vitelli to approve the claims payments as discussed in *Closed Session*.

They are as follows:

February 2022 PARs:

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>
2019150119	2020179470	2022250759
2019164840	2021234471 (01-02)	2022262376
MLT-2022259943 (01-02)		2022245352
2021237514		2022260027
MLT-2021216396 (01-02)		
2022257988		
2019175513		
2020196896		

ROLL CALL **Yeas:** Scott Wahl, **Avalon**
Liz Woods, **Sec, Ocean City**
Jim Craft, **Chair, Stone Harbor**
Teri Smuz, **Upper Twp.**
Roy Spoltore, **Upper Deerfield Twp.**
Jim Goos, **Ventnor**
Lauren Vitelli, **West Cape May**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

ABANDON SUBROGATION

There were no files to abandon subrogation on this month.

CLAIMS REVIEW COMMITTEE REPORT – OPEN SESSION ITEMS

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses – March

Mr. Roselli reported that the *Lessons Learned from Losses* this month focuses on Office Safety. He reminded the members that most of these claims are preventable. He noted that hopefully everyone will become more alert to any dangerous areas and report them. He stated that open file cabinets, electrical or computer cords, boxes, etc. can cause an accident. He stated that two claims in the newsletter were due to tripping in an office.

Ms. Samuelson reported that two different times a screw has come out of an employee chair and they have fallen. She noted that now they check ALL screws throughout office at the Day Light Savings time change twice a year.

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

MANAGED HEALTH CARE REPORT

Lost Time v. Medical Only Cases

In Ms. Beatty's absence, Mr. Roselli presented the ACM JIF Lost Time v. Medical Only Cases (Intake Report).

	Feb	YTD
<i>Total Intakes (New Claims)</i>	73	218
<i>Report Only</i>	41	85
<i>Report Only % of Total</i>	56%	39%
<i>Medical Only</i>	28	114
<i>Lost Time</i>	4	19
<i>Medical Only/Lost Time Ratio</i>	88:12	88:12
<i>Occupational, Claim Petition, Cancer Presumption</i>	0	0
<i>COVID-19</i>	36	122
<i>Average Days to Report to QL</i>	5.5	5.3
<i>Average Days to Report to employer</i>	1.2	0.9

PPO Penetration Report:

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

<i>PPO Penetration Rate</i>	Feb	YTD
<i>Bill Count</i>	737	1,131
<i>Original Provider Charges</i>	\$904,220	\$1,336,829
<i>Re-priced Bill Amount</i>	\$433,286	\$562,170
<i>Savings</i>	\$470,934	\$774,659
<i>% of Savings</i>	52%	58%
<i>Participating Provider Penetration Rate- Bill count</i>	86%	88%
<i>Participating Provider Penetration Rate-Provider Charges</i>	93%	94%
<i>EPO Penetration Rate – Bill Count</i>	86%	88%
<i>EPO Penetration Rate –Provider Charges</i>	90%	93%

Transitional Duty Report

Mr. Roselli presented the *Transitional Duty reports*.

<i>Transitional Duty Summary Report</i>	YTD
<i>Transitional Duty Days Available</i>	1,268
<i>Transitional Duty Days Worked</i>	1,028
<i>% of Transitional Duty Days Worked</i>	81%
<i>Transitional Duty Days Not Accommodated</i>	240
<i>% of Transitional Duty Days Not Accommodated</i>	19%
<i>Money Saved by Accommodating</i>	\$106,151
<i>Cost of Days NOT Accommodated</i>	\$21,611

Mr. Roselli commented that Ms. Beatty has added a Managed Care "quick note" (see pg 21) to her report going forward. This shares examples of behind the scenes managed care activities. He noted that this 2017 claim was a lifeguard with a hernia and hip pain. Ms. Beatty worked with the provider and the surgery center negotiating the price and obtained a guarantee pricing letter. After the surgery, the claimant still had pain and was referred to a specialized doctor. Ms. Beatty is currently working with this specialist negotiating this pricing.

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

Law Enforcement Liability Consultant Report

Mr. Winter noted his report outlines the police departments he has met with stating that seven (7) are scheduled and seven (7) remaining to be scheduled. He is assisting members with cyber security training, managing aggressive behavior training, police accreditation, K-9 training, etc. He noted that some agencies have requested assistance with policy manual revisions and select topics. He noted that towns outlined in report completed Wizer training. He also commented that one of the trainings he completed in January is *Managing Aggressive Behavior*. He will begin holding this training in the fall.

Mr. Winter stated Law Enforcement Bulletin 22-03 focuses on K-9 units and certain aspects that members' policies should include. It provides information for drug detection dogs as well as releasing the dog to assist in capturing a suspect. It is a reminder that since the law changed regarding marijuana, you can't change existing smells that the dog knows. He noted that anyone getting a new K-9 will be able to train the dog without marijuana.

Mr. Winter also met with Mr. DeWeese and discussed some police civil rights cases to try and find a common trend.

Mr. Winter asked if there are any questions. No questions were entertained.

SOLICITOR'S REPORT

Mr. DeWeese stated that there are (89) open GL cases and (24) of them are police civil rights cases.

Closed Claims

Mr. DeWeese noted that there were two (2) cases closed in March with one (1) having no payment to Plaintiff. He then reviewed the outcomes.

MEL EPL Helpline

Mr. DeWeese stated that there is a reminder regarding the MEL EPL Helpline in the agenda. He also urged members to review the MEL EPL Helpline Authorized Contact list and make certain that the individual listed is accurate as he recognizes several individuals that retired and/or are no longer with the municipality. He noted that a resolution to change individuals can be found on the JIF website under "operating documents".

Mr. DeWeese entertained any questions. No questions were entertained.

COMMITTEE REPORTS

Strategic Planning – Mr. Hirsch noted that the Strategic Planning Committee met via zoom on February 24, 2022 and the minutes are included in the agenda packet. He stated that there are fourteen (14) members up for renewal effective January 1, 2023 and member visitation will continue. He reported that the PRIMA Conference will be held June 5-8, 2022 in San Antonio, TX and AGRiP will be October 4-7, 2022 with location TBD.

Mr. Hirsch noted that the April meeting may conflict with vacations since it is directly after Easter. He asked the members to respond with a show of hands as to whether they prefer to hold the meeting on April

13th or 27th. After some confusion, Mr. Miola noted he will email the members asking for their date preference following today's meeting.

Mr. Hirsch also mentioned that Ms. Garrison was the Strategic Planning co-chair, but has retired. He stated that Ms. Kirn, Corbin City, has volunteered. The next meeting is planned for June 23, 2022.

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

WELLNESS DIRECTOR REPORT

Ms. Simone stated that her report is included in the agenda packet. She encouraged the members to read through her materials beginning on page 40.

Ms. Simone emailed the Q1 challenge ideas with the healthy habit challenge. She encouraged members in 2022 to use a wellness calendar; track healthy habits (maybe make it a competition); and watch the recorded *Secrets to Stress Free Sleep* webinar from 2/23/22 on the JIF website.

Ms. Simone noted that new for 2022 is the Wellness Advisory Committee, in conjunction with Burlco and Trico JIFs, which will happen three times a year to discuss wellness ideas and barriers.

Ms. Simone reminded members that water and healthy snack purchases cannot exceed more than 50% of your annual funds; and total prize values for contests cannot exceed \$250 and gift cards are only permissible if given as a prize/incentive for participating in a wellness contest/challenge with prior approval from Wellness Director. Members should contact Jordan via email with ideas for purchases and contests prior to buying them.

Ms. Simone noted that the newsletter focuses Your Brain on Exercise; Mini Workout Benefits; Ways to Move your Body More; Olive Oil vs. Canola Oil; Guided Meditation for Stress; and a Healthy recipe.

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

EXECUTIVE DIRECTOR'S REPORT

12/31/21 Loss Ratio Snapshots – Mr. Forlenza reported that the 12/31/21 JIF/MEL/EPL loss ratio snapshots will be posted to Origami by tomorrow.

SLEO Training – Mr. Forlenza noted that the SLEO Training is scheduled for May and all members will be notified of the dates once finalized.

Certificates of Insurance - Mr. Forlenza noted that the certificates of insurance issued are included in the agenda. He asked members to review and please make sure that these were requested by your municipality and issued properly. He noted that many were reissued effective January 1, 2022 so please review your certificates and that there reissuance was appropriate and reach out to Ed Cooney at the Underwriter's office if there are any questions.

Safety, OSB, Wellness and EPL/Cyber Reimbursement- Mr. Forlenza stated that all SIP, OSB, Wellness and EPL/Cyber funds for 2022 are now listed in the agenda. These were also listed in a consolidated letter along with the reimbursement guidelines for the programs that was emailed by Sheila Ortiz. He stated that the SIP letters will be released after the Safety and Claims Coordinator Roundtable on April 9th. The SIP program is the only one where you can claim the money upfront within the time period allotted. Please start planning the uses for them or reach out if you have any questions.

MEL Cyber Risk Management Plan Compliance Status – Mr. Forlenza reported that there is a checklist on pages 70-71. He noted it depicts the members' current status in regards to the Cyber RMP. He encouraged members to work with their IT personnel to implement these guidelines to protect their municipality, assist the JIF in getting cyber coverage, and reduce their deductibles. If you feel the report is

inaccurate, please contact Ed Cooney at the Fund Underwriter's office. He noted that some members are not in compliance with any of the tiers and that is concerning. He informed the members there was a recent cyber-attack on a large municipality in Mercer County and the town is completely shut down.

Statutory Bonds - Mr. Forlenza noted that there are statutory positions that require individual bonds so please review the checklist on pages 72-73 as it is the individual, not the position, which is bonded. With retirements this year being popular, please make certain you complete the application for any change in a bonded position. He reported that the report format has changed to include multiple positions for one individual. He also noted that all statutory bonds will be re-underwritten once every three years. He also noted that if a member is bonded in one town and works in another town through an interlocal services agreement, the bond does not apply to the other town and they must be bonded in each town where they work. Please contact Ed Cooney with questions.

Elected Officials Training - Mr. Forlenza noted the first Elected Officials training was held on March 9th. A copy of the invite is in the agenda packet and the sign in sheets will be loaded to the website next week. He stated that four more dates have been set on April 6, April 11th, April 27th and 28th. Deadline for taking this training is May 1, 2022.

WIZER Employee Cyber Hygiene Training - Mr. Forlenza noted the current status is on pages 84 & 85 in the agenda. He stated that Ms. Patel is working with members to get employees registered. He asked members to review the Monday morning roster and that it includes names and email addresses of all employees. Reach out to Ms. Patel in our office for assistance.

WIZER Employee Roster Updates & Whitelisting Status - Mr. Forlenza noted that Ms. Patel sent out employee rosters to each member asking for confirmation they are accurate. He reminded the members that WIZER has started phishing exercises. He noted that Wizer's IP addresses will need to be white listed by your IT professional, but 39% of the members have still not completed this process. He noted that a list of IP addresses to be whitelisted was emailed and that you should forward the list to your IT professional for white listing so they may begin testing. Once this is complete, please email Kamini Patel at our office.

D2 Network Testing - Mr. Forlenza noted that D2 was contracted to provide external network scanning and penetration testing. He stated that the VSA service agreement was email to the members and must be signed and returned in order to begin testing. The IT Directors should NOT be signing this form; the individual with signing authority at the municipality should be signing this form. He also noted a "know your client" (KYC) form was also emailed and must be returned as well. Once these are received, the scanning and testing will begin. Please contact our office immediately if you are not showing as complete on page 87. He also noted that the early results from testing are showing wide open network ports, servers that are using "admin" and "1234" for their login/password, and open wi-fi connections, etc. He stated that D2 is expanding its scanning due to the issues overseas.

Payroll Audits - Mr. Forlenza noted that payroll audits are underway for 2021 which will serve as the basis for the 2023 WC excess premiums. Please upload data to the payroll auditor's portal at Bowman by March 11, 2022. If this was not completed, please do so as soon as possible.

Property Appraisals - Mr. Forlenza stated that all members received an email asking them to review their property schedules in Origami before March 21, 2022. He noted that AssetWorks will contact those members who are due for a physical appraisal this year. Those members receiving a physical appraisal were listed in the email.

Financial Disclosure Statements - Mr. Forlenza noted that all new fund commissioners were sent their PIN numbers in an email from Kris Kristie. If you are a new fund commissioner and have not received a PIN number, please contact our office as you must include the fund commissioner position on that form. You must use this and complete your financial disclosure statement once the system is ready. He noted that the State sent notice that these will begin in a few weeks. His office will send notification once it begins.

New Fund Commissioner Orientation – Mr. Forlenza stated that the new fund commissioner orientation will be held on April 19, 2022 via zoom. Additional information will be sent in the next few weeks.

RMC Roundtable - Mr. Forlenza noted the RMC Roundtable will be held on May 19, 2022 both AM & PM sessions at Merighi's in Vineland. This is a good opportunity to discuss coverage, exposures, renewal process in origami, etc.

EPL/Technology Risk Management Committee- Mr. Forlenza noted that the EPL/Technology Risk Management Committee met prior to the Executive Committee meeting and he received authority to begin searching for a Technology Risk Services Director. He stated that the money is already in the budget for 2022. He further stated that his office has been handling this thus far and it is a lot of work and a professional is needed. He asked the Executive Committee for Motion to authorize the Executive Director's office to advertise for a Technology Risk Services Director.

Motion to Advertise for a Technology Risk Services Director

Chair Craft entertained a motion to authorize the Executive Director's office to advertise for a Technology Risk Services Director.

Motion by Ms. Woods, seconded by Ms. Smuz to authorize the Executive Director's office to advertise for a Technology Risk Services Director as presented.

ROLL CALL

Yeas:

Scott Wahl, **Avalon**
Liz Woods, **Sec, Ocean City**
Jim Craft, **Chair, Stone Harbor**
Teri Smuz, **Upper Twp.**
Roy Spoltore, **Upper Deerfield Twp.**
Jim Goos, **Ventnor**
Lauren Vitelli, **West Cape May**

Nays:

None

Abstained:

None

Motion carried by unanimous vote.

Qual-Lynx Annual Report – Mr. Forlenza stated that Qual-Lynx's Annual Report can be found in the Claims Review Committee minutes on page 10. He asked members to review this report as Mr. Roselli and Ms. Beatty provided great information to share with the members. Please reach out to them with any questions.

MEL/RCF REPORTS

Mr. Hirsch noted that the MEL, MRHIF & NJCE Educational Seminar is scheduled for April 29, 2022 from 9-12pm and May 6, 2022 from 9-12pm as outlined on page 88 of the agenda. He also noted that on page 89 is the announcement of the beginning of the Cyber JIF. Updates will be provided along the way.

SAFETY DIRECTOR'S REPORT

Mr. Garish stated that the Safety Director's Report begins on page 90. He stated that the report is self-explanatory.

Mr. Garish stated that a list of all bulletins sent out are listed in his report. He reminded members that these are also listed on the www.ACMJIF.org and MEL websites and the MEL mobile app. He stated that ALL MSI communications will be sent through the MEL app which has been recently updated with friendlier features. He encouraged all members to download the MEL mobile app.

Mr. Garish noted that there are four (4) different platforms for training now. He stated that they are: MSI LIVE training (which includes the MEL media library video rentals); the MSI NOW (streaming videos

added this year due to COVID); the traditional videos for streaming on MSI; and webinar trainings with live instructors for CEUs (this can be accessed from MSI). He noted the virtual MSI training directory is in his report. He noted that the MSI website was recently updated and is now easier to navigate. He reminded members that for an attendee to secure CEUs, the attendee **MUST** be present for the entire session.

Mr. Garish reminded the members that the Safety Committee dates were due by February 18, 2022 and the safety contract is due by March 31, 2022.

Mr. Garish noted that the first Safety and Claims Coordinator Roundtable is scheduled for April 5th at 9am via zoom. Information is on the registration page, but you can contact his office for more details.

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

TREASURER'S REPORT

Reports

Mr. Hansen presented the Treasurer's Report for the period ending **February 28, 2022**. The reports were made part of the agenda packet beginning on page 93. Mr. Hansen noted the following information:

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

Member	2/28/2022 Unaudited(includes interest allocation)
Buena Vista	0
Egg Harbor City	42,444.41
Hamilton Township	85,872.13
Hammonton Town	194,081.04
Lower Township	163,612.02
Middle Township	174,827.13
Mullica Township	27,990.38
Northfield	111,301.79
Pleasantville City	509.68
Port Republic	4,577.95
Upper Deerfield Township	74,271.88
Waterford Township	28,233.72
Upper Township	134,606.98
Stone Harbor	9,497.96
Total	\$1,051,827.07

Receipt Activity for the Period:

	February	YTD
Subrogation Receipts	\$1,442.20	\$21,455.91
Other Receipts	\$1,750.00	\$17,106.00
Adjustment Receipts	-\$1,015.00	-\$1,015.00
Assessments	\$2,449,213.00	
Entry Fee (application)		
Refund of EPL/POL		
Investor Interest		
Return of Investment		
Deposit not recorded	\$450.00	
Media Pro Settlement	\$4,121.50	

Claim Activity for the Period

Claim activity for the month of **February** for claims paid by the Fund and claims payable by the Fund. Total of 376 checks issued; 1,556 claims payments in the amount of \$933,824.65 with effect on cash position of \$859,811.23.

Cash Activity for the Period

During the reporting month, the Fund's "Cash Position" changed from an opening balance in **February** of \$48,755,637.76 to a closing balance of \$48,902,393.11 showing an increase in the Fund of \$146,755.35.

Investment Interest

Interest Income:	Feb	YTD
Interest Received	<\$86,260.07>	
Overall rate of return	-2.12%	

Unrealized Gain/Loss Position	Feb
Treasury	\$90,927.38

Accrued Interest Position	Feb
Treasury	\$55,432.00

Allocation of Invested Funds

FUND	January Total	January Percentage	Feb Total	February Percentage
Treasury	\$19,024,708.06	39%	\$18,030,253.38	37%
JCMI	\$20,674,384.78	42%	\$20,559,132.77	42%
Investors	\$9,056,544.92	19%	\$10,313,006.96	21%
TOTALS	\$48,755,637.76		\$48,902,393.11	

JCMI Reports

Mr. Hansen apologized for the delay in the agenda packet as his JCMI reports are not arriving until the 9th or 10th of month and holding up the packet.

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

Payment Register

Chair Craft entertained a motion to approve the *February 2022 Payment Register* (Claims Activity).

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

Motion by Ms. Woods, seconded by Mr. Wahl to approve the *February 2022 Payment Register* (Claims Activity) as submitted by Mr. Hansen.

ROLL CALL

Yeas:

Scott Wahl, **Avalon**
 Liz Woods, *Sec*, **Ocean City**
 Jim Craft, *Chair*, **Stone Harbor**
 Teri Smuz, **Upper Twp.**
 Roy Spoltore, **Upper Deerfield Twp.**
 Jim Goos, **Ventnor**
 Lauren Vitelli, **West Cape May**

Nays:

None

Abstained:

None

Motion carried by unanimous vote.

Bill List – March

For the Executive Committee’s consideration, Mr. Hansen presented the *March 2022 Bill List* in the amount of **\$298,559.15**.

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

Chair Craft entertained a motion for approval of the *March 2022 Bill List*.

Motion by Mr. Spoltore, seconded by Ms. Vitelli, to approve the *March 2022 Bill List* as presented.

ROLL CALL

Yeas:

Scott Wahl, **Avalon**
 Liz Woods, *Sec*, **Ocean City**
 Jim Craft, *Chair*, **Stone Harbor**
 Teri Smuz, **Upper Twp.**
 Roy Spoltore, **Upper Deerfield Twp.**
 Jim Goos, **Ventnor**
 Lauren Vitelli, **West Cape May**

Nays: None
Abstained: None

Motion carried by unanimous vote.

MISCELLANEOUS BUSINESS

Resolution 2022-25 Lisa Garrison Retirement

Chair Craft entertained a motion to adopt Resolution 2022-25, Recognizing Lisa Garrison for her service to the Atlantic County Municipal JIF.

Motion by Mr. Wahl, seconded by Mr. Spoltore, to adopt Resolution 2022-25, Recognizing Lisa Garrison for her service to the Atlantic County Municipal JIF as presented. All in Favor. Motion carried.

Next Meeting

Chair Craft reminded the members that the next meeting will be held on **Wednesday, April 20, 2022 at 3:00 PM at Avalon Community Hall.**

PUBLIC COMMENT

Open Public Comment

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

Motion by Ms. Woods, seconded by Mr. Spoltore, to open the meeting to the public. All in favor. Motion carried.

Close Public Comment

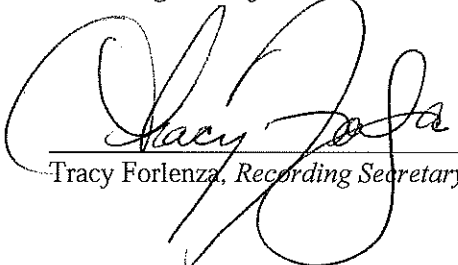
Chair Craft entertained a motion to close the public comment.

Motion by Ms. Woods, seconded by Ms. Vitelli, to close the meeting to the public. All in favor. Motion carried.

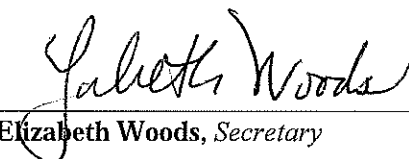
MOTION TO ADJOURN

Motion by Ms. Woods, seconded by Ms. Smuz, to adjourn the March 16, 2022 meeting of the ACM JIF. All in favor. Motion carried.

The meeting was adjourned at 4:01 PM.



Tracy Forlenza, Recording Secretary for



Elizabeth Woods, Secretary