



ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

Avalon Community Hall, Avalon, NJ

April 20, 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, 3001 Avalon Blvd., Avalon, NJ on April 20, 2022 at 3:00 PM, prevailing time. Acting Chair Woods, City of Ocean City, 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**
Deb Lindholm, **Cape May City**
Heather Sparks, **Commercial Twp.**
LaVerne Kirn, **Corbin City**
Dawn Marie Bascelli, **Deerfield Twp.**
Sue Giberson, *Representing*, **Hamilton Twp.**
Leigh Ann Napoli, **Linwood City**
Rich Hirsch, **Longport Borough**
Karen Fournier, **Lower Twp.**
Varvara Keun, **Middle Twp.**
Dawn Stollenwerk, **Mullica Twp.**
Sam Barbagli, **Newfield Borough**
Shannon Campbell, *Alt.*, **Northfield City**
Ron Simone, *Acting Secretary*, **North Wildwood City**
Liz Woods, *Acting Chair*, **Ocean City**
Kellie Seib, **Sea Isle City**
Lucy Samuelson, **Somers Point City**
Teri Smuz, **Upper Twp.**
Roy Spoltore, **Upper Deerfield Twp.**
Jim Goos, **Ventnor City**
Jim D'Auria, **Waterford Twp.**
Carol Sabo, *Alt.*, **West Cape May Borough**
Steve O'Connor, **Wildwood City**

Connie Mahon, **Wildwood Crest**

Absent were:

Jessica Thompson, **Absecon City**
Ed Grant, **Cape May Point**
Jessica Bishop, **Dennis Twp.**
Bob Campbell, **Downe Twp.**
Jeff Mayfield, **Egg Harbor Twp.**
Christine Masker, **Estell Manor City**
Patricia Gatto, **Folsom Borough**
Christian Johansen, **Galloway Twp.**
Lisa McLaughlin, **Margate City**
Ray Compari, **Millville City**
Skip Williams, **Pleasantville City**
Jim Craft, *Chair*, **Stone Harbor Borough**
Elaine Crowely, **West Wildwood City**
DJ Ayres, **Weymouth Twp.**
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
Karen Beatty, Managed Care Provider, *QualCare*
Chris Winter, Sr., Law Enforcement Consultant
Liam Callahan, Safety Consultant, *J.A. Montgomery Risk Control*
Scott DeWeese, Esquire, *Representing* the Fund Solicitor, *The DeWeese Law Firm, P.C.*
Jordan Simone, Fund Wellness Director

Present Risk Management Consultants were:

J. Byrne Agency, Inc.
Conner Strong & Buckelew
Glenn Insurance
Hardenbergh Insurance
Thomas Heist Insurance Agency
Insurance Agencies Inc.
Marsh & McLennan Agency
McMahon Agency, Inc.
William R. Mints Agency
Siracusa-Kauffman Insurance

Absent Risk Management Consultants were:

C. J. Adams Company
Assured Partners
Atlantic Associates
BCA Insurance

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

In absence of Chair Craft, Secretary Woods moved to Acting Chair and Mr. Simone moved to Acting Secretary. In absence of Ms. Canesi, Northfield, Ms. Bishop, Dennis Twp., Ms. Vitelli, West Cape May and Chair Craft, alternates Ms. Sparks, Commercial, Ms. Smuz, Upper Twp., Mr. Wahl, Avalon, and Mr. Goos, Ventnor were moved to the Executive Committee for voting purposes.

Motion by Mr. Simone, seconded by Mr. Spoltore, to move alternates Ms. Sparks, Commercial, 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.

APPROVAL OF MINUTES – OPEN SESSION

Acting Chair Woods entertained a motion to approve the meeting minutes of the March 16, 2022 Executive Committee Meeting.

Motion by Mr. Wahl, seconded by Mr. Goos, to approve the meeting minutes of the March 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.

Acting Chair Woods entertained a motion to adopt the Closed Session Meeting Minutes of the March 16, 2022 Executive Committee meeting.

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

The Closed Session meeting minutes of the March 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 #2022-26

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.

Acting Chair Woods entertained a motion to adopt *Closed Session Resolution 2022-26*.

Motion by Mr. Wahl, seconded by Mr. Goos, to adopt *Resolution 2022-26* as presented.

ROLL CALL

Yeas:

Scott Wahl, **Avalon**
Heather Sparks, **Commercial**
Ron Simone, *Acting Sec*, **North Wildwood**
Liz Woods, *Acting Chair*, **Ocean City**
Teri Smuz, **Upper Twp.**
Roy Spoltore, **Upper Deerfield Twp.**
Jim Goos, **Ventnor**

Nays:

None

Abstained:

None

All in favor. Motion carried by unanimous vote.

REOPEN PUBLIC PORTION OF THE MEETING

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

Motion by Mr. Simone, seconded by Mr. Wahl, 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*.

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

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

Motion by Mr. Goos, seconded by Ms. Smuz to approve the claims payments as discussed in *Closed Session*.

They are as follows:

March 2022 PARs:

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>	<i>Auto Liability</i>
2020192327	2020186116	2022262808	2019176354
2022246353	2020186069	2022263129	
2022244701	2021212710	2022263010	
2019168342	2020183803	2022263094	
2021218330	2022263010	2022265849	
2022262333	2022263094	2022264651	
2022259510	2022265849	2022262888	
2019175488	2022264651	2022262367	
2022267947	2022262888		
2020185920	2022262367		
2020177776			
2022244879			
2021210126			
2022257729			
2022261571			
2019168813			
2020204572			
2021226102			
2021210241			
2022258217			

ROLL CALL

Yeas:

- Scott Wahl, **Avalon**
- Heather Sparks, **Commercial**
- Ron Simone, *Acting Sec*, **North Wildwood**
- Liz Woods, *Acting Chair*, **Ocean City**
- Teri Smuz, **Upper Twp.**
- Roy Spoltore, **Upper Deerfield Twp.**
- Jim Goos, **Ventnor**

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 – April

In Mr. Roselli's absence, Ms. Beatty reported that the *Lessons Learned from Losses* this month focuses on Police Vehicle Safety. She noted that 58 officers were killed in traffic incidents in 2021; a 38% increase from 2020 with 27 of them were struck by another vehicle. She reminded the members of some safety tips for officers: make sure officers are wearing their seatbelts at all times in the vehicle; reminding officers of dangers and best practices; limit the amount of time the officers are sitting on side of road; and limit equipment in car or secured it in trunk.

Ms. Beatty noted an example of a claim where the officer stopped on the median to perform paperwork. A car drifted out of their lane and struck vehicle. Even with his seatbelt, the officer needed shoulder surgery, pain management, and physical therapy with total costs over \$135,000.

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

MANAGED HEALTH CARE REPORT

Lost Time v. Medical Only Cases

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

	<i>March</i>	<i>YTD</i>
<i>Total Intakes (New Claims)</i>	47	271
<i>Report Only</i>	22	111
<i>Report Only % of Total</i>	47%	41%
<i>Medical Only</i>	20	128
<i>Lost Time</i>	3	30
<i>Medical Only/Lost Time Ratio</i>	87:13	81:19
<i>Occupational, Claim Petition, Cancer Presumption</i>	2	2
<i>COVID-19</i>	3	99
<i>Average Days to Report to QL</i>	2.2	4.7
<i>Average Days to Report to employer</i>	.6	0.9

PPO Penetration Report:

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

<i>PPO Penetration Rate</i>	<i>March</i>	<i>YTD</i>
<i>Bill Count</i>	771	1,902
<i>Original Provider Charges</i>	\$763,181	\$2,100,009
<i>Re-priced Bill Amount</i>	\$328,475	\$890,644
<i>Savings</i>	\$434,706	\$1,209,365
<i>% of Savings</i>	57%	58%
<i>Participating Provider Penetration Rate- Bill count</i>	93%	90%
<i>Participating Provider Penetration Rate-Provider Charges</i>	95%	95%
<i>EPO Penetration Rate – Bill Count</i>	94%	91%
<i>EPO Penetration Rate –Provider Charges</i>	97%	94%

Transitional Duty Report

Ms. Beatty presented the *Transitional Duty reports*.

<i>Transitional Duty Summary Report</i>	<i>YTD</i>
<i>Transitional Duty Days Available</i>	1,802
<i>Transitional Duty Days Worked</i>	1,410
<i>% of Transitional Duty Days Worked</i>	78%
<i>Transitional Duty Days Not Accommodated</i>	392
<i>% of Transitional Duty Days Not Accommodated</i>	22%
<i>Money Saved by Accommodating</i>	\$141,303
<i>Cost of Days NOT Accommodated</i>	\$36,429

Ms. Beatty reminded the members of the Managed Care “quick notes” (see pg 25). This shares examples of behind the scenes managed care activities. In a 2017 claim, she reported how she worked with the providers and doctors to obtain the discounts for additional savings.

Managed Care Timeline

Ms. Beatty reviewed a schematic of how her company has transitioned with different company names over the years. She stated that from 2002-2008 QualCare handled WC managed care services. In 2009, Qani purchased Scibal and operated the TPA as QualCare Alliance Networks. In 2013, QualCare transitioned to Qual-Lynx. In 2015, Qani merged with Cigna and in 2016 Qual-Lynx implemented a claims administration system. She noted that in 2021, Qani WC was acquired by Mitchell Genex Coventry and the new company launched as Enlyte.

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

Law Enforcement Liability Consultant Report

Mr. Winter noted his report outlines the ten (10) police departments he has met with and three (3) scheduled and three (3) remaining members (Absecon, Stone Harbor and Wildwood) to be scheduled. He is assisting members with various trainings, etc. He noted that he will begin assisting the members with Critical Incident Debriefing as there has been a recent increase in PTSD (Post Traumatic Stress Disorder) that occur from so many different scenarios as a Police Officer. He stated that all members have these policies in place except North Wildwood and they will be addressing this issue accordingly. He also agreed with Ms. Beatty that Transitional Duty is important for officers and there are many opportunities for them without being on patrol such as Expungement of criminal convictions, clerical work, etc.

Mr. Winter stated that all members completed the Wizer cyber training. He stated he will be teaching a class on managing aggressive behavior in the fall since so much training is occurring now.

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

SOLICITOR'S REPORT

In David DeWeese's absence, Scott DeWeese gave the solicitor's report.

Closed Claims

Mr. Scott DeWeese noted that there were two (2) cases closed in March and he then reviewed the outcomes.

MEL EPL Helpline

Mr. Scott 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. The resolution to make changes is on the ACM JIF website.

Resolutions 2022-27 through 2022-31 Release of Closed Session Minutes

Mr. Scott DeWeese stated that in the agenda are resolutions authorizing the release of 2015, 2016, 2017, 2020 and 2021 closed session minutes inclusive of previous redacted discussion due to ongoing litigation that may now be released. He noted that Mr. Dave DeWeese, upon review of the previous redactions, determined that the redacted areas of the minutes can now be released.

Acting Chair Woods entertained a motion to approve Resolutions 2022-27 through 2022-31 *Authorizing the Release of 2015, 2016, 2017, 2020 and 2021 Closed Session Minutes Inclusive of Previous Redacted Discussion Due to Ongoing Litigation.*

Motion by Mr. Goos, seconded by Ms. Smuz to approve Resolutions 2022-27 through 2022-31 *Authorizing the Release of 2015, 2016, 2017, 2020 and 2021 Closed Session Minutes Inclusive of Previous Redacted Discussion Due to Ongoing Litigation*, as presented.

ROLL CALL

Yeas:

Scott Wahl, **Avalon**
Heather Sparks, **Commercial**
Ron Simone, *Acting Sec*, **North Wildwood**
Liz Woods, *Acting Chair*, **Ocean City**
Teri Smuz, **Upper Twp.**
Roy Spoltore, **Upper Deerfield Twp.**
Jim Goos, **Ventnor**

Nays:

None

Abstain:

None

Motion carried by unanimous vote.

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

COMMITTEE REPORTS

Safety Committee Meeting – Mr. Wahl noted that the minutes from April 7, 2022 were a handout today. He noted some highlights are: Supervisory Investigation Reports were not always being completed and this form helps prevent similar accidents from occurring. He reported that having a wellness initiative has helped reduce costs of claims. Qual-Lynx is now tracking claim costs with comorbidities vs. non-comorbidities. He noted that 70% of the members are not in compliance with NJ Department of Health Right to Know requirements; 12 members from ACM JIF are in compliance. The Committee discussed

using J.A. Montgomery for this requirement as both BURLCO and TRICO JIFs currently do. He stated that the minutes have a list of ideas for wellness activities included. He further noted that the Annual Safety Director's report is attached to the minutes as well and members should read.

Mr. Wahl 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 46.

Ms. Simone emailed the Q2 Wellness Observance Calendar out to the members along with a wellness veggie challenge. She also noted brainstorming sessions with the first one held on April 21st at 10am via zoom.

Ms. Simone noted that she and Ms. Schiffer are holding the second 2022 is the Wellness Advisory Committee, in conjunction with Burlco and Trico JIFs to discuss wellness ideas and barriers on May 11, 2022 at 9:30am via zoom.

Ms. Simone updated the members regarding the Police Pilot Program with Dr. Elias. She noted the results in her report on page 46.

Ms. Simone reported that some member activities happening are: Weight Loss Challenge, Farmer's Market, 30 day meditation, zoom health workshop on stress and utilizing wellness funds for EAP (Employee Assistance Programs).

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 Basics of processed foods, scoop on added sugars, how much sodium should we be consuming, comorbidity information, mindful moment: the line of choice; and a Healthy recipe.

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

Wellness Advisory Committee Charter – Mr. Forlenza informed the members that a Wellness Advisor Committee has been formed with BURLCO and TRICO JIFs. He is asking the JIF to have a committee to discuss efforts and activities for wellness as outline in this charter. Mr. Forlenza recommends this Charter be presented at today's meeting for approval.

Acting Chair Woods entertained a motion to adopt the Wellness Advisory Committee Charter.

Motion by Mr. Wahl, seconded by Mr. Goos to adopt the Wellness Advisory Committee Charter, as presented. All in favor. Motion carried.

EXECUTIVE DIRECTOR'S REPORT

Safety and Claims Coordinator Gifts – Mr. Forlenza noted that the Safety and Claims Coordinator gifts are at each members place. He asked the Fund Commissioners and RMCs if the Fund Commissioners were not present, to please bring back to them in recognition of their efforts in helping the JIF be successful.

TULIP Program – Mr. Forlenza stated that effective January 1, 2022, the TULIP program changed. He noted there is a new insurer that is providing the program. He mentioned that a notice went out in early January and information is in the MEL bulletin. He noted that this new company is taking approximately one week to assign a location number. He asked the members to make a list of the buildings (by address) they currently have under this program and send to the JIF Underwriter Ed Cooney. Mr. Cooney will submit the locations now so that the locations are ready for the members when residents inquire about the use of a municipal facility for a private event.

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 asked members to please review your certificates 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. The SIP program is the only one where you can claim the money upfront until April 29, 2022. He asked members not to wait until the end of the year to submit their reimbursement requests.

MEL Cyber Risk Management Plan Compliance Status – Mr. Forlenza reported that on page 75-76 there is a revised report and shows all the MEL affiliated JIFs which are part of the program.

Statutory Bonds - Mr. Forlenza noted that there are statutory positions that require individual bonds so please review the checklist on pages 77-78 as it is the individual, not the position, which is bonded. He noted that all statutory bonds will be re-underwritten once every three years. Please contact Ed Cooney with questions.

Elected Officials Training – Mr. Forlenza noted the agenda has a copy of the invite and the sign in sheets will be loaded to the website next week. He stated that there are only two more dates have been set on April 27th and 28th via zoom and there is a cap of 95 people per session. He asked member to remind their elected officials as there is a \$250 incentive off the 2022 MEL premium per elected official. Deadline for taking this training is May 1, 2022.

WIZER Employee Cyber Hygiene Training – Mr. Forlenza noted the current status is on pages 87 - 88 in the agenda. He stated the report shows employees registered by town and current percentage of completion. He asked members to review the Monday morning roster as it includes names and email addresses of all employees. Reach out to Ms. Patel in our office for assistance. He noted that a new training was being released in May.

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 noted only a few towns have not responded. He reminded them that Wizer's IP addresses and domain name will need to be white listed by your IT professional. He noted that a list of IP addresses to be whitelisted was emailed and that you should forward the list to your IT professional 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 91.

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. His office will send notification once it begins.

New Fund Commissioner Orientation – Mr. Forlenza stated that the new fund commissioner orientation was held on April 19, 2022 via zoom. He noted that 20 people signed up and only 10 people participated. Please contact him if you have the need for this orientation.

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.

SLEO Training- Mr. Forlenza noted that two sessions of the Special Law Enforcement Officer Annual Training will be held on May 17, 2022 at Cape May Police Academy County Complex and another one on May 26, 2022 at Atlantic County Policy Academy. He asked that if members have a large number of officers needing the training that they contact him to hold a special session as the scheduled trainings have a limited number of spots.

Quarterly Attendance – Mr. Forlenza stated that a report for quarterly attendance taken from the Recording Secretary's meeting attendance. Please reach out to her with any questions.

MEL/RCF REPORTS

Mr. Hirsch noted that the MEL JIF report begins on page 94 of the agenda. He noted that MEL, MRHIF & NJCE Educational Seminar is scheduled for April 29, 2022 from 9-12pm and May 6, 2022 from 9-12pm. He also noted that Elected Officials training was discussed by Mr. Forlenza with the last two trainings on April 28 and 29 and the deadline to take the course is May 1, 2022.

Mr. Hirsch stated the MEL Cyber Liability JIF Committee was formed – please review the memo in the agenda packet regarding the progress. He also noted that Resolution 20-22 was adopted awarding a contract to *Policy Find* to help members identify prior insurers to submit SAM claims for coverage.

Mr. Hirsch noted that the RCF met and discussed the importance of good collaboration with the reinsurers on large complex claims and cited several examples over the past year.

SAFETY DIRECTOR'S REPORT

Mr. Callahan stated that the Safety Director's Report begins on page 97. He stated that the report is self-explanatory.

Mr. Callahan stated that the loss control services and bulletins sent 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 to view any of the bulletins. 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. Callahan 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. Callahan noted the second regional training will be held May 18 and May 25, 2022 via Zoom. The invitations to register will be sent shortly.

Mr. Callahan stated that as the weather improves please review your parks, playgrounds and boardwalks.

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

TREASURER'S REPORT

Reports

In absence of Mr. Hansen, Mr. Forlenza presented the Treasurer's Report for the period ending **March 31, 2022**. The reports were made part of the agenda packet beginning on page 100. Mr. Forlenza noted the following information:

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

Member	3/31/2022 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:

	March	YTD
Subrogation Receipts	\$88,938.17	\$100,394.08
Reclassified Receipts		\$34,442.91
Other Receipts	\$7,000.00	\$24,106.00
Adjustment Receipts	\$1,162.50	\$2,177.50
Assessments	\$0	

Claim Activity for the Period

Claim activity for the month of **March** for claims paid by the Fund and claims payable by the Fund. Total of 438 checks issued; 1,690 claims payments in the amount of \$1,169,722.50 with effect on cash position of \$1,064,329.42.

Cash Activity for the Period

During the reporting month, the Fund's "Cash Position" changed from an opening balance in **March** of \$48,902,393.11 to a closing balance of \$47,002,930.83 showing a decrease in the Fund of \$1,899,462.28.

Investment Interest

Interest Income:	March	YTD
JCMI	\$18,583.18	\$56,295.09
Treasury	\$39,812.50	\$112,358.13
Investors	\$5,159.44	\$12,210.21

Allocation of Invested Funds

FUND	February Total	February Percentage	March Total	March Percentage
Treasury	\$18,030,253.38	37%	\$12,810,218.28	27%
JCMI	\$20,559,132.77	42%	\$20,071,877.63	43%
Investors	\$10,313,006.96	21%	\$14,120,834.92	30%
TOTALS	\$48,902,393.11		\$47,902,930.83	

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

Payment Register

Acting Chair Woods entertained a motion to approve the ***March 2022 Payment Register*** (Claims Activity).

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

Motion by Mr. Simone, seconded by Ms. Smuz to approve the ***March 2022 Payment Register*** (Claims Activity) as submitted.

ROLL CALL

Yeas:

Scott Wahl, **Avalon**
 Heather Sparks, **Commercial**
 Ron Simone, *Acting Sec*, **North Wildwood**
 Liz Woods, *Acting Chair*, **Ocean City**
 Teri Smuz, **Upper Twp.**
 Roy Spoltore, **Upper Deerfield Twp.**
 Jim Goos, **Ventnor**

Nays:

None

Abstained:

None

Motion carried by unanimous vote.

Bill List – April

For the Executive Committee's consideration, Mr. Forlenza presented the *April 2022 Bill List* in the amount of **\$1,219,692.98**.

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

Acting Chair Woods entertained a motion for approval of the *April 2022 Bill List*.

Motion by Mr. Wahl, seconded by Mr. Goos, to approve the *April 2022 Bill List* as presented.

ROLL CALL	Yeas:	Scott Wahl, Avalon Heather Sparks, Commercial Ron Simone, <i>Acting Sec</i> , North Wildwood Liz Woods, <i>Acting Chair</i> , Ocean City Teri Smuz, Upper Twp. Roy Spoltore, Upper Deerfield Twp. Jim Goos, Ventnor
	Nays:	None
	Abstained:	None

Motion carried by unanimous vote.

MISCELLANEOUS BUSINESS

Next Meeting

Acting Chair Woods reminded the members that the next meeting will be held on **Wednesday, May 18, 2022 at 3:00 PM** at **Avalon Community Hall, Avalon, NJ**.

PUBLIC COMMENT

Open Public Comment

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

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

Close Public Comment

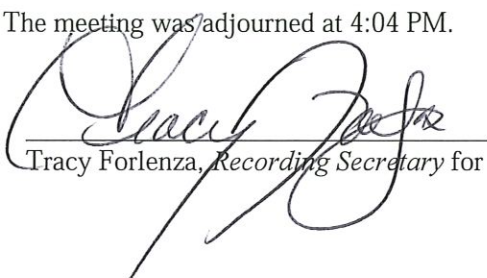
Acting Chair Woods entertained a motion to close the public comment.

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

MOTION TO ADJOURN

Motion by Ms. Smuz, seconded by Mr. Simone, to adjourn the April 20, 2022 meeting of the ACM JIF. All in favor. Motion carried.

The meeting was adjourned at 4:04 PM.



Tracy Forlenza, *Recording Secretary* for



Ronald Simone, *Acting Secretary*