



## **ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

Via Zoom Conference Call

February 15, 2023 at 3:00 PM

### ***OPEN SESSION MINUTES***

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The regular meeting of the Atlantic County Municipal Joint Insurance Fund (ACM JIF) was held on February 15, 2023 at 3:00 PM, prevailing time via Zoom Conferencing. Chair Liz Woods, 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 2023 FUND COMMISSIONERS***

Those in attendance were:

Jessica Thompson, **Absecon City**  
Scott Wahl, **Avalon Borough**  
Mollye O'Neill, **Brigantine City**  
Bill Nimohay **Buena Borough**  
Deb Lindholm, **Cape May City**  
Ed Grant, **Cape May Point**  
LaVerne Kirn, **Corbin City**  
Jackie Justice, Alt., **Dennis Twp.**  
Nadine Lockley, *Representing*, **Downe Twp.**  
Tom D'Intinio, **Egg Harbor Twp.**  
Christine Masker, Alt., **Estell Manor City**  
Patricia Gatto, **Folsom Borough**  
Alim Parks, Sr., **Galloway Twp.**  
Shantele Pollock, **Hamilton Twp.**  
Leigh Ann Napoli, **Linwood City**  
Monica Kyle, **Longport Borough**  
Karen Fournier, **Lower Twp.**  
Lisa McLaughlin, **Margate City**  
Suzanne Schumann, Alt., **Middle Twp.**  
Ray Compari, **Millville City**  
Dawn Stollenwerk, **Mullica Twp.**  
Jared Marandino, **Newfield Borough**  
Jennifer VanSant, **North Wildwood City**  
Mary Canesi, **Northfield City**  
Liz Woods, *Fund Chair*, **Ocean City**  
Shurlana Stewart, Alt., **Pleasantville City**

Kellie Seib, **Sea Isle City**  
Lucy Samuelson, **Somers Point City**  
Kate McGonagle, Alt., **Stone Harbor Borough**  
Gary DeMarzo, **Upper Twp.** (*arrived 3:45pm*)  
Roy Spoltore, *Acting Secretary*, **Upper Deerfield Twp.**  
Jim Pacanowski, **Ventnor City**  
Michael Dougherty, **Waterford Twp.**  
Carl O'Hala, Alt., **West Wildwood City**  
Ron Carroll, Alt., **Weymouth Twp.**  
Connie Mahon, **Wildwood Crest**

Absent Fund Commissioners:

Heather Sparks, **Commercial Twp.**  
Dawn Marie Bascelli, **Deerfield Twp.**  
Carol Sabo, **West Cape May Borough**  
Steve O'Connor, **Wildwood City**  
Alex Bauer, **Woodbine Borough**

Present Fund Professionals:

Paul A. Forlenza, MGA, Executive Director, *RPA a Division of Gallagher*  
Tracy Forlenza, Recording Secretary  
Christopher Roselli, Account Manager, *Qual-Lynx*  
Karen Beatty, Client Services Manager, *Qual-Lynx*  
Christopher J. Winter, Sr, CPM, Law Enforcement Risk Management Consultant  
Keith Hummel, Safety Director, *J.A. Montgomery Consulting*  
Robert Garish, Assistant Director of Public Sector, *J.A. Montgomery Consulting*  
David DeWeese, Esquire, Fund Attorney, *The DeWeese Law Firm, P.C.*  
John Hansen, Fund Treasurer  
Jordan Simone, COTA/L, CHC, RYT-200, Wellness Director  
Jerry Caruso, Technology Risk Services Director, *Wintsec Consulting*

Absent Fund Professionals:

Kamini Patel, MBA, CIC, CPCU, AIDA®, Program Director, *RPA a Division of Gallagher*

Present Risk Management Consultants were:

C. J. Adams Company  
Atlantic Associates  
Barclay Insurance Group  
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:

BCA Insurance

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

**APPROVAL OF MINUTES – OPEN SESSION**

Chair Woods entertained a motion to approve the meeting minutes of the January 18, 2023 Executive Committee Meeting.

Motion by Mr. Wahl, seconded by Mr. Spoltore, to approve the meeting minutes of the January 18, 2023 Executive Committee Meeting as presented. 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 Woods entertained a motion to adopt the Closed Session Meeting Minutes of the January 18, 2023 Executive Committee meeting.

Motion by Mr. Grant, seconded by Ms. McLaughlin, to approve the Closed Session minutes of the January 18, 2023 Executive Committee meeting as presented. All in Favor. Motion carried by unanimous vote.

The Closed Session meeting minutes of the January 18, 2023 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.

**OATHS OF OFFICE**

*Oaths of Office* were administered by Mr. DeWeese, Fund Solicitor, to Mr. Grant, Cape May Point, who was absent in January.

**MOVE UP ALTERNATES**

In absence of Ms. Sparks, Commercial Twp., Secretary Bishop, Dennis Twp., and Ms. Vitelli, West Cape May, stepping down, Chair Woods moved up Executive Committee Alternates Ms. Kirm, Corbin and Ms. McLaughlin, Margate, and Ms. Napoli, Linwood to the board for voting purposes. Mr. Spoltore moved to Acting Secretary.

Motion by Mr. Wahl, seconded by Mr. Spoltore, to move alternate(s) as presented. All in Favor. Motion carried by unanimous vote.

**CLOSED SESSION - RESOLUTION #2023-22**

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 Woods entertained a motion to adopt Closed Session Resolution 2023-22.

Motion by Mr. Spoltore, seconded by Ms. McLaughlin, to adopt Resolution 2023-22 as presented.

**ROLL CALL**

**Yeas:**

Scott Wahl, **Avalon**  
Ed Grant, **Cape May Point**  
LaVerne Kirm, **Corbin City**  
Leigh Ann Napoli, **Linwood**  
Lisa McLaughlin, **Margate**  
Liz Woods, *Chair*, **Ocean City**

Roy Spoltore, *Acting Sec*, **Upper Deerfield**

*Nays:* None  
*Abstain:* None

Motion carried by unanimous vote.

***REOPEN PUBLIC PORTION OF THE MEETING***

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

Motion by Mr. Wahl, seconded by Mr. Spoltore, 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 Woods asked if there were any questions at this time. No questions were entertained.

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

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

They are as follows:

**January 2023 PARs:**

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>
2020204206	2021225169	2023290203
2023292297	2021240989	2023292325
2023281537	2019151199	2023293042
2021222460	2020179476	
2023286210		
2022272287		
2023287496		
2023288059		
2021230246		
2020202854		
2022261128		
001235095		
2023285861		
2023286075		
2020191692		
2023282203		
2023290493		
2021225899		
2021241955		
2023280790		
2023285638		

**ROLL CALL**

*Yeas:* Scott Wahl, **Avalon**  
 Ed Grant, **Cape May Point**  
 LaVerne Kirn, **Corbin City**  
 Leigh Ann Napoli, **Linwood**

Lisa McLaughlin, **Margate**  
Liz Woods, *Chair*, **Ocean City**  
Roy Spoltore, *Acting Sec*, **Upper Deerfield**

*Nays:* None  
*Abstain:* None

Motion carried by unanimous vote.

### ***ABANDON SUBROGATION***

The following files were presented by Acting Secretary Spoltore for abandonment of subrogation this month:

<b>Qual-Lynx Files</b>
2023293042

Motion by Mr. Spoltore, seconded by Chair Woods to abandon subrogation on the presented Qual-Lynx files.

### **ROLL CALL**

*Yeas:* Scott Wahl, **Avalon**  
Ed Grant, **Cape May Point**  
LaVerne Kirn, **Corbin City**  
Leigh Ann Napoli, **Linwood**  
Lisa McLaughlin, **Margate**  
Liz Woods, *Chair*, **Ocean City**  
Roy Spoltore, *Acting Sec*, **Upper Deerfield**

*Nays:* None  
*Abstain:* None

Motion carried by unanimous vote.

### ***CLAIMS REVIEW COMMITTEE REPORT – OPEN SESSION ITEMS***

Ms. Canesi noted that the committee discussed adopting the revised Claims Review Committee charter. She noted that the charter was originally adopted at the January reorganizational meeting, however, the Executive Director's office recommending changing the charter to align with *Fund Professionals Performance Evaluation Policy* and actual practice in terms of those Fund Professionals that are under the jurisdiction of the Claims review Committee. The Claims Review Committee accepted that recommendation and is now presenting the revised charter and new language to the Executive Committee for adoption.

Chair Woods entertained a motion to adopt the revised Claims Review Committee charter.

Motion by Ms. McLaughlin, seconded by Mr. Wahl to adopt the revised Claims Review Committee charter as presented. All in favor. Motion carried by unanimous vote.

### ***CLAIMS ADMINISTRATOR'S REPORT***

#### ***Lessons Learned from Losses – February***

Mr. Roselli reported that the *Lessons Learned from Losses* this month focuses on Surveillance/Social Media. He explained how using these tools can greatly reduce the cost of claims, bring employees back to work sooner, end treatment, and reduces the costs of PPD awards. He reminded members that if they hear any talk of how a claim happened differently or the injury being claimed didn't happen that exact way, please report it to Qual-Lynx immediately. He noted that surveillance is not cheap, however, it pays off. He gave examples of employees working at other jobs while out on a workers compensation claim at their

municipal job. He noted that it helps the treating doctor release this individual and get them back to work quicker.

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>Jan</i>	<i>YTD</i>
<i>Total Intakes (New Claims)</i>	64	64
<i>Report Only</i>	31	31
<i>Report Only % of Total</i>	48%	48%
<i>Medical Only</i>	30	30
<i>Lost Time</i>	3	3
<i>Medical Only/Lost Time Ratio</i>	91:09	91:09
<i>Occupational, Claim Petition, Cancer Presumption</i>	0	0
<i>COVID-19</i>	5	5
<i>Average Days to Report to QL</i>	5.7	5.7
<i>Average Days to Report to employer</i>	1.4	1.4

**PPO Penetration Report:**

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

<b>PPO Penetration Rate</b>	<i>Jan</i>	<i>YTD</i>
<i>Bill Count</i>	424	424
<i>Original Provider Charges</i>	\$428,838	\$428,838
<i>Re-priced Bill Amount</i>	\$136,205	\$136,205
<i>Savings</i>	\$292,633	\$292,633
<i>% of Savings</i>	68%	68%
<i>Participating Provider Penetration Rate- Bill count</i>	94%	94%
<i>Participating Provider Penetration Rate-Provider Charges</i>	96%	96%
<i>EPO Penetration Rate – Bill Count</i>	97%	97%
<i>EPO Penetration Rate –Provider Charges</i>	99%	99%

**Transitional Duty Report**

Ms. Beatty presented the Transitional Duty reports.

<b>Transitional Duty Summary Report</b>	<i>YTD</i>
<i>Transitional Duty Days Available</i>	601
<i>Transitional Duty Days Worked</i>	385
<i>% of Transitional Duty Days Worked</i>	64%
<i>Money Saved by Accommodating</i>	\$38,969
<i>Transitional Duty Days NOT Accommodated</i>	216
<i>% of Transitional Duty Days NOT Accommodated</i>	36%

<i>Cost of Days NOT Accommodated</i>	\$22,695
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Ms. Beatty reminded the members of the Managed Care “quick notes”. This month it focuses on “where do I go? The emergency room or urgent care center?” She asked members to review.

Ms. Beatty informed the members that Bacharach Institute for Rehabilitation inpatient rehabilitation hospital and all outpatient services will be closing effective March 31, 2023. It was purchased by Select Medical and she will send a memo to all members. She noted that the next closest inpatient rehabilitation is Marlton or Vineland. Ms. Beatty noted Bacharach provides various services to our members including therapy for injured employees and CDL testing. She stated that Bacharach was one of the few places that did computerized testing for employees that had a CDL Driver License suspended and she is currently searching for other options.

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

### ***LAW ENFORCEMENT LIABILITY CONSULTANT REPORT***

Mr. Winter noted his report outlines activity for the month on page 30.

Mr. Winter stated that the seminar on *Managing Aggressive Behavior* was held January 26, 2023 with positive results. He stated that officers and supervisors attended and the course evaluation summary was provided to all fund commissioners on January 30, 2023.

Mr. Winter noted that he will hold a report writing class later this year and is coordinating with Dr. Elias to develop advanced resiliency training. He also noted that the Attorney General made changes to the random drug testing program. He included L/E bulletin 23-01 for members to review.

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

### ***SOLICITOR'S REPORT***

#### ***Closed Claims***

Mr. DeWeese noted that there were four (4) cases closed since his last report and three of the four closed with no payment.

#### ***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 individuals listed is accurate. The resolution to make changes is on the ACM JIF website.

#### ***EPL/POL Quarterly Meeting***

Mr. DeWeese reported that members of RPA, PERMA, Summit Risk and the excess carriers and attorneys met to discuss EPL/POL coverage and claims. He reviewed the helpline and upcoming seminars/webinars. He reminded members that for 2023 there is a new carrier for EPL/POL which is AIG. Summit Risk will still manage claims and be the claims administrator so it should be a seamless transition.

#### ***GL Cases***

Mr. DeWeese noted that there are currently 95 active GL cases. If you would like your member files sent to you, please contact Mr. DeWeese's office.

Mr. DeWeese entertained 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 36 and share it with the employees.

Ms. Simone stated that she held a Wellness Advisory Committee meeting on February 8, 2023 at 9:30am and the minutes will be in March's report. She noted a Brainstorming Session will be held sometime in June or July as well as two wellness webinars.

Ms. Simone noted that two Wellness Webinars will be held in 2023; June 20, 2023 *Decoding the Nutrition Label* at 10am and November 14, 2023 *Intro to Mindfulness* at 10am.

Ms. Simone asked members to review the 2023 JIF approved wellness items and activities on website.

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

### **EXECUTIVE DIRECTOR'S REPORT**

**Certificates of Insurance** - Mr. Forlenza noted that the certificates of insurance issued and are included in the agenda. He asked members to review and please make sure that these were requested by your municipality and issued properly including those that might have been reissued in January. Please 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 balances for 2022 are listed in the agenda that were not claimed. The 2023 notification for these programs are going out early next week. He reminded members to please respond to the notification for the Optional Safety Budget participation which is due February 17, 2023. Non-responders will be considered no change and the participation from 2022 will be utilized. He noted that the SIP announcements will be sent out after the Safety Breakfast in March. He reminded the members that you will be able to claim the funds with a direct check within the period directly after it is released.

**Statutory Bonds** - Mr. Forlenza noted that there are statutory positions that require individual bonds so please review the checklist on pages 75-77 as it is the individual, not the position, which is bonded. Please review list to see if your new employees are listed. He noted that everyone with questions to please contact the MEL underwriter, Ed Cooney, with questions at [ecooney@connerstrong.com](mailto:ecooney@connerstrong.com). Renewing members will receive a notification around June notifying them that their employees with bonds need to be underwritten.

**Elected Officials Training** – Mr. Forlenza noted that the 2023 training will now be done virtually through the MSI. The MEL will reduce each member's 2023 MEL Assessment by \$250 for each municipal elected official who attends one of the training sessions. This credit will also be extended to the member's CEO (i.e. Municipal Manager or Administrator) again this year. The total credit is limited to 5% of a member's 2023 MEL Assessment. Notification will be sent shortly.

**Land Use Training Certification**– Mr. Forlenza stated that on page 83 is a list of member towns where at least some of the members of their land use board(s) completed the enhanced land use training. As many member appoint new members to their land use board(s) in January, any member that needs additional training materials should contact his office. In addition, these training materials are also available on the JIF website.

**Payroll Audit Process** – Mr. Forlenza stated that the notification for the Payroll Audit will be released tomorrow. He noted that the process has not changed much from prior years, but it is imperative that the employee counts and wage information are accurate for EPL coverage and WC premiums.

**Property Appraisal Process** – Mr. Forlenza noted the property appraisal process notifications were emailed earlier today. He asked members to review their schedules in Origami. He reminded members that some members will be physically inspected this year and they will be contacted by the Property Appraiser once that member has reviewed their property schedule for accuracy. Mr. Forlenza then reiterated the importance of making sure that all properties are properly scheduled due to the difficult excess property market.



***Police Accreditation Announcements*** – Mr. Forlenza stated that on February 9, 2023, a memorandum was emailed to all members outlining JIF & MEL incentives for members to participate in the Police Accreditation process.

***2023 Safety Breakfast*** – Mr. Forlenza announced that the 2023 Safety Breakfast will be held on March 23, 2023 at Merighi's Savoy Inn, Vineland. An invitation will be emailed soon.

***2023 Safety, Claims and Wellness Coordinator Roundtable***– Mr. Forlenza announced that the roundtable will be held via zoom and an invitation will be sent shortly.

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

### ***SAFETY DIRECTOR'S REPORT***

Mr. Garish stated that the Safety Director's Report begins on page 86. He stated that the report is self-explanatory.

Mr. Garish stated that the loss control services and bulletins sent are listed in his report. He reminded members that these are also on the ACMJIF.org and MEL websites and can be viewed on 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 stated that there is a training guide by department on the J.A. Montgomery website. He also reported that they recently revamped their MSI LIVE and MSI NOW and if anyone is experiencing difficulties, please reach out to him.

Mr. Garish stated that anyone who wants to meet for specific questions, please contact his office.

Mr. Garish reminded the members that the Annual Safety dates are due February 24, 2023 and the Safety Contracts are due March 31, 2023. He asked that any members who appointed a new Safety Coordinator to contact his office for special Safety Coordinator training.

Mr. Garish reported that the MEL will hold eight (8) large scale expos in person this year. He stated that two Fast track trainings will be held; March 29, 2023 at Wildwood Convention Center and May 23, 2023 at Atlantic Community College. He noted that flyer can be found on the JIF website.

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

### ***TECHNOLOGY RISK SERVICES DIRECTOR'S REPORT***

Mr. Forlenza introduced the new Technology Risk Services Director, Jerry Caruso, Wintsec Consulting, to the members. Mr. Forlenza asked the members to review the reports beginning on page 89. He noted a new cyber hygiene training will be launching at the end of the month which is ongoing training required by the Cyber JIF. He reminded the members to please update their employee emails with Ms. Patel at his office.

Mr. Caruso introduced himself and provided an overview of his business and past experiences. He is excited to provide the cyber risk management services to the members. He noted that he will be using spreadsheets to update emails and IP addresses for easier communication/tracking.

Ms. Mahon inquired about the new Cyber Risk Management Program security requirements. She asked about the 24/7 support requirement and does this mean a live person onsite? Mr. Forlenza noted that the standard does not require that a person be available 24/7 and he will follow up with her with clarification. She also asked if there is a coinsurance with the \$25,000 deductible tier? Mr. Forlenza noted that he believes that there is only coinsurance if you are NOT in compliance with the basic standards.

**TREASURER'S REPORT**

**Reports**

Mr. Hansen presented the Treasurer's Report for the period ending **January 31, 2023**. The reports were made part of the agenda packet beginning on page 95. He noted the following information:

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

<b>Member</b>	<b>1/31/2023 AUDITED(includes interest allocation)</b>
Egg Harbor City	43,099.09
Hamilton Township	87,196.65
Hammonton Town	197,074.61
Lower Township	0
Middle Township	177,523.73
Mullica Township	28,422.11
Northfield	113,018.55
Pleasantville City	517.54
Upper Deerfield Township	75,417.48
Waterford Township	28,669.20
Upper Township	184,042.00
Stone Harbor	9,644.46
<b>Total</b>	<b>\$944,625.43</b>

**Receipt Activity for the Period:**

	<b>January</b>	<b>YTD</b>
Subrogation Receipts	\$12,705.20	\$12,705.20
Assessment Receipts	\$1,090,187.00	\$1,090,187.00

**Claim Activity for the Period**

Claim activity for the month of **January** for claims paid by the Fund and claims payable by the Fund. Total of 353 checks issued; 859 claims payments in the amount of \$698,395.92 with effect on cash position of \$679,257.02.

**Cash Activity for the Period**

During the reporting month, the Fund's "Cash Position" at month end (January) was \$45,859,989.

**Investment Interest**

<b>Interest Income:</b>	<b>January</b>	<b>YTD</b>
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JCMI	\$31,610.42	\$31,610.42
Treasury	\$0	\$0
Investors	\$11,241.19	\$11,241.19

**Rate of Return:** Only interest FROM ANALYSIS WORKSHEET January 1.11%

**Allocation of Invested Funds**

FUND	November Total	November Percentage	January Total	January Percentage
Treasury	\$22,024,662.18	47%	\$22,032,612.75	48%
JCMI	\$19,396,231.79	41%	\$19,654,508.10	43%
Investors	\$5,596,475.56	12%	\$4,162,968.12	9%
<b>TOTALS</b>	\$47,017,369.53		\$45,859,989.06	

Mr. Hansen reminded members that the assessments were due. He noted that some were outstanding and he would be sending reminders.

Mr. Hansen also noted that preliminary interest is looking better and hopefully we will see positive return soon.

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

**Payment Register**

Chair Woods entertained a motion to approve the **January 2023 Payment Register** (Claims Activity).

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

Motion by Mr. Wahl, seconded by Mr. Spoltore to approve the **January 2023 Payment Register** (Claims Activity) as submitted.

<b>ROLL CALL</b>	<b>Yeas:</b>	Scott Wahl, <b>Avalon</b> Ed Grant, <b>Cape May Point</b> LaVerne Kirm, <b>Corbin City</b> Leigh Ann Napoli, <b>Linwood</b> Lisa McLaughlin, <b>Margate</b> Liz Woods, <i>Chair</i> , <b>Ocean City</b> Roy Spoltore, <i>Acting Sec</i> , <b>Upper Deerfield</b>
	<b>Nays:</b>	None
	<b>Abstain:</b>	None

Motion carried by unanimous vote.

**Bill List – February**

For the Executive Committee’s consideration, Mr. Hansen presented the **February 2023 Bill List** in the amount of **\$1,277,715.89**.

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

Chair Woods entertained a motion for approval of the **February 2023 Bill List**.

Motion by Mr. Spoltore, seconded by Chair Woods, to approve the **February 2023 Bill List** as presented.

<b>ROLL CALL</b>	<b>Yeas:</b>	Scott Wahl, <b>Avalon</b> Ed Grant, <b>Cape May Point</b> LaVerne Kirm, <b>Corbin City</b> Leigh Ann Napoli, <b>Linwood</b> Lisa McLaughlin, <b>Margate</b> Liz Woods, <i>Chair</i> , <b>Ocean City</b> Roy Spoltore, <i>Acting Sec</i> , <b>Upper Deerfield</b>
	<b>Nays:</b>	None
	<b>Abstain:</b>	None

Motion carried by unanimous vote.

**RMC Bill List – February**

For the Executive Committee’s consideration, Mr. Hansen presented the **February 2023 RMC Bill List** in the amount of **\$138,770.00**.

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

Chair Woods entertained a motion for approval of the **February 2023 RMC Bill List**.

Motion by Mr. Wahl, seconded by Chair Woods, to approve the **February 2023 RMC Bill List** as presented.

<b>ROLL CALL</b>	<b>Yeas:</b>	Scott Wahl, <b>Avalon</b> Ed Grant, <b>Cape May Point</b> LaVerne Kirm, <b>Corbin City</b> Leigh Ann Napoli, <b>Linwood</b> Lisa McLaughlin, <b>Margate</b> Liz Woods, <i>Chair</i> , <b>Ocean City</b> Roy Spoltore, <i>Acting Sec</i> , <b>Upper Deerfield</b>
	<b>Nays:</b>	None
	<b>Abstain:</b>	None

Motion carried by unanimous vote.

**COMMITTEE REPORTS**

Nothing to report.

**MEL/RCF/CYBER REPORTS**

Nothing to report.

**MISCELLANEOUS BUSINESS**

***Resolution 2023-23 Amending Resolution 2022-57 and Authorizing the Fund Chair and Fund Secretary to Execute a One Year Contract with D2 to Provide External Network Vulnerability Scanning and External Network Penetrating, Testing to the Members of the ACM JIF Effective January 1, 2023 at a Cost NTE \$135,019.00***

Chair Woods entertained a motion for adoption of Resolution 2023-23 Amending Resolution 2022-57 and Authorizing the Fund Chair and Fund Secretary to Execute a One Year Contract with D2 to Provide External Network Vulnerability Scanning and External Network Penetrating, Testing to the Members of the ACM JIF Effective January 1, 2023 at a Cost NTE \$135,019.00

Motion by Ms. Kirn, seconded by Ms. McLaughlin, to adopt Resolution 2023-23 Amending Resolution 2022-57 and Authorizing the Fund Chair and Fund Secretary to Execute a One Year Contract with D2 to Provide External Network Vulnerability Scanning and External Network Penetrating, Testing to the Members of the ACM JIF Effective January 1, 2023 at a Cost NTE \$135,019.00 as presented.

**ROLL CALL**

***Yeas:***

Scott Wahl, **Avalon**  
Ed Grant, **Cape May Point**  
LaVerne Kirn, **Corbin City**  
Leigh Ann Napoli, **Linwood**  
Lisa McLaughlin, **Margate**  
Liz Woods, *Chair*, **Ocean City**  
Roy Spoltore, *Acting Sec*, **Upper Deerfield**

***Nays:***

None

***Abstain:***

None

Motion carried by unanimous vote.

***Next Meeting***

Chair Woods reminded the members that the next meeting will be held on **Wednesday, March 15, 2023 at 3:00 PM** via ZOOM conferencing.

***PUBLIC COMMENT***

***Open Public Comment***

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

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

***Close Public Comment***

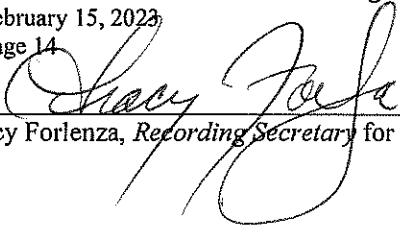
Chair Woods entertained a motion to close the public comment.

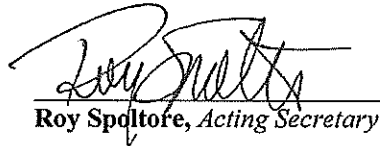
Motion by Mr. Spoltore, seconded by Chair Woods, to close the meeting to the public. All in favor. Motion carried.

***MOTION TO ADJOURN***

Motion by Ms. Kirn, seconded by Mr. Wahl, to adjourn the February 15, 2023 meeting of the ACM JIF. All in favor. Motion carried.

The meeting was adjourned at 4:10 PM.

  
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Tracy Forlenza, *Recording Secretary* for

  
\_\_\_\_\_  
Roy Spoltore, *Acting Secretary*