



ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

Via Teams Conferencing

March 20, 2024 at 3:00 PM

OPEN SESSION MINUTES

The regular meeting of the Atlantic County Municipal Joint Insurance Fund (ACM JIF) was held on March 20, 2024 at 3:00 PM, prevailing time, via Teams 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 2024 FUND COMMISSIONERS

Those in attendance were:

Kayla Lovallo, **Absecon City**
Bill Nimohay **Buena Borough**
Paul Dietrich, **Cape May City**
Ed Grant, **Cape May Point**
Heather Miller, **Commercial Twp.**
Dawn Marie Bascelli, **Deerfield Twp.**
Jessica Bishop, *Secretary*, **Dennis Twp.**
Lisa Marcolongo, **Estell Manor City**
Patricia Gatto, **Folsom Borough**
Alim Parks, Sr., **Galloway Twp.**
Anthony Strazzeri, Alt., **Linwood City**
Pam Tomassi, **Longport Borough**
Karen Fournier, **Lower Township**
Varvara Keun, **Middle Twp.**
Joe Calchi, **Millville City**
Dawn Stollenwerk, **Mullica Twp.**
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**
Rosemary Trout, Alt., **Upper Twp.**
Roy Spoltore, **Upper Deerfield Twp.**
Jim Pacanowski, **Ventnor City**

Michael Dougherty, **Waterford Twp.**
George Dick, **West Cape May Borough**
Joe Segrest, **West Wildwood City**
Teresa Seelman, Alt., **Weymouth Twp.**
Dan Dunn, **Wildwood City**
Connie Mahon, **Wildwood Crest**
Laurie Boyd, **Woodbine Borough**

Absent Fund Commissioners:

Scott Wahl, **Avalon Borough**
Mollye O'Neill, **Brigantine City**
Bob Campbell, **Downe Twp.**
Shantele Pollock, **Hamilton Twp.**
Dan Adams, **Margate City**
Jared Marandino, **Newfield Borough**

Present Fund Professionals:

Paul A. Forlenza, MGA, Executive Director, *RPA a Division of Gallagher*
Kamini Patel, MBA, CIC, CPCU, AIDA ®, Program Director, *RPA a Division of Gallagher*
Tracy Forlenza, Recording Secretary
Christopher Roselli, Account Manager, *Qual-Lynx*
Karen Beatty, Client Services Manager, *Qual-Lynx*
Chief 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.*
Christopher J. Winter, Sr., CPM, Law Enforcement Risk Management Consultant
Jerry Caruso, Technology Risk Services Director, *Wintsec Consulting*
John Hansen, Fund Treasurer

Absent Fund Professionals were:

None

Present Risk Management Consultants were:

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

Absent Risk Management Consultants were:

BCA Insurance
Barclay Insurance Group
Thomas Heist Insurance Agency

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

MOVE UP ALTERNATES

Chair Woods entertained a motion to move Karen Fournier, Lower Township, to the Executive Committee in absence of Scott Wahl, Avalon, for voting purposes.

Motion by Ms. Bishop, seconded by Ms. Keun, to move Karen Fournier, Lower Township, to the Executive Committee in absence of Scott Wahl, Avalon, for voting purposes. All in Favor. Motion Carried.

APPROVAL OF MINUTES – OPEN SESSION

Chair Woods entertained a motion to approve the meeting minutes of the February 21, 2024 Executive Committee Meeting.

Motion by Ms. Fournier, seconded by Ms. Bishop, to approve the meeting minutes of the February 21, 2024 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 February 21, 2024 Executive Committee meeting.

Motion by Ms. Bishop, seconded by Ms. Seib, to approve the Closed Session minutes of the February 21, 2024 Executive Committee meeting as presented. All in Favor. Motion carried by unanimous vote.

The Closed Session meeting minutes of the February 21, 2024 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 #2024-21

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

Chair Woods entertained a motion to adopt Closed Session Resolution 2024-21.

Motion by Ms. Keun, seconded by Ms. Fournier, to adopt Resolution 2024-21 as presented.

ROLL CALL

Yeas:

Heather Miller, **Commercial**
Dawn Marie Bascelli, **Deerfield Twp.**
Jessica Bishop, Sec., **Dennis Twp.**
Karen Fournier, **Lower Twp.**
Varvara Keun, **Middle Twp.**
Liz Woods, *Chair*, **Ocean City**
Kellie Seib, **Sea Isle City**

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 Ms. Keun, seconded by Ms. Seib, 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. Keun, seconded by Ms. Miller to approve the claims payments as discussed in *Closed Session*.

They are as follows:

February 2024 PARs:

<i>Workers' Compensation</i>	<i>Property</i>	<i>GL</i>
2021221162 (03) MLT-2021221151 (01-03)	2024324892	2021214185
2024320664	2024314714	2022256707
2023308010	2021234993	2021217952
2024321509	2022242606	20212140701
2024324531	2024315535	
2021224070	2024324029	
2024326676		
2023282203		
2024313044		
2022260883		
2021214307		
2024326622		
2023288295		
2022256459		
2022250708		

ROLL CALL

Yeas:

Heather Miller, **Commercial**
Dawn Marie Bascelli, **Deerfield Twp.**
Jessica Bishop, Sec., **Dennis Twp.**
Karen Fournier, **Lower Twp.**
Varvara Keun, **Middle Twp.**
Liz Woods, *Chair*, **Ocean City**
Kellie Seib, **Sea Isle City**

Nays:

None

Abstain:

None

Motion carried by unanimous vote.

ABANDON SUBROGATION

There were no (0) files presented for Abandonment of Subrogation.

CLAIMS REVIEW COMMITTEE REPORT – OPEN SESSION ITEMS

Ms. Canesi noted that twenty-five (25) PARs including fifteen (15) Workers’ Compensation (7 Police, 3 Fire, and 5 Other), four (4) General Liability, zero (0) Auto, and six (6) Property claims were reviewed for settlement, continuing defense, or to advise of trial date.

Ms. Canesi reported to members that the recent claims audit completed by NorthShore results were discussed. This audit covered claims from 2018-2022 and was designed to measure the effectiveness and efficiency of the established policies and best practices procedures within Qual-Lynx. Utilizing a scale of 1 to 3, the overall score was 2.7 out of 3. There were strengths as well as some opportunities for improvement listed. The Committee received a plan from Qual-Lynx to address the findings and the Executive Director’s office will follow up with the TPA. Ms. Canesi asked that the claims audit be provided to the members of the Executive Committee by the Executive Director’s office. Mr. Forlenza noted that the claims audit will be distributed to the Executive Committee for review this week.

Ms. Canesi asked if there were questions. No questions were entertained.

CLAIMS ADMINISTRATOR’S REPORT

Lessons Learned from Losses – March

Mr. Roselli reported that the Lessons Learned from Losses this month focuses on *Office/Building Safety*. He noted that he outlined items on page 16 that can prevent some office mishaps and make your buildings safer. Not every claim is preventable, but some of these items will assist.

Mr. Roselli stated that recently a member of the public slipped in a municipal building. The fund commissioner was made aware and immediately inspected the area, photographed it and filled out an incident report. This is exactly what TO DO to help defend potential claims.

Mr. Roselli also noted that pages 17-20 are the updated “road maps” for reporting claims. These are broken out into claim type and who to contact. These can be found on the ACM website at www.acmjif.org

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).

	Feb	YTD
<i>Total Intakes (New Claims)</i>	38	83
<i>Report Only</i>	10	21
<i>Report Only % of Total</i>	26%	25%
<i>Medical Only</i>	22	44
<i>Lost Time</i>	4	15

<i>Medical Only/Lost Time Ratio</i>	85:15	75:25
<i>Occupational, Claim Petition, Cancer Presumption</i>	2	2
<i>COVID-19</i>	0	0
<i>Average Days to Report to QL</i>	0.8	1.5
<i>Average Days to Report to employer</i>	0.2	0.3

Nurse Case Management:

Ms. Beatty presented the self-explanatory *Nurse Case Management Report*.

<i>Nurse Case Management</i>	<i>Feb</i>
<i># of Cases Assigned to Case Management</i>	84
<i># of Case > 90 days</i>	63

PPO Penetration Report:

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

<i>PPO Penetration Rate</i>	<i>Feb</i>	<i>YTD</i>
<i>Bill Count</i>	463	1,022
<i>Original Provider Charges</i>	\$703,736	\$1,561,393
<i>Re-priced Bill Amount</i>	\$204,621	\$456,120
<i>Savings</i>	\$499,116	\$1,105,274
<i>% of Savings</i>	71%	71%
<i>Participating Provider Penetration Rate- Bill count</i>	97%	98%
<i>Participating Provider Penetration Rate-Provider Charges</i>	97%	98%
<i>EPO Penetration Rate – Bill Count</i>	98%	98%
<i>EPO Penetration Rate –Provider Charges</i>	99%	99%

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>	1,041
<i>Transitional Duty Days Worked</i>	721
<i>% of Transitional Duty Days Worked</i>	69%
<i>Money Saved by Accommodating</i>	\$72,390
<i>Transitional Duty Days NOT Accommodated</i>	320
<i>% of Transitional Duty Days NOT Accommodated</i>	31%
<i>Cost of Days NOT Accommodated</i>	\$33,411

Ms. Beatty reported that starting **May 1, 2024**, Qual-Lynx would partner with Enlyte ScriptAdvisor for Pharmacy Benefit Management (PBM) services in New Jersey. ScriptAdvisor is a leading PBM solution provider in the workers' compensation industry. They have a wide network of pharmacies, including popular ones like Walgreens and CVS. The fill rate was \$3 and will be \$1 with ScriptAdvisor. The PBM program includes customized drug formularies, opioid and compound drug controls, pharmacist oversight, 24/7 support, and savings reporting. The transition will not interrupt patient care, and Qual-Lynx will

provide First Fill letters to ensure no out-of-pocket expenses for medications by existing claimants. She asked members to review her report in the agenda packet.

Ms. Beatty also announced her retirement at the end of March, but assisting in the transition of the new employee through May. Chair Woods congratulated Ms. Beatty.

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

LAW ENFORCEMENT LIABILITY CONSULTANT REPORT

Mr. Winter provided his report which can be found on pages 30-35 of the agenda.

Mr. Winter noted policy and procedure requests have been received and will be forwarded to requesting agencies that will contain current L/E best practices. He noted agency visits are ongoing with 4 completed in February. The training for Report Writing and Management of Aggressive Behavior (use of force) and are pending. He noted that he will meet with the ACM L/E Committee on March 25, 2024.

Mr. Winter stated that his attached bulletin on page 32 covers a lot of items already being discussed in the JIF such as motor vehicle accidents with officers, injuries sustained during arrests, fatigue in the job, EAP availability, and staffing shortages. He encouraged members to read his bulletin.

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

SOLICITOR'S REPORT

Closed Claims

Mr. DeWeese reported there were six (6) cases closed since last month and four (4) with no payment to the Plaintiff.

Koch (minor) v. City of Absecon
Smith v. Township of Egg Harbor
Gerace (minor) v. Township of Middle
Benitez v. City of Pleasantville
Ronochi v. City of Ventnor
Bernal v. City of Woodbine

MEL EPL Helpline

Mr. DeWeese stated that there is a reminder in the agenda packet regarding the MEL EPL Helpline on page 36. He also urged members to review the MEL EPL Helpline Authorized Contact list on pages 37-38 and update them. He noted that if you have a "N/A", he strongly recommends to get someone appointed so they have access to this service. The resolution to make these changes is on the ACM JIF website. He noted that many members are using this Helpline as it is very beneficial.

Mr. DeWeese stated that he recently participated in a MEL EPL Committee meeting and it was noted by Mr. Pevner from Summit Risk that the use of the Helpline is eliminating potential claims.

Mr. DeWeese highlighted that on page 9 of the Claims Review Committee meeting minutes are the six (6) cases closed since last month of which four (4) had no payment. He stated this leaves 84 active GL cases.

Proposed Revised Litigation Management Guidelines

Mr. DeWeese announced that he had completed proposed revisions to the Litigation Management Guidelines (LMG). He noted that he is recommending substantial revisions to the LMG, and he explained that the last update was completed in 2017 and there have been significant changes in processes and procedures since that last revision. The Claims Review Committee was asked to review these at the March

meeting. Mr. DeWeese stated that he would like to present a resolution along with the revised Litigation Management Guidelines to the Executive Committee in April for adoption. In addition, Mr. DeWeese will include updated form reports as an appendix.

Indemnification and Hold Harmless Provisions

Mr. DeWeese noted that he has had several questions regarding indemnification and hold harmless requirements which are on the ACM JIF website. These are also in the process of being revised as well as the insurance requirements and will be sent out shortly for review. He would like to present a resolution along with the revised Indemnification and Hold Harmless Guidelines to the Executive Committee in April for adoption.

COMMITTEE REPORTS

Safety Committee Meeting Minutes – February 22, 2024

In Mr. Wahl's absence, Mr. Forlenza reported that the Safety Committee met on February 22, 2024 and the minutes are included in the agenda. He stated that action needs to be taken to adopt the revised Safety Committee Charter at tonight's meeting. He noted that the annual Safety Director's report was discussed and is attached to the minutes. He reported that eleven (11) members are up for renewal 1/1/25 and inspections by the Safety Director will be completed. He stated that loss ratio reports were discussed and that the ACM JIF continues to perform poorly at the MEL level with 128% loss ratio as of 12/31/23. He noted that the 12/31/23 snapshots can be found in Origami for your review. The Committee also discussed the upcoming Safety Breakfast and the Safety and Claims Coordinator Roundtable. The next meeting is May 16, 2024.

Mr. Forlenza noted that the revisions to the charter are shown in red on page 47. Since the Wellness Program was suspended, the Committee recommended removal of the Wellness Director as a member of the Safety Committee. Some additional changes have to do with the wellness program. He noted that also that the Safety Committee minutes prepared by his office, will be approved by the Safety Committee Chair.

Motion to Adopt the Revised Safety Committee Charter

Chair Woods entertained a motion to adopt the revised Safety Committee Charter.

Motion by Ms. Bascelli, seconded by Ms. Seib to adopt the revised Safety Committee Charter as presented. All in favor. Motion carried by unanimous vote.

Motion to Adopt the Claims Review Committee Charter

Mr. Forlenza stated that attached to the Claims Review Committee minutes is the revised Claims Review Committee Charter. He stated there was a proposed revision to add the Safety Director as a member of the Claims Review Committee. He noted that the Safety Director is already present at the meetings, but will add this language.

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

Motion by Ms. Bishop, seconded by Ms. Keun to adopt the revised Claims Review Committee Charter as presented. All in favor. Motion carried by unanimous vote.

EXECUTIVE DIRECTOR'S REPORT

EJIF Survey- Mr. Forlenza noted that the EJIF sent a survey to gather members' exposure data and they are still in need of six (6) members' responses; Absecon, Downe Twp, Upper Twp, West Cape May, Wildwood and Woodbine. He asked the Fund Commissioners to please complete the survey and forward back to Rich Erikson at the EJIF as soon as possible. He noted this is needed to identify certain items like underground storage tanks and other environmental exposures. The EJIF will then arrange to come out later this spring to meet with you. He noted that fifteen (15) surveys have been completed.

JIF Directories – Mr. Forlenza noted that last month the updated JIF directories were posted to the website. Please review them as the information comes directly from Origami so any errors in emails, mailing addresses, phone numbers, need to be corrected in Origami. Please also let our office know what is being corrected.

Certificates of Insurance - Mr. Forlenza noted that a list of 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 that you reach out to Ed Cooney at the Underwriter's office if there are any questions.

Safety, OSB, and EPL/Cyber Reimbursement- Mr. Forlenza stated that the OSB, and EPL/Cyber balances for 2024 are listed in the agenda. Please submit the purchases made as soon as possible and do not wait until the deadline. The deadline to encumber the funds is December 31, 2024 and he noted that the Safety Incentive Program award money letter will be sent following the announcements at the Safety Breakfast on March 28, 2024 at Merighi's Savoy Inn, Vineland, NJ.

Elected Officials Training - Mr. Forlenza stated that the Elected Officials training is available to all members through the MSI. He stated that the credit is \$250 per Elected Official, capped at 5% of a member's 2024 MEL assessment. He noted that the turnout is still very low this year. He will send a reminder out to all members. He asked that you encourage your elected officials to take this training to receive the credit.

Payroll Audit – Mr. Forlenza stated that on or about February 15, 2024 a letter was emailed to all Municipal Clerks, with a copy to Fund Commissioners, advising that Bowman & Company will be performing workers' compensation exposure verification audits of members' 2023 payrolls. These payroll figures will serve as the basis for your 2025 workers' compensation excess premiums. Attached to the email was a spreadsheet that included employee counts by payroll classification as reported during last year's payroll audit. As employee counts have a tendency to be the most time consuming part of the payroll audit process, members were asked to review and update this spreadsheet upon receipt. Members are asked to send the required payroll data to the auditors for processing either via mail or electronically no later than March 12, 2024. Details on how to upload your information to Bowman was included in the February 15, 2024 correspondence. Once the information is processed, the auditor will contact each town to discuss the results of the audit and clarify any questions. Members who still have questions following the audit can contact a representative from Bowman to set up a mutually convenient date and time to meet and discuss the audit results.

Property Appraisals – Mr. Forlenza reported that on or about February 15, 2024, each member and their RMC's received a notification from our office asking that they review and update their property schedule located in the Origami Exposure Data Management System. Once a member responds, those that are going to receive a physical appraisal this year will be contacted by the Fund Property Appraiser, ASSETWORKS. Those that are not receiving a physical inspection in 2024 will have their building & contents values trended accordingly. All members are asked to complete the review and update process no later than March 25, 2024.

2024 Safety Kickoff Breakfast - Mr. Forlenza stated that the Safety Breakfast will be held on March 28, 2024 at Merighi's Savoy Inn, Vineland, NJ.

Safety and Claims Coordinator Roundtable - Mr. Forlenza noted that the Safety and Claims Coordinator Roundtable will be held online on April 30, 2024 via Teams.

New Fund Commissioner Orientation – Mr. Forlenza noted that Ms. Patel is finalizing the New Fund Commissioner Orientation and members will be notified of the two training dates.

Financial Disclosure Statement Filing – Mr. Forlenza stated the Division of Local Government Services

will notify us that the database is open and then each Fund Commissioner will file for their position of Fund Commissioner with the JIF using their unique PIN number. Newly appointed Fund Commissioners receive their Filing PIN # from our office once we are notified of their appointment. Any newly appointed Fund Commissioner that has not yet received their PIN# from the Executive Director's office, or has any questions, should contact Kris Kristie at Kristi_Kristie@rpadmin.com. Additional information will be sent to all Fund Commissioners once it is released by the Department of Community Affairs.

JIF Website – Mr. Forlenza noted that we are still working on the Members Only Section of the JIF website. He reported that all will be notified as soon as it is complete.

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 124. He stated that the report is self-explanatory.

Mr. Garish noted his report shows all activities for the month of February. He reminded members of the two training platforms: MSI LIVE and MSI NOW.

Mr. Garish stated that a new Work Zone Training was added for Police Officers, which mimics NIMS training. These will be held April 2, 2024 and May 16, 2024 on MSI LIVE.

Mr. Garish reminded members to inspect their playgrounds and parks with the warmer weather. Any assistance can be scheduled with his office. Mr. Garish posted some relevant bulletins in the chat.

MSI Safety Expo – Mr. Garish noted that another Safety Expo is scheduled for May 21, 2024 at Atlantic Community College and will have 4 different tracks of training. Excavation, Trenching and Shoring is one 4 hr. track; Leadership; and the Fast Track for Safety covering multiple topics. All information is on the J. A. Montgomery website or contact Mr. Garish directly.

Mr. Garish also requested that any member with new Safety Coordinators, please contact his office and update their lists. He will then schedule a meeting with them individually.

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

TECHNOLOGY RISK SERVICES DIRECTOR'S REPORT

Mr. Caruso asked the members to review his report beginning on page 127. He noted that February began the new Wizer training and as of today is 85% of members are compliant with this training. He did note that 3% have not opened the email. He will reach out to the members who have not started.

Mr. Caruso stated that anyone with critical issues were contacted by D2.

Mr. Caruso reiterated that the Cyber framework form for compliance with the "basic" standards is on the Cyber JIF website. Compliance with these standards helps reduce your deductible for a cyber-related incident. He noted that he would be working hard to get all members into at least the "basic level" of protection. ACM JIF is 62% compliant as of today.

Mr. Caruso reported that his bulletin this month is "Securing Office 365 Email". He has received several phone calls and thus put together good suggestions on securing it. Number 16 and 17 are his favorites.

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

TREASURER'S REPORT

Reports – February

Mr. Hansen presented the Treasurer's Report for the period ending **February 29, 2024**. The reports were made part of the agenda packet beginning on page 130. He noted the following information:

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

Member	2/29/24 (Includes unaudited interest)
Corbin City	828.00
Egg Harbor City	43,908.11
Egg Harbor Township	143,563.00
Hamilton Township	2,001.62
Hammonton Township	231,959.00
Middle Township	180,840.17
Mullica Township	28,953.08
Northfield	115,129.92
Pleasantville City	12.21
Stone Harbor	9,824.62
Upper Deerfield Township	76,826.40
Upper Township	220,157.61
Waterford Township	35,660.80
Total	\$1,089,724.54

Activity:

AELCF	941,069.75
Unaudited Interest	21,801.79
2023 Dividends Transferred	214,182.00
Dividends Applied to Assessment	<87,329.00>
AELCF 1/31/24	1,089,724.54

Receipt Activity for the Period:

	February	YTD
Subrogation Receipts	\$106,800.18	\$144,911.88
Other	\$0	\$0

Adjustment	\$0	\$21,606.01
Assessments	\$4,419,795	

Claim Activity for the Period

Claim activity for the month of **February** for claims paid by the Fund and claims payable by the Fund depict a total of 334 checks issued representing 884 claims payments totaling \$839,444.56, with an effect on cash position of \$717,254.58.

Cash Activity for the Period

The Fund's "Cash Position" at month end for **February** was \$49,540,465.85

Investment Interest

Interest Income:	February	YTD
JCMI	\$36,154.42	\$72,535.81
Treasury	\$131,168.48	\$517,747.69
Citizens	\$4,956.25	\$23,182.77
Citizens-sweep	\$13,371.11	\$16,132.53

Rate of Return: Only interest from the *ANALYSIS WORKSHEET* **3.24%** for **February**.

Allocation of Invested Funds

FUND	January Total	January Percentage	February Total	February Percentage
Treasury	\$22,022,399.00	49%	\$23,061,960.90	47%
JCMI	\$20,400,066.58	43%	\$20,318,090.99	41%
Citizens	\$3,899,402.95	8%	\$6,160,413.96	12%
TOTALS	\$47,321,868.53		\$49,540,465.85	

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

Payment Register

Chair Woods entertained a motion to approve the ***February 2024 Payment Register*** (Claims Activity).

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

Motion by Ms. Bishop, seconded by Ms. Seib to approve the ***February 2024 Payment Register*** (Claims Activity) as submitted.

ROLL CALL

Yeas:

Heather Miller, **Commercial**
 Dawn Marie Bascelli, **Deerfield Twp.**
 Jessica Bishop, Sec., **Dennis Twp.**
 Karen Fournier, **Lower Twp.**
 Varvara Keun, **Middle Twp.**

Liz Woods, *Chair, Ocean City*
Kellie Seib, *Sea Isle City*

Nays: None
Abstain: None

Motion carried by unanimous vote.

Bill List – March

For the Executive Committee’s consideration, Mr. Hansen presented the ***March 2024 Bill List*** in the amount of **\$274,510.72**.

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

Chair Woods entertained a motion for approval of the ***March 2024 Bill List***.

Motion by Ms. Bishop, seconded by Ms. Keun, to approve the ***March 2024 Bill List*** as presented.

ROLL CALL

Yeas: Heather Miller, **Commercial**
Dawn Marie Bascelli, **Deerfield Twp.**
Jessica Bishop, Sec., **Dennis Twp.**
Karen Fournier, **Lower Twp.**
Varvara Keun, **Middle Twp.**
Liz Woods, *Chair, Ocean City*
Kellie Seib, *Sea Isle City*

Nays: None
Abstain: None

Motion carried by unanimous vote.

MEL/RCF/CYBER/EJIF REPORTS

Mr. Forlenza encouraged any members that have an interest in being the MEL, RCF, and/or E-JIF representative to let him know, as we need a representative from our JIF. The MEL/RCF/Cyber meets 4-5 times yearly in person in Jamesburg, NJ. The next meeting is this Friday, March 22, 2024.

Mr. Forlenza asked that any member interested in being a MEL, RCF or EJIF representative to please contact his office to discuss further. He also stated that the role can be split with different representatives.

Mr. Merchel introduced himself noting that he was the former Chair of the PMM JIF and was the representative to the MEL/RCF/EJIF and can answer any questions. He stated that great information comes out of the meetings and being this representative is a good experience. He noted the meeting begins at 9am and lasts until noon in Jamesburg, NJ.

Mr. Pacanowski, Ventnor, the Cyber JIF representative for 2024, volunteered as the MEL/RCF/EJIF representative if no one else steps up.

MISCELLANEOUS BUSINESS

Next Meeting

Chair Woods reminded the members that the next meeting will be held **IN PERSON** on **Wednesday, April 17, 2024 at 3:00 PM** at the Atlantic County Library, Mays Landing, NJ.

PUBLIC COMMENT

Open Public Comment

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

Motion by Ms. Bishop, seconded by Ms. Keun, to open the meeting to the public. All in favor. Motion carried.

Close Public Comment

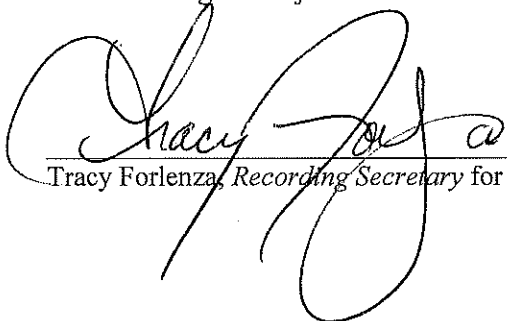
Chair Woods entertained a motion to close the public comment.

Motion by Ms. Bishop, seconded by Ms. Keun, to close the meeting to the public. All in favor. Motion carried.

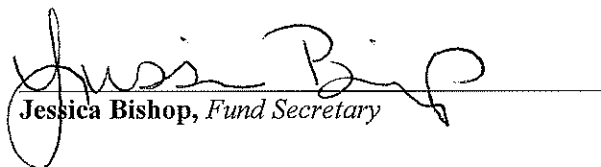
MOTION TO ADJOURN

Motion by Ms. Keun, seconded by Ms. Seib, to adjourn the March 20, 2024 meeting of the ACM JIF. All in favor. Motion carried.

The meeting was adjourned at 4:08 PM.



Tracy Forlenza, Recording Secretary for



Jessica Bishop, Fund Secretary