

ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

June 17, 2024 – 3:00 PM

Avalon Community Hall, Avalon, NJ

AGENDA

- I. Meeting called to order by Chairman
- II. Flag Salute
- III. Statement of Compliance with Open Public Meetings Act
 - A. Notice of this meeting was given by:
 - 1. Sending sufficient notice herewith to:
 - a. *The Press of Atlantic City*
 - b. *Courier Post*, Cherry Hill, New Jersey; and
 - 2. Filing advance written notice of this meeting with the Clerks/Administrators of all member municipalities; and
 - 3. Posting notice on the public bulletin boards of all member municipalities.
- IV. **Roll Call**
 - A. Fund Commissioners
 - B. Fund Professionals
 - C. Risk Management Consultants
- V. Move up Alternates (if necessary)
- VI. Approval of MinutesPages 1-15
 - A. Adoption of the **May 15, 2024** minutes – **Motion – All in Favor**
- VII. Closed Session Minutes
 - A. Approval of the **May 15, 2024** Closed Session minutes – **Motion – All in Favor**
The Closed Session Minutes shall not be released to the public until the reason(s) for their remaining closed is no longer applicable and the Fund Solicitor has an opportunity to review them.
- VIII. Closed Session – **Resolution 2024- _____** Authorizing a Closed Session of the Atlantic County Municipal Joint Insurance Fund to discuss matters affecting the protection of safety and property of the public and to discuss pending or anticipated litigation and/or contract negotiations – **Motion -Roll Call**
 - A. Claims Review Committee Report – Closed Session Items
 - B. Professionals’ Reports
 - 1. Claims Administrator’s Report
 - 2. Executive Director’s Report
 - 3. Safety Director’s Report
 - 4. Solicitor’s Report
- IX. Reopen Public Portion of Meeting – **Motion – All in Favor**
- X. Authorization of Claims Payments – **Motion - Roll Call**
- XI. Authorization to Abandon Subrogation (if necessary) – **Motion - Roll Call**
- XII. Claims Review Committee Report: – Open Session Items – June 13, 2024Handout
- XIII. Claims Administrator’s Report
 - A. Lessons Learned from Losses Page 16
- XIV. Managed Health Care Report
 - A. ACMJIF Summary Page 17
 - B. Average Days to Report Page 18
 - C. Claims Reported by Type..... Page 19
 - D. Nurse Case Management Reports Page 20
 - E. Transitional Duty Report Page 21

F.	PPO Savings and Penetration Reports	Pages 22-23
G.	Top 10 Providers & Paid Provider by Specialty.....	Page 24
H.	Quick Notes	Page 25
XV.	Law Enforcement Risk Management Report	Pages 26-27
XVI.	Solicitor’s Report	
A.	MEL Helpline and Contact List.....	Pages 28-30
B.	Resolution 2024-____ Adopting Conflict of Interest for the Litigation Management Guidelines – Motion – Roll call	Pages 31-34
C.	Resolution 2024-____ Designating Approved Associate for Affanato– Motion – Roll call	Pages 35-36
XVII.	Committee Reports	
A.	Finance Committee Meeting Minutes – May 31, 2024	Pages 37-48
1.	Resolution 2024 - ____ Accepting the Annual Audit Report for the Period Ending December 31, 2023 – Motion – Roll Call	Pages 49-50
2.	Interim Financial Statement Summary Report – March 31, 2024	Pages 51-60
B.	Safety Committee Meeting Minutes - May 16, 2024	Pages 61-82
C.	Strategic Planning Committee Meeting Minutes – May 7, 2024	Pages 83-86
1.	Motion Authorizing the Executor Director’s office to re-advertise the September 18, 2024 Executive Committee meeting to a virtual format– Motion – All in Favor	
XVIII.	Executive Director	Pages 87-124
A.	Lost Time Accident Frequency	Pages 91-92
B.	Certificates of Insurance	Pages 93-107
C.	Financial Fast Track Report	Page 108
D.	Regulatory Filing Checklists	Pages 109-110
E.	2023 Safety Incentive Program Awards	Page 111
F.	2024 Optional Safety Budget	Page 112
G.	2024 EPL/Cyber Risk Management Budget	Page 113
H.	EPL Compliance Status	Page 114
I.	Statutory Bond Status	Pages 115-116
J.	Skateboard Park Approval Status	Page 117
K.	Capehart & Scatchard Updates	Pages 118-121
L.	Land Use Training Certification	Page 122
M.	Monthly Calendars	Pages 123-124
N.	New Fund Commissioner Orientation	
O.	Renewing Members	
P.	Membership Renewal Visits	
Q.	2025 Exposure Renewal Process	
R.	Property Appraisals	
S.	Fireworks Coverage Reminder	Pages 125-129
T.	Website	
U.	New Member Activity	
XIX.	Safety Director’s Report	
A.	Activity Report	Pages 130-132
XX.	Technology Risk Services Director	
A.	Report	Pages 133-134

- XXI. Treasurer’s Report as of May 31, 2024.....Pages 135-221
 - A. Fund Status
 - B. Investment Report
 - C. Investment JCMI
 - D. Payment Register – **Motion to Approve - Roll Call**
 - E. June Bill List – **Motion to Approve – Roll Call** Page 218
 - F. Analysis of Non-Assessment Receipts
 - G. AELCF
- XXII. MEL/RCF/EJIF/Cyber Reports
 - A. Cyber JIF Report – May 16, 2024 Page 222
 - B. MEL Report – June 10, 2024 Pages 223-224
 - C. RCF Report – June 10, 2024 Pages 225-226
 - D. EJIF Report – June 10, 2024 Page 227
- XXIII. Miscellaneous Business
 - A. Special Resolution 2024-_____

**The Next Meeting of the ACMJIF will be held on Wednesday, July 17, 2024
at 3:00 pm via Microsoft Teams**

- XXIV. Public Comment
 - A. Motion to Open Meeting to Public Comment – **Motion - All in Favor**
 - B. Motion to Close Meeting to Public Comment – **Motion – All in Favor**
- XXV. Motion to Adjourn Meeting – **Motion - All in Favor**