



ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

Via Microsoft Teams

July 17, 2024 at 3:00 PM

OPEN SESSION MINUTES

The regular meeting of the Atlantic County Municipal Joint Insurance Fund (ACM JIF) was held on July 17, 2024 at 3:00 PM, prevailing time, via Microsoft Teams, 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**
Mollye O'Neill, **Brigantine City**
Bill Nimohay **Buena Borough**
Erin Burke, *Alt.*, **Cape May City** (*missed roll call*)
Ed Grant, **Cape May Point**
Heather Miller, **Commercial Twp.**
Jessica Bishop, *Secretary*, **Dennis Twp.**
Dawn Marie Bascelli, **Deerfield Twp.**
Nadine Lockley, *Alt.*, **Downe Twp.** (*missed roll call*)
Alim Parks, Sr., **Galloway Twp.** (*missed roll call*)
Mary Kelly, **Hamilton Twp.**
Leigh Ann Napoli, **Linwood City** (*missed roll call*)
Pam Tomassi, **Longport Borough**
Karen Fournier, **Lower Township**
Dan Adams, **Margate City** (*missed roll call*)
Suzanne Schumann, *Alt.*, **Middle Twp.**
Joe Calchi, **Millville City**
Jennifer VanSant, **North Wildwood City**
Mary Canesi, **Northfield City**
Liz Woods, *Fund Chair*, **Ocean City**
Stacey Schlachter, **Pleasantville City**
Kellie Seib, **Sea Isle City**
Shelby Heath, **Somers Point City**
Roy Spoltore, **Upper Deerfield Twp.**
Jim Pacanowski, **Ventnor City**
George Dick, **West Cape May Borough**

Joe Segrest, **West Wildwood City**
DJ Ayres, **Weymouth Twp.**
Dan Dunn, **Wildwood City**
Connie Mahon, **Wildwood Crest**

Absent Fund Commissioners:

Scott Wahl, **Avalon Borough**
Lisa Marcolongo, **Estell Manor City**
Patricia Gatto, **Folsom Borough**
Dawn Stollenwerk, **Mullica Twp.**
Jared Marandino, **Newfield Borough**
Manny Parada, **Stone Harbor Borough**
Gary DeMarzo, **Upper Twp.**
Michael Dougherty, **Waterford Twp.**
Laurie Boyd, **Woodbine 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, ACM JIF
Christopher Roselli, Account Manager, *Qual-Lynx*
Christine Gallagher, Account Manager, *Qual-Lynx*
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

Absent Fund Professionals:

Chief Hummel, Safety Director, *J.A. Montgomery Consulting*
Christopher J. Winter, Sr., CPM, Law Enforcement Risk Management Consultant
Jerry Caruso, Technology Risk Services Director, *Wintsec Consulting*

Present Risk Management Consultants were:

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

Absent Risk Management Consultants were:

Barclay Insurance Group
BCA Insurance
Glenn Insurance
William R. Mints 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 DJ Ayres, Weymouth Twp., and Karen Fournier, Lower Twp., to the Executive Committee for voting purposes in absence of Scott Wahl, Avalon and Varvara Keun, Middle Township.

Motion by Ms. Seib, seconded by Ms. Bascelli, to move DJ Ayres, Weymouth Twp., and Karen Fournier, Lower Twp., to the Executive Committee for voting purposes in absence of Scott Wahl, Avalon and Varvara Keun, Middle Township. All in Favor. Motion Carried.

APPROVAL OF MINUTES—OPEN SESSION

Chair Woods entertained a motion to approve the meeting minutes of the June 17, 2024 Executive Committee Meeting.

Motion by Ms. Bishop, seconded by Ms. Seib, to approve the meeting minutes of the June 17, 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 June 17, 2024 Executive Committee meeting.

Motion by Ms. Bishop, seconded by Ms. Bascelli, to approve the Closed Session minutes of the June 17, 2024 Executive Committee meeting as presented. All in Favor. Motion carried by unanimous vote.

The Closed Session meeting minutes of the June 17, 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 #2024-34

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 2024-34.

Motion by Ms. Seib, seconded by Ms. Bishop, to adopt Resolution 2024-34 as presented.

ROLL CALL

Yeas:

Heather Miller, **Commercial Twp.**
Dawn Bascelli, **Deerfield Twp.**
Jessica Bishop, *Sec.*, **Dennis Twp.**
Karen Fournier, **Lower Twp.**
Liz Woods, *Chair*, **Ocean City**
Kellie Seib, **Sea Isle City**
DJ Ayres, **Weymouth Twp.**

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

They are as follows:

June 2024 PARs:

<i>Workers' Compensation</i>	<i>Property</i>	<i>GL</i>
2021214290	2024328979	2022248865
2024334870	2024336498	2023278210
2023296228	2024336662	
2021214290	2024320369	
2024334870		
2023296228		
2021214290		
2024334870		
2023296228		
2021214290		
2024334870		

ROLL CALL

Yeas:

Heather Miller, **Commercial Twp.**
 Dawn Bascelli, **Deerfield Twp.**
 Jessica Bishop, *Sec.*, **Dennis Twp.**
 Karen Fournier, **Lower Twp.**
 Liz Woods, *Chair*, **Ocean City**
 Kellie Seib, **Sea Isle City**
 DJ Ayres, **Weymouth Twp.**

Nays:

None

Abstain:

None

Motion carried by unanimous vote.

ABANDON SUBROGATION

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

CLAIMS REVIEW COMMITTEE REPORT – OPEN SESSION ITEMS

Ms. Napoli noted there were seventeen (17) PARs including eleven (11) Workers’ Compensation (5 *Police, 1 Fire, and 5 Other*), two (2) General Liability, four (4) Property claims, and zero (0) Auto were reviewed for settlement, continuing defense, or to advise of a trial date.

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

CLAIMS ADMINISTRATOR’S REPORT

Lessons Learned from Losses

Mr. Roselli reviewed the importance of timely reporting of claims, noting that a Workers’ Compensation claims reported within 3 days of the injury results in a claim with lower costs. In regards to Liability claims, delayed reporting can hamper the best defense that can be provided, and in regards to Property claims, damages can worsen, leading to increased costs or possibly no coverage for a portion of the claim. He also noted there are Claims Reporting Roadmaps on the homepage of the JIF website that can be a helpful guide when a claim arises. He also asked if members could please reiterate to their towns to please utilize the Roadmaps for all Claims as well as OPRA as they will walk you through, step by step, how to properly report a Claim or an OPRA Request.

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

MANAGED HEALTH CARE REPORT

Ms. Gallagher presented the following reports.

Lost Time v. Medical Only Cases

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

	<i>June</i>	<i>YTD</i>
<i>Total Intakes (New Claims)</i>	83	335
<i>Report Only</i>	39	117
<i>Report Only % of Total</i>	47%	35%
<i>Medical Only</i>	42	166
<i>Lost Time</i>	2	51
<i>Medical Only/Lost Time Ratio</i>	95:05	76:24
<i>Claim Petition First Notice/Occupational</i>	0	1
<i>Average Days to Report to QL</i>	2.0	4.3
<i>Average Days to Report to employer</i>	1.4	1.3

Nurse Case Management:

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

<i>Nurse Case Management</i>	<i>June</i>
<i># of Cases Assigned to Case Management</i>	94
<i># of Case > 90 days</i>	74

PPO Penetration Report (Not available)

Ms. Gallagher noted, as Qual-Lynx is currently migrating to their parent company's (Enlyte) billing system, Smart Advisor, certain reports were unable to be produced this month including the June PPO Savings Report, the Top 10 Providers/Specialty Report, and the Pharmacy Benefit Summary report. The transition should be completed in the near future and reports will be available for the September Claims Review Committee Meeting.

Transitional Duty Report

Ms. Gallagher presented the *Transitional Duty reports*.

<i>Transitional Duty Summary Report</i>	<i>YTD</i>
<i>Transitional Duty Days Available</i>	5,214
<i>Transitional Duty Days Worked</i>	4,299
<i>% of Transitional Duty Days Worked</i>	82%
<i>Money Saved by Accommodating</i>	\$448,878
<i>Transitional Duty Days NOT Accommodated</i>	915
<i>% of Transitional Duty Days NOT Accommodated</i>	18%
<i>Cost of Days NOT Accommodated</i>	\$84,820

Managed Care Quick Notes - Ms. Gallagher reported Qual-Lynx offers a Managed Care program that delivers appropriate care, including injury reporting, 24/7 claim reporting and triage, medical case management, access to the QualCare Provider Network, medical bill review and repricing, out-of-network bill negotiation, and return to work management. The program focuses on delivering quality care while achieving cost savings through collaboration with providers and the claims team. The goal is to ensure injured workers receive appropriate care and return to work as quickly as possible.

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

LAW ENFORCEMENT LIABILITY CONSULTANT REPORT

In Mr. Winter's absence, Ms. Patel provided the Law Enforcement report which can be found on pages 24-25 of the agenda. She noted that he visited Avalon and Linwood Police Departments. He is hoping to have the next chiefs meeting in August.

Ms. Patel asked if there are any questions. No questions were entertained.

SOLICITOR'S REPORT

MEL EPL Helpline

Mr. DeWeese stated that there is a reminder in the agenda packet regarding the MEL EPL Helpline on page 26. He urged members to review the MEL EPL Helpline Authorized Contact list on pages 27-28 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.

Legal Bulletin – OPRA Amendments

Mr. DeWeese noted that the OPRA Amendment memorandum can be found on page 29-33 which was issued on June 27, 2024 to all Fund Commissioners and municipal clerks. Please contact him directly with any questions.

Motion to Authorize the Fund Solicitor to Prepare, Distribute, and Receive the Results of a Membership Survey Regarding JIF Operations, Programs, and Policies.

Mr. DeWeese noted that he met with Mr. Forlenza and Ms. Patel regarding membership renewals and concerns. They discussed how to ensure that the JIF provides the best product to the members and that we can retain the members of the Fund. Mr. DeWeese noted he developed a survey he'd like to send to the members including elected officials, administrators, clerks, and fund commissioners in early August. He noted the purpose is to get feedback of the JIF's operations, their satisfaction, and gain some input for suggestions and improvements.

Chair Woods entertained a motion to Authorize the Fund Solicitor to Prepare, Distribute, and Receive the Results of a Membership Survey Regarding JIF Operations, Programs, and Policies.

Motion by Ms. Bascelli, seconded by Ms. Ayres to Authorize the Fund Solicitor to Prepare, Distribute, and Receive the Results of a Membership Survey Regarding JIF Operations, Programs, and Policies as presented.

ROLL CALL	Yeas:	Heather Miller, Commercial Twp. Dawn Bascelli, Deerfield Twp. Jessica Bishop, <i>Sec.</i> , Dennis Twp. Karen Fournier, Lower Twp. Liz Woods, <i>Chair</i> , Ocean City Kellie Seib, Sea Isle City DJ Ayres, Weymouth Twp.
	Nays:	None
	Abstain:	None

Motion carried by unanimous vote.

Closed Claims

Mr. DeWeese reported there were six (6) cases closed since last month; five (5) of six (6) without any payments to Plaintiffs.

Zobnowski v. City of North Wildwood
Yaeger v. City of Wildwood
Mittleberger v. Township of Lower
Langan Estate v. Township of Lower
Witherspoon v. Township of Galloway
Gabriel v. Township of Hamilton

Mr. DeWeese noted there are 72 active GL files, which is a very good number!

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

COMMITTEE REPORTS

No Committee Reports.

EXECUTIVE DIRECTOR'S REPORT

JIF Online Directories

Mr. Forlenza stated that the updated JIF Directories were loaded to the members' only side of the website yesterday. He asked members to review for accuracy as they come directly from Origami.

Certificates of Insurance – Mr. Forlenza asked that all members review the COI listed in the agenda packet for accuracy.

Safety, OSB, and EPL/Cyber Reimbursement- Mr. Forlenza stated that the SIP, 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 claim or encumber the funds is December 31, 2024 and then encumbered funds must be claimed by January 31, 2025.

Statutory Bonds- Mr. Forlenza noted the latest listing of Statutory Bonds issued by the MEL for JIF members is included for your review on pages 52 & 53. This list should be reviewed for accuracy especially since June 30, 2024 was a popular retirement date. Please note that these bonds are written for the individual NOT the position to be bonded. All applicants for a bond must complete an underwriting application and submit it to the Fund Underwriter for approval. Any member up for renewal must *reapply* for all statutory positions. Any questions on the status of an application or a bond listed on the report should be directed to Jonathon Tavares at 856-614-4493 or jtavares@connerstrong.com.

Membership Renewal Visits - Mr. Forlenza stated that Ms. Patel is visiting most of the ACM JIF renewing members this year. She is meeting with the governing body and discussing the value of JIF membership. Please reach out to our office with any questions.

2025 Exposure Renewal Process – Mr. Forlenza stated the 2025 exposure renewal process should begin today, July 17, 2024. All members and their risk managers will receive correspondence that the 2025 Exposure Renewal Process has begun. As occurred last year, members will receive an email from Origami containing a link to the Origami renewal site. You must use this special link to access Origami. Included in the correspondence is important information pertaining to your property and equipment schedules, employee payroll information/counts, and other exposure data. In addition, the correspondence includes important information regarding coverage exclusions and limits. All members and risk managers are urged to carefully review this information prior to starting the renewal process. Anyone with questions regarding the exposure renewal process should contact Jodi Palmeri (Jodi_Palmeri@RPAdmin.com) Members are asked to complete the 2025 exposure renewal process no later than Friday, August 31, 2024.

Coverage Documents– Mr. Forlenza stated that on or about July 15, 2024, an email was sent to all members notifying them of the availability of the 2024 Coverage Documents in Origami. The email also included instructions on how to access the Coverage Documents in Origami. It is strongly recommended that the Coverage Documents be downloaded and/or printed and kept as a long-term record by each member municipality. If you have any questions, please contact Kamini_Patel@rpadmin.com or Melissa_Bush@rpadmin.com.

Quarterly Attendance – Mr. Forlenza noted that a report detailing attendance records through the second quarter of the 2024 Fund Year is attached. Please be sure to review your attendance, and contact Ms. Forlenza at Tracy_Forlenza@RPAdmin.com if you feel there are any discrepancies in the report. Please do not wait until years end to question any discrepancies.

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

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

Mr. Garish stated that the 2023 RTK Survey was due by all members on July 15, 2024. Please submit to the State asap before you are fined \$1,000 per day for failure to submit. Please follow up with your RTK Coordinator for the municipality.

Mr. Garish reiterated that OSHA/PEOSHA is citing members for not having a Heat Exhaustion Policy. JA Montgomery released a formal template to assist with the implementation of this policy. On July 2, 2024, OSHA announced an unofficial version of the proposed standard to protect workers against heat related issues. When finalized, it applies to all employees conducting indoor and outdoor work. This will be happening soon so please utilize the template.

Mr. Garish mentioned that as National Night Out approaches, please utilize the special events handbook and the various Safety Director resources on both the ACM JIF website and the MEL JIF website. Please contact Mr. Garish's office with any questions.

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

TECHNOLOGY RISK SERVICES DIRECTOR'S REPORT

In Mr. Caruso's absence, Ms. Patel noted his report can be found on pages 65 & 66. The first half of cyber hygiene training closed on June 30, 2024 and the new training began on July 8, 2024. She remarked that if you did not submit cyber framework checklist by June 30, 2024, you are no longer in compliance with your approved tier. Please reach out to Mr. Caruso with questions.

Ms. Patel noted that on page 66 are definitions of cyber attacker terms.

Ms. Patel stated that Mr. Caruso, Mr. Forlenza and her met with representatives from NJCCIC regarding cyber services. These services are different from the Cyber JIF framework, but are free so you can take advantage of them. We did ask them to keep us apprised of any notifications they are doing to the members and any grants being released.

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

TREASURER'S REPORT

Reports – June

Mr. Hansen presented the Treasurer's Report for the period ending **June 30, 2024**. The reports were made part of the agenda packet beginning on page 67. He noted the following information:

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

Members	6/30/24 (Includes unaudited interest)
Hamilton Township	2,011.62
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	\$669,416.44

Former Members	6/30/24 (Includes unaudited interest)
Corbin City	828.00
Egg Harbor City	43,908.11
Egg Harbor Township	143,563.00
Hammonton Township	231,959.00
Total	\$420,308.10

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:

	June	YTD
Subrogation Receipts	\$ 61,922.61	\$ 306,587.16
Other	\$0	\$12,260.59
Adjustment	\$0	\$ 25,507.50

Claim Activity for the Period

Claim activity for the month of **June** for claims paid by the Fund and claims payable by the Fund depict a total of 156 checks issued representing 401 claims payments totaling \$652,586.65, with an effect on cash position of \$590,664.05.

Cash Activity for the Period

The Fund's "Cash Position" at month end for **June** was \$ 47,158,351.

Investment Interest

Interest Income:	June	YTD
JCMI	\$ 41,874.09	\$ 235,327.13
Treasury	\$0	\$563,860.19
Citizens	\$ 4,142	\$ 45,382.73
Citizens-sweep	\$11,457.32	\$ 77,299.39

Rate of Return: Only interest from the *ANALYSIS WORKSHEET* **1.452%** for **June**.

Allocation of Invested Funds

FUND	May Total	May Percentage	June Total	June Percentage
Treasury	\$23,099,436.33	48%	\$23,125,397.89	49%
JCMI	\$20,381,664.75	43%	\$20,546,996.68	44%
Citizens	\$4,360,295.81	9%	\$3,485,956.93	7%
TOTALS	\$47,841,396.89		\$47,158,351.00	

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

Payment Register

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

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

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

ROLL CALL

Yeas:

Heather Miller, **Commercial Twp.**
 Dawn Bascelli, **Deerfield Twp.**
 Jessica Bishop, *Sec.*, **Dennis Twp.**
 Karen Fournier, **Lower Twp.**
 Liz Woods, *Chair*, **Ocean City**
 Kellie Seib, **Sea Isle City**
 DJ Ayres, **Weymouth Twp.**

Nays:

None

Abstain:

None

Motion carried by unanimous vote.

Bill List – July

For the Executive Committee’s consideration, Mr. Hansen presented the ***July 2024 Bill List*** in the amount of **\$436,810.32**.

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

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

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

ROLL CALL	<i>Yeas:</i>	Heather Miller, Commercial Twp. Dawn Bascelli, Deerfield Twp. Jessica Bishop, <i>Sec.</i> , Dennis Twp. Karen Fournier, Lower Twp. Liz Woods, <i>Chair</i> , Ocean City Kellie Seib, Sea Isle City DJ Ayres, Weymouth Twp.
	<i>Nays:</i>	None
	<i>Abstain:</i>	None

Motion carried by unanimous vote.

RMC Bill List – July

For the Executive Committee’s consideration, Mr. Hansen presented the ***July 2024 RMC Bill List*** in the amount of **\$188,740**.

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

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

Motion by Ms. Seib, seconded by Ms. Ayres, to approve the ***July 2024 RMC Bill List*** as presented.

ROLL CALL	<i>Yeas:</i>	Heather Miller, Commercial Twp. Dawn Bascelli, Deerfield Twp. Jessica Bishop, <i>Sec.</i> , Dennis Twp. Karen Fournier, Lower Twp. Liz Woods, <i>Chair</i> , Ocean City Kellie Seib, Sea Isle City DJ Ayres, Weymouth Twp.
	<i>Nays:</i>	None
	<i>Abstain:</i>	None

Motion carried by unanimous vote.

MEL/RCF/CYBER/EJIF REPORTS

Mr. Pacanowski reported that a special meeting was held on June 20, 2024 to review the Auditor and Actuary year end reports. He noted the next Cyber JIF meeting is July 18, 2024 and he will update at the September meeting.

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

MISCELLANEOUS BUSINESS

Next Meeting

Chair Woods reminded the members that there is NO August meeting and the next meeting will be held virtually on **Wednesday, September 18, 2024 at 3:00 PM** via Microsoft Teams.

Authorization to Pay Vendors in August

Chair Woods entertained a motion for authorization to process and pay vendors in August.

Motion by Ms. Miller, seconded by Ms. Ayres, for authorization to process and pay vendors in August as presented.

ROLL CALL	<i>Yeas:</i>	Heather Miller, Commercial Twp. Dawn Bascelli, Deerfield Twp. Jessica Bishop, <i>Sec.</i> , Dennis Twp. Karen Fournier, Lower Twp. Liz Woods, <i>Chair</i> , Ocean City Kellie Seib, Sea Isle City DJ Ayres, Weymouth Twp.
	<i>Nays:</i>	None
	<i>Abstain:</i>	None

Motion carried by unanimous vote.

Motion to Authorize the Executive Director's office to Re-Advertise the location of the December Executive Committee Meeting

Chair Woods entertained a motion for authorization for the Executive Director's office to Re-Advertise the location of the December Executive Committee Meeting.

Motion by Ms. Miller, seconded by Ms. Bascelli, for authorization for the Executive Director's office to Re-Advertise the location of the December Executive Committee Meeting as presented.

ROLL CALL	<i>Yeas:</i>	Heather Miller, Commercial Twp. Dawn Bascelli, Deerfield Twp. Jessica Bishop, <i>Sec.</i> , Dennis Twp. Karen Fournier, Lower Twp. Liz Woods, <i>Chair</i> , Ocean City Kellie Seib, Sea Isle City DJ Ayres, Weymouth Twp.
	<i>Nays:</i>	None
	<i>Abstain:</i>	None

Motion carried by unanimous vote.

Motion to Authorize the Executive Director's office to Prepare, Advertise, and Receive Proposals for Internal and External Network Penetration Testing in Conjunction with the BURLCO and TRICO JIFs

Chair Woods entertained a motion for authorization for the Executive Director's office to Prepare, Advertise, and Receive Proposals for Internal and External Network Penetration Testing in Conjunction with the BURLCO and TRICO JIFs.

Motion by Ms. Bishop, seconded by Ms. Bascelli, for authorization for the Executive Director's office to Prepare, Advertise, and Receive Proposals for Internal and External Network Penetration Testing in Conjunction with the BURLCO and TRICO JIFs as presented.

ROLL CALL	Yeas:	Heather Miller, Commercial Twp. Dawn Bascelli, Deerfield Twp. Jessica Bishop, Sec., Dennis Twp. Karen Fournier, Lower Twp. Liz Woods, Chair, Ocean City Kellie Seib, Sea Isle City DJ Ayres, Weymouth Twp.
	Nays:	None
	Abstain:	None

Motion carried by unanimous vote.

PUBLIC COMMENT

Open Public Comment

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

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

Close Public Comment

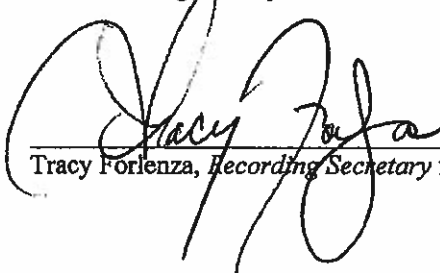
Chair Woods entertained a motion to close the public comment.

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

MOTION TO ADJOURN

Motion by Ms. Bishop, seconded by Ms. Bascelli, to adjourn the July 17, 2024 meeting of the ACM JIF. All in favor. Motion carried.

The meeting was adjourned at 3:50 PM.


Tracy Forlenza, Recording Secretary for


Jessica Bishop, Fund Secretary