

ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

November 18, 2024 – 3:00 PM

Via Microsoft Teams

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
 - D. Move up Alternates (if necessary) Motion to move up _____, _____ and _____ in the absence of _____, _____ and _____ to the Executive Committee for voting purposes – **Motion – All in Favor**
- V. Approval of Minutes..... Pages 1-14
 - A. Adoption of the **October 23, 2024** minutes – **Motion – All in Favor**
- VI. Closed Session Minutes
 - A. Approval of the **October 23, 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The Closed Session Minutes shall not be released to the public until the reason(s) for their remaining closed is no longer applicable and the Fund Solicitor has an opportunity to review them.
- VII. 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
- VIII. Reopen Public Portion of Meeting – **Motion – All in Favor**
- IX. Authorization of Claims Payments – **Motion - Roll Call**
- X. Authorization to Abandon Subrogation (if necessary) – **Motion - Roll Call**
- XI. Claims Review Committee Report: – Open Session Items – November 14, 2024 Handout
- XII. Claims Administrator’s Report
 - A. Lessons Learned from Losses Page 15
- XIII. Managed Health Care Report
 - A. ACM JIF Summary Page 16
 - B. Average Days to Report Page 17
 - C. Claims Reported by Type..... Page 18

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| D. | Nurse Case Management Reports | Page 19 |
| E. | Transitional Duty Report | Page 20 |
| F. | PPO Savings and Penetration Reports | Pages 21-22 |
| G. | Top 10 Providers & Paid Provider by Specialty | Page 23 |
| H. | Quick Notes | Page 24 |
| XIV. | Law Enforcement Risk Management Report | Pages 25-26 |
| XV. | Solicitor’s Report | |
| A. | MEL Helpline and Contact List..... | Pages 27-29 |
| XVI. | Committee Reports | |
| A. | Finance Committee Meeting Minutes – October 31, 2024 | Pages 30-37 |
| 1. | 2025 Budget Message..... | Pages 38-47 |
| 2. | 2025 Budget Introduction – Motion to Introduce – Roll Call | Page 43 |
| 3. | 2025 Assessment Allocation Strategy Policy - Motion to Introduce – Roll Call | Pages 48-64 |
| 4. | 2025 Assessment Certification - Motion to Introduce – Roll Call | Page 65 |
| 5. | Resolution 2024-___ Authorizing a Transfer of the 2020 Fund Year to the MEL Residual Claims Fund – Motion – Roll Call | Page 66 |
| B. | EPL/Tech Liability Committee Meeting Minutes – September 26, 2024 | Pages 67-73 |
| C. | Nominating Committee Meeting Minutes – October 28, 2024 | Pages 74-76 |
| 1. | 2025 Draft Nomination Slate..... | Page 77 |
| 2. | Nomination Petition..... | Page 78 |
| XVII. | Executive Director’s Report | Pages 79-107 |
| A. | Lost Time Accident Frequency | Handout |
| B. | Certificates of Insurance | Pages 82-88 |
| C. | Financial Fast Track Report | Page 89 |
| D. | Regulatory Filing Checklists | Pages 90-91 |
| E. | 2023 Safety Incentive Program Awards | Page 92 |
| F. | 2024 Optional Safety Budget | Page 93 |
| G. | 2024 EPL/Cyber Risk Management Budget | Page 94 |
| H. | EPL Compliance Status | Page 95 |
| I. | Statutory Bond Status | Pages 96-98 |
| J. | Skateboard Park Approval Status | Page 99 |
| K. | Capehart & Scatchard Updates | Pages 100-104 |
| L. | Land Use Training Certification | Page 105 |
| M. | Monthly Activity Calendars | Pages 106-107 |
| N. | Elected Officials Training | |
| O. | Risk Management Consultants Model RFQ | |
| P. | 2025 RMC Resolutions & Agreements | |
| Q. | Dividend Notices | |
| R. | Website | |
| S. | New Member Activity | |
| XVIII. | Safety Director’s Report | |
| A. | Activity Report | Pages 108-110 |
| XIX. | Technology Risk Services Director | |
| A. | Report | Pages 111-112 |
| XX. | Treasurer’s Report as of October 31, 2024 | Pages 113-214 |
| A. | Fund Status | |
| B. | Investment Report | |
| C. | Investment JCMi | |

- D. Payment Register – **Motion to Approve - Roll Call**
 - E. **November Bill List – Motion to Approve – Roll Call** Page 210
 - F. **RMC Bill List – Motion to Approve – Roll Call** Page 211
 - G. Analysis of Non-Assessment Receipts
 - H. AELCF
 - I. Resolution 2024-____ Authorization to release \$46,653.55 of Upper Township’s share of the AELCF
Motion to Approve – Roll Call Pages 214-217
- XXI. MEL/RCF/E-JIF/Cyber JIF Reports
- A. E-JIF Report – October 16, 2024..... Pages 218-219
 - B. RCF JIF Report - October 16, 2024..... Pages 220-222
 - C. Cyber JIF Report – October 17, 2024 Pages 223-224
 - D. MEL JIF Report – October 17, 2024 Pages 225-228
 - E. Resolution 2024-____ Appointing James Pacanowski as MEL/RCF/EJIF/Cyber JIF representative for
2025 **Motion to Approve – Roll Call**..... Page 229
- XXII. Miscellaneous Business
- A. Motion authorizing the acceptance and implementation of the proposed changes to the 2025 Executive
Committee meeting format as discussed during the Annual Planning Retreat and provided to the
membership on November 6, 2024 – **Motion – All in Favor**
 - B. Motion authorizing the Executive Director to readvertise the location of the January 15, 2025
Executive Committee Meeting – **Motion – All in Favor**

**The Next Meeting of the ACM JIF will be held on Wednesday, December 18, 2024
at 3:00 pm at Merighi’s Savoy Inn, 4940 Landis Ave, Vineland, NJ.**

- XXIII. 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**
- XXIV. Motion to Adjourn Meeting – **Motion - All in Favor**