

**PROFESSIONAL MUNICIPAL MANAGEMENT
JOINT INSURANCE FUND
MEETING AGENDA
JULY 23, 2024 – 2:00 PM**

**EVESHAM MUNICIPAL BUILDING
984 TUCKERTON ROAD
MARLTON, NJ 08053**

In accordance with the Open Public Meetings Act, notice of this meeting was provided by:

- I. Sending sufficient notice to the Burlington County Times**
- II. Advance written and electronic notice of this meeting was filed with the Clerk/Manager of all member municipalities and, posting electronic notice of this meeting on the Fund's website.**
- III. Posting this notice on the Public Bulletin Board of all member municipalities**

**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
MEETING: JULY 23, 2024**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- ROLL CALL OF 2024 COMMISSIONERS**
- APPROVAL OF MINUTES:** June 25, 2024 Open Minutes **Appendix I**
June 25, 2024 Closed Minutes **Distributed**
- CORRESPONDENCE: None**

REPORTS

- EXECUTIVE DIRECTOR/ADMINISTRATOR – PERMA Risk Management Services**
.Executive Director's Report..... **Page 1**
 - ATTORNEY – William J. Kearns, Esquire**
 - TREASURER – Thomas Tontarski**
.Treasurer's Report **Page 9**
.July 2024 Voucher List – Resolution Nos. 24-17 **Page 11**
 - SAFETY DIRECTOR – J.A. Montgomery Consulting**
.Monthly Report..... **Page 17**
 - RISK MANAGERS REPORT - Conner Strong & Buckelew Companies, Inc.....Distributed**
 - UNDERWRITING MANAGER – Conner Strong & Buckelew Companies, Inc.**
.Monthly Certificate Report..... **Page 20**
.Cyber Risk Management Compliance – Discussed in closed session
 - MANAGED CARE – Qual Care**
.Monthly Report..... **Page 21**
 - CLAIMS SERVICE – Qual Lynx**
 - OLD BUSINESS**
 - NEW BUSINESS**
 - PUBLIC COMMENT**
 - RESOLUTION - EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSE:
PERSONNEL - SAFETY - PUBLIC PROPERTY – LITIGATION**
 - Motion to Return to Open Session and Approve Payment Authorization Requests**
 - Next Meeting – September 24, 2024 – Willingboro**
 - MEETING ADJOURNMENT**
-

Professional Municipal Management Joint Insurance Fund

2 Cooper Street
Camden, NJ 08102

Date: July 23, 2024

Memo to: Fund Commissioners
Professional Municipal Management Joint Insurance Fund

From: PERMA Risk Management Services

Subject: Executive Director's Report

❑ **2025 Renewal:** Members and Risk Managers have received an email from Origami with a link to renewal worksheets to begin the 2025 underwriting renewal. We will issue an email with additional directions once the underwriting system link is sent to Fund Commissioners Users and Risk Management Consultants users by Origami. The deadline for completion of the updates is August 30th.

❑ **2024 Coverage Documents:** The Fund office is in the final stages of preparing coverage documents, which will be posted to Origami by the end of this month.

The MEL Risk Management Information System with Origami will only store policies for 3 years, so it is imperative that members download the policies and save them on their local system to comply with record retention requirements.

❑ **D2 Cyber Security Report** – The D2 Cyber Security Status Report will be distributed and discussed in closed session.

❑ **2023 Audit Filing:** PERMA filed the 2023 Year End Audit, Certification of the Audit adopted by the Executive Committee, Actuarial Valuation and Actuarial Certification with the Departments of Insurance and Community Affairs. In addition, the Synopsis of Audit will be published in the Fund's official newspapers.

❑ **Professional Services Agreements:** The Fund's professional service agreements are up for renewal in 2025. The Fund Office will be sending out the required forms to enable re-appointments at our January re-organization meeting. The Fund Office will prepare a response list for Fund Commissioners with the various firm's fee request for consideration before budget introduction.

❑ **MEL Bulletin on Billboards** – The MEL Fund Attorney recently issued a revised bulletin on Recent Trends in Billboard Court Decisions. The bulletin will be sent separately.

❑ **NJ Cyber JIF Report:** The Cyber JIF met on June 20, 2024, via Zoom to approve the Year End 2023 Audit. Commissioner Danson's report on that meeting is enclosed on Page 3. The Operations Committee met on June 24, 2024 via Zoom to discuss new membership and training.

❑ **August Meeting Cancellation** - The JIF has historically cancelled the August Fund meeting; if the Commissioners wish to follow past procedure, a motion to cancel the meeting would be in order. The Commissioners did pass Resolution 24-2 in February that authorizes fund professionals to continue services and process payments for the months that the Fund does not meet.

❑ Motion to Cancel the Fund’s August Meeting

❑ **Due Diligence Reports:**

Financial Fast Track	<i>Distributes Quarterly</i>
Loss Ratio Analysis	Page 4
Claims Activity Report	Page 5
Loss Time Accident Frequency	Page 6
POL/EPL Compliance Report	Page 7
Regulatory Affairs Checklist	Page 8



NEW JERSEY CYBER RISK MANAGEMENT FUND

9 Campus Drive – Suite 216

Parsippany, NJ 07054

Tel 201.881.7632

Date: June 20, 2024
To: Executive Committee
Professional Municipal Management Joint Insurance Fund
From: Commissioner Susan Danson

Auditor and Actuary Year-End Reports: The Audit Report as of December 31, 2023 and Actuarial Analysis and Loss Adjustment Reserves report were presented for review.

Fund Auditor reviewed the Statement of Revenues, Expenses and Change in Net Position. The Fund ended in a surplus of \$1,909,882 with no recommendations and one management suggestion for 2025 to review updated accounting standard (GASB) to implement additional disclosures in year 2025.

Fund Actuary reviewed the total reserves as of December 31, 2023 and said they intend to issue a statement of opinion that the reserves of \$1,248,282 make reasonable provision for losses as of December 31, 2023.

Following the reports, the Board approved the year-end financials as presented and adopted resolution 29-24 and executed the group affidavit indicating that members of the Executive Committee have read the general comments section of the audit report.

Professional Municipal Mgmt Joint Insurance Fund
CLAIMS MANAGEMENT REPORT
EXPECTED LOSS RATIO ANALYSIS

FUND YEAR 2020 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	53 Actual	MONTH TARGETED	52 Actual	MONTH TARGETED	41 Actual	MONTH TARGETED
			31-May-24		30-Apr-24		31-May-23	
PROPERTY	171,000	102,033	59.67%	100.00%	59.67%	100.00%	63.92%	100.00%
GEN LIABILITY	376,171	91,221	24.25%	96.63%	24.25%	96.51%	24.25%	92.99%
AUTO LIABILITY	47,021	74,093	157.58%	94.26%	157.58%	93.94%	103.95%	89.77%
WORKER'S COMP	1,319,715	1,031,832	78.19%	99.66%	78.41%	99.62%	78.17%	98.81%
TOTAL ALL LINES	1,913,907	1,299,179	67.88%	98.96%	68.04%	98.90%	66.93%	97.55%
NET PAYOUT %	\$867,227		45.31%					

FUND YEAR 2021 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	41 Actual	MONTH TARGETED	40 Actual	MONTH TARGETED	29 Actual	MONTH TARGETED
			31-May-24		30-Apr-24		31-May-23	
PROPERTY	168,000	209,792	124.88%	100.00%	127.27%	100.00%	134.87%	100.00%
GEN LIABILITY	333,052	236,861	71.12%	92.99%	83.97%	92.48%	57.75%	84.65%
AUTO LIABILITY	52,789	34,599	65.54%	89.77%	65.54%	89.30%	98.90%	82.02%
WORKER'S COMP	1,330,010	834,771	62.76%	98.81%	60.73%	98.70%	59.85%	96.21%
TOTAL ALL LINES	1,883,851	1,316,023	69.86%	97.64%	70.90%	97.45%	67.27%	94.11%
NET PAYOUT %	\$1,018,107		54.04%					

FUND YEAR 2022 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	29 Actual	MONTH TARGETED	28 Actual	MONTH TARGETED	17 Actual	MONTH TARGETED
			31-May-24		30-Apr-24		31-May-23	
PROPERTY	164,000	195,474	119.19%	100.00%	142.36%	100.00%	139.86%	96.87%
GEN LIABILITY	286,842	342,841	119.52%	84.65%	89.38%	83.56%	74.39%	69.55%
AUTO LIABILITY	55,642	63,520	114.16%	82.02%	106.97%	81.06%	44.83%	64.31%
WORKER'S COMP	1,353,000	785,197	58.03%	96.21%	60.78%	95.79%	63.77%	84.23%
TOTAL ALL LINES	1,859,484	1,387,032	74.59%	94.34%	73.77%	93.84%	71.55%	82.48%
NET PAYOUT %	\$867,535		46.65%					

FUND YEAR 2023 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	17 Actual	MONTH TARGETED	16 Actual	MONTH TARGETED	5 Actual	MONTH TARGETED
			31-May-24		30-Apr-24		31-May-23	
PROPERTY	169,000	257,799	152.54%	96.87%	153.91%	96.65%	52.78%	37.00%
GEN LIABILITY	301,156	145,837	48.43%	69.55%	44.61%	67.85%	8.16%	14.00%
AUTO LIABILITY	51,791	22,581	43.60%	64.31%	43.60%	62.03%	22.58%	15.00%
WORKER'S COMP	1,560,000	829,606	53.18%	84.23%	55.39%	81.73%	13.15%	9.00%
TOTAL ALL LINES	2,081,947	1,255,824	60.32%	82.64%	61.53%	80.44%	15.88%	12.15%
NET PAYOUT %	\$787,098		37.81%					

FUND YEAR 2024 -- LOSSES CAPPED AT RETENTION

	Budget	Limited Incurred Current	5 Actual	MONTH TARGETED	4 Actual	MONTH TARGETED	-7 Actual	MONTH TARGETED
			31-May-24		30-Apr-24		31-May-23	
PROPERTY	211,000	68,870	32.64%	37.00%	18.28%	30.00%	N/A	N/A
GEN LIABILITY	272,732	24,080	8.83%	14.00%	7.65%	10.00%	N/A	N/A
AUTO LIABILITY	55,309	8,501	15.37%	15.00%	19.17%	10.00%	N/A	N/A
WORKER'S COMP	1,481,335	85,107	5.75%	9.00%	2.44%	6.00%	N/A	N/A
TOTAL ALL LINES	2,020,376	186,558	9.23%	12.76%	5.26%	9.16%	N/A	N/A
NET PAYOUT %	\$103,639		5.13%					

Professional Municipal Mgmt Joint Insurance Fund
CLAIM ACTIVITY REPORT
AS OF 05/31/24

COVERAGE LINE - PROPERTY						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
April-24	0	7	7	11	4	29
May-24	0	7	6	10	3	26
NET CHGE	0	0	-1	-1	-1	-3
Limited Reserves						\$1,142
Year	2020	2021	2022	2023	2024	TOTAL
April-24	\$0	\$7	\$45,506	\$39,974	\$16,874	\$102,361
May-24	\$0	\$7	\$7,505	\$14,959	\$7,219	\$29,689
NET CHGE	\$0	\$0	(\$38,001)	(\$25,015)	(\$9,656)	(\$72,672)
Ltd Incurred	\$102,033	\$209,792	\$195,474	\$257,799	\$68,870	\$833,967
COVERAGE LINE - GENERAL LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
April-24	1	5	14	17	23	60
May-24	1	4	14	18	22	59
NET CHGE	0	-1	0	1	-1	-1
Limited Reserves						\$7,448
Year	2020	2021	2022	2023	2024	TOTAL
April-24	\$16,460	\$196,659	\$135,639	\$76,663	\$20,804	\$446,223
May-24	\$16,460	\$90,136	\$220,658	\$88,163	\$23,998	\$439,414
NET CHGE	\$0	(\$106,522)	\$85,019	\$11,500	\$3,194	(\$6,810)
Ltd Incurred	\$91,221	\$236,861	\$342,841	\$145,837	\$24,080	\$840,841
COVERAGE LINE - AUTO LIABILITY						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
April-24	1	0	2	1	3	7
May-24	1	0	2	1	1	5
NET CHGE	0	0	0	0	-2	-2
Limited Reserves						\$14,461
Year	2020	2021	2022	2023	2024	TOTAL
April-24	\$27,399	\$0	\$34,958	\$7,489	\$9,331	\$79,177
May-24	\$23,177	\$0	\$38,352	\$7,091	\$3,686	\$72,305
NET CHGE	(\$4,222)	\$0	\$3,394	(\$398)	(\$5,645)	(\$6,872)
Ltd Incurred	\$74,093	\$34,599	\$63,520	\$22,581	\$8,501	\$203,295
COVERAGE LINE - WORKERS COMP.						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
April-24	13	17	21	20	19	90
May-24	9	15	17	12	12	65
NET CHGE	-4	-2	-4	-8	-7	-25
Limited Reserves						\$19,379
Year	2020	2021	2022	2023	2024	TOTAL
April-24	\$396,924	\$185,802	\$291,629	\$401,386	\$13,927	\$1,289,668
May-24	\$392,316	\$207,773	\$252,983	\$358,514	\$48,017	\$1,259,603
NET CHGE	(\$4,607)	\$21,971	(\$38,647)	(\$42,872)	\$34,090	(\$30,065)
Ltd Incurred	\$1,031,832	\$834,771	\$785,197	\$829,606	\$85,107	\$3,566,514
TOTAL ALL LINES COMBINED						
CLAIM COUNT - OPEN CLAIMS						
Year	2020	2021	2022	2023	2024	TOTAL
April-24	15	29	44	49	49	186
May-24	11	26	39	41	38	155
NET CHGE	-4	-3	-5	-8	-11	-31
Limited Reserves						\$11,619
Year	2020	2021	2022	2023	2024	TOTAL
April-24	\$440,782	\$382,468	\$507,732	\$525,511	\$60,937	\$1,917,430
May-24	\$431,952	\$297,916	\$519,497	\$468,725	\$82,920	\$1,801,011
NET CHGE	(\$8,829)	(\$84,552)	\$11,765	(\$56,786)	\$21,983	(\$116,418)
Ltd Incurred	\$1,299,179	\$1,316,023	\$1,387,032	\$1,255,824	\$186,558	\$5,444,617

2024 LOST TIME ACCIDENT FREQUENCY ALL JIFs EXCLUDING SIR MEMBERS/ EXCLUDING COVID CLAIMS

May 31, 2024				
	2024	2023	2022	TOTAL
	LOST TIME	LOST TIME	LOST TIME	RATE *
FUND	FREQUENCY	FREQUENCY	FREQUENCY	2024 - 2022
Monmouth County	0.47	0.69	1.00	0.78
Morris County	0.60	1.72	1.27	1.34
Bergen County	0.69	1.42	1.57	1.35
NJ Public Housing Authority	0.82	1.63	2.01	1.66
Suburban Municipal	0.85	1.23	1.26	1.17
South Bergen County	0.90	2.46	2.37	2.16
Ocean County	0.96	1.45	1.44	1.36
Central New Jersey	1.00	2.22	2.23	1.99
Suburban Metro	1.14	1.37	1.70	1.46
Burlington County Municipal JIF	1.17	1.30	1.43	1.33
Gloucester, Salem, Cumberland	1.35	1.41	1.35	1.37
Professional Municipal Manager	1.37	1.83	1.74	1.71
NJ Utility Authorities	1.37	1.60	1.51	1.52
Atlantic County Municipal JIF	1.43	2.19	2.23	2.08
Camden County	1.55	1.20	1.52	1.40
AVERAGE	1.04	1.58	1.64	1.51

Professional Municipal Management JOINT INSURANCE FUND

2024 LOST TIME ACCIDENT FREQUENCY EXCLUDING SIR MEMBERS/ EXCLUDING COVID CLAIMS

DATA VALUED AS OF May 31, 2024									
		# CLAIMS	Y. T. D.	2024	2023	2022			TOTAL
	**	FOR	LOST TIME	LOST TIME	LOST TIME	LOST TIME			RATE
MEMBER_ID	MEMBER	* 5/31/2024	ACCIDENTS	FREQUENCY	FREQUENCY	FREQUENCY	MEMBER		2024 - 2022
1	306 Maple Shade	0	0	0.00	1.74	1.65	1 Maple Shade		1.43
2	307 Moorestown	0	0	0.00	1.28	1.40	2 Moorestown		1.10
3	308 Willingboro	2	2	1.73	2.17	2.14	3 Willingboro		2.08
4	304 Evesham	1	2	1.88	1.62	1.73	4 Evesham		1.71
5	305 Evesham Township Fire District	1	1	2.96	2.56	1.14	5 Evesham Township Fire		2.00
Totals:			4	5	1.37	1.83			1.71

MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND											
EMPLOYMENT PRACTICES COMPLIANCE STATUS - Professional Municipal Mgmt Joint Insurance Fund											
Data Valued As of : July 11, 2024											
Total Participating Members		5		5							
Complaint				5							
Percent Compliant				100.00%							
			01/01/24		2024					Land Use	
Member Name	EPL Program ?	Checklist Submitted	Compliant	EPL Deductible	POL Deductible	Amended Deductible Date	Revised EPL Deductible	Revised POL Deductible	Co-Insurance		
									01/01/24	Deductible	Co-Insurance
EVESHAM	Yes	Yes	Yes	\$ 20,000	\$ 20,000				20% of 1st 250K	\$ 20,000	20% of \$1,000,000
EVESHAM TOWNSHIP FIRE D	Yes	Yes	Yes	\$ 20,000	\$ 20,000				20% of 1st 250K	\$ 20,000	20% of \$1,000,000
MAPLE SHADE	Yes	Yes	Yes	\$ 10,000	\$ 10,000				0%	\$ 10,000	20% of \$1,000,000
MOORESTOWN	Yes	Yes	Yes	\$ 20,000	\$ 20,000				20% of 1st 250K	\$ 20,000	20% of \$1,000,000
WILLINGBORO	Yes	Yes	Yes	\$ 20,000	\$ 20,000				20% of 1st 250K	\$ 20,000	20% of \$1,000,000

Professional Municipal Management Joint Insurance Fund
Annual Regulatory Filing Check List
Year 2024 as of July 1, 2024

<u>Item</u>	<u>Filing Status</u>
<input type="checkbox"/> 2024 Budget	Filed
<input type="checkbox"/> Assessments	Filed
<input type="checkbox"/> Actuarial Certification	Filed
<input type="checkbox"/> Fund Commissioners	Filed
<input type="checkbox"/> Fund Officers	Filed
<input type="checkbox"/> Renewal Resolutions	N/A
<input type="checkbox"/> New Members	None
<input type="checkbox"/> Withdrawals	None
<input type="checkbox"/> Risk Management Plan	Filed
<input type="checkbox"/> Certification of Professional Fees	Filed
<input type="checkbox"/> Unaudited Financials	Filed
<input type="checkbox"/> Annual Audit	Filed
<input type="checkbox"/> State Comptroller Audit Filing	Filed
<input type="checkbox"/> Ethics Filing	Online Filing

July 16, 2024

To the Members of the
Executive Board of the
Professional Municipal Management
Joint Insurance Fund

I have enclosed for your review and, in some cases consideration, documents of presentation relating to claims, transfers, and the financial condition of the Fund.

The statements included in this report are prepared on a “modified cash basis” and relate to financial activity through the one-month period ending June 30, 2024 for Closed Fund Years 1987 to 2019, and Fund Years 2020, 2021, 2022, 2023 and 2024. The reports, where required, are presented in a manner prescribed or permitted by the Department of Insurance and the Division of Local Government Services of the Department of Community Affairs.

All statements contained in this report are subject to adjustment by annual audit.

A summary of the contents of these statements is presented below.

INVESTMENT INTEREST:

Interest received or accrued for the period totaled \$ 26,054.41. This generated an average annual yield of 3.34%. However, we have an unrealized net gain of \$ 28,572.26, adjusting the reported yield to 7.00% for the period. Our Portfolio Investment with J.C.M.I. is valued at \$ 4,697,768.83.

RECEIPT ACTIVITY FOR THE PERIOD:

Subrogation Receipts \$ 6,571.50 with YTD \$ 18,453.98
Salvage Receipts \$ 0.00
Overpayment Reimbursements \$ 0.00

CLAIM ACTIVITY FOR THE PERIOD:

The enclosed report shows 52 claim payments issued during the period for claims paid by the fund and claims payable by the Fund at period end in the amount of \$ 94,761.11.

CASH ACTIVITY FOR THE PERIOD:

The enclosed report shows that during the reporting period the Fund's "Cash Position" changed from an opening balance of \$ 9,410,544.83 to a closing balance of \$ 9,315,755.64 showing a decrease in the fund of \$94,789.19.

BILL LIST FOR THE PERIOD:

Vouchers to be submitted for your consideration at the scheduled meeting show on the accompanying bill list.

The information contained in this summary of the document provided in this report. Other detailed information is contained in the attached documents or a more specific explanation on any question can be obtained by contacting me at 609-744-3597.

Respectfully Submitted,

Thomas J. Tontarski
Treasurer

RESOLUTION NO. 24-17

**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
BILLS LIST - JULY 2024**

WHEREAS, the Treasurer has certified that funding is available to pay the following bills:

BE IT RESOLVED that the Professional Municipal Management Joint Insurance Fund’s Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims: and

FURTHER, that this authorization shall be made a permanent part of the records of the Fund.

FUND YEAR 2023

VendorName	Comment	InvoiceAmount
BOWMAN & COMPANY, LLP	23 YE FIN. STMT AUDIT- INV 118999 06/24	22,383.00
		22,383.00
	Total Payments FY 2023	22,383.00

FUND YEAR 2024

VendorName	Comment	InvoiceAmount
MUNICIPAL EXCESS LIABILITY JIF	FPB Q3 2024	963.75
		963.75
MUNICIPAL EXCESS LIABILITY JIF	MEL- PROPERTY Q3 2024	171,006.75
MUNICIPAL EXCESS LIABILITY JIF	MEL Q3 2024	248,631.75
		419,638.50
N.J. MUNICIPAL ENVIRONMENTAL	EJIF- 2ND HALF 2024	56,978.50
		56,978.50
QUAL-LYNX	CLAIM ADJ. SERVICES 07/24	13,184.42
		13,184.42
J.A. MONTGOMERY CONSULTING	SAFETY DIRECTOR 07/24	2,155.17
		2,155.17
PERMA RISK MANAGEMENT SERVICES	POSTAGE 06/24	47.17
PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR 07/24	12,233.58
		12,280.75
THE ACTUARIAL ADVANTAGE	ACTUARY 07/24	3,615.25
		3,615.25
QUALCARE, INC.	MANAGED CARE SERVICES 07/24	8,155.83
		8,155.83
THOMAS TONTARSKI	TREASURER FEE 07/24	1,643.33
		1,643.33
HELMER, CONLEY & KASSELMAN, P.A.	LITIGATION MGMT 07/24	1,619.42
HELMER, CONLEY & KASSELMAN, P.A.	ATTORNEY FEE 07/24	1,901.17
		3,520.59
MUNICIPAL EXCESS LIABILITY JIF	MSI Q3 2024	5,014.50
		5,014.50

SPARK CREATIVE GROUP	WEB HOST/ DOMAIN MGMT THRU 5/30/24	850.00 850.00
CONNER STRONG & BUCKELEW	UNDERWRITING MANAGER FEE 07/24	549.75 549.75
RUSSO & ASSOCIATES LLC	REVIEW OF MEMBERS FOR WC 06/24	4,741.55 4,741.55
ACCESS	INV 10928954 DEPT 413 05/31/24	82.52 82.52
CONNER STRONG & BUCKELEW	RMC FEE 7 OF 12 07/24	12,083.33 12,083.33
	Total Payments FY 2024	545,457.74
	TOTAL PAYMENTS ALL FUND YEARS	567,840.74

Chairperson

Attest:

Dated: _____

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

Treasurer

PMM JOINT INSURANCE FUND
SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED

Current Fund Year: 2024 Month Ending: June	Property	Liability	Auto	Workers Comp	POL/EPL	EJIF	Cyber JIF	MEL	Admin	LFC	TOTAL
OPEN BALANCE	56,488.79	1,189,963.87	132,764.82	4,437,219.02	(6,347.21)	(22,855.50)	(782.80)	879,236.59	2,626,637.24	118,219.99	9,410,544.83
RECEIPTS											
Assessments	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Refunds	6,571.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,571.50
Invest Pymnts	1,298.83	7,431.55	855.21	27,711.29	0.00	0.00	0.00	0.00	16,427.91	738.30	54,463.09
Invest Adj	3.90	22.33	2.56	83.23	0.00	0.00	0.00	0.00	49.35	2.22	163.59
Subtotal Invest	1,302.73	7,453.88	857.77	27,794.52	0.00	0.00	0.00	0.00	16,477.26	740.52	54,626.68
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	7,874.23	7,453.88	857.77	27,794.52	0.00	0.00	0.00	0.00	16,477.26	740.52	61,198.18
EXPENSES											
Claims Transfers	4,864.10	8,439.86	4,949.00	76,508.15	0.00	0.00	0.00	0.00	0.00	0.00	94,761.11
Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61,226.26	0.00	61,226.26
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	4,864.10	8,439.86	4,949.00	76,508.15	0.00	0.00	0.00	0.00	61,226.26	0.00	155,987.37
END BALANCE	59,498.92	1,188,977.89	128,673.59	4,388,505.39	(6,347.21)	(22,855.50)	(782.80)	879,236.59	2,581,888.24	118,960.51	9,315,755.64

REPORT STATUS SECTION

Report Month: June

		Balance Differences
Opening Balances:	Opening Balances are NOT equal	\$1,089.54
Imprest Transfers:	Imprest Totals are equal	\$0.00
Investment Balances:	Investment Payment Balances are equal	\$0.00
	Investment Adjustment Balances are equal	\$0.00
Ending Balances:	Ending Balances are equal	\$0.00
Accrual Balances:	Accrual Balances are equal	\$0.00
Claims Transaction Status:		
Allocation variance 1:	Daily xactions add to monthly totals	0.00
Allocation variance 2:	Monthly transactions and allocation totals are equal	0.00
Allocation variance 3:	Treasurer/TPA net / Max/Min	0.00 (0.00)
Pre-existing variance:	No prior unrecon / Max/Min	0.00 0.00

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS						
PMM JOINT INSURANCE FUND						
ALL FUND YEARS COMBINED						
CURRENT MONTH	June					
CURRENT FUND YEAR	2024					
Description:	ASSET MGR	OPERATING ACCT 7307	CLAIMS ACCT. 7326	ADMIN. EXPENSE 7350	JCMI	
ID Number:						
Maturity (Yrs)						
Purchase Yield:						
TOTAL for All						
Accts & instruments						
Opening Cash & Investn	\$9,409,455.29	-	4,642,766.48	100,829.72	5,890.98	4,659,968.11
Opening Interest Accrua	\$0.00	-	-	-	-	-
1 Interest Accrued and/or	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2 Interest Accrued - discou	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3 on and/or Interest Cost)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4 Accretion	\$163.57	\$0.00	\$0.00	\$0.00	\$0.00	\$163.57
5 Interest Paid - Cash Inst	\$25,890.84	\$0.00	\$16,654.68	\$0.00	\$171.27	\$9,064.89
6 Interest Paid - Term Ins	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7 Realized Gain (Loss)	\$28,572.26	\$0.00	\$0.00	\$0.00	\$0.00	\$28,572.26
8 Net Investment Income	\$54,626.67	\$0.00	\$16,654.68	\$0.00	\$171.27	\$37,800.72
9 Deposits - Purchases	\$164,469.33	\$0.00	\$8,481.96	\$94,761.11	\$61,226.26	\$0.00
10 (Withdrawals - Sales)	-\$312,795.25	\$0.00	-\$155,987.37	-\$95,346.53	-\$61,461.35	\$0.00
Ending Cash & Investment	\$9,315,756.04	\$0.00	\$4,511,915.75	\$100,244.30	\$5,827.16	\$4,697,768.83
Ending Interest Accrual Bal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Plus Outstanding Checks	\$148,707.75	\$0.00	\$52,924.48	\$66,971.25	\$28,812.02	\$0.00
(Less Deposits in Transit)	-\$52,924.48	\$0.00	\$0.00	-\$52,924.48	\$0.00	\$0.00
Balance per Bank	\$9,411,539.31	\$0.00	\$4,564,840.23	\$114,291.07	\$34,639.18	\$4,697,768.83

Month		June							
Current Fund Year		2024							
		1.	2.	3.	4.	5.	6.	7.	8.
Policy Year	Coverage	Calc. Net Paid Thru Last Month	Monthly Net Paid June	Monthly Recoveries June	Calc. Net Paid Thru June	TPA Net Paid Thru June	Variance To Be Reconciled	Delinquent Unreconciled Variance From	Change This Month
2024	Property	61,651.76	3,489.10	0.00	65,140.86	65,140.86	(0.00)	(0.00)	0.00
	Liability	82.50	430.00	0.00	512.50	512.50	0.00	0.00	0.00
	Auto	4,814.68	0.00	0.00	4,814.68	4,814.68	0.00	0.00	0.00
	Workers Comp	37,089.56	8,532.22	0.00	45,621.78	45,621.78	0.00	0.00	0.00
	Total	103,638.50	12,451.32	0.00	116,089.82	116,089.82	(0.00)	(0.00)	0.00
2023	Property	242,839.98	1,375.00	6,571.50	237,643.48	237,643.48	(0.00)	(0.00)	0.00
	Liability	57,674.91	6,164.17	0.00	63,839.08	63,839.08	0.00	0.00	0.00
	Auto	15,490.77	441.87	0.00	15,932.64	15,932.64	0.00	0.00	0.00
	Workers Comp	471,092.82	10,510.70	0.00	481,603.52	481,603.52	0.00	0.00	0.00
	Total	787,098.48	18,491.74	6,571.50	799,018.72	799,018.72	0.00	0.00	0.00
2022	Property	187,968.87	0.00	0.00	187,968.87	187,968.87	(0.00)	(0.00)	0.00
	Liability	122,182.98	80.34	0.00	122,263.32	122,263.32	(0.00)	0.00	(0.00)
	Auto	25,168.45	3,723.81	0.00	28,892.26	28,892.26	0.00	0.00	0.00
	Workers Comp	532,214.57	2,464.50	0.00	534,679.07	534,679.07	0.00	0.00	0.00
	Total	867,534.87	6,268.65	0.00	873,803.52	873,803.52	0.00	0.00	(0.00)
2021	Property	209,784.55	0.00	0.00	209,784.55	209,784.55	(0.00)	(0.00)	0.00
	Liability	146,724.89	274.00	0.00	146,998.89	146,998.89	0.00	0.00	0.00
	Auto	34,598.93	0.00	0.00	34,598.93	34,598.93	0.00	0.00	0.00
	Workers Comp	626,998.29	53,611.23	0.00	680,609.52	680,609.52	(0.00)	(0.00)	0.00
	Total	1,018,106.66	53,885.23	0.00	1,071,991.89	1,071,991.89	(0.00)	(0.00)	0.00
2020	Property	102,032.94	0.00	0.00	102,032.94	102,032.94	(0.00)	(0.00)	0.00
	Liability	74,761.88	1,491.35	0.00	76,253.23	76,253.23	0.00	0.00	0.00
	Auto	50,916.82	783.32	0.00	51,700.14	51,700.14	0.00	0.00	0.00
	Workers Comp	896,487.66	1,389.50	0.00	897,877.16	897,877.16	0.00	0.00	0.00
	Total	1,124,199.30	3,664.17	0.00	1,127,863.47	1,127,863.47	0.00	0.00	0.00
Closed FY	Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Liability	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Auto	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Workers Comp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL		3,900,577.81	94,761.11	6,571.50	3,988,767.42	3,988,767.42	(0.00)	(0.00)	0.00

SUBROGATION REPORT

DATE REC'D	CREDITED TO:	FILE NUMBER	CLAIMANT NAME	COV. TYPE	FUND YEAR	AMOUNT RECEIVED	RECEIVED Y.T.D.
1/10	WILLINGBORO TWP.	2023285403	WILLINGBORO TWP.	PR	2022	1,336.98	
TOTAL-JAN.						1,336.98	
TOTAL- YTD							1,336.98
3/1	EVESHAM TWP.	2024319230	EVESHAM TWP.	PR	2023	1,259.00	
3/12	WILLINGBORO TWP.	2021238406	ROBERT ROSARIO	WC	2021	5,265.30	
TOTAL-MAR.						6,524.30	
TOTAL- YTD							7,861.28
TOTAL-APR.						0.00	
TOTAL- YTD							7,861.28
5/8	MAPLE SHADE TWP	2022257683	MAPLE SHADE TWP	PR	2021	4,021.20	
TOTAL-MAY						4,021.20	
TOTAL- YTD							11,882.48
6/3	WILLINGBORO TWP.	2024315059	WILLINGBORO TWP.	PR	2023	6,571.50	
TOTAL-JUNE						6,571.50	
TOTAL- YTD							18,453.98



Professional Municipal Management Joint Insurance Fund

TO: Fund Commissioners, Safety Coordinators, and Risk Managers
FROM: Keith Hummel, JIF Safety Director
DATE: July 23, 2024

J. A. MONTGOMERY CONSULTING SERVICE TEAM & LOSS CONTROL ACTIVITIES

Keith Hummel Vice President Law Enforcement Risk Control Services khummel@jamontgomery.com Office: 856-552-6862	Glenn Prince Assistant Director Public Sector gprince@jamontgomery.com Office: 856-552-4744	Chief Harry Earle (Ret.) Assistant Director Law Enforcement Risk Control Services hearle@jamontgomery.com Office: 856-446-9277
Robert Garish Assistant Director Public Sector rgarish@jamontgomery.com Office: 856-552-4650	Tina M. Zaverzence Administrative Assistant tzaverzence@jamontgomery.com Office: 856-552-4902	Tom Reilly Risk Control Consultant treilly@jamontgomery.com Office: 856-446-9205
Mailing Address: TRIAD 1828 CENTRE Cooper Street, 18 th Floor Camden, NJ 08102 P.O. Box 99106 Camden, NJ 08101		

LOSS CONTROL SURVEYS

- Township of Evesham on June 5, 2024
- Township of Evesham on June 10, 2024
- Township of Willingboro on June 17, 2024

LAW ENFORCEMENT LOSS CONTROL SURVEYS

- No Law Enforcement Loss Control Surveys for the month of May

MEETINGS ATTENDED

- Fund Commissioners meeting on June 25, 2024

MEL SAFETY INSTITUTE (MSI)

All MSI communications will be distributed exclusively through the NJ MEL app, and an MSI Newsletter will be emailed to summarize the communications sent through the app.

If you would like to receive communications from MEL and MSI related to your position or operations, follow the directions to select from the list of available Push Notification "subscriptions." Click here for [NJ MEL App Directions](#).

MSI SAFETY DIRECTOR

- Hurricane Preparedness Best Practices
- Fencing for Parks Best Practices
- LifeVac Frequently Asked Questions
- Kawasaki Engine Recall
- Bounce Houses & Inflatable Best Practices
- Heat-Related Illness Best Practices
- Prevent Heat Illness at Work

MSI FIRE & EMS

- No Fire/EMS bulletins for the month of June.

MSI LAW ENFORCEMENT

- Child Protection Training Concerning Police Recruitment Programs and Junior Police Academies
- Juvenile Gatherings and Flash Mobs - Critical Planning and Response Considerations

MSI NOW

[MSI NOW](#) provides on-demand streaming videos and online classes that can be viewed 24/7 by our members. Topics pertain to many aspects of safety, risk control, employment practices, and supervision, and most can be viewed in under 20 minutes.

MSI NOW	
Municipality	Number of Videos
Evesham Township	1

MSI LIVE

[MSI LIVE](#) features real-time, instructor-led in-person, and virtual classes. Experienced instructors provide an interactive experience for the attendees on a broad spectrum of safety and risk control topics. Most MSI LIVE offerings have been awarded continuing education credits for municipal designations and certifications. The MSI LIVE catalog provides a description of the course, the intended audience, and available credits.

The [MSI LIVE Schedule](#) is available for registration. Please register early; under-attended classes will be canceled.

To maintain the integrity of the MSI classes and our ability to offer CEUs, we must abide by the rules of the State agency that issued the designation. Chief among those rules is that the class attendee must attend the whole session. **Attendees who enter the class more than 5 minutes late or leave early will not be awarded CEUs for the class or receive a certificate of completion.**

For virtual classes, the MSI utilizes the Zoom platform to track the time each attendee logs in and logs out. Also, we can track participation to demonstrate to the State agency the student also participated in polls, quizzes, and question & answer activities during the class. The MSI maintains these records to document our compliance with the State agency.

If you need assistance using the MSI Learning Management System, please call the MSI Helpdesk at 866-661-5120.

NOTE: We need to keep our list of MSI Training Administrators up-to-date. If there are any changes or deletions, or you need to appoint a new Training Administrator, please advise Andrea Felip at afelip@jamontgomery.com.

Conner Strong - Report by Insured Copy

COI ID	Insured	Named Insured	Cert Holder - Name	Cert Holder - Address	Cert Holder - Address 2	Cert Holder - City	Cert Holder - State	Cert Holder - Postal Code	Policy Type	Date of Last Share Date	Description of Operations
OTWD 9	Professional Municipal Management JIF	Township of Moorestown	State of New Jersey	PO Box 420	428 East State Street, 4th Floor	Trenton	NJ	08625	Workers Compensation and Employers' Liability, Automobile Liability, Excess Liability, Commercial General Liability	06/18/2024	RE: Moorestown-UCF-2022-Moorest-00012-TP The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to Moorestown- UCF-2022-Moorest-00012-TP.



**Professional Municipal Management JIF
Workers' Compensation Claims Reported**

01/01/2024 – 06/30/2024

Workers' Compensation Claims Reported

	INDEMNITY	MEDICAL ONLY	REPORT ONLY-WC	Grand Total
EVESHAM TOWNSHIP	3	9	9	21
EVESHAM TWP FIRE DIST. 1	1	5	6	12
MAPLESHADE TOWNSHIP		2	4	6
MOORESTOWN		4	1	5
WILLINGBORO TOWNSHIP	2	5	6	13
Grand Total	6	25	26	57

APPENDIX I - MINUTES



**PROFESSIONAL MUNICIPAL MANAGEMENT JOINT INSURANCE FUND
OPEN SESSION MINUTES
MEETING – JUNE 25, 2024
EVESHAM TOWNSHIP MUNICIPAL BUILDING
2:00 PM**

Meeting of 2024 Fund Commissioners called to order. Open Public Meetings notice read into record.

ROLL CALL OF 2024 FUND COMMISSIONERS:

Susan Danson, Chairperson	Township of Maple Shade	Present
Kevin Aberant	Township of Moorestown	Present
David Pfeiffer	Township of Evesham	Present
Dwyane Harris	Township of Willingboro	Absent

ALTERNATE FUND COMMISSIONER:

Ivy Carmichael, Secretary	Township of Willingboro	Present
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SPECIAL FUND COMMISSIONER:

Mary-Ann Knell	Township of Moorestown	Absent
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APPOINTED OFFICIALS PRESENT:

Executive Director/Administrator	PERMA Risk Management Services Bradford C. Stokes, Karen Read
Treasurer	Thomas J. Tontarski
Attorney	Helmer, Conley & Kasselmann William Kearns, Joseph Stringfellow
Claims Service	Qual Lynx Kathy Kissane
Managed Care	Qual Care Christine Gallagher
Safety Director	J.A. Montgomery Risk Control Glenn Prince, Harry Earle
Underwriting Manager	Conner Strong & Buckelew

ALSO PRESENT:

Tom Merchel, Conner Strong & Buckelew
Jacyn Lindsey, Conner Strong & Buckelew
Maureen Mitchell, Evesham Twp Fire District

APPROVAL OF MINUTES: May 28, 2024 Open & Closed Minutes

MOTION TO APPROVE CLOSED MINUTES OF MAY 28, 2024:

Moved: Commissioner Aberant

Second: Commissioner Carmichael
Vote: Unanimous

CORRESPONDENCE: NONE.

EXECUTIVE DIRECTOR:

Audit Report as of December 31, 2023 – The Auditor’s Report as of December 31, 2023 has been sent under separate cover to the Fund Commissioners. Representatives from Bowman & Company will give a report at the meeting and following that, the Board will be asked to formally approve Resolution 24-15 approving year end financials along with the Group Affidavit. **(Pages 3-5)**

Mr. Dennis Skalkowski from Bowman and Company was present at the meeting and he reviewed the 2023 Audit. Mr. Skalkowski said the independent audit report was clean with no findings or recommendations noted. Mr. Skalkowski reviewed the Comparative Statement of Net Position and said the total assets as of December 31, 2023 were \$8,932,828 with investment in joint ventures of \$1,124,932. Total liabilities of \$1,046,962 and total reserves of \$3,149,758. On page 11 the Comparative Statement of Revenues, Expenses and Changes in Net Position reflected the total operating revenues of \$4,755,631, operating expenses of \$4,247,906, operating income of \$507,725, a return of surplus of \$209,951 with an ending net position of \$4,736,108. With no questions being heard Executive Director said a motion to adopt Resolution 24-15 would be in order.

Motion to Approve Year-End Financials as of December 31, 2023 as presented, Adopt Resolution 24-15 and execute the Group Affidavit indicating that members of the Executive Committee have read the General Comments Section of the Audit Report

Moved: Commissioner Aberant
Second: Commissioner Carmichael
Vote: Unanimous

NJ Cyber JIF – As reported last month, the Cyber JIF met via Teams on May 16th. Chairperson Danson’s report is included in Appendix II. The JIF also conducted a special meeting on June 20th to certify the 2023 audit. Chairwoman Danson reported that the Cyber JIF adopted a resolution that followed the MEL’s lead to award banking services to TD Bank effective July 1st. The contract for D2 Cybersecurity was extended to a second year for training/phishing and scanning services. The Cyber JIF also created an Operations and a Clams Review Committee. The next meeting will be held on July 18th.

Residual Claims Fund – The RCF met on Wednesday, June 10, 2024 at Forsgate Country Club. Chairperson Danson’s report is included in Appendix II. Chairwoman Danson reported that the RCF approved the 2023 audit and approved a resolution to award banking services to TD Bank. The RCF approved an amendment to the fund year 2023 budget to accept the transfer of liabilities. The next meeting will be held on September 9th at Forsgate.

EJIF- The EJIF met on Wednesday, June 10, 2024 at Forsgate Country Club. Chairperson Danson’s report is included in Appendix II. Chairwoman Danson reported that the EJIF approved the 2023 audit and approved a resolution to award banking services to TD Bank. The next meeting will be held on September 9th at Forsgate.

MEL JIF – The MEL met on Wednesday, June 10, 2024 at Forsgate Country Club. Chairperson Danson’s report is included in Appendix II. Chairwoman Danson reported the MEL acknowledged Fund Treasurer Mike Zambito and Commissioner Chuck Cuccia for their service to the MEL who both retired on June 30th. The 2023 Audit was approved. The MEL approved increasing the \$1,000,000 statutory bond coverage limit when requested by member entities. Many members requested higher limits following a local finance bulletin. The next meeting will be held on September 9th at Forsgate.

2024 Coverage Documents: The Fund office is in the final stages of preparing coverage documents, which will be posted to Origami during the month of July.

D2 Cyber Security Report – The D2 Cyber Security Status Report will be distributed and discussed in closed session.

Workers Compensation: For informational purposes, we are enclosing a copy of an article written by Mark Wells, VP of Client Engagement at Safety National (MEL’s excess workers compensation carrier). He has identified many of the same factors impacting the JIF and MEL driving up worker compensation costs. (Pages 6-9)

Due Diligence Reports: Monthly report submitted to Fund Commissioners including Quarterly Financial Fast-track Accident Frequency, Fast-Track Financial report, Interest Rate Summary Comparison, Monthly Loss Ratio by fund year and line of coverage and the Monthly and Annual Regulatory Checklist. Executive Director reported on the Loss Ratio Analysis report, the actuary’s projection for the month of April has the Fund at 9.1% and the Fund came in at 5.2%, which is a good start this year. Last year this time the JIF was at 9%. Claims Activity Report showed the Fund had 7 more open claims from last month to this month 6 of those claims are general liability claims. Loss Time Accident Frequency is at 0.34 and only one lost time accident so hopefully this trend continues. EPL Compliance is at 100%.

Executive Director's Report Made Part of Minutes.

ATTORNEY: Attorney Kearns said a case came down on Friday out of Deptford and when there are violations of construction code there are fines imposed on residents on a per diem basis and the fines will be assessed every day. This can no longer happen anymore because there will be a need for a second inspection and a separate violation. This will dramatically change how we deal with code enforcement. Mr. Kearns will send a copy of this decision to all members sometime this week and it should be discussed with the town attorney and code enforcement. In response to Commissioner Aberant, Attorney Kearns said this was an unpublished decision.

Attorney Kearns discussed most residential real estate transaction in this part of the state are done with form agreements put together by the State Board of Realtors. Attorney Kearns just came across an addendum to the agreements telling people to submit an OPERA request to the towns for copies of all permits etc. on the property. Mr. Kearns recommended members to notify their Clerks as they will begin to receive these types of requests. Commissioners stated they are starting to receive these requests.

TREASURER: Mr. Tontarski reviewed the treasurer’s report with the Fund.

Payment of June 2024 Vouchers Resolution 24-16

Fund Year 2024	\$ 61,226.26
Total	\$ 61,226.26

MOTION TO APPROVE RESOLUTION 24-16 VOUCHER LIST FOR THE MONTH OF MAY

Motion:	Commissioner Aberant
Second:	Commissioner Carmichael
Vote:	3 Ayes – 0 Nays – 1 Abstain – S. Danson

Confirmation of Claims Payments/Certification of Claims Transfers for the Month May 2024:

May	
2024	\$58,334.74
2023	\$31,558.00
2022	\$3,589.65
2021	\$68,861.46
2020	\$5,862.12
Closed	\$0.00
TOTAL	\$168,205.97

SAFETY DIRECTOR:

REPORT: Safety Director Glenn Prince presented the Safety Director’s report. There was recent discussion of holding a group Safety Committee meeting. Given the summer months it is hard to get everyone together, so the target date will be September 23rd at 10:00 via Zoom. Please let Mr. Prince know if there is a conflict with this date. Mr. Prince discussed the Heat Illness Prevention program and a lot of PEOSH activity around the State regarding this. A bulleting is posted on the MEL website for review and includes all the required topics when dealing with employees. In response to Chairwoman Danson, Executive Director said the JIF will follow up on the new cancer screening requirements for firefighters.

Ret. Chief Harry Earle reviewed recent bulletins issued including a new law enforcement bulletin entitled Juvenile Gatherings Flashmobs and Critical Planning that was released due to recent events. Artificial Intelligence is still a hot topic and is on the radar. Work Zone training for police officers will be launching and since the police academy does not offer this training any longer, it would be a good course for new officers to attend. In response to Chairwoman Danson, Executive Director said council could pass a resolution on requirements for their fireworks display coming up such as no back packs. Ms. Kissane said getting the word out to the public in 48 hours may be difficult but have the municipal attorney to check on the notice requirement.

RISK MANAGERS REPORT:

REPORT: Risk Manager Tom Merchel asked members to invite him to their safety committee meetings and so that he and Jaclyn Lindsey can attend those meetings. Mr. Merchel said a list of the various department heads and supervisors will be distributed for the September Executive Safety Committee meeting so that they could benefit as well from attending this online meeting.

UNDERWRITING MANAGER:

REPORT: Executive Director advised the Cyber Risk Management Report will be discussed in closed session.

Monthly Activity Report/Agenda Made Part of Minutes.

MANAGED CARE:

REPORT: Christine Gallagher reported on the cumulative saving summary reported for the year showing a monthly savings of 57% and 64% year to date.

Monthly Activity Report Part of Minutes.

CLAIMS ADMINISTRATOR:

REPORT: Ms. Kissane did not have a report for open session and the PARs were reviewed in closed session.

Report Part of Minutes.

OLD BUSINESS: Commissioner Aberant commented on the MEL Hotline for employment practices and said after the Risk Manager reported on this the very next day the HR Director contacted him with a question and called the hotline and said it was great and worked out very well. Chairwoman Danson said she used the hotline as well and it was very helpful.

Risk Manager Merchel reviewed the policy for fireworks and the requirements for insurance certificates.

Chairwoman Danson said the PRIMA Conference was very informative and received a lot of good information.

NEW BUSINESS: NONE

PUBLIC COMMENT: NONE

MOTION TO GO INTO EXECUTIVE SESSION

Moved: Commissioner Carmichael
Second: Commissioner Aberant
Vote: Unanimous.

MOTION TO INTO OPEN SESSION

Moved: Commissioner Aberant
Second: Commissioner Pfeiffer
Vote: Unanimous

MOTION TO APPROVE CLAIM PAYMENTS AS DISCUSSED AND RECOMMENDED BY THE CLAIMS COMMITTEE:

Moved: Commissioner Aberant
Second: Commissioner Pfeiffer
Vote: 4 Ayes - 0 Nays.

MOTION TO ADJOURN MEETING:

Moved: Commissioner Aberant
Second: Commissioner Pfeiffer
Vote: Unanimous

MEETING ADJOURNED: 2:32pm

NEXT REGULAR MEETING: July 23, 2024

Evesham Township Municipal Building at 2:00PM

Karen Read, Assisting Secretary for
IVY CARMICHAEL, SECRETARY