

BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND (BURLCO JIF)

February 18, 2025 – 3:00 PM

Via Microsoft TEAMS

<https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>

Meeting ID: 284 519 128 29

Meeting Passcode: zW38KG6L

Audio Access: 1-331-256-5069

Audio Conference ID: 447 911 960#

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 the *Burlington County Times*, Mount Holly, and the *Courier Post*, Cherry Hill NJ;
 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 of the BURLCO JIF.
- IV. Roll Call
 - A. Fund Commissioners
 - B. Fund Professionals
 - C. Risk Management Consultants
- V. **When meetings are virtual:** 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**
- VI. Approval of Meeting Minutes
 - A. Motion to adopt the **January 21, 2025** - Executive Committee Meeting 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The Closed Session Minutes shall not be released to the public until the reason(s) for their remaining closed is no longer applicable and the Fund Solicitor has an opportunity to review them.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. **When meetings are in-person:** Allow this monthly meeting to be conducted directly by the Fund Commissioners present with all matters to be decided upon by a combined majority vote of all Fund Commissioners – **Motion – All in Favor**
- VIII. Claims Committee Meeting Report – February 11, 2025
- IX. **Closed Session** (*if necessary*) – Resolution 2025- _____ A request shall be made to go into Closed Session 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. Professionals' Reports
 1. Claims Administrator's Report
 2. Executive Director's Report
 3. Safety Director's Report
 4. Solicitor's Report
 - B. Reopen Public Portion of Meeting (*if necessary*) – **Motion – All in Favor**

- X. Approval of PAR Authorizations – **Motion – Roll Call**

- XI. Authorization to Abandon Subrogation (if necessary) – **Motion - Roll Call**

- XII. Committee Reports - None

- XIII. Professional Reports
 - A. Executive Director’s Report
 - 1. Lost Time Accident Frequency
 - 2. Certificates of Insurance
 - 3. Financial Fast Track Report
 - 4. Regulatory Filing Checklists
 - 5. 2024 Safety Incentive Program Awards
 - 6. 2025 Optional Safety Budget
 - 7. 2025 Wellness Incentive
 - 8. 2025 EPL/Cyber Risk Management Budget
 - 9. EPL Compliance Status Report
 - 10. Statutory Bond Status
 - 11. Skateboard Park Approval Status
 - 12. Land Use Training Certification
 - 13. Monthly Calendar
 - 14. Elected Officials Training
 - 15. Elected Officials Quarterly Newsletter
 - 16. Payroll Audit
 - 17. Property Appraisals
 - 18. Police Accreditation Announcement
 - 19. Police Command Staff Training
 - 20. 2025 Safety Kickoff Breakfast
 - 21. 2025 Safety, Claims, and Wellness Coordinator Roundtable
 - 22. RMC Roundtable
 - 23. Fund Commissioner Orientation
 - 24. Fund Commissioner Welcome Packet

 - B. Solicitor’s Report
 - 1. MEL Helpline and Contact List

 - C. Technology Risk Services Director Report

 - D. Safety Director’s Report

 - E. Law Enforcement Risk Management Report

 - F. Wellness Director Report
 - 1. Monthly Activity Report
 - 2. Targeting Wellness Newsletter

 - G. Claims Administrator’s Report
 - 1. Lessons Learned from Losses

 - H. Managed Care Report
 - 1. BURLCOJIF Summary
 - 2. Average Days to Report
 - 3. Claims Reported by Type
 - 4. Nurse Case Management Reports
 - 5. Transitional Duty Report

6. PPO Savings and Penetration Reports
7. Top 10 Providers & Paid Provider by Specialty
8. Quick Notes

XIV. Treasurer's Report as of January 31, 2025

- A. Investment Report
- B. Investment JCMI
- C. Loss Run Payment Registers
- D. Fund Status
- E. Disbursements
- F. February Bill List
- G. February RMC Bill List

Motion to approve the Payment Register & Bill Lists – **Motion – Roll Call**

XV. MEL/RCF/EJIF/Cyber JIF Reports - None

XVI. Miscellaneous Business

- A. Resolution 2025-_____ Authorizing the Fund Chair and Fund Secretary to Execute a One Year Contract With Bulletproof to Provide Internal & External Network Penetration Testing to the Members of the Burlington County Municipal Joint Insurance Fund Effective March 1, 2025 at a Cost not to Exceed \$59,895.00 – **Motion – Roll Call**

<p>The next meeting of the BURLCO JIF will be held on Tuesday, March 18, 2025 at 3:00 PM via Microsoft Teams</p>

XVII. 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**

XVIII. Motion to Adjourn Meeting **Motion – All in Favor**