

**BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND
HAINESPORT TOWNSHIP MUNICIPAL BUILDING
1 HAINESPORT CENTRE, RTE 537
HAINESPORT, NEW JERSEY**

APRIL 15, 2014

OPEN SESSION MINUTES

The regular Meeting of the Burlington County Municipal Joint Insurance Fund (BURLCO JIF) was held at the Hainesport Township Municipal Building, 1 Hainesport Centre, Rte. 537, Hainesport, New Jersey, on Tuesday, April 15, 2014 at 4:00 PM, prevailing time. Chair Burger, **Medford Twp**, presiding. The meeting was called to order at 4:00 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 *Burlington County Times*, Mt. Holly, NJ, and to the *Courier Post*, Cherry Hill, NJ; (2) filing advance written notice of this meeting with the Clerks/Administrators of all member municipalities of the Burlington County Municipal Joint Insurance Fund; and (3) posting notice on the public bulletin boards of all member municipalities of the Burlington County Municipal Joint Insurance Fund.

ROLL CALL

Rich Ireton, *Alternate*, **Bass River Twp**
Rich Wolbert, **Beverly City**
Grace Archer, **Bordentown City**
Frank Nucera, **Bordentown Twp**
Linda Dougherty, **Edgewater Park**
Glenn McMahon, **Chesterfield**
Mike Templeton, **Delanco**
Jeffrey Hatcher, **Delran**
Richard Brook, **Florence**
Leo Selb, **Hainesport**
Mike Mansdoerfer, **Lumberton** (*arrived 4:03 pm*)
Sean Gable, **Mansfield**
Kathy Burger, **Medford**
Jerry Mascia, *Alternate*, **Mt. Laurel**
Mark Keubler, *Representing*, **North Hanover**
John Gural, **Palmyra**
Dennis Gonzalez, **Pemberton Township**
Meghan Jack, **Riverside**
David Matchett, **Shamong**
J. Paul Keller, **Springfield**
Doug Cramer, **Tabernacle**
Donna Ryan, **Westampton**
James Ingling, **Wrightstown** (*arrived 4:04 pm*)

Absent Fund Commissioners were:

Donna Mull, **Pemberton Borough**
Kathy Hoffman, **Southampton**
Maryalice Brown, **Woodland Twp**

Those also in attendance were:

Paul J. Miola, CPCU, ARM, Executive Director, *AJG Risk Management Services, Inc.*
Paul Forlenza, Deputy Executive Director, *AJG Risk Management Services, Inc.*
Bill Kearns, Fund Solicitor, *Kearns, Reale & Kearns*
Tom Tontarski, Treasurer
Joanne Hall, Safety Director, *J.A. Montgomery Risk Control*
Patty Davidson, Claims Administrator, *Qual-Lynx*
Karen Beatty, *QualCare*
Debby Schiffer, *Wellness Director*

Also present were the following Risk Management Consultant agencies:

The Barclay Group
EJA/Capacity Insurance
Insurance Agency Management (*arrived 4:10pm*)
Model Consulting Inc.

Absent Risk Management Consultant agencies were:

Conner Strong & Buckelew
Hardenberg Insurance Group

These minutes do not necessarily reflect the order in which some items were discussed.

Motion for Acting Secretary

Chair Burger entertained a motion to move Paul Keller, Springfield Twp, to Acting Secretary for voting purposes.

Motion by Mr. McMahon, seconded by Ms. Jack, to move Paul Keller, Springfield Twp, to Acting Secretary for voting purposes. All in favor. Motion carried.

OATH OF OFFICE

The Oath of Office was administered by Mr. Kearns, Fund Solicitor, to John Gural, Palmyra, who was not present at the Reorganization Meeting. The *Oath of Office* was signed and presented to the Fund Solicitor.

MONTHLY MEETING CONDUCT

Chair Burger entertained a motion to 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 by Mr. Hatcher, seconded by Ms. Jack, to allow the meeting to be conducted directly by the Fund Commissioners present. All in favor. Motion carried.

APPROVAL OF THE MINUTES

Chair Burger presented the meeting minutes of the March 18, 2014 Meeting of the Fund, as found in the agenda packet, for approval.

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

Motion by Mr. Hatcher, seconded by Ms. Jack, to approve the meeting minutes of the March 18, 2014 meeting of the Fund as presented. All in favor. Motion carried.

APPROVAL OF CLOSED SESSION MINUTES

There was a distribution of the Closed Session Meeting Minutes to the Executive Committee at this time.

Chair Burger presented the Closed Session Meeting Minutes of the March 18, 2014 meeting of the Fund for approval.

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

Motion by Mr. Cramer, seconded by Mr. McMahon to approve the Closed Session minutes of the March 18, 2014 meeting of the Fund as presented. All in favor. Motion carried.

The Closed Session minutes of the March 18, 2014 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.

Closed Session Meeting Minutes from the March 18, 2014 meeting were collected at this time.

EXECUTIVE DIRECTOR'S REPORT

Mr. Miola reviewed the Executive Director's Report found in the agenda packet with the membership. He highlighted the following items:

Lost Time Accident Frequency Report – Mr. Miola directed the members to the report in the agenda. The BURLCO JIF has the second best LTAF rate in the State at this time.

Certificates of Insurance – Mr. Miola asked that these certificates of insurance be made part of the minutes of today's meeting.

2013 Safety Incentive Program Awards – Mr. Miola asked that all members review available balances for this year's program. He reminded the members that the deadline to claim or encumber these funds is November 30, 2014. All encumbered funds must be claimed by February 1, 2015.

2014 Optional Safety Budget - Mr. Miola asked that all members review available balances for this year's program. He reminded the members that the deadline to claim or encumber these funds is November 30, 2014. All encumbered funds must be claimed by February 1, 2015.

Employment Practices Liability Coverage Update– Mr. Miola asked members to review the attached status report for the member's individual deductibles. He reminded the members that they must update their Loss Control program by May 1, 2014.

EPL Training Budget – Mr. Miola reminded members that the Fund has budgeted **\$200** for each member to help offset employment practice related expenses such as the solicitor's fee for updating member's EPL policies and procedures .

EPL Helpline – Authorized Contact List – Mr. Miola asked members to review the attached list for accuracy. Please contact the Executive Director’s office with any questions.

Financial Fast Track – Mr. Miola noted that Mr. Tontarski will give this update during his Treasurer report.

Regulatory Filing Checklists – Mr. Miola noted that the filings are up to date.

Statutory Bond Status – Mr. Miola reminded members to review the latest listing of the Statutory Bonds issued by the MEL for JIF members. These are issued to the individual, NOT the position.

Managers and Supervisors Training – Mr. Miola stated that all training has been completed. He also noted that all sign in sheets are posted to the website.

Elected Officials Training – Mr. Miola reported that all training has been completed. Elected Officials receive a \$250 discount on their MEL Assessment for attending. He also commented that the MEL has an online program this year available until April 30th that can be completed for the discount as well.

Police Training – Mr. Miola reported that the training is complete and he has received very positive feedback. He also noted that all sign in sheets are posted to the website.

New Commissioner Orientation – Mr. Miola noted that orientation for new commissioners was held yesterday and the next session is scheduled for April 17th at 10:00 AM via webinar. He noted that anyone wanting refresher training could attend as well.

Planning Retreat – Mr. Miola announced that the 2014 Planning Retreat will be held on April 30th at the Indian Springs Country Club in Marlton, NJ.

Revenue and Appropriations – Mr. Miola asked that if members have not submitted this yet to please do so as soon as your budget has been adopted.

Quarterly Attendance Report – Mr. Miola asked that all review the quarterly attendance report.

Financial Disclosure Forms – Mr. Miola noted that the financial disclosure forms are almost complete. Mr. Forlenza attended a webinar last week regarding the new online system to complete these forms.

Payroll Audits – Mr. Miola stated that payroll audits are in process.

Property Appraisals – Mr. Miola noted that property appraisals are in process.

New Member Activity – There is no new member activity to report.

Loss Ratio Snapshots – Mr. Miola noted loss ratio snapshots were distributed at today’s meeting.

Mr. Miola asked if there were any questions at this time. There were no questions.

SOLICITOR'S REPORT

Mr. Kearns had nothing to report for open session.

SAFETY DIRECTOR'S REPORT

Ms. Hall stated that the Safety Director's Report is self-explanatory. She highlighted the following items:

Bulletins – Ms. Hall reported that three bulletins were released: Managing Special Events; Soliciting Donations on Roadways; and Comprehensive Playground Inspections. Ms. Hall asked that if you are not receiving them to please contact her office so they can correct the issue.

Regional Training – Ms. Hall stated that the next regional training, Back to Basics, will be held May 15th, 2014. Don Ruprecht will instruct this class on accident investigation techniques.

MSI Training – Ms. Hall noted that the 90 days of training is approaching. Please check to see if your safety coordinator is listed correctly.

Safety Contracts – Ms. Hall noted that there is a list on pg 38 of the members that sent in their safety contracts to date. Please review this list.

Sovereign Nation – Mr. Sheehan addressed the members in regard to Sovereign Citizen Awareness Training. He asked who would be interested in this training and the locations that would work best for them. He noted that Chief Nucera was assisting in securing the speakers from the State of New Jersey for this training. Mr. Miola asked as to who would be the ideal audience for this training. Mr. Sheehan noted that all municipal employees would benefit from the training. Several members indicated their interest in attending this training. Mr. Kearns also commented that anyone who might potentially interact with this group would benefit from this training. He reported that people claiming this status will file liens against your house if you don't agree with them. This has been done in a few towns already.

Mr. Matchett inquired if the training can be videotaped so members can use this at a later time. Ms. Hall noted that they would ask the trainer if that would be okay. Also Mr. Sheehan will look to see if a suitable DVD already exists. Mr. Sheehan will get the training set up and notify the members.

Ms. Hall asked if there were any questions at this time. No questions were entertained.

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses – April

Ms. Davidson reported on the *Lessons Learned from Losses* which was included in the agenda packet.

Importance of Timely Investigations

Ms. Davidson stated that she strongly recommends that a Supervisor's Incident Investigation Form is completed at the time of every incident or accident. She also noted that it helps correct unsafe conditions and employee practices as well as determining the "root cause" of accidents/incidents and the possibility of subrogation.

Why is it Important?

Ms. Davidson noted that in another JIF a police officer slipped on ice on commercial property, resulting in a WC claim. She commented that the Incident Investigation Report was not submitted. The Fund Solicitor filed a third party suit based on the information given at the time, but later learned that the information on the lawsuit was incorrect resulting in the wrong defendant being named. This was discovered after the statute of limitations for filing the suit had expired. Ms. Davidson noted that this meant that there was no future chance of subrogation. Additionally two (2) years later, Qual-Lynx learned there was actual video of the incident that they never knew about and would have helped in these efforts.

Product Identification

Ms. Davidson also reported that the Supervisor's Incident Investigation Form is used for product identification. She stated that when something is damaged, it's usually removed prior to Qual-Lynx getting notification of the claim. This report will aid in confirming damage as well.

Ms. Davidson noted that this form can be found on the JIF website under the CLAIMS tab.

Ms. Davidson asked if there were any questions at this time. No questions were entertained.

The remainder of the Claims Administrator's report is for Closed Session.

WELLNESS DIRECTOR'S REPORT

Ms. Schiffer noted that her report is detailed in the agenda packet. She highlighted the following:

- Bordentown Twp is running a Biggest Loser Challenge with three groups of 5 participants from April 1st – May 9th and each winner on the team will get a comp day.
- Lumberton Twp held a workshop presentation through the Foundation for Wellness Professionals on Health and Stress.
- Hainesport organized a lunch/speaker on spine alignment, health and well-being from the Foundation for Wellness Professionals.
- Palmyra Borough completed their second interest survey. They are interested in having blood pressure screenings for May's Stroke awareness and having a sleep apnea/deprivation speaker for the Police Dept.
- Pemberton Twp completed their Biggest Loser Challenge with ten participants losing nearly 75 lbs.
- Tabernacle Twp is discussing hosting a wellness fair in September.
- Westampton Twp Police Dept hosted Glenn Prince of JA Montgomery on March 31st where he presented Shift Work and its effect on health. It was very well received. Please let her know if anyone else is interested.
- May is Hypertension and Stroke Awareness Month.
- Idea from other JIF: Ms. Schiffer shared that another JIF has offered their employees 15 minutes of comp time for every hour spent in the fitness room on their own time. They can earn up to 1 hour per week.

Managing Stress Training - Ms. Schiffer noted that there is some Managing Stress Training scheduled for May 7th at Merighi's in Vineland; May 14th at Charley's Other Brother in Mt. Holly; and May 28th at Nicolosi's in Woodbury. Mr. Forlenza asked the members to please disseminate the invitation from JA Montgomery's office to the Police Department regarding this training. Ms. Hall stated it went out to Fund Commissioners, Safety Coordinators and RMCs and today it went out to all Police Chiefs. Please respond to Ms. Hall's office regarding responses.

County Health Rankings – Ms. Schiffer noted that the BURLCO JIF is ranked 11th out of 21 in the State for overall Health. Please see information in her agenda packet.

Ms. Schiffer asked if there were any questions at this time. No questions were entertained.

MANAGED HEALTH CARE REPORT

Ms. Beatty reviewed the Managed Care Report for *March 2014*.

Lost Time v. Medical Only Cases

Ms. Beatty presented the BURLCO JIF *Lost Time v. Medical Only Cases (Intake Report)*:

	<i>March</i>	<i>YTD</i>
<i>Lost Time</i>	1	2
<i>Medical Only</i>	9	33
<i>Report Only</i>	6	30
<i>Total Intakes</i>	16	65
<i>Report Only % of Total</i>	37.5%	46.2%
<i>Medical Only/Lost Time Ratio</i>	90:10	94:06
<i>Average Days to Report</i>	7.2	3.8

High Lost Time

Ms. Beatty noted that a member is listed as taking 86 days to report a claim. She stated that this claim was reported to the supervisor only, but not to the claim coordinator.

Transitional Duty Report

Ms. Beatty presented the Year-to-Date Transitional Duty Report:

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	475
<i>Transitional Duty Days Worked</i>	315
<i>% of Transitional Duty Days Worked</i>	66.3%
<i>Transitional Duty Days Not Accommodated</i>	160
<i>% of Transitional Duty Days Not Accommodated</i>	33.7%

Nurse Case Assignment Report:

Nurse Case Summary Report (Inclusive of 3 JIFs)	March
<i>Total Cases Assigned in month</i>	62
<i>Total Cases Closed in month</i>	54
<i>Total active in month</i>	263

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report:

<i>PPO Penetration Rate</i>	<i>March</i>
<i>Bill Count</i>	<i>111</i>
<i>Original Provider Charges</i>	<i>\$106,273</i>
<i>Re-priced Bill Amount</i>	<i>\$42,993</i>
<i>Savings</i>	<i>\$63,280</i>
<i>% of Savings</i>	<i>59.5%</i>
<i>Participating Provider Penetration Rate - Bill Count</i>	<i>95.5%</i>
<i>Participating Provider Penetration Rate – Provider Charges</i>	<i>95.4%</i>
<i>EPO Provider Penetration Rate - Bill Count</i>	<i>79.5%</i>
<i>EPO Provider Penetration Rate – Provider Charges</i>	<i>91.3%</i>

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

TREASURER'S REPORT

Mr. Tontarski presented an overview of the Treasurer's Report for month ending **March 31, 2014**, a copy of which was provided to the membership in the agenda packet.

Investment Interest

Interest received or accrued for the current month totaled \$3,990.33. This generated an average annual yield of .32%. After including an unrealized net loss of \$17,315.00 in the asset portfolio, the yield was adjusted to -1.07 % for this period. The total overview of the asset portfolio for the Fund shows an overall unrealized loss of \$1,600.00 as it relates to market value of \$5,498,140.00 vs. the amount invested. Mr. Tontarski noted that this is an unrealized loss and since the JIF never prematurely redeems investments, when redemption comes it will be at par. Detail is on pgs 76-82.

Our asset portfolio with TD Wealth Management consists of three (3) obligations with maturities greater than two (2) years and one (1) obligation less than two years.

Receipt Activity for the Period

	Monthly	YTD
Subrogation Receipts	\$6,126.15	\$19,390.85
Overpayment Reimbursements	\$1,015.00	
FY 2010 Appropriation Refund	\$120.00	

Claim Activity for the Period

Claim activity for the period for claims paid by the Fund and claims payable by the Fund at month end are in the amount of \$358,399.95. The claim detail for the 219 checks is as follows:

Direct Loss Payments	\$321,570.79
Claim Expenses	\$3,677.76
Legal Defense Costs	\$33,151.40

Cash Activity for the Period

During the reporting period, the Fund's "Cash Position" changed from an opening balance of \$15,151,769.22 to a closing balance of \$14,657,430.91 showing a decrease in the fund of \$494,338.31.

Mr. Tontarski asked if there were any questions at this time. No questions were entertained.

Loss Run Payment Register

Chair Burger entertained a motion to approve the *March 2014 Loss Run Payment Register* as presented.

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

Motion by Mr. Hatcher, seconded by Mr. Keller to approve the *March 2014 Loss Run Payment Register*.

ROLL CALL Yeas

- Rich Ireton, *Alternate*, **Bass River Twp**
- Rich Wolbert, **Beverly City**
- Grace Archer, **Bordentown City**
- Frank Nucera, **Bordentown Twp**
- Linda Dougherty, **Edgewater Park**
- Glenn McMahon, **Chesterfield**
- Mike Templeton, **Delanco**
- Jeffrey Hatcher, **Delran**
- Richard Brook, **Florence**
- Leo Selb, **Hainesport**
- Mike Mansdoerfer, **Lumberton**
- Sean Gable, **Mansfield**
- Kathy Burger, *Chair*, **Medford**
- Jerry Mascia, *Alternate*, **Mt. Laurel**
- Mark Keubler, *Representing*, **North Hanover**
- John Gural, **Palmyra**
- Dennis Gonzalez, **Pemberton Township**
- Meghan Jack, **Riverside**
- David Matchett, **Shamong**
- J. Paul Keller, **Springfield**
- Doug Cramer, **Tabernacle**
- Donna Ryan, **Westampton**
- James Ingling, **Wrightstown**

Nays: None
Abstain: None

Motion carried by unanimous vote.

Bill List - April

For the Executive Committee's consideration, Mr. Tontarski presented the *April 2014 Bill List* in the amount of \$673,640.92.

Chair Burger entertained a motion to approve the *April 2014 Bill List* as presented.

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

Motion by Mr. Hatcher, seconded by Mr. Mansdoerfer, to approve the *April 2014 Bill List* as presented.

ROLL CALL *Yeas*

Rich Ireton, *Alternate*, **Bass River Twp**
Rich Wolbert, **Beverly City**
Grace Archer, **Bordentown City**
Frank Nucera, **Bordentown Twp**
Linda Dougherty, **Edgewater Park**
Glenn McMahon, **Chesterfield**
Mike Templeton, **Delanco**
Jeffrey Hatcher, **Delran**
Richard Brook, **Florence**
Leo Selb, **Hainesport**
Mike Mansdoerfer, **Lumberton**
Sean Gable, **Mansfield**
Kathy Burger, *Chair*, **Medford**
Jerry Mascia, *Alternate*, **Mt. Laurel**
Mark Keubler, *Representing*, **North Hanover**
John Gural, **Palmyra**
Dennis Gonzalez, **Pemberton Township**
Meghan Jack, **Riverside**
David Matchett, **Shamong**
J. Paul Keller, **Springfield**
Doug Cramer, **Tabernacle**
Donna Ryan, **Westampton**
James Ingling, **Wrightstown**

Nays: None
Abstain: None

Motion carried by unanimous vote.

COMMITTEE REPORTS

STRATEGIC PLANNING COMMITTEE- March 11, 2014

Chair Burger noted that a verbal report was provided last month and the written minutes are in the agenda packet.

SAFETY COMMITTEE MEETING- March 18, 2014

Ms. Jack noted that the minutes were a handout this evening and are self explanatory.

STRATEGIC PLANNING COMMITTEE- April 15, 2014

Mr. McMahon reported that earlier today the Strategic Planning Committee met to discuss the Planning Retreat agenda. In addition, they reviewed a draft revised Strategic Planning Committee charter that includes responsibility for Cyber Liability issues. This will be voted on next month. The Committee also discussed the creation of a member's forum for all three (3) South Jersey JIFs which was approved. Mr. Miola added that the forum can be used for sharing sample ordinances; collective bargaining language; equipment for sale or wanted to purchase. He noted it will be password protected and a great source of information shared between 105 members in the JIFs. Mr. Miola added that it meets the OPRA standards.

MEL/RCF/E-JIF REPORT

MEL Report

Ms. Jack had nothing to report.

RCF Report

Mr. Matchett reported the next CEU seminar is April 29th.

EJIF Report

Mr. Brook had nothing to report.

MISCELLANEOUS BUSINESS

Next Meeting

Chair Burger noted that the next meeting of the BURLCO JIF will take place on **Tuesday, May 20, 2014 at 4:00 PM at the Hainesport Municipal Building, Hainesport, NJ.**

PUBLIC COMMENT

Motion by Ms. Jack, seconded by Mr. Keller, to open the meeting to the public. All in favor. Motion carried.

Chair Burger opened the meeting to the public for comment.

Hearing no comments, Chair Burger entertained a motion to close the public portion of the meeting.

Motion by Ms. Jack, seconded by Mr. Mansdoerfer, to close the meeting to the public. All in favor. Motion carried.

EXECUTIVE SESSION MEETING – Resolution #2014-16

Chair Burger entertained a motion to go into a closed session to discuss matters affecting the protection and safety of the public and to discuss pending or anticipated litigation and/or contract negotiations.

Motion by Ms. Jack, seconded by Mr. Keller to Adopt **Resolution #2014-16**. All in favor. Motion carried.

A Closed Session of the BURLCO JIF was held and the meeting was then reopened to the public.

REOPEN PUBLIC PORTION OF THE MEETING

Chair Burger entertained a motion to reopen the public portion of the meeting.

Motion by Mr. Keller, seconded by Mr. McMahon, to reopen the public portion of the meeting. All in favor. Motion carried.

APPROVAL OF CLAIMS PAYMENTS

Chair Burger asked for a motion for *Approval of Claims Payment* on the following claims as presented in Closed Session.

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

Motion by Mr. Keller, seconded by Mr. McMahon, to approve the following claims as discussed in *Closed Session*.

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>
X05516	X13252	X80731
X21287	X66290	X81034
X86251		X86030

ROLL CALL *Yeas*

- Rich Ireton, *Alternate*, **Bass River Twp**
- Rich Wolbert, **Beverly City**
- Grace Archer, **Bordentown City**
- Frank Nucera, **Bordentown Twp**
- Linda Dougherty, **Edgewater Park**
- Glenn McMahon, **Chesterfield**
- Mike Templeton, **Delanco**
- Jeffrey Hatcher, **Delran**
- Richard Brook, **Florence**
- Leo Selb, **Hainesport**
- Mike Mansdoerfer, **Lumberton**
- Sean Gable, **Mansfield**
- Kathy Burger, *Chair*, **Medford**
- Jerry Mascia, *Alternate*, **Mt. Laurel**
- Mark Keubler, *Representing*, **North Hanover**
- John Gural, **Palmyra**
- Dennis Gonzalez, **Pemberton Township**
- Meghan Jack, **Riverside**
- David Matchett, **Shamong**
- J. Paul Keller, **Springfield**
- Doug Cramer, **Tabernacle**
- Donna Ryan, **Westampton**
- James Ingling, **Wrightstown**

Nays: None
Abstain: None

Motion carried by unanimous vote.

AUTHORIZATION TO ABANDON SUBROGATION – APPROVAL

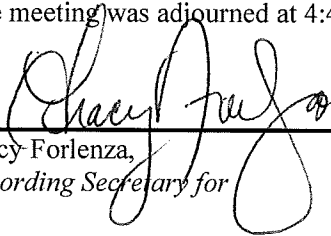
There were (0) *abandonment of subrogation* claim(s) presented in Closed Session.

MOTION TO ADJOURN

Chair Burger entertained a motion to adjourn the April 15, 2014 meeting of the BURLCO JIF.

Motion by Ms. Jack, seconded by Mr. Cramer to adjourn the April 15, 2014 meeting of the BURLCO JIF. All in favor. Motion carried.

The meeting was adjourned at 4:47pm.



Tracy Forlenza,
Recording Secretary for



Paul Keller, ACTING SECRETARY