Burlington County Municipal Joint Insurance Fund
Established in 1991
South Jersey Communities Securing Their Future

TO: BURLCO JIF Fund Commissioners

FROM: Paul A. Forlenza, Deputy Executive Director

DATE: April 10, 2018

RE: EPL Hotline Attorneys

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The attached *Employment Liability & Cyber Liability Risk Management Budget Program* replaces the Fund's original *EPL Attorney Hotline Program* introduced more than 15 years ago. The JIF modified the original program to make additional resources available to address exposures related to the ever expanding use of technology, email, and the internet. The original Program remains intact and can still be used to help offset employment liability related expenses including the cost of speaking to an attorney that specializes in employment related law. The entire Program provides an annual allowance to each member of $500.00.

Although many members have a designated attorney for employment related matters, the BURLCO JIF continues to have an arrangement with **Armando Riccio, Esq**. and **Joseph Betley, Esq**. to respond to member questions. The fee to access these attorneys is $100.00 per hour and is billed directly to the Fund. Any charges that exceed your $500.00 member alottment will be the responsibility of the municipality and will be billed to the member for payment.

Members are cautioned not to use these attorneys to second-guess their Municipal Solicitor or Employment Attorney. The purpose of this Program is to provide members easy access to a qualified professional who can render timely legal advice on employment related issues which could lead to potential employment related claims; not to usurp the functions of your Municipal Solicitor or Employment Attorney.

The contact information for these attorneys is as follows:

Armando Riccio, Esq. – 609-634-2784

Joseph Betley – 856-914-2075

Thank you for your attention to this matter. Please review the attached information and contact me if you have any questions or comments.

cc: Risk Management Consultants

File: BURLCO/GEN/EPL Hotline Tab: 2018 Attorney Memo