

**NEW JERSEY PUBLIC HOUSING AUTHORITY
JOINT INSURANCE FUND
January 11, 2023
Reorganization Meeting – Birchwood at Perth Amboy
Perth Amboy, NJ
10:30 AM**

Meeting Called to Order by Secretary Sherry Sims (Chairman DiVincent attended meeting via cell phone). Open Public Meeting Statement read into the record. Chairman requested Executive Director to proceed with agenda.

Salute to American Flag

ROLL CALL OF EXECUTIVE COMMITTEE:

Chairperson		
Robert DiVincent	Edgewater Housing Finance Urban Renl	Present
Secretary		
Sherry Sims	Boonton Housing Authority	Present
Board of Commissioners		
John Mahon	Bayonne Housing Authority	Present
Joseph Billy, Jr.	Freehold Housing Authority	Absent
John Clarke	New Brunswick Housing Authority	Present
Douglas Dzema	Perth Amboy Housing Authority	Present
Kathleen DiTomasso	Woodbridge Housing Authority	Present

ALTERNATE EXECUTIVE COMMITTEE MEMBERS:

Larry Stratton	South Amboy Housing Authority	Absent
Grace Dekker	Berkeley Housing Authority	Absent
Susan Thomas	Middletown Housing Authority	Absent
Eric Chubenko	Carteret Housing Authority	Present
Anthony Feorenzo	Hackensack Housing Authority	Present
Pamela Mitchell	Passaic Housing Authority	Absent

APPOINTED OFFICIALS PRESENT:

Executive Director /Administrator	Perma Risk Management Services	Steve Sacco	Present
Attorney	DeCotiis, Fitzpatrick Cole & Gibling, LLP	Frank Borin	Present
Underwriting Mgr	Conner Strong & Buckelew	Edward Cooney	Absent
Co-Treasurers	Execu-Tech, Inc.	William Snyder Louis Riccio	Absent Via Cell Phone
Claims Service	Qual-Lynx	Claudia Acosta	Present
Safety Director	J.A. Montgomery Risk Consulting	Paul Shives	Present
Auditor	Holman Frenia Allison	Robert Allison	Absent
Actuary	Actuarial Advantage	Kyle Mrotek	Absent
Managed Care	Qual-Care	Lisa Gallo	Present
Marketing	Warren Risk Marketing, LLC	Jack Warren	Present

ALSO PRESENT

Ezio Alatmura, RMC
Spiro Malfetas, RMC
Crystal Robinson, RMC
Zach Edelman, RMC
Ken Schulz, J.A. Montgomery
Kenneth Pinnock, RMC
Joseph Hrubash, Perma
Tracy Lopez, Perma

Salute to American Flag

APPROVAL OF MINUTES: December 8, 2022 Open Minutes

MOTION TO APPROVE THE OPEN MINUTES AS REFERENCED ABOVE

MOTION: Commissioner Clarke
SECOND: Commissioner Ditomasso
VOTE: Unanimous

Reorganization

Secretary requested that the Fund adjourn the Sine Die meeting and asked the Executive Director to assume the Chair.

MOTION TO ADJOURN SINE DIE MEETING AND VACATE CURRENT POSITIONS OF THE EXECUTIVE COMMITTEE

MOTION: Commissioner Clarke
SECOND: Commissioner Ditomasso
ALL IN FAVOR: 7 Ayes

Executive Director said it was established that a quorum of the NJ Public Housing Authority JIF Fund Commissioners was present and also advised that Fund must establish that a quorum of the members is present in order to conduct the meeting; this Fund establishes there quorum by the required number of proxy votes submitted, to date there were 55 proxy votes submitted by members of the Fund, exceeding the 26 proxies needed. Executive Director advised that Reorganization of the Fund would continue, in accordance with the Fund's bylaws, the Fund elects a Chairman, Secretary, five (5) member Executive Committee and up to (7) alternates.

MOTION TO OPEN THE FLOOR FOR CONSIDERATION OF NOMINATIONS FOR THE EXECUTIVE COMMITTEE AND ALTERNATES:

MOTION: Commissioner Dzema
SECOND: Commissioner Mahon
VOTE: Unanimous

Executive Director referred to the 2023 Slate as provided by the Nominating Committee for the 2023 Fund year:

2023 NJPHA JIF – Proposed Slate

Chairperson	
Robert DiVincent	Edgewater Housing Finance Urban Renewal Corporation
Secretary	
Sherry Sims	Boonton Housing Authority
Board of Commissioners	
John Mahon	Bayonne Housing Authority
Joseph Billy	Freehold Housing Authority
John Clarke	New Brunswick Housing Authority
Douglas Dzema	Perth Amboy Housing Authority
Kathleen DiTomasso	Woodbridge Housing Authority
Alternates	
Larry Stratton	South Amboy Housing Authority
Grace Dekker	Berkeley Housing Authority
Susan Thomas	Middletown Housing Authority
Eric Chubenko	Carteret Housing Authority
Anthony Feorenzo	Hackensack Housing Authority
Joseph Capano	Cliffside Park Housing Authority

Executive Director asked if there were any other nominations from the floor to be considered for the 2023 slate of the Executive Committee.

Hearing none, Executive Director requested a motion to accept the 2023 slate of the Executive Committee and alternates as presented.

MOTION TO CLOSE THE FLOOR FOR NOMINATIONS AND CONFIRM THE NOMINATIONS OF THE 2023 EXECUTIVE COMMITTEE AND ALTERNATES AS PRESENTED BY THE NOMINATING COMMITTEE:

MOTION: Commissioner Clarke
SECOND: Commissioner Mahon
VOTE: Unanimous

Fund Attorney, administered the oath of office for the 2023 Executive Committee members that were present.

Oaths of Office will be made a part of the January 11, 2023 minutes.

Roll call of the 2023 Executive Committee and alternates.

Executive Director advised that the Reorganization Resolutions 1-23 thru 11-23 will be read into the record and encouraged any questions on either of the resolutions prior to adoption of same;

Reorganization Resolutions -2023

- Resolution 1-23 - Election of Chairman & Secretary
- Resolution 2-23 - Appointment of Fund Professionals
- Resolution 3-23 - Establishing Public Meeting Procedures
- Resolution 4 -23 - Appointing Banking Manager
- Resolution 5-23 - Establishing Remote Meeting Procedure
- Resolution 6-23 - Establishing a Fiscal Management Plan

Resolution 7-23 - Establishing a Fund Records Program
Resolution 8-23 - Appointing a 2023 Legal Defense List
Resolution 9-23 - Meeting Compensation
Resolution 10-23 - Award of POL/EPL Contract
Resolution 11-23 - 2023 Plan of Risk Management

Executive Director asked if there were any questions from the Executive Committee or members of the public regarding the above listed resolutions, hearing none;

**MOTION TO ADOPT 2023 REORGANIZATIONAL RESOLUTIONS 1-23 THRU 11-23
AS A CONSENT AGENDA**

MOTION:	Commissioner Sims
SECOND:	Commissioner Clarke
VOTE:	Unanimous

Correspondence

None

Underwriting Manager

In the absence of Underwriting Manager Executive Director reviewed annual coverage bulletins provided for the NJPHA JIF members namely, HA Bulletins 23-01 – HUD Non-Smoking Policy, 23-02 – JIF Recommended Insurance Guidelines when hiring a third party vendor and 23-03 Tenant Work for Authority. Executive Director also advised that information on the newly added Cyber JIF is outlined within the Underwriting Managers agenda report and encouraged members to contact any member of the Underwriting Team should you have any questions. The current cyber compliance status report and prior listing of certificates of insurance were revised as distributed.

Claims Administration

Claims Administrator said the Claims Committee met January 11, 2023 and reviewed a total of (12) claims; the Claims Committee recommended payment authorization for 11 of the 12 claims presented, if there are no questions it is requested to accept the recommendation of the Claims Committee to approve payment for the claims as presented.

**MOTION TO ACCEPT THE RECOMMENDATION OF THE CLAIMS COMMITTEE
AND APPROVE THE PARS AS PRESENTED BY THE CLAIMS ADMINISTRATOR
AS REVIEWED ON JANUARY 11, 2023.**

FILE	COVG
2019168326	WC
2021227309	WC
2022269657	WC
2019164069	WC
2020206520	GL
2021225254	GL
2021230883	GL
2022243374	GL
2022243102	GL
2023278167	Prop
2023291155	Prop

MOTION: Chairman Clarke
SECOND: Commissioner Ditomasso
VOTE: Unanimous

Claims Administrator thanked the Board for their continued appointment during the 2023 year and wished everyone a Happy New Year.

EXECUTIVE DIRECTORS REPORT

Executive Director welcomed MEL Executive Director Joseph Hrubash as he was in attendance and further requested an update on the Cyber JIF.

Mr. Hrubash said the Cyber JIF organized and become fully operational on January 1, 2023 with all 19 MEL JIFs participating as members. The MEL is currently working with the Chertoff Group in the issuance of an RFP for training and additional services. Mr. Hrubash was pleased to advise members of the MEL were awarded coverage from the carrier, approximately six months prior we were concerned that coverage may not be awarded given the current market conditions were cyber coverage was not renewed. Executive Director said there will be much more for members to become compliant under the Cyber JIF and advised members that they will be contacted by members of the Underwriting Team and or Tracy Lopez; it is also encouraged that members work with their appointed risk management consultants, if applicable.

In response to Commissioner Ditomasso, Mr. Hrubash said the training encompasses training for members of the housing authority staff inclusive of phishing, emails etc. The number one cause of losses within the MEL is an member employee clicking on a link or opening content of an email that is actually from a hacker. In response to Secretary Sims, Mr. Hrubash said the training will be available on line.

Pro Forma Financial Reports

Executive Director reviewed the monthly Fund monitoring reports as distributed which included the November Financial Fast-Track, October Expected Loss Ratio Analysis, Claim Activity Report, Lost Time Accident Frequency Report, All JIFs Lost Time Accident Frequency. Executive Director said the financial fast track outlines an increase in surplus of \$57,717 for the month, \$631,611 for the year resulting in an overall statutory surplus of \$5.2M. Executive Director noted a slight deficit in the 2018 year of \$384,193 however there is funding in the closed years to extinguish this deficit. In review of the Loss Ratio Analysis report, Executive Director referred to the last five years wherein property continues to be problematic for the Fund with the amount and extent of property claims. Executive Director advised that the MEL has taken notice of the

property claims throughout the MEL program and is beginning to review options for the 2024 fund year which will result in changes and increased costs. Mr. Hrubash added that Zurich has been the MEL property carrier for many years, we have been advised that in 2024 they will no longer provide coverage for public entities. Mr. Hrubash said insurance carriers are no longer writing high limit levels of coverage for public entities; we are now taking a fresh look at the structure of the MEL program wherein coverage may be purchased from many carriers which limits will be layered as well as the possibility of Funds taking a higher retention and changes in deductible for members, we are in the beginning stages of this review and will advise members as we move forward.

2023 Professional Contracts

Executive Director said the Fund is currently in the third year of the three-year contract term for most of the Fund Professionals and Servicing Organizations. The memorandum providing a summary of contracts in force and outlines the compensation for Fund year 2023 was reviewed as distributed. Executive Director said the Fund will have to release RFPs/RFQ's for the services set to expire at year end and will meet with appropriate committee to review, release and recommend professional services for the 2024 year.

Committee Appointments

Executive Director noted that the Chairman of the Fund has appointed six standing committees. All Fund Commissioners are encouraged to volunteer to serve in the 2023 year. Appointments will be confirmed following the reorganization of the meeting. The Committees are as follows:

Claims Committee; Operations Committee; Coverage Committee;
Finance Committee; Nominating Committee; Safety Committee

MEL 2023 Reorganization Meeting

The MEL held its Reorganization Meeting on January 5, 2023. A copy of Commissioner Clarke's report was reviewed as distributed.

RCF 2023 Reorganization Meeting

Executive Director said the RCF also held its Reorganization Meeting on January 5, 2023. A copy of Commissioner Sims's report was reviewed as distributed. Secretary Sims thanked the MEL for having her as the MEL alternate representative, however the position is no longer needed due to the release of the Middlesex JIF.

CYBER JIF

Executive Director said the Cyber JIF met on November 1st and December 14th, a copy of Commissioner Clarke and Executive Director reports were reviewed as distributed. The Cyber JIF also held its Reorganization meeting virtually on January 6, 2023; Commissioner Clarke's report of the meeting was also reviewed. Commissioner Clarke added that this year will be slightly hectic as the Cyber JIF implements its programs and services and advised members to review the program as it is more than just "don't click" as hackers are infiltrating checking accounts and financial files. It is important that training is taken from not only the Executive Director but for all members of staff with access to a computer/technology. There is more to come from the Cyber JIF which is forthcoming.

Executive Director reminded members that the Employment Practices/Public Officials Liability coverage previously written by QBE ended January 1st but rewritten with Lexington Insurance Company, when the budgets are formally adopted in November, the market remains fluid until January 1st, as a result the final premium originally budgeted at 2% was increased to 5.1%, an

addition of \$500,00 to the MEL, while the MEL is providing the bulk of the additional premium, MEL members will take an allocation of the balance; the NJPHA JIFs share is \$17,678 which will be absorbed from the contingency line item of the budget and not billed direct to each member.

Administration

2023 Assessments

Ms. Lopez said the 2023 annual assessments have been sent to all members of the Fund via certified mail and are due to Treasurers by **January 31, 2023**. Ms. Lopez also advised members impacted by the deductible program in place also received a letter within their assessment billing notifying them of any change in deductible for the 2023 year. As a reminder, all payments should be made as follows:

Payable to: New Jersey Public Housing Authority JIF
New Jersey Public Housing Authority JIF
PO Box 11487
Newark, NJ 07101

Employment Practices Compliance Program

Ms. Lopez said the MEL's Annual Elected Officials Seminar sessions were held in Atlantic City as part of the League of Municipalities Conference. The course is expected to be posted in the MEL Safety Institute in February for which members can receive up to a \$500 credit towards their annual assessment if the course is completed by the Executive Director and Board Commissioners. (\$100 per attendee/maximum \$500 for members of the all lines program)

League Magazine Ad

Ms. Lopez reviewed the latest in the series of "Power of Collaboration" ads that will appear in the League of Municipalities magazine January 2023 edition. The ad highlights the importance of high quality and easily accessible training, as well as, the decline in lost time accident rates due to increased training participation.

Treasurers Report

Fund Treasurer advised that Investors Bank has been acquired by Citizens Bank, it is not known if this change will affect the lock box, however should any change occur, members will be notified accordingly. Fund Treasurer noted 2023 Fund year assessments increased to slightly over \$13M or \$1.5M from the prior year, to date we have received payments from nine authorities and expect to collect approximately 70% by the end of January as there are members that pay in full and others that elect to pay in two installments with the second installment due June 30th.

Fund Treasurer referred to and reviewed the financial reports of November 2022 inclusive of the Summary of Cash Transactions, Summary of Cash and Investments and Certification and Reconciliation of Claims Payments and Recoveries.

December Supplemental Bill List - Resolution #31-22:

FUND YEAR	AMOUNT
2022 Year	\$ 1,358,956.10
Total	\$ 1,358,956.10

January 2023 Bill List - Resolution #12-23:

FUND YEAR	AMOUNT
2022 Year	\$ 85,991.68
2023 Year	\$ 1,749,029.16
Total	\$ 1,835,020.84

MOTION TO APPROVE RESOLUTIONS #21-22 DECEMBER SUPPLEMENTAL BILL LIST AND 12-23 JANUARY 2023 BILL LIST AND THE TREASURERS REPORT AS REVIEWED AND DISTRIBUTED.

MOTION: Commissioner Clarke
SECOND: Commissioner Dzema
VOTE: Unanimous

Marketing

During the 2023 Fund year we will continue to pursue the workers compensation only members to expand coverages to all lines in addition to the pursuit of non-Fund members. We will keep the Board informed as we move along the 2023 Fund year.

Attorney

Fund Attorney thanked the Board for the firm's reappointment of services for the 2023 Fund year and wished everyone a Happy New Year! Fund Attorney advised that review of defense panel submissions resulted in the firms listed within the appointing resolution as approved by the Board. In addition, the firm will be working closely with Executive Director's office for the upcoming release of RFPs/RFQs for professional services for Fund year 2024. Fund Attorney referred to agenda report confirming continued case oversight and general, miscellaneous legal oversight of legal issues relating to the operations of the Fund.

Safety Director

Safety Director thanked the Board for their reappointment for the 2023 fund year. Safety Director reviewed loss control and security surveys completed during the month of December in addition to the listing of meetings attended, Safety Director bulletins distributed and MSI Now & MSI DVD usage.

Managed Care

Managed Care Provider thanked the Board for their reappointment for the 2023 fund year. Managed Care provider referred to the 2022 year-end report which outlined total bills of 124; 122 in the network resulting in total charges of \$144,002.43 which were repriced for \$37,224.68 for a total savings of \$106,777.75 or 74% for the month of December. At year end the Funds overall savings resulted in 72%.

Old Business

None

New Business

None.

Public Comment

Risk Management Consultant, Ezio Altamura asked the Board to carefully review Bulletin HA 23-02 as there are requirements within the guidelines which housing authority vendors may have trouble meeting; in those cases, Mr. Altamura offered his services of review to the Board or any member that may need additional guidance. Commissioner Sims said once the Chairman has finalized his review of Committees, they will take his offer into consideration.

Executive Session

None.

MOTION TO ADJOURN THE MEETING

MOTION:	Commissioner Mahon
SECOND:	Commissioner Clarke
ALL IN FAVOR:	Unanimous

Meeting adjourned at: 11:15 AM

RESOLUTION # 1-23

NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND
(hereafter referred to as the "FUND")

**CERTIFYING THE ELECTION OF
CHAIRMAN AND SECRETARY
FOR THE 2023 FUND YEAR**

BE IT RESOLVED, by the Governing Body of the Fund that the following persons have been elected as Chairman and Secretary:

Robert DiVincent **Chairman**

Sherry Sims **Secretary**

BE IT FURTHER RESOLVED, that the Chairman and Secretary shall serve for the year 2023 and until their successors shall be elected and qualified.

ADOPTED:

this day before the Governing Body,

RESOLUTION NO. 2-23

**NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND,
Hereinafter referred to as the "FUND"**

APPOINTING CERTAIN PROFESSIONALS AND SERVICE ORGANIZATIONS

WHEREAS, the FUND is duly constituted as a Joint Insurance Fund, as permitted under the laws promulgated by the State of New Jersey, (N.J.S.A. 40A:10-36, et seq.); and

WHEREAS, the New Jersey Public Housing Authority Joint Insurance Fund (hereinafter the Fund) found it necessary and appropriate to obtain certain professional services and other extraordinary and other unspecifiable services, as defined in the Local Public Contracts Law, (N.J.S.A. 40A-12 et. seq.) for the 2023 Fund year; and,

WHEREAS, the Fund resolved to award Professional Service Agreements in accordance with a fair and open process pursuant to NJSA 19:44A-20.4 et. seq.; and,

WHEREAS, a notice soliciting proposals was published on the Fund's website; and in the Fund's official newspapers, and;

WHEREAS, responses were received from professional service providers and service organizations as listed below on October 26, 2022, for the 2023 Fund Year ; and,

WHEREAS, the Fund's Operations Committee recommended the award of contracts to the below listed Professional Service Providers and service organizations based on a review of the responses, experience and prior service provided at the rates established by the Fund Executive Committee; and,

WHEREAS, the Fund's Executive Committee resolve to appoint the Fund Professionals to one year terms commencing on January 1, 2023 and ending on December 31, 2023 (Fund Attorney/Fund Auditor) and January 1, 2023 – December 31, 2025 (Safety Director/Right to Know Provider) at its January 2023 Reorganization Meeting in accordance with a fair and open process pursuant to N.J.S.A. 19:44A-20.4 et. Seq.;

Francis Borin, Esq. of DeCotiis, Fitzpatrick, Cole & Giblin is hereby appointed to serve as the FUND's **Attorney**. The annual amount of \$48,756 has been appropriated in the Attorney Line Item of the 2023 budget. The amount of \$20,000 is also designated for the Fund Attorney for RAD/Non Profit reviews and is appropriated in the RAD/Non Profit Line Item of the 2023 budget.

Holman, Frenia Allison, P.C is hereby is appointed to serve as the FUND's **Auditor**. The fee not to exceed amount of \$23,000 has been appropriated in the Auditor Line Item of the 2023 budget.

J.A. Montgomery Risk Consulting is hereby appointed to serve as the FUND's **Safety Director / Loss Control and Right to Know Provider**. The annual amount of \$106,071 has been appropriated in the Loss Control Line Item of the 2023; \$127,245 has been appropriated in the Right to Know line and \$37,732 has been appropriated in the Safety Training Line item of the 2023 budget.

BE IT FURTHER RESOLVED, all Professional Service Providers and Service Organizations appointed pursuant to this Resolution shall service the FUND in accordance with the terms and conditions of the Professional Service Agreements

BE IT FURTHER RESOLVED, that in accordance with N.J.S.A. 19:44A-20.7, the decision of the FUND's Executive Committee that the procurement process utilized, constitutes a fair and open process, shall be final.

ADOPTED: *this 11th day of January, 2023 by the Governing Body,*

RESOLUTION # 3-23

**NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND
(hereafter the “FUND”)**

ESTABLISHING PUBLIC MEETING PROCEDURES

WHEREAS, the FUND must establish meeting procedures for Fund Year 2023 and

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the FUND that:

- I.** The Governing Body shall conduct Public Meetings during the year 2023 at the Perth Amboy Housing Authority – Birchwood Building, 618 New Brunswick Avenue, Perth Amboy, NJ at 10:30 AM on the following dates:

January 11, 2023	May 10, 2023	September 25, 2023*
February 8, 2023	June 14, 2023	October 25, 2023
March 8, 2023	July 12, 2023	November 14, 2023
April 24, 2023	August 9, 2023	December 8, 2023
		January 10, 2024

(*) Indicates date may change

The meetings are currently scheduled to take place in person and are subject to change at which time members will be notified and notice will be formally advertised.

- I.** In addition, **the NJ Public Housing Authority Joint Insurance Fund Claims Committee** will meet during the year 2023 at 9:30 AM prior to the above scheduled dates with exception of April, September, November and December; the Committee will meet via Zoom for these months on the following dates at 11:00 AM:

April 20, 2023	November 8, 2023
September 21, 2023	December (TBD)

- II.** Each Public Comment session is limited to thirty (30) minutes; any one person may address the Chairperson for a maximum of five (5) minutes; once a particular topic has been addressed by a member of the public, subsequent comments on that same topic by other people is limited to a maximum of two (2) minutes; citizens who have spoken once during the session will not be recognized a second time; and speakers are required to state their names and addresses.

- III.** The following is hereby designated the official newspaper (s) of the Fund:
The Asbury Park Press, Neptune, New Jersey
The Star Ledger, Newark, NJ
Municipal Excess Liability JIF Website - www.njmel.org
NJPHA JIF Website - www.njphajif.org

ADOPTED: *this day by the Governing Body,*

NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND

RESOLUTION NO. 4-23

NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND
(Hereinafter the “FUND”)

APPOINTING BANKING MANAGER

WHEREAS, the New Jersey Public Housing Authority Joint Insurance Fund (hereinafter the Fund), finds it necessary for the proper conduct and order of business that official depositories for the Fund be designated and named; and

WHEREAS Citizens Bank (formerly Investors Bank) for Banking Manager at an earnings rate based on a combined average balance of \$20,000,000 of participating joint insurance funds which will earn base of 1.50% as of 9/1/2022 plus 50% beta on Federal Fund Target Rate increase / decrease with a floor of .40% is hereby proposed by the Executive Committee as the official designated depository in accord with N.J.S.A. 40A:11-5-15.1(f)

NOW, THEREFORE, BE IT RESOLVED, by the New Jersey Public Housing Authority Joint Insurance Fund, that Citizens Bank (formerly Investors Bank) for Banking Manager at an earnings rate based on a combined average balance of \$20,000,000 of participating joint insurance funds which will earn base of 1.50% as of 9/1/2022 plus 50% beta on Federal Fund Target Rate increase / decrease with a floor of .40% is hereby approved by the Board of Fund Commissioners as the official designated depository in accord with N.J.S.A. 40A:11-5-15.1(f) and that sums so deposited may be withdrawn upon a check, draft or order of the Executive Committee; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution, duly executed, be delivered to the proper officers of Citizens Bank (formerly Investors Bank).

ADOPTED: *this day before the Governing Body*

RESOLUTION NO: 5-23
RESOLUTION OF THE NEW JERSEY PUBLIC HOUSING JOINT
INSURANCE FUND
TO ESTABLISH REMOTE MEETING PROCEDURES
APPLICABLE DURING A DECLARED STATE OF EMERGENCY

WHEREAS, on March 9, 2020 in response to COVID-19, Governor Phil Murphy issued Executive Order 103, which declared a state of emergency that has been extended by the Governor and remains in full force to this day; and

WHEREAS, by way of additional Executive Orders, the Governor has established extensive social distancing protocols to protect the health, safety and welfare of New Jersey citizens; and

WHEREAS, in accordance with the Executive Orders relating to COVID-19 and the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. (“OPMA”), local government units, including the New Jersey Public Housing Joint Insurance Fund (“Fund”), have continued to hold public meetings via remote platforms to ensure the continued operation of local government with participation by the public, in a way that limits public health risk; and

WHEREAS, in March 2020, the New Jersey Department of Community Affairs, Division of Local Government Services (“DLGS”) issued “Local Operational Guidance – COVID-19: Guidance for Remote Public Meetings in New Jersey,” which provided specific guidance regarding holding remote public meetings under the OPMA; and

WHEREAS, on September 24, 2020, the DLGS issued Local Finance Notice 2020-21 (“LFN 2020-21”), which provided a synopsis of newly promulgated emergency regulations N.J.A.C. 5:39-1.1 through 1.7, which establish standard protocols for remote public meetings governed by the OPMA and held during a Governor-declared state of emergency; and

WHEREAS, LFN 2020-21 additionally stated that the emergency regulations presently in effect are proposed for permanent adoption in the October 19, 2020 New Jersey Register, with comments submitted no later than November 18, 2020; and

WHEREAS, under emergency regulation N.J.A.C. 5:39-1.4(h), a local government unit is required to adopt by resolution standard procedures and requirements for public comment made during remote public meetings, as well as for public comments submitted in writing ahead of the remote public meeting.

WHEREAS, although the emergency regulations requiring this resolution expired on January 1, 2022, the Fund desires to memorialize standard procedures and requirements for public comment for remote meetings for 2023.

NOW THEREFORE BE IT RESOLVED that the Executive Director's Office of the Fund, does hereby resolve and agree to adopt the following procedures regarding public comments during remote public meetings:

1. Public comments for a remote public meeting may be made during the designated public comment section of the meeting or submitted in writing to the Executive Director's Office of the Fund no later than four (4) hours prior to published start time of the remote meeting. Written public comments must be emailed to the Executive Director's Office at: steves@permainc.com or mailed to the Executive Director's Office at: 9 Campus Drive – Suite 216, Parsippany, NJ 07054. Written public comments may not be submitted via any other form of electronic communication.
2. Written public comments submitted via email or mail must include the individual's name, full address and contact information (telephone number and/or email address), as the Executive Director's Office reserves the right to verify the submitter's identity.
3. Written public comments submitted in accordance with this resolution shall be read into the remote meeting record at the end of the last public comment section, subject to any time limit in place for in-person comments. Written public comments containing profanity or vulgarity will not be read into the record. The chair and/or presiding officer of the remote meeting reserves the right to read similar or duplicative comments into the record in a summary fashion and will do so uniformly for all similar/duplicative comments.
4. Written public comments received after the four (4) hour deadline set forth by this resolution will not be read into the record or become part of the meeting record.
5. The procedures and requirements for making public comments during a remote meeting, along with an explanation of the audio muting function of the electronic communications platform being used, shall be announced at the beginning of the remote public meeting.
6. With respect to public participation at a remote public meeting, the following procedures shall be incorporated:
 - a. A member of the public who has submitted written comments prior to the meeting in accordance with this resolution, attends the remote public meeting, and wishes to participate during the public comment portion, will be deemed and treated as having already had the floor once.
 - b. If a member of the public disrupts a remote public meeting, the chair and/or presiding officer of the remote public meeting shall facilitate a dialogue with that member of the public to the extent reasonably permitted by the electronic communications technology.

- c. The chair and/or presiding officer of the meeting shall mute or continue muting, or direct appropriate staff to mute or continue muting, the disruptive member of the public and warn them that continued disruption may result in their being prevented from speaking during the remote public meeting or removed from the remote public meeting. Disruptive conduct includes sustained inappropriate behaviors such as, but not necessarily limited to, shouting, interruption and use of profanity.
- d. A member of the public who continues to act in a disruptive manner after receiving an initial warning shall be muted while other members of the public are allowed to proceed with their questions or comments. If time permits, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to make comment. Should the person remain disruptive, the individual may be muted or kept on mute for the remainder of the remote public meeting, or removed from the remote public meeting.
- e. The chair and/or presiding officer of the remote meeting shall reserve the right to take necessary action to protect the rights of the public to participate in the remote public meeting

This Resolution shall take effect immediately.

ADOPTED this 11th day of January 2023;

RESOLUTION # 6-23

NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND
(hereafter referred to as "THE FUND")

ESTABLISHING A FISCAL MANAGEMENT PLAN

FOR THE 2023 FUND YEAR

WHEREAS, THE FUND is duly constituted as a Housing Authority Joint Insurance Fund, as permitted under the laws promulgated by the State of New Jersey, (N.J.S.A. 40A-36, et.seq.); and

WHEREAS, THE FUND is subject to the requirements contained within the Local Fiscal Affairs Law (N.J.S.A. 40A-5, et.seq.) ; and

NOW, THEREFORE BE IT RESOLVED, THE FUND's Executive Committee that:

- I** All funds for Administrative Expenses, Reinsurance, Dividends and Miscellaneous Expenses, shall be withdrawn from the Official named Depository (ies) by check, wire or ACH which shall bear the signatures and/or electronic approvals of at least two (2) of the following persons, duly authorized pursuant to this Resolution,

Robert DiVincent CHAIRMAN

Sherry Sims SECRETARY

Execu-Tech, Inc. TREASURER

Mr. Louis A. Riccio

Mr. William F. Snyder

_____ COMMISSIONER

- II** All funds for Claims payments shall be withdrawn from the Official Depository(ies) by check, which shall bear the signatures of at least two (2) of the following persons, duly authorized pursuant to this Resolution,

Alice H. Lihou Qual-Lynx

David S. Ruber Qual-Lynx

Edward Koreivo Qual-Lynx

Louis A. Riccio Fund Treasurer

William F. Snyder Fund Treasurer

- III** The Cash and Investment Policy attached herewith, shall be adopted.

- IV. Annual assessments shall be due by January 31, 2023. A grace period of 30 days shall be provided during which late fees shall not be assessed. Payments received after the expiration of the grace period shall be subject to a late fee in the form of an interest penalty of eighteen (18%) percent per annum retroactive to the original due date.

- IV. Certifying and Approval Officer for all FUND expenses shall be the FUND's Executive Director and/or the Account Manager so designated by the Executive Director.

ADOPTED: *this day before the Governing Body:*

NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND

2023 CASH MANAGEMENT AND INVESTMENT POLICY

1.) Cash Management and Investment Objectives

The New Jersey Public Housing Authority Joint Insurance Fund (hereinafter referred to as the FUND) objectives in this area are:

- a) Preservation of capital.
- b) Adequate safekeeping of assets.
- c) Maintenance of liquidity to meet operating needs, claims settlements and dividends.
- d) Diversification of the FUND's portfolio to minimize risks associated with individual investments.
- e) Maximization of total return, consistent with risk levels specified herein.
- f) Investment of assets in accordance with State and Federal Laws and Regulations.
- g) Accurate and timely reporting of interest earnings, gains and losses by line of coverage in each Fund year.
- h) Where legally permissible, cooperation with other local municipal joint insurance funds, and the New Jersey Division of Investment in the planning and execution of investments in order to achieve economies of scale.
- i) Stability in the value of the FUND's economic surplus.

2.) Permissible Investments

Investments shall be limited to investments authorized under N.J.S.A. 40A:5-15.1 Joint Insurance Funds and Chapter 38, Joint Insurance Funds, Subchapter 1. Investments 5:38-1.1, 5:38-1.2 and 5:38-1.3 of the New Jersey Administrative Code.

3.) Authorized Depositories

In addition to the above, the FUND is authorized to deposit funds in certificates of deposit and other time deposits in banks covered by the Governmental Unit Depository Protection Act, NJSA 17:9-14 et seq. (GUDPA). Specifically authorized depositories include but are not limited to:

Bank of New Jersey
Citizens Bank (formerly Investors Bank)

The FUND is also authorized to invest its assets in the New Jersey Cash Management Fund.

4.) **Authority for Investment Management**

The Treasurer is authorized and directed to make investments, with a maturity of three months or longer, through asset managers that may be selected by the Executive Board. Such asset managers shall be discretionary trustees of the FUND.

Their actions and decisions shall be consistent with this plan and all appropriate regulatory constraints.

In executing investments, asset managers shall identify the investment that is the most advantageous to the fund, unless otherwise directed by the FUND. Transactions may also be processed through the New Jersey Division of Investment by the Fund's asset managers.

5.) **Preservation of Capital**

Securities shall be purchased with the ability to hold until maturity.

6.) **Safekeeping**

Securities purchased on behalf of the FUND shall be delivered electronically or physically to the FUND's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the FUND.

7.) **Selection of Asset Managers, Custodial Banks and Operating Banks**

Asset managers, custodial banks and operating banks shall be retained for contract periods of one (1) year. Additionally, the FUND shall maintain the ability to change asset managers and/or custodial banks more frequently based upon performance appraisals and upon reasonable notice, and based upon changes in policy or procedures.

8.) **Reporting**

Asset managers will submit written statements to the treasurer and executive director describing the proposed investment strategy for achieving the objectives identified herein. Asset managers shall also submit revisions to strategy when justified as a result of changing market conditions or other factors. Such statements shall be provided to the Treasurer and Executive Director. The statements shall also include confirmation that all investments are made in accordance with this plan. Additionally, the Investment Manager shall include a statement that verifies the Investment Manager has reconciled and determined the appropriate fair value of the Funds portfolio based on valuation guidelines that shall be kept on file in the Executive Director's office.

The Treasurer shall report to the Executive Committee at all regular meetings on all investments. This report shall include information on the

balances in all bank and investment accounts, and purchases, sales, and redemptions occurring in the prior month.

9.) **Audit**

This plan, and all matters pertaining to the implementation of it, shall be subject to the FUND's annual audit.

10.) **Cash Flow Projections**

Asset maturity decisions shall be guided by cash flow factors payout factors supplied by the Fund Actuary and reviewed by the Executive Director and the Treasurer.

11.) **Cash Management**

All moneys turned over to the Treasurer shall be deposited within forty-eight (48) hours in accordance with NJSA 40A:5-16.

In the event a check is made payable to the Treasurer rather than the Fund, the following procedure is to be followed:

- a.) The Treasurer endorses the check to the Fund and deposits it into the Fund account.
- b.) The Treasurer notifies the payer and requests that in the future any check be made payable to the Fund.

Cash may be withdrawn from investment pools under the discretion of asset managers only to fund operations, claims impress accounts, or approved dividend payments.

The Treasurer shall escheat to the State of New Jersey checks which remain outstanding for twelve or more months after the date of issuance. However, prior to implementing such procedures, the Treasurer, with the assistance of the claims agent, as needed, shall confirm that the outstanding check continues to represent a valid claim against the FUND.

RESOLUTION # 7- 23

NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND
(Hereinafter the “FUND”)

ESTABLISHING A FUND RECORDS PROGRAM

WHEREAS: The FUND must establish a formal record retention program for the 2023 Fund Year.

NOW, THEREFORE BE IT RESOLVED, by the FUND’s Governing Body that:

- I. Sherry Sims, Fund Secretary**, is hereby designated as custodian of the FUND records, which shall be kept at the office of the Fund Administrator, located at 9 Campus Drive, Suite 216, Parsippany, NJ 07054.
- II. Tracy Lopez, Account Manager** for Perma Risk Management Services is hereby designated as **Assistant Fund Secretary**.
- III.** The records of the FUND shall be retained in accordance with the municipal records retention schedule as promulgated by the New Jersey Division of Archives and Records Management, and/or otherwise specified by the New Jersey Department of Insurance and Community Affairs.
- IV.** Each fund professional and service organization shall have the duty and obligation to maintain such records as are entrusted to him/her and to relinquish such records to the Fund Secretary upon termination of services or otherwise upon request.

Records and files not required to support current operations, but which must otherwise be retained, shall be stored in the record retention facility, located at Route 80, ACCESS, 24 Beckwith Avenue, Paterson, New Jersey. The FUND’s Executive Director shall coordinate the archive process and shall make sure that all records are properly indexed and accessible.

ADOPTED: *this day before the Governing Body*

RESOLUTION # 8-23

**RESOLUTION OF THE COMMISSIONERS OF THE
NEW JERSEY PUBLIC HOUSING AUTHORITY
JOINT INSURANCE FUND ESTABLISHING
DEFENSE PANELS FOR THE 2023 FUND YEAR**

WHEREAS, it is necessary for the New Jersey Public Housing Authority Joint Insurance Fund (“NJPHAJIF”) to establish Defense Panels comprised of attorneys for the defense of various actions that are brought against its members and for which the NJPHAJIF has an obligation to defend and indemnify, including but not limited to the New Jersey Workers’ Compensation Law, N.J.S.A. 34:15-1 et seq. (for workers’ compensation cases), and the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq. (for all-lines personal injury cases), subject to and in accordance with applicable NJPHAJIF insurance policies; and

WHEREAS, pursuant to the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.), such services are recognized as “professional services,” as same shall be performed by persons authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of such services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study; and

WHEREAS, the NJPHAJIF solicited responses (“Request for Qualifications (RFQ) for Defense Attorney” and “Request for Proposals (RFP) for Subrogation Attorney”), both dated September 21, 2022, and due October 26, 2022, for the 2023 Fund Year from law firms pursuant to a “fair and open” process, in accordance with the requirements of N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the NJPHAJIF, together with its General Counsel, reviewed responses received from law firms to the RFQ for Defense Attorney and the RFP for Subrogation Attorney to determine overall compliance with the requirements of the respective RFQ and RFP; and

WHEREAS, the Commissioners of the NJPHAJIF desire to appoint the following law firms to the respective Defense Panels for the 2023 Fund Year; and

WHEREAS, the Defense Panels may be modified from time to time.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the New Jersey Public Housing Authority Joint Insurance Fund, that the following law firms are hereby appointed to the respective Defense Panels, as indicated in the following lists, for the 2023 Fund Year:

All-Lines Defense Panel

- Barker, Gelfand, James & Sarvas
- Brown & Connery, LLP
- Cleary Giacobbe Alfieri & Jacobs
- DiPisa & Lago, LLC
- Dorsey & Semrau
- Erdal Employment Law
- Eric M. Bernstein & Associates, LLC
- Florio Kenny Raval LLP
- Golden, Rothschild, Spagnola, Lundell, Boylan, Garuba & Bell PC
- Hill Wallack LLP
- Hoagland, Longo, Moran, Dunst & Doukas LLP
- Huntington Bailey, LLP
- Keenan & Doris, LLC
- King, Moench & Collins LLP
- Marmero Law, LLC
- Methfessel & Webel
- O'Donnell McCoy Beurle, LLC
- Pfund McDonnell, PC
- Piro Zinna Cifelli & Genitempo
- Rainone Coughlin Minchello
- Renaud DeAppolonio LLC
- Schaffer Shain Jalloh PC
- Schwartz & Posnock
- Weiner Law Group, LLP
- Wiley Malehorn Sirota & Raynes

Workers' Compensation (Only) Defense Panel

- Worthington and Worthington

Subrogation Attorney Panel

- Cleary Giacobbe Alfieri & Jacobs
- Florio Kenny Raval LLP
- Huntington Bailey, LLP
- Rainone Coughlin Minchello
- Schaffer Shain Jalloh PC
- Schwartz & Posnock
- Wiley Malehorn Sirota & Raynes

BE IT FURTHER RESOLVED, by the Commissioners of the New Jersey Public Housing Authority Joint Insurance Fund, that the following fee schedule for Defense Attorneys for workers' compensation petitions assigned in the 2023 Fund Year is established:

- **\$135.00 per hour for attorney time**
- **\$65.00 per hour for paralegal time**

BE IT FURTHER RESOLVED, by the Commissioners of the New Jersey Public Housing Authority Joint Insurance Fund, that the following fee schedule for Defense Attorneys for all-lines coverage in the 2023 Fund Year is established:

- **\$165.00 per hour for attorney time**
- **\$65.00 per hour for paralegal time**

BE IT FURTHER RESOLVED, by the Commissioners of the New Jersey Public Housing Authority Joint Insurance Fund, that Attorneys for subrogation services in the 2023 Fund Year shall receive 1/3 of the amount of any recovery.

ADOPTED this day before the Governing Body.

RESOLUTION # 9-23

**NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND
ESTABLISHING MEETING COMPENSATION FOR
BOARD OF COMMISSIONER MEMBERS
FOR THE 2023 FUND YEAR**

BE IT RESOLVED , the **New Jersey Public Housing Authority Joint Insurance Fund** shall provide for payment to the Board of Fund Commissioners, pursuant to N.J.S.A. 40:A10-37 at the rate of \$150.00 per meeting; conditioned upon each member's attendance at any Executive Committee regularly scheduled meeting and attention to usual and customary duties between meetings.

BE IT FURTHER RESOLVED, a Board of Fund Commissioner member shall not be required to attend any additional meetings as a precondition to payment, nor shall any Executive Committee member be compensated for attendance at more than twelve (12) meetings per year.

ADOPTED: this day before the Governing Body

RESOLUTION NO. 10-23

RESOLUTION OF THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND AWARDING AN EXTRAORDINARY UNSPECIFIABLE SERVICES CONTRACT WITH LEXINGTON INSURANCE COMPANY FOR PRIMARY PUBLIC OFFICIALS/EMPLOYMENT PRACTICES LIABILITY

WHEREAS, there is a need for public officials/employment practices coverage for the New Jersey Public Housing Authority Joint Insurance Fund (FUND); and

WHEREAS, the Fund has sought and received proposals in accord with N.J.S.A. 19:44A-20.4 et. seq.; and

WHEREAS, the Underwriting Manager is recommending award to Lexington Insurance Company for primary public officials/employment practices liability coverage in the amount of \$ 792,746.81 inclusive of commission; and

WHEREAS, the services qualify as an award of a contract without the receipt of formal bids as an Extraordinary Unspecifiable Service N.J.S.A. 18A:18A-5(a)(ii) and N.J.A.C. 5:34-2.3(b); and

WHEREAS, the certification of an Extraordinary Unspecifiable Service as demanded by to N.J.A.C. 5:34-2.1 et. seq. must be complied with and attached to this resolution; and

WHEREAS, Lexington Insurance Company will submit a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies that Lexington Insurance Company has not made any reportable contributions to a political or candidate committee to the Fund in the previous one year, and that the contract will prohibit Lexington Insurance Company from making any reportable contributions through the term of the contract, and

WHEREAS, the Fund Administrator has concurred with the legality of the purchase in accord with the New Jersey Local Publics Contract Law (N.J.S..40A:11-1 et. Seq); and

WHEREAS, the Treasurer has certified that funds are available, subject to approval by the board of commissioners in the 2023 budget in the amount of \$792,746.81 inclusive of commission from:

Line Items: POL/EPL Premium

NOW, THEREFORE, BE IT RESOLVED, that the New Jersey Public Housing Authority Joint Insurance Fund authorizes the Executive Director to enter into a contract with Lexington Insurance Company for the 2023 budget year for primary public officials/employment practices liability coverage (inclusive of optional volunteer director's and officer's liability) in the amount of not to exceed \$792,746.81 inclusive of commission.

Adopted by the Governing Body this 11th day of January 2023.

New Jersey Public Housing Authority Joint Insurance Fund

New Jersey Public Housing Authority Joint Insurance Fund

(hereinafter the "Fund" or the "NJPHA JIF")
Resolution 11-23

ESTABLISHING THE 2023 PLAN OF RISK MANAGEMENT

BE IT RESOLVED by the Fund's Commissioners that the 2023 Plan of Risk Management shall be:

Definitions:

"Commissioners" mean: The Board of Fund Commissioners or the Executive Committee thereof as appropriate

"Member" means: A local unit of government that has joined the Fund

"Sexual Abuse" means: An action brought pursuant to Section 1 of P.L. 1992, c.109 (C.2A:61B-1), paragraph (1) of subsection c. of section 1 of P.L.1959 (C.2A:53A-7) or section 1 of P.L.2005, c.264 (C.2A:53A-7.4)

Section I – Coverage

Insurance Coverages

The following coverages are provided to the Fund's members, effective January 1, 2023:

- Workers' Compensation
- Liability (including optional excess)
- Public Officials Liability / Employment Practices Liability (including optional excess)
- Crime
- Non-Owned Aircraft Liability
- Cyber
- Property & Equipment Breakdown (effective December 31, 2022)
- NJHMFA Excess Insurance
- Terrorism

Limits of Coverage

Unless otherwise stated, all limits shown apply less any local member unit's SIRs/deductibles . All references to the "MEL" stand for the "Municipal Excess Liability Joint Insurance Fund". **Please note, the following is a general discussion of the coverages and limits provided via the Fund; however, the actual terms and conditions are defined in the policy documents and all issues shall be decided on such. Additional coverages, limits and conditions may apply. Please also note, deductibles may differ for individual members; please refer to your policy(ies) for full details.**

1. Workers' Compensation

- Workers' Compensation: \$300,000
- Employer's Liability: \$300,000
- USL&H, Harbor Marine/Jones Act, Incidental Foreign Workers' Compensation, Communicable Disease: Per Person
- MEL Excess Limit: Statutory
- Employer's Liability Excess Limit: \$6,700,000

2. Liability *(includes General, Automobile, Employee Benefits and Law Enforcement Liability)*

- Fund Limit: \$300,000
- MEL Excess Limit: \$4,700,000
 - The \$3,000,000 layer excess of \$2,000,000 is subject to a 3,000,000 per local member unit annual aggregate (Automobile Liability is not aggregated)
- Sublimits: The following sublimits are part of, and not in addition to, the limits above:
 - Good Samaritan Liability: Included
 - Fungus or Spores: \$1,000,000
 - Disinfectants Release Hazard Coverage: \$1,000,000
 - Dam and Reservoir: \$5,000,000
 - a. \$5,000,000 per occurrence for any member entity owned dams defined as Class III or IV in New Jersey Administrative Code, Title 7, Department of Environmental Protection, Chapter 20, 7:20-1.8;
 - b. Included for premises owned, occupied or controlled by the member entity on which a dam or reservoir is located, or from the operations conducted on such premises;
 - c. \$2,000,000 per occurrence for any member entity owned dam defined as Class I or II in New Jersey Administrative Code, Title 7, Department of Environmental Protection, Chapter 20, 7:20-1.8; and
 - d. \$2,000,000 per occurrence for any Class III or IV member entity owned dam involved with a Class I or II member entity owned dam.
 - Sanitary/Storm Water System Sewerage Backup and/or Sanitary System Sewerage Backup, Escape or Release: \$3,000,000 Per Occurrence and \$4,000,000 Annual Aggregate for all member entities
 - Subsidence: \$3,000,000 Per Occurrence and \$4,000,000 Annual Aggregate for all member entities
 - Skateboard Facilities: \$5,000,000 Per Occurrence (where approved)
 - a. Subject to 0% member coinsurance of the first \$100,000
 - Riot, Civil Commotion or Mob Action: \$5,000,000 Per Occurrence
 - Failure to Supply Utility: \$5,000,000 Per Occurrence

- Garagekeepers Liability: \$2,000,000 Per Occurrence
- New Jersey Personal Injury Protection (NJ PIP): Statutory Minimum
- New Jersey Uninsured/Underinsured Motorist (NJ UM/UIM): Statutory Minimum
- The following is added to EXCLUSION E. of SECTION II - POLICY EXCLUSIONS:
This EXCLUSION does not apply to bodily injury arising out of lead contamination, or out of the inhalation, ingestion, use, handling or contact with lead paint if the Member Entity has implemented the lead abatement control measures as required by the Lead Based Paint Poisoning Prevention Act (42 U.S.C. 4821, et seq.), the Lead Based Paint Hazard Retention Act (42 U.S.C. 4851, et seq.), and, with respect to federally assisted housing, HUD's Lead Safe Housing Rule (24 C.F.R. 35.80, et seq.). This coverage is subject to an annual aggregate sub-limit of \$1,000,000

3. Optional Excess Liability Limit

The MEL offers Optional Excess Liability Limits excess of the MEL Excess Limit.

- The following limits are the Optional Excess Limits:
 - \$2,000,000 (equals \$7,000,000 total);
 - \$5,000,000 (equals \$10,000,000 total);
 - \$10,000,000 (equals \$15,000,000 total); and
 - \$15,000,000 (equals \$20,000,000 total);

The MEL also offers Optional JIF Shared Aggregate Excess Liability coverage, with limits of \$10,000,000 from the MEL. This coverage is only available to members of the Fund who purchase all \$20,000,000 available to them from the Optional Excess Liability Limits.

- \$10,000,000 aggregate (equals \$30,000,000 total)

4. Public Officials Liability / Employment Practices Liability

Each local member unit is 100% commercially insured with Lexington Insurance Company for \$2,000,000 in the aggregate per member on a claims made and reported basis for each Fund year.

- Retentions and Coinsurance:
 - \$20,000 is the standard retention per claim and 20% of the first \$250,000 of the loss is the standard coinsurance, although other retentions and coinsurances may apply.
 - Local member units may qualify based on certain criteria to have options to purchase a lower retention and/or coinsurance contribution.
 - Members with adverse loss experience may be subject to higher retention and/or coinsurance.
- Optional Wage Coverage: \$50,000 aggregate per member

5. Optional Excess Public Officials Liability / Employment Practices Liability

The MEL offers Optional Excess Public Officials Liability / Employment Practices Liability limits excess of the local member units' primary \$2,000,000 Public Officials Liability / Employment Practices Liability policies with Lexington Insurance Company as follows:

- \$1,000,000 (equals \$3,000,000 total);
- \$2,000,000 (equals \$4,000,000 total);
- \$3,000,000 (equals \$5,000,000 total);
- \$4,000,000 (equals \$6,000,000 total); and
- \$8,000,000 (equals \$10,000,000 total).

6. Optional Volunteer Directors & Officers Liability

Fire companies and Emergency Service Units have the option of purchasing optional Volunteer Directors & Officers Liability coverage. The coverage is 100% commercially insured with None and applies to the non-firematic/emergency activities of such entity per the following options:

Option	Deductible
1	\$0
2	\$0
3	\$0

7. Crime

- The Fund provides Crime coverage with a limit of \$50,000 for: Loss of Assets, Credit Card Forgery, Loss of Employee Benefit Plan Assets and Public Employee Dishonesty
- The member deductible is \$2,500
- MEL Crime
 - MEL Crime Excess: \$950,000 excess of the Fund Crime limit
 - MEL Crime Statutory Position:
 - a. The MEL provides primary employee dishonesty and faithful performance coverage for those employed positions which are required by law to be individually bonded and where they have applied and have been approved for coverage at a limit of \$1,000,000 per occurrence per position. The MEL can provide MEL Crime Statutory Position limits, based on underwriting and via endorsement, above \$1,000,000, matching the member's auditor's recommendation, but no more than \$2,000,000. Such additional limit is available upon request and approval by the MEL.
 - b. The deductible is \$1,000

- MEL Crime Excess Public Officials:

- a. The MEL provides excess employee dishonesty and faithful performance coverage for those employed positions which are required by law to be individually bonded and where they have not applied or have not been approved for coverage under the MELJIF Statutory Position Program at a limit of \$1,000,000
- b. The deductible is the greater of the underlying bond/policy in place or the statutory limit required

8. Non-Owned Aircraft Liability

- \$5,000,000; and
- Medical Expense for each passenger: \$5,000
- The coverage is 100% commercially insured with Endurance

9. Cyber

The Fund purchases Cyber insurance from the New Jersey Cyber Risk Management Fund

- Limits and Retention: Please contact your Risk Manager or the Cyber JIF

10. Property & Equipment Breakdown

- The Fund provides a \$100,000 limit per occurrence (Property & Time Element combined)
- The MEL provides a \$2,400,000 limit excess of the Fund's limit
- The MEL purchases additional excess property limits, as follows: \$125,000,000, including certain sublimits, including, but not limited, to:
 - Aggregate, Earth Movement: \$75,000,000
 - Aggregate, Flood (includes Storm Surge): \$75,000,000
 - a. Per Location, High Hazard Flood Zone: \$27,500,000
 - a. Aggregate : \$50,000,000
 - Named Storm: Included
 - Vehicles: \$10,000,000
- Member deductibles:
 - All Other: \$5,000
 - Automobile Physical Damage: \$2,500
 - Equipment Breakdown: \$5,000
 - SFHA Flood Maximum available NFIP limit, per location, regardless if member purchases it or not, but no less than \$500,000 building / \$500,000 contents (\$250,000 / \$100,000 for housing authorities and related non-profit buildings), but no more than the value of the building and contents.
 - Named Storm : \$5,000

11. NJHMFA Excess Insurance The Municipal Excess Liability Joint Insurance Fund (MEL) provides excess insurance coverages with respect to those properties financed by the New Jersey Housing and Mortgage Finance Agency (NJHMFA) or are subject to requirements contained within a Financing, Deed Restriction and Regulatory Agreement with the NJHMFA and are insured by the New Jersey Public Housing Authority Joint Insurance Fund (NJPHA JIF) and/or the MEL so that all applicable insurance coverages with respect to such properties shall be in full compliance with all applicable NJHMFA Insurance Specifications / Minimum Requirements (NJHMFA Insurance Requirements), as may be amended from time to time, on a per property/per occurrence basis, except the NJPHA JIF does not provide primary flood insurance for properties in flood zones A, V and shaded X as defined by the Federal Emergency Management Agency (FEMA) (including all variations of A, V and shaded X), if applicable. In such cases, it is the property owner's responsibility to obtain primary flood coverages through the National Flood Insurance Program (NFIP) to the maximum extent of coverages available under the NFIP. The MEL provides flood coverage in excess of the NFIP maximum coverage limits up to a per property sub-limit of \$2.5 million. The NJPHA JIF and the MEL are not responsible for determining whether or not a property is located in a flood zone or for procuring primary flood insurance for such property. Except with respect to the requirement for a property owner to obtain primary flood insurance through NFIP as noted herein, should any insurance coverages, including excess flood coverages, provided by the NJPHA JIF and/or the MEL not meet any of the applicable NJHMFA Insurance Requirements, the NJPHA JIF and/or the MEL will provide insurance coverages, excess insurance coverages and/or difference-in-conditions coverages (DIC) as applicable to meet all applicable NJHMFA Insurance Requirements to the sole satisfaction of the NJHMFA.

12. Terrorism

Aggregate: \$125,000,000

Individual Self-Insured Retentions

Optional Individual Self-Insured Retentions:

Amount of Risk to be Retained by the Fund

Unless otherwise stated, all limits shown apply less any local member unit's SIRs/deductibles.

1. **Workers' Compensation:** \$300,000

2. **Liability:** \$300,000
 - NJ Uninsured/Underinsured Motorist: Statutory minimum
 - NJ Personal Injury Protection: \$250,000

3. **Optional Excess Liability Limit:** \$0
4. **Public Officials Liability / Employment Practices Liability:** \$0
5. **Optional Excess Public Officials Liability / Employment Practices Liability:** \$0
6. **Optional Volunteer Directors & Officers Liability:** \$0
7. **Crime:** \$50,000
 - MEL Crime Excess: None
 - MEL Crime Statutory Position: None
 - MEL Crime Excess Public Officials: None
8. **Non-Owned Aircraft Liability:** \$0
9. **Cyber:** \$0
10. **Property:** \$100,000
 - Equipment Breakdown: \$0
 - SFHA Flood: \$0
 - Named Storm: \$100,000

11. **NJHMFA Excess Insurance:**
12. **Terrorism:** \$0

Commercial Insurance / Reinsurance Purchased

The insurance/reinsurance listed below may contain sublimits, retentions and deductibles in addition to such already stated.

1. **Non-Owned Aircraft Liability:** The Fund purchases this coverage through the MEL from Endurance
2. **Excess Property & Equipment Breakdown:** The Fund purchases this coverage from the MEL
3. **Excess Liability:** The Fund purchases this coverage from the MEL
4. **Excess Workers' Compensation:** The Fund purchases this coverage from the MEL
5. **Excess Crime:** The Fund purchases this coverage from the MEL
6. **Public Officials Liability / Employment Practices Liability:** The Fund purchases this coverage from Lexington Insurance Company
7. **Optional Volunteer Directors & Officers Liability:** The Fund purchases this coverage from None
8. **Cyber:** The Fund purchases this coverage from the New Jersey Cyber Risk Management Fund
9. **Environmental Impairment Liability:** None}
10. **NJHMFA Excess:** MEL
11. **Terrorism:** The Fund purchases this coverage from the MEL

Section II – Conditions

The Amount of Unpaid Claims to be Established

1. The general reserving philosophy is to set reserves based upon the probable total cost of the claim at the time of conclusion. Historically, on claims aged eighteen (18) months, the Fund expects the claims servicing company to set reserves at 85% accuracy. The Fund also establishes reserves recommended by the Fund's actuary for claims that have been incurred but not yet reported so that the Fund has adequate reserves to pay all claims and allocated loss adjusted expense liability.
2. Claims reserves are subject to regular review by the Fund's Executive Director/Administrator, Attorney, Commissioners and claims servicing company. Reserves on large or unusual claims are also subject to review by the claims departments of the commercial insurance companies or reinsurance companies providing primary or excess coverages to the Fund.

The Method of Assessing Contributions to be Paid by Each Member of the Fund

1. By November 15th of each year, the actuary computes the probable net cost for the upcoming Fund year by line of coverage and for each prior Fund year. The actuary includes all budget items in these computations. The annual assessment of each participating member is its pro rata share of the probable net cost of the upcoming Fund year for each line of coverage as computed by the actuary.
2. The calculation of pro rata shares is based on each member's experience modified manual premium for that line of coverage. The Commissioners also adopts a capping formula which limits the increase of any member's assessment from the preceding year to the Fund wide average increase plus a percentage selected by the Commissioners. The total amount of each member's annual assessment is certified by majority vote of the Commissioners at least one (1) month prior to the beginning of the next fiscal year.
3. The treasurer deposits each member's assessment into the appropriate accounts, including the administrative account, and the claim or loss retention trust fund account by Fund year for each type of coverage in which the member participates.
4. If a local unit becomes a member of the Fund or elects to participate in a line of coverage after the start of the Fund year, such participant's assessments and supplement assessments are reduced in proportion to that part of the year which had elapsed.
5. The Commissioners may by majority vote levy upon the participating members additional assessments wherever needed or so ordered by the Commissioner of Insurance to supplement the Fund's claim, loss retention or administrative accounts to assure the payment of the Fund's obligations. All supplemental assessments are charged to the participating members by applicable Fund year, and shall be apportioned by the year's assessments for that line of coverage.
6. Should any member fail or refuse to pay its assessments or supplemental assessments, or should the Fund fail to assess funds required to meet its obligations, the chairman or in the event by his or her failure to do so, the custodian of the Fund's assets, shall notify the Commissioner of Insurance and the Director of Community Affairs. Past due assessments shall bear interest at the rate established annually by the Commissioners.
7. Sexual Abuse Liability Account: The Commissioners may establish a sexual abuse liability account. Reserves, IBNR, expenses, assets, assessments and other assets for this account shall be accounted for separately. After the end of the year before the Fund has finalized its year end accounting, the Commissioners may levy a supplementary assessment if the sexual abuse claims account is negative on a statutory basis.
8. At the discretion of the Commissioners, any supplemental assessments may be payable in equal installments for up to ten years. Deferred assessments shall become due and immediately payable if a member leaves the Fund.

Procedures Governing Loss Adjustment and Legal Expenses

1. The Fund engages a claims service company to handle all claims, except for the JIF's POL/EPL and Volunteer D&O, which are handled by Summit Risk Services representing QBE Specialty Insurance Company. The performance of the claims adjusters is monitored and periodically

audited by the Executive Director's office, the Fund attorney, the MEL's attorney's office, as well as the claims department of the MEL's three major liability insurers/re-insurers (i.e. Munich Re for liability, and Safety National for workers' compensation). Every three years, the MEL's internal auditors also conduct an audit.

2. Each member is provided with a claims reporting procedure and appropriate forms.
3. In order to control workers' compensation medical costs, the Fund has engaged a managed care organization (MCO) whose procedures are integrated into the Fund's claims process.
4. To provide for quality defense and control costs, the Fund has established an approved defense attorney panel with firms which specialize in governmental claims. The performance of the defense attorneys is overseen by the Fund attorney, as well as the various firms which audit the claims adjusters.

Procedures for the Closure of Fund Years, including the Maintenance of All Relevant Accounting Records

1. The Fund utilizes the Municipal Excess Liability Residual Claims Fund (RCF) to facilitate the closure of Fund years.
2. Upon the transfer of outstanding liabilities of a Fund year to the RCF, the Fund adopts a resolution closing that year and transfers all remaining assets to the closed Fund year account. This amount is allocated by member local units using the same procedure as is used to calculate a dividend. Each month, interest is credited to the closed Fund year account by member.
3. Each year, the Commissioners will determine if a dividend is appropriate from the closed Fund year account, and will make application to the Department of Banking and Insurance as appropriate. Further, in the event an open Fund year incurs a deficit, the Fund's governing body will consider an inter-year transfer from the closed Fund year account to offset the deficit. In either case, the dividend or inter-Fund year transfer will be calculated on a member by member basis.
4. In the event a member leaves the Fund, the Commissioners may assess the member's closed Fund Year account an amount not exceeding three (3) years stranded costs that the Fund incurs as a result of the member's withdraw. Stranded costs are those expenses incurred by the Fund that would otherwise have been paid from the withdrawing member's assessments had the member remained in the Fund. The dividend of any member that is no longer a member of the Fund and that member's share of the closed fund year account shall be held in escrow until the later of the tolling of the statute of limitations for all potential claims incurred during the membership period or the closure of all incurred claims by the Fund during the period of membership. A former member may apply to the Commissioners for a return of that member's remaining share of the closed Fund year account no sooner than when five (5) years have passed since the last Fund year in which the member participated has been closed. The Commissioners will decide on the former member's request after evaluating the likelihood of any additional assessments from the RCF.
5. All dividends from the RCF will be deposited in the closed Fund year account on a member by member basis.
6. The Fund will retain all records in accordance with the Fund's record retention program.

Assumptions and Methodology Used for the Calculation of Appropriate Reserve Requirements to be Established and Administered in Accordance with Sound Actuarial Principles

1. The general approach in estimating the loss reserves of the Fund is to project ultimate losses for each Fund year using paid and incurred loss data. Two traditional actuarial methodologies are used: the paid loss development method and the incurred loss development method. From the two different indications resulting from these methods the Fund Actuary chooses a "select" estimate of ultimate losses. Subtraction of the paid losses from the select ultimate losses yields the loss reserve liability or funding requirement.
2. The following is an overview of the two actuarial methods used to project the ultimate losses.
 - a. Paid Loss Development Method - This method uses historical accident year paid loss patterns to project ultimate losses for each accident year. Because this method does not use case reserve data, estimates from it are not affected by changes in case reserving practices. However, the results of this method are sensitive to changes in the rate of which

*New Jersey Public Housing Authority Joint Insurance Fund
2023 Plan of Risk Management*

claims are settled and losses are paid, and may underestimate ultimate losses if provisions are not included for very large open claims.

- b. Case Incurred Loss Development Method - This method is similar to the paid loss development method except it uses historical case incurred loss patterns (paid plus case outstanding reserves) to estimate ultimate losses. Because the data used includes case reserve estimates, the results from this method may be affected by changes in case reserve adequacy.

The Maximum Amount a Certifying and Approving Officer May Approve Pursuant to N.J.A.C. 11:15-2.22

1. \$10,000 for General and automobile liability
2. \$10,000 for workers compensation
3. With the advance approval of the Fund Attorney, the certifying and approving officer may also pay provider bills if waiting until after the next regularly scheduled FUND meeting would result in the loss of a discount on such bills. When the certifying and approving officer utilizes this authority, a report shall be made to the Commissioners at their next meeting.
4. \$50,000 Emergency Court House Authority upon the joint authorization of the Fund Attorney and Executive Director. Whenever this procedure is used, the claim shall be reported to the Commissioners at their next meeting.

ADOPTED: *this 11th day of January, 2023 by the Commissioners:*

New Jersey Public Housing Authority Joint Insurance Fund

**NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND
SUPPLEMENTAL BILLS LIST**

Resolution No. 31-22

DECEMBER 2022

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

BE IT RESOLVED that the New Jersey Public Housing Auth. 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.

<u>FUND YEAR 2022</u>			
<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
009821			
009821	MUNICIPAL EXCESS LIABILITY JIF	FPB - 4TH QTR 2022	1,423.25
			1,423.25
009822			
009822	MUNICIPAL EXCESS LIABILITY JIF	PROPERTY 4TH Q22	117,551.00
009822	MUNICIPAL EXCESS LIABILITY JIF	MEL 4TH QTR 2022	1,216,250.60
			1,333,801.60
009823			
009823	SHERRY L. SIMS	10 EXEC COMMITTEE MEETINGS 2022	1,500.00
			1,500.00
009824			
009824	GRACE DEKKER	4 EXEC COMMITTEE MEETINGS 2022	600.00
			600.00
009825			
009825	JOSEPH M. BILLY, JR.	10 EXEC COMMITTEE MEETINGS 2022	1,500.00
			1,500.00
009826			
009826	SUSAN THOMAS	4 EXEC COMMITTEE MEETINGS 2022	600.00
			600.00
009827			
009827	DOUGLAS DZEMA	9 EXEC COMMITTEE MEETINGS 2022	1,350.00
			1,350.00
009828			
009828	KATHLEEN DITAMASSO	9 EXEC COMMITTEE MEETINGS 2022	1,350.00
			1,350.00
009829			
009829	LARRY STRATTON	6 EXEC COMMITTEE MEETINGS 2022	900.00
			900.00
009830			
009830	JOHN MAHON	10 EXEC COMMITTEE MEETINGS 2022	1,500.00
			1,500.00
009831			
009831	CARTERET HOUSING AUTHORITY	11 EXEC COMMITTEE MEETINGS 2022	1,650.00
			1,650.00
009832			
009832	MUNICIPAL EXCESS LIABILITY JIF	MSI - 4TH QTR 2022	7,406.25
			7,406.25
009833			
009833	CONNER STRONG COMPANIES, INC.	PREMIUM RENEWAL 23-24	125.00
			125.00
009834			
009834	PASSAIC HOUSING AUTHORITY	7 EXEC COMMITTEE MEETINGS 2022	1,050.00
			1,050.00
009835			
009835	JOHN CLARKE	11 EXEC COMMITTEE MEETINGS 2022	1,650.00
			1,650.00
009836			
009836	ROBERT DIVINCENT	8 EXEC COMMITTEE MEETINGS 2022	1,200.00
			1,200.00
009837			
009837	HACKENSACK HOUSING AUTHORITY	9 EXEC COMMITTEE MEETINGS 2022	1,350.00
			1,350.00
		Total Payments FY 2022	1,358,956.10
		TOTAL PAYMENTS ALL FUND YEARS	1,358,956.10

NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND BILLS LIST

Resolution No. 12-23

JANUARY 2023

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

BE IT RESOLVED that the New Jersey Public Housing Auth. 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.

<u>FUND YEAR 2022</u>			
<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
009838			
009838	DECOTIIS, FITZPATRICK, COLE & GIBLIN, LLP	GENERAL COUNSEL RETAINER 11/22	3,993.42
			3,993.42
009839			
009839	PERMA	POSTAGE 11/22	100.23
			100.23
009840			
009840	ASBURY PARK PRESS	ACCT #ASB-117561 - AD 11/30/22	50.84
009840	ASBURY PARK PRESS	ACCT #ASB-117561 - AD 11/24/22	54.36
			105.20
009841			
009841	NJ ADVANCE MEDIA	ACCT #XNJPU0555207 AD 12/1/22	39.78
009841	NJ ADVANCE MEDIA	ACCT #XNJPU0555207 - AD 11/23/22 BUDGET	56.87
			96.65
009842			
009842	ALAMO INSURANCE GROUP, INC	2022 RMC FEE PRINCETON HOUSING AUTH	2,726.00
			2,726.00
009843			
009843	NJ NAHRO	4TH QUARTER 2022 INSTALLMENT	10,046.36
			10,046.36
009844			
009844	ACCESS	ACCT#862/CUST#NPD00224 ARC & STOR 11/22	60.82
			60.82
009845			
009845	ACRISURE LLC DBA SCIROCCO GROUP	2022 RMC FEE HACKENSACK HOUSING	16,388.00
			16,388.00
009846			
009846	ACRISURE, LLC dba RELIANCE INSURANCE	2022 RMC FEE PLAINFIELD HOUSING AUTH	18,466.00
009846	ACRISURE, LLC dba RELIANCE INSURANCE	2022 RMC FEE SOUTH AMBOY HOUSING AUTH	5,907.00
009846	ACRISURE, LLC dba RELIANCE INSURANCE	2022 RMC FEE CARTERET HOUSING AUTH	8,744.00
			33,117.00
009847			
009847	HEIST INSURANCE AGENCY	2022 RMC FEE OCEAN CITY HOUSING AUTH	5,692.00
			5,692.00
009848			
009848	RISK STRATEGY SOLUTIONS, LLC	2022 RMC FEE TRENTON HOUSING AUTH	12,342.00
			12,342.00
009849			
009849	MARSH & MCLENNAN AGENCY LLC	2022 RMC FEE CAPE MAY HOUSING AUTH	1,324.00
			1,324.00
009850			
009850	HOUSING AUTHORITY OF THE CITY OF BAYONNE	2022 MEETING ATTENDANCE 150 x 10	1,500.00
			1,500.00
009830			
009830	JOHN MAHON	VOID	-1,500.00
			-1,500.00
		Total Payments FY 2022	85,991.68
<u>FUND YEAR 2023</u>			
<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
009851			
009851	MUNICIPAL EXCESS LIABILITY JIF	FPB - 1ST QTR 2023	2,501.00
			2,501.00
009852			
009852	MUNICIPAL EXCESS LIABILITY JIF	MEL - 1ST QTR 2023	451,145.00
009852	MUNICIPAL EXCESS LIABILITY JIF	PROPERTY - 1ST QTR 2023	805,284.00
			1,256,429.00
009853			

009853	PERMA	EXECUTIVE DIRECTOR FEE 01/23	30,895.50
			30,895.50
009854			
009854	CONNER STRONG & BUCKELEW	UNDERWRITING MGMT FEE 01/23	1,633.00
			1,633.00
009855			
009855	EXECU-TECH, INC.	DOMAIN NAME RENEWAL & WEB HOSTING 2023	350.00
			350.00
009856			
009856	EXECU-TECH, INC.	TREASURER FEE - 1ST QTR 2023	20,692.50
			20,692.50
009857			
009857	MUNICIPAL EXCESS LIABILITY JIF	MSI - 1ST QTR 2023	13,024.50
			13,024.50
009858			
009858	WARREN RISK MARKETING, LLC	MARKETING DIRECTOR FEE 1/23	3,155.33
			3,155.33
009859			
009859	J.A. MONTGOMERY CONSULTING	RIGHT TO KNOW INV SERVICE 01/23	10,603.75
009859	J.A. MONTGOMERY CONSULTING	SAFETY TRAINING 01/23	3,144.33
009859	J.A. MONTGOMERY CONSULTING	LOSS CONTROL 01/23	8,839.25
			22,587.33
W0123			
W0123	NJ CYBER RISK MANAGMENT FUND	FIRST INSTALLMENT 2023	397,761.00
			397,761.00
		Total Payments FY 2023	1,749,029.16
		TOTAL PAYMENTS ALL FUND YEARS	1,835,020.84