

SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONER'S MEETING MINUTES
December 18, 2019

STATEMENT OF PROPER NOTICE READ BY COMMISSIONER LEVINE: Adequate notice of the regular meeting of the SCJIF held on Wednesday, December 18th, 2019 at 8:58 a.m. at the Somerville E.P.O. Elks Lodge #1068 located in Bridgewater, New Jersey, has been provided through posting of said notice to the Courier News, and the Hunterdon County Democrat in accordance with Section 13 of the Open Public Meetings Act.

FLAG SALUTE/MOMENT OF SILENCE

ROLL CALL OF COMMISSIONERS

BRIAN D. LEVINE	County of Somerset	Present
GEOFFREY D. SORIANO	Somerset County Park Commission	Present
JOHN TROJAN	Raritan Valley Community College	Present
RAELENE SIPPLE	Somerset County Vocational & Technical Schools	Absent
GREGORY J. BONIN	Township of Branchburg	Absent
BRIAN K. AUGER	Somerset County Library Commission	Present
KELLY G. CUPIT	Township of Green Brook	Present
DONALD HUTCHINS	Township of Raritan	Present
JAMES T. NAPLES	Township of Bridgewater	Absent
CARLA CONNER	Township of Clinton	Present
DIANE MC DANIEL	Township of Delaware	Present
DANIEL JAXEL	Borough of Raritan	Present
MICHAEL PAPPAS	Borough of High Bridge	Present

ALTERNATE COMMISSIONERS

YVONNE CHILDRESS	County of Somerset	Present
DONNA UMGELTER	Somerset County Park Commission	Absent
CHERYL WALLACE	Raritan Valley Community College	Absent
WILLIAM G. HYNICK, JR.	Somerset County Vocational & Technical Schools	Absent
MARGUERITE SCHMITT	Township of Branchburg	Absent
BRIAN MORGAN	Somerset County Library Commission	Absent
RAYMOND S. MURRAY	Township of Green Brook	Present
CAROL BARBATI	Township of Raritan	Present
LISA CARAVELA	Township of Bridgewater	Present
TOM SILVIA	Township of Clinton	Absent
JOSEPH VOCKE	Township of Delaware	Absent
ERIC COLVIN	Borough of Raritan	Absent
BONNIE ANN FLEMING	Borough of High Bridge	Absent

EXECUTIVE DIR/ADMIN:

NEW JERSEY RISK MANAGERS & CONSULTANTS, INC.

♦ Maryjane Hydro ♦ Javier B. Esparra ♦ H. James Griffith
♦ Cindy Villagran ♦ Lucy Martins ♦ Lynn Potts

FUND ATTY/CLAIMS MANAGEMENT & LITIGATION:

DiFRANCESCO, BATEMAN, KUNZMAN, DAVIS, LEHRER & FLAUM, P.C.

- ◆ Stephen O. Davis, Esq.

FUND ATTY/REGULATORY COMPLIANCE & LEGISLATION:

SAUL EWING ARNSTEIN & LEHR

- ◆ M. Paige Berry, Esq.

ADDITIONAL RISK MANAGERS:

ACRISURE, David Balken

- ◆ Township of Clinton & Borough of High Bridge

ACRISURE, Louis Beckerman

- ◆ Township of Green Brook

LAFONTAINE & BUDD, James T. Rick, Jr.

- ◆ Townships of Branchburg & Bridgewater

RICHLAND KNOWLES AGENCY, Michael Sabbagh

- ◆ Township of Delaware

WILLIS TOWERS WATSON, John Moore

- ◆ Borough of Raritan

INTRODUCTION OF GUESTS: Present at the meeting were Risk Manager for Township of Green Brook-Louis Beckerman, Risk Manager for Township of Delaware-Michael Sabbagh, Risk Manager for the Townships of Branchburg & Bridgewater- Jamie Rick, Guardian Public Entity Claims Services- Workers' Compensation Manager- Jackie Fresco, and Workers' Compensation Examiner- Joy Smith.

PUBLIC COMMENT: None.

MOTION TO APPROVE MINUTES FROM THE NOVEMBER 27TH, 2019 MEETING:

MOTION: Commissioner Trojan

SECOND: Commissioner Hutchins

VOTE: Unanimous

SERVICE PROVIDER REPORTS

Executive Director/Administrator: In addition to the report submitted, Maryjane Hydro of New Jersey Risk Managers & Consultants, Inc. stated that the Statement of Fund-Year Surplus/(Deficit) was included in the package and welcomed any questions.

She also advised that the SCJIF Fair and Open Process for soliciting Request for Proposals for Professional Services for the 2020 Fund Year was posted on Thursday, November 21st, 2019 and the deadline for responses was

December 13th, 2019. The 2019 Finance/Contract Committee will review the responses for compliance and will make a recommendation to the full Board at the January 22nd, 2020 Reorganization Meeting.

Assessments Vouchers were mailed to the Member Entities in accordance with the presented 2020 Operating Budget and first assessment payments are due in January 2020.

Fund Attorney - Claims Management & Litigation: Fund Attorney Stephen O. Davis briefly discussed a decision issued by the New Jersey Public Employment Commission regarding application of existing sick leave policy by public employers. This information was also included in his report. He welcomed questions from those present.

Fund Attorney – Regulatory Compliance & Legislation: In addition to the report submitted, Fund Attorney, M. Paige Berry elaborated on a new law requiring the Civil Service Commission to develop a uniform Domestic Violence Policy which must be adopted by all public employers. Additional information regarding the new law was also distributed electronically to all Members. Discussion followed.

Third Party Administrator: No additions to the report submitted.

Custodian of Funds: No additions to the report submitted.

COMMITTEE REPORTS

Safety Committee: Maryjane Hydro, NJRM, advised that the Minutes for the December 3rd, 2019 Safety Committee Meeting were included in the package. She further reviewed a handout entitled “Winter Storm Precautions” which provides suggestions and recommendations to assist the Member Entities in preparing for potential issues and claims resulting from extreme winter weather conditions. She reminded all present that NJRM is available 24/7 not only for claim reporting but also to assist with emergent situations that may require remediation. NJRM offers an Emergency Answering Service after normal business hours. FMCO is also available for WC claim reporting 24/7 with their 800 number as well.

The next SCJIF Safety Committee Meeting will be held at 9:00 a.m. on January 7th, 2020 at the Somerset County Park Commission in Bridgewater, NJ.

#19-050 RESOLUTION APPROVING SERVICE PROVIDER AND COMMITTEE REPORTS:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	BRIAN D. LEVINE	X			
SCPC	GEOFFREY D. SORIANO	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE SIPPLE			X	
TOB	GREGORY J. BONIN			X	
SCLC	BRIAN AUGER	X			

TOGB	KELLY CUPIT	X			
TOR	DONALD HUTCHINS	X			
TOBW	LISA CARAVELA	X			
TOC	CARLA CONNER	X			
TOD	DIANE McDANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

OLD BUSINESS

#19-051 RESOLUTION AUTHORIZING PAYMENT OF CURRENT EXPENSES & CLAIMS REIMBURSEMENTS

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	BRIAN D. LEVINE	X			
SCPC	GEOFFREY D. SORIANO	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE SIPPLE			X	
TOB	GREGORY J. BONIN			X	
SCLC	BRIAN AUGER	X			
TOGB	KELLY CUPIT	X			
TOR	DONALD HUTCHINS	X			
TOBW	LISA CARAVELA	X			
TOC	CARLA CONNER	X			
TOD	DIANE McDANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

MOTION TO OPEN THE MEETING FOR PUBLIC COMMENT ON THE BUDGET AT 9:11 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

PUBLIC COMMENT: None

MOTION FOR RETURN TO OPEN SESSION AT 9:12 A.M.

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

#19-052 RESOLUTION ADOPTING THE BUDGET FOR THE 2020 FUND YEAR:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	BRIAN D. LEVINE	X			
SCPC	GEOFFREY D. SORIANO	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE SIPPLE			X	
TOB	GREGORY J. BONIN			X	
SCLC	BRIAN AUGER	X			
TOGB	KELLY CUPIT	X			
TOR	DONALD HUTCHINS	X			
TOBW	LISA CARAVELA	X			
TOC	CARLA CONNER	X			
TOD	DIANE McDANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

NEW BUSINESS

#19-053 RESOLUTION TO ENTER CLOSED SESSION AT 9:15 A.M. TO DISCUSS:

Workers' Compensation Claims:

- 4.16510
- 4.16546

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

MOTION TO RETURN TO REGULAR MEETING AT 9:18 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

Commissioner Pappas had to leave at this time for another appointment.

#19-054 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	BRIAN D. LEVINE	X			
SCPC	GEOFFREY D. SORIANO	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE SIPPLE			X	
TOB	GREGORY J. BONIN			X	
SCLC	BRIAN AUGER	X			
TOGB	KELLY CUPIT	X			
TOR	DONALD HUTCHINS	X			
TOBW	LISA CARAVELA	X			
TOC	CARLA CONNER	X			
TOD	DIANE McDANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS			X	

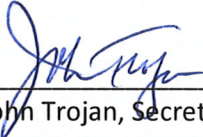
MOTION TO APPROVE MINUTES FROM THE NOVEMBER 27TH, 2019 CLOSED SESSION:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

MOTION TO ADJOURN AT 9:20 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

Respectfully submitted,



John Trojan, Secretary