

**SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONER'S MEETING MINUTES
November 24, 2021**

STATEMENT OF PROPER NOTICE READ BY JOHN TROJAN: Adequate notice of the regular meeting of the SCJIF held on Wednesday, November 24, 2021, at 9:03 a.m. via Zoom Video Conference, 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.

ROLL CALL OF COMMISSIONERS

SHANEL Y. ROBINSON	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	Present
BRIAN K. AUGER	Somerset County Library Commission	Present
KELLY G. CUPIT	Township of Green Brook	Present
KAREN GILBERT	Township of Raritan	Present
MICHAEL PAPPAS	Township of Bridgewater	Present
VITA MEKOVETZ	Township of Clinton	Absent
DIANE MC DANIEL	Township of Delaware	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	Absent
THOMAS GENOVA	Township of Bridgewater	Present
CARLA CONNER	Township of Clinton	Absent
JAMES WALTMAN	Township of Delaware	Absent

ADDITIONAL PARTICIPANTS/GUESTS

EXECUTIVE DIR/ADMIN: NEW JERSEY RISK MANAGERS & CONSULTANTS, INC.
♦ Raymond L. Hughes ♦ Maryjane Hydro ♦ Javier B. Esparra
♦ Jim Griffith ♦ Ken Spiller ♦ Cindy Villagran ♦ Lucy Martins

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

ACRISURE, Louis Beckerman

◆ Township of Green Brook

ACRISURE, Amy Pieroni

◆ Township of Bridgewater

LAFONTAINE & BUDD, James T. Rick, Jr.

◆ Township of Branchburg

RICHLAND KNOWLES AGENCY, Paul Joyce

◆ Township of Delaware

CLAIMS ADMINISTRATOR:

GUARDIAN PUBLIC ENTITY CLAIMS SERVICES

◆ Jacquelyn Fresco

GUESTS/PUBLIC PARTICIPANTS: Also, in attendance was Account Executive from Acrisure, LLC-Ms. Patti Fahy.

PUBLIC COMMENT: None.

MOTION TO APPROVE MINUTES FROM THE SEPTEMBER 22, 2021 MEETING:

MOTION: Commissioner Bonin

SECOND: Commissioner Soriano

VOTE: Unanimous

SERVICE PROVIDER REPORTS

Executive Director/Administrator: In addition to the report submitted, Mr. Raymond L. Hughes II welcomed questions and/or comments from those in attendance.

Ms. Maryjane Hydro stated that 2022 Auto ID Cards, 2022 Workers' Compensation Posting Notices and 2022 Safety Calendars are currently being distributed to Fund Members. Furthermore, the timeline for the SCJIF Fair and Open process for soliciting 2022 Fund Year Request For Proposals for Professional Services was provided. The Request For Proposals were posted on November 18, 2021 in *The Courier News*, *The Hunterdon Democrat* and on the Fund's website. Responses are due on Thursday, December 2, 2021.

In light of the ongoing COVID-19 health concerns, Fund Members received two versions of the proposed 2022 Meeting Calendar for consideration prior to adoption. Historical tradition has been to hold the December SCJIF Commissioner's meeting on Wednesday, December 15th, 2021 at the Somerville B.P.O. Elks Lodge #1068.

Fund Attorney - Claims Management / Litigation: No additions to the report submitted.

Fund Attorney – Regulatory Compliance / Legislation: In addition to the report submitted, Fund Attorney Berry advised all Fund Members that thirty days have passed without communication from the NJ Department of Banking & Insurance in regard to the Fund's Return of Surplus. Therefore, it is deemed approved, and distribution of the dividends may take place at the Fund's December Meeting.

Attorney Berry also elaborated and provided a detailed explanation on the caselaw and changes to Legislation discussed in her Report. Questions were raised.

Third Party Administrator: No additions to the report submitted, however, Mr. Javier Esparra welcomed questions from participants.

Custodian of Funds: No additions to the report submitted.

COMMITTEE REPORTS

Safety Committee: On behalf of Committee Chairperson Sipple, Ms. Maryjane Hydro, NJRM, advised that the Safety Committee met in October via Zoom Video Conference and met in-person in November at the Somerset County Vocational & Technical Schools/TradeWins Restaurant. The Meeting Minutes were included in the package. Ms. Maryjane Hydro expressed that meeting "In-Person" adds value in fostering the safety culture within the Committee as it allows for Representatives to communicate and exchange ideas in a manner that has not been possible during Zoom calls. However, the Fund values opinions expressed by Safety Committee Members. To that end, a Survey was distributed inquiring a preference for future meetings "in-person" or via Zoom Videoconferencing. The results of the Survey will be shared with Committee Members.

Ms. Hydro also advised that two "*Chainsaw Safety Trainings*" took place on October 7th at the Township of Raritan, and October 26th at the NJ Crane Experts of Flemington facilities. Approximately 30 participants were in attendance at each program. These extremely popular and often requested Training seminars were available thanks to a Risk Management Grant from the SCJIF Reinsurance Carrier, MunichRe.

Furthermore, Safety Committee Members were also reminded to submit documentation for credit toward the 2021 Safety Incentive Program which will be concluding at the end of December. Safety Committee Representatives were reminded that Members have access to On-Line Safety Training which is an extremely valuable tool to achieve their Entities' individual training goals. Since the inception of this program, approximately 2,300 on-line safety training courses have been completed, with 230 courses completed in 2021 thus far. Currently, there are approximately 300 training topics available to all SCJIF employees in the expansive library. A brief demonstration on how to sign-up and access the training was presented during the Meeting to those in attendance.

The next scheduled Safety Committee Meeting will be held in-person on Tuesday, December 7th, 2021 at 9:00 a.m. at the TradeWins Restaurant of the Somerset County Vocational & Technical Schools. A teleconference option will also be available.

Claim PAR Committee: In addition to the reports submitted, Committee Chairperson Soriano advised that the results of the Claim PAR Committee Telephonic Meetings held on October 27th and November 15th, 2021 will be ratified during the Old Business portion of the Agenda.

#21-035 RESOLUTION APPROVING SERVICE PROVIDER AND COMMITTEE REPORTS:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL ROBINSON	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 G. CUPIT	X			
TOR	KAREN GILBERT	X			
TOBW	MICHAEL PAPPAS	X			
TOC	VITA MEKOVETZ			X	
TOD	DIANE Mc DANIEL	X			

OLD BUSINESS

#21-033 RESOLUTION RATIFYING PAYMENT OF EXPENSES & CLAIMS REIMBURSEMENTS PAID IN OCTOBER 2021:

MOTION: Commissioner Bonin
SECOND: Commissioner Robinson
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL ROBINSON	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 G. CUPIT	X			
TOR	KAREN GILBERT	X			
TOBW	MICHAEL PAPPAS	X			
TOC	VITA MEKOVETZ			X	
TOD	DIANE Mc DANIEL	X			

#21-034 RESOLUTION RATIFYING PAYMENT OF CLAIMS REIMBURSEMENTS & APPROVAL OF EXPENSES PAID IN NOVEMBER 2021:

MOTION: Commissioner Bonin
SECOND: Commissioner Robinson
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL ROBINSON	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 G. CUPIT	X			
TOR	KAREN GILBERT	X			
TOBW	MICHAEL PAPPAS	X			
TOC	VITA MEKOVETZ			X	
TOD	DIANE Mc DANIEL	X			

NEW BUSINESS

Raymond L. Hughes, New Jersey Risk Managers, provided an overview of the Preliminary Budget for the 2022 Fund Year. He indicated that the insurance industry is in a "Hard Market". Therefore, a Preliminary Budget denoting an increase of 2.28% is extremely favorable despite the insurance market. He assured Fund Members that negotiations with insurance carriers are ongoing and remains hopeful that this figure may improve as it has in previous years. He thanked Lucy Martins of NJRM for assisting in budget preparations.

#21-036 RESOLUTION INTRODUCING THE BUDGET FOR THE 2022 FUND YEAR:

MOTION: Commissioner Bonin
SECOND: Commissioner Pappas
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL ROBINSON	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 G. CUPIT	X			
TOR	KAREN GILBERT	X			
TOBW	MICHAEL PAPPAS	X			
TOC	VITA MEKOVETZ			X	
TOD	DIANE Mc DANIEL	X			

MOTION TO ENTER CLOSED SESSION AT 9:32 A.M. TO PURSUE CONTRACT MATTERS:

MOTION: Commissioner Cupit
SECOND: Commissioner Bonin
VOTE: Unanimous

MOTION TO RETURN TO REGULAR MEETING AT 10:09 A.M.:

MOTION: Commissioner Bonin
SECOND: Commissioner Auger
VOTE: Unanimous

MOTION TO PURSUE CONTRACT NEGOTIATIONS AS DISCUSSED IN CLOSED SESSION:

MOTION: Commissioner Bonin
SECOND: Commissioner Pappas
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL ROBINSON			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 G. CUPIT	X			
TOR	KAREN GILBERT	X			
TOBW	MICHAEL PAPPAS	X			
TOC	VITA MEKOVETZ			X	
TOD	DIANE Mc DANIEL	X			

MOTION TO ADJOURN AT 10:10 A.M.:

MOTION: Commissioner Bonin
SECOND: Commissioner Trojan
VOTE: Unanimous

Respectfully submitted,


Brian Auger, Secretary