

SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONERS' MEETING MINUTES
MAY 21 2025

STATEMENT OF PROPER NOTICE READ BY CHAIRPERSON KAREN GILBERT: Adequate notice of the regular meeting of the Somerset County Joint Insurance Fund held on Wednesday, May 21, 2025 at 9:33 a.m. at the Somerset County Park Commission Headquarters located in Bridgewater 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

ROLL CALL OF COMMISSIONERS

SHANEL Y ROBINSON	County of Somerset	Present
DANIEL J. HAYES, JR.	Somerset County Park Commission	Present
JOHN TROJAN	Raritan Valley Community College	Present
RAELENE SIPPLE	Somerset County Vocational & Technical Schools	Present
GREGORY J. BONIN	Township of Branchburg	Present
BRIAN K. AUGER	Somerset County Library Commission	Present
KELLY G. CUPIT	Township of Green Brook	Absent
KAREN GILBERT	Township of Raritan	Present
WILLIAM CLOSE	Township of Clinton	Absent
DIANE MC DANIEL	Township of Delaware	Present
GLENN CULLEN	Borough of South Plainfield	Absent

ALTERNATE COMMISSIONERS

YVONNE CHILDRESS	County of Somerset	Present
JANINE ERICKSON	Somerset County Park Commission	Absent
CHERYL WALLACE	Raritan Valley Community College	Absent
ADAM BEDER	Somerset County Vocational & Technical Schools	Absent
DENISE PISZKOWSKI	Township of Branchburg	Absent
BRIAN MORGAN	Somerset County Library Commission	Absent
RAYMOND S. MURRAY	Township of Green Brook	Present
THOMAS DEROSA	Township of Raritan	Absent
CHIEF THOMAS DEROSA	Township of Clinton	Absent
DIANA RUMAGE	Township of Delaware	Absent
AMY L. ANTONIDES	Borough of South Plainfield	Absent

ALSO PRESENT

Barbara Murphy	New Jersey Risk Managers & Consultants, LLC
Javier Esparra	
Kenneth Spiller	
Lucy Martins	
Pamela Aquino	

FUND ATTY/CLAIMS MANAGEMENT-LITIGATION

DIFRANCESCO BATEMAN KUNZMAN DAVIS LEHRER & FLAUM
RICHARD FLAUM, ESQ.

FUND ATTY/REGULATORY COMPLIANCE/LEGISLATION

SAUL EWING
M. PAIGE BERRY, ESQ.

RISK MANAGERS

ACRISURE – DAVID BALKEN
CLYDE PAUL – DIANE BELLINGER

ACTUARY

THE ACTUARIAL ADVANTAGE
JAMIE SHOOKS

AUDITOR

SUPLEE, CLOONEY & COMPANY
ROBERT BUTVILLA

MOTION TO APPROVE MARCH 26, 2025 OPEN AND CLOSED SESSION MEETING MINUTES:

MOTION: COMMISSIONER ROBINSON
SECOND: COMMISSIONER TROJAN
VOTE: UNANIMOUS

SERVICE PROVIDER REPORTS:

Executive Director / Administrator: In addition to the report submitted, Barbara Murphy advised of an upcoming claims review due to increased reserves for the last several fund years.

Barbara Murphy further advised that Cash Management Plans and Risk Management Plans will be moved to the member's only section of the Fund's website.

Fund Attorney – Claims Management / Litigation: In addition to the report submitted, substitute Richard Flaum provided a brief update on the case Gould v NJ Department of Transportation.

Fund Attorney – Regulatory Compliance / Legislation: In addition to the report submitted, Paige Berry provided additional updates on various legislative issues including pending legislation to allow public entities to post Public Notices on DCA's website.

Third Party Administrator: In addition to the report submitted, Barbara Murphy advised that there will be a future review of the Loss Performance Summary Report.

Custodian of Funds: No additions to the report submitted.

Actuary: Jamie Shooks of The Actuarial Advantage addressed the Board regarding the December 31, 2024 IBNR report which is included in the Financial Audit.

Auditor: In addition to the report submitted, Robert Butvilla of Suplee, Clooney and Company presented the Financial Statement stating that there were no audit comments and/or recommendations, and no deficiencies or weaknesses were found.

#25-015 RESOLUTION CONFIRMING REVIEW OF ANNUAL AUDIT/CERTIFICATION OF GOVERNING:

MOTION: COMMISSIONER ROBINSON
 SECOND: COMMISSIONER TROJAN
 VOTE: ROLL CALL

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL Y. ROBINSON	X			
SCPC	DANIEL J. HAYES, JR.	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE SIPPLE	x			
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	RAYMOND S. MURRAY	X			
TOR	KAREN GILBERT	X			
TOC	WILLIAM CLOSE			X	
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN			x	

COMMITTEE REPORTS:

Safety Committee: Chair Brian Auger stated the Safety Committee met on May 6, 2025 and PEOSH conducted a Training Session. He stated that the topics included top 10 items their investigators are targeting for 2025. He also advised that PEOSH has offered to meet individually with each member to offer their services and training.

Claim PAR Committee: Committee Chair Hayes stated the Committee met on April 23, 2025, and the Meeting Minutes were included in the Meeting Package.

OLD BUSINESS:

MOTION RATIFYING PAYMENT OF EXPENSES & CLAIMS PAID IN APRIL 2025

MOTION: COMMISSIONER TROJAN
 SECOND: COMMISSIONER MCDANIEL
 VOTE: ROLL CALL

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL Y. ROBINSON	X			
SCPC	DANIEL J. HAYES, JR.	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE SIPPLE	X			
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	RAYMOND S. MURRAY	X			
TOR	KAREN GILBERT	X			
TOC	WILLIAM CLOSE			X	
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN			X	

NEW BUSINESS:

MOTION AUTHORIZING PAYMENT OF CURRENT EXPENSES AND CLAIMS

MOTION: COMMISSIONER TROJAN
 SECOND: COMMISSIONER MCDANIEL
 VOTE: ROLL CALL

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL Y. ROBINSON	X			
SCPC	DANIEL J. HAYES, JR.	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE SIPPLE	X			
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	RAYMOND S. MURRAY	X			
TOR	KAREN GILBERT	X			
TOC	WILLIAM CLOSE			X	
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN			X	

MOTION FOR INTRODUCTION OF THE 2025 FUND YEAR BUDGET REVISION #1

MOTION: COMMISSIONER TROJAN
SECOND: COMMISSIONER ROBINSON
VOTE: ROLL CALL

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL Y. ROBINSON	X			
SCPC	DANIEL J. HAYES, JR.	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE SIPPLE	X			
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	RAYMOND S. MURRAY	X			
TOR	KAREN GILBERT	X			
TOC	WILLIAM CLOSE			X	
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN			X	

PUBLIC COMMENT:

No public comment.

MOTION TO ENTER CLOSED SESSION AT 9:58 AM TO DISCUSS CLAIMS AND OTHER ACTIONS:

Workers' Compensation & General Liability Claims:

- SCJ001235
- SCJ018563
- SCJ020209
- SCJ030097
- SCJ019342
- SCJ019538
- SCJ020810
- SCJ021109
- SCJ020499
- SCJ020654
- SCJ021037
- SCJ021084

MOTION: COMMISSIONER TROJAN
SECOND: COMMISSIONER MURRAY
VOTE: UNANIMOUS

MOTION TO RETURN TO REGULAR MEETING AT 10:13A.M.:

MOTION: COMMISSIONER TROJAN
SECOND: COMMISSIONER MURRAY
VOTE: UNANIMOUS

MOTION AUTHORIZING PAYMENT OF CLAIMS AND OTHER ACTIONS ESTABLISHED IN CLOSED SESSION:

MOTION: COMMISSIONER TROJAN
SECOND: COMMISSIONER MURRAY
VOTE: ROLL CALL

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL Y. ROBINSON	X			
SCPC	DANIEL J. HAYES, Jr.	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE SIPPLE	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	RAYMOND S. MURRAY	X			
TOR	KAREN GILBERT	X			
TOC	WILLIAM CLOSE			X	
TOD	DIANE McDANIEL	X			
BSP	GLENN CULLEN			X	

MOTION TO ADJOURN AT 10:45 A.M.:

MOTION: COMMISSIONER TROJAN
SECOND: COMMISSIONER MURRAY
VOTE: ROLL CALL

Respectfully submitted,

Diane McDaniel, Secretary