

SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONERS' MEETING MINUTES
JULY 23, 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, July 23, 2025 at 9:40 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	Absent
Gregory J. Bonin	Township of Branchburg	Absent
Brian K. Auger	Somerset County Library Commission	Present
Kelly G. Cupit	Township of Green Brook	Present
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	Present

ALTERNATE COMMISSIONERS

Yvonne Childress	County of Somerset	Present
Janine Erickson	Somerset County Park Commission	Present
Cheryl Wallace	Raritan Valley Community College	Absent
Adam Beder	Somerset County Vocational & Technical Schools	Absent
Denise Piskowski	Township of Branchburg	Absent
Brian Morgan	Somerset County Library Commission	Absent
Raymond S. Murray	Township of Green Brook	Absent
Dale Melville	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

Stephen Davis, Esq. DiFrancesco Bateman Kunzman Davis Lehrer & Flaum,

Fund Atty/Regulatory Compliance/Legislation

M. Paige Berry, Esq. Saul Ewing, LLP

Risk Managers

David Balken Acisure
Patti Fahy Acisure
Diane Bellinger Clyde Paul
Jamie Rick Lafontaine and Budd

MOTION to Approve May 21, 2025 Open and Closed Session Meeting Minutes:

Motion: Commissioner Trojan
Second: Commissioner Robinson
Vote: Unanimous

SERVICE PROVIDER REPORTS:

Executive Director/Administrator: In addition to the report submitted, Barbara Murphy advised that the financials were being reviewed for any years in a deficit.

Fund Attorney – Claims Management/Litigation: Stephen Davis, Esq. referred the Commissioners to his report in the packet.

Fund Attorney – Regulatory Compliance/Legislation: In addition to the report submitted, Fund Attorney Berry provided additional updates on legislation allowing public entities to post Public Notices on the N.J. Secretary of State 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.

COMMITTEE REPORTS:

Safety Committee: Chair Brian Auger stated the Safety Committee had a Safety Breakfast on June 10, 2025 at the Somerville Elks. 1st Place Awards were handed out to four 1st Place Winners: County of Somerset, Somerset County Park Commission, Somerset County Vo-Tech and Township of Raritan. J.A. Montgomery provided a presentation on their web-based training to the members.

Claim PAR Committee: Committee Chair Hayes stated the Committee met on June 25, 2025, and the Meeting Minutes were submitted in the Meeting Package. Actions will be ratified during the Old Business portion of the Agenda.

OLD BUSINESS

MOTION Ratifying Payment of Expenses & Claims Paid in June 2025:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
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	KELLY CUPIT	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 Cupit
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	KELLY CUPIT	X			
TOR	KAREN GILBERT	X			
TOC	WILLIAM CLOSE			X	
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN	X			

MOTION To Adopt an Updated Fund Notice of Claim Form:

MOTION: Commissioner Trojan
SECOND: Commissioner Cullen
VOTE: Unanimous

PUBLIC COMMENT:

There were no public comments.

MOTION to Enter Closed Session At 10:09 am to Discuss Claims and Other Actions:

No claims were presented.

MOTION: Commissioner Trojan
SECOND: Commissioner Robinson
VOTE: Unanimous

MOTION to Return to Regular Meeting At 10:30 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Robinson
VOTE: Unanimous

MOTION Authorizing Payment of Claims and Other Actions Established in Closed Session:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
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	KELLY CUPIT	X			
TOR	KAREN GILBERT	X			
TOC	WILLIAM CLOSE			X	
TOD	DIANE McDANIEL	X			
BSP	GLENN CULLEN	X			

LAST ORDER OF BUSINESS:

The Commissioners recognized retiring Commissioner Brian Auger. They thanked him for his years of service to the SCJIF and presented him with a plaque.

MOTION to Adjourn at 10:40 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Robinson
VOTE: Unanimous

Respectfully submitted,

Diane McDaniel, Secretary