

SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONERS' MEETING MINUTES
November 26, 2025

I. Call to Order – Karen Gilbert, Chairperson

The meeting was called to order at 9:33 a.m. by Chairperson Gilbert.

II. Statement of Proper Notice – Karen Gilbert, Chairperson

The Statement of Proper Notice was read by Chairperson Gilbert.

III. Flag Salute and Moment of Silence

IV. Roll Call

Commissioners

ATTENDANCE

Shanel Y Robinson	County of Somerset	Present
Daniel J. Hayes, Jr.	Somerset County Park Commission	Absent
John Trojan	Raritan Valley Community College	Present
Raelene Sipple	Somerset County Vocational & Technical Schools	Present
Gregory J. Bonin	Township of Branchburg	Absent
Peter Bromberg	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
Mayor Raymond Heck	Borough of Millstone	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 Piskowski	Township of Branchburg	Present
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	Present
Diana Ramage	Township of Delaware	Absent
Amy L. Antonides	Borough of South Plainfield	Absent
Mindy D'Amico	Borough of Millstone	Absent

Also Present

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

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Timothy Beck	DiFrancesco Bateman Kunzman Davis Lehrer & Flaum,
M. Paige Berry, Esq.	Saul Ewing, LLP
David Balken	Acrisure
Patti Fahy	Acrisure
Diane Bellinger	Clyde Paul
Jamie Rick	Lafontaine and Budd

V. Fund Business

A. Approval of the September 24, 2025 Fund Commissioners' Open and Closed Session Meeting Minutes

MOTION to Approve the September 24, 2025 Open and Closed Session Meeting Minutes.

Motion: Commissioner Trojan

Second: Commissioner Cupit

Vote: Unanimous

VI. Service Provider Reports

A. Executive Director/Administrator, New Jersey Risk Managers & Consultants, LLC

Barbara Murphy referred to the report included in the agenda package.

B. Fund Attorney – Claims Management/Litigation, DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum P.C.

As per the report included in the agenda package.

C. Fund Attorney – Regulatory Compliance/Legislation, Saul Ewing, LLP - M. Paige Berry, Esq.

Paige Berry reviewed her report included in the agenda package. She also provided additional updates on pending legislation.

D. Third Party Administrator, New Jersey Risk Managers & Consultants, LLC

As per the report included in the agenda package.

Barbara Murphy advised that the Finance Committee met on November 17th and reviewed the 9/30/2025 unaudited financials. She stated that the consensus was to defer a Return of Surplus and revisit the matter in early 2026. The finance committee also agreed to meet again before the new year and in the first quarter of 2026 to review the fund's financials.

E. Custodian of Funds

As per the report included in the agenda package.

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VII. Committee Reports

A. Safety Committee, Committee Chairperson Peter Bromberg

Chair Peter Bromberg advised that the SCJIF Safety Committee held its meeting on October 7, 2025, and November 3, 2025, and the November Meeting Minutes were included in the meeting package. He stated that the 2026 meeting calendar was adopted and that Safety Source was winding down as part of the transition to MSI as our learning system.

He further stated that the next scheduled SCJIF Committee Meeting would be held on Tuesday, December 2, 2025, at the Trade Wins Restaurant of the Somerset County Vocational & Technical Schools.

B. Claim PAR Committee, Committee Chairperson Daniel J. Hayes, Jr.

Barbara Murphy advised that the October meeting was cancelled as there were no claims to discuss.

VIII. Old Business

A. *MOTION* to Ratify Payment of Expenses and Claims Paid in October 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	DENISE PISZKOWSKI	X			
SCLC	PETER BROMBERG	X			
TOGB	KELLY CUPIT	X			
TOR	KAREN GILBERT	X			
TOC	THOMAS DEROSA	X			
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN	X			
BOM	RAYMOND HECK			X	

IX. New Business

A. *MOTION* to Authorize Payment of Current Expenses and Claims.

MOTION: Commissioner Trojan

SECOND: Commissioner Cupit

VOTE: Roll Call

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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	DENISE PISZKOWSKI	X			
SCLC	PETER BROMBERG	X			
TOGB	KELLY CUPIT	X			
TOR	KAREN GILBERT	X			
TOC	THOMAS DEROSA	X			
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN	X			
BOM	RAYMOND HECK			X	

B. #25-016 RESOLUTION to Introduce the 2026 Fund Year

Barbara Murphy provided an overview of the 2026 Budget Introduction. In addition, she reviewed the exposure changes as well as loss funds and carrier increases.

MOTION to Introduce the 2026 Fund Year Budget

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	DENISE PISZKOWSKI	X			
SCLC	PETER BROMBERG	X			
TOGB	KELLY CUPIT	X			
TOR	KAREN GILBERT	X			
TOC	THOMAS DEROSA	X			
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN	X			
BOM	RAYMOND HECK			X	

X. Public Comment

There were no public comments.

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XI. Closed Session

A. MOTION to Enter Closed Session at 9:53 am to Discuss Claims and Other Actions.

MOTION: Commissioner Trojan
SECOND: Commissioner Cullen
VOTE: Unanimous

B. MOTION to Return to Open Session at 10:23 am.

MOTION: Commissioner Trojan
SECOND: Commissioner Robinson
VOTE: Unanimous

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

MOTION: Commissioner Trojan
SECOND: Commissioner Cullen
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	DENISE PISZKOWSKI	X			
SCLC	PETER BROMBERG	X			
TOGB	KELLY CUPIT	X			
TOR	KAREN GILBERT	X			
TOC	THOMAS DEROSA	X			
TOD	DIANE McDANIEL	X			
BSP	GLENN CULLEN	X			
BOM	RAYMOND HECK			X	

XII. Adjournment

MOTION to Adjourn at 10:26 am

MOTION: Commissioner Trojan
SECOND: Commissioner Robinson
VOTE: Unanimous

Respectfully submitted,

Diane McDaniel, Secretary