

**SOMERSET COUNTY JOINT INSURANCE FUND**  
**FUND COMMISSIONERS' MEETING MINUTES**  
**January 21, 2026**

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**I. Call to Order and Statement of Proper Notice - Daniel J. Hayes, Jr., Secretary**

The meeting was called to order at 9:40 a.m. by Secretary Hayes.

**II. Flag Salute and Moment of Silence**

**III. Roll Call**

Commissioners

**ATTENDANCE**

Shanel Y. Robinson	County of Somerset	Present
Daniel J. Hayes, Jr.	Somerset County Park Commission	Present
John Trojan	Raritan Valley Community College	Absent
Raelene Sipple	Somerset County Vocational & Technical Schools	Absent
Gregory J. Bonin	Township of Branchburg	Present
Peter Bromberg	Somerset County Library Commission	Present
Kelly G. Cupit	Township of Green Brook	Present
Karen Gilbert	Township of Raritan	Present
Chief Thomas A. DeRosa	Township of Clinton	Absent
Diane Mc Daniel	Township of Delaware	Absent
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	Present
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	Absent
Dale Melville	Township of Raritan	Absent
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	
Allison Spiller	
Steve Davis	DiFrancesco Bateman Kunzman Davis Lehrer & Flaum, P.C.
M. Paige Berry, Esq.	Saul Ewing, LLP
David Balken	Acrisure
Ami Peroni	
Patti Fahy	

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Javier Esparra	
Diane Bellinger	Clyde Paul
Jamie Rick	Lafontaine and Budd
Robert Granata	Highland Claims
Denise Fierro	

**IV. Introduction of Guests**

Barbara Murphy introduced Allison Spiller, who recently joined New Jersey Risk Managers & Consultants, LLC.

**V. Reorganization Actions**

Mr. Daniel J. Hayes, Jr., presented the 2026 Slate of Executive Committee and Officers. The nominations of Officers follows:

Chairperson:	Diane McDaniel
Vice-Chairperson:	Shanel Y. Robinson
Secretary:	Daniel J. Hayes, Jr.

Executive Committee:	John Trojan, Raritan Valley Community College Glenn Cullen, Borough of South Plainfield Gregory J. Bonin, Township of Branchburg Peter Bromberg, Somerset County Library Commission
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Alternates:	Kelly G. Cupit, Township of Green Brook Karen Gilbert, Township of Raritan Chief Thomas A. DeRosa, Township of Clinton Raelene Sipple, Somerset County Vocational & Technical Schools
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Daniel J. Hayes, Jr. asked for any other nominations: There were no other nominations.

**MOTION** to accept the slate of nominated officers:

**MOTION:** Commissioner Bonin

**SECOND:** Commissioner Cupit

**VOTE:** Unanimous

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Secretary Hayes reviewed the items listed in the Reorganization Agenda.

- #26-001** Authorizing Appointment of the Fund's Officers, Executive Committee and Alternates
- #26-002** Designating regular meeting place & dates and designating the official newspapers for the 2026 Fund year
- #26-003** Designating State approved public depositories as official depositories of SCJIF for 2026 and each Fund account year
- #26-004** Memorializing designation of individuals authorized as Fund check signatories for the 2026 Fund year
- #26-005** Setting an interest rate on delinquent assessments for the 2026 Fund year
- #26-006** Appointing a Public Agency Compliance Officer
- #26-007** Designating the Administrator as Agent to receive service of process on behalf of the Fund and designating the Administrator's Office as where the books and records shall be maintained
- #26-008** Approving Certifying and Approving Officer

**MOTION** to approve resolutions #26-001 to #26-008 from the reorganization agenda:

**MOTION:** Commissioner Bonin

**SECOND:** Commissioner Cupit

**VOTE:** Unanimous

**VI. Fund Business**

**A. Approval of the December 17, 2025, Fund Commissioners' Open and Closed Session Meeting Minutes**

**MOTION** to approve the December 17, 2025, Open and Closed Session Meeting Minutes:

**MOTION:** Commissioner Bonin

**SECOND:** Commissioner Cupit

**VOTE:** Unanimous

**VII. Service Provider Reports**

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

**1. Statement of Fund Year Surplus/(Deficit)**

Barbara Murphy referred to the report included in the agenda package. She stated there is an updated calendar in the agenda, and she advised that the committee appointments for 2026 are also included in the agenda package.

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

No additions to the report included in the agenda package.

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**C. Fund Attorney – Regulatory Compliance/Legislation, Saul Ewing, LLP - M. Paige Berry, Esq.**  
Paige Berry referred to the report included in the agenda package. She highlighted Local Finance Notice 2026-01, which outlined changes to legal notice publication requirements. The goal of the changes is to educate the public on where to find legal notices. Paige Berry stated that a new legislative session has begun with the introduction of a new Governor, and therefore any bills that were pending have died but will be reintroduced automatically, unless formally withdrawn.

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

1. Loss Performance Summary  
Per the report included in the agenda package.

**E. Custodian of Funds – Yvonne E. Childress**  
Per the report included in the agenda package.

**VIII. Committee Reports**

**A. Safety Committee, Committee Chairperson, Raelene Sipple**

Ken Spiller stated that the SCJIF Safety Committee met on January 6<sup>th</sup> and discussed making the meetings more risk management and loss mitigation focused. He stated that access to Chubb's engineering online platform will be available next week.

**B. Contract Committee, Committee Chairperson, John Trojan**

Barbara Murphy stated that the Contracts Committee met on January 9<sup>th</sup> to review RFP responses. She stated that the actuarial responses were competitive, and the committee decided to go with The Actuarial Advantage. All service providers are the same as 2025.

**IX. Old Business**

There was no old business.

**X. New Business**

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

**MOTION:** Commissioner Bonin  
**SECOND:** Commissioner Robinson  
**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	GREGORY J. BONIN	X			
SCLC	PETER BROMBERG	X			
TOGB	KELLY G. CUPIT	X			
TOR	KAREN GILBERT	X			
TOC	CHIEF THOMAS DEROSA			X	
TOD	DIANE McDANIEL			X	
BSP	GLENN CULLEN	X			
BOM	MAYOR RAYMOND HECK			X	

- B. #26-009 Resolution Appointing Service Providers for 2026
- C. #26-010 Resolution Authorizing the Execution of Contracts with Service Providers for 2026
- D. #26-011 Resolution Adopting the Risk Management Plan
- E. #26-012 Resolution Adopting the Cash Management Plan

**MOTION** to approve Resolution #26-009 through #26-012

**MOTION:** Commissioner Bonin  
**SECOND:** Commissioner Cullen  
**VOTE:** Unanimous

- F. #26-013 Resolution Introducing 2026 Fund Year Budget Revision #1  
 The members discussed the fund’s initial 2026 budget and after discussion the consensus was to adjust the loss funds. The committee will meet again later in the year to review the fund’s financial position. Barbara also stated that she would be meeting with all members to review each entity’s losses.

**MOTION** to approve Resolution #26-013

**MOTION:** Commissioner Bonin  
**SECOND:** Commissioner Cupit  
**VOTE:** Unanimous

**XI. Public Comment**  
 There were no public comments.

**XII. Closed Session, as Required**  
**A. Closed Session**

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**MOTION** to adjourn Open Session

**MOTION:** Commissioner Bonin

**SECOND:** Commissioner Robinson

**VOTE:** Unanimous

Open Session adjourned at 10:05am

**B. Open Session Resumes**

**MOTION** to return to Open Session

**MOTION:** Commissioner Bonin

**SECOND:** Commissioner Robinson

**VOTE:** Unanimous

Open Session resumed at 10:10am

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

**MOTION** to Authorize Payment of Claims and Other Actions Established in Closed Session

**MOTION:** Commissioner Bonin

**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	GREGORY J. BONIN	X			
SCLC	PETER BROMBERG	X			
TOGB	KELLY G. CUPIT	X			
TOR	KAREN GILBERT	X			
TOC	CHIEF THOMAS DEROSA			X	
TOD	DIANE McDANIEL			X	
BSP	GLENN CULLEN	X			
BOM	MAYOR RAYMOND HECK			X	

**XIII. Adjournment**

**MOTION** to Adjourn at 10:11 am

**MOTION:** Commissioner Bonin

**SECOND:** Commissioner Robinson

**VOTE:** Unanimous

Respectfully submitted,

Daniel J. Hayes, Jr, Secretary