

SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONERS' MEETING MINUTES
May 27, 2026

I. Call to Order and Statement of Proper Notice – Diane McDaniel, Chairperson

The meeting was called to order at 9:37 a.m. by Chairperson McDaniel.

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	Present
Diane Mc Daniel	Township of Delaware	Present
Glenn Cullen	Borough of South Plainfield	Present
Mindy D'Amico	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	Present
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
Diana Ramage	Township of Delaware	Absent
Amy L. Antonides	Borough of South Plainfield	Absent
Mayor Raymond Heck	Borough of Millstone	Absent

Also Present

Barbara Murphy	New Jersey Risk Managers & Consultants, LLC
Kenneth Spiller	
Lucy Martins	
Pamela Aquino	
Allison Spiller	
M. Paige Berry, Esq.	Saul Ewing, LLP
Dave Balken	Acrisure
Amy Peroni	
Javier Esparra	
Cindy Villagran	

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Diane Bellinger	Clyde Paul
Jamie Rick	Lafontaine and Budd
Jamie Shooks	The Actuarial Advantage
Robert Butvilla	Suplee, Clooney & Company
Robert Granata	Highland Claims
Denise Fierro	
Ludmila Paris	

IV. Introduction of Guests

Jamie Shooks from The Actuarial Advantage and Robert Butvilla from Suplee, Clooney & Company introduced themselves.

V. Fund Business

A. Motion to Approve Open & Closed Session Minutes from 3/25/2026 Meeting

MOTION to approve Open & Closed Session Minutes from 3/25/2026 Meeting

MOTION: Commissioner Bonin

SECOND: Commissioner Robinson

VOTE: Unanimous

VI. Service Provider Reports

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

1. Statement of Fund Year Surplus/(Deficit) & Financial Fast Track as of 3/31/26

Barbara Murphy referred to the report included in the agenda package. She highlighted the IBNR as of 12/31/25 showed a surplus of just over \$2.1 million. She stated that the Finance Committee planned to reconvene after the 6/30 IBNR report release.

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.

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 four recent cases whose rulings highlighted the New Jersey Law Against Discrimination (LAD). Paige reminded everyone about the importance of documentation and make sure all policies and trainings are up to date.

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

1. Loss Performance Summary

Barbara Murphy referred to the report included in the agenda package and the handout distributed at the meeting. Barbara stated that claims in March and April of 2026 increased by 13% compared to claims made in March and April of 2025. However, the cost of the claims decreased by 32% from 2025 to 2026.

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E. Custodian of Funds – Yvonne E. Childress

1. Receipts and Expenditures

Per the report included in the agenda package.

F. The Actuarial Advantage, Inc. – Jamie Shooks

1. Actuarial Analysis of Loss and Loss Adjustment Expense Reserves as of 12/31/2025

Jamie Shooks presented the actuarial report, explaining the purpose of the report was to project the ultimate losses for the Fund. He commented that ultimate losses consisted of reported losses that were paid and case reserves plus the incurred but not reported (IBNR) reserve. As of the December 31, 2025, valuation date, the total case reserves and IBNR reserves were \$5,258,760.

G. Suplee, Clooney & Company – Robert Butvilla

1. Financial Statement Audit of the SCJIF as of 12/31/2025

Robert Butvilla presented the financial statement audit that was distributed prior to the meeting. He stated that fund did incur a deficit of \$2.4 million and the overall fund balance to \$1.3 million. He further stated that there were no deficiencies or weaknesses found for the Fund and no audit comments or recommendations.

MOTION to approve Resolution #26-014 Certifying Review of Annual Audit

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	CHERYL WALLACE	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	MINDY D'AMICO			X	

VII. Committee Reports

A. Safety Committee, Committee Chairperson, Raelene Sipple

Per the report included in the agenda package.

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

Per the report included in the agenda package.

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VIII. Old Business

A. Motion Ratifying Payment of Expenses & Claims Paid in April 2026

MOTION Ratifying Payment of Expenses & Claims Paid in April 2026

MOTION: Commissioner Bonin

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	CHERYL WALLACE	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	MINDY D'AMICO			X	

IX. New Business

A. Motion to Authorize Payment of Current Expenses and Claims.

MOTION to Authorize Payment of Current Expenses and Claims

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	CHERYL WALLACE	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	MINDY D'AMICO			X	

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X. Public Comment

There were no public comments.

XI. Closed Session, as Required

A. Closed Session

MOTION to adjourn Open Session

MOTION: Commissioner Bonin

SECOND: Commissioner Cupit

VOTE: Unanimous

Open Session adjourned at 9:57am

B. Open Session Resumes

MOTION to return to Open Session

MOTION: Commissioner Bonin

SECOND: Commissioner Robinson

VOTE: Unanimous

Open Session resumed at 10:14am

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 Bromberg

VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL Y. ROBINSON	X			
SCPC	DANIEL J. HAYES JR.	X			
RVCC	CHERYL WALLACE	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	MINDY D'AMICO			X	

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XII. Adjournment

MOTION to Adjourn at 10:15 am

MOTION: Commissioner Bonin

SECOND: Commissioner Robinson

VOTE: Unanimous

Respectfully submitted,

Daniel J. Hayes, Jr, Secretary