

**SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONER'S MEETING MINUTES
March 25, 2015**

STATEMENT OF PROPER NOTICE READ BY MARYJANE HYDRO: Adequate notice of the regular meeting of the SCJIF held on Wednesday, March 25th, 2015 at 8:34 a.m. at the Somerset County Park Commission Headquarters located in Bridgewater, New Jersey, 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/MOMENT OF SILENCE

ROLL CALL OF COMMISSIONERS

PETER PALMER	County of Somerset	Absent
RAYMOND A. BROWN	Somerset County Park Commission	Present
JOHN TROJAN	Raritan Valley Community College	Present
JAMES H. STRIMPLE, JR.	Somerset County Vocational & Technical Schools	Present
GREGORY BONIN	Township of Branchburg	Present
BRIAN K. AUGER	Somerset County Library Commission	Present
KELLY G. CUPIT	Township of Green Brook	Present
GERALD J. GIAIMIS	Township of Raritan	Present
JAMES T. NAPLES	Township of Bridgewater	Present
MARIE PARDO	Township of Clinton	Present
DIANE MC DANIEL	Township of Delaware	Present

ALTERNATE COMMISSIONERS

YVONNE CHILDRESS	County of Somerset	Present
DANIEL J. LIVAK	Somerset County Park Commission	Present
NANCY MOORE	Raritan Valley Community College	Absent
WILLIAM G. HYNCEK, JR.	Somerset County Vocational & Technical Schools	Absent
SHARON L. BRIENZA	Township of Branchburg	Absent
BRIAN MORGAN	Somerset County Library Commission	Absent
RAYMOND S. MURRAY	Township of Green Brook	Absent
CAROL BARBATI	Township of Raritan	Absent
J. GARY HOWARTH	Township of Bridgewater	Absent
MARVIN JOSS	Township of Clinton	Absent
ROGER LOCANDRO	Township of Delaware	Absent

ALSO PRESENT

EXECUTIVE DIR/ADMIN: NEW JERSEY RISK MANAGERS & CONSULTANTS, INC.
◆ Raymond L. Hughes II ◆ Maryjane Hydro
 ◆ H. James Griffith ◆ Phyllis Kalmback

FUND ATTY/LITIGATION: DiFRANCESCO, BATEMAN, COLEY, YOSPIN, KUNZMAN, DAVIS, LEHRER & FLAUM, P.C.
 ◆ Stephen O. Davis, Esq.

FUND ATTY/ADMINISTRATION: SAUL EWING
 ◆ M. Paige Berry, Esq.

CLAIMS ADMINISTRATION:

QUAL-LYNX

- ◆ Javier B. Esparra

RISK MANAGERS:

RICHLAND KNOWLES AGENCY

- ◆ Michael Sabbagh

INTRODUCTION OF GUESTS: New Commissioners Gerald J. Giaimis from the Township of Raritan and Marie Pardo from the Township of Clinton were welcomed to the Board, along with James H. Strimple, Jr., who was now officially appointed Commissioner for the Somerset County Vocational & Technical Schools. Michael Sabbagh, Risk Manager for the Township of Delaware was present. Mark Worthington CHMM, Group Manager at T&M Associates, was in attendance and would be making a presentation during the Safety portion of the meeting. Phyllis Kalmbach, new Administrative Assistant for New Jersey Risk Managers & Consultants was introduced to the Commissioners.

PUBLIC COMMENT: Raymond Hughes addressed the Board regarding the Township of Raritan's decision to split the position of Business Administrator/CFO. Gerald Giaimis has been appointed the Business Administrator and new Commissioner for the Township. Allan Pietrefesa, who has served the SCJIF Board and various Committees for many years, will now assume the position of Raritan Township CFO. Allan's selfless commitment and dedication in serving the SCJIF and the Raritan Township community were recognized and will be greatly missed.

MOTION TO APPROVE MINUTES FROM THE JANUARY 28, 2015 MEETING:

MOTION: Commissioner Trojan

SECOND: Commissioner Brown

VOTE: Majority—Commissioners Strimple, Giaimis & Pardo Abstain

Commissioner Howarth arrived at 8:40 a.m.

SERVICE PROVIDER REPORTS

Executive Director/Administrator: In addition to the report submitted, Raymond Hughes elaborated on the 12-31-14 IBNR updates. Maryjane Hydro reviewed the State DCA information regarding annual Financial Disclosure Statement electronic filing for local government officials.

Commissioner Palmer arrived at 8:42 a.m.

Fund Attorney/Litigation Services: No additions to report submitted.

Fund Attorney/Administrative Services: In addition to the report submitted, Fund Attorney Berry expanded on recent NJ Supreme Court rulings regarding sexual harassment cases and the importance of written policies, training, and compliance. Further, she reviewed an Appellate Division decision regarding common law immunity provided by the Tort Claims Act when a lease arrangement for rental property is involved. Discussion also followed on the Open Public Records Act and pending legislation which resulted from the Gannett v. Boro of Raritan decision.

Third Party Administrator: No additions to report submitted.

Custodian of Funds: No additions to report submitted.

COMMITTEE REPORTS

New 2015 Committee designations were distributed to all Commissioners.

Audit Committee: No additions to report submitted.

Coverages Committee: No additions to the report submitted.

Marketing & Strategic Planning Committee: No additions to the report submitted.

Claims Committee: Committee Chair Trojan stated that the Committee held a teleconference on February 25th to review Payment Authorization Requests and authorize payment of current expenses and claim reimbursements. Additionally, current Workers' Compensation claims will be presented in closed session.

Safety Committee: In addition to the reports submitted, which provide an overview of the Safety Committee Meetings held on February 3rd at Raritan Valley Community College and March 3rd at the Somerset County Vocational & Technical Schools, Maryjane Hydro distributed invitations to the Training Seminars for *Workplace Violence* to be held on Tuesday, March 31st at Raritan Valley Community College and *Excavation, Trenching & Shoring* to be held on Tuesday, April 28th, at the Somerset County Park Commission.

The 2014 Workers' Compensation Year-End Claim Trend Analysis is available on the password protected portion of the SCJIF Website. Mark Worthington CHMM, Group Manager at T&M Associates, addressed the Board regarding the overall Fund results and how to interpret the data contained in the report.

The next regularly scheduled Safety Committee Meeting will be held on April 7th, 2015 at the Somerset County Vocational & Technical Schools Trade Wins Restaurant.

Finance Committee: No additions to the report submitted.

Legislative Committee: No additions to the report submitted.

#15-018 RESOLUTION APPROVING SERVICE PROVIDER AND COMMITTEE REPORTS:

MOTION: Commissioner Bonin
SECOND: Commissioner Trojan
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	PETER PALMER	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	JAMES H. STRIMPLE, JR.	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT	X			
TOR	GERALD J. GIAIMIS	X			

TOBW	JAMES T. NAPLES	X			
TOC	MARIE PARDO				X
TOD	DIANE Mc DANIEL	X			

OLD BUSINESS

#15-017 RESOLUTION RATIFYING PAYMENT OF EXPENSES AND CLAIMS REIMBURSEMENTS PAID IN FEBRUARY 2015:

MOTION: Commissioner Trojan
SECOND: Commissioner Brown
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	PETER PALMER	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	JAMES H. STRIMPLE, JR.	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT	X			
TOR	GERALD J. GIAIMIS	X			
TOBW	JAMES T. NAPLES	X			
TOC	MARIE PARDO				X
TOD	DIANE Mc DANIEL	X			

#15-019 RESOLUTION AUTHORIZING PAYMENT OF CURRENT EXPENSES AND CLAIMS REIMBURSEMENTS:

MOTION: Commissioner Trojan
SECOND: Commissioner Brown
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	PETER PALMER	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	JAMES H. STRIMPLE, JR.	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT	X			
TOR	GERALD J. GIAIMIS	X			
TOBW	JAMES T. NAPLES	X			
TOC	MARIE PARDO				X
TOD	DIANE Mc DANIEL	X			

NEW BUSINESS

Raymond Hughes advised that after final negotiations with insurance carriers and the RFP process, resulting in contracted service providers, the 2015 Amended Budget is approximately a 4% increase over 2014.

#15-020 RESOLUTION INTRODUCING THE AMENDED BUDGET FOR THE 2015 FUND YEAR:

MOTION: Commissioner Bonin
SECOND: Commissioner Trojan
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	PETER PALMER	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	JAMES H. STRIMPLE, JR.	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT	X			
TOR	GERALD J. GIAIMIS	X			
TOBW	JAMES T. NAPLES	X			
TOC	MARIE PARDO				X
TOD	DIANE Mc DANIEL	X			

#15-021 RESOLUTION TO ENTER CLOSED SESSION AT 9:16 A.M. TO DISCUSS:

Workers' Compensation Claims:

- X46461
- X69058
- X82559
- X83703
- X94072
- X94985
- Z11042

Auto Liability Claim:

- X66636

MOTION: Commissioner Trojan
SECOND: Commissioner Naples
VOTE: Unanimous

RETURN TO RETURN TO OPEN SESSION AT 9:26 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Bonin
VOTE: Unanimous

#15-022 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:

MOTION: Commissioner Trojan
SECOND: Commissioner Bonin
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	PETER PALMER	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	JAMES H. STRIMPLE, JR.	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT	X			
TOR	GERALD J. GIAIMIS	X			
TOBW	JAMES T. NAPLES	X			
TOC	MARIE PARDO				X
TOD	DIANE Mc DANIEL	X			

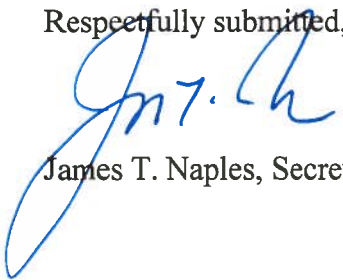
APPROVAL OF MINUTES FROM THE JANUARY 28th, 2015 CLOSED SESSION:

MOTION: Commissioner Brown
SECOND: Commissioner Trojan
VOTE: Majority—Commissioners Strimple, Giaimis & Pardo Abstain

MOTION TO ADJOURN AT 9::27 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Naples
VOTE: Unanimous

Respectfully submitted,



James T. Naples, Secretary