

**SOMERSET COUNTY JOINT INSURANCE FUND  
FUND COMMISSIONER'S MEETING MINUTES  
July 22, 2015**

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**STATEMENT OF PROPER NOTICE READ BY COMMISSIONER CUPIT:** Adequate notice of the regular meeting of the SCJIF held on Wednesday, July 22<sup>nd</sup>, 2015 at 8:36 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
RAELENE CATTERSON	Somerset County Vocational & Technical Schools	Absent
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	Absent
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	Absent
DANIEL J. LIVAK	Somerset County Park Commission	Absent
NANCY MOORE	Raritan Valley Community College	Absent
WILLIAM G. HYNICK, 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	Present
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 Kalmbach

**FUND ATTY/LITIGATION:** DiFRANCESCO, BATEMAN, COLEY, YOSPIN, KUNZMAN,  
DAVIS, LEHRER & FLAUM, P.C.  
◆ Richard P. Flaum, Esq.

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

CLAIMS ADMINISTRATION:

QUAL-LYNX

- ◆ Javier B. Esparra

RISK MANAGERS:

RICHLAND KNOWLES AGENCY

- ◆ Michael Sabbagh

LAFONTAINE & BUDD

- ◆ James T. Rick, Jr.

ACRISURE

- ◆ Louis Beckerman

BALKEN RISK MANAGEMENT

- ◆ Vicky Sjulander

**INTRODUCTION OF GUESTS:** Michael Sabbagh, Risk Manager for the Township of Delaware, James T. Rick, Jr., Risk Manager for the Townships of Branchburg and Bridgewater, Louis Beckerman, Risk Manager for the Township of Green Brook and Vicky Sjulander, representing Balken Risk Management for the Township of Clinton were in attendance.

**PUBLIC COMMENT:** None

**MOTION TO APPROVE MINUTES FROM THE MAY 27, 2015 MEETING:**

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

Commissioner Childress arrived at 8:38 a.m.

**SERVICE PROVIDER REPORTS**

**Executive Director/Administrator:** In addition to the report submitted, Raymond Hughes commented on the financial reports for the Fund's most current years. Discussion followed.

Maryjane Hydro reminded the Board that New Jersey Risk Managers is currently under contract with the NJ Motor Vehicle Commission to provide motor vehicle abstracts to our members as a service. Recommendations and guidelines were distributed.

**Fund Attorney/Administrative Services:** In addition to the report submitted, Fund Attorney Berry elaborated on recent Open Public Records Act decisions. Also, the class action lawsuit pending since 2010 involving numerous municipalities was revisited, along with an Appellate Division conclusion under the Court's Wright decision.

Legislation passed in both houses and is currently on the Governor's desk for signature regarding automated external defibrillators. Discussion followed and additional information will be provided if the legislation is signed into law and it becomes effective September 1, 2016.

Commissioner Palmer arrived at 8:42 a.m.

**Fund Attorney/Litigation Services:** Nothing further to report at this time.

**Third Party Administrator:** No additions to report submitted.

**Custodian of Funds:** No additions to report submitted.

Commissioner Catterson arrived at 8:53 a.m.

**COMMITTEE REPORTS**

**Audit Committee:** Committee Chairman Auger stated that the report which contains an overview of the physical claims audit conducted at Qual-Lynx has been submitted.

**Coverages Committee:** No additions to the report submitted.

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

**Claims Committee:** Committee Chairman Trojan stated that the Committee held a teleconference on June 23<sup>rd</sup> 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, Phyllis Kalmbach gave an overview of the 2015 SCJIF Safety Recognition Breakfast held on June 4<sup>th</sup> at the Somerville B.P.O. Elks Lodge #1068 in Bridgewater, NJ, and the recent Cyber Risk Seminar. The Safety Committee does not meet in July or August and a copy of the Summer Safety Package, including the JIFNEWS was submitted.

The next scheduled SCJIF Safety Committee Meeting will be 9:30 a.m., Tuesday, September 8th, 2015 at the Township of Green Brook.

**Finance Committee:** No additions to the report submitted.

**Legislative Committee:** No additions to the report submitted.

**#15-032 RESOLUTION APPROVING SERVICE PROVIDER AND COMMITTEE REPORTS:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Bonin  
**VOTE:** Majority – Catterson Abstains

**OLD BUSINESS**

**#15-031 RESOLUTION RATIFYING PAYMENT OF EXPENSES AND CLAIMS REIMBURSEMENTS PAID IN JUNE 2015:**

**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	RAELENE CATTERSON				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			

#15-033

**RESOLUTION AUTHORIZING PAYMENT OF CURRENT EXPENSES AND CLAIMS REIMBURSEMENTS:**

**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	RAELENE CATTERSON	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**

#15-034 **RESOLUTION TO ENTER CLOSED SESSION AT 9:04 A.M. TO DISCUSS:**

Workers' Compensation Claims:

- X33877
- X61255
- X78262
- X80301
- X81244
- X90686

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

**RETURN TO RETURN TO OPEN SESSION AT 9:10 A.M.:**

**MOTION:** Commissioner Brown  
**SECOND:** Commissioner Trojan  
**VOTE:** Unanimous

**#15-035 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	RAELENE CATTERSON	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 MAY 27, 2015 CLOSED SESSION:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Naples  
**VOTE:** Majority – Catterson Abstains

**MOTION TO ADJOURN AT 9:12 A.M.:**

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

Respectfully submitted,

  
James T. Naples, Secretary