

**SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONER'S MEETING MINUTES
October 16, 2013**

STATEMENT OF PROPER NOTICE READ BY COMMISSIONER BONIN: Adequate notice of the regular meeting of the SCJIF held on Wednesday, October 16, 2013 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
WILLIAM G. HYNICK, JR.	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
ALLAN D. PIETREFESA	Township of Raritan	Present
JAMES T. NAPLES	Township of Bridgewater	Present
KIMBERLY KIENTZ	Township of Clinton	Present
DONALD F. SCHOLL, JR.	Township of Delaware	Present

ALTERNATE COMMISSIONERS

YVONNE CHILDRESS	County of Somerset	Present
DANIEL J. LIVAK	Somerset County Park Commission	Absent
NANCY MOORE	Raritan Valley Community College	Absent
DIANE STROBER	Somerset County Vocational & Technical Schools	Present
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
CYNTHIA PHILLIPS	Township of Bridgewater	Absent
MARVIN JOSS	Township of Clinton	Absent
KENNETH NOVAK	Township of Delaware	Absent

ALSO PRESENT

EXECUTIVE DIR/ADMIN: NEW JERSEY RISK MANAGERS & CONSULTANTS, INC.
◆ Maryjane Hydro ◆ H. James Griffith
◆ Christina Bruno ◆ Harish Chandra

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

CLAIMS ADMINISTRATION: QUAL-LYNX
◆ Javier B. Esparra

RISK MANAGER:

BECKERMAN & COMPANY

◆ Louis Beckerman

INTRODUCTION OF GUESTS: Louis Beckerman, Risk Manager for Township of Green Brook, as well as John Russo, Esq., from DiFrancesco, Bateman, Coley, Yospin, Kunzman, Davis, Lehrer & Flaum, P.C., and Timothy Rack, Senior Staff Environmental Scientist from T&M Associates were also in attendance.

PUBLIC COMMENT: None

MOTION TO APPROVE MINUTES FROM THE SEPTEMBER 25, 2013 MEETING:

MOTION: Commissioner Pietrefesa

SECOND: Commissioner Trojan

VOTE: Unanimous

NEW BUSINESS

#13-057 RESOLUTION TO ENTER CLOSED SESSION AT 8:36 A.M. TO DISCUSS:

- Auto Liability Claim Number
 - W67467
- Workers' Compensation Claim Numbers
 - W62699
 - X10712
 - X13631
 - X70018
- General Liability Claim Number
 - W64171

MOTION: Commissioner Trojan

SECOND: Commissioner Cupit

VOTE: Unanimous

RETURN TO OPEN SESSION AT 9:02 A.M.:

MOTION: Commissioner Brown

SECOND: Commissioner Trojan

VOTE: Unanimous

#13-058 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:

MOTION: Commissioner Cupit

SECOND: Commissioner Trojan

VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	YVONNE CHILDRESS	X			
SCPC	RAYMOND A. BROWN	X			

RVCC	JOHN TROJAN	X			
SCVT	DIANE STROBER	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT	X			
TOR	ALLAN PIETREFESA	X			
TOBW	JAMES T. NAPLES	X			
TOC	KIMBERLY KIENTZ	X			
TOD	DONALD F. SCHOLL, JR.	X			

SERVICE PROVIDER REPORTS

Executive Director/Administrator: In addition to the report submitted, Maryjane Hydro advised that Dividends will be discussed under New Business.

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

Fund Attorney/Administrative Services: No report.

Third Party Administrator: No additions to report submitted.

Custodian of Funds: No additions to report submitted.

COMMITTEE REPORTS

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: No additions to report submitted.

Safety Committee: In addition to the report submitted, Christina Bruno relayed that Safety Training Seminars regarding “*Playground Safety*” were held on October 2, 2013 with sessions conducted in both Somerset and Hunterdon Counties. There were 32 employees in attendance.

The 2014 Safety Calendars are available and will be distributed to member entities at the next Safety Committee Meeting. The Quarterly SCJIF Safety Newsletter focusing on health and wellness is contained in the package.

The next Safety Committee Meeting will be held on November 4, 2013 at the Somerset County Library Commission.

Maryjane introduced Timothy Rack of T&M Associates, to discuss the 2013 Mid-Year Workers’ Compensation Claim Trend Analysis Report and Evaluation. Maryjane explained that the report has been enhanced to contain new data, i.e., specific cause of loss, loss type, accident repeaters and claims by department. These facts will enable entities to focus on training and renew motivation in Workers’ Compensation safety.

Timothy Rack directed the Commissioners to the statistics which refer to "All Locations" within the Fund. He advised that all claims, as well as losses, have significantly decreased and indicated that the Fund is on track for 2013 Workers' Compensation to be a good year. He reiterated the importance of the Safety Committee and Safety Training, which is making an impact.

Tim made reference to the pie charts for "All Locations", which indicate the three most prominent types of injuries are Strains, Struck-By and Falls. While this is not an uncommon trend, he advised to concentrate on these types of injuries to lower costs to the Fund. Tim proceeded to review the new data contained in the report and explain the expanded information to the Board in order for the Commissioners to interpret the reports for their specific entities.

Finance Committee: No additions to the report submitted.

Legislative Committee: No additions to the report submitted.

Commissioner Auger left meeting at 9:15 a.m. to attend another appointment.

#13-053 RESOLUTION APPROVING THE SERVICE PROVIDER AND COMMITTEE REPORTS:

MOTION: Commissioner Pietrefesa
SECOND: Commissioner Cupit
VOTE: Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	YVONNE CHILDRESS	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	DIANE STROBER	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN AUGER			X	
TOGB	KELLY G. CUPIT	X			
TOR	ALLAN PIETREFESA	X			
TOBW	JAMES T. NAPLES	X			
TOC	KIMBERLY KIENTZ	X			
TOD	DONALD F. SCHOLL, JR.	X			

OLD BUSINESS

#13-054 RESOLUTION AUTHORIZING PAYMENT OF CURRENT EXPENSES AND CLAIMS REIMBURSEMENTS:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	YVONNE CHILDRESS	X			
SCPC	RAYMOND A. BROWN	X			

RVCC	JOHN TROJAN	X			
SCVT	DIANE STROBER	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN AUGER			X	
TOGB	KELLY G. CUPIT	X			
TOR	ALLAN PIETREFESA	X			
TOBW	JAMES T. NAPLES	X			
TOC	KIMBERLY KIENTZ	X			
TOD	DONALD F. SCHOLL, JR.	X			

#13-055 RESOLUTION AUTHORIZING AN INTER TRUST FUND TRANSFER:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	YVONNE CHILDRESS	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	DIANE STROBER	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN AUGER			X	
TOGB	KELLY G. CUPIT	X			
TOR	ALLAN PIETREFESA	X			
TOBW	JAMES T. NAPLES	X			
TOC	KIMBERLY KIENTZ	X			
TOD	DONALD F. SCHOLL, JR.	X			

#13-056 RESOLUTION DECLARING A DIVIDEND:

Maryjane Hydro directed the Commissioners to the 2013 Return of Surplus chart in the hand-out folder and made them aware of the two payout options of 20% and 25%. She advised the Board that New Jersey Risk Managers recommends the more conservative 20% option. After discussion, the Commissioners moved to declare a 25% dividend.

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	YVONNE CHILDRESS	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	DIANE STROBER	X			
TOB	GREGORY BONIN	X			

SCLC	BRIAN AUGER			X	
TOGB	KELLY G. CUPIT	X			
TOR	ALLAN PIETREFESA	X			
TOBW	JAMES T. NAPLES	X			
TOC	KIMBERLY KIENZ	X			
TOD	DONALD F. SCHOLL, JR.	X			

APPROVAL OF MINUTES FROM THE SEPTEMBER 25, 2013 CLOSED SESSION MEETING:

MOTION: Commissioner Trojan
SECOND: Commissioner Naples
VOTE: Unanimous

MOTION TO ADJOURN AT 9:21 A.M.:

MOTION: Commissioner Pietrefesa
SECOND: Commissioner Brown
VOTE: Unanimous

Respectfully submitted,


Kelly G. Cupit, Secretary