



CLAIMS ADMINISTRATION:

QUAL-LYNX  
◆ Javier B. Esparra

RISK MANAGERS:

G. R. MURRAY  
◆ Michael Sabbagh

BECKERMAN & COMPANY  
◆ Louis Beckerman

BALKEN RISK MANAGEMENT  
◆ David Balken

ACTUARY:

THE ACTUARIAL ADVANTAGE  
◆ Eric Bause

AUDITOR:

SUPLEE, CLOONEY & COMPANY  
◆ Robert Butvilla

**INTRODUCTION OF GUESTS:** Michael Sabbagh, Risk Manager for the Township of Delaware, Louis Beckerman, Risk Manager for the Township of Green Brook and David Balken for the Township of Clinton were in attendance. The Actuary, Eric Bause from The Actuarial Advantage, as well as the Auditor, Robert Butvilla, from Suplee, Clooney & Company was available to address the Board.

**PUBLIC COMMENT:** None

Commissioner Strober arrived at 8:34 a.m.

**MOTION TO APPROVE MINUTES FROM THE APRIL 24, 2013 MEETING:**

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

**SERVICE PROVIDER REPORTS**

**Executive Director/Administrator:** No additions to report submitted.

**Fund Attorney/Litigation Services:** Fund Attorney Yospin stated that he would be addressing the Board during closed session.

Commissioner Childress arrived at 8:37 a.m.

**Fund Attorney/Administrative Services:** In addition to the report submitted, Fund Attorney Berry elaborated on legislation expanding the Open Public Meetings Act and the Open Public Records Act that the Fund has been following. She advised that they have been withdrawn from consideration.

Fund Attorney Berry also discussed the opposition letters issued for Assembly Bill A1196 – First Responder Workers’ Compensation Presumption Legislation and the Companion Bill in the Senate S1178, which was amended and has passed in the Senate. The Fund will be updated on this legislation as necessary.

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

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

**Actuary:** Eric Bause of The Actuarial Advantage addressed the Board regarding analysis of the Somerset County Joint Insurance Fund’s net loss and allocated loss adjustment expense reserves, as well as the projected Incurred But Not Reported (IBNR) losses. The complete findings are contained in his report entitled, *The Somerset County Joint Insurance Fund Actuarial Analysis of Loss and Loss Adjustment Expense Reserves as of 12/31/12*. Discussion followed.

**Auditor:** Robert Butvilla of Suplee, Clooney and Company stated that the report entitled, *The Report of Audit on the Financial Statements of the Somerset County Joint Insurance Fund for Years Ended December 31, 2012 and 2011* was clean, and noted the final page contained no Comments or Recommendations. He further opined on the financial position of the Fund.

### **COMMITTEE REPORTS**

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

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

**Marketing & Strategic Planning Committee:** In addition to the report submitted, Committee Chairman Naples elaborated on the meeting held after the April 24<sup>th</sup> Board Meeting wherein potential future members were discussed. They are currently in the process of identifying those entities.

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

**Safety Committee:** Another successful Safety Recognition Breakfast was held on Tuesday, May 7<sup>th</sup>, 2013 at the Somerville Lodge #1068, B.P.O. Elks in Bridgewater. There were approximately 80 people in attendance. The guest speaker was Michael Wiederhold, Vice President of Risk Management in the Specialty Markets Division of Munich Reinsurance America, Inc. was very well received.

The Somerset County Vocational & Technical School was acknowledged for receiving the Division of Public Safety Award for achievement in the prevention of occupational injuries during 2012 from the Governor’s Occupational Safety & Health Awards Program.

The Safety Incentive Award program presented Somerset County Park Commission, Somerset County Vocational & Technical School, Township of Branchburg, Township of Raritan and Township of Bridgewater with First Place awards of a perpetual plaque and \$1,000. Raritan Valley Community College and Township of Delaware received Third Place awards of \$500.

A Safety Seminar on Workers’ Compensation First Report of Injury (FROI) Reporting & Investigation has been scheduled for June 18<sup>th</sup>. Sessions will be held at the Somerset County Park Commission and the Township of Raritan.

Maryjane Hydro encouraged Managers, Supervisors and Department Heads, who fill out the Workers' Compensation First Report of Injury forms to attend this important seminar, to not only learn how to properly fill out the forms, but to understand the process.

The next regularly scheduled Safety Meeting will be Tuesday, June 4<sup>th</sup>, 2013 at the Somerset County Park Commission.

**Finance Committee:** In addition to the report submitted, Committee Chairperson, Allan Pietrefesa informed the Board that the Committee received three proposals for Safety Management Services in response to the Request for Proposals (RFP). They were from T&M Associates, Inservco Insurance Services and Partnership Safety Consultants. After consideration, the Committee recommended the contract be awarded to T&M Associates at the 18 month option thru 12/31/14, for \$39,474 which is without an increase from our current budget. The staff at T&M Associates is familiar with the operation of the Fund and the experience was superior to the other firms.

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

**#13-032 RESOLUTION APPROVING THE SERVICE PROVIDER AND COMMITTEE REPORTS:**

**MOTION: Commissioner Pietrefesa**  
**SECOND: Commissioner Brown**  
**VOTE: Roll Call**

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

**#13-033 RESOLUTION APPROVING ACTUARIAL REPORT:**

**MOTION: Commissioner Scholl**  
**SECOND: Commissioner Naples**  
**VOTE: Roll Call**

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

**#13-034 RESOLUTION CONFIRMING REVIEW OF ANNUAL AUDIT/CERTIFICATIONS OF GOVERNING BODY:**

**MOTION:** Commissioner Brown  
**SECOND:** Commissioner Pietrefesa  
**VOTE:** Roll Call

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

**#13-035 RESOLUTION AUTHORIZING PAYMENT OF CURRENT EXPENSES AND CLAIMS REIMBURSEMENTS:**

**MOTION:** Commissioner Brown  
**SECOND:** Commissioner Pietrefesa  
**VOTE:** Roll Call

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

**NEW BUSINESS**

**#13-036 RESOLUTION TO ENTER CLOSED SESSION AT 8:49 A.M. TO DISCUSS:**

- Workers' Compensation Claim Numbers
  - W65397
  - X21505
  - X28965
  - X33877
  - X44060
  - X55765
  - X56339
  - X58202

**MOTION:** Commissioner Naples  
**SECOND:** Commissioner Scholl  
**VOTE:** Unanimous

**RETURN TO OPEN SESSION AT 8:58 A.M.:**

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

**#13-037 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:**

**MOTION:** Commissioner Kientz  
**SECOND:** Commissioner Pietrefesa  
**VOTE:** Roll Call

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

**#13-038 RESOLUTION APPOINTING & AUTHORIZING EXECUTION OF CONTRACT WITH A SERVICE PROVIDER FOR SAFETY MANAGEMENT SERVICES WITH T&M ASSOCIATES:**

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

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

**APPROVAL OF MINUTES FROM THE APRIL 24, 2013 CLOSED SESSION MEETING:**

**MOTION:** Commissioner Naples  
**SECOND:** Commissioner Kientz  
**VOTE:** Unanimous

**MOTION TO ADJOURN AT 9:00 A.M.:**

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

Respectfully submitted,

  
Kelly G. Cupit, Secretary