

**SOMERSET COUNTY JOINT INSURANCE FUND**  
**FUND COMMISSIONER'S MEETING MINUTES**  
**September 26, 2012**

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**STATEMENT OF PROPER NOTICE READ BY COMMISSIONER TROJAN:** Adequate notice of the regular meeting of the SCJIF held on Wednesday, September 26, 2012 at 8:30 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	Present
RAYMOND A. BROWN	Somerset County Park Commission	Present
JOHN TROJAN	Raritan Valley Community College	Present
DR. ALAN P. BRAUN	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	Absent
JAMES T. NAPLES	Township of Bridgewater	Present
MARVIN JOSS	Township of Clinton	Absent
DONALD F. SCHOLL, JR.	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
DIANE STROBER	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
CHRISTINA M. ROGERS	Township of Bridgewater	Absent
KATHLEEN COLOGNATO	Township of Clinton	Present
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.

**FUND ATTY/ADMINISTRATION:**

SAUL EWING

◆ M. Paige Berry, Esq.

CLAIMS ADMINISTRATION:

SCIBAL ASSOCIATES INC.

◆ Javier B. Esparra

RISK MANAGERS:

BALKEN RISK MANAGEMENT SERVICES, LLC

◆ David L. Balken

INTRODUCTION OF GUESTS: Stephen O. Davis, Esq., was representing the firm DiFrancesco, Bateman, Coley, Yospin, Kunzman, Davis, Lehrer, & Flaum. Mark Worthington, Vice President of Health and Safety Services from Birdsall Services Group was present to make a presentation to the Board.

**PUBLIC COMMENT:** None

**MOTION TO APPROVE MINUTES FROM THE JULY 25<sup>th</sup>, 2012 MEETING:**

**MOTION:** Commissioner Brown

**SECOND:** Commissioner Bonin

**VOTE:** Unanimous

**SERVICE PROVIDER REPORTS**

**Executive Director/Administrator:** In addition to the report submitted, Maryjane Hydro stated that we are working to enhance the Workers' Compensation Pharmacy Benefits Program offered to the Somerset County Joint Insurance Fund, effective November 15<sup>th</sup>. Additional information regarding services and the transition will be forthcoming in October.

New Jersey Risk Managers (NJRM) is aware of the Office of the State Comptroller Alert regarding Third Party Administrator (TPA) Workers' Compensation Arrangements. The Somerset County Joint Insurance Fund contracts with NJRM as the TPA. NJRM does bundle for services. NJRM arranges for Managed Care with QualCare, Claims Management with Scibal Associates and WC Pharmacy Benefits currently with GSPOPS. New Jersey Risk Managers engages in no revenue sharing agreements with these organizations.

**Fund Attorney/Litigation Services:** Stephen Davis stated that he was there on behalf of Fund Attorney Yospin who was not able to attend the meeting.

Commissioner Strober arrived at 8:38 a.m.

**Fund Attorney/Administrative Services:** In addition to the report submitted, Fund Attorney Berry elaborated on the NJ Supreme Court review of Rutgers University's compliance with three issues under the Open Public Meetings Act (OPMA).

In addition, Fund Attorney Berry brought the Commissioners up-to-date on the Gannett Newspapers v. the Borough of Raritan decision which the Fund has been following and the impact that this decision has on all members. Discussion followed.

Commissioner Trojan made an inquiry regarding a challenge made against Warren County Community College Foundation for compliance with the OPMA, due to the fact that one or more of the employees may be paid partially with public taxpayer dollars. Fund Attorney Berry addressed the issue of the definitions of "public entity" and "compliance" in broad terms and discussion followed.

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

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

**COMMITTEE REPORTS**

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

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

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

**Claims Committee:** The Committee met telephonically on August 22<sup>nd</sup>, to review Payment Authorization Requests and authorize payment of current expenses and claims reimbursements for the month of August 2012.

**Safety Committee:** The Safety Committee met on September 4<sup>th</sup> at Raritan Valley Community College.

Employment Practices Training has been completed at two locations, one in Somerset County and one in Hunterdon County. Managers, Supervisors and Law Enforcement Officers were invited to attend. The Seminars were conducted by Richard P. Flaum, Esq. There were a total of 23 participants.

Chain Saw Safety Training will be held on October 18<sup>th</sup> at the Township of Branchburg. Training will again be provided through Tilton Equipment Company.

Commissioner Palmer reinforced the importance of attendance at the Safety Meetings.

The next regularly scheduled Safety Meeting will be October 2<sup>nd</sup> at Somerset County Vocational & Technical Schools.

At this time, Mark Worthington of Birdsell Services Group addressed the Commissioners regarding the Fund Mid-Year WC Claim Trend Analysis. The total number of claims is down from last year at this time, as well as the dollar amounts. Accidents and injuries by strains and falls continue to be the leading cause of Workers' Compensation claims.

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

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

**#12-047 RESOLUTION APPROVING THE SERVICE PROVIDER AND COMMITTEE REPORTS:**

**MOTION:** Commissioner Cupit  
**SECOND:** Commissioner Naples  
**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	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	KATHLEEN COLOGNATO	X			
TOD	DONALD F. SCHOLL, JR.	X			

Commissioner Palmer made an inquiry regarding the upcoming return of surplus considerations. He stated that Fund Year 2009 would be available; however, it appears to be a negative number, along with Fund Year 2002 which he would recommend be included in the calculations. Fund Attorney Berry stated that she has been working with New Jersey Risk Managers on the preliminary calculations for the October Fund Meeting. Prior to calculating the available return of surplus, resolutions for inter-trust fund transfers will be prepared, as in prior years.

Commissioner Palmer left at 8:49 a.m. for another appointment.

**OLD BUSINESS**

**#12-046 RESOLUTION RATIFYING PAYMENT OF EXPENSES AND CLAIMS REIMBURSEMENTS PAID IN AUGUST 2012:**

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

<b>ROLL CALL VOTE</b>					
<b>COMMISSIONER</b>		<b>YES</b>	<b>NO</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
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	KATHLEEN COLOGNATO	X			
TOD	DONALD F. SCHOLL, JR.	X			

**#12-048 RESOLUTION AUTHORIZING PAYMENT OF CURRENT EXPENSES AND CLAIMS REIMBURSEMENTS:**

**MOTION: Commissioner Brown**  
**SECOND: Commissioner Naples**  
**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	KATHLEEN COLOGNATO	X			
TOD	DONALD F. SCHOLL, JR.	X			

Commissioner Cupit left at 8:51 for another appointment.

**NEW BUSINESS**

**#12-049 RESOLUTION TO ENTER CLOSED SESSION AT 8:51 A.M. TO DISCUSS:**

- Workers' Compensation Claim Numbers
  - W62553
  - W86452
  - X29277

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

**RETURN TO OPEN SESSION AT 8:53 A.M.:**

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

**#12-050 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:**

**MOTION: Commissioner Bonin**  
**SECOND: Commissioner Brown**  
**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	KATHLEEN COLOGNATO	X			
TOD	DONALD F. SCHOLL, JR.	X			

**APPROVAL OF MINUTES FROM THE JULY 25<sup>th</sup>, 2012 CLOSED SESSION MEETING:**

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

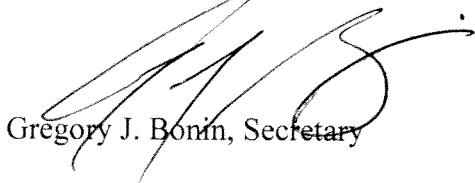
Maryjane Hydro reminded the Board that the October SCJIF meeting was rescheduled to be held on Wednesday, October 17<sup>th</sup> to accommodate the conflict with the NJ School Boards Meeting in Atlantic City.

At this time, it was announced that Commissioner Colognato would be retiring from the Township of Clinton the end of October and that this may well be her final SCJIF meeting. In light of that, she was presented with a plaque containing a resolution on behalf of the Somerset County Joint Insurance Fund Board of Commissioners, extending a sincere thanks and appreciation for the heartfelt dedication she has given while serving as Commissioner to the Somerset County Joint Insurance Fund since 2003.

**MOTION TO ADJOURN AT 8:57 A.M.:**

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

Respectfully submitted,



Gregory J. Bonin, Secretary