

**SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONER'S MEETING MINUTES
January 28, 2015**

STATEMENT OF PROPER NOTICE READ BY MARYJANE HYDRO: Adequate notice of the regular meeting of the SCJIF held on Wednesday, January 28th, 2015 at 11:06 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
DIANE STROBER	Somerset County Vocational & Technical Schools	Absent
GREGORY BONIN	Township of Branchburg	Absent
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
VACANT	Township of Clinton	
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. 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.
◆ Maryjane Hydro ◆ H. James Griffith

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:

BALKEN RISK MANAGEMENT

- ◆ David Balken

LAFONTAINE & BUDD

- ◆ James T. Rick, Jr.

RICHLAND KNOWLES AGENCY

- ◆ Michael Sabbagh

INTRODUCTION OF GUESTS: James T. Rick, Jr., Risk Manager for the Townships of Branchburg and Bridgewater, Michael Sabbagh, Risk Manager for the Township of Delaware, and David Balken Risk Manager for the Township of Clinton were in attendance. James Strimple, Acting Assistant Superintendent from the Somerset County Vocational & Technical Schools was introduced to the Commissioners.

PUBLIC COMMENT: Commissioner Auger was thanked for his service to the Fund as 2014 Chairman.

Maryjane Hydro, Executive Vice President from New Jersey Risk Managers presented the 2015 slate of Executive Committee and Officers. The nomination of Officers follows:

CHAIRMAN:

Kelly G. Cupit, Township of Green Brook

VICE-CHAIRMAN:

Allan D. Pietrefesa, Township of Raritan

SECRETARY:

James T. Naples, Township of Bridgewater

EXECUTIVE COMMITTEE:

Marvin Joss, Township of Clinton

Diane McDaniel, Township of Delaware

Peter Palmer, County of Somerset

Raymond Brown, Somerset County Park Commission

ALTERNATES:

John Trojan, Raritan Valley Community College

Commissioner, Somerset County Vocational & Technical Schools

Gregory Bonin, Township of Branchburg

Brian K. Auger, Somerset County Library Commission

Maryjane asked for any other nominations: None.

MOTION TO ACCEPT THE SLATE OF NOMINATED OFFICERS:

MOTION: Commissioner Trojan

SECOND: Commissioner Pietrefesa

VOTE: Unanimous

At this time, Fund Attorney Davis, administered the Oath of Office to all Commissioners and Alternates present.

The meeting was turned over to Chairman Cupit, to follow the Reorganization Agenda.

- #15-001 Authorizing appointment of the Fund's Officers, Executive Committee and Alternates
- #15-002 Designating regular meeting place & dates and designating the official newspapers for the 2015 Fund year
- #15-003 Designating State approved public depositories and State of NJ Cash Management Fund as official depositories of SCJIF for 2015 and each Fund account year
- #15-004 Memorializing designations of individuals authorized as Fund check signatories for the 2015 Fund year
- #15-005 Setting an interest rate on delinquent assessments for the 2015 Fund year
- #15-006 Appointing a Public Agency Compliance Officer
- #15-007 Designating the Administrator as Agent to receive service of process on behalf of the Fund and designating the Administrator's office as where the books and records shall be maintained
- #15-008 Approving Certifying and Approving Officer

MOTION TO APPROVE RESOLUTIONS #15-001 to #15-008 FROM THE REORGANIZATION AGENDA:

MOTION: Commissioner Brown
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	MARVIN JOSS			X	
TOD	DIANE Mc DANIEL	X			

MOTION TO APPROVE MINUTES FROM THE DECEMBER 17, 2014 MEETING:

MOTION: Commissioner Trojan
SECOND: Commissioner Pietrefesa
VOTE: Unanimous

SERVICE PROVIDER REPORTS

Executive Director/Administrator: In addition to the report submitted, Maryjane Hydro informed the Board that Cigna announced the purchase of QualCare and QualLynx. They will continue to offer existing services with no immediate changes to the managed care or claim administration services which New Jersey Risk Managers & Consultants has contracted with them to provide to the Fund.

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: Committee Chair Naples advised that SCJIF proposals were submitted to key prospects which were well received. However, decisions were made to remain with the incumbent providers.

Claims Committee: Committee Chair Trojan stated that Workers' Compensation claims will be presented in closed session.

Safety Committee: The report submitted provides an overview of the Safety Committee Meeting held on January 6th, 2015 at the Somerset County Vocational & Technical Schools.

The next regularly scheduled Safety Committee Meeting will be held on February 3rd, 2015 at Raritan Valley Community College.

Finance Committee: In addition to the report submitted, Committee Chair Pietrefesa reviewed the 2015 Service Provider Request for Proposal (RPF) responses and the recommendations of the Committee.

Legislative Committee: No additions to the report submitted.

#15-009 RESOLUTION APPROVING SERVICE PROVIDER AND COMMITTEE REPORTS:

MOTION: Commissioner Trojan
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	MARVIN JOSS			X	
TOD	DIANE Mc DANIEL	X			

OLD BUSINESS

#15-010 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	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	MARVIN JOSS			X	
TOD	DIANE Mc DANIEL	X			

NEW BUSINESS

#15-011 RESOLUTION APPOINTING SERVICE PROVIDERS FOR 2015:

MOTION: Commissioner Trojan
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	MARVIN JOSS			X	
TOD	DIANE Mc DANIEL	X			

#15-012 RESOLUTION AUTHORIZING THE EXECUTION OF CONTRACTS WITH SERVICE PROVIDERS FOR 2015:

MOTION: Commissioner Trojan
SECOND: Commissioner Pietrefesa
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	MARVIN JOSS			X	
TOD	DIANE Mc DANIEL	X			

#15-013 RESOLUTION ADOPTING THE AMENDED RISK MANAGEMENT PLAN:

MOTION: Commissioner Trojan
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	MARVIN JOSS			X	
TOD	DIANE Mc DANIEL	X			

#15-014 RESOLUTION ADOPTING A CASH MANAGEMENT PLAN:

MOTION: Commissioner Trojan
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	MARVIN JOSS			X	
TOD	DIANE Mc DANIEL	X			

#15-015 RESOLUTION TO ENTER CLOSED SESSION AT 11:24 A.M. TO DISCUSS:

- Workers' Compensation Claim Numbers:
 - W73357
 - X49007
 - X55311
 - X60527
 - X71501
 - X93357
 - Z04857

MOTION: Commissioner Trojan
SECOND: Commissioner Naples
VOTE: Unanimous

RETURN TO RETURN TO OPEN SESSION AT 11:30 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Naples
VOTE: Unanimous

#15-016 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:

MOTION: Commissioner Trojan
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	MARVIN JOSS			X	
TOD	DIANE Mc DANIEL	X			

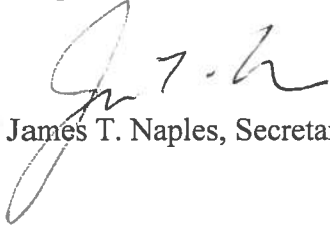
APPROVAL OF MINUTES FROM THE DECEMBER 17th, 2014 CLOSED SESSION:

MOTION: Commissioner Naples
SECOND: Commissioner McDaniel
VOTE: Unanimous

MOTION TO ADJOURN AT 11:32 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Pietrefesa
VOTE: Unanimous

Respectfully submitted,



James T. Naples, Secretary