



CLAIMS ADMINISTRATION:

QUAL-LYNX

- ◆ Javier B. Esparra

RISK MANAGERS:

RICHLAND KNOWLES AGENCY

- ◆ Michael Sabbagh

BALKEN RISK MANAGEMENT

- ◆ David Balken

LAFONTAINE & BUDD

- ◆ James T. Rick, Jr.

**INTRODUCTION OF GUESTS:** Mike Sabbagh, Risk Manager for Township of Delaware, Dave Balken, Risk Manager for Township of Clinton, and Jamie Rick, Risk Manager for the Townships of Branchburg & Bridgewater were in attendance.

**PUBLIC COMMENT:** None

**MOTION TO APPROVE MINUTES FROM THE SEPTEMBER 23, 2015 MEETING:**

**MOTION:** Commissioner Trojan

**SECOND:** Commissioner Giaimis

**VOTE:** Unanimous

SERVICE PROVIDER REPORTS

**Executive Director/Administrator:** In addition to the report submitted, Raymond Hughes distributed amended Statement of Fund Year Surplus/Deficit Fund Year Sheets for 2012 & 2011. Reserves Net-to-SIR had not been updated in the original version.

Maryjane Hydro distributed 2016 Auto ID Cards and 2016 Workers' Compensation Notice Posters to all members. The proposed 2016 Meeting Calendar was discussed so that any conflicts may be presented to the Board prior to the Reorganization Meeting. The SCJIF Fair and Open process for soliciting Requests For Proposals regarding Professional Services posting timeline was stated.

**Fund Attorney/Litigation Services:** No report submitted.

**Fund Attorney/Administrative Services:** Fund Attorney Berry elaborated on Governor Christie's vetoed legislation requiring municipal or county recreation departments which organize, sponsor or otherwise affiliate with youth athletic events that are played on municipal, county, school or other publicly-owned fields, to ensure that an automated external defibrillator be available on site at each youth athletic event and practice held on the department's or organization's home field. It is believed that the veto may have been due to the lack of a funding mechanism built into the legislation.

**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:** Committee Chairman Trojan stated that the Committee held a teleconference on October 28<sup>th</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, Maryjane Hydro stated that Chain Saw Safety Training, offered by Dan Tilton from Tilton Equipment Company of New Hampshire, was held on October 15<sup>th</sup> at the Somerset County Park Commission and on October 16<sup>th</sup> at the Emergency Services Training Academy (ESTA) in Hillsborough. Despite the overwhelming popularity, enrollment was limited to 78 total employees, due to the nature of these classes. All who attended the ESTA class were involved in an extended session which proved very educational. Patrick Guilmette, Principal Environmental Scientist, from T&M Associates, conducted Snow Plow & Snow Removal Safety Training on October 27<sup>th</sup> at the Somerset County Park Commission for 49 employees and on November 5<sup>th</sup> at the Township of Bridgewater for 42 employees.

Maryjane mentioned the fact that President Barack Obama has approved federal penalties for OSHA violations to keep pace with inflation for the first time since 1990.

The 2015 Safety Incentive Program will be concluding on December 31<sup>st</sup>. All qualifying submissions should be forwarded to T&M Associates and/or New Jersey Risk Managers.

The next scheduled SCJIF Safety Committee Meeting will be 9:00 a.m., Tuesday, December 1<sup>st</sup>, 2015 at the Somerset County Vocational & Technical Schools TradeWins Restaurant.

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

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

**#15-044 RESOLUTION APPROVING SERVICE PROVIDER AND COMMITTEE REPORTS:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Pardo  
**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	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			

**OLD BUSINESS**

**#15-043 RESOLUTION RATIFYING PAYMENT OF EXPENSES AND CLAIMS REIMBURSEMENTS PAID IN OCTOBER 2015:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Bonin  
**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	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			

**#15-045 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	YVONNE CHILDRESS	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**

**#15-046 RESOLUTION INTRODUCING THE BUDGET FOR THE 2016 FUND YEAR:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Catterson  
**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	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			

Raymond Hughes commented on the 2016 budget and advised of a projected 2.77% increase over 2015. Negotiations are still ongoing with carriers at this time. Discussion followed.

**#15-047 RESOLUTION TO ENTER CLOSED SESSION AT 8:52 A.M. TO DISCUSS:**

Workers' Compensation Claims:

- W62025
- W62699
- W66113
- W84744
- X23389
- X50636
- X62207
- Z22548

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

**RETURN TO RETURN TO OPEN SESSION AT 8:57 A.M.:**

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

**#15-048 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Pardo  
**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	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 SEPTEMBER 23, 2015 CLOSED SESSION:**

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

The SCJIF Commissioner's December's Meeting will be held at the Somerville B.P.O. Elks Lodge #1068 on Wednesday, December 16<sup>th</sup>.

**MOTION TO ADJOURN AT 9:02 A.M.:**

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

Respectfully submitted,

  
James T. Naples, Secretary