

**SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONER'S MEETING MINUTES
May 23, 2018**

STATEMENT OF PROPER NOTICE READ BY COMMISSIONER McDANIEL: Adequate notice of the regular meeting of the SCJIF held on Wednesday, May 23, 2018 at 8:35 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:

BRIAN D. LEVINE	County of Somerset	Absent
GEOFFREY D. SORIANO	Somerset County Park Commission	Present
JOHN TROJAN	Raritan Valley Community College	Present
RAELENE CATTERSON	Somerset County Vocational & Technical Schools	Present
GREGORY J. BONIN	Township of Branchburg	Present
BRIAN K. AUGER	Somerset County Library Commission	Present
KELLY G. CUPIT	Township of Green Brook	Present
DONALD HUTCHINS	Township of Raritan	Absent
JAMES T. NAPLES	Township of Bridgewater	Present
CARLA CONNER	Township of Clinton	Present
DIANE MC DANIEL	Township of Delaware	Present
DANIEL JAXEL	Borough of Raritan	Present
MICHAEL PAPPAS	Borough of High Bridge	Present

ALTERNATE COMMISSIONERS:

YVONNE CHILDRESS	County of Somerset	Present
DANIEL J. LIVAK	Somerset County Park Commission	Absent
CHERYL WALLACE	Raritan Valley Community College	Absent
WILLIAM G. HYNCIK, JR.	Somerset County Vocational & Technical Schools	Absent
MARGUERITE SCHMITT	Township of Branchburg	Absent
BRIAN MORGAN	Somerset County Library Commission	Absent
RAYMOND S. MURRAY	Township of Green Brook	Absent
CAROL BARBATI	Township of Raritan	Present
VACANT	Township of Bridgewater	Absent
TOM SILVIA	Township of Clinton	Absent
SAM THOMPSON	Township of Delaware	Absent
ERIC COLVIN	Borough of Raritan	Absent
BONNIE ANN FLEMING	Borough of High Bridge	Absent

EXECUTIVE DIR/ADMIN:

NEW JERSEY RISK MANAGERS & CONSULTANTS, INC.

- ◆ Raymond L. Hughes II
- ◆ Maryjane Hydro
- ◆ Javier B. Esparra
- ◆ H. James Griffith
- ◆ Lucy Martins
- ◆ Lynn Potts
- ◆ Laurie Newsome

FUND ATTY/CLAIMS MANAGEMENT & LITIGATION:

DiFRANCESCO, BATEMAN, KUNZMAN, DAVIS, LEHRER & FLAUM,
P.C.

- ◆ Stephen O. Davis, Esq.

FUND ATTY/REGULATORY COMPLIANCE & LEGISLATION:

SAUL EWING ARNSTEIN & LEHR

- ◆ M. Paige Berry, Esq.

RISK MANAGERS:

ACRISURE

- ◆ Louis Beckerman

BALKEN RISK

- ◆ David Balken

LAFONTAINE & BUDD

- ◆ James T. Rick, Jr.

PINNACLE RISK SOLUTIONS

- ◆ Richard Duthie

RICHLAND KNOWLES AGENCY

- ◆ Michael Sabbagh

WILLIS TOWERS WATSON

- ◆ John Moore

ACTUARY:

THE ACTUARIAL ADVANTAGE

- ◆ Eric Bause

AUDITOR:

SUPLEE, CLOONEY & COMPANY

- ◆ Robert Butvilla

INTRODUCTION OF GUESTS: Present at this meeting were David Balken - Risk Manager for the Borough of High Bridge and Township of Clinton, Lou Beckerman – Risk Manager for the Township of Green Brook and Michael Sabbagh – Risk Manager for the Township of Delaware. Addressing the Board will be Robert Butvilla of Suplee, Clooney and Company & Eric Bause of The Actuarial Advantage. Additionally, Jackie Fresco, Workers' Compensation Supervisor from Qual-Lynx will be presenting the Payment Authorization Requests during Closed Session.

Maryjane Hydro introduced Laurie Newsome, who recently joined the team as the new Administrative Assistant at New Jersey Risk Managers and Consultants.

PUBLIC COMMENT: None.

MOTION TO APPROVE MINUTES FROM THE MARCH 28th, 2018 MEETING:

MOTION: Commissioner Trojan
SECOND: Commissioner Bonin
VOTE: Commissioner Soriano Abstains

SERVICE PROVIDER REPORTS

Executive Director/Administrator: In addition to the report submitted, Raymond Hughes welcomed Geoffrey Soriano, the new Director of the Somerset County Park Commission.

Fund Attorney - Claims Management & Litigation: No additions to the report submitted.

Fund Attorney – Regulatory Compliance & Legislation: In addition to the report submitted, Fund Attorney Berry announced that legislation has passed both houses and is on the Governor’s desk which broadens investment opportunities for joint insurance funds in the State of New Jersey. Discussion followed.

Further, Fund Attorney Berry reviewed legislation that allows individuals to take action against insurance companies for unpaid claims. Public entities have been removed from that equation and the insurance industry is trying to amend it. Discussion followed.

Third Party Administrator: No additions to the report submitted.

Arrival of Commissioners Brian D. Levine and Daniel J. Livak were acknowledged at this time.

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 12/31/17*.

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, 2017 and 2016* was clean, as noted in the final page with no Comments or Recommendations.

COMMITTEE REPORTS

Safety Committee: In addition to the report submitted, Maryjane Hydro reminded all present of the upcoming Safety Recognition Breakfast to be held on Tuesday, June 12th at the Somerville B.P.O. Elks Lodge #1068 in Bridgewater.

Strains, Sprains and Body Mechanics Safety Seminar was held on Wednesday, April 4th in Bridgewater with approximately 60 employees in attendance.

There will be training for Heat-Related Emergencies 9:00 a.m. on Wednesday, June 6th, 2018 at the Somerset County Emergency Services Training Academy located in Hillsborough.

Work Zone Safety Training will be held 8:30 a.m. on Tuesday, July 17th at the Somerset County Park Commission Second Floor Training Room. Invitations for distribution will be forthcoming.

The Loss Prevention/Loss Control Safety Audits for Fund Members annual inspections at entity locations have been scheduled by Mark Worthington of T&M Associates. Following inspections, reports are issued and each Fund Member will have 60 days to submit a written response to any recommendations contained in the report. Compliance is one component of the Safety Incentive Program.

The Safety Committee will be on summer hiatus and resume regular Committee Meetings on Tuesday, September 11th at the Township of Green Brook.

Claim PAR Committee: Committee Chairman Trojan reported that the Committee met telephonically on April 25th and will ratify expenses and claims by Resolution.

Legislative Committee: Committee Chairman Soriano stated that the Committee met in March regarding Legislation introduced into the 2018/2019 Legislative Session. Discussion followed.

#18-024 RESOLUTION APPROVING SERVICE PROVIDER AND COMMITTEE REPORTS:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	BRIAN D. LEVINE	X			
SCPC	GEOFFREY D. SORIANO	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE CATTERSON	X			
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT	X			
TOR	CAROL BARBATI	X			
TOBW	JAMES T. NAPLES	X			
TOC	CARLA CONNER	X			
TOD	DIANE Mc DANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

#18-025 RESOLUTION APPROVING ACTUARIAL REPORT:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	BRIAN D. LEVINE	X			
SCPC	GEOFFREY D. SORIANO	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE CATTERSON	X			
TOB	GREGORY J. BONIN	X			

SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT	X			
TOR	CAROL BARBATI	X			
TOBW	JAMES T. NAPLES	X			
TOC	CARLA CONNER	X			
TOD	DIANE Mc DANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

#18-026 RESOLUTION CONFIRMING REVIEW OF ANNUAL AUDIT/CERTIFICATION OF GOVERNING BODY:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	BRIAN D. LEVINE	X			
SCPC	GEOFFREY D. SORIANO	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE CATTERSON	X			
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT	X			
TOR	CAROL BARBATI	X			
TOBW	JAMES T. NAPLES	X			
TOC	CARLA CONNER	X			
TOD	DIANE Mc DANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

OLD BUSINESS

#18-023 RESOLUTION RATIFYING PAYMENT OF EXPENSES AND CLAIMS REIMBURSEMENTS PAID IN APRIL 2018:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	BRIAN D. LEVINE	X			
SCPC	GEOFFREY D. SORIANO	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE CATTERSON	X			
TOB	GREGORY J. BONIN	X			

SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT	X			
TOR	CAROL BARBATI	X			
TOBW	JAMES T. NAPLES	X			
TOC	CARLA CONNER	X			
TOD	DIANE Mc DANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

#18-027 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	BRIAN D. LEVINE	X			
SCPC	GEOFFREY D. SORIAN	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE CATTERSON	X			
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT	X			
TOR	CAROL BARBATI	X			
TOBW	JAMES T. NAPLES	X			
TOC	CARLA CONNER	X			
TOD	DIANE Mc DANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

MOTION TO OPEN MEETING FOR PUBLIC COMMENT ON BUDGET AT 8:55 A.M.:

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

PUBLIC COMMENT: None.

MOTION TO RETURN TO REGULAR MEETING AT 8:56 A.M.:

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

#18-028 RESOLUTION ADOPTING THE AMENDED BUDGET FOR THE 2018 FUND YEAR:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	BRIAN D. LEVINE	X			
SCPC	GEOFFREY D. SORIANO	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE CATTERSON	X			
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT	X			
TOR	CAROL BARBATI	X			
TOBW	JAMES T. NAPLES	X			
TOC	CARLA CONNER	X			
TOD	DIANE Mc DANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

NEW BUSINESS

#18-029 RESOLUTION TO ENTER CLOSED SESSION AT 8:58 A.M. TO DISCUSS:

Workers' Compensation Claims:

- X51316
- Z23720
- Z30014
- 2018125747

MOTION: Commissioner Bonin
SECOND: Commissioner Trojan
VOTE: Unanimous

MOTION TO RETURN TO REGULAR MEETING AT 9:04 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

#18-030 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	BRIAN D. LEVINE	X			
SCPC	GEOFFREY D. SORIANO	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE CATTERSON	X			
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT	X			
TOR	CAROL BARBATI	X			
TOBW	JAMES T. NAPLES	X			
TOC	CARLA CONNER	X			
TOD	DIANE Mc DANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

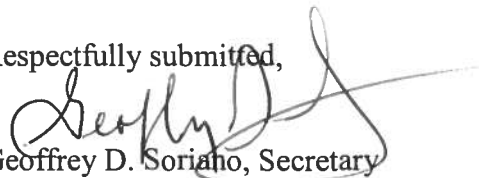
MOTION TO APPROVE MINUTES FROM THE MARCH 28th, 2018 CLOSED SESSION:

MOTION: Commissioner Trojan
SECOND: Commissioner Naples
VOTE: Commissioner Soriano Abstains

MOTION TO ADJOURN AT 9:08 A.M.:

MOTION: Commissioner Auger
SECOND: Commissioner Trojan
VOTE: Unanimous

Respectfully submitted,



Geoffrey D. Soriano, Secretary