



CLAIMS ADMINISTRATION:

SCIBAL ASSOCIATES INC.

◆ Javier B. Esparra      ◆ George F.X. Brady

RISK MANAGERS:

G. R. MURRAY

◆ Michael Sabbagh

BECKERMAN & COMPANY

◆ Louis Beckerman

**INTRODUCTION OF GUESTS:** Senator Bateman was acknowledged. Michael Sabbagh, Risk Manager for the Township of Delaware and Louis Beckerman, Risk Manager for the Township of Green Brook were in attendance.

**PUBLIC COMMENT:** At this time, Raymond Brown was thanked for his service as Chairman to the Fund for this past year.

Maryjane Hydro, Director of Operations from New Jersey Risk Managers presented the slate of Executive Committee and Officers for 2012. The nomination of Officers follows:

CHAIRMAN: John Trojan  
VICE-CHAIRMAN: Dr. Alan P. Braun  
SECRETARY: Gregory Bonin

EXECUTIVE COMMITTEE: Brian K. Auger  
Kelly G. Cupit  
Donald F. Scholl, Jr.  
Allan D. Pietrefesa

ALTERNATES: Robert C. Bogart (James T. Naples, eff. 1/30/12)  
Marvin Joss  
Peter Palmer  
Raymond A. Brown

Maryjane Hydro asked for any other nominations: None.

**MOTION TO ACCEPT THE SLATE OF NOMINATED OFFICERS:**

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

At this time, Senator Bateman, administered the Oath of Office to all Commissioners and Alternates present.

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

- #12-001 Authorizing appointment of the Fund's Officers, Executive Committee and Alternates
- #12-002 Designating regular meeting place & dates and designating the official newspapers for the 2012 Fund year
- #12-003 Designating State approved public depositories and State of NJ Cash Management Fund as official depositories of SCJIF for 2012 and each Fund account year
- #12-004 Memorializing designations of individuals authorized as Fund check signatories for the 2012 Fund year
- #12-005 Setting an interest rate on delinquent assessments for the 2012 Fund year
- #12-006 Appointing a Public Agency Compliance Officer
- #12-007 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
- #12-008 Approving Certifying and Approving Officer

**MOTION TO APPROVE RESOLUTIONS #12-001 to #12-008 FROM THE REORGANIZATION AGENDA:**

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

COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	PETER PALMER	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	DR. ALAN P. BRAUN	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN MORGAN	X			
TOGB	KELLY G. CUPIT	X			
TOR	ALLAN PIETREFESA	X			
TOBW	ROBERT C. BOGART			X	
TOC	MARVIN JOSS			X	
TOD	KENNETH NOVAK	X			

**MOTION TO APPROVE MINUTES FROM THE DECEMBER 21<sup>st</sup>, 2011 MEETING:**

**MOTION: Commissioner Braun**  
**SECOND: Commissioner Pietrefesa**  
**VOTE: Majority – Morgan & Novak abstain**

**SERVICE PROVIDER REPORTS**

**Executive Director/Administrator:** In addition to the report submitted, Raymond Hughes informed the Board that the Somerset County Park Commission passed their resolution for renewal of their three year membership in the Fund, effective 1/1/2012.

**Fund Attorney/Litigation Services:** On behalf of the firm, Senator Bateman stated that claims would be addressed during closed session.

**Fund Attorney/Administrative Services:** Fund Attorney Berry mentioned that she is reviewing the recently concluded legislative session reports and will have a written report next month on those items which are of interest to the Fund.

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

**Safety Committee:** The Safety Committee met on Tuesday, January 3<sup>rd</sup>, at the Township of Green Brook. Snow Plow and Snow Removal Safety Training conducted by Martin Marzullo, Senior Regulatory Specialist from Birdsall Services Group, was held in both Somerset and Hunterdon County on January 19<sup>th</sup> and 20<sup>th</sup>. There were approximately 83 employees in attendance.

Front Office Safety & Security Training is scheduled for February 16<sup>th</sup> also at two locations.

Timothy Rack, Senior Regulatory Specialist from Birdsall Services Group addressed the Commissioners regarding the Safety Incentive Program which began January 1, 2012. He advised that all entities would receive points for achieving various safety criteria throughout the year and gave a detailed explanation along with a copy of the spreadsheet. At the end of each year, successful entities will receive a monetary award, as well as a plaque to hang in their Administration Building. Discussion followed.

The next regularly scheduled meeting of the Safety Committee will be Tuesday, February 7<sup>th</sup> at the Township of Raritan.

**Finance Committee:** In addition to the report submitted, Commissioner Pietrefesa elaborated on the recommendations of the Committee with regard to the service provider contracts for Fund Year 2012. Discussion followed.

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

### **#12-009 RESOLUTION APPROVING THE SERVICE PROVIDER AND COMMITTEE REPORTS:**

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

COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	PETER PALMER	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	DR. ALAN P. BRAUN	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN MORGAN	X			
TOGB	KELLY G. CUPIT	X			
TOR	ALLAN PIETREFESA	X			
TOBW	ROBERT C. BOGART			X	
TOC	MARVIN JOSS			X	
TOD	KENNETH NOVAK	X			

**OLD BUSINESS**

**#12-010 RESOLUTION AUTHORIZING PAYMENT OF CURRENT EXPENSES AND CLAIMS REIMBURSEMENTS:**

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

COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	PETER PALMER	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	DR. ALAN P. BRAUN	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN MORGAN	X			
TOGB	KELLY G. CUPIT	X			
TOR	ALLAN PIETREFESA	X			
TOBW	ROBERT C. BOGART			X	
TOC	MARVIN JOSS			X	
TOD	KENNETH NOVAK	X			

**NEW BUSINESS**

**#12-011 RESOLUTION APPOINTING SERVICE PROVIDERS FOR 2012:**

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

COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	PETER PALMER	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	DR. ALAN P. BRAUN	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN MORGAN	X			
TOGB	KELLY G. CUPIT	X			
TOR	ALLAN PIETREFESA	X			
TOBW	ROBERT C. BOGART			X	
TOC	MARVIN JOSS			X	
TOD	KENNETH NOVAK	X			

**#12-012 RESOLUTION AUTHORIZING THE EXECUTION OF CONTRACTS WITH SERVICE PROVIDERS FOR 2012:**

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

COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	PETER PALMER	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	DR. ALAN P. BRAUN	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN MORGAN	X			
TOGB	KELLY G. CUPIT	X			
TOR	ALLAN PIETREFESA	X			
TOBW	ROBERT C. BOGART			X	
TOC	MARVIN JOSS			X	
TOD	KENNETH NOVAK	X			

**#12-013 RESOLUTION ADOPTING THE AMENDED RISK MANAGEMENT PLAN:**

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

COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	PETER PALMER	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	DR. ALAN P. BRAUN	X			

TOB	GREGORY BONIN	X			
SCLC	BRIAN MORGAN	X			
TOGB	KELLY G. CUPIT	X			
TOR	ALLAN PIETREFESA	X			
TOBW	ROBERT C. BOGART			X	
TOC	MARVIN JOSS			X	
TOD	KENNETH NOVAK	X			

**#12-014 RESOLUTION ADOPTING A CASH MANAGEMENT PLAN:**

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

COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	PETER PALMER	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	DR. ALAN P. BRAUN	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN MORGAN	X			
TOGB	KELLY G. CUPIT	X			
TOR	ALLAN PIETREFESA	X			
TOBW	ROBERT C. BOGART			X	
TOC	MARVIN JOSS			X	
TOD	KENNETH NOVAK	X			

**#12-015 RESOLUTION TO ENTER CLOSED SESSION AT 9:09 A.M. TO DISCUSS:**

- Workers' Compensation Claim Numbers
  - W62276
  - W62412
  - W62611
  - X09790
  - X11476

**MOTION:** Commissioner Pietrefesa  
**SECOND:** Commissioner Braun  
**VOTE:** Unanimous

Commissioner Cupit had to leave for another appointment at 9:28 a.m.

**RETURN TO OPEN SESSION AT 9:28 A.M.:**

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

**#12-016 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:**

**MOTION:** Commissioner Braun  
**SECOND:** Commissioner Bonin  
**VOTE:** Roll Call

COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	PETER PALMER	X			
SCPC	RAYMOND A. BROWN	X			
RVCC	JOHN TROJAN	X			
SCVT	DR. ALAN P. BRAUN	X			
TOB	GREGORY BONIN	X			
SCLC	BRIAN MORGAN	X			
TOGB	KELLY G. CUPIT			X	
TOR	ALLAN PIETREFESA	X			
TOBW	ROBERT C. BOGART			X	
TOC	MARVIN JOSS			X	
TOD	KENNETH NOVAK	X			

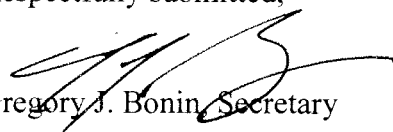
**APPROVAL OF MINUTES FROM THE DECEMBER 21<sup>st</sup>, 2011 CLOSED SESSION MEETING:**

**MOTION:** Commissioner Braun  
**SECOND:** Commissioner Bonin  
**VOTE:** Majority – Morgan & Novak abstain

**MOTION TO ADJOURN AT 9:32 A.M.:**

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

Respectfully submitted,

  
Gregory J. Bonin, Secretary