

SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONER'S MEETING MINUTES
March 23, 2016

STATEMENT OF PROPER NOTICE READ BY COMMISSIONER GIAIMIS: Adequate notice of the regular meeting of the SCJIF held on Wednesday, March 23rd, 2016 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	Absent
RAYMOND A. BROWN	Somerset County Park Commission	Absent
JOHN TROJAN	Raritan Valley Community College	Present
RAELENE CATTERSON	Somerset County Vocational & Technical Schools	Present
GREGORY BONIN	Township of Branchburg	Absent
BRIAN K. AUGER	Somerset County Library Commission	Present
KELLY G. CUPIT	Township of Green Brook	Present
GERALD J. GIAIMIS	Township of Raritan	Present
JAMES T. NAPLES	Township of Bridgewater	Present
MARIE PARDO	Township of Clinton	Present
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
SARAH BRENNAN	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
SUSAN LOCKWOOD	Township of Delaware	Absent

ALSO PRESENT

EXECUTIVE DIR/ADMIN: NEW JERSEY RISK MANAGERS & CONSULTANTS, INC.
♦ Raymond L. Hughes II ♦ Maryjane Hydro ♦ H. James Griffith
♦ Lucy Martins ♦ Nancy Sundermann ♦ Kathy Lewandowski

FUND ATTY/LITIGATION: DiFRANCESCO, BATEMAN, 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:

ACRISURE

- ◆ Louis Beckerman

LAFONTAINE & BUDD

- ◆ James T. Rick, Jr.

PINNACLE RISK SOLUTIONS

- ◆ Rich Duthie

RICHLAND KNOWLES AGENCY

- ◆ Michael Sabbagh

INTRODUCTION OF GUESTS: Lou Beckerman - Risk Manager for Township of Green Brook, Jamie Rick - Risk Manager for the Townships of Branchburg & Bridgewater, Rich Duthie - Risk Manager for Township of Raritan and Mike Sabbagh - Risk Manager for Township of Delaware, were in attendance.

PUBLIC COMMENT: None

MOTION TO APPROVE MINUTES FROM THE JANUARY 27, 2016 MEETING:

MOTION: Commissioner Trojan
SECOND: Commissioner Pardo
VOTE: Unanimous

SERVICE PROVIDER REPORTS

Executive Director/Administrator: In addition to the report submitted, Maryjane Hydro distributed Local Finance Notice 2016-7 regarding Financial Disclosure Statement Filing instructions for Local Government Officers and noted the filing period of April 4 to April 30, 2016. Individual PIN numbers were provided to each Local Government Officer.

Fund Attorney/Litigation Services: No additions to the report submitted.

Fund Attorney/Administrative Services: In addition to the report submitted, Fund Attorney Berry brought to the attention of the Board, a new law going into effect on April 10, 2016, which makes providing or demanding the issuance of a Certificate of Insurance that contains false or misleading information concerning Property & Casualty Insurance coverage a violation of the NJ Insurance Fraud Protection Act. Discussion followed.

There was discussion on the \$650,000 settlement paid by the Borough of Raritan to Gannett New Jersey Newspapers regarding an OPRA request for electronically maintained municipal salary information made over six years ago. The Fund had been following this incident with interest.

Fund Attorney Berry will further address the Board during the Legislative Committee portion of the meeting.

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 met on February 16th to review the Payment Authorization Request (PAR) which was withdrawn from the January Closed Session. An amended version was submitted and approved, to be ratified. Additionally, the Committee convened telephonically on February 24th to review PARs and authorize payment of current expenses & claims reimbursements for the month of February 2016.

Safety Committee: In addition to the report submitted Maryjane Hydro informed the Board of the Reasonable Suspicion Safety Training held on February 25th at Raritan Valley Community College. Content provided a broad overview of policies and how to respond should an employee be suspected of misuse of alcohol and/or controlled substances. Further, the 2016 Safety Recognition Breakfast has been scheduled for Thursday, June 2nd at the Somerville, B.P.O.Elks in Bridgewater. Additional information will be forthcoming.

The 2015 Workers' Compensation Year-End Claim Trend Analysis Data proprietary to each Fund Member has been posted on the password protected portion of the SCJIF Website. Access information has been emailed directly to each Commissioner, Alternate Commissioner and Risk Manager. Mark Worthington, T&M Group Manager and Safety Consultant, provided an overview of the Fund data for all locations. The Claims and Net-Paid-To-Date, are evidence that safety training and awareness are providing results.

Finance Committee: No additions to the report submitted.

Legislative Committee: No additions to the report submitted.

#16-018 RESOLUTION APPROVING SERVICE PROVIDER AND COMMITTEE REPORTS:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	YVONNE CHILDRESS	X			
SCPC	DANIEL LIVAK	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

#16-017 RESOLUTION RATIFYING PAYMENT OF EXPENSES AND CLAIMS REIMBURSEMENTS PAID IN FEBRUARY 2016:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	YVONNE CHILDRESS	X			
SCPC	DANIEL LIVAK	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			

#16-019 RESOLUTION AUTHORIZING PAYMENT OF CURRENT EXPENSES AND CLAIMS REIMBURSEMENTS:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	YVONNE CHILDRESS	X			
SCPC	DANIEL LIVAK	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

Raymond Hughes advised that after final negotiations with insurance carriers and the RFP process, resulting in contracted service providers, the 2016 Amended Budget is less than a 2% increase over 2015.

#16-020 RESOLUTION INTRODUCING THE AMENDED BUDGET FOR THE 2016 FUND YEAR:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	YVONNE CHILDRESS	X			
SCPC	DANIEL LIVAK	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			

#16-021 RESOLUTION TO ENTER CLOSED SESSION AT 9:01 A.M. TO DISCUSS:

Workers' Compensation Claims:

- X65350
- X68580
- Z22548
- Z32729

MOTION: Commissioner Trojan
SECOND: Commissioner Pardo
VOTE: Unanimous

MOTION TO RETURN TO OPEN SESSION AT 9:07 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

#16-022 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	DANIEL LIVAK	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 JANUARY 27, 2016 CLOSED SESSION:

MOTION: Commissioner Trojan
SECOND: Commissioner Pardo
VOTE: Unanimous

MOTION TO ADJOURN AT 9:09 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Naples
VOTE: Unanimous

Respectfully submitted,



Marie Pardo, Secretary