

SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONER'S MEETING MINUTES
September 26, 2018

STATEMENT OF PROPER NOTICE READ BY COMMISSIONER LEVINE: Adequate notice of the regular meeting of the SCJIF held on Wednesday, September 26, 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	Present
GEOFFREY D. SORIANO	Somerset County Park Commission	Present
JOHN TROJAN	Raritan Valley Community College	Present
RAELENE CATTERSON	Somerset County Vocational & Technical Schools	Absent
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	Present
JAMES T. NAPLES	Township of Bridgewater	Present
CARLA CONNER	Township of Clinton	Present
DIANE MC DANIEL	Township of Delaware	Absent
DANIEL JAXEL	Borough of Raritan	Present
MICHAEL PAPPAS	Borough of High Bridge	Absent

ALTERNATE COMMISSIONERS

YVONNE CHILDRESS	County of Somerset	Absent
DONNA UMGELTER	Somerset County Park Commission	Present
CHERYL WALLACE	Raritan Valley Community College	Absent
WILLIAM G. HYNICK, 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	Absent
LISA CARAVELA	Township of Bridgewater	Present
TOM SILVIA	Township of Clinton	Absent
SAM THOMPSON	Township of Delaware	Present
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 ◆ Cindy Villagran ◆ Lucy Martins ◆ Lynn Potts

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

INTRODUCTION OF GUESTS: Present at the meeting were Mayor Sam Thompson-Alternate Commissioner for the Township of Delaware, Lisa Caravela-Alternate Commissioner and Personnel Director for the Township of Bridgewater, Donna Umgelter-Human Resources/Personnel Director for the Somerset County Park Commission, Lou Beckerman-Risk Manager for the Township of Green Brook, Jamie Rick-Risk Manager for the Townships of Branchburg and Bridgewater, Mike Sabbagh-Risk Manager for the Township of Delaware, Richard Duthie, Risk Manager for Township of Raritan, David Balken-Risk Manager for the Borough of High Bridge and Township of Clinton. Maryjane Hydro also welcomed Mark Worthington-T&M Associates and Jacqueline Fresco from Qual-Lynx who will be presenting during the meeting.

PUBLIC COMMENT: None.

MOTION TO APPROVE MINUTES FROM THE JULY 25, 2018 MEETING:

MOTION: Commissioner Trojan
SECOND: Commissioner Bonin
VOTE: Unanimous

Commissioner Pappas arrived at this time.

SERVICE PROVIDER REPORTS

Executive Director/Administrator: Raymond Hughes, New Jersey Risk Managers & Consultants, Inc. provided an overview of the updated Executive Director Report and explained the reason for a deficit contained in the report and indicated that this is due to the IBNRs (claims incurred by not yet reported). However, he mentioned that these numbers will improve as they have in previous years and commended the Fund for their great work.

Fund Attorney - Claims Management & Litigation: In addition to the report submitted, Fund Attorney Stephen O. Davis stated that he would comment during closed session.

Fund Attorney – Regulatory Compliance & Legislation: In addition to the report submitted, Fund Attorney M. Paige Berry elaborated on recent decisions favorable to public entities and new legislation enacted. She also discussed the Memorandum issued in September of 2018 by the Office of the Attorney General relating to municipal prosecutors' discretion in prosecuting marijuana offenses.

Third Party Administrator: No additions to the report submitted.

Custodian of Funds: No additions to the report submitted.

COMMITTEE REPORTS

Safety Committee: Maryjane Hydro, New Jersey Risk Managers & Consultants, Inc., provided an update of the recent Safety Committee Meeting which was held at the Township of Green Brook on Tuesday, September 11, 2018. She also informed everyone that per Brielle Schulz from Somerset County Emergency Services Training Academy, a syllabus is being adapted for a chainsaw training. However, there has been a delay as the trainer drafting the syllabus is a member of NJ Task Force One and has been called to assist with Hurricane Florence Relief. Upon his return, training will be finalized and invitations will be sent out.

On Tuesday, October 30, 2018 a seminar entitled "*Training for Liability, Property and Workers' Compensation Claim Reporting & Intake Procedures*" will be held for Administrators, Managers, Supervisors and HR Department Heads. Panelists will include Concentra, who will be demonstrating access to their new computer platform for the transition of US HealthWorks locations in Bridgewater and Somerset, New Jersey, which are frequented by SCJIF employees for WC injuries.

T&M Associates has completed the Loss Prevention & Loss Control Safety Audits throughout the Fund Membership. Where written reports have been issued, Members have 60 days to complete their written response regarding those items which have been identified during the inspections.

The next scheduled regular Safety Committee meeting will be held at 9:00 a.m. on Tuesday, October 2nd, at the Somerset County Vocational and Technical School/Trade Wins Restaurant.

Mark Worthington, Manager at T&M Associates discussed the 2018 Mid-Year WC Trend Analysis.

Claim PAR Committee: Committee Chairman Trojan reported that the Committee met telephonically on August 22, 2018 and current claims will be discussed in closed session.

#18-037 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	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	DONALD HUTCHINS	X			
TOBW	JAMES T. NAPLES	X			
TOC	CARLA CONNER	X			
TOD	SAM THOMPSON	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

OLD BUSINESS

#18-036 RESOLUTION RATIFYING PAYMENT OF EXPENSES AND CLAIMS REIMBURSEMENTS PAID IN AUGUST 2018:

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	DONALD HUTCHINS	X			
TOBW	JAMES T. NAPLES	X			
TOC	CARLA CONNER	X			
TOD	SAM THOMPSON	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

#18-038 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	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	DONALD HUTCHINS	X			
TOBW	JAMES T. NAPLES	X			
TOC	CARLA CONNER	X			
TOD	SAM THOMPSON	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

NEW BUSINESS

At this time, for the benefit of those new Fund Members and Commissioners, Fund Attorney, M. Paige Berry, took time to briefly recap the history and process for the SCJIF Return of Surplus. Discussion followed.

#18-039 RESOLUTION AUTHORIZING INTER TRUST FUND TRANSFERS:

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	DONALD HUTCHINS	X			
TOBW	JAMES T. NAPLES	X			
TOC	CARLA CONNER	X			
TOD	SAM THOMPSON	X			

BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

#18-040 RESOLUTION DECLARING 20% DIVIDEND:

MOTION: Commissioner Bonin
SECOND: Commissioner Thompson
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	DONALD HUTCHINS	X			
TOBW	JAMES T. NAPLES	X			
TOC	CARLA CONNER	X			
TOD	SAM THOMPSON	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

#18-041 RESOLUTION TO ENTER CLOSED SESSION AT 9:16 A.M. TO DISCUSS:

Workers' Compensation Claims:

- W61411
- W85349
- X77856
- X89787
- Z42275
- 2018121364
- 2018132463
- 2018145006
- 2019150829

Property Claim:

- 2018116722

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

MOTION TO RETURN TO REGULAR MEETING AT 9:49 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

#18-042 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	DONALD HUTCHINS	X			
TOBW	JAMES T. NAPLES	X			
TOC	CARLA CONNER	X			
TOD	SAM THOMPSON	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

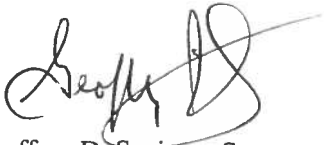
MOTION TO APPROVE MINUTES FROM THE JULY 25, 2018 CLOSED SESSION:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Majority – Commissioner Thompson Abstains

MOTION TO ADJOURN AT 9:53 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

Respectfully submitted,



Geoffrey D. Soriano, Secretary