

**SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONER'S MEETING MINUTES
December 19, 2018**

STATEMENT OF PROPER NOTICE READ BY COMMISSIONER McDANIEL: Adequate notice of the regular meeting of the SCJIF held on Wednesday, December 19, 2018 at 9:10 a.m. at the Somerville E.P.O. Elks Lodge #1068 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 SIPPLE	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	Absent
DONALD HUTCHINS	Township of Raritan	Present
JAMES T. NAPLES	Township of Bridgewater	Absent
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	Absent

ALTERNATE COMMISSIONERS

YVONNE CHILDRESS	County of Somerset	Present
DONNA UMGELTER	Somerset County Park Commission	Absent
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	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 ◆ 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 Risk Manager for Township of Clinton and Borough of High Bridge-David Balken, Risk Manager for Township of Green Brook-Louis Beckerman, Risk Manager for Township of Delaware-Michael Sabbagh, Qual-Lynx SCJIF Account Manager-Ronald Winner & Workers' Compensation Supervisor-Jackie Fresco, and Township of Raritan CFO-William Pandos.

PUBLIC COMMENT: None.

MOTION TO APPROVE MINUTES FROM THE NOVEMBER 28, 2018 MEETING:

MOTION: Commissioner Trojan
SECOND: Commissioner Hutchins
VOTE: Unanimous

SERVICE PROVIDER REPORTS

Executive Director/Administrator: In addition to the report submitted, Maryjane Hydro, New Jersey Risk Managers & Consultants, Inc. stated that on November 29th, 2018 the SCJIF solicited responses from professional service entities which were due on December 13th, 2018. The 2019 Finance/Contract Committee will review the bids for compliance and will make recommendations to the Board prior to the January 23rd, 2019 Reorganization Meeting.

The 2019 SCJIF Committee Assignments were distributed to all in attendance.

Maryjane Hydro reminded all Members that assessment payments are due in January 2019. Also, those Fund Members with outstanding Resolutions for Membership Renewal and Indemnity & Trust Agreements were requested to return them to New Jersey Risk Managers at their earliest convenience.

Dividend checks were distributed to the Fund Membership and Maryjane Hydro, NJRM congratulated the Membership. She thanked all Members for their efforts and commitment to the Somerset County Joint Insurance Fund philosophy which has made possible the ability to offer a Return of Surplus continuously for the past 19 years totaling \$14,348,160.

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

Fund Attorney – Regulatory Compliance & Legislation: In addition to the report submitted, Fund Attorney, M. Paige Berry, expanded on a recent Appellate Division decision regarding the Workers' Compensation Act.

Third Party Administrator: No additions to the report submitted.

Custodian of Funds: No additions to the report submitted.

COMMITTEE REPORTS

Safety Committee: In addition to the report submitted, Maryjane Hydro, NJRM provided details of the seminar entitled "*Employment Practices Liability Training*" held on Tuesday, December 11th, 2018 which was conducted by Richard Flaum, Esq. from the DiFrancesco Bateman law firm. Approximately 35 people from the various entities were in attendance for this interactive two-hour session. Discussion followed.

The next Safety Committee Meeting will be held from 9:00 a.m. to noon on January 8th, 2019 at the Somerset County Emergency Services Training Academy at which time Safety Committee Members will also participate in "Stop the Bleed" Emergency Trauma Training.

#18-049 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 SIPPLE	X			
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT			X	
TOR	DONALD HUTCHINS	X			
TOBW	LISA CARAVELA	X			
TOC	CARLA CONNER	X			
TOD	DIANE McDANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS			X	

OLD BUSINESS

#18-050 RESOLUTION AUTHORIZING PAYMENT OF CURRENT EXPENSES & 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. SORIANO	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE SIPPLE	X			
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT			X	
TOR	DONALD HUTCHINS	X			
TOBW	LISA CARAVELA	X			
TOC	CARLA CONNER	X			
TOD	DIANE McDANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS			X	

MOTION TO OPEN THE MEETING FOR PUBLIC COMMENT ON THE BUDGET AT 9:18 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Bonin
VOTE: Unanimous

PUBLIC COMMENT: None

MOTION FOR RETURN TO OPEN SESSION AT 9:19 A.M.

MOTION: Commissioner Trojan
SECOND: Commissioner Bonin
VOTE: Unanimous

#18-051 RESOLUTION ADOPTING THE BUDGET FOR THE 2019 FUND YEAR:

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 SIPPLE	X			
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT			X	
TOR	DONALD HUTCHINS	X			
TOBW	LISA CARAVELA	X			
TOC	CARLA CONNER	X			
TOD	DIANE McDANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS			X	

NEW BUSINESS

#18-052 RESOLUTION TO ENTER CLOSED SESSION AT 9:22 A.M. TO DISCUSS:

Workers' Compensation Claims:

- W83145
- X55554
- Z16883
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MOTION: Commissioner Trojan
SECOND: Commissioner Bonin
VOTE: Unanimous

MOTION TO RETURN TO REGULAR MEETING AT 9:26 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Bonin
VOTE: Unanimous

#18-053 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:

MOTION: Commissioner Trojan
SECOND: Commissioner Hutchins
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 SIPPLE	X			
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN AUGER	X			
TOGB	KELLY G. CUPIT			X	
TOR	DONALD HUTCHINS	X			
TOBW	LISA CARAVELA	X			
TOC	CARLA CONNER	X			
TOD	DIANE McDANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS			X	

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

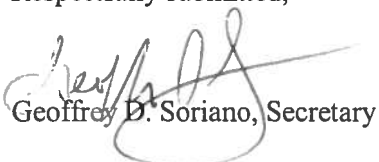
MOTION: Commissioner Trojan
SECOND: Commissioner Sipple
VOTE: Unanimous

Maryjane Hydro, NJMR reminded all Members that reporting of events that may lead to claims or potential claims against our insureds for the 2018 Fund Year must be reported to New Jersey Risk Managers by 12:00 noon, Monday, December 31st, 2018.

MOTION TO ADJOURN AT 9:29 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Hutchins
VOTE: Unanimous

Respectfully submitted,


Geoffrey D. Soriano, Secretary