

**SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONER'S MEETING MINUTES
March 27, 2019**

STATEMENT OF PROPER NOTICE READ BY COMMISSIONER BRIAN D. LEVINE: Adequate notice of the regular meeting of the SCJIF held on Wednesday, March 27, 2019 at 8:38 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
GEFFREY D. SORIANO	Somerset County Park Commission	Present
JOHN TROJAN	Raritan Valley Community College	Present
RAELENE SIPPLE	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	Absent
CARLA CONNER	Township of Clinton	Absent
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
JOSEPH VOCKE	Township of Delaware	Absent
ERIC COLVIN	Borough of Raritan	Absent
BONNIE ANN FLEMING	Borough of High Bridge	Absent

ALSO PRESENT

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 LLP
♦ M. Paige Berry, Esq.

RISK MANAGERS:

ACRISURE, Louis Beckerman
♦ Township of Green Brook

BALKEN RISK, David Balken
♦ Township of Clinton & Borough of High Bridge

LAFONTAINE & BUDD, James T. Rick, Jr.
♦ Townships of Branchburg & Bridgewater

RICHLAND KNOWLES AGENCY, Michael Sabbagh
♦ Township of Delaware

WILLIS TOWERS WATSON, John Moore
♦ Borough of Raritan

INTRODUCTION OF GUESTS: Present at this meeting were Dave Balken- Risk Manager for the Borough of High Bridge and Township of Clinton, Lou Beckerman- Risk Manager for the Township of Green Brook, and Mike Sabbagh- Risk Manager for the Township of Delaware. Also, in attendance were Jackie Fresco and Ronald Winner from Qual-Lynx presenting the Payment Authorization Requests during Closed Session and Mark Worthington, Group Manager Safety Consultant from T&M Associates presenting during Safety.

PUBLIC COMMENT: None

Commissioner Sipple arrived at this time.

MOTION TO APPROVE MINUTES FROM THE JANUARY 23rd, 2019 MEETING:

MOTION: Commissioner Trojan
SECOND: Commissioner Bonin
VOTE: Unanimous

SERVICE PROVIDER REPORTS

Executive Director/Administrator: In addition to the report submitted, Raymond Hughes commented that despite showing a deficit in the Report, he is confident that those figures will improve as the Fund Year progresses. As in previous years, he remains positive that the Fund will end the year with a surplus provided that no adverse losses occur. He briefly reviewed the trends from previous years and the surplus for those years. Lastly, he commended the Members for their dedication to the Fund and reiterated that the Entities' actions and safety culture play a major role in the success of the Somerset County Joint Insurance Fund. Members were encouraged to continue their phenomenal work.

Fund Attorney - Claims Management / Litigation: In addition to the report submitted, Fund Attorney Davis will comment in Closed Session.

Fund Attorney – Regulatory Compliance / Legislation: In addition to the report submitted, Fund Attorney Berry elaborated on recent decisions impacting public entities. Various questions were raised and discussion followed.

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 reported submitted, Maryjane Hydro stated that the Safety Committee met on February 5th and March 5th, 2019 and advised that the respective Meeting Minutes were included in the package previously distributed. She also referred to the April 2019 JIFNEWS containing a timely article on the measles outbreak as well as other valuable information.

Following the regular Safety Committee Meeting, PEOSH Assistant Chief Krishna Jagannathan conducted a Power Point Presentation on the commonly cited hazards, which also included training and consulting programs available through the State PEOSH Department. The presentation was well received and several Committee Members took advantage of the opportunity to speak with Mr. Jagannathan individually after the presentation.

The 2019 Training Catalog courtesy of the Somerset County Board of Chosen Freeholders was distributed to all Members electronically. This catalog has also been posted on the Fund website (<http://scjif.org>). The courses are available to all the Members of the SCJIF and all were encouraged to take advantage of the classes being offered.

A SCJIF Safety Seminar entitled, “Office Safety & Cleaning, Ergonomics, Slips and Walking/Working Surfaces Training” will be held at Raritan Valley Community College on Tuesday, April 16th, 2019 from 9:00 a.m. until 10:30 a.m.

The next scheduled Safety Committee Meeting will be at 9:00 a.m., Tuesday, April 2nd, 2019, at the TradeWins Restaurant of the Somerset County Vocational and Technical Schools. Chairman Levine thanked the Safety Committee for supporting the students of the Vocational and Technical Schools at the TradeWins Restaurant.

Mark Worthington, Group Manager of T&M Associates addressed the Board regarding the 2018 Year-End Workers’ Compensation Claim Trend Analysis. He elaborated on the analysis of the Fund as a whole and noted that even though the total number of claims is slightly higher than previous years, the Total Net Paid-To-Date for All Locations is lower than 2017. He attributed this positive trend to the Entities reinforcing the knowledge gained through the safety trainings and meetings sponsored by the Fund every year.

Claim PAR Committee: In addition to the report submitted, Committee Chairman Trojan reported that the Committee met telephonically on February 27th, 2019.

Commissioner Pappas arrived at this time.

#19-018 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 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 Mc DANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

OLD BUSINESS

#19-017 RESOLUTION RATIFYING PAYMENT OF EXPENSES & CLAIMS REIMBURSEMENTS PAID IN FEBRUARY 2019:

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 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 Mc DANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

#19-019 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	RAELEN SIPP	X			
TOB	GREGORY 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 Mc DANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

NEW BUSINESS

**#19-020 RESOLUTION INTRODUCING THE AMENDED BUDGET FOR THE 2019 FUND YEAR:
WITHDRAWN**

At this time, Raymond Hughes announced that the Amended Budget for the 2019 Fund Year will be finalized upon receipt of all outstanding endorsements from the insurance carriers. He reiterated that the numbers looked very promising at the end of the 2018 Fund Year and he expects all Members to be pleased with the final budget when presented.

#19-021 RESOLUTION TO ENTER CLOSED SESSION AT 9:13 A.M. TO DISCUSS:

Workers' Compensation Claims:

- X33877
- Z12681
- 2017093631
- 2018113713
- 2019163340
- 2019164198

MOTION: Commissioner Trojan
SECOND: Commissioner Bonin
VOTE: Unanimous

MOTION TO RETURN TO REGULAR MEETING AT 9:45 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Bonin
VOTE: Unanimous

#19-022 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:

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 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 Mc DANIEL	X			
BOR	DANIEL JAXEL	X			
BHB	MICHAEL PAPPAS	X			

MOTION TO APPROVE MINUTES FROM THE JANUARY 23rd, 2019 CLOSED SESSION:

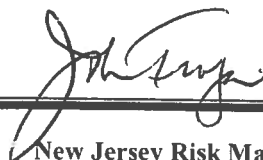
MOTION: Commissioner Trojan
SECOND: Commissioner Bonin
VOTE: Unanimous

MOTION TO ADJOURN AT 9:48 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Bonin
VOTE: Unanimous

Respectfully submitted,

John Trojan, Secretary



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