

**SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONER'S MEETING MINUTES
November 25, 2020**

STATEMENT OF PROPER NOTICE READ BY GEOFFREY SORIANO: Adequate notice of the regular meeting of the SCJIF held on Wednesday, November 25th, 2020 at 8:33 a.m. via telephone conference, 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.

ROLL CALL OF COMMISSIONERS

SHANEL Y ROBINSON	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	Absent
BRIAN K. AUGER	Somerset County Library Commission	Present
KELLY G. CUPIT	Township of Green Brook	Present
DONALD HUTCHINS	Township of Raritan	Present
MICHAEL PAPPAS	Township of Bridgewater	Present
CARLA CONNER	Township of Clinton	Absent
DIANE MC DANIEL	Township of Delaware	Present
VACANT	Borough of Raritan	Absent
BONNIE ANN FLEMING	Borough of High Bridge	Present

ALTERNATE COMMISSIONERS

YVONNE CHILDRESS	County of Somerset	Present
DONNA UMGELTER	Somerset County Park Commission	Present
CHERYL WALLACE	Raritan Valley Community College	Absent
RICHARD ST. PIERRE	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
THOMAS GENOVA	Township of Bridgewater	Absent
TOM SILVIA	Township of Clinton	Absent
CHARLES HERMAN	Township of Delaware	Absent
ERIC COLVIN	Borough of Raritan	Present
JENNIFER HARRINGTON	Borough of High Bridge	Absent

ADDITIONAL PARTICIPANTS/GUESTS

EXECUTIVE DIR/ADMIN: NEW JERSEY RISK MANAGERS & CONSULTANTS, INC.
♦ Raymond L. Hughes II ♦ Maryjane Hydro ♦ H. James Griffith
♦ Cindy Villagran ♦ Kenneth Spiller

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.

ADDITIONAL RISK MANAGERS:

ACRISURE, David Balken
◆ Township of Clinton & Borough of High Bridge

ACRISURE, Louis Beckerman
◆ Township of Green Brook

WILLIS TOWERS WATSON, John Moore
◆ Borough of Raritan

ACRISURE, Amy Pieroni
◆ Township of Bridgewater

LAFONTAINE & BUDD, James T. Rick, Jr.
◆ Township of Branchburg

RICHLAND KNOWLES AGENCY, Michael Sabbagh
◆ Township of Delaware

CLAIMS ADMINISTRATOR:

GUARDIAN PUBLIC ENTITY CLAIMS SERVICES
◆ Jacquelyn Fresco

INTRODUCTION OF GUESTS: Participating in this meeting was Patti Fahy, Account Executive from Acrisure, LLC.

PUBLIC COMMENT: None.

MOTION TO APPROVE MINUTES FROM THE SEPTEMBER 23RD, 2020 MEETING:

MOTION: Commissioner Trojan
SECOND: Commissioner Robinson
VOTE: Unanimous

SERVICE PROVIDER REPORTS

Executive Director/Administrator: No additions to the report submitted, however, Raymond L. Hughes II welcomed any questions and/or comments.

Ms. Maryjane Hydro informed the Fund Members that the 2021 Auto ID Cards and 2021 Workers' Compensation Posting Notices have been prepared for distribution to all Fund Members. However, NJRM has yet to receive

Renewal Resolutions and Indemnity & Trust Agreements from a few Entities that are due for renewal this year. Upon receipt of those documents, NJRM will distribute the Auto ID Cards and Workers' Compensation Notices.

The timeline for the SCJIF Fair and Open process for soliciting Request for Proposals for Professional Services the 2021 Fund Year was provided. The Request for Proposals were posted on November 19, 2020 in the Courier News, The Hunterdon Democrat and on the Fund's website. Responses are due on Thursday, December 3, 2020.

Mr. Hughes also welcomed Mr. Kenneth Spiller as the new addition to New Jersey Risk Managers & Consultants, Inc. Mr. Spiller has over 30 years of experience in the insurance industry and his knowledge and expertise are great assets to NJRM and the Fund.

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

Fund Attorney – Regulatory Compliance / Legislation: In addition to the report submitted, Fund Attorney Berry announced that the State Department of Banking and Insurance has issued a letter of approval for the Return of Surplus, a copy of which was included as part of Attorney Berry's Report. Furthermore, Attorney Berry elaborated on the caselaw and changes to the Legislation discussed in her Report.

Mr. Hughes congratulated and 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. He added that what makes the surplus available for return is largely the Member's commitment to safety and bringing that safety culture back to their individual entities.

Third Party Administrator: No additions to the report submitted, however, Ms. Maryjane Hydro welcomed questions from the Fund Members.

Custodian of Funds: No additions to the report submitted.

COMMITTEE REPORTS

Safety Committee: In addition to the report submitted, Maryjane Hydro, NJRM advised that the SCJIF Safety Committee met telephonically on October 6, 2020 and November 2, 2020 and the Meeting Minutes were included in the package.

In August 2019, the Somerset County Joint Insurance Fund was the first Joint Insurance Fund in New Jersey to partner with Concentra to offer "Telemedicine" for Workers' Compensation. This enhancement allows injured employees to be treated via a smartphone or computer following the intake call to our 800 number thereby eliminating the need for an "in-person" visit to a medical facility and/or hospital. Due to the ongoing pandemic, everyone was reminded that this as an opportunity to utilize this service should a work place injury occur. To this end, Maryjane Hydro, NJRM, provided an overview of the "Telemedicine" process. She also reminded everyone to continue to take advantage of this benefit provided to SCJIF employees where appropriate, and emphasized the distribution and posting of the handouts which describe step-by-step details.

The 2020 Safety Incentive Program will be concluding on December 31, 2020 therefore all qualifying submissions should be forwarded to T&M Associates and/or New Jersey Risk Managers. Maryjane Hydro, NJRM, advised that NJRM is doing everything possible to allow Members to continue to accumulate points despite the

difficulties we are continuing to face this year. Even though the 2020 Safety Recognition Breakfast was postponed due to the COVID-19 pandemic, monetary awards were distributed to the qualifying entities.

The next regular SCJIF Safety Committee Meeting is scheduled for 9:00 a.m., Tuesday, December 1st, 2020.

Claim PAR Committee: Committee Chair Trojan stated that the Committee met on October 28th and November 16th, 2020 and the Meeting Minutes were submitted in the Meeting Package. Actions will be ratified during the Old Business portion of the Agenda.

#20-037 RESOLUTION APPROVING SERVICE PROVIDER AND COMMITTEE REPORTS:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL ROBINSON	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	MICHAEL PAPPAS	X			
TOC	CARLA CONNER			X	
TOD	DIANE Mc DANIEL	X			
BOR	ERIC COLVIN	X			
BHB	BONNIE ANN FLEMING	X			

OLD BUSINESS

#20-035 RESOLUTION RATIFYING PAYMENT OF EXPENSES & CLAIMS REIMBURSEMENTS PAID IN OCTOBER 2020:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL ROBINSON	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	MICHAEL PAPPAS	X			
TOC	CARLA CONNER			X	
TOD	DIANE Mc DANIEL	X			
BOR	ERIC COLVIN	X			
BHB	BONNIE ANN FLEMING	X			

#20-036 RESOLUTION RATIFYING PAYMENT OF EXPENSES & CLAIMS REIMBURSEMENTS PAID IN NOVEMBER 2020:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL ROBINSON	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	MICHAEL PAPPAS	X			
TOC	CARLA CONNER			X	
TOD	DIANE McDANIEL	X			
BOR	ERIC COLVIN	X			
BHB	BONNIE ANN FLEMING	X			

Raymond L. Hughes, New Jersey Risk Managers, provided an overview of the Preliminary Budget for the 2021 Fund Year. He noted that the insurance industry has been facing challenges which has led the insurance market to enter a "hard market" where insurance carriers tend to shift the increase in their rates and premiums to buyers. He assured the Fund Member that negotiations with the insurance carriers are ongoing and remains hopeful that this figure of 2.238% increase will improve despite the fact that there are many hurdles in the insurance world at the moment. He welcomed questions and comments from the Fund Members.

NEW BUSINESS:

#20-038 RESOLUTION INTRODUCING THE BUDGET FOR 2021 FUND YEAR:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL ROBINSON	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	MICHAEL PAPPAS	X			
TOC	CARLA CONNER			X	
TOD	DIANE McDANIEL	X			
BOR	ERIC COLVIN	X			
BHB	JENNIFER HARRINGTON	X			

Furthermore, Mr. Hughes announced that two municipalities have expressed an interest in Fund membership. Discussion followed.

MOTION TO ACCEPT THE FOLLOWING PUBLIC ENTITIES WHO HAVE EXPRESSED INTEREST IN MEMBERSHIP INTO THE FUND, EFFECTIVE 1/1/2021 PENDING COMPLETED APPLICATIONS, UNDERWRITING REVIEW AND EXECUTED RESOLUTIONS:

- Township of Warren/Somerset County
- Township of Readington/Hunterdon County

MOTION: Commissioner Pappas
SECOND: Commissioner Cupit
VOTE: Unanimous

MOTION TO ADJOURN AT 9:05 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Auger
VOTE: Unanimous

Respectfully submitted,


Gregory J. Bonin, Secretary