

SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONER'S MEETING MINUTES
December 16, 2020

STATEMENT OF PROPER NOTICE READ BY GEOFFREY SORIANO: Adequate notice of the regular meeting of the SCJIF held on Wednesday, December 16, 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	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
MICHAEL PAPPAS	Township of Bridgewater	Present
CARLA CONNER	Township of Clinton	Absent
DIANE MC DANIEL	Township of Delaware	Present
VACANT	Borough of Raritan	Vacant
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	Present
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	Present
CAROL BARBATI	Township of Raritan	Absent
THOMAS GENOVA	Township of Bridgewater	Present
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 ◆ Javier B. Esparra
◆ H. James Griffith ◆ Kenneth Spiller ◆ Cindy Villagran ◆ Lucy Martins

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: None.

PUBLIC COMMENT: None.

MOTION TO APPROVE MINUTES FROM THE NOVEMBER 25TH, 2020 MEETING:

MOTION: Commissioner Trojan
SECOND: Commissioner Pappas
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 thanked the 2020 SCJIF signatories, Commissioners Soriano, Bonin and Childress who this year during the pandemic went above and beyond to secure signatures to keep the Fund functioning properly.

She further advised that the proposed 2021 SCJIF Meeting Schedule was included in the package. Until further notice, the SCJIF Commissioners Meeting will be held telephonically.

Also, 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 were due on Thursday, December 3, 2020. The submissions received will be forwarded to the 2020 Finance/Contract Committee for their review for compliance and will make their recommendations to the Board during the January 27th, 2021 Reorganization Meeting.

Assessment vouchers has also been mailed to the Member Entities in accordance with the Fund Year 2021 Preliminary Budget and payments are due in January 2021.

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 elaborated on a case concerning an appeal of the dismissal of a claim under the New Jersey Civil Rights Act (NJCRA) and the denial of attorney fees under NJCRA. Discussion followed.

Third Party Administrator: No additions to the report submitted, however, Mr. Javier Esparra 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 December 1, 2020 and the Meeting Minutes were included in the package. NJRM also shared electronically a handout entitled "Winter Storm Precautions" to provide suggestions to assist our Member Entities in preparing for potential issues during the winter months. She also reminded all that NJRM is available 24/7 to assist with any questions, issues, claims, up to and including remediation. NJRM also offers an Emergency Answering Service for emergencies that occur after normal business hours. NJRM has access to SCJIF approved prefer vendors to assist in all types of emergency claim situations.

The next regular SCJIF Safety Committee Meeting is scheduled for 9:00 a.m., Tuesday, January 12th, 2020.

Claim PAR Committee: Committee Chair Trojan stated that the Committee met on December 7th, 2020 and the Meeting Minutes were submitted in the Meeting Package. Actions will be ratified during the Old Business portion of the Agenda.

#20-040 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:

#20-039 RESOLUTION RATIFYING PAYMENT OF EXPENSES & CLAIMS REIMBURSEMENTS PAID IN DECEMBER 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	JENNIFER HARRINGTON	X			

MOTION TO OPEN THE MEETING FOR PUBLIC COMMENT ON THE BUDGET AT 8:48 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Auger

VOTE: Unanimous

PUBLIC COMMENT: None

MOTION FOR RETURN TO OPEN SESSION AT 8:49 A.M.

MOTION: Commissioner Trojan
SECOND: Commissioner Auger
VOTE: Unanimous

#20-041 RESOLUTION ADOPTING THE BUDGET FOR THE 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			

MOTION TO ADJOURN AT 8:51 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Auger
VOTE: Unanimous

Respectfully submitted,


Gregory J. Bonin, Secretary