

**SOMERSET COUNTY JOINT INSURANCE FUND**  
**FUND COMMISSIONER'S MEETING MINUTES**  
**November 23, 2022**

---

**STATEMENT OF PROPER NOTICE READ BY COMMISSIONER BONIN:** Adequate notice of the regular meeting of the SCJIF held on Wednesday, November 23, 2022 at 9:00 a.m. and 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	Absent
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	Absent
KELLY G. CUPIT	Township of Green Brook	Present
KAREN GILBERT	Township of Raritan	Present
MICHAEL PAPPAS	Township of Bridgewater	Absent
VITA MEKOVETZ	Township of Clinton	Absent
DIANE MC DANIEL	Township of Delaware	Present
GLENN CULLEN	Borough of South Plainfield	Absent

**ALTERNATE COMMISSIONERS**

YVONNE CHILDRESS	County of Somerset	Absent
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	Present
RAYMOND S. MURRAY	Township of Green Brook	Absent
CAROL BARBATI	Township of Raritan	Absent
THOMAS GENOVA	Township of Bridgewater	Present
CARLA CONNER	Township of Clinton	Absent
JAMES WALTMAN	Township of Delaware	Absent
AMY ANTONIDES	Borough of South Plainfield	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

ACRISURE, Louis Beckerman

- ◆ Township of Green Brook

ACRISURE, Amy Pieroni

- ◆ Township of Bridgewater & Borough of South Plainfield

LAFONTAINE & BUDD, James T. Rick, Jr.

- ◆ Township of Branchburg

RICHLAND KNOWLES AGENCY, Diane Bellinger

- ◆ Township of Delaware

CLAIMS ADMINISTRATOR:

GUARDIAN PUBLIC ENTITY CLAIMS SERVICES

- ◆ Jacquelyn Fresco

**INTRODUCTION OF GUESTS:** Also, in attendance was Ms. Patti Fahy, Account Executive from Acrisure, LLC.

**PUBLIC COMMENT:** None.

**MOTION TO APPROVE MINUTES FROM THE SEPTEMBER 28, 2022, MEETING:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Cupit  
**VOTE:** Unanimous

**SERVICE PROVIDER REPORTS**

**Executive Director/Administrator:** In addition to the Report submitted, Mr. Raymond L. Hughes II welcomed questions.

Additionally, Ms. Maryjane Hydro, NJRM advised that 2023 Auto ID Cards, 2023 Workers' Compensation Posting Notices have been distributed to all Fund Members. This year updated Auto ID Cards holders were also distributed.

The timeline for the SCJIF Fair and Open process for soliciting Request for Proposals were posted on November 10, 2022 in the Courier News, The Hunterdon Democrat and on the Fund's website. The deadline to submit Responses is Friday, December 2, 2022.

Ms. Hydro also reminded everyone that a training seminar for Administrators, Managers, Supervisors & HR Department Heads entitled "*Employment Practices Liability Training*" sponsored by CHUBB Insurance will be presented by Attorney Amber Spataro, Esq. of Littler Mendelson, PC on November 30<sup>th</sup>, 2022 at 10:00 AM the Somerset County Park Commission in Bridgewater, NJ.

Additionally, the proposed 2023 Meeting Schedule was distributed as part of the Meeting Package. Any conflicts or changes should be requested as soon as possible prior to the adoption at the January 2023 SCJIF Reorganization Meeting.

As is the historical tradition, the December SCJIF Commissioners' Meeting on Wednesday, December 21<sup>st</sup>, 2022 will be held at the Somerville B.P.O. Elks Lodge #1068.

**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 advised that the State Department of Banking and Insurance issued a letter of approval for the Return of Surplus, a copy of which was distributed to all Fund Members. Attorney Berry also elaborated on Directive # 2022-14 issued by the New Jersey Office of Attorney General regarding "Transparency in Internal Affairs Investigations". A summary of the full Directive was distributed to the Commissioners. The entire directive will be distributed electronically to the Funds Members. 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 Report submitted and on behalf of Committee Chair Sipple, Ms. Maryjane Hydro of NJRM advised that the Safety Committee met on October 4, 2022, and November 1, 2022, and the respective Minutes were included in the Meeting Package.

On October 26, 2022, the Fund's Safety Consultant Mark Worthington presented a training seminar entitled "Work Zone Safety" at Raritan Valley Community College and approximately 82 employees were present. The information discussed during the training seminar has also been posted on the Fund's website.

Additionally, Stu Schwerner, Senior Director, Community Outreach & Workers' Compensation provided an overview of the personalized treatment for work-related injuries and physical therapy services offered by JAG-One Physical Therapy during the November Safety Committee Meeting. Highlights of his presentation included: benefits of physical therapy, what physical therapists do, services offered at the various JAG-One locations (Education & Injury Prevention; Physical & Occupational Therapy; Sports Medicine among others). Ms. Maryjane Hydro also advised that if requested, additional presentations can be held and tailored to each individual Entity and its needs.

Ms. Hydro also reminded everyone that the 2022 Safety Incentive Program will conclude on December 31, 2022 and asked that submissions be forwarded as soon as possible to either New Jersey Risk Managers and/or T&M Associates.

The next scheduled SCJIF Safety Committee Meeting will be held on Tuesday, December 6<sup>th</sup>, 2022, at 9:00 a.m. at the Somerset County Vocational & Technical Schools TradeWins.

**Claim PAR Committee:** In addition to the Report submitted, Committee Chair Soriano, advised that the Committee met on October 26<sup>th</sup>, 2022, and the Meeting Minutes were submitted in the Commissioners' Package. Actions will be ratified during the Old Business portion of the Agenda.

**#22-041 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	SHANEL ROBINSON			X	
SCPC	GEOFFREY SORIANO	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE SIPPLE			X	
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN MORGAN	X			
TOGB	KELLY CUPIT	X			
TOR	KAREN GILBERT	X			
TOBW	THOMAS GENOVA	X			
TOC	VITA MEKOVETZ			X	
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN			X	

**OLD BUSINESS**

**#22-039 RESOLUTION RATIFYING PAYMENT OF EXPENSES & CLAIMS REIMBURSEMENTS PAID IN OCTOBER 2022:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Cupit  
**VOTE:** Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL ROBINSON			X	
SCPC	GEOFFREY SORIANO	X			
RVCC	JOHN TROJAN	X			

SCVT	RAELENE SIPPLE			X	
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN MORGAN	X			
TOGB	KELLY CUPIT	X			
TOR	KAREN GILBERT	X			
TOBW	THOMAS GENOVA	X			
TOC	VITA MEKOVETZ			X	
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN			X	

**#22-040 RESOLUTION AUTHORIZING PAYMENT OF CURRENT EXPENSES & CLAIMS REIMBURSEMENTS:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Cupit  
**VOTE:** Roll Call

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL ROBINSON			X	
SCPC	GEOFFREY SORIANO	X			
RVCC	JOHN TROJAN	X			
SCVT	RAELENE SIPPLE			X	
TOB	GREGORY J. BONIN	X			
SCLC	BRIAN MORGAN	X			
TOGB	RAYMOND MURRAY	X			
TOR	KAREN GILBERT	X			
TOBW	THOMAS GENOVA	X			
TOC	VITA MEKOVETZ			X	
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN			X	

**NEW BUSINESS**

Raymond L. Hughes, New Jersey Risk Managers, provided an overview of the Preliminary Budget for the 2023 Fund Year. He added that the insurance market remains in a "Hard Market" coupled with inflation resulting in high single to double digit increases. Despite these challenges we are anticipating a 6.8% increase and assured Fund Members that negotiations are ongoing and this figure may improve. Mr. Hughes further explained that property carriers are affected by recent Hurricanes Ida, Ian and Nicole in their insurance pricing. As a result, property insurance markets are factoring significant increases in the cost of construction coupled with inflation to calculate property replacement costs for covered claims.

With respect to Professional Liability Insurance Policies which contain Employment Practices Liability Coverage, Mr. Hughes added that NJRM is negotiating with carriers to retain the current retentions on the Professional Liability and Employment Practices Liability Coverages. New Jersey Risk Managers is continuing to work with our carrier regarding higher retentions for Law Enforcement Employment Practices Liability matters. Additional information will be forthcoming as soon as available.

**#21-041 RESOLUTION INTRODUCING THE BUDGET FOR FUND YEAR 2023:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Cupit  
**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 MORGAN	X			
TOGB	KELLY CUPIT	X			
TOR	KAREN GILBERT	X			
TOBW	THOMAS GENOVA	X			
TOC	VITA MEKOVETZ			X	
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN			X	

**#22-042 RESOLUTION TO ENTER CLOSED SESSION AT 9:25 A.M. TO DISCUSS:**

Workers' Compensation Claims:

- 4.16231
- 4.17624
- 4.18845
- 4.19270

General Liability Claims:

- 4.16522
- 4.16808
- 4.16873

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Cupit  
**VOTE:** Unanimous

**MOTION TO RETURN TO OPEN SESSION AT 9:30 A.M.:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Cupit  
**VOTE:** Unanimous

**#22-043 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Cupit  
**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 MORGAN	X			
TOGB	KELLY CUPIT	X			
TOR	KAREN GILBERT	X			
TOBW	THOMAS GENOVA	X			
TOC	VITA MEKOVETZ			X	
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN			X	

**MOTION TO APPROVE MINUTES FROM THE SEPTEMBER 28<sup>TH</sup>, 2022 CLOSED SESSION:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Cupit  
**VOTE:** Unanimous

**MOTION TO ADJOURN AT 9:31 A.M.:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Cupit  
**VOTE:** Unanimous

Respectfully submitted,

  
Kelly Cupit, Secretary