

**SOMERSET COUNTY JOINT INSURANCE FUND**  
**FUND COMMISSIONER'S MEETING MINUTES**  
**July 26, 2023**

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**STATEMENT OF PROPER NOTICE READ BY COMMISSIONER AUGER:** Adequate notice of the regular meeting of the Somerset County Joint Insurance Fund held on Wednesday, July 26<sup>th</sup>, 2023, at 9:10 a.m. 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**

**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	Present
GREGORY J. BONIN	Township of Branchburg	Present
BRIAN K. AUGER	Somerset County Library Commission	Present
KELLY G. CUPIT	Township of Green Brook	Present
KAREN GILBERT	Township of Raritan	Present
MICHAEL PAPPAS	Township of Bridgewater	Present
WILLIAM CLOSE	Township of Clinton	Present
DIANE MC DANIEL	Township of Delaware	Absent
GLENN CULLEN	Borough of South Plainfield	Present

**ALTERNATE COMMISSIONERS**

YVONNE CHILDRESS	County of Somerset	Present
JANINE ERICKSON	Somerset County Park Commission	Present
CHERYL WALLACE	Raritan Valley Community College	Absent
NADINE WILKINS	Somerset County Vocational & Technical Schools	Absent
DENISE PISZKOWSKI	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
VACANT	Township of Clinton	Absent
JAMES WALTMAN	Township of Delaware	Absent
AMY L. ANTONIDES	Borough of South Plainfield	Absent

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**EXECUTIVE DIR/ADMIN:**

**NEW JERSEY RISK MANAGERS & CONSULTANTS**

♦ Barbara Murphy     ♦ Maryjane Hydro     ♦ Cindy Villagran  
♦ Javier Esparra   ♦ Kenneth Spiller   ♦ Lucy Martins   ♦ Roxana Lavoie

**FUND ATTY/CLAIMS MANAGEMENT/LITIGATION:**

DiFRANCESCO, BATEMAN, KUNZMAN, DAVIS, LEHRER & FLAUM, P.C.  
♦ Stephen O. Davis, Esq.

**FUND ATTY/REGULATORY COMPLIANCE/LEGISLATION:**

SAUL EWING  
♦ 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

**INTRODUCTION OF GUESTS:** Present at this meeting were: David Balken - Risk Manager for the Township of Clinton; Louis Beckerman- Risk Manager for the Township of Green Brook; Amy Pieroni – Risk Manager for the Township of Bridgewater and Borough of South Plainfield; and Diane Bellinger- Risk Manager for the Township of Delaware. Also, in attendance via videoconference was Mr. Rich Malewicz, Director of Business Development from Wizer, Inc., who provided a status update of the Cyber Security Training Program currently available to all Fund Members. Additionally, Ms. Jackie Fresco from Guardian Public Entity Claims Services presented the Payment Authorization Requests during Closed Session.

**PUBLIC COMMENT:** None.

**MOTION TO APPROVE MINUTES FROM THE MAY 24<sup>TH</sup>, 2023:**

<b>MOTION:</b>	Commissioner Trojan
<b>SECOND:</b>	Commissioner Bonin
<b>VOTE:</b>	Commissioner Pappas abstains

**SERVICE PROVIDER REPORTS:**

**Executive Director/Administrator:** No additions to the report submitted.

**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 provided additional details and information regarding case law cited in her report.

Fund Attorney Berry also provided updates regarding OPRA matters she previously discussed concerning the expectation of privacy that a member of the public has while corresponding via electronic mail with public entities and elected officials. Fund Attorney Berry will continue to update the Board as the Courts render decisions in these matters.

**Third Party Administrator:** No additions to the report submitted.

**Custodian of Funds:** No additions to the report submitted. Questions were welcomed.

**COMMITTEE REPORTS:**

**Safety Committee:** Ms. Maryjane Hydro, New Jersey Risk Managers stated that the Safety Committee held its annual Safety Recognition Breakfast on Tuesday, June 6<sup>th</sup>, 2023 at the Somerville Elk Lodge #1068 in Bridgewater. Approximately sixty-five people were in attendance. The featured speaker was Lt. Gregory Quintero of the Somerset County Sheriff's Office who provided a presentation regarding *Situational Awareness*. Safety Recognition gifts were distributed to Safety Committee Members from each Entity. Also, during the event, the Fund presented the following awards for the 2022 SCJIF Safety Incentive Program. Congratulations were extended as follows:

**First Place - \$1,000 and Plaque/Plate**

- County of Somerset
- Raritan Valley Community College
- Somerset County Library Commission
- Township of Raritan

**Second Place - \$750 and Plaque/Plate**

- Somerset County Library Commission

The Summer Safety Package included the July 2023 JIFNEWS- A Quarterly Newsletter featuring Safety, Health & Wellness, Vol. 14, Issues 3 as well as the following articles for distribution:

- American Red Cross- *Thunderstorm Safety: 'Tis the Season for Severe Weather- 10 Ways to Stay Safe*
- PRIMA- *Utilizing Technology to Build Relationships with Injured Workers*
- Safety & Health Magazine- *Artificial Intelligence and On-the-Job Safety "The Fabric of the Future Work"*
- EHS Today- *Smarter Than You Think: AI's Impact on Workplace Safety*
- S&H Magazine- *How Artificial Intelligence Can Enhance Workplace Safety*
- Forbes Daily: *Four Ways Artificial Intelligence is Enhancing Physical Safety in the Workplace*
- Risk & Insurance: *Managing Risk and Limitations for Chatbot ChatGPT*

Fund Members were also reminded that a Safety Training Seminar entitled "*Workplace Violence*" will be held on Tuesday, September 19<sup>th</sup>, 2023 at 9:00 AM at Raritan Valley Community College. This training seminar will be presented by the Fund's Safety Consultant Mr. Mark Worthington of T&M Associates. The invitation was sent electronically and also included in the Commissioners' folders. Distribution and participation were encouraged.

After the Summer hiatus, the Safety Committee will reconvene at 9:00 AM on Tuesday, September 12<sup>th</sup>, 2023 at the Somerset County Park Commission HQ.

**Claim PAR Committee:** Committee Chairperson Soriano stated that the Committee met on June 28<sup>th</sup>, 2023, and the Meeting Minutes were submitted in the Meeting Package. Actions will be ratified during the Old Business portion of the Agenda.

**#23-030 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	YVONNE CHILDRESS	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	KAREN GILBERT	X			
TOBW	MICHAEL PAPPAS	X			
TOC	WILLIAM CLOSE	X			
TOD	DIANE Mc DANIEL			X	
BSP	GLENN CULLEN	X			

**OLD BUSINESS**

**#23-029 RESOLUTION RATIFYING PAYMENT OF EXPENSES & CLAIMS REIMBURSEMENTS PAID IN JUNE 2023:**

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

ROLL CALL VOTE					
	COMMISSIONER	YES	NO	ABSENT	ABSTAIN
COS	YVONNE CHILDRESS	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	KAREN GILBERT	X			
TOBW	MICHAEL PAPPAS	X			
TOC	WILLIAM CLOSE	X			
TOD	DIANE Mc DANIEL			X	
BSP	GLENN CULLEN	X			

**#23-031 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	YVONNE CHILDRESS	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	KAREN GILBERT	X			
TOBW	MICHAEL PAPPAS	X			
TOC	WILLIAM CLOSE	X			
TOD	DIANE Mc DANIEL			X	
BSP	GLENN CULLEN	X			

**NEW BUSINESS**

**#23-032 RESOLUTION AUTHORIZING TO INVEST FUNDS IN THE NEW JERSEY ASSET & REBATE MANAGEMENT PROGRAM**

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	YVONNE CHILDRESS	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	KAREN GILBERT	X			
TOBW	MICHAEL PAPPAS	X			
TOC	WILLIAM CLOSE	X			
TOD	DIANE Mc DANIEL			X	
BSP	GLENN CULLEN	X			

At this time, Ms. Maryjane Hydro, NJRM introduced Mr. Rich Malewicz the Director of Business Development at Wizer, Inc. Mr. Malewicz has an extensive professional background and is also a Commissioned Intelligence Officer (Major) for the U.S. Army Reserve's Cyber Command with over 25 years of experience in the U.S. Army, both in active and reserve capacities. Previously, he served as the Deputy County Administrator and CIO/CISO for Livingston County, Michigan. Rich's academic credentials include an MBA from the University of Michigan and a Certificate of AI from MIT. His comprehensive experience in government, cybersecurity and business development makes him an accomplished leader, capable of navigating complex challenges in a rapidly evolving landscape.

Mr. Malewicz proceeded to address the Board and provided an overview of the cyber security training programs that have been accessible free of charge to all Fund Members since 2022. He stressed the importance of taking advantage of these valuable training tools as cyber security breaches continue to affect municipal governmental entities on a regular basis and many of these incidents can be avoided by proper training. Cyber Security Awareness Program Best Practices were provided in the Commissioners' folders. Questions were welcomed.

Ms. Hydro added that some Fund Members have been working with Wizer to participate in these free training programs. Shortly, NJRM will be scheduling a Zoom Training Seminar for Administrators and all Information System and Computer Technician employees to expand on how to have greater Cyber strengthening of their individual Fund Member programs. Additional information regarding the Zoom training will be forthcoming.

For the fourth quarter of 2023, NJRM has made participation in this upcoming Zoom training a compliance component of the SCJIF Safety Incentive Program. However, in January 2024, NJRM will be introducing the new SCJIF Cyber Incentive Program. Like the Safety Incentive Program, Cyber Incentive will track monthly training participation with Wizer and afford the opportunity for cash incentive rewards.

**#23-033 RESOLUTION TO ENTER CLOSED SESSION AT 9:49 A.M. TO DISCUSS:**

Workers' Compensation Claims:

- 4.16408
- 4.18083
- 4.19582
- 4.19600
- 4.19622
- 4.19629
- 4.19687

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

**MOTION TO RETURN TO REGULAR MEETING AT 10:00 A.M.:**

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

**#23-034 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:**

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	YVONNE CHILDRESS	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	KAREN GILBERT	X			
TOBW	MICHAEL PAPPAS	X			
TOC	WILLIAM CLOSE	X			
TOD	DIANE Mc DANIEL			X	
BSP	GLENN CULLEN	X			

**MOTION TO APPROVE MINUTES FROM THE MAY 24<sup>TH</sup>, 2023, CLOSED SESSION:**

**MOTION:** Commissioner Trojan  
**SECOND:** Commissioner Cupit  
**VOTE:** Commissioners Pappas and Cullen-Abstain

**MOTION TO ADJOURN AT 10:02 A.M.:**

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

Respectfully submitted,



Karen Gilbert, Secretary