

**SOMERSET COUNTY JOINT INSURANCE FUND
FUND COMMISSIONER'S MEETING MINUTES
September 27, 2023**

STATEMENT OF PROPER NOTICE READ BY COMMISSIONER AUGER: Adequate notice of the regular meeting of the Somerset County Joint Insurance Fund held on Wednesday, September 27th, 2023, at 9:00 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	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
KAREN GILBERT	Township of Raritan	Absent
MICHAEL PAPPAS	Township of Bridgewater	Present
WILLIAM CLOSE	Township of Clinton	Present
DIANE MC DANIEL	Township of Delaware	Present
GLENN CULLEN	Borough of South Plainfield	Present

ALTERNATE COMMISSIONERS

YVONNE CHILDRESS	County of Somerset	Absent
JANINE ERICKSON	Somerset County Park Commission	Absent
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	Present
THOMAS GENOVA	Township of Bridgewater	Absent
THOMAS DeROSA	Township of Clinton	Absent
JAMES WALTMAN	Township of Delaware	Absent
AMY L. ANTONIDES	Borough of South Plainfield	Absent

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; Patti Fahey- Account Executive from Acrisure, LLC /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 were Safety Consultant, Mark Worthington from T&M Associates and James Griffith, Director of Operations for Hughes-Plumer & Associates. 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 JULY 26TH, 2023:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Commissioner McDaniel and Cullen-Abstain

SERVICE PROVIDER REPORTS:

Executive Director/Administrator: In addition to the Report submitted, Ms. Maryjane Hydro stated that the insurance market remains in what is known as a "hard market". The latest storms and catastrophic events that have occurred around the country in recent months have significantly impacted the insurance market. New Jersey Risk Managers is actively engaging with insurance carriers for the 2024 insurance renewal for the appropriate balance of self-insured retentions and limits. Therefore, we would like to advise that the SCJIF

Coverage Committee may be convened prior to the next in-person meeting in November to meet and review any changes or updates. Additional information will be forthcoming as the renewal process continues.

As mentioned following the July 2023 Board Meeting cyber presentation, New Jersey Risk Managers has been diligently working with the Fund's cyber security insurance carrier to provide SCJIF Fund Members with the most comprehensive training available. Invitations were sent to a specifically targeted audience including Information Systems Personnel and Computer Technicians from each Member Entity for a Zoom call on September 14, 2023. This presentation provided an opportunity to reinforce and protect current cyber programs as well as access to training at no cost. Our partners at Wizer, Inc. will be hosting an additional Zoom training in November to share the benefits of available resources which are provided free of charge to the SCJIF Members. Additional information will be forthcoming.

In light of Cyber Security Awareness Month, a link has been posted on the Fund's website, which will be updated weekly during the month of October.

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 concerning Workers' Compensation Section 20 settlements and New Jersey Law Against Discrimination.

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 advised that after the summer hiatus the Safety Committee reconvened on September 12th, 2023, and the Meeting Minutes were included in the Package. Following the regular portion of the Safety Committee Meeting, Safety Representative & Somerset County Emergency Response Manager/Deputy OEM Coordinator, Jonathan Durland, conducted a PowerPoint Presentation regarding "Response to Lithium-Ion Battery Emergencies". Mr. Durland provided an overview of the types of lithium-ion batteries, potential hazards, mitigation procedures, and safety disposal of these batteries. This presentation was very popular and created a lively discussion following the program.

A training seminar conducted by Safety Consultant, Mark Worthington from T&M Associates entitled "Workplace Violence" was held on September 19th, 2023, at Raritan Valley Community College. Approximately 77 employees were in attendance and the information was well received.

Additionally, T&M Associates has completed the Loss Control/Loss Prevention Safety Inspections for 2023. Safety Committee Representatives were reminded to respond to any findings or recommendations noted in the Reports within sixty (60) days to receive proper credit towards the Safety Incentive Program. Most reports were extremely satisfactory, and congratulations were extended to the Entities that have been working diligently to maintain safe work environments. Additionally, all Committee Members received their individual 2023 Safety Incentive Program updates.

The October JIFNEWS, Volume 14, Issue 4 was also included in the Commissioner's folders. Since COVID recommendations have changed, this edition features the latest adult immunization schedule from the Centers for Disease Control and Prevention.

The next scheduled SCJIF Safety Committee Meeting will be held on Tuesday, October 3rd, 2023 at 9:00 AM at the TradeWins Restaurant of the Somerset County Vocational & Technical Schools.

Mr. Mark Worthington, the Fund's Safety Consultant from T&M Associates presented the 2023 Mid-Year Workers' Compensation Trend Analysis and Evaluation for all Fund locations. Each Member has been provided their individual data which is also available on the proprietary section of the SCJIF website. Mark discussed the positive trends for the Fund which are a reflection on the SCJIF safety culture, and he welcomed questions.

Claim PAR Committee: Committee Chairperson Soriano stated that the Committee met on August 23rd, 2023, and the Meeting Minutes were submitted in the Meeting Package. Actions will be ratified during the Old Business portion of the Agenda.

#23-036 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 Y. ROBINSON	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	CAROL BARBATI	X			
TOBW	MICHAEL PAPPAS	X			
TOC	WILLIAM CLOSE	X			
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN	X			

OLD BUSINESS

#23-035 RESOLUTION RATIFYING PAYMENT OF EXPENSES & CLAIMS REIMBURSEMENTS PAID IN AUGUST 2023:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL Y. 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	CAROL BARBATI	X			
TOBW	MICHAEL PAPPAS	X			
TOC	WILLIAM CLOSE	X			
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN	X			

#23-037 RESOLUTION APPROVING PAYMENT OF CURRENT EXPENSES & CLAIMS REIMBURSEMENTS:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL Y. ROBINSON	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	CAROL BARBATI	X			
TOBW	MICHAEL PAPPAS	X			
TOC	WILLIAM CLOSE	X			
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN	X			

NEW BUSINESS

For the benefit of any new Commissioners, Attorney Berry explained the procedures required by the Department of Banking and Insurance when filing to return surplus and the necessary transfer of funds.

#23-038 RESOLUTION AUTHORIZING INTER TRUST FUND TRANSFER:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL Y. ROBINSON	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	CAROL BARBATI	X			
TOBW	MICHAEL PAPPAS	X			
TOC	WILLIAM CLOSE	X			
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN	X			

At this time, Ms. Maryjane Hydro discussed the 2023 Return of Surplus documentation provided in the Commissioner's folders. She explained the methodology utilized and the calculations resulting in a recommended 9% return of surplus. This is slightly more than last year's return of \$642,523. Since 2000, the cumulative returned surplus total is \$17,112,302.

#23-039 RESOLUTION DECLARING A DIVIDEND:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL Y. 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 CUPIT	X			
TOR	CAROL BARBATI	X			
TOBW	MICHAEL PAPPAS	X			
TOC	WILLIAM CLOSE	X			
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN	X			

#23-040 RESOLUTION TO ENTER CLOSED SESSION AT 9:21 A.M. TO DISCUSS:

Workers' Compensation Claims:

- 4.19629

General Liability Claims:

- 4.18345
- 4.18727
- 4.19837

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

MOTION TO RETURN TO REGULAR MEETING AT 9:29 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

#23-041 RESOLUTION AUTHORIZING PAYMENT OF CLAIMS:

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

ROLL CALL VOTE					
COMMISSIONER		YES	NO	ABSENT	ABSTAIN
COS	SHANEL Y. ROBINSON	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	CAROL BARBATI	X			
TOBW	MICHAEL PAPPAS	X			
TOC	WILLIAM CLOSE	X			
TOD	DIANE Mc DANIEL	X			
BSP	GLENN CULLEN	X			

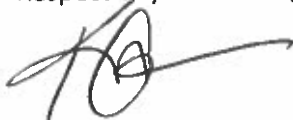
MOTION TO APPROVE MINUTES FROM THE JULY 26TH, 2023, CLOSED SESSION:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Commissioners McDaniel and Cullen – Abstain

MOTION TO ADJOURN AT 9:30 A.M.:

MOTION: Commissioner Trojan
SECOND: Commissioner Cupit
VOTE: Unanimous

Respectfully submitted,



Karen Gilbert, Secretary