

**UNION COUNTY INSURANCE FUND COMMISSION  
OPEN MINUTES  
MEETING – April 17, 2019  
County of Union  
Administration Building – 6<sup>th</sup> Floor  
Freeholder Conference Room  
10 Elizabethtown Plaza  
Elizabeth, NJ  
10:00 AM**

Meeting was called to order by Executive Director. Ms. Dodd read the Open Public Meetings notice into record.

**ROLL CALL OF COMMISSIONERS:**

Amy Wagner	Excused
Claudia Martins	Present
Laura Scutari	Present

**FUND PROFESSIONALS PRESENT:**

Executive Director	PERMA Risk Management Services <b>Bradford Stokes</b>
Claims Service	D&H Alternative Risk Solutions, Inc. <b>Kathleen Guze</b> <b>Wayne Ring</b>
	Conner Strong & Buckelew <b>Michael Cusack</b>
Managed Care Services	First MCO <b>Alyson Cronk</b>
NJCE Underwriting Manager	Conner Strong & Buckelew <b>Ed Cooney</b>
Risk Management Consultant	Acrisure, LLC <b>Robin Racioppi</b>
Treasurer	<b>Bibi Taylor</b>
Attorney	<b>Robert Barry, Esq.</b>
Safety	J.A. Montgomery Risk Control <b>Glenn Prince</b> T&M Associates <b>Mark Worthington</b>

**ALSO PRESENT:**

Terry Pacheco, Union County

Cathy Dodd, PERMA Risk Management Services

**APPROVAL OF MINUTES: OPEN MINUTES AND CLOSED MINUTES OF MARCH 20, 2019**

**MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF MARCH 20, 2019**

Moved:	Commissioner Martins
Second:	Commissioner Scutari
Vote:	2 Yes, 0 Nays

**CORRESPONDENCE:** None

**SAFETY COMMITTEE:** Mr. Worthington reported the Labor Committee met last week as well as Fork Lift Training for the Department of Public Works. Mr. Worthington advised Corrections met earlier in the morning. Mr. Worthington also advised Respiratory Training and Fit Training were scheduled in the afternoon. Mr. Worthington advised that concluded his report unless anyone had any questions.

**CLAIM COMMITTEE:** Mr. Cusack advised he did not have anything to discuss during open session.

**EXECUTIVE DIRECTOR REPORT:** Executive Director advised his report was included in the agenda.

**CERTIFICATE OF INSURANCE REPORT:** Executive Director reported the certificate of issuance report from the NJCE listing the certificates issued for the month of March was included in the agenda. Executive Director advised there were 6 certificates issued during the month of March.

**MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT**

Moved:	Commissioner Martins
Second:	Commissioner Scutari
Vote:	2 Yes, 0 Nays

**RESCINDING RESOLUTIONS 14-19 AND 15-19:** Executive Director referred to Resolution 18-19, Rescinding Resolution 14-19 and Resolutions 15-19. Executive Director asked Commission Attorney to comment on the Resolution. Commission Attorney advised notice was received from Princeton Insurance that they would provide the defense and indemnification for the named defendants in the Tamburi matter so the Special Counsel Services for the defendants were no longer required.

**MOTION TO ADOPT RESOLUTION 18-19 RESCINDING RESOLUTION 14-19 AND RESOLUTION 15-19**

Moved:	Commissioner Martins
Second:	Commissioner Scutari
Vote:	2 Yes, 0 Nays

**NJ COUNTIES EXCESS JOINT INSURANCE FUND (NJCE):** Executive Director reported the NJCE was scheduled to meet again on April 25, 2019 and a summary report of the meeting would appear in the next agenda. Executive Director advised the County of Monmouth joined the NJCE as of April 1, 2019.

**2019 MEL, MRHIF AND NJCE EDUCATIONAL SEMINAR:** Executive Director advised the NJCE was now a co-sponsor of the annual MEL HIF Educational Seminar which was being held on Friday, May 3, 2019 starting at 9:00 AM. Executive Director reported the seminar qualified for certain Continuing Educational Credits and a copy of the enrollment form was included in the agenda. Executive Director advised the seminar was similar to the NJCE Best Practice Workshop.

**UCIFC FINANCIAL FAST TRACK:** Executive Director advised the January Financial Fast Track was included in the agenda. The Commission had a surplus of \$2,056,713 as of January 31, 2019. Executive Director referred to Line 10 of the report, "Investment in Joint Venture" and indicated \$2,033,728 of the surplus was the UCIFC's share of the NJCE equity. Executive Director noted the cash amount was \$4,135,511.

**NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the January Financial Fast Track was included in the agenda. As of January 31, 2019 the Fund had a surplus of \$15,146,956. Executive Director asked if anyone had any questions regarding the Financial Fast Tracks.

**CLAIMS TRACKING REPORTS:** Executive Director advised the Claim Tracking reports as of January 31, 2019 were included in the agenda. Executive Director referred to a copy of the Claims Management Report and reviewed the actuary's projections compared to the actual losses.

**MAY MEETING:** Executive Director advised he did not anticipate any action items for the month of May and recommended cancelling the May meeting if agreeable with the Commissioners. Executive Director explained if any claims needed approval prior to the June 19<sup>th</sup> meeting a special teleconference meeting could be scheduled.

#### **MOTION TO CANCEL THE MAY 15, 2019 COMMISSION MEETING**

Moved:	Commissioner Martins
Second:	Commissioner Scutari
Vote:	2 Yes, 0 Nays

Executive Director advised that concluded is report unless anyone had any questions.

Executive Director's Report Made Part of Minutes.

**TREASURER REPORT:** Ms. Taylor advised she recommended approval of Resolution 19-19, the April Bill List.

#### **MOTION TO APPROVE RESOLUTION 19-19 APRIL BILL LIST**

**April 17, 2019**

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Moved: Commissioner Martins  
Second: Commissioner Scutari  
Vote: 2 Yes, 0 Nays

Executive Director advised the monthly Treasurer reports were included in the agenda.

**ATTORNEY:** Mr. Barry advised he did not have anything to report.

**CLAIMS SERVICE:** Ms. Guze reported for the month of March there were 20 claims, 1 was denied, 14 claims were closed, and 5 were treating. Ms. Guze advised there were no glaring safety issues or concerns.

**MANAGED CARE:** Ms. Cronk advised First MCO's reports were included in the agenda. Ms. Cronk reported on the month of March as noted below.

Month	Provider Bill Amount	Repriced Amount	Savings	Percentage of Savings	Number of Bills	In Network Bills	PPO %
March	\$ 75,028	\$ 33,993	\$ 41,034	55%	121	120	99%

Ms. Cronk advised that concluded her report unless anyone had any questions.

**NJCE SAFETY DIRECTOR:** Mr. Prince reviewed the March - April Risk Control Activities Report which was included in the agenda. Mr. Prince advised he was working to close out the 2018 Safety Grant Program and was waiting for the final documents to process the reimbursements for the Counties. Mr. Prince reported there was a 4 Day OSHA class in Hudson County and Evelio Salmero attended to see if it was a program that could be offered in Union County to the DPW and Parks Department. Mr. Prince advised that concluded his report unless there were any questions.

Executive Director advised Ed Cooney, NJCE Underwriting Manager, was attending the meeting and asked Mr. Cooney if he had anything to discuss. Mr. Cooney reported he was in the process of scheduling a NJCE Coverage Committee Meeting. Mr. Cooney explained at the meetings Commissioners and Risk Managers discuss the coverage items and one of the topics was the new bill regarding Sexual Abuse and Molestation. Mr. Cooney advised the bill would eliminate any technical caps and immunities for a public entity. Mr. Cooney also indicated cyber was another hot topic. Mr. Cooney advised that concluded his report unless anyone had any questions.

Correspondence Made Part of Minutes

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENT:** None

**CLOSED SESSION:** Executive Director advised there was a need for a closed session. Commission Attorney stated that pursuant to the provisions of the Open Public Meetings Act, a

public body may enter into Executive Session for the purpose of discussing certain enumerated subjects. Commission Attorney then read the below statement which was included in the agenda.

N.J.S.A. 10:4-12(B)

Pursuant to provisions of the Open Public Meetings Act a public body may enter into Executive Session for the purpose of discussing certain enumerated subjects. This Commission now wishes to enter Executive Session for the purpose of discussing claims 6462, 5564, 6521, 5461, 4981 and 6842. In addition the Board will enter into the session to have an attorney-client privileged communication relative to ongoing negotiations with forensics investigators relative to a potential computer network breach.

The minutes of the Executive Session shall be separated from the minutes of the Open Public Session. The minutes of the Executive Session, redacted as appropriate and necessary, shall be available in approximately 30 days. The Commission Secretary shall retain the original minutes until such time as the confidential limitations have been removed, at which time they shall be available.

Upon the affirmative vote of a majority of the members present, the Commission may retire to Executive Session.

Upon the Commission's return it may or may not take formal action on the matters discussed.

Commission Attorney asked that in terms of the Executive Session once the claims are presented that everyone except the Commissioners and staff of the Commission vacate the room for the second half of the session.

#### **MOTION TO RETURN TO OPEN SESSION**

Moved:	Commissioner Martins
Second:	Commissioner Scutari
Vote:	2 Yes, 0 Nays

#### **MOTION TO APPROVE THE PARS AS DISCUSSED IN EXECUTIVE SESSION**

Moved:	Commissioner Martins
Second:	Commissioner Scutari
Vote:	2 Yes, 0 Nays

Executive Director reminded everyone the next meeting was scheduled for June 19<sup>th</sup>.

#### **MOTION TO ADJOURN:**

Moved:	Commissioner Martins
Second:	Commissioner Scutari
Vote:	2 Yes, 0 Nays

#### **MEETING ADJOURNED: 10:29 AM**

Minutes prepared by: Cathy Dodd, Assisting Secretary