

**UNION COUNTY INSURANCE FUND COMMISSION
AGENDA AND REPORTS
JULY 15, 2020**

**COUNTY OF UNION
ADMINISTRATION BUILDING – 6TH FLOOR
FREEHOLDER CONFERENCE ROOM
10 ELIZABETHTOWN PLAZA
ELIZABETH, NJ
10:00 AM**

**To attend the meeting via teleconference
Dial 1-312-626-6799 and enter Meeting ID: 579 506 9590**

OR

**Join Zoom Meeting via Computer Link
<https://zoom.us/j/5795069590>**

OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE

In accordance with the Open Public Meetings Act, notice of this meeting was given by:

- I. Advertising the notice in the Star Ledger and Westfield Leader**
- II. Filing advance written notice of this meeting with the Commissioners of the Union County Insurance Fund Commission; and**
- III. Posting notice on the Public Bulletin Board of the Office of the County Clerk**

**OPEN PUBLIC MEETING: July 15, 2020
ADMINISTRATION BUILDING – 6TH FLOOR
FREEHOLDER CONFERENCE ROOM
10 ELIZABETHTOWN PLAZA
ELIZABETH, NJ
10:00 AM**

- ☐ **MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**

☐ **ROLL CALL OF COMMISSIONERS**

☐ **APPROVAL OF MINUTES:** June 17, 2020 Open MinutesAppendix I
June 17, 2020 Closed Minutes.....sent via e-mail

☐ **CORRESPONDENCE: None**

☐ **COMMITTEE REPORTS**
Safety Committee: Verbal
Claims Committee: Verbal

☐ **EXECUTIVE DIRECTOR/ADMINISTRATOR – PERMAPages 3-17**

☐ **TREASURER – Bibi Taylor**
Resolution **24-20** July Bill List – Motion.....Page 18
May Treasurer Reports..... Pages 19-20

☐ **ATTORNEY – Bruce H. Bergen, Esq..... Verbal**

☐ **CLAIMS SERVICE - PERMA Verbal**

☐ **CLAIMS SERVICE – D&H Alternate Risk Solutions, Inc. Verbal**

☐ **MANAGED CARE – First MCO**
Monthly Report – June..... Pages 21-23

☐ **NJCE SAFETY DIRECTOR – J.A. Montgomery Consulting**
Monthly Report..... Pages 24-26

☐ **OLD BUSINESS**

☐ **NEW BUSINESS**

☐ **PUBLIC COMMENT**

☐ **EXECUTIVE SESSION – in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-12(B)**
N.J.S.A 10:4-12 Statement.....Page 27
Motion to go into Executive Session
Motion to return to Open Session

☐ **APPROVAL OF PARS - Motion**

☐ **MEETING ADJOURNMENT**

☐ **NEXT SCHEDULED MEETING: September 16, 2020 ADMINISTRATION BUILDING, 6TH FLOOR, FREEHOLDER CONFERENCE ROOM, 10 ELIZABETHTOWN PLAZA, ELIZABETH, NJ**

UNION COUNTY INSURANCE FUND COMMISSION

9 Campus Drive, Suite 216

Parsippany, NJ 07054

Telephone (201) 881-7632 Fax (201) 881-7633

Date: July 15, 2020

Memo to: Commissioners of the Union County Insurance Fund Commission

From: PERMA Risk Management Services

Subject: Executive Director's Report

- ☐ **2019 Audit Report as of December 31, 2019 (Pages 5-7)** The Auditor's Report as of December 31, 2019 has been reviewed by the Executive Director and sent under separate cover to the Fund Commissioners, Commission Treasurer and Commission Attorney from Suplee, Clooney & Company. Based on the positive results of the audit it was agreed the auditor would not need to attend. We are seeking approval of the 2019 Audit from the Commissioners at the meeting. Included in the agenda on pages 5-7 is Resolution 23-20, Certification of Annual Audit Report for Period ending December 31, 2019 along with the Group Affidavit Form. The resolution was reviewed by the Commission Attorney.

☐ **Motion to approve Resolution 23-20 Certification of Annual Audit Report for Period Ending December 31, 2019**

- ☐ **Certificate of Insurance Report (Page 8)** – Attached on page 8 is the certificate of insurance issuance report from the NJCE listing those certificates issued during the month of June. There was 1 certificate issued.

☐ **Motion to approve the certificate of insurance report**

- ☐ **NJ Counties Excess Joint Insurance Fund (NJCE) (Pages 9-11)** – The NJCE last met on June 25, 2020. A summary report of the meeting is included in the agenda on pages 9-11. The next meeting of the NJCE is scheduled for September 24, 2020 at 9:30 AM, location to be determined.
- ☐ **UCIFC Financial Fast Track (Page 12)** - Included in the agenda on page 12 is a copy of the Financial Fast Track for the month of May. As of **May 31, 2020** there is a statutory surplus of **\$3,999,006**. Line 10 of the report, "Investment in Joint Venture" is the Union County Insurance Fund Commission's share of the equity in the NJCE, **\$2,131,143**. The total cash amount is **\$8,903,779**.
- ☐ **NJCE Property & Casualty Financial Fast Track (Pages 13-14)** – Included in the agenda on pages 13-14 is a copy of the Financial Fast Track for the month of May. As of **May 31, 2020** the Fund has a surplus of **\$16,382,595**. Line 7 of the report, "Dividend" represents the dividend figure released by the NJCE, **\$3,607,551**. The cash amount is **\$30,379,953**.

- ❑ **Claims Tracking Reports (Pages 15-16)** – Included in the agenda on pages 15-16 are copies of the Claim Activity Report and the Claims Management Report Expected Loss Ratio Analysis report as of May 31, 2020. The Executive Director will review the reports with the Commission.
- ❑ **2021 Renewal – Underwriting Data Collection** – The Fund Office will begin the data collection process early in August for the 2021 renewal in order to provide the relevant information to the underwriters. Last year was the initial launch of Origami, the online platform where members’ exposure data was uploaded for members to access and edit, as well as, applications to download and complete for ancillary coverages. The Fund Office is working with Origami to facilitate an easier process for members to complete applications for the ancillary coverages. More information will follow shortly.
- ❑ **Sexual Abuse Molestation Legislation (Page 17)** – The NJCE Fund’s website - www.njce.org (under Safety) includes an online video that members may use for training purposes. Also, Paul Shives, of J.A. Montgomery Consulting, will present two live webinars, *Protecting Children from Abuse*, via Zoom on July 17th and July 24th from 9:00 AM to 11:00 AM. A copy of the flyer is included in the agenda on page 17 with information and the links to register for the webinars.
- ❑ **MEL-Sponsored Webinar: Communication in a Crisis:** - On Tuesday, August 4th starting at 10:30 AM the MEL will be presenting a second webinar for its members, *Facing and Embracing Crisis For Your Municipality*. When a crisis occurs, leaders will be judged primarily on their response and their communication with the public. Four experienced professionals will share their expertise and experiences on developing a crisis communication plan and addressing the public media in a crisis. This is a MEL sponsored program and they are inviting the NJCE. We will distribute a program flyer with the noted speakers and information on how to register this week.
- ❑ **NJCE 10th Year Anniversary** – As previously discussed, this year marks the 10th anniversary of the Fund’s inception, which began with two County members and has grown to ten members and 19 affiliated entities. In February, the Board agreed to celebrate the milestone with a luncheon hosted at a Central Jersey venue. Please save the date of October 19, 2020 at noon pending additional directives issued by the Governor’s office.
- ❑ **NJCE Best Practices Workshop** – The NJCE has set up a task force to address the feasibility of holding the seminar in 2020.
- ❑ **2020 New Jersey Association of Counties Conference:** This annual conference originally scheduled for May has been rescheduled for October 27th – October 29th.
- ❑ **2020 MEL MRHIF & NJCE Educational Seminar** - This annual seminar originally scheduled for May 1st was cancelled and will be rescheduled for a date later in the year.
- ❑ **2020 Meeting Schedule** – The Commission is not scheduled to meet in August. The next scheduled meeting is on September 16, 2020.

| |
|-------------------------|
| RESOLUTION 23-20 |
|-------------------------|

**Resolution of Certification
Annual Audit Report for Period Ending December 31, 2019**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2019 has been filed by the appointed Fund Auditor with the Secretary of the Fund as per the requirements of N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36, and a copy has been received by each member of the BOARD OF COMMISSIONERS, and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34, and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the BOARD OF FUND COMMISSIONERS of the Fund shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the BOARD OF COMMISSIONERS have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments
and
Recommendations

and

WHEREAS, the members of the BOARD OF COMMISSIONERS have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments
and
Recommendations

as evidenced by the group affidavit form of the BOARD OF COMMISSIONERS.

WHEREAS, such resolution of certification shall be adopted by the BOARD OF COMMISSIONERS no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board, and

WHEREAS, all members of the BOARD OF COMMISSIONERS have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the BOARD OF COMMISSIONERS to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE, BE IT RESOLVED, that the BOARD OF COMMISSIONERS of the Union County Insurance Fund Commission hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey, dated July 30, 1968, and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE
RESOLUTION PASSED AT THE MEETING HELD ON JULY 15, 2020.

Amy Wagner, Chair

GROUP AFFIDAVIT FORM
CERTIFICATION OF BOARD OF FUND COMMISSIONERS

of the

UNION COUNTY INSURANCE FUND COMMISSION

We members of the BOARD OF COMMISSIONERS of the Union County Insurance Commission, of full age, being duly sworn according to law, upon our oath depose and say:

1.) We are duly elected members of the BOARD OF COMMISSIONERS of the Union County Insurance Commission.

2.) In the performance of our duties, and pursuant to the Local Finance Board Regulation, we have familiarized ourselves with the contents of the Annual Fund Audit filed with the Secretary of the Fund pursuant to N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-46 for the year 2019.

3.) We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled:

GENERAL COMMENTS – RECOMMENDATIONS

(L.S.) Amy Wagner

(L.S.) Claudia Martins

(L.S.) Laura Scutari

Attest:

BRUCE BERGEN, ESQ.
Commission Attorney

The Secretary of the Fund shall set forth the reason for the absence of signature of any members of the BOARD OF COMMISSIONERS.

Important: This certificate must be sent to the Division of Local Government Services, CN 803, Trenton, NJ 08625

Union County Insurance Commission

Certificate of Insurance Monthly Report

From 6/1/2020 To 6/30/2020

| Holder (H)/ Insured Name (I) | Holder / Insured Address | Description of Operations | Issue Date/ Cert ID | Coverage |
|--|--|---|--------------------------------|--------------------|
| H - NJ Department of Health I - County of Union | Office of EMS PO Box 360 Trenton, NJ 08625 | Company D: XS Worker Compensation Policy Limits: Statutory x \$1,000,000, XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term: 01/01/2020 - 01/01/2021 Policy #: SP4059717 Evidence of insurance. All operations usual to County Governmental Entity as respects to renewal of EMS Provider License. | 6/29/2020 #2534132 | GL AU EX WC OTH |
| Total # of Holders: 1 | | | | |



NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND

9 Campus Drive – Suite 216
Parsippany, NJ 07054-4412
Telephone (201) 881-7632 Fax (201) 881-7633

Date: June 25, 2020
To: Union County Insurance Fund Commission
From: PERMA Risk Management Services
Subject: New Jersey Counties Excess Meeting Report

NJCE Claims Review Committee: Committee Chairman Sheehan reported the Claims Review Committee met prior to the Fund's meeting to review claims in detail. The Board of Fund Commissioners accepted the recommendations of the committee to approve payment or settlement authority requests. Closed Session was not required for this action.

December 31, 2019 Audit: Fund Auditor submitted a draft financial audit for the period ending December 31, 2019 and provided a summary review of the Financial Statements. Fund Auditor reported there were no recommendations or findings. Fund Auditor said the Fund is in excellent financial condition would be submitting a final audit report at the September meeting. The Board of Fund Commissioners adopted a resolution authorizing the Fund office to file the draft audit and request an extension to file the final audit report to the State's regulatory agencies.

Executive Director reported on the following:

Professional Contracts/Services/Competitive Contracts:

Learning Management System – Competitive Contract Request for Proposals (CCRFP):

As previously discussed, a dedicated safety institute of instructor-led and online training programs will be provided to members of the NJCE JIF through a Learning Management System. Responses to the CCRFP were due on June 16th; two proposals were received from NEOGOV and Benchmark Analytics.

Fund Attorney reported that NEOGOV requested removal of a termination provision of the standard contract, which is considered a material exception. In addition, Benchmark Analytics submitted a fee proposal which substantially exceeds the budget for these services. Fund Attorney reported the CCRP procurement process does not permit negotiation of changes to material terms or proposed fees. Fund Attorney recommended the proposals be rejected on those grounds and this service be re-advertised; the Board of Fund Commissioners agreed to the recommendation and adopted a resolution noting that action.

Workers' Compensation Claims Administration Request for Proposals (RFP): Executive Director reported the contract for this service with AmeriHealth expires on 7/31/20. AmeriHealth

has agreed to extend services based on the same terms and conditions of the existing contract on a month-to-month basis for August and September. The Fund office is working with the Fund Attorney in reviewing the scope of services prior to issuing an CCRFP for re-procurement of these services in order to take action at the September 24th meeting. The Board of Fund Commissioners adopted a resolution authorizing a month-to-month agreement pending re-procurement of services.

Payroll Auditor and Actuary: Executive Director reported the contracts for these services have expired and the Fund office has issued a request for quotes for both positions, which were due on June 23rd. Copies of the responses were distributed to the Board for their review.

Executive Director reported there was one (1) response for Payroll Auditor from Bowman & Company (*Incumbent*) and three (3) responses for Actuary from The Actuarial Advantage (*Incumbent*), Glicksman Consulting, and Pinnacle Actuarial Resources. Executive Director made the following recommendations: 1) Award a one-year contract to Bowman & Company for Payroll Auditor services based on response completeness and annual fee of \$19,900 as noted in proposal and 2) Award a one-year contract to The Actuarial Advantage based on response completeness and annual fee of \$23,431 as noted in proposal. The Board of Fund Commissioners confirmed these recommendations with a unanimous motion for each contract award.

Financial Fast Track: Copies of Financial Fast Tracks as of March 31st and April 30th were included in the agenda. Executive Director reported the April 30th report reflected a statutory surplus of \$16.2 million.

Deputy Executive Director reported on the following:

2021 Renewal – Underwriting Data Collection: The fund office will begin the data collection process for the 2021 renewal in order to provide relevant information to underwriters. Last year was the initial launch of Origami, the online platform where members' exposure data (property, vehicles, etc.) was uploaded for members to access and edit, as well as, applications to download and complete for ancillary coverages.

Deputy Executive Director reported the Fund office is working with Origami to facilitate an easier process for members to complete applications for ancillary coverages. In addition, audited payrolls as provided by the Payroll Auditor will be uploaded into the platform. The anticipated date to begin the 2021 renewal is mid-July, which will allow members to confirm underwriting data in time to introduce a budget at the October meeting.

Sexual Abuse Molestation Legislation: As previously discussed, the Commissioners opted to participate in the MEL training initiative as respects the legislation adopted in late 2019. Deputy Executive Director reported that due to the health crisis the Fund office has developed online training sessions. The Fund's website – www.njce.org (under Safety) – includes an online video that members may use for training purposes. In addition, Paul Shives will be presenting two live webinars via Zoom on July 17th and July 24th from 9:00AM to 11:00AM; interested participants should contact the Fund office for more information.

MEL-Sponsored Webinar: Communication in a Crisis: On June 30, 2020 starting at 10:30 a.m., the MEL will be presenting a free webinar for its members, *Facing and Embracing Crisis For Your Municipality*. The webinar reviews best practices when a crisis occurs as leaders will

be judged primarily on their response and their communications with the public. Four experienced professionals will share their expertise and experiences on developing a crisis communication plan and addressing the public and media in a crisis. This is a MEL sponsored program and they are inviting the NJCE members to participate; continuing education credits have been approved for this session.

Best Practices Forum: This forum is typically held in October timeframe. Due to the health crisis Executive Director suggested the Best Practices sub-committee meet to discuss feasibility of holding the forum whether in person or virtual. Commissioners agreed this was a good idea.

NJCE 10th Year Anniversary: As previously discussed, this year marks the 10th anniversary of the Fund's inception, which began with two County members and has grown to ten members and 19 affiliated entities. In February, the Board agreed to celebrate the milestone with a luncheon hosted at a Central Jersey venue for all Fund Commissioners, Professionals and staff to attend. Please save the date of October 19, 2020 at noon pending additional directives issued by the Governor's office on reopening. Best Practices Forum sub-committee will also address this as well.

2020 New Jersey Association of Counties Conference: This annual conference originally scheduled for May has been rescheduled for October 27th - October 29th.

2020 MEL & MRHIF & NJCE Educational Seminar: This annual seminar originally scheduled for May 1st has been cancelled and may rescheduled for a date later in the year.

Membership Renewal: The Commissions of Atlantic County, Burlington County and Cumberland County are scheduled to renew their 3-year membership with the Fund as of January 1, 2021. Renewal documents have been sent to each County to execute.

2020 Financial Disclosures: All Fund Commissioners and Professionals have completed the required filing by the April 30th deadline.

Underwriting Manager

Underwriting Manager provided a brief summary report of the 2021 renewal noting the Property market is hardening, but will continue negotiation efforts to secure stable rates, as well as, explore alternative program structures. Underwriting Manager added the NJCE Cyber Task Force held an initial meeting and will be developing a Cyber Risk Management program for NJCE membership.

Risk Control

Safety Director submitted a report reflecting the risk control activities and the Safety Director Bulletins distributed from April to July 2020. Safety Director reported that all instructor led courses have been suspended and encouraged members to utilize online training resources in the interim. Safety Director added the annual BRIT Safety Grant is available and encouraged members to submit applicable purchases.

Next Meeting: The next meeting of the NJCE fund is scheduled for September 24, 2020 at 9:30AM location to be determined.

| UNION COUNTY INSURANCE COMMISSION | | | | | |
|---|--------------------------------|------------|--------------|----------------|--------------|
| FINANCIAL FAST TRACK REPORT | | | | | |
| | | AS OF | May 31, 2020 | | |
| ALL YEARS COMBINED | | | | | |
| | | THIS MONTH | YTD CHANGE | PRIOR YEAR END | FUND BALANCE |
| 1. | UNDERWRITING INCOME | 427,071 | 2,135,354 | 10,722,301 | 12,857,655 |
| 2. | CLAIM EXPENSES | | | | |
| | Paid Claims | 84,207 | 744,609 | 2,558,639 | 3,303,249 |
| | Case Reserves | 173,411 | 1,163,741 | 2,445,172 | 3,608,913 |
| | IBNR | 171,775 | 724,797 | 3,904,473 | 4,629,269 |
| | Discounted Claim Value | (7,010) | (35,745) | (141,069) | (176,814) |
| | TOTAL CLAIMS | 422,383 | 2,597,403 | 8,767,214 | 11,364,617 |
| 3. | EXPENSES | | | | |
| | Excess Premiums | 0 | 0 | 0 | 0 |
| | Administrative | 15,320 | 78,796 | 361,839 | 440,635 |
| | TOTAL EXPENSES | 15,320 | 78,796 | 361,839 | 440,635 |
| 4. | UNDERWRITING PROFIT (1-2-3) | (10,632) | (540,845) | 1,593,247 | 1,052,402 |
| 5. | INVESTMENT INCOME | 4,866 | 35,115 | 180,345 | 215,461 |
| 6. | PROFIT (4 + 5) | (5,766) | (505,729) | 1,773,593 | 1,267,863 |
| 7. | CEL APPROPRIATION CANCELLATION | 0 | 0 | 0 | 0 |
| 8. | DIVIDEND INCOME | 0 | 0 | 0 | 0 |
| 9. | DIVIDEND EXPENSE | 0 | 0 | 0 | 0 |
| 10. | INVESTMENT IN JOINT VENTURE | 0 | 54,908 | 2,076,235 | 2,131,143 |
| 11. | SURPLUS (6 + 7 + 8 - 9) | (5,766) | (450,821) | 3,849,828 | 3,399,006 |
| SURPLUS (DEFICITS) BY FUND YEAR | | | | | |
| | 2018 | 41,211 | (76,018) | 3,704,100 | 3,628,082 |
| | 2019 | 2,954 | (174,995) | 145,728 | (29,267) |
| | 2020 | (49,931) | (199,809) | | (199,809) |
| TOTAL SURPLUS (DEFICITS) | | (5,766) | (450,821) | 3,849,828 | 3,399,006 |
| TOTAL CASH | | | | | 8,903,779 |
| FUND YEAR 2018 | | | | | |
| | Paid Claims | 15,968 | 105,947 | 1,644,242 | 1,750,189 |
| | Case Reserves | (66,537) | 301,938 | 986,263 | 1,288,201 |
| | IBNR | 11,532 | (354,608) | 1,380,364 | 1,025,756 |
| | Discounted Claim Value | 356 | 327 | (51,942) | (51,615) |
| | TOTAL FY 2018 CLAIMS | (38,681) | 53,604 | 3,958,927 | 4,012,532 |
| FUND YEAR 2019 | | | | | |
| | Paid Claims | 16,434 | 283,322 | 914,397 | 1,197,719 |
| | Case Reserves | (54,036) | 129,736 | 1,458,908 | 1,588,644 |
| | IBNR | 36,593 | (180,381) | 2,524,109 | 2,343,728 |
| | Discounted Claim Value | 391 | 927 | (89,127) | (88,200) |
| | TOTAL FY 2019 CLAIMS | (618) | 233,604 | 4,808,287 | 5,041,891 |
| FUND YEAR 2020 | | | | | |
| | Paid Claims | 51,805 | 355,341 | | 355,341 |
| | Case Reserves | 293,984 | 732,067 | | 732,067 |
| | IBNR | 123,650 | 1,259,786 | | 1,259,786 |
| | Discounted Claim Value | (7,758) | (36,999) | | (36,999) |
| | TOTAL FY 2020 CLAIMS | 461,682 | 2,310,195 | 0 | 2,310,195 |
| COMBINED TOTAL CLAIMS | | 422,383 | 2,597,403 | 8,767,214 | 11,364,617 |
| This report is based upon information which has not been audited nor certified by an actuary and as such may not truly represent the condition of the fund. | | | | | |

| NEW JERSEY COUNTIES EXCESS JIF | | | | | | |
|---------------------------------|-----------------------------|------------------------|-----------|--------------|-------------|-------------|
| FINANCIAL FAST TRACK REPORT | | | | | | |
| | | | AS OF | May 31, 2020 | | |
| ALL YEARS COMBINED | | | | | | |
| | | | THIS | YTD | PRIOR | FUND |
| | | | MONTH | CHANGE | YEAR END | BALANCE |
| 1. | UNDERWRITING INCOME | | 2,084,585 | 10,422,925 | 163,505,481 | 173,928,406 |
| 2. | CLAIM EXPENSES | | | | | |
| | | Paid Claims | 55,885 | 973,908 | 4,975,775 | 5,949,683 |
| | | Case Reserves | 90,849 | 1,166,762 | 5,846,623 | 7,013,386 |
| | | IBNR | 425,747 | 996,293 | 9,810,443 | 10,806,736 |
| | | Discounted Claim Value | (50,328) | (173,017) | (1,471,830) | (1,644,847) |
| | TOTAL CLAIMS | | 522,153 | 2,963,947 | 19,161,011 | 22,124,958 |
| 3. | EXPENSES | | | | | |
| | | Excess Premiums | 1,271,354 | 6,356,769 | 113,746,590 | 120,103,360 |
| | | Administrative | 168,665 | 803,590 | 12,402,903 | 13,206,494 |
| | TOTAL EXPENSES | | 1,440,019 | 7,160,360 | 126,149,494 | 133,309,854 |
| 4. | UNDERWRITING PROFIT (1-2-3) | | 122,413 | 298,618 | 18,194,976 | 18,493,595 |
| 5. | INVESTMENT INCOME | | 12,642 | 376,068 | 1,120,484 | 1,496,552 |
| 6. | PROFIT (4+5) | | 135,055 | 674,686 | 19,315,460 | 19,990,146 |
| 7. | Dividend | | 0 | 0 | 3,607,551 | 3,607,551 |
| 8. | SURPLUS (6-7-8) | | 135,055 | 674,686 | 15,707,909 | 16,382,595 |
| SURPLUS (DEFICITS) BY FUND YEAR | | | | | | |
| | | | | | | |
| | 2010 | | 256 | 8,250 | 543,904 | 552,154 |
| | 2011 | | 335 | 127,545 | 836,289 | 963,834 |
| | 2012 | | 547 | 19,504 | 1,013,486 | 1,032,990 |
| | 2013 | | 755 | (157,127) | 1,438,925 | 1,281,798 |
| | 2014 | | 1,315 | (130,448) | 2,887,430 | 2,756,982 |
| | 2015 | | 1,398 | 137,612 | 1,229,755 | 1,367,367 |
| | 2016 | | 1,483 | (396,152) | 3,388,065 | 2,991,913 |
| | 2017 | | 1,797 | (101,273) | 1,257,423 | 1,156,149 |
| | 2018 | | 1,725 | 146,621 | 2,119,126 | 2,265,747 |
| | 2019 | | 1,846 | 375,061 | 993,507 | 1,368,568 |
| | 2020 | | 123,598 | 645,094 | | 645,094 |
| TOTAL SURPLUS (DEFICITS) | | | 135,055 | 674,686 | 15,707,909 | 16,382,595 |
| TOTAL CASH | | | | | | 30,379,953 |

| NEW JERSEY COUNTIES EXCESS JIF FINANCIAL FAST TRACK REPORT AS OF May 31, 2020 ALL YEARS COMBINED | | | | | |
|---|----------------|------------------|-------------------|-------------------|--|
| | THIS MONTH | YTD CHANGE | PRIOR YEAR END | FUND BALANCE | |
| CLAIM ANALYSIS BY FUND YEAR | | | | | |
| FUND YEAR 2010 | | | | | |
| Paid Claims | 0 | 0 | 171,840 | 171,840 | |
| Case Reserves | 0 | 0 | (0) | (0) | |
| IBNR | 0 | 1,061 | 10,466 | 11,527 | |
| Discounted Claim Value | 0 | (77) | (983) | (1,060) | |
| TOTAL FY 2010 CLAIMS | 0 | 985 | 181,322 | 182,306 | |
| FUND YEAR 2011 | | | | | |
| Paid Claims | 2,110 | 100,703 | 519,228 | 619,931 | |
| Case Reserves | (2,110) | (202,240) | 214,527 | 12,287 | |
| IBNR | 0 | (35,954) | 46,091 | 10,137 | |
| Discounted Claim Value | 0 | 22,501 | (24,930) | (2,428) | |
| TOTAL FY 2011 CLAIMS | 0 | (114,989) | 754,916 | 639,927 | |
| FUND YEAR 2012 | | | | | |
| Paid Claims | 743 | 2,534 | 1,551,733 | 1,554,267 | |
| Case Reserves | 57 | (1,736) | 75,090 | 73,353 | |
| IBNR | (800) | (2,568) | 64,097 | 61,529 | |
| Discounted Claim Value | 0 | 276 | (12,804) | (12,528) | |
| TOTAL FY 2012 CLAIMS | 0 | (1,495) | 1,678,116 | 1,676,621 | |
| FUND YEAR 2013 | | | | | |
| Paid Claims | 19,105 | 256,016 | 646,873 | 902,889 | |
| Case Reserves | (19,105) | (3,816) | 644,280 | 640,464 | |
| IBNR | 0 | (63,163) | 105,073 | 41,910 | |
| Discounted Claim Value | 0 | (4,333) | (76,642) | (80,975) | |
| TOTAL FY 2013 CLAIMS | 0 | 184,703 | 1,319,585 | 1,504,288 | |
| FUND YEAR 2014 | | | | | |
| Paid Claims | 511 | 5,120 | 442,532 | 447,651 | |
| Case Reserves | (511) | 176,002 | 332,716 | 508,718 | |
| IBNR | 0 | 10,458 | 178,256 | 188,714 | |
| Discounted Claim Value | 0 | (19,960) | (42,871) | (62,831) | |
| TOTAL FY 2014 CLAIMS | 0 | 171,619 | 910,633 | 1,082,252 | |
| FUND YEAR 2015 | | | | | |
| Paid Claims | 4,829 | 65,999 | 763,735 | 829,734 | |
| Case Reserves | (4,830) | 83,508 | 1,897,750 | 1,981,258 | |
| IBNR | 1 | (256,717) | 511,194 | 254,477 | |
| Discounted Claim Value | 0 | 14,163 | (172,551) | (158,387) | |
| TOTAL FY 2015 CLAIMS | 0 | (93,046) | 3,000,129 | 2,907,082 | |
| FUND YEAR 2016 | | | | | |
| Paid Claims | 78 | 3,442 | 320,211 | 323,653 | |
| Case Reserves | (3) | 557,682 | 647,770 | 1,205,452 | |
| IBNR | (75) | (98,326) | 305,258 | 206,931 | |
| Discounted Claim Value | 0 | (20,758) | (69,661) | (90,419) | |
| TOTAL FY 2016 CLAIMS | 0 | 442,040 | 1,203,578 | 1,645,617 | |
| FUND YEAR 2017 | | | | | |
| Paid Claims | 1,335 | (1,632) | 68,152 | 66,520 | |
| Case Reserves | (1,452) | 203,593 | 1,525,070 | 1,728,664 | |
| IBNR | 117 | (33,699) | 2,088,218 | 2,054,518 | |
| Discounted Claim Value | 0 | (12,888) | (292,128) | (305,016) | |
| TOTAL FY 2017 CLAIMS | 0 | 155,375 | 3,389,312 | 3,544,686 | |
| FUND YEAR 2018 | | | | | |
| Paid Claims | 372 | 12,945 | 243,786 | 256,730 | |
| Case Reserves | 628 | 55,443 | 161,698 | 217,141 | |
| IBNR | (1,000) | (173,319) | 2,419,495 | 2,246,176 | |
| Discounted Claim Value | 0 | 10,328 | (290,608) | (280,280) | |
| TOTAL FY 2018 CLAIMS | 0 | (94,603) | 2,534,370 | 2,439,768 | |
| FUND YEAR 2019 | | | | | |
| Paid Claims | 26,802 | 302,763 | 247,685 | 550,448 | |
| Case Reserves | 20,411 | (91,774) | 347,722 | 255,948 | |
| IBNR | (47,212) | (597,767) | 4,082,295 | 3,484,528 | |
| Discounted Claim Value | 0 | 69,501 | (488,652) | (419,152) | |
| TOTAL FY 2019 CLAIMS | 0 | (317,278) | 4,189,050 | 3,871,772 | |
| FUND YEAR 2020 | | | | | |
| Paid Claims | 0 | 226,018 | | 226,018 | |
| Case Reserves | 97,765 | 390,100 | | 390,100 | |
| IBNR | 474,716 | 2,246,288 | | 2,246,288 | |
| Discounted Claim Value | (50,328) | (231,770) | | (231,770) | |
| TOTAL FY 2020 CLAIMS | 522,153 | 2,630,636 | 0 | 2,630,636 | |
| COMBINED TOTAL CLAIMS | 522,153 | 2,963,947 | 19,161,011 | 22,124,958 | |

This report is based upon information which has not been audited nor certified by an actuary and as such may not truly represent the condition of the fund.

| Union County Insurance Commissions | | | | |
|---|-------------|-------------|-------------|-----------------|
| CLAIM ACTIVITY REPORT | | | | |
| AS OF May 31, 2020 | | | | |
| COVERAGE LINE- PROPERTY | | | | |
| CLAIM COUNT - OPEN CLAIMS | | | | |
| Year | 2018 | 2019 | 2020 | TOTAL |
| April-20 | 1 | 3 | 3 | 7 |
| May-20 | 1 | 3 | 3 | 7 |
| NET CHGE | 0 | 0 | 0 | 0 |
| Limited Reserves | | | | \$1,132 |
| Year | 2018 | 2019 | 2020 | TOTAL |
| April-20 | \$0 | \$0 | \$7,926 | \$7,926 |
| May-20 | \$0 | \$0 | \$7,926 | \$7,926 |
| NET CHGE | \$0 | \$0 | \$0 | \$0 |
| Ltd Incurred | \$290,449 | \$118,852 | \$348,273 | \$757,574 |
| COVERAGE LINE- GENERAL LIABILITY | | | | |
| CLAIM COUNT - OPEN CLAIMS | | | | |
| Year | 2018 | 2019 | 2020 | TOTAL |
| April-20 | 21 | 49 | 22 | 92 |
| May-20 | 14 | 37 | 17 | 68 |
| NET CHGE | -7 | -12 | -5 | -24 |
| Limited Reserves | | | | \$5,295 |
| Year | 2018 | 2019 | 2020 | TOTAL |
| April-20 | \$314,520 | \$76,812 | \$20,983 | \$412,315 |
| May-20 | \$276,607 | \$66,583 | \$16,839 | \$360,029 |
| NET CHGE | (\$37,913) | (\$10,229) | (\$4,144) | (\$52,287) |
| Ltd Incurred | \$384,202 | \$100,405 | \$16,839 | \$501,446 |
| COVERAGE LINE- AUTO LIABILITY | | | | |
| CLAIM COUNT - OPEN CLAIMS | | | | |
| Year | 2018 | 2019 | 2020 | TOTAL |
| April-20 | 2 | 3 | 4 | 9 |
| May-20 | 2 | 3 | 3 | 8 |
| NET CHGE | 0 | 0 | -1 | -1 |
| Limited Reserves | | | | \$6,947 |
| Year | 2018 | 2019 | 2020 | TOTAL |
| April-20 | \$4,092 | \$3,077 | \$2,000 | \$9,169 |
| May-20 | \$51,000 | \$3,077 | \$1,500 | \$55,577 |
| NET CHGE | \$46,908 | \$0 | (\$500) | \$46,408 |
| Ltd Incurred | \$74,110 | \$10,816 | \$2,231 | \$87,157 |
| COVERAGE LINE- WORKERS COMP. | | | | |
| CLAIM COUNT - OPEN CLAIMS | | | | |
| Year | 2018 | 2019 | 2020 | TOTAL |
| April-20 | 34 | 40 | 107 | 181 |
| May-20 | 32 | 38 | 65 | 135 |
| NET CHGE | -2 | -2 | -42 | -46 |
| Limited Reserves | | | | \$23,595 |
| Year | 2018 | 2019 | 2020 | TOTAL |
| April-20 | \$1,036,126 | \$1,562,791 | \$407,174 | \$3,006,091 |
| May-20 | \$960,594 | \$1,518,984 | \$705,803 | \$3,185,381 |
| NET CHGE | (\$75,532) | (\$43,807) | \$298,629 | \$179,290 |
| Ltd Incurred | \$2,289,583 | \$2,561,291 | \$810,250 | \$5,661,124 |
| TOTAL ALL LINES COMBINED | | | | |
| CLAIM COUNT - OPEN CLAIMS | | | | |
| Year | 2018 | 2019 | 2020 | TOTAL |
| April-20 | 58 | 95 | 136 | 289 |
| May-20 | 49 | 81 | 88 | 218 |
| NET CHGE | -9 | -14 | -48 | -71 |
| Limited Reserves | | | | \$16,555 |
| Year | 2018 | 2019 | 2020 | TOTAL |
| April-20 | \$1,354,738 | \$1,642,681 | \$438,083 | \$3,435,502 |
| May-20 | \$1,288,201 | \$1,588,644 | \$732,067 | \$3,608,913 |
| NET CHGE | (\$66,537) | (\$54,036) | \$293,984 | \$173,411 |
| Ltd Incurred | \$3,038,345 | \$2,791,363 | \$1,177,593 | \$7,007,301 |

Union County Insurance Commissions
CLAIMS MANAGEMENT REPORT
EXPECTED LOSS RATIO ANALYSIS

AS OF May 31, 2020

FUND YEAR 2018 -- LOSSES CAPPED AT RETENTION

| | Budget | Current | | 29 | | | Last Month | | 28 | | | Last Year | | 17 | | |
|-----------------|-------------|-----------|-----------|-----------|-----------|----------|------------|-----------|-----------|-----------|----------|-----------|-----------|-----------|-----------|----------|
| | | Unlimited | Limited | Actual | | MONTH | Unlimited | Limited | Actual | | MONTH | Unlimited | Limited | Actual | | MONTH |
| | | Incurred | Incurred | 31-May-20 | | TARGETED | Incurred | Incurred | 30-Apr-20 | | TARGETED | Incurred | Incurred | 31-May-19 | | TARGETED |
| PROPERTY | 320,021 | 290,449 | 290,449 | 90.76% | 320,021 | 100.00% | 290,449 | 290,449 | 90.76% | 320,021 | 100.00% | 290,449 | 290,449 | 90.76% | 310,008 | 96.87% |
| GEN LIABILITY | 427,942 | 384,202 | 384,202 | 89.78% | 362,264 | 84.65% | 422,115 | 422,115 | 98.64% | 357,602 | 83.56% | 133,940 | 133,940 | 31.30% | 297,616 | 69.55% |
| AUTO LIABILITY | 259,693 | 74,110 | 74,110 | 28.54% | 213,003 | 82.02% | 27,201 | 27,201 | 10.47% | 210,499 | 81.06% | 28,178 | 28,178 | 10.85% | 167,005 | 64.31% |
| WORKER'S COMP | 4,546,370 | 2,289,583 | 2,289,583 | 50.36% | 4,374,033 | 96.21% | 2,349,134 | 2,349,134 | 51.67% | 4,355,178 | 95.79% | 2,029,129 | 2,029,129 | 44.63% | 3,829,490 | 84.23% |
| TOTAL ALL LINES | 5,554,026 | 3,038,345 | 3,038,345 | 54.71% | 5,269,320 | 94.87% | 3,088,900 | 3,088,900 | 55.62% | 5,243,300 | 94.41% | 2,481,697 | 2,481,697 | 44.68% | 4,604,118 | 82.90% |
| NET PAYOUT % | \$1,750,143 | | | | | 31.51% | | | | | | | | | | |

FUND YEAR 2019 -- LOSSES CAPPED AT RETENTION

| | Budget | Current | | 17 | | | Last Month | | 16 | | | Last Year | | 5 | | |
|-----------------|-------------|-----------|-----------|-----------|-----------|----------|------------|-----------|-----------|-----------|----------|-----------|----------|-----------|-----|----------|
| | | Unlimited | Limited | Actual | | MONTH | Unlimited | Limited | Actual | | MONTH | Unlimited | Limited | Actual | | MONTH |
| | | Incurred | Incurred | 31-May-20 | | TARGETED | Incurred | Incurred | 30-Apr-20 | | TARGETED | Incurred | Incurred | 31-May-19 | | TARGETED |
| PROPERTY | 340,421 | 118,852 | 118,852 | 34.91% | 329,770 | 96.87% | 118,852 | 118,852 | 34.91% | 329,005 | 96.65% | 30,843 | 30,843 | N/A | N/A | N/A |
| GEN LIABILITY | 428,501 | 100,405 | 100,405 | 23.43% | 298,005 | 69.55% | 110,634 | 110,634 | 25.82% | 290,726 | 67.85% | 23,957 | 23,957 | N/A | N/A | N/A |
| AUTO LIABILITY | 258,887 | 10,816 | 10,816 | 4.18% | 166,487 | 64.31% | 10,816 | 10,816 | 4.18% | 160,580 | 62.03% | 6,000 | 6,000 | N/A | N/A | N/A |
| WORKER'S COMP | 4,637,297 | 2,561,291 | 2,561,291 | 55.23% | 3,906,079 | 84.23% | 2,587,655 | 2,587,655 | 55.80% | 3,789,880 | 81.73% | 349,721 | 349,721 | N/A | N/A | N/A |
| TOTAL ALL LINES | 5,665,107 | 2,791,363 | 2,791,363 | 49.27% | 4,700,341 | 82.97% | 2,827,957 | 2,827,957 | 49.92% | 4,570,191 | 80.67% | 410,521 | 410,521 | N/A | N/A | N/A |
| NET PAYOUT % | \$1,202,719 | | | | | 21.23% | | | | | | | | | | |

FUND YEAR 2020 -- LOSSES CAPPED AT RETENTION

| | Budget | Current | | 5 | | | Last Month | | 4 | | | Last Year | | -7 | | |
|-----------------|-----------|-----------|-----------|-----------|---------|----------|------------|----------|-----------|---------|----------|-----------|----------|-----------|-----|----------|
| | | Unlimited | Limited | Actual | | MONTH | Unlimited | Limited | Actual | | MONTH | Unlimited | Limited | Actual | | MONTH |
| | | Incurred | Incurred | 31-May-20 | | TARGETED | Incurred | Incurred | 30-Apr-20 | | TARGETED | Incurred | Incurred | 31-May-19 | | TARGETED |
| PROPERTY | 355,673 | 348,273 | 348,273 | 97.92% | 131,599 | 37.00% | 348,273 | 348,273 | 97.92% | 106,702 | 30.00% | 0 | 0 | N/A | N/A | N/A |
| GEN LIABILITY | 393,364 | 16,839 | 16,839 | 4.28% | 55,071 | 14.00% | 20,983 | 20,983 | 5.33% | 39,336 | 10.00% | 0 | 0 | N/A | N/A | N/A |
| AUTO LIABILITY | 237,658 | 2,231 | 2,231 | 0.94% | 35,649 | 15.00% | 2,000 | 2,000 | 0.84% | 23,766 | 10.00% | 0 | 0 | N/A | N/A | N/A |
| WORKER'S COMP | 3,947,400 | 810,250 | 810,250 | 20.53% | 355,266 | 9.00% | 460,547 | 460,547 | 11.67% | 236,844 | 6.00% | 0 | 0 | N/A | N/A | N/A |
| TOTAL ALL LINES | 4,934,095 | 1,177,593 | 1,177,593 | 23.87% | 577,585 | 11.71% | 831,803 | 831,803 | 16.86% | 406,648 | 8.24% | 0 | 0 | N/A | N/A | N/A |
| NET PAYOUT % | \$445,526 | | | | | 9.03% | | | | | | | | | | |

SAFETY DIRECTOR MESSAGE

July 2020

Protecting Children from Abuse Webinar

J.A. Montgomery Consulting will be hosting a two-hour "Protecting Children from Abuse" webinar on two dates in July (7/17 & 7/24). Please see the information below in regards to this webinar:

Course Description: This course discusses child abuse and the responsibilities of local government to protect children. As per Paul's email. The target audience is elected and appointed public officials and employees and volunteers.

Target Audience: Elected and appointed public officials, employees and volunteers.

Dates: July 17 & July 24

Run Time: 9:00 – 11:00 am

Instructor: Paul Shives, Vice President, Safety Services

Below are the links to register for these webinars.

| Date | Webinar Topic | Time |
|---------|--|-----------------|
| 7/17/20 | Protecting Children from Abuse | 9:00 - 11:00 am |
| 7/24/20 | Protecting Children from Abuse | 9:00 - 11:00 am |

About Zoom Training:

- A Zoom account is not needed to attend a class. Attendees can log-in and view the presentations from a laptop, smartphone, or tablet.
- Registration is required. Once registered you will receive the webinar link for your class, be sure to save the link on your calendar to access the day of training.
- Please [click here](#) for informative Zoom operation details.
- Group Training procedures:
 - Please have one person register for the safety training webinar.
 - Please complete the Group sign in sheet (link to sign in sheet below) and send it to ndougherty@jamontgomery.com within 24 hours of training completion.

<https://njce.org/wp-content/uploads/2020/06/Webinar-Group-Sign-in-Sheet.pdf>

UNION COUNTY INSURANCE FUND COMMISSION BILLS LIST

Resolution No. 24-20

JULY 2020

WHEREAS, the Treasurer has certified that funding is available to pay the following bills:

BE IT RESOLVED that the Union County Insurance Fund Commission, hereby authorizes the Commission Treasurer to issue warrants in payment of the following claims; and

FURTHER, that this authorization shall be made a permanent part of the records of the Commission

FUND YEAR 2019

| <u>CheckNumber</u> | <u>VendorName</u> | <u>Comment</u> | <u>InvoiceAmount</u> |
|--------------------|---------------------------|-------------------------------|----------------------|
| 001100 | | | |
| 001100 | SUPLEE, CLOONEY & COMPANY | 2019 AUDIT | 9,450.00 |
| | | | 9,450.00 |
| | | Total Payments FY 2019 | 9,450.00 |

FUND YEAR 2020

| <u>CheckNumber</u> | <u>VendorName</u> | <u>Comment</u> | <u>InvoiceAmount</u> |
|--------------------|--------------------------------|--------------------------------------|----------------------|
| 001101 | | | |
| 001101 | PERMA RISK MANAGEMENT SERVICES | POSTAGE 6/20 | 3.50 |
| 001101 | PERMA RISK MANAGEMENT SERVICES | EXEC DIRECTOR 7/20 | 13,324.59 |
| | | | 13,328.09 |
| 001102 | | | |
| 001102 | THE ACTUARIAL ADVANTAGE | ACTUARY FEE 7/20 | 511.50 |
| | | | 511.50 |
| | | Total Payments FY 2020 | 13,839.59 |
| | | TOTAL PAYMENTS ALL FUND YEARS | \$23,289.59 |

Chairperson

Attest:

Dated:

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

Treasurer

| SUMMARY OF CASH AND INVESTMENT INSTRUMENTS | | | | |
|--|---------------------------------------|--------------------------------------|---|-------------------------------|
| UNION COUNTY INSURANCE COMMISSION | | | | |
| ALL FUND YEARS COMBINED | | | | |
| CURRENT MONTH | May | | | |
| CURRENT FUND YEAR | 2020 | | | |
| | | Description: | Administrative Account- Investors | Claims Account - Investors |
| | | ID Number: | | |
| | | Maturity (Yrs) | | |
| | | Purchase Yield: | | |
| | | TOTAL for All Accts & instruments | | |
| Opening Cash & Investment Balance | \$7,443,569.18 | | 7400358.98 | 43,210.20 |
| Opening Interest Accrual Balance | \$0.00 | | 0 | - |
| 1 | Interest Accrued and/or Interest Cost | \$0.00 | \$0.00 | \$0.00 |
| 2 | Interest Accrued - discounted Instr.s | \$0.00 | \$0.00 | \$0.00 |
| 3 | (Amortization and/or Interest Cost) | \$0.00 | \$0.00 | \$0.00 |
| 4 | Accretion | \$0.00 | \$0.00 | \$0.00 |
| 5 | Interest Paid - Cash Instr.s | \$4,866.38 | \$4,783.55 | \$82.83 |
| 6 | Interest Paid - Term Instr.s | \$0.00 | \$0.00 | \$0.00 |
| 7 | Realized Gain (Loss) | \$0.00 | \$0.00 | \$0.00 |
| 8 | Net Investment Income | \$4,866.38 | \$4,783.55 | \$82.83 |
| 9 | Deposits - Purchases | \$1,691,915.04 | \$1,556,198.14 | \$135,716.90 |
| 10 | (Withdrawals - Sales) | -\$249,902.28 | -\$162,890.98 | -\$87,011.30 |
| Ending Cash & Investment Balance | \$8,890,448.32 | | \$8,798,449.69 | \$91,998.63 |
| Ending Interest Accrual Balance | \$0.00 | | \$0.00 | \$0.00 |
| Plus Outstanding Checks | \$121,219.28 | | \$27,370.03 | \$93,849.25 |
| (Less Deposits in Transit) | \$0.00 | | \$0.00 | \$0.00 |
| Balance per Bank | \$9,011,667.60 | | \$8,825,819.72 | \$185,847.88 |

| UNION COUNTY INSURANCE COMMISSION | | | | | | | |
|--|------------|--------------|------------|---------------|--------|-------------|--------------|
| SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED | | | | | | | |
| | | | | | | | |
| Current Fund Year: 2020 Month Ending: May | | | | | | | |
| | Property | Liability | Auto | Worker's Comp | NJ CEL | Admin | TOTAL |
| OPEN BALANCE | 123,252.17 | 689,665.97 | 473,494.62 | 6,195,481.54 | 0.00 | (38,325.12) | 7,443,569.18 |
| RECEIPTS | | | | | | | |
| Assessments | 355,673.00 | 393,364.00 | 237,658.00 | 360,005.50 | 0.00 | 190,754.50 | 1,537,455.00 |
| Refunds | 7,330.52 | 0.00 | 0.00 | 2,804.46 | 0.00 | 0.00 | 10,134.98 |
| Invest Pymnts | 135.83 | 438.56 | 301.10 | 3,973.70 | 0.00 | 17.19 | 4,866.38 |
| Invest Adj | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Subtotal Invest | 135.83 | 438.56 | 301.10 | 3,973.70 | 0.00 | 17.19 | 4,866.38 |
| Other * | 0.00 | 0.00 | 0.00 | 4,810.41 | 0.00 | 3,797.75 | 8,608.16 |
| TOTAL | 363,139.35 | 393,802.56 | 237,959.10 | 371,594.07 | 0.00 | 194,569.44 | 1,561,064.52 |
| EXPENSES | | | | | | | |
| Claims Transfers | 0.00 | 0.00 | 731.39 | 86,279.91 | 0.00 | 0.00 | 87,011.30 |
| Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 27,174.08 | 27,174.08 |
| Other * | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 0.00 | 0.00 | 731.39 | 86,279.91 | 0.00 | 27,174.08 | 114,185.38 |
| END BALANCE | 486,391.52 | 1,083,468.53 | 710,722.33 | 6,480,795.70 | 0.00 | 129,070.24 | 8,890,448.32 |



First Managed Care Option, Inc.

Case Management Monthly Activity Report

June 2020

UNION COUNTY INS FUND COMM
NJ

| Reported Claims | | | | | | | | | | | |
|-----------------|--------------------------------|-----------------|----------------|-------------|--------------------|--------------------|-----------|-----------|--------------|--------------|--------------|
| Year/Month | # of Claims > 2 days to report | Total Reported* | Medical Only** | Lost Time** | Total Case Managed | Field Case Managed | % Case MO | % Case LT | % Case Field | Active Files | Closed Files |
| Total FY2018 | 35 | 266 | 171 | 37 | 208 | 0 | 82.21% | 17.79% | 0.00% | 2 | 206 |
| Total FY2019 | 42 | 236 | 133 | 37 | 170 | 0 | 78.24% | 21.76% | 0.00% | 5 | 165 |
| Jan-20 | 4 | 19 | 13 | 3 | 16 | 0 | 81.25% | 18.75% | 0.00% | 1 | 15 |
| Feb-20 | 2 | 10 | 9 | 0 | 9 | 0 | 100.00% | 0.00% | 0.00% | 0 | 9 |
| Mar-20 | 24 | 42 | 7 | 11 | 18 | 0 | 38.89% | 61.11% | 0.00% | 2 | 16 |
| Apr-20 | 65 | 89 | 10 | 32 | 42 | 0 | 23.81% | 76.19% | 0.00% | 4 | 38 |
| May-20 | 9 | 18 | 3 | 7 | 10 | 0 | 30.00% | 70.00% | 0.00% | 3 | 7 |
| Jun-20 | 4 | 12 | 7 | 0 | 7 | 0 | 100.00% | 0.00% | 0.00% | 3 | 4 |
| Total FY2020 | 108 | 190 | 49 | 53 | 102 | 0 | 48.04% | 51.96% | 0.00% | 13 | 89 |

| Present Open Claims | | | | | | | | | |
|---------------------|-----------|----------------------|-----------------|--------------------|----------------------------|-----------------------|-------------------------------|-------------------------|-------------------|
| Medical Only | Lost Time | Telephonic Case Mgmt | Field Case Mgmt | Total Case Managed | Lost Time Returned to Work | Lost Time Out of Work | Total Working Restricted Duty | Total Working Full Duty | Total Out Of Work |
| 6 | 14 | 20 | 0 | 20 | 5 | 9 | 3 | 7 | 10 |

| Claim keys | |
|---------------------------|---|
| Medical Only Claim: | Case Managed File, out of work 7 days or less |
| Lost Time Claim: | Case Managed File, out of work 8 or more days |
| Lost Time Return to Work: | File is a lost time claim and the injured worker has returned to work |
| Telephonic Case Mgmt: | Number of new referrals for case management |
| Active Files: | Number of all open files currently case managed |

Report run on 07/01/2020

* Total Reported includes all Medical Only, Lost Time, Investigation, and Report Only Claims

** Any Change in MO or LT will be reflected in the original reported month.



Page 1 of 2



First Managed Care Option, Inc.

Case Management Monthly Activity Report

June 2020

UNION COUNTY INS FUND COMM

Members averaging greater than 2 days to report :

| Employer | Total Claims | # of Claims > 2 days to report | % of Claims > 2 days to report |
|-----------------------------|--------------|--------------------------------|--------------------------------|
| PS Emergency Mgmt / 747-940 | 1 | 1 | 100% |
| PWF Public Works / 775-580 | 3 | 2 | 67% |

| Claim keys | |
|---------------------------|---|
| Medical Only Claim: | Case Managed File, out of work 7 days or less |
| Lost Time Claim: | Case Managed File, out of work 8 or more days |
| Lost Time Return to Work: | File is a lost time claim and the injured worker has returned to work |
| Telephonic Case Mgmt: | Number of new referrals for case management |
| Active Files: | Number of all open files currently case managed |

Report run on 07/01/2020

* Total Reported includes all Medical Only, Lost Time, Investigation, and Report Only Claims

** Any Change in MO or LT will be reflected in the original reported month.



Page 2 of 2



First Managed Care Option, Inc.

**First MCO Bill Review Services
UNION COUNTY INS FUND COMM**

Medical Savings by Month

NJ

| Month of Reprice Service | Provider Billed Amount | First MCO Repriced | U & C / Fee Schedule | Savings | % of Savings | # of Bills | In Network | Out Of Network | % PPO Penetration | # of Appeals | | |
|--------------------------|------------------------|--------------------|----------------------|-------------|--------------|------------|------------|----------------|-------------------|--------------|--|--|
| Total 2018 | \$1,814,896 | \$737,104 | \$4,278,532 | \$1,077,792 | 59% | 1,532 | 1,285 | 247 | 84% | 0 | | |
| Total 2019 | \$2,461,211 | \$708,458 | \$2,446,769 | \$1,752,753 | 71% | 1,621 | 1,546 | 75 | 95% | 4 | | |
| Jan-20 | \$99,613 | \$32,489 | \$97,841 | \$67,123 | 67% | 170 | 163 | 7 | 96% | 0 | | |
| Feb-20 | \$850,075 | \$100,112 | \$627,158 | \$749,963 | 88% | 109 | 105 | 4 | 96% | 1 | | |
| Mar-20 | \$116,225 | \$41,441 | \$120,994 | \$74,783 | 64% | 208 | 200 | 8 | 96% | 4 | | |
| Apr-20 | \$441,984 | \$57,490 | \$371,453 | \$384,494 | 87% | 120 | 108 | 12 | 90% | 1 | | |
| May-20 | \$72,185 | \$25,438 | \$112,505 | \$46,746 | 65% | 108 | 101 | 7 | 94% | 0 | | |
| Jun-20 | \$530,445 | \$89,945 | \$590,141 | \$440,500 | 83% | 170 | 165 | 5 | 97% | 3 | | |
| Total 2020 | \$2,110,526 | \$346,916 | \$1,920,094 | \$1,763,610 | 84% | 885 | 842 | 43 | 95% | 9 | | |
| Total to Date | \$6,386,632 | \$1,792,478 | \$8,645,394 | \$4,594,154 | 72% | 4,038 | 3,673 | 365 | 91% | 13 | | |

Report Run Date:07/01/2020

UCI



SAFETY DIRECTOR REPORT

UNION COUNTY INSURANCE FUND COMMISSION

TO: Fund Commissioners
FROM: J.A. Montgomery Consulting, Safety Director
DATE: July 15, 2020

UCIFC SERVICE TEAM

| | | |
|---|---|---|
| Paul Shives, Vice President, Safety Services pshives@jamontgomery.com Office: 732-736-5213 | Glenn Prince, Associate Public Sector Director gprince@jamontgomery.com Office: 856-552-4744 Cell: 609-238-3949 | Natalie Dougherty, Senior Administrative Coordinator ndougherty@jamontgomery.com Office: 856-552-4738 |
|---|---|---|

June – July 2020

RISK CONTROL ACTIVITIES

MEETINGS ATTENDED / TRAINING / LOSS CONTROL VISITS CONDUCTED

- **June 17:** Attended the UCIFC meeting via teleconference.
- **June 17:** Attended the UCIFC Claims Committee meeting via teleconference.

UPCOMING MEETINGS / TRAINING / LOSS CONTROL VISITS PLANNED

- **July 15:** Plan to attend the UCIFC meeting via teleconference.
- **July 15:** Plan to attend the UCIFC Claims Committee meeting via teleconference.

NJCE TRAINING OVERVIEW – LIVE SAFETY TRAINING WEBINARS

Due to the ongoing COVID-19 crisis in New Jersey, the indefinite suspension of in-person New Jersey Counties Excess Joint Insurance Fund (NJCE) classroom training and with the utmost concern for our public employers and employees NJCE began offering online safety training starting on June 2, 2020.

Instruction is conducted with a live instructor using the Zoom webinar platform. We are excited to offer you the same training content, with the same experienced crew of instructors and with the same continuing education credits as with our in-person classes, but with the flexibility and safety of online delivery.

- The July Training Schedule and Registration Links are attached to the end of this SD Agenda.

NJCE MEDIA LIBRARY

The NJCE DVD Media Library remains unavailable during the COVID outbreak while J.A. Montgomery staff is working from home. However, when operations return to normal, the Library's list of more than 600 titles will be available again.

No Videos were utilized in 2020.

NJCE ONLINE STREAMING VIDEO SERVICE

The NJCE JIF now has a New Video Streaming Service. This is an "on demand" service and has about 130 titles available for streaming right to your workplace! We encourage leaders to view the videos with members of their team and then discuss how the information in the video can best be used specifically in your operations.

To access the streaming "on demand videos", go to the NJCE website <https://njce.org/safety-training-videos-registration/> Complete the Registration Form, click submit. The following screen will provide the URL and password to access the streaming videos.

SAFETY DIRECTOR BULLETINS

Safety Director Bulletins and Messages are distributed by e-mail to Executive Directors, Fund Commissioners, Risk Managers and Training Administrators. They can be viewed at <https://njce.org/covid-19-updates/>.

- Live Safety Training Webinars - June thru July Registration Now Open - Updated Schedule! – June 15.
- SD Bulletin - Latest Reopening Schedule – June 16.
- SD Bulletin - Hurricane Season and COVID – June 24.
- Law Enforcement Bulletin – Expanding Outdoor Dining Areas – June 26.
- MEL Webinar: Facing and Embracing Crisis For Your Municipality on June 30 – June 29.
- NJCE JIF – SD Bulletin - Reopening Public Outdoor Playgrounds – June 30.



Out of the utmost concern for our public employers and employees, MEL Safety Institute (MSI) and New Jersey Counties Excess Joint Insurance Fund (NJCE) is offering online safety training. Instruction will be conducted with a live instructor.

July Webinar Training Schedule

Click on Topic to Register

| Date | Webinar Topic | Time |
|---------|---|-----------------|
| 7/1/20 | BBP | 9:00 - 10:00 am |
| 7/2/20 | HazCom w/GHS | 1:00 - 2:30 pm |
| 7/7/20 | Fire Safety | 1:00 - 2:00 pm |
| 7/8/20 | Fall Protection Awareness | 9:00 - 11:00 am |
| 7/9/20 | CDL-Drivers Safety Regulations | 1:00 - 3:00 pm |
| 7/10/20 | Driving Safety Awareness | 9:00 - 10:30 am |
| 7/13/20 | Dealing with Difficult People | 9:00 - 11:00 am |
| 7/14/20 | Hearing Conservation | 9:00 - 10:00 am |
| 7/15/20 | Asbestos, Lead, Silica, Lead Overview | 9:00 - 10:00 am |
| 7/16/20 | BBP | 1:00 - 2:00 pm |
| 7/17/20 | Protecting Children from Abuse | 9:00 - 11:00 am |
| 7/17/20 | PPE | 1:00 - 3:00 pm |
| 7/20/20 | Fire Extinguisher | 1:00 - 2:00 pm |
| 7/21/20 | Dealing with Difficult People | 9:00 - 11:00 am |
| 7/22/20 | HazCom w/GHS | 9:00 - 10:30 am |
| 7/23/20 | Fire Safety | 9:00 - 10:00 am |
| 7/24/20 | Protecting Children from Abuse | 9:00 - 11:00 am |
| 7/27/20 | CDL-Drivers Safety Regulations | 9:00 - 11:00 am |
| 7/28/20 | PPE | 9:00 - 11:00 am |
| 7/29/20 | Mower Safety | 9:00 - 10:00 am |
| 7/30/20 | Fire Extinguisher | 9:00 - 10:00 am |

About Zoom Training:

- A Zoom account is not needed to attend a class. Attendees can log-in and view the presentations from a laptop, smartphone, or tablet.
- Registration is required. Once registered you will receive the webinar link for your class, be sure to save the link on your calendar to access the day of training.
- Please [click here](#) for informative Zoom operation details.
- Group Training procedures:
 - Please have one person register for the safety training webinar.
 - Please complete the Group sign in sheet ([link to sign in sheet below](#)) and send it to ndougherty@jamontgomery.com within 24 hours of training completion.

<https://njce.org/wp-content/uploads/2020/06/Webinar-Group-Sign-in-Sheet.pdf>

Questions? Please contact Natalie Dougherty at ndougherty@jamontgomery.com or (856) 552-4738

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: **9016, 0070, 9795, 7444 & 8515**. 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.

APPENDIX I
OPEN MINUTES

**UNION COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – June 17, 2020
County of Union
Administration Building – 6th Floor
Freeholder Conference Room
10 Elizabethtown Plaza
Elizabeth, NJ
10:00 AM**

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

ROLL CALL OF COMMISSIONERS:

| | |
|-----------------|---------|
| Amy Wagner | Present |
| Claudia Martins | Present |
| Laura Scutari | Present |

FUND PROFESSIONALS PRESENT:

| | |
|----------------------------|--|
| Executive Director | PERMA Risk Management Services Joseph Hrubash (<i>via teleconference</i>) |
| Claims Service | D&H Alternative Risk Solutions, Inc. Kathleen Guze (<i>via teleconference</i>) Wayne Ring (<i>via teleconference</i>) |
| | PERMA Risk Management Services Robyn Walcoff (<i>via teleconference</i>) Jen Conicella (<i>via teleconference</i>) |
| Managed Care Services | First MCO Suzanne Rajsteter (<i>via teleconference</i>) |
| NJCE Underwriting Manager | Conner Strong & Buckelew |
| Risk Management Consultant | Acrisure, LLC Robin Racioppi (<i>via teleconference</i>) |
| Treasurer | Bibi Taylor (<i>via teleconference</i>) |
| Attorney | Bruce Bergen, Esq. |
| Safety | J.A. Montgomery Risk Control Glenn Prince (<i>via teleconference</i>) T&M Associates Mark Worthington (<i>via teleconference</i>) |

ALSO PRESENT:

Terry Pacheco, Union County (*via teleconference*)

Cathy Dodd, PERMA Risk Management Services (*via teleconference*)

APPROVAL OF MINUTES: OPEN MINUTES AND CLOSED MINUTES OF APRIL 15, 2020

Executive Director noted the closed minutes were e-mailed to the Commissioners prior to the meeting for review.

MOTION TO APPROVE THE OPEN MINUTES AND CLOSED MINUTES OF APRIL 15, 2020

| | |
|---------|----------------------|
| Moved: | Chair Wagner |
| Second: | Commissioner Martins |
| Vote: | 3 Yes, 0 Nays |

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Worthington reported they continue to work on the County's Health and Safety Plans. Mr. Worthington advised the Annual Exposure Control Plan Update took place and was sent back to the County Departments. Mr. Worthington also advised they were working on the HazCom plan and then the Building Evacuation Plan. Mr. Worthington asked if there were any questions and concluded his report.

CLAIMS COMMITTEE: Ms. Conicella advised the Claims Committee met prior to the Commission Meeting and the claims would be discussed during closed session.

EXECUTIVE DIRECTOR REPORT: Executive Director advised his report was included in the agenda and he would review with the Commission.

CERTIFICATE OF INSURANCE REPORT: Executive Director reported the certificate of issuance report from the NJCE listing the certificates issued for the month of April was included in the agenda. Executive Director advised there were 4 certificates issued during the month of April. Executive Director noted there were no certificates requested in the month of May.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

| | |
|---------|----------------------|
| Moved: | Chair Wagner |
| Second: | Commissioner Martins |
| Vote: | 3 Yes, 0 Nays |

NJ COUNTIES EXCESS JOINT INSURANCE FUND (NJCE): Executive Director reported the NJCE last met on April 23, 2020 and a summary report of the meeting was included in the agenda. Executive Director advised during the meeting the Litigation Manager provided a summary report on the immunities available to public entities due to the pandemic. Executive Director pointed out the NJCE website included a section on Safety Bulletins and Shift Briefings relating to COVID 19.

Executive Director reported the Board authorized a resolution offering membership to both the Counties of Essex and Sussex. Essex County renewed on June 1st, however they opted to stay with their current insurance program considering the pandemic issues and Sussex County renewal date was 1/1/21. Executive Director reported an RFP was issued for a Learning Management System, a dedicated safety institute of instructor led and online training programs. Executive Director noted the responses were in and a sub-committee was reviewing. Executive Director advised the Fund opted to participate in the MEL training for Sexual Abuse Molestation Training and there was a link on the NJCE website to access the training. Executive Director reported the NJCE Cyber Task Force was discussing minimum standards or a Cyber Risk Control Program for the Counties. Executive Director advised the NJCE 10 Year Anniversary was put on hold until further notice, however he hoped it could be scheduled for later in the year.

UCIFC FINANCIAL FAST TRACK: Executive Director advised the April Financial Fast Track was included in the agenda. Executive Director reported the Commission had a surplus of \$3,404,772 as of April 30, 2020. Executive Director referred to Line 10 of the report, "Investment in Joint Venture" and indicated \$2,131,143 of the surplus was the UCIFC's share of the NJCE equity. Executive Director noted the cash amount was \$7,443,569.

NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the April Financial Fast Track was included in the agenda. As of April 30, 2020 the Fund had a surplus of \$16,247,540. Executive Director referred to line 7, "Dividend" and noted the NJCE released dividends in the amount of \$3,607,551. Executive Director noted the cash amount was \$30,058,449. 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 April 30, 2020 were included in the agenda. Executive Director referred to a copy of the Claims Management Report Expected Loss Ratio Analysis Report. Executive Director advised this report measured how the losses were running compared to the actuary's projections. Executive Director reviewed the Fund Years with the Commission.

COMMISSIONER APPOINTMENTS: Executive Director reported the County approved Resolution 2020-395 appointing Amy Wagner, Laura Scutari and Claudia Martins as Commissioners to the Union County Insurance Fund Commission for a term commencing January 15, 2020 and ending on January 14, 2022 or for the remainder of their service in office as officials, whichever is less.

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

Executive Director's Report Made Part of Minutes.

NJCE UNDERWRITING MANAGER REPORT: Executive Director advised Mr. Cooney was not on the phone and reported he was collaborating with the Cyber Task Force. Executive Director said Mr. Cooney was already in the marketplace talking to the insurance companies as the market will continue to harden due to the pandemic, hurricane and riots.

TREASURER REPORT: Ms. Taylor recommended payment of the May and June Bill Lists, Resolutions 21-20 and 22-20 as presented in the agenda.

**MOTION TO APPROVE RESOLUTIONS 21-20 MAY BILL LIST AND
RESOLUTION 22-20 JUNE BILL LIST**

| | |
|-----------------|----------------------|
| Moved: | Chair Wagner |
| Second: | Commissioner Martins |
| Roll Call Vote: | 3 Yes, 0 Nays |

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

ATTORNEY: Mr. Bergen provided an update on the company who did the work to solve the last computer incursion. Mr. Bergen indicated he had not heard back from them in a while. Mr. Bergen advised he last wrote to them on May 22nd and indicated he needed additional information. Mr. Bergen indicated if he did not hear back from them he would assume they were not seeking any reimbursement and would not contact them again. Mr. Bergen reported he would keep his paperwork close by but it seemed they abandoned their claim.

CLAIM SERVICE: Ms. Conicella reported the Claims Committee met earlier and the PARS would be discussed during closed session. Ms. Conicella advised there was a discussion during the Claims Committee regarding the COVID claims and she would work with D&H to have those claims reported to the NJCE.

CLAIMS SERVICE: Ms. Guze reported for the period of April 1st to May 31st there were 122 claims reported, 19 were non COVID related and the balance were COVID related claims. Ms. Guze advised there were 45 positive claims and the balance were negative. Ms. Guze indicated there was a flattening of the curve with Union County and hopefully that would continue. Ms. Guze indicated it was her understanding for the month of June so far there were no COVID claims reported to D&H.

MANAGED CARE: Ms. Rajsteter advised as Ms. Guze mentioned they were seeing a downward trend of COVID claims. Ms. Rajsteter referred to First MCO's reports which were included in the agenda. Ms. Rajsteter reviewed the Case Management Monthly Activity Report for the month of May as noted below.

| Month | Provider Bill Amount | Repriced Amount | Savings | Percentage of Savings | Number of Bills | In Network Bills | PPO % |
|-------|----------------------|-----------------|-----------|-----------------------|-----------------|------------------|-------|
| May | \$ 72,185 | \$ 25,438 | \$ 46,746 | 65% | 108 | 101 | 94% |

Ms. Rajsteter reviewed the Medical Savings Report for the month of May as noted below.

| Month | Total Claims Reported | Medical Only | Loss Time | Total Case Managed | % Total Case Managed |
|-------|-----------------------|--------------|-----------|--------------------|----------------------|
| May | 18 | 4 | 6 | 10 | 40% |

In response to Executive Director's inquiry, Ms. Rajsteter advised they were starting to see a return to non-elective surgeries. Ms. Rajsteter advised that concluded her report unless there were any other questions.

NJCE SAFETY DIRECTOR: Mr. Prince reported the Safety Director's report for April – June was included in the agenda. Mr. Prince advised as the Executive Director mentioned earlier a variety of Safety Director Bulletins were issued and posted on the NJCE website. Mr. Prince reported the instructor led training was suspended and have implemented a webinar style training program which began on June 2nd. The courses were distributed electronically. Mr. Prince encouraged everyone to review the schedule. Mr. Prince reported he spoke to Mr. McCrady and Mr. Salerno in reference to his services and to reiterate although they were operating on a limited capacity he was available for any accident investigations or training. In response to Executive Director's comment, Mr. Prince advised they were aggressively monitoring the Executive Orders issued by the Governor's Office in terms of openings, public parks, golf courses, pools. Mr. Prince noted bulletins were issued on the topics and sent out electronically and also posted to the NJCE website. Mr. Prince reported they received questions on outdoor dining and encroachment of roadways. Mr. Prince suggested consulting the local police departments to make sure you were in compliance with the METCD and also keep the patrons of those establishments safe. Chair Wagner advised they too were closely monitoring the Executive Orders and they decided not open their pool at all this year, the pool was currently being renovated. Chair Wagner reported they were waiting for guidance if anything could be done at the spray parks. Chair Wagner advised so far they have not received any requests to close roadways and they were aware that could happen so they were working to put some processes in place to evaluate feasibility if any requests came in. Mr. Prince advised that concluded his report and said if anyone has any questions, they should call him directly.

Correspondence Made Part of Minutes

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: Mr. Bergen advised there was no one from the public at the meeting place.

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 claim number 1894, 1095 & 8991.

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.

MOTION TO RETURN TO OPEN SESSION

| | |
|---------|----------------------|
| Moved: | Chair Wagner |
| Second: | Commissioner Martins |
| Vote: | 3 Yes, 0 Nays |

MOTION TO APPROVE THE PARS AS DISCUSSED IN EXECUTIVE SESSION

| | |
|-----------------|----------------------|
| Moved: | Chair Wagner |
| Second: | Commissioner Martins |
| Roll Call Vote: | 3 Yes, 0 Nays |

Executive Director reported the next meeting was scheduled for July 15, 2020. In response to Executive Director's comment, Chair Wagner advised she did not think they were ready for an in-person meeting and she was on vacation during that week but would be able to call in. Executive Director advised a call in number would be provided for the next meeting with video as an option. Mr. Bergen would attend the meeting at the advertised location place.

MOTION TO ADJOURN:

| | |
|---------|----------------------|
| Moved: | Chair Wagner |
| Second: | Commissioner Martins |
| Vote: | 3 Yes, 0 Nays |

MEETING ADJOURNED: 10:30 AM

Minutes prepared by: Cathy Dodd, Assisting Secretary