

**UNION COUNTY INSURANCE FUND COMMISSION
AGENDA AND REPORTS
March 26, 2024**

10:00 AM

MEETING BEING HELD TELEPHONICALLY

**To attend the meeting via teleconference
Dial 1-646-558-8656 and enter Meeting ID: 851 890 4609
Passcode: 332573**

OR

Join Zoom Meeting via Computer Link:

[https://zoom.us/j/8518904609?
pwd=OHJ4clNoUWk1bHpZazQ2TlJJamQ5dz09&omn=93197234679](https://zoom.us/j/8518904609?pwd=OHJ4clNoUWk1bHpZazQ2TlJJamQ5dz09&omn=93197234679)

OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE

The Union County Insurance Fund Commission will conduct its March 26, 2024 meeting electronically, in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. Notice of this meeting was given by

(1) Sending sufficient notice herewith to the Star Ledger and Westfield Leader, as well as posting meeting notice on UCIFC website

(2) Filing advance written notice of this meeting with the Commissioners of the Union County Insurance Fund Commission,

(3) Posting this notice on the public bulletin board of all members.

During a remote meeting, participants, including members of the public, may be muted by the host, however there will be an opportunity for them to participate and speak during the public portion of the meeting where participants will be unmuted at their request.

**UNION COUNTY INSURANCE FUND COMMISSION
AGENDA
OPEN PUBLIC MEETING: MARCH 26, 2024
10:00 AM**

- ☐ **MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- ☐ **ROLL CALL OF COMMISSIONERS**
- ☐ **APPROVAL OF MINUTES:** February 27, 2024 Open Minutes Appendix I
 February 27, 2024 Closed Minutes sent via e-mail
- ☐ **CORRESPONDENCE:** None
- ☐ **COMMITTEE REPORTS:**
 - Safety Committee Reports
 - UCIFC Safety Director - T and M Safety Report Page 2
- ☐ **EXECUTIVE DIRECTOR/ADMINISTRATOR – ACRISURE, LLC.** Pages 3-6
- ☐ **TREASURER – Bibi Taylor**
 - Resolution 17-24 March Bill List – *Motion* Page 7
- ☐ **ATTORNEY – Bruce H. Bergen, Esq.** Verbal
- ☐ **CLAIMS ADMINISTRATOR – Claims Resolution Corporation** Verbal
- ☐ **NJCE SAFETY DIRECTOR – J.A. Montgomery Consulting**
 - Monthly Report
 - Safety Grant Report Pages 8-10
- ☐ **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 11

Motion to go into Executive Session

- ☐ **MOTION TO APPROVE CLAIMS AS DISCUSSED IN EXECUTIVE SESSION**
-
- ☐ **MEETING ADJOURNMENT**
 - ☐ **NEXT SCHEDULED MEETING: May 21, 2024, 10:00 AM**



Union County Insurance Fund Commission

T&M Activities:

- Conducted Executive Safety Committee Meeting on 02/27/24
- Conducted Hazard Communication Training on 03/13/24
- Conducted Labor Safety Meeting on 03/13/24
- Conducted Equipment Review on 3/13/24
- Continued updates Building Emergency Action Plan Updates 03/20/24
- Create Tool Box Talks for Q2 04/01/24 release

UNION COUNTY INSURANCE FUND COMMISSION

777 Terrace Ave, Suite 309
Hasbrouck Heights, NJ 07604
Telephone (201) 727-1720 Fax (201) 727-0080

Date: March 26, 2024

Memo to: Commissioners of the Union County Insurance Fund Commission

From: Acrisure, LLC

Subject: Executive Director's Report

☐ **2023 UCIFC Dividend**

After a discussion with the Commission Chair and Treasurer, the Commission will defer until the May meeting for the final approval and distribution of excess monies to the County for the 2019 and 2020 Fund Year accounts. We have just received guidance from our actuary along with their recommendation and the Executive Directors office will review these reports and consider other factors such as DOBI bulletins and insurance marketplace trends before coming back with our final resolution on surplus release.

☐ **NJCE Update**

The NJCE did not meet during the month of March. Their next meeting is scheduled for April 25, 2024 at 9:30 a.m.

☐ **2024 Property & Casualty Budget**

Attached on page 5 is a copy of the proposed 2024 Temporary Budget in the amount of \$658,515.66 equal to 2/12 of the proposed 2024 Property & Casualty Budget in the amount of \$3,952,294.00. This is the third approval of the proposed 2024 Property & Casualty Budget, totaling \$1,317,031.32 approved thus far in year.

☐ **Motion to approve Resolution 18-24 Adoption of a temporary 2024 Property and Casualty Budget in the amount of \$658,515.66 equal to 2/12 of the 2024 Property & Casualty Budget in the amount of \$3,952,294.00**

☐ **Employee Dishonesty Coverage**

The Employee Dishonesty Coverage with Selective Insurance Company renews on April 18, 2024. This policy covers the positions of Executive Director, Third Party Administrator and Treasurer. The limit per loss is \$1,000,000 with a \$10,000 deductible. The annual premium is \$1,495. The premium is \$164 less than last year. The premium for the renewal will be paid out of the Miscellaneous and Expense Account and appears on this month's bill list.

☐ **Motion to approve expenditure for Employee Dishonesty Coverage in the amount of \$1,495.**

☐ **Financial Snapshot (formerly fast track)**

The Executive Directors Office will unveil a new report to the commissioners simplifying the IFC's financials into a spreadsheet that captures claims analysis, surplus and financials by fund year.

- ☐ **2024 Meeting Schedule –** The Commission is not scheduled to meet in April. The next scheduled meeting is on May 21, 2024 at 10:00 AM.

100% of the Actuarial Loss Fund PR at HIGH Probability Level, GL, AL at Low, WC AT MID less (\$275,000)

UNION COUNTY INSURANCE COMMISSION
2024 PROPOSED BUDGET

APPROPRIATIONS	Proposed Budget SIR	ANNUALIZED BUDGET FY2023	PROPOSED BUDGET FY2024	Total Increase/Decrease	
				\$	%
I. Claims and Excess Insurance					
Claims					
1 Property	\$250,000	\$348,000	\$465,000	\$117,000	33.62%
2 Liability	\$250,000	\$387,000	\$404,000	\$17,000	4.39%
3 Auto	\$250,000	\$203,000	\$210,000	\$7,000	3.45%
4 Workers Comp	\$300,000	\$2,180,000	\$2,244,000	\$64,000	2.94%
5 Cyber Liability	\$250,000	\$21,152	\$20,000	(\$1,152)	-5.45%
6 Subtotal - Claims*		\$3,139,152	\$3,343,000	\$203,848	6.49%
7					
8					
9					
10 II. Expenses, Fees & Contingency					
11					
12 Claims Adjustment (CRC)	\$	- \$	426,750 \$	426,750	
13 Safety Director	\$	- \$	- \$	-	0.00%
14 General Expense					
15 Executive Director		\$169,682	\$148,500 \$	(21,182)	-12.48%
16 Actuary		\$6,514	\$6,644 \$	130	2.00%
17 Auditor		\$11,300	\$12,400 \$	1,100	9.73%
18 Attorney		\$4,000	\$4,000 \$	-	0.00%
19 Treasurer		\$4,000	\$4,000 \$	-	0.00%
20					
21					
22 Misc. Expenses & Contingency		\$6,206	\$7,000 \$	794	12.79%
23					
24 Total Fund Expenses & Contingency		\$201,702	\$609,294 \$	407,592	202.08%
25 Risk Managers	\$	- \$	- \$	-	
26 Dividend Credit					
27 Total FUND Disbursements		\$3,340,854	\$3,952,294 \$	611,440	18.30%

RESOLUTION NO. 18-24

UNION COUNTY INSURANCE FUND COMMISSION

**ADOPTION OF A TEMPORARY 2024 PROPERTY & CASUALTY BUDGET
EQUAL TO 2/12 OF THE PROPOSED 2024 PROPERTY & CASUALTY BUDGET**

WHEREAS, the UNION COUNTY INSURANCE FUND COMMISSION (hereinafter "UCIFC") is duly constituted as an Insurance Commission pursuant to N.J.S.A. 40A:10-6 et seq.; and

BE IT RESOLVED by the Union County Insurance Fund Commission that it hereby approves and adopts a Temporary Budget in the amount of \$658,515.66 equal to 2/12 of the proposed 2024 Property & Casualty Budget in the amount of \$3,952,294.00 attached hereto as the Calendar Year 2024 Budget. This is the third approval of the proposed 2024 Property & Casualty Budget, totaling \$1,317,031.32 approved thus far in year 2024.

ADOPTED by THE UNION COUNTY INSURANCE FUND COMMISSION at a properly noticed meeting held on March 26th, 2024

ADOPTED:

BY: _____
CHAIRPERSON **DATE**

ATTEST: _____
VICE CHAIRPERSON **DATE**

RESOLUTION NO. 17-24
UNION COUNTY INSURANCE FUND COMMISSION
BILLS LIST MARCH 2024

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 Fund 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.

Check No.	Vendor Name	Desc.	Check Amount
001232	Union County Dept of Administrative Services	Postage Reimbursement	\$453.30
001233	Acrisure LLC Scirocco Group	Executive Director Fee for March	\$12,375.00
001233	Acrisure LLC Scirocco Group	Selective Surety Premium 4/24-4/25	\$1,495.00
			\$13,870.00
001234	Claims Resolution Corporation	Monthly Claims Administration Fee	\$35,562.50
001235	The Actuarial Advantage	Mar. Actuary Monthly Fees	\$1,107.32
TOTAL PAYMENTS FY 2024			\$50,993.12

BY: _____

CHAIRPERSON _____ **DATE**

ATTEST: _____

DATE

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

TREASURER



UNION COUNTY INSURANCE FUND COMMISSION (UCIFC)

TO: Fund Commissioners

FROM: J.A. Montgomery Consulting, Safety Director

DATE: March 20, 2024

DATE OF MEETING: March 26, 2024

UCIFC SERVICE TEAM

Paul Shives, Vice President, Safety Services pshives@jamontgomery.com Office: 732-736-5213	Glenn Prince, Assistant Public Sector Director gprince@jamontgomery.com Office: 856-552-4744 Cell: 609-238-3949	Natalie Dougherty, Senior Risk Operations Analyst ndougherty@jamontgomery.com Office: 856-552-4738
Mailing Address: TRIAD 1828 CENTRE Cooper Street, 18 th Floor Camden, NJ 08102 P.O. Box 99106 Camden, NJ 08101		

February - March 2024

RISK CONTROL ACTIVITIES

MEETINGS ATTENDED / TRAINING / LOSS CONTROL VISITS CONDUCTED

- **February 23:** Conducted a Loss Control Survey at the Board of Social Services (Parker Road).
- **February 27:** Attended the UCIFC meeting.
- **February 27:** Attended the UCIFC Executive Safety Committee meeting.
- **March 13:** Conducted a Loss Control Survey at the County Parks Department (fleet vehicles).

UPCOMING MEETINGS / TRAINING / LOSS CONTROL VISITS PLANNED

- **March 26:** Plan to attend the UCIFC meeting.
- **March 26:** Plan to attend the UCIFC Executive Safety Committee meeting.

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/safety/safety-bulletins/>.

- NJCE JIF - JAM SD Bulletin: Bomb Threat Resources & Best Practices – February 22.
- NJCE JIF - JAM SD Bulletin: Catalytic Converter Theft – February 26.
- NJCE JIF - JAM SD Bulletin: Daniel's Law in New Jersey: Requirements & Challenges – February 27.
- NJCE JIF - Training Announcement -MSI/NJCE EXPO (Atlantic Cape Community College - Cape May Campus) – March 4.
- NJCE JIF - JAM SD Bulletin: Respirators - Counterfeit P100 Filters – March 13.
- NJCE JIF - JAM SD Bulletin: Emergency Eyewash Stations & Showers Best Practices – March 18.

NJCE LIVE SAFETY TRAINING

We are offering the majority of the NJCE JIF training catalog on a Virtual platform through Zoom. In-Person training will be held via the MSI-NJCE Expos and are scheduled throughout New Jersey - [2024 MSI-NJCE Expo Flyer.pdf](#).

- Excavation, Trenching, and Shoring (4 hours)
- Forklift Train the Trainer (5-6 hours)
- Flagger Workzone Safety (4 hours)

Virtual classes feature real-time, instructor-led in-person, and virtual classes. Experienced instructors provide an interactive experience for the attendee on a broad spectrum of safety and risk control topics. Most NJCE LIVE virtual offerings have been awarded continuing education credits for municipal designations and certifications.

The live virtual monthly training schedules and registration links are available on the NJCE.org website under the "Safety" tab: [NJCE Live Monthly Training Schedules](#). Please register early, under-attended classes will be canceled. (March thru May 2024 Live Training Schedules and Registration Links are attached).

To maintain the integrity of the NJCE classes and our ability to offer CEUs, we must abide by the rules of the State agency that issued the designation. Most important among those rules is the attendee of the class must attend the whole session. **Attendees who enter the class more than 5 minutes late or leave early will not be awarded CEUs for the class or receive a certificate of completion.**

NJCE LEADERSHIP ACADEMY

J.A. Montgomery Consulting and the NJCE JIF have created the NJCE Leadership Academy for Managers, Administrators, Department Heads, and Supervisors interested in sharpening and expanding communication, conflict resolution, stress management, and team-building skills. The goal is to enhance leadership skills by offering participants varied and in-depth training.

Open Enrollment Dates: Open Enrollment for the NJCE Leadership Academy will be available during the following time frames:

- June 1 - 22, 2024 (Start Date: July 1, 2024)

The Registration Form will be available to download and complete during these time frames and can be found on the dedicated NJCE Leadership Academy webpage: [NJCE Leadership Academy](#).

Please Note: If a class link is not present on the Monthly Training Schedules or a class date/location is not showing on the NJCE LMS the class may not be offered/available yet so please check back.

The Safety Leadership Plaques will be distributed once a year starting in 2023. More details to follow, thank you. For more information and details on the Program please visit the NJCE Leadership Academy webpage: [NJCE Leadership Academy](#).



New NJCE Learning Management System (LMS)

The New NJCE LMS (BIS) launched on May 1st. J.A. Montgomery has uploaded LMS FAQ's, video tutorials to <https://njce.org/safety/>. If you have any questions or need further assistance, please contact Natalie Dougherty ndougherty@jamontgomery.com.

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 **2257, 0599, 0963 & 0157**. 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

**UNION COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – February 27, 2024
ZOOM- VIRTUAL MEETING 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:

Chairperson Wagner	Present
Commissioner Martins	Present
Commissioner Scutari	Present

FUND PROFESSIONALS PRESENT:

Executive Director	Acrisure Agency Partners Shannon Balken Justin Gallo
Claims Service	Claims Resolution Corporation, CRC Rachel Ruiz
Underwriting Manager	Acrisure Agency Partner David Balken
Treasurer	Bibi Taylor
Attorney	Bruce Bergen, Esq.
NJCE Safety Manager	J.A. Montgomery Consulting Glenn Prince
UCIFC Safety Manager	T&M Associates Mark Worthington

ALSO PRESENT:

Gia Mongioi, Acrisure, LLC – Balken Risk Management
Spiros Molfetas, Acrisure, LLC – Polaris Galaxy
Jessica Roberts, Acrisure, LLC -Polaris Galaxy
Theresa Pacheco, Union County
Evelio Salerno, Union County

APPROVAL OF MINUTES: OPEN MINUTES AND CLOSED MINUTES OF JANUARY 24, 2024

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 JANUARY 24, 2024

Moved:	Commissioner Scutari
Second:	Commissioner Martins
Vote:	Unanimous

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Worthington reported that an Executive Safety Committee Meeting was held on January 24, 2024. They participated in a HVAC – SCBA meeting on February 2, 2024. Conducted Powered Industrial Truck (forklift) training on February 14, 2024. Conducted a Labor Safety Meeting on February 14, 2024. Work was started on Building Emergency Action Plan updates on February 20, 2024. With no questions, Mr. Worthington concluded his report.

EXECUTIVE DIRECTOR REPORT:

- **2024 UCIFC Dividend** - The Executive Team held a virtual meeting with the Fund Actuary, Actuarial Advantage, who is the most qualified resource to assist in determining whether a 2024 UCIFC Dividend should be allocated to any years with a surplus. We are currently gathering the necessary financial documents to match up with the Actuary's Loss Fund Analysis to establish if it is actuarially sound to announce a dividend this year. We will present a recommendation at the March meeting.
- **NJCE Update** - Rates and capacity are stabilizing with many of the reinsurers. The property reinsurer, Zurich has non renewed the NJCE, and the program was restructured using Lexington (AIG) with Chubb handling the equipment breakdown coverage. Chubb will be reaching out to the risk manager and fund commissioner regarding jurisdictional inspections.
The NJCE Safety Grant offering to \$60k, as previously reported last month, which will be split amongst all NJCE members. The NJCE also approved to contribute an additional \$30k and will match 50% of what is granted to Union County of the \$60k.
- **2024 Auditor RFP** – Mr. Balken advised that no responses were received by the due date of February 23, 2024. Mr. Bergen stated that once we go out to bid twice and get no responses, we can pick a company to negotiate with. Chairperson Wagner advised that we did get a response on the first RFP but did not accept it. We will be going out again for bid.
- **2024 Plan of Risk Management** – Mr. Gallo discussed coverage changes. Under Property, Earthquake sublimit went from \$2,000,000 last year to \$1,500,000 this year. The Unreported Flood limit is \$10,000,000.

Executive Director asked if there are any questions on the resolution. Hearing none, Executive Director asked for a motion approve the resolutions as a consent.

MOTION TO APPROVE RESOLUTION 13-24, PLAN OF RISK MANAGEMENT

Moved:	Chair Wagner
Second:	Commissioner Martins
Roll Call Vote:	Unanimous

- **2024 Property & Casualty Budget** - Mr. Gallo advised that We previously approved a temporary budget representing 1/12 of the 2024 annual budget. The annual budget represents an overall increase of \$611,440 or 18.30% before dividend credits are applied. Attached on page 5 is Resolution 14-24, Adoption of a Temporary 2024 Property & Casualty Budget equal to 1/12 of the 2024 Property & Casualty Budget. If there are changes the Executive Director will provide a revised budget and resolution and distribute prior to the next meeting.

Executive Director asked if there are any questions on the resolutions. Hearing none, Executive Director asked for a motion approve the resolutions as a consent.

MOTION TO APPROVE RESOLUTION 14-24 ADOPTIONG A TEMPORATY 2024 PROPERTY & CASUALTY BUDGET IN THE AMOUNT OF \$329,257.83 EQUAL TO 1/12 OF THE 2024 PROPERTY & CASUALTY BUDGET IN THE AMOUNT OF \$3,952,294.00

Moved:	Chair Wagner
Second:	Commissioner Martins
Roll Call Vote:	Unanimous

- **Employee Dishonesty Coverage** – Mr. Gallo advised that the coverage with Selective Insurance Company renews on April 14, 2024. This policy covers the positions of Executive Director, Third Party Administrator and Treasurer. The limit per loss is \$1,000,000 with a \$10,000 deductible. The annual premium is \$1,493. We have finalized the Broker of Record with Selective and expect to have the bindable quote next week. We will seek approval of the premium expenditure at the March meeting.
- **Cyber Training** - Mr. Gallo advised that all options, discounts, and pricing to implement cyber training is being explored. NJEDGE, D2CORE, etc. are some companies we are contacting for the IFC & County. We did not get the response that we were looking for from Coalition and the NJCE, but we will continue our efforts to implement a plan. Chairperson Wagner advised that they had a meeting with their previous vendor and obtained a quote as well.
- **2024 Meeting Schedule** - The next Scheduled meeting is on March 26, 2024, we are not scheduled to meet in April 2024.

Executive Director asked if there are any questions on the Executive Director Report. Hearing none, that concluded the Executive Director Report.

TREASURER REPORT: Ms. Taylor referred to the February Bill List, enclosed within the agenda and advised that all the bills were routine in nature.

Executive Director asked for a motion to approve the resolution.

MOTION TO APPROVE RESOLUTION 12-24 FEBRUARY BILL LIST

Moved:	Chair Wagner
Second:	Commissioner Martins
Roll Call Vote:	Unanimous

ATTORNEY: Mr. Bergen advised that there is an ongoing case where a cross claim is being filed against the Borough of Roselle as well as Union County regarding a slip and fall incident. We are seeking outside counsel because one of the attorneys in Mr. Bergen's office was involved in negotiating the agreement between the county and Roselle.

Executive Director asked if there are any questions on the resolutions. Hearing none, Executive Director asked for a motion approve the resolutions as a consent.

MOTION TO APPROVE RESOLUTION 16-24 APPOINTING COUNSEL

Moved:	Chair Wagner
Second:	Commissioner Martins
Roll Call Vote:	Unanimous

CLAIMS ADMINISTRATOR: Ms. Ruiz reported for the month of January they received 15 Workers Compensation claims, 8 remain open. 21 Liability claims were received, 19 remain open. There are 5 claims to be discussed in closed session.

With no questions, Ms. Ruiz concluded her report.

NJCE SAFETY MANAGER: Mr. Prince referred to the Safety Directors report for January through February enclosed within the agenda, which included all risk control and safety activities. Mr. Prince then advised that they have been assisting the Board of Social Services with Loss Control Visits. Once was conducted on February 16, 2024 at Westminster Avenue and another on February 23, 2024 at Parker Avenue. Reports were completed and will be submitted shortly. All training opportunity can be found at NJCE.org, all training rosters through the end of April are listed on the site. Mr. Prince advised that his underwriting team was successful in increasing Munich Safety Grant from \$50,000 to \$60,000. There will be an additional \$30,000 added to the fund.

With no questions, Mr. Prince concluded his report.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: Mr. Bergen indicated there was no public comment.

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 numbers 0684, 0362, 2858, 2855 & 0737. As well as a litigation matter. 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 MOVE INTO CLOSED SESSION:

Moved:	Chair Wagner
Second:	Commissioner Martins
Vote:	Unanimous

MOTION TO APPROVE PAR AS DISCUSSED IN IN EXECUTIVE SESSION:

Moved:	Chair Wagner
Second:	Commissioner Martins
Vote:	Unanimous

MOTION TO APPROVE RESOLUTION 15-24 CLAIM SETTLEMENT

Moved:	Chair Wagner
Second:	Commissioner Martins
Vote:	Unanimous

MOTION TO ADJOURN:

Moved:	Chair Wagner
Second:	Commissioner Martins
Vote:	Unanimous

MEETING ADJOURNED: 10:35 AM

Minutes prepared by: Gia Mongioi, Secretary