

**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