

**UNION COUNTY INSURANCE FUND COMMISSION
AGENDA AND REPORTS
May 21, 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=OHJ4clNoUWk1bHpZazQ2TIJJamQ5dz09&omn=99371710684>

OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE

The Union County Insurance Fund Commission will conduct its May 21, 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: MAY 21, 2024
10:00 AM**

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

☐ **ROLL CALL OF COMMISSIONERS**

☐ **APPROVAL OF MINUTES:** **March 26, 2024 Open Minutes Appendix I**
 March 26, 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 3-8**

☐ **TREASURER – Bibi Taylor**
 Resolution 20-24 May Bill List – *Motion* **Page 9**

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

☐ **CLAIMS ADMINISTRATOR – Claims Resolution Corporation** **Verbal**

☐ **MEDLOGIX** **Page 10**

☐ **NJCE SAFETY DIRECTOR – J.A. Montgomery Consulting**
 Monthly Report
 Safety Grant Report **Pages 11-13**

☐ **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 14**

Motion to go into Executive Session

☐ **MOTION TO APPROVE CLAIMS AS DISCUSSED IN EXECUTIVE SESSION**

MEETING ADJOURNMENT

NEXT SCHEDULED MEETING: July 23, 2024, 10:00 AM



Union County Insurance Fund Commission

T&M Activities:

- Conducted Hazard Communication Training on 04/10/24
- Conducted Labor Safety Meeting on 04/10/24
- Conducted confined space training and evolution on 4/24/24
- Conducted Fork Lift Evaluations on 5/10/24
- Conducted Labor Safety Meeting on 05/10/24

UNION COUNTY INSURANCE FUND COMMISSION

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

Date: May 21, 2024

Memo to: Commissioners of the Union County Insurance Fund Commission

From: Acrisure, LLC

Subject: Executive Director's Report

☐ **RFP for Auditor**

The Commission previously advertised and published an RFP for Auditor services for 2024 on two different occasions and received no responses. Since the services were necessary, the Negotiating Committee recommends retaining Wielkott & Company LLC, for auditing services to prepare the Commission Audit for Fund Year 2023. The Auditor contract will be a one-year term from January 1st 2024 to December 31st 2024 for an annual fee not to exceed \$12,400.

☐ **Motion to approve Resolution 21-24 for the purposes of designating a Commission Auditor**

☐ **2023 UCIFC Dividend**

After receiving an updated calculation from the Commission Actuary regarding excess monies from the 2018 and 2019 Fund Year Accounts, it has been determined that \$500,000 is available for distribution. \$250,000 will be refunded from Fund Year 2018 and \$250,000 will be refunded from Fund Year 2019.

☐ **Motion to approve Resolution 22-24, authorizing Refunds from Fund Years 2018 and 2019 in the amount of \$500,000**

☐ **2024 Property & Casualty Budget**

Attached on page 7 is the proposed 2024 Budget in the amount of **\$3,975,294** which represents an overall increase of **\$634,440 or 18.99% before dividend credits are applied**. We are suggesting a payment schedule of 30% due on 6/15/24, 35% due on 8/15/24 and 35% due on 10/15/24. Justin Gallo met with Bibi Taylor to review the 2024 Budget on May 15th, 2024 at 11:00 AM via zoom. Attached on page 8 is Resolution 23-24 adopting the 2024 Budget in the amount of \$3,975,294.

☐ **Motion to approve Resolution 23-24 Adoption of a 2024 Property and Casualty Budget in the amount of \$3,975,294.00.**

□ **2024 Meeting Schedule**

The Commission is not scheduled to meet in June. The next scheduled meeting is on July 23, 2024 at 10:00 AM.

RESOLUTION NO. 21-24
UNION COUNTY INSURANCE FUND COMMISSION
DESIGNATING COMMISSION AUDITOR

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

WHEREAS, the Commissioners of said Commission have deemed it necessary and appropriate to obtain certain professionals and other extraordinary and unspecifiable services; and

WHEREAS, the Commissioners of said Commission resolve to award professional service and agreement in accordance with a fair and open process pursuant to N.J.S.A. 19:44a-20.4 et. seq.: and

WHEREAS, the Union County Insurance Fund Commission advertised and published an RFP for the position of Auditor for 2024, on two occasions and received no responses, and therefore a contract was negotiated for the needed services; and

WHEREAS, the Negotiating Committee recommends retaining Wielkottz & Company, LLC for auditing services to prepare the Commission Audit for Fund Year 2023. The audit as of December 31, 2023 shall be completed and presented no later than September 30, 2024.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the UCIFC that the UCIFC Chairperson is hereby authorized to execute a contract between the UCIFC and Wielkottz & Company, LLC for a one-year term commencing on January 1, 2024 and ending December 31, 2024 in an amount not to exceed \$12,400

BE IT FURTHER RESOLVED by the Commissioners of said UCIFC, Wielkottz & Company, LLC acting as a "servicing organization" as defined in the UCIFC's rules and regulations shall execute said contract prepared by the UCIFC and supply any surety bond along with errors and omissions coverage if required by law or deemed necessary in the sole discretion of UCIFC; and

BE IT FURTHER RESOLVED that the not to exceed amount of \$12,400 shall be charged to the Administrative Account of the Union County Insurance Fund Commission.

ADOPTED by THE UNION COUNTY INSURANCE FUND COMMISSION at a properly noticed meeting held on May 21, 2024.

ADOPTED:

BY: _____

CHAIRPERSON

DATE

ATTEST: _____

VICE CHAIRPERSON

DATE

RESOLUTION NO. 22-24

UNION COUNTY INSURANCE FUND COMMISSION

RESOLUTION AUTHORIZING REFUND FROM THE 2018 & 2019 FUND YEAR ACCOUNTS

WHEREAS, the Union County Insurance Fund Commission (hereinafter “the Commission”) is duly constituted an insurance fund commission; and

WHEREAS, Article VIII of the Commission’s Rules & Regulations provides that the Commission may refund to its member excess monies from any fund year upon compliance with certain requirements; and

WHEREAS, the Commission has obtained a calculation from its Actuary and Executive Director as to the amount of excess monies from its 2018 and 2019 Fund Year Accounts which is available for distribution in the amount of \$500,000

WHEREAS, distribution of the excess monies from the 2018 and 2019 Fund Year Accounts is consistent with maintaining the financial integrity of the Commission; and

WHEREAS, the Board of Fund Commissioners have determined that it would be in its best interest to make the distribution of excess monies from the 2018 and 2019 Fund Year Accounts; now, therefore,

BE IT RESOLVED by the Union County Insurance Fund Commission that the Executive Director for the Commission be and is hereby authorized to process a refund in the amount of \$250,000 from Fund Year 2018 and \$250,000 from Fund Year 2019.

BE IT FURTHER RESOLVED the Commission Treasurer is hereby authorized to take the dividend credit of \$500,000 on the first installment of the 2024 Assessment Billing. The dividend credit will be noted on the billing.

ADOPTED by THE UNION COUNTY INSURANCE FUND COMMISSION at a properly noticed meeting held on May 21, 2024.

ADOPTED:

BY: _____
CHAIRPERSON **DATE**

ATTEST: _____
VICE CHAIRPERSON **DATE**

100% of the Actuarial Loss Fund PR at HIGH Probability Level, GL, AL, WC at Low

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	\$2,267,000	\$87,000	3.99%
5 Cyber Liability	\$250,000	\$21,152	\$20,000	(\$1,152)	-5.45%
6 Subtotal - Claims*		\$3,139,152	\$3,366,000	\$226,848	7.23%
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 Total FUND Disbursements		\$3,340,854	\$3,975,294 \$	634,440	18.99%
27 Dividend Credit	\$	(500,000) \$	(500,000)		
29 Total Including Dividend Credits		\$2,840,854	\$3,475,294		

Final - 5/14/2024

RESOLUTION NO. 23-24

**UNION COUNTY INSURANCE FUND COMMISSION
ADOPTION OF A 2024 PROPERTY & CASUALTY BUDGET**

BE IT RESOLVED by the Union County Insurance Fund Commission that it hereby approves and adopts the Property & Casualty Budget attached hereto as the Calendar Year 2024 in the amount of \$3,975,294.

ADOPTED by THE UNION COUNTY INSURANCE FUND COMMISSION at a properly noticed meeting held on May 21, 2024.

ADOPTED:

BY: _____
CHAIRPERSON **DATE**

ATTEST: _____
VICE CHAIRPERSON **DATE**

RESOLUTION NO. 20-24**BILLS LIST MAY 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
001236	Amy Wagner	HostGator Web Reimbursement	\$212.83
001237	Acrisure LLC Scirocco Group	Executive Director Fee for April	\$12,375.00
001237	Acrisure LLC Scirocco Group	Executive Director Fee for May	\$12,375.00
			\$24,750.00
001238	Claims Resolution Corporation	Monthly Claims Administration Fee April	\$35,562.50
001238	Claims Resolution Corporation	Monthly Claims Administration Fee May	\$35,562.50
			\$71,125.00
001239	The Actuarial Advantage	Actuary Monthly Fees May	\$553.66
			\$553.66
001240	The Westfield Leader	Published Legal Ad – Meeting Schedule	\$38.87

TOTAL PAYMENTS FY 2024	\$96,680.36
------------------------	-------------

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
Managed Care PPO/Bill Review Savings Report

ROI/Managed Care:	January	February	March	April	2024 YTD
Total First Report of Injury	14	13	9	20	56
Report Only Claims	4	4	1	5	14
Case Management Claims	10	9	8	15	42

Bill Review/PPO Savings:	January	February	March	April	2024 YTD
# of Bills Processed	4	73	62	79	218
Original Billed Amount	\$1,587.00	\$97,315.80	\$286,523.81	\$84,031.07	\$469,457.68
Allowed Amount	\$782.00	\$31,457.03	\$127,516.81	\$49,043.67	\$208,799.51
Bill Review Reductions	\$240.00	\$32,320.38	\$21,976.03	\$4,897.06	\$59,433.47
PPO Reductions	\$565.00	\$23,187.64	\$135,813.97	\$26,476.79	\$186,043.40
Negotiated Reductions	\$0.00	\$10,350.75	\$1,217.00	\$3,613.55	\$15,181.30
Total Reductions	\$805.00	\$65,858.77	\$159,007.00	\$34,987.40	\$260,658.17
% of Savings	50.72%	67.68%	55.50%	41.64%	55.52%

PPO Stats:	January	February	March	April	2024 YTD
Total # of Bills:	4	73	62	79	218
PPO Bills:	4	55	52	68	179
PPO Bill penetration:	100.00%	75.34%	83.87%	86.08%	82.11%
In-network Charges:	\$1,587.00	\$62,606.76	\$254,875.81	\$64,020.07	\$383,089.64
PPO Charge penetration:	100.00%	64.33%	88.95%	76.19%	81.60%



J.A. Montgomery CONSULTING

SAFETY DIRECTOR REPORT

UNION COUNTY INSURANCE FUND COMMISSION (UCIFC)

TO: Fund Commissioners

FROM: J.A. Montgomery Consulting, Safety Director

DATE: May 8, 2024

DATE OF MEETING: May 21, 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		

March – May 2024

RISK CONTROL ACTIVITIES

MEETINGS ATTENDED / TRAINING / LOSS CONTROL VISITS CONDUCTED

- **March 26:** Attended the UCIFC meeting.
- **March 26:** Attended the UCIFC Safety Committee meeting.
- **April 30:** Conducted a Loss Control Survey at the Board of Social Services (200 West 2nd Street, Plainfield, NJ).

UPCOMING MEETINGS / TRAINING / LOSS CONTROL VISITS PLANNED

- **May 21:** Plan to attend the UCIFC meeting.
- **May 21:** 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://nice.org/safety/safety-bulletins/>.

- NJCE JIF - JAM SD Bulletin: Emergency Eyewash Stations & Showers Best Practices – March 18.

- NJCE JIF - JAM SD Bulletin: Fall Protection - Understanding Warranty Requirements – March 21.
- Law Enforcement Work Zone Training – NJCE LE Training Announcement – March 27.
- NJCE JIF - JAM SD Bulletin: Solar Eclipse Viewing - Best Practices – March 28.
- NJCE JIF - JAM SD Bulletin: Take Our Kids to Work Day - Best Practices – April 4.
- NJCE JIF - JAM SD Message: Safety Measures Following NJ Earthquake – April 5.
- NJCE JIF - JAM LE Bulletin: Healthcare Heroes Violation Prevention Act – April 9.
- NJCE JIF - JAM SD Bulletin: CBD Oil Risks – April 24.
- NJCE JIF - JAM SD Bulletin: Lightning Safety - Best Practices – May 8.

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. (May thru June 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 1, 2023. 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 **1533, 2977, 2907, 0735, 1439, 0462 & 1541**. 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 – March 26, 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	N/A (arrived late)
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 Ken Schullz
UCIFC Safety Manager	T&M Associates Mark Worthington

ALSO PRESENT:

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

APPROVAL OF MINUTES: OPEN MINUTES AND CLOSED MINUTES OF FEBRUARY 27, 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 FEBRUARY 27, 2024

Moved:	Commissioner Martins
Second:	Commissioner Scutari
Vote:	Unanimous

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Worthington reported that an Executive Safety Committee Meeting was held on February 27, 2024. They conducted a Labor Safety Meeting and an Equipment Review on March 13, 2024. Continued updates on the Building Emergency Action Plan on March 20, 2024. Create Tool Box Talks for Q2 will be released on April 1, 2024. With no questions, Mr. Worthington concluded his report.

EXECUTIVE DIRECTOR REPORT:

- **2024 UCIFC Dividend** – Executive Director discussed the status of the UCIFC dividend analysis. It has been deferred until the May meeting for final approval and distribution of excess monies.
- **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 Auditor RFP** – Executive Director advised that the RFP went out again on March 6, 2024, via all relevant newspapers as well as Bid Source. The response deadline is April 2, 2024. Any responses will be shared with the commissioners and the topic will be addressed at the May 21, 2024, meeting.
- **2024 Property & Casualty Budget** – Executive Director advised that since the dividend is still being formulated & considered, it is proposed that one more 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. Executive Director asked if there are any questions on the resolution. Hearing none, Executive Director asked for a motion approve the resolution as a consent.

MOTION TO APPROVE RESOLUTION 18-24 ADOPTIONG A TEMPORATY 2024 PROPERTY & 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

Moved:	Commissioner Martins
Second:	Commissioner Scuteri
Roll Call Vote:	Unanimous

- **Employee Dishonesty Coverage** – Executive Director advised that 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

Moved:	Commissioner Martins
Second:	Commissioner Scuteri
Roll Call Vote:	Unanimous

- **2024 Meeting Schedule** - The next Scheduled meeting is on May 21, 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 March 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 18-24 MARCH BILL LIST

Moved:	Commissioner Martins
Second:	Commissioner Scuteri
Roll Call Vote:	Unanimous

ATTORNEY: Mr. Bergen proposed resolution to appoint outside counsel for future defense measures for the fund. The amount proposed in the resolution (\$100,000) is a guess financially. After a few months it can be reevaluated.

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 19-24 APPOINTING COUNSEL FOR FUTURE LITIGATION MATTERS

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

CLAIMS ADMINISTRATOR: Ms. Ruiz reported for the month of February they received 14 Workers Compensation claims, 4 remain open, no catastrophic losses. 7 Liability claims were received, 6 remain open. All other matters will be discussed in closed session.

With no questions, Ms. Ruiz concluded her report.

NJCE SAFETY MANAGER: Mr. Schullz referred to the Safety Directors report for February through March enclosed within the agenda, which included all risk control and safety activities. All training opportunity can be found at NJCE.org, all training rosters through the end of May are listed on the site. A Loss control Survey was conducted at the County Parks Department (fleet vehicles) on March 13, 2024. Loss control report will be distributed by Glenn Prince.

With no questions, Mr. Schullz 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 2257, 0599, 0963 & 0157. 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 EXECTIVE SESSION:

Moved:	Chair Wagner
Second:	Commissioner Martins
Vote:	Unanimous

MOTION TO ADJOURN:

Moved:	Chair Wagner
Second:	Commissioner Martins
Vote:	Unanimous

MEETING ADJOURNED: 10:20 AM

Minutes prepared by: Gia Mongioi, Secretary