

**UNION COUNTY INSURANCE FUND COMMISSION  
OPEN MINUTES  
MEETING – July 23, 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:**

<b>Chairperson Wagner</b>	<b>Present</b>
<b>Commissioner Martins</b>	<b>Present</b>
<b>Commissioner Scutari</b>	<b>Present</b>

**FUND PROFESSIONALS PRESENT:**

Executive Director	Acrisure Agency Partners <b>Shannon Balken</b> <b>Justin Gallo</b>
Claims Service	Claims Resolution Corporation, CRC <b>Kim DeLaurentis</b>
Underwriting Manager	Acrisure Agency Partner <b>David Balken</b>
Attorney	<b>Bruce Bergen, Esq.</b>
NJCE Safety Manager	J.A. Montgomery Consulting <b>Glen Prince</b>

**ALSO PRESENT:**

John Markel, Acrisure, LLC  
Jennifer Goldstein, Medlogix  
Evelio Salermo, Union County

## **APPROVAL OF MINUTES: OPEN MINUTES AND CLOSED MINUTES OF MAY 21, 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 MAY 21, 2024**

Moved:	Commissioner Martins
Second:	Commissioner Scutari
Abstain:	Chairperson Wagner
Vote:	Unanimous

### **CORRESPONDENCE: None**

**SAFETY COMMITTEE: (Not present)** The UCIFC Safety Director, (T&M) have been replaced by the county with Pennoni. they are an engineering environmental consulting firm. We have spoken with the new project manager; Ralph Coppola and he has indicated that he will be prepared to present a safety committee report during our September meeting.

### **EXECUTIVE DIRECTOR REPORT:**

- **2024 Auditor RFP** – The Commission Actuary contract with Actuarial Advantage expires on December 31st, 2024. The Fund office will prepare and advertise an RFP for this position.
- Executive Director made a Motion to authorize the fund office to prepare and issue the RFP for the Commission actuary.

### **MOTION TO APPROVE RESOLUTION 21-24 FOR THE PURPOSES OF DESIGNATING A COMMISSION AUDITOR**

Moved:	Chairperson Wagner
Second:	Commissioner Scutari
Roll Call Vote:	Unanimous

**2024 UCIFC Dividend** – John Markel reported NJ Counties JIF capped UCIC covid loss at \$ 39,478. After receiving an updated calculation from the Commission Actuary regarding excess monies from 2020 Fund Year Account, it has been determined that the Excess Reimbursement of (\$ 57,197 PAID - \$ 39,478 CAP) = \$ 17,719 excess Reimbursement. Remaining outstanding \$ 592,232 covid reserves can be reduced to \$ 0. Overall reduction would be \$ 592,232 + \$ 17,719 = \$ 609,951

- **2024 Meeting Schedule** - The next Scheduled meeting is on September 24, 2024, we are not scheduled to meet in August 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 (not present) has approved verbally with us the July bills list.

- Executive Director asked for a motion to approve the resolution.

**July 23, 2024**

**Union County Insurance Fund Commission OPEN Minutes**

## **MOTION TO APPROVE RESOLUTION 20-24 JULY BILL LIST**

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

**ATTORNEY:** Mr. Bergen advised he had nothing to report.

**CLAIMS ADMINISTRATOR:** Ms. DeLaurentis reported for the month of June, there were 15 workers comp claims reported, of which three remain open and 20 liability claims, of which 15 remain open from June. With no questions, Ms. DeLaurentis concluded her report.

**MEDLOGIX:** Ms. Goldstein presented a Managed Care PPO/Bill Review Savings Report that went over the claims submitted to date (May 2024 – June 2024) Ms. Goldstein in detail provided as requested at the last meeting a breakdown by loss year of the bill, of the 2024 report so far to date. With no other questions, Ms. Goldstein concluded her report.

**NJCE SAFETY MANAGER:** Mr. Prince referred to the Safety Directors report for March through May enclosed within the agenda, which included all risk control and safety activities. All training opportunity can be found at NJCE.org, including the safety briefings and the video briefings for Leadership Academy now through September 30th, 2024. 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 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 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 2503-1787-1543-2932-2762-0877 and 1244. 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:	Commissioner Martins
Second:	Commissioner Scutari
Vote:	Unanimous

**MOTION TO APPROVE PAR AS DISCUSSED IN IN EXECUTIVE SESSION:**

Moved:	Commissioner Martins
Second:	Commissioner Scutari
Vote:	Unanimous

**MOTION TO ADJOURN:**

Moved:	Commissioner Martins
Second:	Commissioner Scutari
Vote:	Unanimous

**MEETING ADJOURNED: 10:25 AM**

Minutes prepared by: Christa Foli, Secretary