

**UNION COUNTY INSURANCE FUND COMMISSION**  
**OPEN MINUTES**  
**MEETING – September 24, 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>
Underwriting Manager	Acrisure Agency Partner <b>David Balken</b>
Claims Service	Claims Resolution Corporation, CRC <b>Rachel Ruiz</b>
Attorney	<b>Bruce Bergen, Esq.</b>
NJCE Safety Manager	J.A. Montgomery Consulting <b>Glenn Prince</b>
UCIFC Safety Director	Pennoni <b>Ralph Coppola</b>

**ALSO PRESENT:**

Gia Mongioi, Acrisure, LLC – Balken Risk Management  
Christa Foli, Acrisure, LLC – Balken Risk Management  
Theresa Pacheco, Union County  
Evelio Salerno, Union County  
Jennifer Goldstein Medlogix  
Robin Racioppi Acrisure

## **APPROVAL OF MINUTES: OPEN MINUTES AND CLOSED MINUTES OF JULY 23, 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 JULY 23, 2024**

Moved:	Commissioner Martins
Second:	Commissioner Scutari
Vote:	Unanimous

### **CORRESPONDENCE: None**

**SAFETY COMMITTEE:** The UCIFC Safety Director Mr. Ralph Coppola reported that he is still working on (BEAPS) facility wide. Mr. Coppola also reports he is doing audits for LOCK OUT/TAG OUT and will hold an Executive Committee meeting after this meeting at 11:00 AM.

### **EXECUTIVE DIRECTOR REPORT:**

- Audit report overview not much to report. The Audit is still underway.
- **2024 Auditor RFP** –The Executive Director asked for a motion to authorize the Fund Executive Director's Office to prepare and issue the RFP for the Commission Auditor's position from January 1st, 2025, to December 31st, 2025.

### **MOTION TO AUTHORIZE THE FUND EXECUTIVE DIRECTOR'S OFFICE TO PREPARE AND ISSUE THE RFP FOR THE COMMISSION AUDITOR'S POSITION FROM JANUARY 1, 2025 -DECEMBER 31, 2025.**

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

**TREASURER REPORT:** Mr. Bergen referred to the September 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 25-24 SEPTEMBER BILL LIST**

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

**ATTORNEY:** Mr. Bergen advised that NJCEJIF has offered to extend the UCIFC cyber liability insurance coverage that expires on October 20th, 2024, and extending the coverage through December 31st, 2024, for a premium charge of \$26,557.

**MOTION TO APPROVE RESOLUTION 26-24 EXTENDING THE UCIFC CYBER LIABILITY INSURANCE THROUGH DECEMBER 31, 2024, FOR A PREMIUM CHANGE OF \$26,557.**

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

**CLAIMS ADMINISTRATOR:** Ms. Ruiz reported for the month of August they received 25 Workers Compensation claims, ten remain open, 14 Liability claims were received, 11 remain open. All other matters will be discussed in closed session. With no questions, Ms. Ruiz concluded her report.

**MEDLOGIX:** Ms. Goldstein presented a Managed Care PPO/Bill Review Savings Report that went over the claims submitted during the month of August in detail. With no other questions, Ms. Goldstein concluded her report.

**NJCE SAFETY MANAGER:** Mr. Prince referred to the Safety Directors report for July through September enclosed within the agenda, which included all risk control and safety activities. All training opportunities & training rosters through the end of November can be found at NJCE.org. Mr. Prince advised the Munich safety grant proposal will be presented at the next County Excess Joint Insurance Fund meeting September 26, 2024. He has prepared a proposal in the agenda packet for the meeting asking for 100% funding for all members. With no questions, Mr. Prince concluded his report.

**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 1533, 2977, 2907, 0735, 1439, 0462, 1541. 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:	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: 10:28 AM**

Minutes prepared by Christa Foli -Secretary