

**UNION COUNTY INSURANCE FUND COMMISSION  
AGENDA AND REPORTS  
October 22, 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=94631761443>**

**OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE**

The Union County Insurance Fund Commission will conduct its October 22, 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: October 22, 2024**  
**10:00 AM**

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

☐ **ROLL CALL OF COMMISSIONERS**

☐ **APPROVAL OF MINUTES:**      September 24, 2024      Open Minutes      Appendix I  
   September 24, 2024      Closed Minutes sent via e-mail

☐ **CORRESPONDENCE:** None

☐ **COMMITTEE REPORTS:**      **Page 2**  
    Safety Committee Reports  
    UCIFC Safety Director – Pennoni

☐ **EXECUTIVE DIRECTOR/ADMINISTRATOR – ACRISURE, LLC.**      **Page 3 - 10**  
    Resolution 28-24 Certification of Annual Audit Report - *Motion*

☐ **TREASURER – Bibi Taylor**      **Page 11**  
    Resolution 27-24    Bill List – *Motion*

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

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

☐ **MEDLOGIX**      **Page 12**

☐ **NJCE SAFETY DIRECTOR – J.A. Montgomery Consulting**      **Pages 13 - 18**  
    Monthly Report

**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 19**

**Motion to go into Executive Session**

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

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☐ **MEETING ADJOURNMENT**

☐ **NEXT SCHEDULED MEETING: December 17, 2024, 10:00 AM**



**October 18, 2024**

CUNIX24006

## Union County Insurance Fund Commission

### Pennoni Activities

- Conducted Union County Labor Safety Meetings 06/06/24, 07/10/24, 09/11/24, and 10/09/24.
- Conducted Union County Executive Meeting 07/23/24 and 09/24/24.
- Continuously updating Building Emergency Action Plan (BEAP) and Fire Prevention 2024 reports.
- Provided Heat Safety for Managers and Heat Safety for Workers guidance documents 06/18/24.
- Conducted 20 in person Emergency Evacuation and Fire Drill Training between August and September.
- Conducted PEOSH audits of 25 county buildings throughout July and August 2024.
- Conducted Lock Out/Tag Out audits within county buildings throughout July 2024.
- Provided a Water Intrusion and Mold Remediation guidance document to the county 07/23/24.
- Reviewing and updating the County Wide Respiratory Protection Plan.

## UNION COUNTY INSURANCE FUND COMMISSION

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

Date: October 22, 2024

Memo to: Commissioners of the Union County Insurance Fund Commission

From: Acrisure, LLC

Subject: Executive Director's Report

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- **Audit Report as of December 31, 2023**

The Auditor's Report as of December 31, 2023 has been completed by Wielkotz & Company. The Executive Director's office has reviewed the audit with the Fund Treasurer and Fund Attorney and has sent the same under separate cover to all Fund Commissioners. We would like to recognize the expediency in which the auditor was able to complete the IFC audit, given that they were awarded the position only a few months ago. We are seeking approval of the 2023 Audit from the Commissioners at the meeting. Included in the agenda is Resolution 28-24, Certification of Annual Audit Report for Period ending December 31, 2023 along with the Group Affidavit Form. The resolution was reviewed by the Commission Attorney.

- **Motion to approve Resolution 28-24 Certification of Annual Audit Report for Period Ending December 31, 2023**

### **Discussion Item: Review of Union County IFC's Professional Contracts**

- **Background**

In recent years, it has been the standard practice of the former Executive Director's office to issue Requests for Proposals (RFPs) for all professional contracts. This process has been seen as a measure to ensure transparency and competitiveness in the awarding of contracts.

- **Legal Context**

Upon review, our office has identified that under the Local Public Contracts Law (N.J.S.A. 40A11-1 et seq.), the bid threshold is set at \$17,500 for entities without a Qualified Purchasing Agent. This means that contracts under \$17,500 are not subject to the requirement of a published notice of contract award.

Recently, the Commission awarded contracts for both the Auditor and Actuary positions. Notably, both of these contracts fall below the \$17,500 threshold. For contracts below this limit, we would like to consider the legal provisions that permit flexibility with contracts under the \$17,500 bid threshold.

We would like to open this up for discussion to consider maintaining the current practice of issuing RFPs for contracts exceeding the \$17,500 threshold.

- **2025 UCIFC Property & Casualty Budget**

As in previous years, the Insurance Commission will adopt a temporary 2025 UCIFC Property & Casualty Budget at our December meeting. This interim budget will represent 2/12 of the annual budget for 2025, ensuring that we maintain financial continuity and operational readiness as we finalize the comprehensive budget.

Our office will arrange a meeting with the Commission Chair and Treasurer prior to the December Commission Meeting. This discussion will focus on the detailed aspects of the 2025 budget, allowing us to align our financial strategies and address any pertinent considerations. By taking these preliminary steps, we aim to ensure a seamless transition into the new fiscal year.

- **IFC Financial Snapshot**

This "Summary of Fund Year Balances" report provides a comprehensive overview that captures claims fund balances, comparatives to year end 2022 and 2023 along with excess insurance recoverable. These insights are crucial for informed decision-making regarding our fund management strategies.

By examining these components, we can ensure that our fund management practices are both robust and strategic, ultimately aiding in maintaining cost savings and budget stability for the Commission.

- **2024 Meeting Schedule-** The Commission will not meet in November. Our next regularly scheduled meeting will take place on December 17, 2024 at 10:00 AM
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**RESOLUTION NO. 28-24**  
**UNION COUNTY INSURANCE FUND COMMISSION**  
**RESOLUTION OF CERTIFICATION**  
**ANNUAL AUDIT REPORT FOR PERIOD ENDING DECEMBER 31, 2023**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts, and financial transactions, and

**WHEREAS**, the Annual Report of Audit for the year 2023 has been filed by the appointed Fund Auditor with the Secretary of the Fund as per the requirements of N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36, and a copy has been received by each member of the BOARD OF COMMISSIONERS, and

**WHEREAS**, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34, and

**WHEREAS**, the Local Finance Board has promulgated a regulation requiring that the BOARD OF FUND COMMISSIONERS of the Fund shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the BOARD OF COMMISSIONERS have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments  
and  
Recommendations

and

**WHEREAS**, the members of the BOARD OF COMMISSIONERS have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments  
and  
Recommendations

As evidence by the group affidavit form of the BOARD OF COMMISSIONERS.

**WHEREAS**, such resolution of certification shall be adopted by the BOARD OF COMMISSIONERS no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board, and

**WHEREAS**, all members of the BOARD OF COMMISSIONERS have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

**WHEREAS**, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the BOARD OF COMMISSIONERS to the penalty provisions of R.S. 52:27BB-52 -to wit:

R.S. 52:27BB-52 -"A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

**NOW, THEREFORE, BE IT RESOLVED**, that the BOARD OF COMMISSIONERS of the Union County Insurance Fund Commission hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey, dated July 30, 1968, and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE  
RESOLUTION PASSED AT THE MEETING HELD ON OCTOBER 22, 2024

**BY:** \_\_\_\_\_

**CHAIRPERSON**

\_\_\_\_\_  
**DATE**

**ATTEST:** \_\_\_\_\_

\_\_\_\_\_  
**DATE**

**GROUP AFFIDAVIT FORM**  
**CERTIFICATION OF BOARD OF FUND COMMISSIONERS**

**of the**

**UNION COUNTY INSURANCE FUND COMMISSION**

We members of the BOARD OF COMMISSIONERS of the Union County Insurance Commission, of full age, being duly sworn according to law, upon our oath depose and say:

1.) We are duly elected members of the BOARD OF COMMISSIONERS of the Union County Insurance Commission.

2.) In the performance of our duties, and pursuant to the Local Finance Board Regulation, we have familiarized ourselves with the contents of the Annual Fund Audit filed with the Secretary of the Fund pursuant to N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-46 for the year 2023.

3.) We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled:

**GENERAL COMMENTS – RECOMMENDATIONS**

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(L.S.) Amy Wagner

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(L.S.) Claudia Martins

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(L.S.) Laura Scutari

Attest:

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BRUCE BERGEN, ESQ.  
Commission Attorney

The Secretary of the Fund shall set forth the reason for the absence of signature of any members of the BOARD OF COMMISSIONERS.

**Important:** This certificate must be sent to the Division of Local Government Services, CN 803, Trenton, NJ 08625



## **Union County Insurance Commission Summary of Fund Year Balances**

This report provides a Summary of the September, 2024 (3<sup>rd</sup> Quarter) Claim Fund balances, with comparisons to Year-End 2022 and Year-end 2023, to include year-over-year Net Changes, as well as Q1, Q2, and Q3 2024 net changes.

The **Incurred But Not Reported (IBNR)** figures for **Q2 2024** were obtained from the Actuarial Advantage report for the period ending June 30, 2024.

The **Discounted Claim Values (DCV)** figures for **Q2 2024** were obtained from the Actuarial Advantage report for the period ending June 30, 2024.

The **IBNR** and **DCV** figures used for **Q3 2024** are noted as estimates and will be adjusted when Actuarial Advantage completes its September 30, 2024 evaluation.

The Total Incurred Claim Fund balances for Fund Years 2018 – 2022 average approximately \$3,200,000 annually.

With an expected significant decrease in Fund Year 2023 IBNR occurring in calendar year 2025, we anticipate that Fund Year 2023 will likely move toward that historical average.

The higher Total Incurred Claim Fund balances for Fund Years 2023 and 2024 are largely a function of significant IBNR allocations.

As demonstrated in the 10-Year Claims Development Exhibit in the Financial Statement, the IBNR allocations are very conservative.

For example, the Estimated Incurred Claims for Fund Year 2018 was \$ 5,605,510 at the close of Calendar Year 2018.

As of Calendar Year-End 2023, the 2018 Fund Year Estimated Incurred had decreased by \$2,414,010 to \$ 3,191,500 as the IBNR allocations decreased over time.

While the development in Incurred Claim amounts in all of the Fund Years varies, all trend downward over time, which is positive.

UNION COUNTY INSURANCE COMMISSION  
SUMMARY OF FUND YEAR BALANCES

Claim Financials by Fund Year	Year-End 2022 Fund Balance	Year over Year Net Change	Year-End 2023 Fund Balance	(Jan-Mar) 2024	COVID Adjustment	3/31/2024 Fund Balance	(April-June) 2024	6/30/2024 Fund Balance	(July-Sep) 2024	9/30/2024 Fund Balance
<b>FUND YEAR 2018</b>										
Paid Claims	\$2,750,266.00	\$141,801.00	\$2,892,067.00	\$16,502.00		\$2,908,569.00	\$7,188.00	\$2,915,757.00	\$57,456.00	\$2,973,213.00
Claim Reserves	\$580,661.00	-\$263,785.00	\$316,876.00	-\$41,433.00		\$275,443.00	-\$12,308.00	\$263,135.00	-\$87,288.00	\$175,847.00
<b>IBNR</b>	<b>\$115,447.00</b>	<b>-\$97,612.00</b>	<b>\$17,835.00</b>	<b>-\$3,990.00</b>		<b>\$13,845.00</b>	<b>-\$836.00</b>	<b>\$13,009.00</b>	<b>-\$4,259.00 *</b>	<b>\$8,750.00 *</b>
Excess Insurance Recoverable	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Discounted Claim Value (DCV)</b>	<b>-\$12,006.00</b>	<b>\$7,131.00</b>	<b>-\$4,875.00</b>	<b>\$481.00</b>		<b>-\$4,394.00</b>	<b>\$79.00</b>	<b>-\$4,315.00</b>	<b>\$565.00 *</b>	<b>-\$3,750.00 *</b>
<b>Total Fund Year 2018 Claims</b>	<b>\$3,434,368.00</b>	<b>-\$212,465.00</b>	<b>\$3,221,903.00</b>	<b>-\$28,440.00</b>		<b>\$3,193,463.00</b>	<b>-\$5,877.00</b>	<b>\$3,187,586.00</b>	<b>-\$33,526.00</b>	<b>\$3,154,060.00</b>
<b>FUND YEAR 2019</b>										
Paid Claims	\$3,158,415.00	\$424,684.00	\$3,583,099.00	\$20,420.00		\$3,603,519.00	\$11,206.00	\$3,614,725.00	\$72,378.00	\$3,687,103.00
Claim Reserves	\$721,984.00	-\$398,538.00	\$323,446.00	-\$52,731.00		\$270,715.00	\$150,281.00	\$420,996.00	-\$159,687.00	\$261,309.00
<b>IBNR</b>	<b>\$231,461.00</b>	<b>-\$165,114.00</b>	<b>\$66,347.00</b>	<b>-\$4,656.00</b>		<b>\$61,691.00</b>	<b>-\$20,387.00</b>	<b>\$41,304.00</b>	<b>-\$9,629.00 *</b>	<b>\$31,675.00 *</b>
Excess Insurance Recoverable	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Discounted Claim Value (DCV)</b>	<b>-\$16,788.00</b>	<b>\$9,479.00</b>	<b>-\$7,309.00</b>	<b>\$733.00</b>		<b>-\$6,576.00</b>	<b>-\$2,106.00</b>	<b>-\$8,682.00</b>	<b>\$2,207.00 *</b>	<b>-\$6,475.00 *</b>
<b>Total Fund Year 2019 Claims</b>	<b>\$4,095,072.00</b>	<b>-\$129,489.00</b>	<b>\$3,965,583.00</b>	<b>-\$36,234.00</b>		<b>\$3,929,349.00</b>	<b>\$138,994.00</b>	<b>\$4,068,343.00</b>	<b>-\$94,731.00</b>	<b>\$3,973,612.00</b>
<b>FUND YEAR 2020</b>										
Paid Claims	\$1,297,633.00	\$593,820.00	\$1,891,453.00	\$157,189.00		\$2,048,642.00	\$328,599.00	\$2,377,241.00	\$49,871.00	\$2,427,112.00
Claim Reserves	\$817,772.00	\$881,573.00	\$1,699,345.00	-\$210,617.00	-\$592,232.00	\$896,496.00 A	\$164,734.00	\$1,061,230.00	-\$331,256.00	\$729,974.00
<b>IBNR</b>	<b>\$955,494.00</b>	<b>-\$791,779.00</b>	<b>\$163,715.00</b>	<b>-\$27,465.00</b>		<b>\$136,250.00</b>	<b>-\$24,027.00</b>	<b>\$112,223.00</b>	<b>-\$25,773.00 *</b>	<b>\$86,450.00 *</b>
Excess Insurance Recoverable	\$0.00	\$0.00	\$0.00	\$0.00	-\$17,719.00	-\$17,719.00 B	\$0.00	-\$17,719.00	\$0.00	-\$17,719.00
<b>Discounted Claim Value (DCV)</b>	<b>-\$36,028.00</b>	<b>\$15,347.00</b>	<b>-\$20,681.00</b>	<b>\$2,286.00</b>		<b>-\$18,395.00</b>	<b>\$7,021.00</b>	<b>-\$11,374.00</b>	<b>\$3,634.00 *</b>	<b>-\$7,740.00 *</b>
<b>Total Fund Year 2020 Claims</b>	<b>\$3,034,871.00</b>	<b>\$698,961.00</b>	<b>\$3,733,832.00</b>	<b>-\$78,607.00</b>	<b>-\$609,951.00</b>	<b>\$3,045,274.00 C</b>	<b>\$476,327.00</b>	<b>\$3,521,601.00</b>	<b>-\$303,524.00</b>	<b>\$3,218,077.00</b>
<b>FUND YEAR 2021</b>										
Paid Claims	\$1,059,206.00	\$120,514.00	\$1,179,720.00	\$545.00		\$1,180,265.00	\$77,928.00	\$1,258,193.00	\$64,881.00	\$1,323,074.00
Claim Reserves	\$834,237.00	\$514,434.00	\$1,348,671.00	\$69,960.00		\$1,418,631.00	\$25,230.00	\$1,443,861.00	\$40,016.00	\$1,483,877.00
<b>IBNR</b>	<b>\$1,046,295.00</b>	<b>-\$745,710.00</b>	<b>\$300,585.00</b>	<b>-\$47,180.00</b>		<b>\$253,405.00</b>	<b>-\$43,961.00</b>	<b>\$209,444.00</b>	<b>-\$26,619.00 *</b>	<b>\$182,825.00 *</b>
Excess Insurance Recoverable	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Discounted Claim Value (DCV)</b>	<b>-\$42,065.00</b>	<b>\$7,427.00</b>	<b>-\$34,638.00</b>	<b>\$1,459.00</b>		<b>-\$33,179.00</b>	<b>\$64.00</b>	<b>-\$33,115.00</b>	<b>\$1,245.00 *</b>	<b>-\$31,870.00 *</b>
<b>Total Fund Year 2021 Claims</b>	<b>\$2,897,673.00</b>	<b>-\$103,335.00</b>	<b>\$2,794,338.00</b>	<b>\$24,784.00</b>		<b>\$2,819,122.00</b>	<b>\$59,261.00</b>	<b>\$2,878,383.00</b>	<b>\$79,523.00</b>	<b>\$2,957,906.00</b>

	Year-End 2022 Fund Balance	Year over Year Net Change	Year-End 2023 Fund Balance	(Jan-Mar) 2024	COVID Adjustment	3/31/2024 Fund Balance	(April-June) 2024	6/30/2024 Fund Balance	(July-Sep) 2024	9/30/2024 Fund Balance
<b>FUND YEAR 2022</b>										
Paid Claims	\$521,308.00	\$240,816.00	\$762,124.00	\$10,012.00		\$772,136.00	\$47,783.00	\$819,919.00	\$187,149.00	\$1,007,068.00
Claim Reserves	\$905,204.00	\$160,786.00	\$1,065,990.00	\$213,911.00		\$1,279,901.00	-\$218,651.00	\$1,061,250.00	\$279,416.00	\$1,340,666.00
<b>IBNR</b>	<b>\$1,683,797.00</b>	<b>-\$911,698.00</b>	<b>\$772,099.00</b>	<b>-\$88,770.00</b>		<b>\$683,329.00</b>	<b>-\$66,538.00</b>	<b>\$616,791.00</b>	<b>-\$82,940.00</b> *	<b>\$533,851.00</b> *
Excess Insurance Recoverable	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Discounted Claim Value (DCV)</b>	<b>-\$70,580.00</b>	<b>\$30,413.00</b>	<b>-\$40,167.00</b>	<b>\$2,034.00</b>		<b>-\$38,133.00</b>	<b>\$3,656.00</b>	<b>-\$34,477.00</b>	<b>\$4,791.00</b> *	<b>-\$29,686.00</b> *
<b>Total Fund Year 2022 Claims</b>	<b>\$3,039,729.00</b>	<b>-\$479,683.00</b>	<b>\$2,560,046.00</b>	<b>\$137,187.00</b>		<b>\$2,697,233.00</b>	<b>-\$233,750.00</b>	<b>\$2,463,483.00</b>	<b>\$388,416.00</b>	<b>\$2,851,899.00</b>
<b>FUND YEAR 2023</b>										
Paid Claims		\$1,065,622.00	\$1,065,622.00	\$326,757.00		\$1,392,379.00	\$118,989.00	\$1,511,368.00	\$47,614.00	\$1,558,982.00
Claim Reserves		\$1,218,814.00	\$1,218,814.00	-\$230,265.00		\$988,549.00	\$54,919.00	\$1,043,468.00	-\$52,441.00	\$991,027.00
<b>IBNR</b>		<b>\$2,390,919.00</b>	<b>\$2,390,919.00</b>	<b>-\$406,884.00</b>		<b>\$1,984,035.00</b>	<b>-\$243,610.00</b>	<b>\$1,740,425.00</b>	<b>-\$272,040.00</b> *	<b>\$1,468,385.00</b> *
Excess Insurance Recoverable		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Discounted Claim Value (DCV)</b>		<b>-\$76,075.00</b>	<b>-\$76,075.00</b>	<b>\$8,874.00</b>		<b>-\$67,201.00</b>	<b>\$7,134.00</b>	<b>-\$60,067.00</b>	<b>\$7,839.00</b> *	<b>-\$52,228.00</b> *
<b>Total Fund Year 2023 Claims</b>		<b>\$4,599,280.00</b>	<b>\$4,599,280.00</b>	<b>-\$301,518.00</b>		<b>\$4,297,762.00</b>	<b>-\$62,568.00</b>	<b>\$4,235,194.00</b>	<b>-\$269,028.00</b>	<b>\$3,966,166.00</b>
<b>FUND YEAR 2024</b>										
Paid Claims				\$43,641.00		\$43,641.00	\$107,876.00	\$151,517.00	\$520,614.00	\$672,131.00
Claim Reserves				\$277,744.00		\$277,744.00	\$680,755.00	\$958,499.00	\$510,099.00	\$1,468,598.00
<b>IBNR</b>				<b>\$499,865.00</b>		<b>\$499,865.00</b>	<b>\$81,225.00</b>	<b>\$581,090.00</b>	<b>\$1,395,150.00</b> *	<b>\$1,976,240.00</b> *
Excess Insurance Recoverable				\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Discounted Claim Value (DCV)</b>				<b>-\$18,727.00</b>		<b>-\$18,727.00</b>	<b>-\$17,878.00</b>	<b>-\$36,605.00</b>	<b>-\$37,082.00</b> *	<b>-\$73,687.00</b> *
<b>Total Fund Year 2024 Claims</b>				<b>\$802,523.00</b>		<b>\$802,523.00</b>	<b>\$851,978.00</b>	<b>\$1,654,501.00</b>	<b>\$2,388,781.00</b>	<b>\$4,043,282.00</b>
<b>All Lines Total Claims</b>	<b>\$16,501,713.00</b>	<b>\$4,373,269.00</b>	<b>\$20,874,982.00</b>	<b>\$519,695.00</b>	<b>-\$609,951.00</b>	<b>\$20,784,726.00</b>	<b>\$1,224,365.00</b>	<b>\$22,009,091.00</b>	<b>\$2,155,911.00</b> *	<b>\$24,165,002.00</b> *
<b>FUND YEAR 2020 COVID ASSESSMENT ADJUSTMENT</b>									* Est. IBNR change	* Est. IBNR change
Paid Claims	\$0.00								* Est. DCV change	* Est. DCV change
<b>Claim Reserves (A)</b>	<b>-\$592,232.00</b>								Est. Pending 9/30/2024	Actuarial Report
IBNR	\$0.00									
<b>Excess Insurance Recoverable (B)</b>	<b>-\$17,719.00</b>									
Discounted Claim Value	\$0.00									
<b>Total Fund Year 2020 Claims (C)</b>	<b>-\$609,951.00</b>									

**RESOLUTION NO. 27-24**  
**UNION COUNTY INSURANCE FUND COMMISSION**  
**BILLS LIST OCTOBER 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.

<u>Check No.</u>	<u>Vendor Name</u>	<u>Desc.</u>	<u>Check Amount</u>
001247	Acrisure LLC Scirocco Group	Executive Director Fee for Oct.	\$12,375.00 <b>\$12,375.00</b>
001248	Claims Resolution Corporation	Monthly Claims Administration Fee Oct.	\$35,562.50 <b>\$35,562.50</b>
001249	The Actuarial Advantage	Actuary Monthly Fees Oct.	\$553.66 <b>\$553.66</b>
001250	NJ Counties Excess JIF	Cyber Ext. 10/20/24-12/31/24	\$26,557.00 <b>\$26,557.00</b>
<b>TOTAL PAYMENTS FY 2024</b>			<b>\$75,048.16</b>

**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

<b>FROI/Managed Care:</b>	January	February	March	April	May	June	July	August	September	October	November	December	2024 YTD
<b>Total First Report of Injury</b>	14	13	9	20	28	19	27	26	14				170
Report Only Claims	4	4	1	5	11	5	9	3	3				45
Case Management Claims	10	9	8	15	17	14	18	23	11				125

<b>Bill Review/PPO Savings:</b>	January	February	March	April	May	June	July	August	September	October	November	December	2024 YTD
# of Bills Processed	1	73	62	81	159	125	200	114	164				979
Original Billed Amount	\$260.00	\$97,315.80	\$286,523.81	\$84,731.07	\$142,349.04	\$65,954.51	\$884,552.50	\$546,350.80	\$160,565.19				\$2,268,602.72
Allowed Amount	\$87.00	\$31,457.03	\$127,516.81	\$49,303.67	\$63,317.29	\$25,718.89	\$408,667.17	\$341,536.89	\$52,625.79				\$1,100,230.54
Bill Review Reductions	\$0.00	\$32,320.38	\$21,976.03	\$4,897.06	\$7,738.39	\$6,574.80	\$184,194.90	\$2,508.97	\$20,601.62				\$280,812.15
PPO Reductions	\$173.00	\$23,187.64	\$135,813.97	\$26,476.79	\$67,358.61	\$30,140.82	\$290,395.73	\$200,316.94	\$87,337.78				\$861,201.28
Negotiated Reductions	\$0.00	\$10,350.75	\$1,217.00	\$4,053.55	\$3,934.75	\$3,520.00	\$1,294.70	\$1,988.00	\$0.00				\$26,358.75
<b>Total Reductions</b>	<b>\$173.00</b>	<b>\$65,858.77</b>	<b>\$159,007.00</b>	<b>\$35,427.40</b>	<b>\$79,031.75</b>	<b>\$40,235.62</b>	<b>\$475,885.33</b>	<b>\$204,813.91</b>	<b>\$107,939.40</b>				<b>\$1,168,372.18</b>
% of Savings	66.54%	67.68%	55.50%	41.81%	55.52%	61.01%	53.80%	37.49%	67.22%				51.50%

<b>PPO Stats:</b>	January	February	March	April	May	June	July	August	September	October	November	December	2024 YTD
Total # of Bills:	1	73	62	81	159	125	200	114	164				979
PPO Bills:	1	55	52	63	129	109	178	105	157				849
<b>PPO Bill penetration:</b>	<b>100.00%</b>	<b>75.34%</b>	<b>83.87%</b>	<b>86.08%</b>	<b>81.13%</b>	<b>87.20%</b>	<b>89.00%</b>	<b>92.11%</b>	<b>95.73%</b>				<b>86.72%</b>
In-network Charges:	\$260.00	\$62,606.76	\$254,875.81	\$62,030.07	\$118,547.78	\$52,924.27	\$697,639.50	\$482,048.80	\$154,170.19				\$1,885,103.18
<b>PPO Charge penetration:</b>	<b>100.00%</b>	<b>64.33%</b>	<b>88.95%</b>	<b>76.19%</b>	<b>83.28%</b>	<b>80.24%</b>	<b>78.87%</b>	<b>88.23%</b>	<b>96.02%</b>				<b>83.10%</b>

Loss Year	# of Bills	Charges	Allowance	Reductions	% Reduction	% Bills In-Network	% Charges In-Network
1999	10	\$13,475.00	\$8,618.00	\$4,857.00	36%	0%	0%
2002	21	\$18,909.00	\$12,683.36	\$6,225.64	33%	81%	33%
2005	6	\$4,410.00	\$1,175.75	\$3,234.25	73%	0%	0%
2008	1	\$302.00	\$226.50	\$75.50	25%	0%	0%
2010	10	\$54,378.50	\$51,960.66	\$2,417.84	4%	10%	0%
2011	20	\$106,648.31	\$77,108.49	\$29,539.82	28%	85%	93%
2014	3	\$10,977.90	\$3,216.67	\$7,761.23	71%	100%	100%
2017	4	\$2,425.26	\$2,336.26	\$89.00	4%	0%	0%
2018	13	\$25,864.04	\$2,360.60	\$23,503.44	91%	8%	0%
2021	7	\$3,040.00	\$2,096.98	\$943.02	31%	29%	30%
2022	116	\$926,205.92	\$429,612.17	\$496,593.75	54%	94%	89%
2023	225	\$335,937.63	\$113,743.16	\$222,194.47	66%	90%	87%
2024	554	\$1,445,346.66	\$601,501.06	\$843,845.60	58%	92%	89%
<b>Grand Total</b>	<b>990</b>	<b>\$2,947,920.22</b>	<b>\$1,306,639.66</b>	<b>\$1,641,280.56</b>	<b>56%</b>	<b>87%</b>	<b>85%</b>

# SAFETY DIRECTOR REPORT

## UNION COUNTY INSURANCE FUND COMMISSION (UCIFC)

**TO:** Fund Commissioners  
**FROM:** J.A. Montgomery Consulting, Safety Director  
**DATE:** October 14, 2024  
**DATE OF MEETING:** October 22, 2024

### UCIFC SERVICE TEAM

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

September – October 2024

### RISK CONTROL ACTIVITIES

#### *MEETINGS ATTENDED / TRAINING / LOSS CONTROL VISITS CONDUCTED*

- **September 24:** Attended the UCIFC meeting.
- **September 24:** Attended the UCIFC Executive Safety Committee meeting

#### *UPCOMING MEETINGS / TRAINING / LOSS CONTROL VISITS PLANNED*

- **October 22:** Plan to attend the UCIFC meeting.
- **October 22:** 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 - Training Announcement – September 25.
- NJCE JIF - JAM SD Message: Fire Prevention Week – October 9.

## ***NJCE EXPOS***

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. *(October thru December 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:

- December 1 - 22, 2024 (Start Date: January 1, 2025)

The Registration link will be available for completion 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<sup>st</sup>. 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](mailto:ndougherty@jamontgomery.com).



# J.A. Montgomery

## CONSULTING

As a reminder the New Jersey Counties Excess (NJCE) JIF is offering the majority of the training catalog on a Live Virtual platform through Zoom. Monthly Training Schedules are on the NJCE.org website (under the Safety tab).

\*In-Person training is being held via the MSI-NJCE Expo. These Expos are scheduled throughout the state and are for training programs that are not available virtually. **Please Note: Registration for in-person\* classes will be completed through Eventbrite, by clicking on the Training Topic registration link(s) below.**

For more information on training and other safety resources please visit the Safety portion of the NJCE.org website: <https://njce.org/safety> and for a direct link to the Monthly Training Schedules go to: [NJCE LIVE Monthly Training Schedules](#)

**NOTE: If a class registration link is not taking you to a registration page for completion it means that the class was either cancelled or the class is full, Thank you.**

### October thru December 2024 Safety Training Schedule

Click on the "Training Topic" to Register and for the Course Description

DATE	TRAINING TOPIC	TIME
10/15/24	<a href="#">Hearing Conservation</a>	8:30 - 9:30 am
10/15/24	<a href="#">Special Event Management</a>	1:00 - 3:00 pm
10/16/24	<a href="#">NJCE Expo 2024: Excavation, Trenching, and Shoring (Ocean)*</a>	8:30 - 12:30 pm
10/16/24	<a href="#">NJCE Expo 2024: Fast Track to Safety (HazCom, BBP, Fire Safety, Driving Safety) (Ocean)*</a>	8:30 - 12:30 pm
10/16/24	<a href="#">NJCE Expo 2024: Flagger Work Zone Safety (Ocean)*</a>	8:30 - 12:30 pm
10/16/24	<a href="#">NJCE Expo 2024: Practical Leadership - 21 Irrefutable Laws (Ocean)*</a>	8:30 - 11:30 am
10/17/24	<a href="#">Public Works &amp; Utility: Safety &amp; Regulatory Awareness Training</a>	8:00 - 12:00 pm
10/17/24	<a href="#">Career Survival for Managers, Business Administrators, and Assistants</a>	10:00 - 11:30 am
10/17/24	<a href="#">Bloodborne Pathogens Administrator Training</a>	10:00 - 12:00 pm
10/17/24	<a href="#">Ladder Safety/Walking &amp; Working Surfaces</a>	1:00 - 3:00 pm
10/18/24	<a href="#">HazMat Awareness with Hazard Communication/Globally Harmonized System (GHS)</a>	8:30 - 11:30 am
10/18/24	<a href="#">Snow Plow/Snow Removal Safety</a>	1:00 - 3:00 pm
10/21/24	<a href="#">Fire Safety</a>	8:30 - 9:30 am
10/21/24	<a href="#">Fire Extinguisher Safety</a>	10:00 - 11:00 am
10/21/24	<a href="#">Lock Out/Tag Out (Control of Hazardous Energy)</a>	1:00 - 3:00 pm
10/22/24	<a href="#">Chipper Safety</a>	8:30 - 9:30 am
10/22/24	<a href="#">Harassment in the Workplace for Elected Officials, Managers, &amp; Supervisors (Camden)*</a>	9:00 - 11:00 am
10/22/24	<a href="#">Chainsaw Safety</a>	10:00 - 11:00 am
10/22/24	<a href="#">Hazard Communication/Globally Harmonized System (GHS)</a>	1:00 - 2:30 pm
10/23/24	<a href="#">Leaf Collection Safety Awareness</a>	8:30 - 10:30 am
10/23/24	<a href="#">CDL: Drivers' Safety Regulations</a>	1:00 - 3:00 pm
10/24/24 - 10/25/24	NJCE Leadership Skills for Supervisors Workshop - Two Days (Atlantic)*	9:00 - 3:30 pm w/lunch brk
10/24/24	<a href="#">Personal Protective Equipment</a>	1:00 - 3:00 pm
10/25/24	<a href="#">Confined Space Entry</a>	8:30 - 11:30 am
10/25/24	<a href="#">Employee Conduct and Violence Prevention in the Workplace</a>	9:00 - 10:30 am
10/25/24	<a href="#">Flagger Skills and Safety</a>	1:00 - 2:00 pm
10/28/24	<a href="#">Ladder Safety/Walking &amp; Working Surfaces</a>	8:30 - 10:30 am
10/28/24	<a href="#">Shop and Tool Safety</a>	11:00 - 12:00 pm



10/28/24	<a href="#">Snow Plow/Snow Removal Safety</a>	1:00 - 3:00 pm
10/29/24	<a href="#">Hazard Communication/Globally Harmonized System (GHS)</a>	8:30 - 10:00 am
10/29/24	<a href="#">Microlearning Theory and Practice</a>	1:00 - 3:00 pm
10/30/24	<a href="#">Hearing Conservation</a>	8:30 - 9:30 am
10/30/24	<a href="#">Ethical Decision Making</a>	9:00 - 11:30 am
10/30/24	<a href="#">Mower Safety</a>	10:00 - 11:00 am
10/30/24	<a href="#">Playground Safety Inspections</a>	1:00 - 3:00 pm
10/31/24	<a href="#">Disaster Management</a>	9:00 - 10:30 am
10/31/24	<a href="#">Preparing for the Unspeakable</a>	9:00 - 10:30 am
11/1/24	<a href="#">Public Works &amp; Utility: Safety &amp; Regulatory Awareness Training</a>	8:00 - 12:00 pm
11/1/24	<a href="#">Introduction to Understanding Conflict</a>	9:00 - 11:00 am
11/1/24	<a href="#">Hazard Communication/Globally Harmonized System (GHS)</a>	1:00 - 2:30 pm
11/4/24	<a href="#">Hoists, Cranes, and Rigging</a>	7:30 - 9:30 am
11/4/24	<a href="#">Implicit Bias in the Workplace</a>	1:00 - 2:30 pm
11/5/24	<a href="#">Lock Out/Tag Out (Control of Hazardous Energy)</a>	8:30 - 10:30 am
11/5/24	<a href="#">Flagger Skills and Safety</a>	11:00 - 12:00 pm
11/5/24	<a href="#">Personal Protective Equipment</a>	1:00 - 3:00 pm
11/6/24	<a href="#">Protecting Children from Abuse In New Jersey Local Government Programs (Ocean)*</a>	9:00 - 11:00 am
11/6/24	<a href="#">Snow Plow/Snow Removal Safety</a>	8:30 - 10:30 am
11/6/24	<a href="#">Employee Conduct and Violence Prevention in the Workplace</a>	9:00 - 10:30 am
11/6/24	<a href="#">Fire Extinguisher Safety</a>	11:00 - 12:00 pm
11/6/24	<a href="#">CDL Entry Level Driver Training (ELDT) Train-the-Trainer Program</a>	1:00 - 2:30 pm
11/7/24	<a href="#">Hearing Conservation</a>	7:30 - 8:30 am
11/7/24	<a href="#">Jetter/Vacuum Safety Awareness</a>	1:00 - 3:00 pm
11/8/24	<a href="#">Chainsaw Safety</a>	8:30 - 9:30 am
11/8/24	<a href="#">Chipper Safety</a>	10:00 - 11:00 am
11/8/24	<a href="#">Bloodborne Pathogens</a>	1:00 - 2:00 pm
11/12/24	<a href="#">HazMat Awareness with Hazard Communication/Globally Harmonized System (GHS)</a>	8:30 - 11:30 am
11/12/24	<a href="#">Ladder Safety/Walking &amp; Working Surfaces</a>	1:00 - 3:00 pm
11/13/24	<a href="#">Shop and Tool Safety</a>	7:30 - 8:30 am
11/13/24	<a href="#">Flagger Skills and Safety</a>	9:00 - 10:00 am
11/13/24	<a href="#">Fire Safety</a>	10:30 - 11:30 am
11/13/24	<a href="#">CDL: Drivers' Safety Regulations</a>	1:00 - 3:00 pm
11/14/24	<a href="#">Fall Protection Awareness</a>	8:30 - 10:00 am
11/14/24	<a href="#">Preparing for First Amendment Audits</a>	9:00 - 11:00 am
11/14/24	<a href="#">Hazard Communication/Globally Harmonized System (GHS)</a>	10:30 - 12:00 pm
11/14/24	<a href="#">Personal Protective Equipment</a>	1:00 - 3:00 pm
11/15/24	<a href="#">Fire Extinguisher Safety</a>	7:30 - 8:30 am
11/15/24	<a href="#">Work Zone: Temporary Traffic Controls</a>	9:00 - 11:00 am
11/15/24	<a href="#">Lock Out/Tag Out (Control of Hazardous Energy)</a>	1:00 - 3:00 pm
11/18/24	<a href="#">Confined Space Entry</a>	8:30 - 11:30 am
11/18/24	<a href="#">Leaf Collection Safety Awareness</a>	1:00 - 3:00 pm
11/22/24	<a href="#">Chainsaw Safety</a>	8:30 - 9:30 am
11/22/24	<a href="#">Ladder Safety/Walking &amp; Working Surfaces</a>	10:00 - 12:00 pm
11/22/24	<a href="#">Snow Plow/Snow Removal Safety</a>	1:00 - 3:00 pm
11/25/24	<a href="#">Hazard Communication/Globally Harmonized System (GHS)</a>	8:30 - 10:00 am
11/25/24	<a href="#">Driving Safety Awareness</a>	10:30 - 12:00 pm
11/25/24	<a href="#">Employee Conduct and Violence Prevention in the Workplace</a>	1:00 - 2:30 pm
11/26/24	<a href="#">Fire Safety</a>	8:30 - 9:30 am

11/26/24	<a href="#">Bloodborne Pathogens</a>	10:00 - 11:00 am
11/26/24	<a href="#">Work Zone Training for Police Officers - Initial Course</a>	1:00 - 5:00 pm
11/26/24	<a href="#">CDL: Drivers' Safety Regulations</a>	1:00 - 3:00 pm
12/2/24	<a href="#">Fire Safety</a>	8:30 - 9:30 am
12/2/24	<a href="#">Fire Extinguisher Safety</a>	10:00 - 11:00 am
12/2/24	<a href="#">Snow Plow/Snow Removal Safety</a>	1:00 - 3:00 pm
12/3/24	<a href="#">Heavy Equipment Safety: General Safety</a>	8:00 - 10:00 am
12/3/24	<a href="#">Chipper Safety</a>	10:30 - 11:30 am
12/4/24	<a href="#">Confined Space Entry</a>	8:30 - 11:30 am
12/4/24	<a href="#">Employee Conduct and Violence Prevention in the Workplace</a>	9:00 - 10:30 am
12/4/24	<a href="#">Bloodborne Pathogens</a>	1:00 - 2:00 pm
12/5/24	<a href="#">Public Works &amp; Utility: Safety &amp; Regulatory Awareness Training</a>	8:00 - 12:00 pm
12/5/24	<a href="#">Accident Investigation</a>	1:00 - 3:00 pm
12/5/24	<a href="#">Asbestos Awareness</a>	1:00 - 3:00 pm
12/6/24	<a href="#">CDL: Drivers' Safety Regulations</a>	8:30 - 10:30 am
12/6/24	<a href="#">Flagger Skills and Safety</a>	11:00 - 12:00 pm
12/6/24	<a href="#">CDL: Supervisors' Reasonable Suspicion (Zoom Meeting)</a>	1:00 - 3:00 pm
12/6/24	<a href="#">Harassment in the Workplace for Elected Officials, Managers, &amp; Supervisors (Bergen)</a>	9:00 - 11:00 am
12/9/24	<a href="#">Hearing Conservation</a>	8:30 - 9:30 am
12/9/24	<a href="#">Hazard Communication/Globally Harmonized System (GHS)</a>	10:00 - 11:30 am
12/9/24	<a href="#">Driving Safety Awareness</a>	1:00 - 2:30 pm
12/9/24	<a href="#">Implicit Bias in the Workplace</a>	1:00 - 2:30 pm
12/10/24	<a href="#">Snow Plow/Snow Removal Safety</a>	8:00 - 10:00 am
12/10/24	<a href="#">Work Zone Training for Police Officers - Initial Course</a>	9:00 - 1:00 pm
12/10/24	<a href="#">Ethical Decision Making</a>	9:00 - 11:30 am
12/10/24	<a href="#">Personal Protective Equipment</a>	1:00 - 3:00 pm
12/11/24	<a href="#">HazMat Awareness with Hazard Communication/Globally Harmonized System (GHS)</a>	8:30 - 11:30 am
12/11/24	<a href="#">Fall Protection Awareness</a>	1:00 - 3:00 pm
12/12/24	<a href="#">Lock Out/Tag Out (Control of Hazardous Energy)</a>	8:30 - 10:30 am
12/12/24	<a href="#">Bloodborne Pathogens</a>	11:00 - 12:00 pm
12/12/24	<a href="#">Leaf Collection Safety Awareness</a>	1:00 - 3:00 pm

#### Zoom Safety Training Guidelines:

**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.** To maintain the integrity of the classes and our ability to offer CEUs, we must abide by the rules of the State agency who issued the designation. Chief among those rules is the attendee of the class must attend the whole session. **This guideline also applies to any participant taking the class as part of the NJCE Leadership Academy Program. (The Leadership participant must be in attendance for the entire class runtime no exceptions in order to receive credit for the class.)**

The Zoom platform is utilized to track the time each attendee logs in and logs out of webinars. Also, we can track participation, to demonstrate to the State agency that the student also participated in polls, quizzes, and question & answer activities during the live, instructor-led webinar. We maintain these records to document our compliance with the State agency.

#### Zoom Training Registration:

- When registering, please indicate the number of students that will be attending with you if in a group setting for an accurate count to avoid cancelations due to low attendance. Once registered you will receive an email with the webinar link. Be sure to save the link on your calendar to access on the day of training.
- Please register Early (at least 48 hours before, as Under-attended classes may be cancelled).

- A Zoom account is not needed to attend a class. Attendees can login and view the presentations from a laptop, smartphone, or tablet.
- Zoom periodically updates their software. After registering for a webinar, the confirmation email contains a link at the bottom to Test your system. We strongly recommend testing your system, and updating it if needed, at that time.
- Please [click here](#) for informative Zoom operation details.
- It is suggested you log in to the webinar about 15 minutes early, so if there is an issue, there is time to address it. We cannot offer credit or CEUs/TCHs (or Leadership Academy Participants) to attendees who log in 5 minutes late or leave early.
- Group Training procedures:
  - Please have one person register for the safety training webinar and also ensure that person will have access to the webinar link to launch on the day of the class.
  - Group sign in sheet: Please assign someone to submit the completed sign-in sheet(s) within 24 hours of the webinar. [\*\*\*NJCE Live Virtual Training Group Sign in Sheet.\*\*\*](#)

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 3177, 3152, 2858, 1543, 1050, 2905, 2993, 2362 and an additional settlement authority 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.

# APPENDIX I

**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