

**UNION COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – MARCH 25, 2025
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

FUND PROFESSIONALS PRESENT:

Executive Director	Acrisure Agency Partners Shannon Balken Justin Gallo
Underwriting Manager	Acrisure Agency Partner David Balken
Claims Service	Acrisure, LLC dba Bergen Risk Managers John Markel
Treasurer	Bibi Taylor
Attorney	Bruce Bergen, Esq.
NJCE Safety Director	J.A. Montgomery Consulting Glenn Prince
UCIFC Safety Manager	Pennoni Ralph Coppola

ALSO PRESENT:

Christa Foli, Acrisure, LLC – Balken Risk Management
Theresa Pacheco, Union County
Evelio Salerno, Union County
Robin Racioppi Acrisure LLC
Kathleen McGuire Acrisure, LLC dba Bergen Risk Managers
Christine Johnson Acrisure, LLC dba Bergen Risk Managers

APPROVAL OF MINUTES: OPEN MINUTES AND CLOSED MINUTES OF JANUARY 21, 2025

- 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 21, 2025

Moved:	Chair Wagner
Second:	Commissioner Martins
Vote:	Unanimous

CORRESPONDENCE: None

SAFETY COMMITTEE: The UCIFC Safety Director, Mr. Coppola, provided the following updates. Their labor Safety Committee meeting was held on March 24, 2025. All county equipment that has a registration, insurance card and license plate are being inspected for safety. County employees that have not completed the Conduct respiratory fit testing will be scheduled in April. Mr. Coppola has confirmed confined space training at Railway Park for the confined space team and currently making some minor changes to the blood borne pathogen plan. The respiratory protection plan for the county has been submitted and is currently ongoing reviewing asbestos management plans.

EXECUTIVE DIRECTOR REPORT: Executive Director reported several important action items to discuss. A resolution that proposes to grant authority in consultation with both, the Chair, and the Treasurer to approve and release unexpected payments that are in between meetings.

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

MOTION TO APPROVE RESOLUTION 15-25 AUTHORIZING CERTAIN PAYMENTS BETWEEN REGULAR MEETINGS

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

2025 PLAN OF RISK MANAGEMENT: Executive Director indicates no significant material changes to the Plan of Risk Management. It provides an overview of our coverage, retained risks, reserving philosophy and the claims payment authority. The document further describes an addition of funds self-insured retention of \$100,000 for our auto physical damage coverage.

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

MOTION TO APPROVE RESOLUTION 16-25 APPROVE THE 2025 PLAN OF RISK MANAGEMENT

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

2025 PROPERTY AND CASUALTY BUDGET: Executive Director reported the budget reflects an overall increase of 4.20% before the dividend credits, amounting to a total of \$4,142,300.

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

MOTION TO APPROVE RESOLUTION 17-25 2025 PROPERTY AND CAUALTY BUDGET IN THE AMOUNT OF \$4,142,300

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

UNION COUNTY INSURANCE FUND COMMISION DIVIDEND: Executive Director reports, the initial calculation supports releasing \$464,800, however, taken into consideration the budget increase and consulting further with the actuary and the fund treasurer, A recommendation to proceed with a \$600,000 dividend return from the years 2019 and 2020.

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

MOTION TO APPROVE RESOLUTION 18-25 AUTHORIZING A REFUND FROM FUND YEAR 2019 IN THE AMOUNT OF \$150,000 AND 2020 IN THE AMOUNT OF \$450,000 FOR A TOTAL OF \$600,000

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

EMPLOYEE DISHONESTY COVERAGE EXPENDITURE: Executive Director reports the employee’s dishonesty coverage is currently with Selective Insurance Company and renews April 14, 2025, with a flat renewal of \$1,495. The Policy covers the executive director, third-party administrator, and treasurer. The policy includes a coverage limit of \$1,000,000 per loss with a \$10,000 deductible.

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

MOTION TO APPROVE EXPENDITURE FOR EMPLOYEE DISHONESTY COVERAGE IN THE AMOUNT OF \$1,495

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

2025 MEETING SCHEDULE: Next scheduled meeting is on May 20, 2025, at 10:00 A.M.

TREASURER REPORT: Ms. Taylor referred to the March bill list and a recommendation to approve Resolution 19-25 there is sufficiency of funds.

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

MOTION TO APPROVE RESOLUTION 19-25 APPROVE MARCH BILL LIST

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

ATTORNEY: Mr. Bergen advised he did not have anything to report.

CLAIMS ADMINISTRATOR: Mr. Markel, of Acrisure, LLC dba Bergen Risk Managers, provided a summary of claim fund balances for calendar years 2022, 2023 and 2024 with year-over-year net changes. Mr. Markel discussed workers compensation overview of actuarial analysis fund year assessments/experience/loss runs ratios and trending. With no other questions, Mr. Markel concluded his report.

NJCE SAFETY MANAGER: Mr. Prince referred to the Safety Directors report for January through March 2025 enclosed within the agenda, which included all risk control and safety activities. All training opportunities and training rosters can be found at NJCE.org. Mr. Prince also reports the 2025 safety grant of \$90,000 is available to be split between ten county members. 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 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:	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 ADJOURN:

Moved:	Chair Wagner
Second:	Commissioner Martins
Vote:	Unanimous

MEETING ADJOURNED: 10:44 AM
Minutes prepared by Christa Foli -Secretary