

**UNION COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – May 20, 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	Scutari	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 (Sarah Combs presenting)

ALSO PRESENT:

Christa Foli, Acrisure, LLC – Balken Risk Management
Theresa Pacheco, 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 MARCH 25, 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 MARCH 25, 2025

Moved:	Chair Wagner
Second:	Commissioner Scutari
Vote:	Unanimous

CORRESPONDENCE: None

SAFETY COMMITTEE: The UCIFC Safety Director, Sarah Combs will be presenting on behalf of Mr. Coppola and has provided the following updates. Fleet vehicle inspections for all available vehicles have been conducted. While on site, confined space entry training has been conducted for the confined space team at Union County. Also, delivered countrywide blood borne pathogen plan. Pennoni is currently reviewing and updating their confined space entry plan, reviewing their asbestos management plans, updating their fall protection plans, PPE and task hazard analysis plans, as well as the IAQ plans.

EXECUTIVE DIRECTOR REPORT: Executive Director discussed **2025 Auditor RFP**. Commissioners delayed the Request for Proposal (RFP) process last year; due to a lack of responses in the prior year which forced a late appointment to a new auditor. Commissioners have decided to renew the existing contract for another term, at its current fee of \$13,000, staying under the bid threshold requirements. Amendment to Attorney and Treasurer Fees the Executive Director asked for a motion to authorize the amendment and reduction of the per annual compensation amount to \$1,000 rather than \$4,000 for the term commencing January 1st, 2025, through December 31st, 2025, regarding the positions of Treasurer and Attorney.

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

MOTION TO APPROVE RESOLUTION 21-25 AND 22-25 AMENDING PASS RESOLUTION 6-25 AND 7-25 AUTHORIZING THE AMENDMENT AND REDUCTION OF THE PER ANNUAL COMPENSATION AMOUNT TO \$1000 FOR THE TERM COMMENCING JANUARY 1ST, 2025 THROUGH DECEMBER 31, 2025, FOR POSITIONS OF TREASURER AND ATTORNEY

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

2025 MEETING SCHEDULE: Next scheduled meeting is on July 29,2025, at 10:00 A.M.

TREASURER REPORT: Ms. Taylor referred to the March bill list and a recommendation to approve Resolution 20-25 all items are routine in nature and there is sufficiency of funds.

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

MOTION TO APPROVE RESOLUTION 20-25 APPROVE MAY BILL LIST

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

ATTORNEY: Mr. Bergen advised he did not have anything to report but, did note that two attorneys from his office, Christopher Howard and Bill Donegan will be joining in Executive Session to discuss potential settlement of two litigation matters.

CLAIMS ADMINISTRATOR: Mr. Markel, of Acrisure, LLC dba Bergen Risk Managers, discussed the actuarial analysis for Q1 2025 is being worked on and anticipate being able to report the final 2025 actuarial adjusted experience as of March 31st at the next Commission meeting. Mr. Markel provided a summary of the 2024 workers compensation claims. There were 195 claims occurring in fund year 2024 and as of today, the total incurred in that fund year is \$3,552 million. There are thirty-seven open claims remaining in fund year 2024 and they represent \$1.8 million in outstanding reserves. That is a 44% decrease in frequency from fund year 2024 and a 35% decrease from fund year 2023 showing a positive trend. With no other questions, Mr. Markel concluded his report.

NJCE SAFETY MANAGER: Mr. Prince referred to the Safety Directors report training opportunities May through July 31, 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. 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 Scutari
Vote: Unanimous

MOTION TO APPROVE PAR AS DISCUSSED IN IN EXECUTIVE SESSION:

Moved: Chair Wagner
Second: Commissioner Scutari
Vote: Unanimous

MOTION TO ADJOURN:

Moved: Chair Wagner
Second: Commissioner Scutari
Vote: Unanimous

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