

**UNION COUNTY INSURANCE FUND COMMISSION  
OPEN MINUTES  
MEETING – JANUARY 20, 2026  
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</b>	<b>Amy Wagner</b>	<b>Present</b>
<b>Commissioner</b>	<b>Laura Scutari</b>	<b>Present</b>
<b>Commissioner</b>	<b>Claudia Martins</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	Acrisure, LLC dba Bergen Risk Managers <b>John Markel</b>
Treasurer	<b>Bibi Taylor</b>
Attorney	<b>Bruce Bergen</b>
NJCE Safety Director	J.A. Montgomery Consulting <b>Robert Garish</b>
UCIFC Safety Manager	Pennoni <b>Sarah Combs</b>

**ALSO PRESENT:**

Christa Foli, Acrisure, LLC Balken Risk Management  
Robin Racioppi Acrisure LLC  
Kathleen McGuire Acrisure, LLC dba Bergen Risk Managers  
Evelio Salermo Union County  
Cassandra Johnson Acrisure LLC Bergen Risk Managers  
Megan McGowan Union County

**APPROVAL OF MINUTES: OPEN MINUTES AND CLOSED MINUTES OF DECEMBER 16, 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 DECEMBER 16, 2025**

Moved:	Chair Wagner
Second:	Commissioner Martins
Vote:	Unanimous

**CORRESPONDENCE: None**

**SAFETY COMMITTEE:** Ms. Combs of Pennoni presented on behalf of Mr. Coppola. She reported that the team is currently working on new emergency evacuation training scheduled for January through early February. They are also conducting fleet vehicle inspections, as well as confined space training to establish an additional team for the County’s confined space operations. In addition, they are working on updates to the 2025 written plans and for 2026.

**THE EXECUTIVE DIRECTOR’S REPORT**

The Executive Director reported that, as this is the annual reorganization meeting, a full agenda has been prepared for the Commission’s consideration. Key items include the approval of Commissioners, the appointment of professionals, and a review of operational priorities for the upcoming year. The Executive Director expressed appreciation for the opportunity to guide the Commission through these important matters and looked forward to a productive and collaborative meeting.

**REORGANIZATION RESOLUTIONS** The Executive Director reported that the UCIFC is required to reorganize at its January Board of Commissioners meeting per the Commission’s Rules & Regulations. Listed below are the necessary Reorganization Resolutions which are included in the agenda. The Commission Attorney reviewed all resolutions.

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

**MOTION TO APPROVE REORGANIZATION RESOLUTIONS 1-26 THROUGH 8-26 AND 13-26 AS LISTED**

Resolution 1-26- Certifying the Appointment Chairperson and Vice Chairperson

Resolution 2-26- Designating Authorized Signatures for Commission Bank Accounts

Resolution 3-26- Appointing Agent for Services of Process and Custodian of Records

Resolution 4-26- Designating Official Newspapers

Resolution 5-26- Designating Authorized Depositories for Assets & Cash Management Plan

Resolution 6-26- Designating Commission Treasurer

Resolution 7-26- Designating Commission Attorney

Resolution 8-26- Authorizing Commission Treasurer to Process Contracted Payment  
Resolution 13-26- Designating UCIC Executive Director Acrisure LLC/Scirocco Group

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

**2026 MEETING SCHEDULE** The Executive Director stated for consideration is a copy of the UCIFC Executive Meeting Schedule. There will be no meetings in February, April, June, August and November. However, additional meetings can be scheduled with proper notice or cancelled if there are no action items. If the schedule is acceptable to the Commissioners, we have prepared Resolution NO. 9-26 for your approval which is included in the agenda on Pages 17 - 18. Proposed Meeting Dates are January 20, 2026, March 24, 2026, May 19, 2026, July 28, 2026, September 22, 2026 (in person option), October 27, 2026, and December 15, 2026, All meetings will be held virtual unless otherwise noted. All meetings will be held at 10:00 a.m.

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

**MOTION TO APPROVE RESOLUTION 9-26 WITH THE PROPOSED IN PERSON MEETING OF SEPTEMBER 22, 2026**

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

**2026 UCIFC PROPERTY & CASUALTY TEMPORARY BUDGET:** The Executive Director has met with the Fund Actuary and corresponded with the Treasurer and Chair to discuss this year's budget. As of 1/20/26, the proposed 2026 Property & Casualty Budget in the amount of \$705,237.17 equal to 2/12 of the proposed 2026 Property & Casualty Budget in the amount of \$4,231,423.00. A Draft is attached for your review and discussion. This proposed introductory budget represents an overall decrease of -0.84%. This budget is subject to change depending on pre-budget meeting discussion.

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

**MOTION TO APPROVE RESOLUTION 10-26 ADOPTING A TEMPORARY 2026 PROPERTY AND CASUALTY BUDGET IN THE AMOUNT OF \$705,237.17 EQUAL TO 2/12 OF THE 2026 PROPERTY AND CASUALTY BUDGET IN THE AMOUNT OF \$4,231,423.00**

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

**UTILIZING UNION COUNTY APPROVED COUNSEL FOR THE COUNTY INSURANCE COMMISSION:** The Executive Director’s reported the Union County Insurance Fund Commission is responsible for providing a defense to certain claims brought against its members in accordance with the Commission’s coverage documents. On behalf of itself and the Commission, the County of Union implemented a fair and open process for the procurement of litigation and/or defense counsel. A Request for Qualifications (RFQ) was issued on October 8, 2025, and responses were received on October 30, 2025. After consideration of the Proposal Review Committee’s recommendations, the Board determined that the attached list of law firms should be deemed pre-qualified to provide the legal services outlined. The Commission has accepted these recommendations, and the assignment of specific claims for defense will be made by the Commission based on advice from the County Counsel’s office. This resolution was adopted by the Union County Insurance Fund Commission at a properly noticed meeting held on January 30, 2026.

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

**MOTION TO APPROVE RESOLUTION 11-26 APPROVING THE ATTACHED LIST OF PRE-QUALIFIED LAW FIRMS TO PROVIDE LEGAL SERVICES FOR THE DEFENCE OF CLAIMS, WITH THE ASSIGNMENT OF SPECIFIC CLAIMS TO BE MADE BY THE COMMISSION BASED ON ADVICE FROM THE COUNTY COUNSEL’S OFFICE.**

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

**2025 UCIFC DIVEDEND:** The Executive Director’s office continues to receive data from the Fund Actuary and are reviewing available dividend options with the Commission Chair and Treasurer. A recommendation will be made at the February meeting.

**TREASURER REPORT:** Ms. Taylor reported that she had nothing new to report. She referred to the January 2026 bill list and is recommending the approval of Resolution 12-26, noting that all items are routine in nature and that sufficient funds are available.

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

**MOTION TO APPROVE RESOLUTION 12-26 APPROVE JANUARY 2025 BILL LIST**

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

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

**CLAIMS ADMINISTRATOR:** Mr. Markel of Acrisure, LLC, d/b/a Bergen Risk Managers, reported that Workers’ Compensation claims in 2025 totaled 161, compared to 195 in 2024, reflecting an 18% reduction. He further noted that claim severity decreased by 50%. Mr. Markel stated that Workers’ Compensation performance for 2025 has been favorable.

**UCIFC SAFETY DIRECTOR:** Mr. Garish, on behalf of Mr. Prince, referenced the Safety Director’s Report included in the agenda, highlighting training opportunities through March 31, 2026. The report lists all risk control and safety activities, and training details are available at NJCE.org. With no questions, Mr. Garish 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 EXECITIVE SESSION:**

Moved: Chair Wagner  
Second: Commissioner Martins  
Vote: Unanimous

**MOTION TO ADJOURN:**

Moved:	Chair Wagner
Second:	Commissioner Martins
Vote:	Unanimous

**MEETING ADJOURNED: 10:35 AM**  
Minutes prepared by Christa Foli -Secretary