

**UNION COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – MARCH 24, 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:

Chairperson	Amy Wagner	Present
Commissioner	Laura Scutari	Present
Commissioner	Claudia 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
NJCE Safety Director	J.A. Montgomery Consulting Glen Prince
UCIFC Safety Manager	Pennoni Sarah Combs/Ralph Coppola

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 JANUARY 20, 2026

- 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 20, 2026

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, in 2026, in person trainings conducted in the previous year will be repeated, with the addition of emergency evacuation training for County buildings. The year will also include paratransit vehicle inspections to ensure ongoing safety and regulatory compliance. Written safety plans will be reviewed and updated as necessary to reflect evolving requirements. A major focus for 2026 will be the organization and standardization of Right-to-Know documentation to ensure full regulatory compliance.

Additionally, the creation of a Heat Illness Prevention Plan was discussed. BEAP plans will be updated to reflect the year 2026 and will be issued once emergency evacuation drills have been completed.

THE EXECUTIVE DIRECTOR'S REPORT The Executive Director reported that, Over the past two months, the Executive Member Team has actively advanced UCIFC's business by working with the actuary and accounting team to support the 2026 dividend determination through accurate financial analysis and consistent application of State-approved formulas. The team also conducted detailed budget reviews and will present recommendations to adopt the 2026 Plan of Risk Management and the 2026 Property and Casualty Budget.

INTERNET WEBSITE PUBLICATION FOR PUBLIC NOTICES: A resolution was presented to ensure UCIFC’s compliance with the Open Public Meetings Act and recent statutory amendments (P.L. 2025, c. 72), which require all public notices to be published in full on an official website at no cost beginning March 2026. The resolution establishes publication of notices on the UCIFC website with a direct hyperlink on the County of Union’s website.

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

MOTION TO APPROVE RESOLUTIONS 14-26 TO APPROVE INTERNET WEBSITE PUBLICATION NOTICES FOR PUBLIC NOTICES ON THE UCIFC’S WEBSITE INCLUDING A HYPERLINK ON THE COUNTY OF UNION’S WEBSITE, AS WELL AS ONLINE NEWS OUTLETS AND ANY OTHER PUBLICATIONS THAT MEET THE STATUTORY REQUIREMENTS

Moved: Chair Wagner
Second: Commissioner Martins
Vote: Unanimous

AUTHORIZATION OF CERTAIN PAYMENTS BETWEEN REGULAR MEETINGS: A resolution was presented to authorize limited, emergent, and time-sensitive claim payments between regularly scheduled meetings when necessary. Payments may be approved by the Executive Director in consultation with the Chair and Treasurer and will be presented for ratification at the next regular meeting.

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

MOTION TO APPROVE RESOLUTION 15-26 AUTHORIZATION OF CERTAIN PAYMENTS BETWEEN REGULAR MEETINGS OF THE UCIFC

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

2026 PLAN OF RISK MANAGEMENT OVERVIEW: The 2026 Plan of Risk Management was presented, outlining UCIFC’s coverage structure, retained risks, reserving philosophy, claims handling procedures, and payment authority. No material changes were made from the prior year, and highlighted sections were provided for ease of review.

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

MOTION TO APPROVE RESOLUTION 16-26 UCIFC 2026 PLAN OF RISK MANAGEMENT

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

2026 UCIFC PROPERTY & CASUALTY BUDGET PROPOSAL: The Executive Member Team recommended adoption of the 2026 Property and Casualty Budget. The proposed annual budget reflects a 1.62% increase, totaling \$4,209,423, and follows the earlier approval of a temporary two-twelfths budget to ensure continuity of operations. The budget includes the anticipated 2026 dividend, which is addressed under a separate resolution; upon dividend approval, the final budget would be \$3,609,423.

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

MOTION TO APPROVE RESOLUTION 17-26 APPROVING THE 2026 PROPERTY & CASUALTY BUDGET IN THE AMOUNT OF \$4,209,423

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

2025 UCIFC DIVEDEND: The Executive Member Team, in coordination with the Fund’s actuary and Treasurer, reviewed and analyzed financial data in accordance with the State approved dividend formula to determine the 2026 dividend. A total dividend of \$600,000 was recommended, consisting of \$150,000 from Fund Year 2018 and \$450,000 from Fund Year 2020. Fund Year 2020 continues to reflect a significant surplus of just under \$2,000,000, which supports the decision to apply a larger portion of the dividend from that year. The actuary confirmed the proposed dividend is appropriate, sustainable, and fully compliant with State requirements.

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

MOTION TO APPROVE RESOLUTION 18-26 AUTHORIZING REFUNDS FROM FUND YEAR 2018 IN THE AMOUNT OF \$150,000 AND FUND YEAR 2020 IN THE AMOUNT OF \$450,000

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

THE EMPLOYEE DISHONESTY COVERAGE: The Employee Dishonesty Coverage with Selective Insurance Company was presented for renewal effective April 14, 2026. The policy provides coverage for the Executive Director, Third Party Administrator, and Treasurer with a limit of \$1,000,000 per loss and \$10,000 deductible. The annual premium is \$1,495, reflecting a flat renewal. The bindable quote has been finalized, and the premium will be paid from the Miscellaneous and Expense Account and appears on this month’s bills list.

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

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

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

TREASURER REPORT: Ms. Taylor reported that she had nothing new to report. She referred to the March 2026 bill list and is recommending the approval of Resolution 19-26, 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 19-26 APPROVE MARCH 2026 BILL LIST

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

ATTORNEY: Mr. Bergen advised that he has three resolutions to present that were discussed in Executive Closed Session.

CLAIM #2362 CEDRES v BOROUGH OF ROSELLE: Mr. Bergen is seeking formal approval of a settlement discussed during Executive Session.

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

MOTION TO APPROVE RESOLUTION 20-26 APPROVAL OF SETTLEMENT OF THE CEDRES MATTER WITH THE ADDITION OF THE APPROPRIATE CLAIM NUMBER

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

CLAIM#4134 ORELLANA v COUNTY OF UNION: Mr. Bergen is seeking authorization for final settlement of the matter, which was resolved with a finding of full liability. A payment of \$250,000 was made by the County JIF.

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

MOTION TO APPROVE RESOLUTION 21-26 APPROVAL OF SETTLEMENT OF THE ORELLANA MATTER WITH THE ADDITION OF THE APPROPRIATE CLAIM NUMBER

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

WORKERS’ COMPENSATION COUNSEL RATE ADJUSTMENT: Mr. Bergen presented a resolution to approve a change to the Workers’ Compensation counsel payment schedule to align with industry standards. The proposed new hourly rate of \$155 will apply to all assigned cases for the current year, effective January, upon approval.

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

MOTION TO APPROVE RESOLUTION 22-26 APPROVING A NEW HOURLY RATE OF \$155 FOR THE WORKERS’ COMPENSATION ATTORNEY

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

CLAIMS ADMINISTRATOR: Mr. Markel of Acrisure, LLC, d/b/a Bergen Risk Managers, reported on overall net changes by fund year balances remain stable. He further reported that for Fund Year 2026, Workers’ Compensation claim frequency has increased by 87%, representing a significant rise in frequency since 2025.

UCIFC SAFETY DIRECTOR: Mr. Prince, referenced the Safety Director’s Report included in the agenda, highlighting training opportunities through May 28, 2026. The report lists all risk control and safety activities, and training details are available at NJCE.org. 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: 10:58 AM
Minutes prepared by Christa Foli -Secretary