

**UNION COUNTY INSURANCE FUND COMMISSION
AGENDA AND REPORTS
MAY 19, 2026**

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=OHJ4ciNoUWk1bHpZazQ2TIJJamQ5dz09&omn=96430297937](https://zoom.us/j/8518904609?pwd=OHJ4ciNoUWk1bHpZazQ2TIJJamQ5dz09&omn=96430297937)

OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE

The Union County Insurance Fund Commission will conduct its May 19, 2026 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.



May 11, 2026

CUNIX26004

Union County Insurance Fund Commission

Pennoni Activities

Safety Meetings:

- Conducted Union County Labor Safety Meetings 5/19/25, 6/26/25, 7/27/25 and 8/26/25, 9/18/25, 10/20/25, 11/17/25, 1/15/26, 2/19/26, 3/19/26, 4/20/2026, and 5/12/2026.
- Conducted Union County Executive Meeting 5/20/25, 7/29/25, 9/23/25, 10/28/25, 12/16/25, 1/20/26, and 3/24/2026.

In Person Trainings:

- Conducted Fit Testing on 2/10/2025.
- Conducted in person Forklift Training and Mobile Elevated Work Platform Training (MEWP) 6/9/2025 – 6/12/2025, 9/2/2025 – 9/4/2025, and 11/12/2025.
- Conducted Confined Space Entry training on 4/17/2025 and 9/19/2025. This will be conducted in October of each year going forward.
- Conducted Bucket Truck Training for 9/22/2025.
- Provided NJDEP Salt Spreader Training to DPW, Facilities, and Parks employees during the week of 11/17/2025 and provided the County with a copy of the training for future use.
- Provided Right to Know training on March 6th to those who are designated to submit RTK surveys for their buildings.
- Conducted Confined Space Entry training on 3/18/2026. This will be conducted in March or April of each year going forward.
- Conducted Fit Testing on 3/19/2026.
- Additional Right to Know Training for DPW Employees is 4/13/2026.

Written Plans:

- Delivered the 2025 Respiratory Protection Fit Plan 2/4/2025.
- Delivered County Wide Blood Borne Pathogen Plan 5/13/2025.
- Delivered Confined Space Entry Plan 5/21/2025.
- Provided feedback on Asbestos Management Plans 5/29/2025.
- Delivered the Personal Protection (PPE) and Task Hazard Analysis (THA) Plan 9/15/2025.
- Updates to Fall Protection Plan.

- Creation of a Heat Illness Prevention Plan.
- Update of BEAP plans to 2026, will be issued once Emergency Evacuation Drills are performed.
- Updates to Confined Space Entry Plan – will be finalized when we receive equipment information
- Delivered Heat Illness Prevention Plan 5/6/2026.

Safety Audits:

- Conducted Fleet Vehicle Inspections for all available vehicles 3/10/2025 – 3/21/2025.
- Final review of General Safety Audits, Parks Safety Audits, Work Zone Safety Audits, and Moving Work Zone Safety Audits.
- Conducted Emergency Evacuation Drills the week of 7/22/2025, 9/15/2025, and 10/14/2025 and delivered emergency evacuation drill reports the week of 10/20/2025.
- Began Right to Know audits on 3/17/2026.
- Conducted Paratransit Vehicle Audits 3/18/2026.
- Began conducting Fleet Vehicle Audits the week of 5/4/2026. Audits will continue through the week of 5/11/2026.
- Right to Know audits continue throughout county owned and leased buildings.

Miscellaneous:

- Conducted the Electromagnetic Magnetic Energy (EMF) Survey on 10/1/2025 and delivered EMF Survey Report on 10/16/2025.
- Conducted a walkthrough of the Prosecutors Office located in Elizabeth, NJ and provided a proposal for adding emergency lighting and an exit plan.
- Conducted a walkthrough of the Rotunda building located in Elizabeth regarding complaints of people falling down the spiral staircase and provided recommendations on how to move forward.

UNION COUNTY INSURANCE FUND COMMISSION

Date: May 19, 2026

Memo to: Commissioners of the Union County Insurance Fund

Commission From: Acrisure

Subject: Executive Director's Report

Introduction

The Executive Director's Report for this meeting provides an update on current administrative and operational matters of the Union County Insurance Fund Commission.

At this time, the 2026 audit process has commenced. The Fund Office is actively coordinating with the Fund Auditor, Wielkotz & Company, in conjunction with the Fund's internal accounting team, to compile and submit all required documentation. Efforts are ongoing to ensure that all financial records and supporting materials are provided in a timely and organized manner to facilitate an efficient audit process. Updates will continue to be provided as the audit progresses.

Also included for review is the Commission's meeting schedule, which is provided for planning and administrative continuity purposes.

Overall, the agenda for this meeting is relatively light, with no significant or unusual items requiring additional discussion beyond routine matters.

The next meeting scheduled is on July 28, 2026 at 10:00 AM as we are not scheduled to meet in June, 2026.

2026 ANNUAL MEETING NOTICE

TIME	DATE	LOCATION	PURPOSE
10:00 AM	January 20, 2026	Zoom Virtual Meeting	Re-Organization Meeting
10:00 AM	March 24, 2026	Zoom Virtual Meeting	Regular Meeting
10:00 AM	May 19, 2026	Zoom Virtual Meeting	Regular Meeting
10:00 AM	July 28, 2026	Zoom Virtual Meeting	Regular Meeting
10:00 AM	September 22, 2026	In-Person Meeting	Regular Meeting
10:00 AM	October 27, 2026	Zoom Virtual Meeting	Regular Meeting
10:00 AM	December 15, 2026	Zoom Virtual Meeting	Regular Meeting

In addition, such other meetings as may be required shall be scheduled and held, but pursuant to and with such additional notice as may be required by statute.

RESOLUTION NO. 23-26
UNION COUNTY INSURANCE FUND COMMISSION
BILLS LIST MAY 2026

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.

Check No.	Vendor Name	Desc.	Check Amount
00__	Acrisure LLC dba Scirocco Group	Executive Director Fee for Apr. & May.	\$12,622.50 \$12,622.50 \$25,245.00
00__	Acrisure LLC dba Bergen Risk Managers	Claims Administration Fee Apr. & May.	\$36,107.75 \$36,107.75 \$72,215.50
00__	The Actuarial Advantage	Actuary Fee Apr., & May.	\$2,040.00 \$2,040.00
00__	County of Union	Reimbursement Salvage Recovery	\$3,500.00 \$3,500.00
TOTAL PAYMENTS -FY 2026:			\$103,000.50

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims:

BY: _____

CHAIRPERSON _____
DATE

ATTEST: _____
DATE

TREASURER _____
DATE

RESOLUTION 24-26

**UNION COUNTY INSURANCE FUND COMMISSION RESOLUTION
AUTHORIZING SETTLEMENT OF LIABILITY CLAIM**

WHEREAS, the matter of Union County v. CME Associates, et al. was filed in the Superior Court of New Jersey under Docket No. UNN-L-244-26; and

WHEREAS, the matter is pending before the Union County Insurance Fund Commission as Claim No. **UCLF140959**; and

WHEREAS, it has been recommended by counsel that this matter be settled for the sum of \$80,000.00.

NOW, THEREFORE, BE IT RESOLVED, that the Union County Insurance Fund Commission hereby approves and authorizes the settlement of the claim filed above for the sum of \$80,000.00, payable by the defendants as per the written Settlement Agreement herein; and

BE IT FURTHER RESOLVED that the proper Commission staff, employees and counsel, be and are authorized to execute such documents as shall be necessary to effectuate the disposition set forth herein.

ADOPTED by the UNION COUNTY INSURANCE FUND COMMISSION at a properly noticed meeting held May 19, 2026.

ADOPTED:

Dated: Chair

ATTEST:

Dated: Vice Chair

SAFETY DIRECTOR REPORT

UNION COUNTY INSURANCE FUND COMMISSION (UCIFC)

TO: Fund Commissioners
FROM: J.A. Montgomery Consulting, Safety Director
DATE: May 6, 2026
DATE OF MEETING: May 19, 2026

UCIFC SERVICE TEAM

<p>Paul Shives, Partner & Sr. Director of Safety Services pshives@jamontgomery.com Office: 732-736-5213</p>	<p>Glenn Prince, Assistant Public Sector Director gprince@jamontgomery.com Office: 856-552-4744 Cell: 609-238-3949</p>	<p>Natalie Dougherty, Senior Account Manager ndougherty@jamontgomery.com Office: 856-552-4738</p>
<p>Mailing Address: TRIAD 1828 CENTRE Cooper Street, 18th Floor Camden, NJ 08102</p> <p>P.O. Box 99106 Camden, NJ 08101</p>		

March – May 2026

RISK CONTROL ACTIVITIES

MEETINGS ATTENDED / TRAINING / LOSS CONTROL VISITS CONDUCTED

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

UPCOMING MEETINGS / TRAINING / LOSS CONTROL VISITS PLANNED

- **May 19:** Plan to attend the UCIFC meeting.
- **May 19:** 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 [Safety Director Bulletins](#).

- Avian Influenza (Bird Flu) – Best Practices (Bulletin and [Video Briefing](#))
- Distracted Driving Awareness Month
- Tree Work Near Electrical Hazards - Best Practices
- Spray Park - Best Practices

NJCE LIVE and LEARNING ON DEMAND TRAINING

LIVE Safety Training

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 in 2026.

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. *(May through July Live Training Schedule 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.**

To submit the NJCE LIVE Group Sign-in Sheet you will click on the [NJCE LIVE Group Sign-in Sheet](#) link or QR Code and complete the form with your groups' information. ***Please Submit Within 24 Hours***

Learning On Demand Training (available on the NJCE LMS)

NJCE Learning On Demand provides over 190 On-Demand Streaming Videos and Online Courses in English and Spanish that can be viewed 24/7 by members, on the NJCE Learning Management System (LMS) [NJCE LMS](#). Topics pertain to many aspects of safety, risk control, employment practices, and supervision, and most can be viewed in under 20 minutes. [NJCE Learning On Demand Catalog](#)

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:

- *June 1 - 22, 2026 (Start Date: July 1, 2026)*
- *December 1 - 22, 2026 (Start Date - January 1, 2027)*

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 Live Monthly Training Schedules the class may not be offered/available yet so please check back (class schedules are released two months out).*

The Leadership Academy Self- Assessment Form will be distributed to registrants electronically at the beginning of the year (end of January). The Safety Leadership Plaques will be distributed shortly thereafter. For more information and details on the Program please visit the NJCE Leadership Academy webpage: [NJCE Leadership Academy](#).



**NEW JERSEY COUNTIES
EXCESS JOINT INSURANCE FUND**

LEARNING MANAGEMENT SYSTEM (LMS)

NJCE Learning Management System (LMS)

Students (Users) – Contact your Agency’s Training Administrator to send you the login link and activation code to set up your account. Once you receive your activation code and activate your account, you will see your new username and create your password through this process. ([NJCE LMS Login](#)). If you have any questions, please contact Natalie Dougherty (ndougherty@jamontgomery.com).

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 (real-time) are on the [NJCE LIVE](#) website ([NJCE LIVE Monthly Training Schedules](#)).

(*) In-Person Training: Is being held via the [MSI-NJCE Expo](#). 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 Class Topic registration link(s) below. (The Expo 2026 schedule will be released soon).**

() Zoom Meeting Training: Please Note: Starting in January 2026 - INDIVIDUAL or GROUP registrations are permitted. GROUPS and INDIVIDUAL STUDENTS MUST have access to a computer or device with a WORKING CAMERA & MICROPHONE to attend this class.**

For more information on training and other safety resources, please visit the Safety portion of the NJCE.org website: <https://njce.org/safety>.

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.

May through July 2026 Safety Training Schedule
Click on the “Class Topic” to Register and for the Course Description

DATE	CLASS TOPIC	TIME
5/11/26	Hearing Conservation	8:30 - 9:30 am
5/11/26	The Power of Collaboration (Ocean)*	9:00 - 12:00 pm
5/12/26	Fire Extinguisher Safety	8:30 - 9:30 am
5/12/26	Preparing for First Amendment Audits	9:00 - 11:00 am
5/12/26	Hazard Communication/NJ Right to Know	10:00 - 11:30 am
5/13/26	Confined Space Entry	8:30 - 11:30 am
5/13/26	Dealing with Difficult People and De-Escalation	9:00 - 10:30 am
5/13/26	Work Zone: Flagger	1:00 - 2:00 pm
5/14/26	Ladder Safety/Walking & Working Surfaces	8:00 - 10:00 am
5/14/26	Ethics for NJ Local Government Employees (Atlantic)*	9:00 - 11:00 am
5/14/26	Protecting Children from Abuse In New Jersey Local Government Programs (Atlantic)*	11:30 - 1:00 pm
5/14/26	Excavation, Trenching and Shoring Awareness	10:30 - 12:00 pm
5/14/26	Lockout/Tagout (Control of Hazardous Energy)	1:00 - 3:00 pm
5/15/26	HazMat Awareness with Hazard Communication/NJ Right to Know	8:30 - 11:30 am
5/15/26	Harassment in the Workplace for Elected Officials, Managers, & Supervisors (Camden)*	9:00 - 11:00 am
5/15/26	Bloodborne Pathogens	1:00 - 2:00 pm
5/15/26	Employee Conduct and Violence Prevention in the Workplace	1:00 - 2:30 pm
5/18/26	Hoists, Cranes, and Rigging	8:30 - 10:30 am
5/18/26	Fire Safety	11:00 - 12:00 pm
5/18/26	Fire Extinguisher Safety	1:00 - 2:00 pm
5/19/26	Active Shooter and Hostile Events – Critical Considerations for Organizational Leaders	9:00 - 11:00 am
5/19/26	Fall Protection Awareness	1:00 - 3:00 pm
5/19/26	NJCE Expo 2026: Excavation, Trenching, and Shoring (Mercer)*	8:30 - 12:30 pm
5/19/26	NJCE 2026: Fast Track to Safety (LOTO, PPE, Ladder Safety, Severe Weather Best Practices) (Mercer)*	8:30 - 12:30 pm
5/19/26	NJCE Expo 2026: Work Zone Safety (Mercer)*	8:30 - 12:30 pm

5/20/26	Hearing Conservation	8:30 - 9:30 am
5/20/26	Mower Safety	10:00 - 11:00 am
5/20/26	Driving Safety Awareness	1:00 - 2:30 pm
5/21/26	Lockout/Tagout (Control of Hazardous Energy)	7:30 - 9:30 am
5/21/26	Hazard Communication/NJ Right to Know	10:00 - 11:30 am
5/22/26	Public Works & Utility: Safety & Regulatory Awareness	8:00 - 12:00 pm
5/22/26	Introduction to Understanding Conflict (Zoom Meeting)**	10:00 - 12:00 pm
5/27/26	Ladder Safety/Walking & Working Surfaces	7:30 - 9:30 am
5/27/26	Personal Protective Equipment	10:00 - 12:00 pm
5/27/26	CDL: Drivers' Safety Regulations	1:00 - 3:00 pm
5/28/26	Confined Space Entry	8:30 - 11:30 am
5/28/26	Bloodborne Pathogens	1:00 - 2:00 pm
6/1/26	Work Zone: Flagger	8:30 - 9:30 am
6/1/26	Jetter/Vacuum Safety Awareness	10:00 - 12:00 pm
6/1/26	Implicit Bias in the Workplace	1:00 - 2:30 pm
6/2/26	Hearing Conservation	8:30 - 9:30 am
6/2/26	Heavy Equipment Safety	10:00 - 12:00 pm
6/2/26	Harassment in the Workplace for Elected Officials, Managers, & Supervisors	9:00 - 11:00 am
6/2/26	Employee Conduct and Violence Prevention in the Workplace	1:00 - 2:30 pm
6/3/26	Hazard Communication/NJ Right to Know	8:30 - 10:00 am
6/3/26	Ethics for NJ Local Government Employees	9:00 - 11:00 am
6/3/26	Fire Safety	10:30 - 11:30 am
6/3/26	Protecting Children from Abuse in New Jersey Local Government Programs	11:30 - 1:00 pm
6/5/26	Ladder Safety/Walking & Working Surfaces	8:30 - 10:30 am
6/5/26	Law Enforcement: Understanding Cannabis: A Must For Every Agencies Officer Safety and Wellness Program	1:00 - 2:30 pm
6/8/26	Excavation, Trenching and Shoring Awareness	8:00 - 9:30 am
6/8/26	Personal Protective Equipment	10:00 - 12:00 pm
6/8/26	Lockout/Tagout (Control of Hazardous Energy)	1:00 - 3:00 pm
6/9/26	Bloodborne Pathogens	7:30 - 8:30 am
6/9/26	Ethical Decision Making	9:00 - 11:30 am
6/9/26	Law Enforcement: Work Zone Initial Training	1:00 - 5:00 pm
6/10/26	Productive Meetings Best Practices (Zoom Meeting)**	8:30 - 10:00 am
6/10/26	HazMat Awareness with Hazard Communication/NJ Right to Know	8:30 - 11:30 am
6/10/26	Fire Extinguisher Safety	1:00 - 2:00 pm
6/11/26	Confined Space Entry	8:00 - 11:00 am
6/11/26	Work Zone: Temporary Traffic Controls	1:00 - 3:00 pm
6/11/26	Introduction to Communication Skills (Zoom Meeting)**	1:00 - 3:00 pm
6/12/26	Work Zone: Flagger	8:30 - 9:30 am
6/12/26	Fall Protection Awareness	10:00 - 12:00 pm
6/12/26	Mower Safety	1:00 - 2:00 pm
6/15/26	Hazard Communication/NJ Right to Know	7:30 - 9:00 am
6/15/26	CDL: Drivers' Safety Regulations	9:30 - 11:30 am
6/16/26	Public Works & Utility: Safety & Regulatory Awareness	8:00 - 12:00 pm
6/16/26	Career Survival for Managers, Business Administrators, and Assistants	9:00 - 11:00 am
6/16/26	Designated Employer Representative Training (DER) (Zoom Meeting)**	9:00 - 4:00 pm w/1 hour lunch brk
6/16/26	Bloodborne Pathogens	1:00 - 2:00 pm
6/16/26	Law Enforcement: Violence Prevention and Risk Considerations for Law Enforcement Officers when Interacting with Mental Health Consumers	1:00 - 2:30 pm
6/17/26	Playground Safety Inspections	9:00 - 11:00 am
6/17/26	Indoor Air Quality Designated Person Training (Zoom Meeting)**	1:00 - 2:00 pm

6/17/26	Personal Protective Equipment	1:00 - 3:00 pm
6/18/26	Employee Conduct and Violence Prevention in the Workplace	9:00 - 10:30 am
6/18/26	Shop and Tool Safety	11:00 - 12:00 pm
6/23/26	Confined Space Entry	8:30 - 11:30 am
6/23/26	Hearing Conservation	1:00 - 2:00 pm
6/24/26	Driving Safety Awareness	9:00 - 10:30 am
6/24/26	Lockout/Tagout (Control of Hazardous Energy)	1:00 - 3:00 pm
6/24/26	NJCE Expo 2026: Excavation, Trenching, and Shoring (Cape May)*	8:30 - 12:30 pm
6/24/26	NJCE Expo 2026: Fast Track to Safety (LOTO, PPE, Ladder Safety, Severe Weather Best Practices) (Cape May)*	8:30 - 12:30 pm
6/24/26	NJCE Expo 2026: Work Zone Safety (Cape May)*	8:30 - 12:30 pm
6/24/26	NJCE Expo 2026: Practical Leadership - 21 Irrefutable Laws (Cape May)*	8:30 - 11:30 am
6/25/26	Chipper Safety	7:30 - 8:30 am
6/25/26	Chainsaw Safety	9:00 - 10:00 am
6/25/26	Mower Safety	10:30 - 11:30 am
6/26/26	Fire Extinguisher Safety	8:30 - 9:30 am
6/26/26	Bloodborne Pathogens	10:00 - 11:00 am
6/29/26	CDL: Supervisors' Reasonable Suspicion (Zoom Meeting)**	8:30 - 10:30 am
6/29/26	Ladder Safety/Walking & Working Surfaces	1:00 - 3:00 pm
6/30/26	Fire Safety	8:30 - 9:30 am
6/30/26	Hazard Communication/NJ Right to Know	10:00 - 11:30 am
7/7/26	Back Safety/Material Handling	9:00 - 10:00 am
7/7/26	Hearing Conservation	1:00 - 2:00 pm
7/8/26	Bloodborne Pathogens	8:30 - 9:30 am
7/8/26	Work Zone: Flagger	10:00 - 11:00 am
7/8/26	Hazard Communication/NJ Right to Know	1:00 - 2:30 pm
7/9/26	Confined Space Entry	8:30 - 11:30 am
7/9/26	Ladder Safety/Walking & Working Surfaces	1:00 - 3:00 pm
7/10/26	Personal Protective Equipment	8:30 - 10:30 am
7/10/26	Fire Safety	11:00 - 12:00 pm
7/13/26	Mower Safety	8:30 - 9:30 am
7/13/26	Shop and Tool Safety	10:00 - 11:00 am
7/13/26	Implicit Bias in the Workplace	1:00 - 2:30 pm
7/14/26	Preparing for First Amendment Audits	9:00 - 11:00 am
7/14/26	Employee Conduct and Violence Prevention in the Workplace	9:00 - 10:30 am
7/15/26	Public Works & Utility: Safety & Regulatory Awareness	8:00 - 12:00 pm
7/15/26	Work Zone: Temporary Traffic Controls	9:00 - 11:00 am
7/15/26	Lockout/Tagout (Control of Hazardous Energy)	1:00 - 3:00 pm
7/16/26	Bloodborne Pathogens	7:30 - 8:30 am
7/16/26	Asbestos Awareness	9:00 - 11:00 am
7/16/26	Hazard Communication/NJ Right to Know	1:00 - 2:30 pm
7/16/26	Active Shooter and Hostile Events – Critical Considerations for Organizational Leaders	1:00 - 3:00 pm
7/17/26	CDL: Drivers' Safety Regulations	8:00 - 10:00 am
7/17/26	Driving Safety Awareness	10:30 - 12:00 pm
7/20/26	Jetter/Vacuum Safety Awareness	1:00 - 3:00 pm
7/21/26	HazMat Awareness with Hazard Communication/NJ Right to Know	8:30 - 11:30 am
7/21/26	Excavation, Trenching and Shoring Awareness	1:00 - 2:30 pm
7/22/26	Sanitation and Recycling Safety	7:30 - 9:30 am
7/22/26	Personal Protective Equipment	10:00 - 12:00 pm
7/22/26	Employee Conduct and Violence Prevention in the Workplace	1:00 - 2:30 pm
7/23/26	Fire Extinguisher Safety	8:30 - 9:30 am
7/23/26	Fire Safety	10:00 - 11:00 am

7/24/26	Hazard Communication/NJ Right to Know	8:30 - 10:00 am
7/24/26	Bloodborne Pathogens	10:30 - 11:30 am
7/27/26	Hoists, Cranes, and Rigging	7:30 - 9:30 am
7/27/26	Ladder Safety/Walking & Working Surfaces	10:00 - 12:00 pm
7/28/26	Hearing Conservation	8:30 - 9:30 am
7/28/26	Dealing with Difficult People and De-Escalation	10:00 - 11:30 am
7/29/26	Confined Space Entry	8:30 - 11:30 am
7/29/26	Chainsaw Safety	1:00 - 2:00 pm
7/30/26	Lockout/Tagout (Control of Hazardous Energy)	8:30 - 10:30 am
7/30/26	Mower Safety	11:00 - 12:00 pm
7/31/26	Fire Extinguisher Safety	8:30 - 9:30 am
7/31/26	Fall Protection Awareness	10:00 - 12:00 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 and 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 log on 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 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 ensure that person will have access to the webinar link to launch on the day of the class. Please assign someone to complete and submit the group sign-in sheet link within 24 hours after the webinar.
- **NJCE LIVE GROUP SIGN IN SHEET SUBMISSION**

To submit the NJCE LIVE Group Sign-in Sheet, please click [NJCE LIVE Group Sign-in Sheet](#) or use the QR Code and complete the form with your group's information. *(Please Submit within 24 Hours)*



Please Note: The Group Sign-in Sheet only needs to be completed and submitted if the Training was done in a "Group Setting" and should not be completed if the user logged in and viewed the training on their Own.



2026 MSI-NJCE EXPO

THE MSI-NJCE EXPO FEATURES IN-PERSON TRAINING THROUGHOUT NEW JERSEY!

The training topics will include:

- Excavation, Trenching, and Shoring (4 hours)
- Work Zone Safety (4 hours)
- Fast Track to Safety (4 hours - Must Attend All Four Sessions to Receive CEUs)
 - Lockout/Tagout – Control of Hazardous Energy
 - Personal Protective Equipment
 - Ladder Safety
 - Severe Weather Best Practices
- Practical Leadership – 21 Irrefutable Laws (3 hours - Available at Select Locations[^])

DATE	MSI EXPO LOCATION	COUNTY	ADDRESS
Friday, April 10 th	Middlesex Co. Fire Academy [^]	Middlesex	1001 Fire Academy Drive, Sayreville, NJ
Thursday, April 16 th	Morris County Public Safety Training Academy [^]	Morris	500 W Hanover Ave., Morristown, NJ
Tuesday, May 19 th	Witherspoon Hall	Mercer	400 Witherspoon Street, Princeton, NJ
Wednesday, June 24 th	Atlantic Cape Community College [^]	Cape May	341 South Dennis Rd., Cape May CH, NJ
Wednesday, September 16 th *	Burlington Co. Emergency Training Center [^]	Burlington	53 Academy Drive, Westampton, NJ
Wednesday, October 15 th	Bergen Co. Law & Public Safety Institute	Bergen	281 Campgaw Rd., Mahwah, NJ
Thursday, October 22 nd *	Atlantic Cape Community College, Building C	Atlantic	5100 Black Horse Pike, Mays Landing, NJ
Thursday, November 5 th *	Rowan College of South Jersey [^]	Gloucester	1400 Tanyard Rd., Sewell, NJ

* Tentative

[^] Practical Leadership Offered

Check-in begins at 8:00 AM and class starts promptly at 8:30 AM. Registration is required and walk-ins will not be permitted due to classroom size restrictions.

To Register: Go to the LIVE Monthly Training Schedules link located on [NJCE LIVE](#) webpage. ([NJCE Live Monthly Training Schedules](#) click on the Course Topic/Date).

(Please Note: Registration Links are available two months prior to the class date. So please check back.)

Please see attached for the course descriptions and CEU & TCH information.

Questions: Please contact Natalie Dougherty at ndougherty@jamontgomery.com



2026 MSI-NJCE EXPO

2026 EXPO COURSE DESCRIPTIONS

Excavation, Trenching & Shoring

4 Hours - The types and hazards of excavation and trenches will be reviewed. Topics include an employer assigned Competent Person, soil analysis and the types and characteristics of soil. Equipment and protective systems such as trench boxes and built-in-place shoring will be discussed. This standard applies to all open excavations made in the earth's surface, including trenches that create a hazard to near-by workers.

Training Frequency: Required upon initial assignment and retraining as needed.

Continuing Education Approvals:

CPWM - 2.0 Technical CEU Credits

CPWM - 2.0 Management CEU Credits

Water/Wastewater- 4.0 Safety TCH

Target Audience: Workers with the potential to enter excavations and trenches, including Building & Grounds, Public Works, or Water/Wastewater Utility staffs

Work Zone Safety

4 Hours - Students will review the requirements of the Manual for Uniform Traffic Devices (MUTCD) and discuss how each of these requirement impacts safety for workers and users of the roadway. Proper setup and techniques for flagging will also be covered. Students will use real-world situations to discuss proper traffic control measures.

Training Frequency: Required upon initial assignment and retraining as needed.

Continuing Education Approvals:

CPWM - 2.0 Technical CEU Credits

CPWM - 2.0 Management CEU Credits

Water/Wastewater - 2.0 Safety TCH

Target Audience: Required upon initial assignment and retraining as needed for workers who direct traffic through work zones on public roadways.

Fast Track to Safety (BBP, HazCom /GHS, Fire Safety, and Severe Weather Best Practices)

4 Hours - The course is designed to cover both regulatory and claim-driven topics to help mitigate injuries and accidents in the workplace. The course will cover Lockout/Tagout (Control of Hazardous Energy), Personal Protective Equipment, Ladder Safety, and Severe Weather Best Practices. Participants must attend all 4 hours to receive a certificate of completion.

Training Frequency: Required annual retraining.

Continuing Education Approvals:

CPWM 4.0 Technical CEU Credits

Water/Wastewater 4.0 Safety TCH

Target Audience: Public works, sanitation, utility, new employees, safety coordinators, new employees and supervisors

Practical Leadership - 21 Irrefutable Laws

3 hours - Leadership is about influence and understanding what motivates people. There are numerous programs that study leadership principles, but this program develops your ability to practice leadership strategies on a day-to-day basis. The 21 Irrefutable Laws of Leadership is the cornerstone of this program and the materials provided will help with the practical application of leading and motivating personnel in your organization.

Training Frequency: Upon initial assignment and retraining as needed.

Continuing Education Approvals:

CMFO/CCFO - 3.0 Office Management /Ancillary Subjects CEU Credits

CTC - 3.0 General/Secondary CEU Credits

CPWM - 3.0 Management CEU Credits

RMC - 3.0 Professional Development CEU Credits

QPA - 3.0 Office Admin/General Duties CEU Credits

Target Audience: Supervisors and Management

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 1249, 1294, 1875, 1828, 3316, and one additional settlement authority matter 0959. 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 – 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