

**OCEAN COUNTY INSURANCE FUND COMMISSION
AGENDA AND REPORTS
THURSDAY, AUGUST 19, 2021
10:00 AM**

MEETING BEING HELD TELEPHONICALLY

**To attend the meeting via teleconference
Dial 1- 312-626-6799 and enter Meeting ID: 579 506 9590**

OR

Join Zoom Meeting via computer Link

<https://zoom.us/j/5795069590>

OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE

The Ocean County Insurance Fund will Commission will conduct its August 19, 2021 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 Asbury Park Press and Atlantic City Press,
- (2) Filing advance written notice of this meeting with the Commissioners of the Ocean County Insurance Fund Commission,
- (3) Posting notice on the Public Bulletin Board of the Office of the County Clerk

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.

**OCEAN COUNTY INSURANCE FUND COMMISSION
AGENDA
OPEN PUBLIC MEETING: August 19, 2021
10:00 AM**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ
- ROLL CALL OF COMMISSIONERS
- APPROVAL OF MINUTES: July 15, 2021 Open Minutes.....Appendix I
July 15, 2021 Closed Minutes..... sent via e-mail

- CORRESPONDENCE:

- COMMITTEE REPORTS
 - Safety and Accident Review Committee:Verbal
 - Claims Committee:Verbal

- EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMA
 - Executive Director's Report.....Pages 3-13

- TREASURER – Julie Tarrant
 - Resolution 20-21 August Bills List – Motion (Roll Call Vote).....Page 14
 - Treasurer's Report.....Page 15

- CLAIMS ADMINISTRATOR– QUAL LYNXPages 16-17

- NJCE SAFETY DIRECTOR – J.A. Montgomery Consulting
 - Monthly Report.....Pages 18-25
 - Munich Re Safety Grant Program.....Page 26

- RISK MANAGERS REPORT – Conner Strong & Buckelew
 - Monthly Report..... Verbal

- ATTORNEY – Berry, Sahradnik, Kotzas & Benson, P.C.
 - Monthly Report Verbal

- OLD BUSINESS
- NEW BUSINESS
- PUBLIC COMMENT

- CLOSED SESSION – Payment Authorization Requests (PARS)
 - Resolution 21-21 Closed Session.....Page 27

- Motion to approve the PARS as discussed during Executive Session - (*Roll call Vote*)

MEETING ADJOURNMENT

NEXT SCHEDULED MEETING: [September 16, 2021, 10:00 AM](#)

OCEAN COUNTY INSURANCE FUND COMMISSION

9 Campus Drive, Suite 216
Parsippany, NJ 07054
Telephone (201) 881-7632 Fax (201) 881-7633

Date: August 19, 2021
Memo to: Commissioners of the Ocean County Insurance Fund Commission
From: PERMA Risk Management Services
Subject: Executive Director's Report

- Certificate of Insurance Issuance Report (Pages 5-6)** – Included in the agenda on pages 5-6 is the certificate of issuance report from the NJCE listing the certificates issued for the month of July. There were (8) eight certificate of insurances issued during the month.

- Motion to approve the certificate of insurance report**

- Prospective Membership** – Ocean County Utilities Authority, Ocean County Board of Social Services and Ocean County Board of Health are renewing during the next few months and have been identified as potential members of the Ocean County Insurance Fund Commission. Executive Director previously reported on meeting with Ocean County Utilities Authority who agreed to consider a proposal from the Ocean County Insurance Fund Commission. Executive Director also met with the Ocean County Board of Social Services and Ocean County Board of Health on August 12, 2021. They both agreed to consider proposals from the Ocean County Insurance Fund Commission. We would like to offer membership to the three entities should they accept our budget proposal.

- Motion to offer membership to the Ocean County Utilities Authority, Ocean County Board of Social Services and Ocean County Board of Health**

- NJCE vs Commercial Market Webinar** – PERMA Risk Management Services, Conner Strong & Buckelew and J.A. Montgomery presented a webinar to discuss the current state of the commercial market and the benefits of an insurance commission and joint insurance fund membership versus the commercial market. The webinar was held on Friday, July 23, 2021 at 12:30 PM. The presentation is posted on the NJCE website, (njce.org) under the Resource Tab.
- NJ Counties Excess Joint Insurance Fund (NJCE)** – The NJCE is scheduled to meet again on September 23, 2021 at 9:30 AM via Zoom. Executive Director and the NJCE Underwriting Manager will provide a preliminary update on the 2022 renewal.
- NJCE Property & Casualty Financial Fast Track (Pages 7-9)** - Included in the agenda on pages 7-9 is a copy of the Financial Fast Track for the month of May. As of **May 31, 2021** the Fund has a surplus of **\$13,666,628**. Line 7 of the report, “Dividend” represents the dividend figure released by the NJCE, \$5,107,551. The cash amount is **\$27,392,708**.

- ❑ **2022 Renewal – Underwriting Data Collection (Pages 10-13)** – An e-mail was sent on August 6, 2021 to designated users with the link to the 2022 NJCE Exposure Renewal which is hosted online via Origami Risk Management Information System. The deadline to complete the data underwriting renewal is Friday, September 17, 2021.

Attached on pages 10-13 of the agenda is a memorandum from the NJCE Underwriting Manager Team regarding the Underwriting Information needed for the 2022 renewal. The Cyber and Medical Malpractice applications mentioned in the memorandum were included in the e-mail sent by Origami Risk Management Information System. If you have any questions as you go through the renewal process, please contact one of the Account Team members.

- ❑ **2021 Initiatives** – Below is an update status on the 2021 Initiatives we spoke about at previous meetings:
 1. Review of insurance/indemnification requirements – *a meeting is scheduled for October 4*
 2. Review of current coverages – *Risk Manager Consultant will provide a presentation at the October 21 Commission Meeting*
 3. Legacy Claims – *Another meeting is scheduled for August 18, Executive Director will provide an update*

Ocean County Insurance Fund Commission

Certificate of Insurance Monthly Report

7/1/2021 To 8/1/2021

| Holder (H)/ Insured Name (I) | Holder / Insured Address | Description of Operations | Issue Date/ Cert ID | Coverage |
|--|--|--|---------------------------|--------------------|
| H - Township of Ocean I - County of Ocean | 50 Railroad Ave Waretown, NJ 08758 | RE: Nature Programs at Corliss Park Lake and Recreation Area Evidence of Insurance as respects to Ocean County Parks and Recreation Nature Programs at Corliss Park Lake and Recreation Area 182 Wells Mills Rd Waretown during the current calendar year. | 7/2/2021 #2959466 | GL AU EX WC OTH |
| H - Borough of Ship Bottom I - County of Ocean | 1621 Long Beach Blvd Ship Bottom, NJ 08008 | RE: Traveling Tennis and Pickleball class Evidence of Insurance as respects to Ocean County Parks Dept Traveling Tennis and Pickleball class. | 7/15/2021 #2967919 | GL AU EX WC OTH |
| H - Community Medical Center/RWJ I - County of Ocean | Barnabas Health 99 Highway 37 West Toms River, NJ 08755 | RE: performing autopsies Evidence of Insurance as respects to performing autopsies at Community Medical Center on behalf of the Ocean County Medical Examiner. | 7/20/2021 #2969267 | GL AU EX WC OTH |
| H - Ocean County Vo-Tech I - County of Ocean | 137 Bey Lea Road Toms River, NJ 08753 | RE: use of facilities for supervisor training during the current policy period. Evidence of insurance as respects to use of facilities for supervisor training. | 7/26/2021 #2974240 | GL AU EX WC OTH |
| H - Jackson Township I - County of Ocean | 200 Kierych Memorial Drive Jackson, NJ 08527 | Company E: Auto Physical Damage; Policy Term: 01/01/2021 - 01/01/2022; Policy #:ERP980616209; Policy Limits: \$15,000,000 Company E: Property; Policy Term: 01/01/2021 - 01/01/2022; Policy #:ERP980616209; Policy Limits: \$110,000,000 RE: participate in Jackson Twp. Clean Communities The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to Ocean County Transportation Department, Ocean Ride, to participate in Jackson Twp. Clean Communities at Johnson Park during the current calendar year. | 7/27/2021 #2975915 | GL AU EX WC OTH |
| H - Ocean County Vo-Tech Waretown Facility I - County of Ocean | Board of Education 137 Bey Lea Road Toms River, NJ 08753 | RE: Ocean County Jamboree Evidence of insurance as respects to the Ocean County Jamboree during the current calendar year. | 7/29/2021 #2991331 | GL AU EX WC OTH |

Ocean County Insurance Fund Commission

Certificate of Insurance Monthly Report

7/1/2021 To 8/1/2021

| | | | | |
|--|--|--|---------------------------|--------------------|
| H - Pinelands Regional Board of I - County of Ocean | Education 590 Nugentown Road Tuckerton, NJ 08087 | RE: Annual Ocean County Decoy & Gunning Show The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to use of the school parking lot for overflow parking for the Annual Ocean County Decoy & Gunning Show. | 7/29/2021 #2991328 | GL AU EX WC OTH |
| H - Jackson Township I - County of Ocean | 10 Don Connor Blvd Jackson, NJ 08527 | RE: Jackson Day The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to Jackson Day which will be held at John F. Johnson, Jr. Memorial Park. Library Staff will be in attendance. | 7/30/2021 #2994569 | GL AU EX WC OTH |
| Total # of Holders: 8 | | | | |

| NEW JERSEY COUNTIES EXCESS JIF | | | | | | |
|--|---------------------------------|------------------|--------------------|--------------------|--------------------|--|
| FINANCIAL FAST TRACK REPORT | | | | | | |
| | | AS OF | May 31, 2021 | | | |
| ALL YEARS COMBINED | | | | | | |
| | | THIS | YTD | PRIOR | FUND | |
| | | MONTH | CHANGE | YEAR END | BALANCE | |
| 1. | UNDERWRITING INCOME | 2,392,478 | 11,597,178 | 188,496,467 | 200,093,645 | |
| 2. | CLAIM EXPENSES | | | | | |
| | Paid Claims | 44,458 | 365,344 | 7,089,259 | 7,454,604 | |
| | Case Reserves | 38,808 | 1,790,838 | 9,041,576 | 10,832,414 | |
| | IBNR | 628,741 | 2,250,265 | 9,477,682 | 11,727,946 | |
| | Discounted Claim Value | (69,217) | (9,956) | (1,855,299) | (1,865,255) | |
| | Excess Recoveries | 0 | (388,517) | (1,286,205) | (1,674,722) | |
| | TOTAL CLAIMS | 642,790 | 4,007,974 | 22,467,013 | 26,474,987 | |
| 3. | EXPENSES | | | | | |
| | Excess Premiums | 1,742,285 | 8,518,527 | 132,722,487 | 141,241,015 | |
| | Administrative | 161,664 | 860,021 | 14,328,278 | 15,188,299 | |
| | TOTAL EXPENSES | 1,903,949 | 9,378,549 | 147,050,765 | 156,429,314 | |
| 4. | UNDERWRITING PROFIT (1-2-3) | (154,261) | (1,789,345) | 18,978,689 | 17,189,344 | |
| 5. | INVESTMENT INCOME | 10,685 | 23,822 | 1,561,013 | 1,584,835 | |
| 6. | PROFIT (4+5) | (143,576) | (1,765,523) | 20,539,702 | 18,774,179 | |
| 7. | Dividend | 0 | 0 | 5,107,551 | 5,107,551 | |
| 8. | SURPLUS (6-7) | (143,576) | (1,765,523) | 15,432,151 | 13,666,628 | |
| SURPLUS (DEFICITS) BY FUND YEAR | | | | | | |
| | 2010 | 118 | 311 | 313,887 | 314,198 | |
| | 2011 | 191 | 557 | 817,021 | 817,578 | |
| | 2012 | 310 | (9,791) | 775,737 | 765,945 | |
| | 2013 | 553 | 34,790 | 1,435,473 | 1,470,262 | |
| | 2014 | 820 | 30,773 | 2,370,698 | 2,401,471 | |
| | 2015 | 995 | (5,691) | 1,465,627 | 1,459,936 | |
| | 2016 | 1,050 | (496,524) | 2,615,331 | 2,118,806 | |
| | 2017 | 1,210 | (62,779) | 1,269,126 | 1,206,347 | |
| | 2018 | 1,243 | 108,442 | 2,227,973 | 2,336,415 | |
| | 2019 | 1,342 | 119,628 | 1,617,686 | 1,737,314 | |
| | 2020 | 863 | (492,747) | 523,592 | 30,845 | |
| | 2021 | (152,270) | (992,491) | | (992,491) | |
| | TOTAL SURPLUS (DEFICITS) | (143,576) | (1,765,523) | 15,432,150 | 13,666,627 | |
| | TOTAL CASH | | | | 27,392,708 | |

| NEW JERSEY COUNTIES EXCESS JIF | | | | | |
|------------------------------------|-----------------------------|------------|-----------------|------------------|------------------|
| FINANCIAL FAST TRACK REPORT | | | | | |
| | | AS OF | May 31, 2021 | | |
| ALL YEARS COMBINED | | | | | |
| | | THIS MONTH | YTD CHANGE | PRIOR YEAR END | FUND BALANCE |
| CLAIM ANALYSIS BY FUND YEAR | | | | | |
| FUND YEAR 2010 | | | | | |
| | Paid Claims | 0 | 0 | 171,840 | 171,840 |
| | Case Reserves | 0 | 0 | (0) | (0) |
| | IBNR | 0 | 0 | 0 | 0 |
| | Discounted Claim Value | 0 | 0 | 0 | 0 |
| | TOTAL FY 2010 CLAIMS | 0 | 0 | 171,840 | 171,840 |
| FUND YEAR 2011 | | | | | |
| | Paid Claims | 0 | 0 | 538,361 | 538,361 |
| | Case Reserves | 0 | 0 | 100 | 100 |
| | IBNR | 0 | (64) | 65 | 1 |
| | Discounted Claim Value | 0 | 7 | (10) | (3) |
| | TOTAL FY 2011 CLAIMS | 0 | (57) | 538,516 | 538,459 |
| FUND YEAR 2012 | | | | | |
| | Paid Claims | 0 | 723 | 1,581,076 | 1,581,800 |
| | Case Reserves | 0 | 10,877 | 55,743 | 66,620 |
| | IBNR | 0 | 103 | 6,513 | 6,615 |
| | Discounted Claim Value | 0 | (1,145) | (6,766) | (7,912) |
| | TOTAL FY 2012 CLAIMS | 0 | 10,557 | 1,636,566 | 1,647,123 |
| FUND YEAR 2013 | | | | | |
| | Paid Claims | 5,126 | (31,230) | 884,946 | 853,716 |
| | Case Reserves | (5,126) | (1,153) | 449,993 | 448,840 |
| | IBNR | 0 | 3 | 74,752 | 74,755 |
| | Discounted Claim Value | 0 | (1,113) | (55,345) | (56,458) |
| | TOTAL FY 2013 CLAIMS | 0 | (33,493) | 1,354,346 | 1,320,853 |
| FUND YEAR 2014 | | | | | |
| | Paid Claims | 604 | 3,644 | 475,133 | 478,777 |
| | Case Reserves | 12,312 | 28,153 | 468,318 | 496,471 |
| | IBNR | (12,916) | (64,063) | 82,005 | 17,942 |
| | Discounted Claim Value | 0 | 3,478 | (50,431) | (46,953) |
| | TOTAL FY 2014 CLAIMS | 0 | (28,789) | 975,025 | 946,236 |
| FUND YEAR 2015 | | | | | |
| | Paid Claims | 15,460 | 91,875 | 879,632 | 971,507 |
| | Case Reserves | (15,460) | (91,877) | 1,970,599 | 1,878,722 |
| | IBNR | 0 | (1,981) | 110,856 | 108,875 |
| | Discounted Claim Value | 0 | 10,020 | (145,390) | (135,369) |
| | TOTAL FY 2015 CLAIMS | 0 | 8,037 | 2,815,698 | 2,823,734 |

| NEW JERSEY COUNTIES EXCESS JIF | | | | | |
|------------------------------------|-----------------------------|----------------|------------------|-------------------|-------------------|
| FINANCIAL FAST TRACK REPORT | | | | | |
| | | AS OF | May 31, 2021 | | |
| ALL YEARS COMBINED | | | | | |
| | | THIS | YTD | PRIOR | FUND |
| | | MONTH | CHANGE | YEAR END | BALANCE |
| CLAIM ANALYSIS BY FUND YEAR | | | | | |
| FUND YEAR 2016 | | | | | |
| | Paid Claims | 317 | 32,220 | 678,557 | 710,777 |
| | Case Reserves | (318) | 557,592 | 1,006,194 | 1,563,786 |
| | IBNR | 1 | (79,417) | 233,390 | 153,973 |
| | Discounted Claim Value | 0 | (11,377) | (87,647) | (99,024) |
| | TOTAL FY 2016 CLAIMS | 0 | 499,018 | 1,830,493 | 2,329,511 |
| FUND YEAR 2017 | | | | | |
| | Paid Claims | 4,586 | 114,255 | 367,768 | 482,023 |
| | Case Reserves | (4,586) | (291,674) | 1,687,621 | 1,395,947 |
| | IBNR | 0 | 224,818 | 1,606,476 | 1,831,294 |
| | Discounted Claim Value | 0 | 18,227 | (221,332) | (203,105) |
| | TOTAL FY 2017 CLAIMS | 0 | 65,627 | 3,440,532 | 3,506,159 |
| FUND YEAR 2018 | | | | | |
| | Paid Claims | 0 | 6,938 | 358,016 | 364,953 |
| | Case Reserves | 100 | 413,581 | 563,782 | 977,362 |
| | IBNR | (100) | (547,569) | 1,803,479 | 1,255,910 |
| | Discounted Claim Value | 0 | 21,524 | (240,690) | (219,166) |
| | TOTAL FY 2018 CLAIMS | 0 | (105,527) | 2,484,586 | 2,379,059 |
| FUND YEAR 2019 | | | | | |
| | Paid Claims | 0 | 4,506 | 704,297 | 708,804 |
| | Case Reserves | (1) | 119,611 | 589,734 | 709,345 |
| | IBNR | 1 | (263,348) | 2,688,900 | 2,425,552 |
| | Discounted Claim Value | 0 | 22,756 | (357,356) | (334,599) |
| | TOTAL FY 2019 CLAIMS | 0 | (116,475) | 3,625,576 | 3,509,102 |
| FUND YEAR 2020 | | | | | |
| | Paid Claims | 18,366 | 142,414 | 449,634 | 592,047 |
| | Case Reserves | (64,870) | 693,704 | 2,249,493 | 2,943,198 |
| | IBNR | 46,504 | (226,230) | 2,871,245 | 2,645,014 |
| | Discounted Claim Value | 0 | 273,753 | (690,332) | (416,578) |
| | Excess Recoveries | 0 | (388,517) | (1,286,205) | (1,674,722) |
| | TOTAL FY 2020 CLAIMS | (0) | 495,124 | 3,593,835 | 4,088,958 |
| FUND YEAR 2021 | | | | | |
| | Paid Claims | 0 | 0 | | 0 |
| | Case Reserves | 116,756 | 352,024 | | 352,024 |
| | IBNR | 595,251 | 3,208,015 | | 3,208,015 |
| | Discounted Claim Value | (69,217) | (346,087) | | (346,087) |
| | TOTAL FY 2021 CLAIMS | 642,790 | 3,213,952 | 0 | 3,213,952 |
| COMBINED TOTAL CLAIMS | | 642,790 | 4,007,974 | 22,467,013 | 26,474,987 |

This report is based upon information which has not been audited nor certified by an actuary and as such may not truly represent the condition of the fund.

Fund Year 2020 Claims reflect an anticipated recoverable amount of \$ 1,674,722 due from the reinsurer for COVID-19 WC claims.

Memorandum

NJCE Underwriting Manager Team

CONNER
STRONG &
BUCKELEW

The Underwriting Manager wants to release a reminder to all NJCE members and Risk Management Consultants in preparation of the 2022 renewal. Unless otherwise noted, all exposure collection items below are already included in Origami, but we want to make special note of these critical items.

Underwriting Information

- ✓ **Property** – COPE (Occupancy Protection Exposure) information for buildings has never been more valuable than it is in the current environment. Critical items are square footage, number of stories, occupancy, construction and sprinklers. Buildings over \$10 million without sprinkler information may not receive coverage. Members should review their Property schedules to ensure all buildings are accurately listed.
- ✓ **Liability** –
 - **Aging Infrastructure** – Bridges and Dams are required by state/federal regulations to be inspected every 2-4 years, and all of the underwriting information needed is included in such reports. Be sure to schedule the Dams and Bridges (and answer Dam questionnaire) and provide the most recent reports.
 - **Sexual Abuse/Molestation** – While Sexual Abuse/Molestation is a concerning exposure all around, the most emphasis is on programs involving minors. Ensure you provide the data points on member-sponsored programs involving minors, such as type of program, number of minors and number of staff. It is also important to perform background checks and give training to staff. This includes Juvenile Detention.
 - **Transit Operations** – If you utilize contractors to provide public transportation (i.e. buses, paratransit), confirm there is a contract in place and evidence of insurance is provided. If you provide the transportation yourselves, confirm the following: 1) Are MVR checks run on drivers and how frequently; 2) DO buses have cameras inside, outside or both; 3) Does paratransit require tie downs and is training provided to drivers?
- ✓ **Law Enforcement** –
 - **Use of Force** – Provide your law enforcement use of force policies and procedures.
 - **Strip Search** – Provide your law enforcement strip search policies and procedures.
 - **Jail Transgender Handling** – Provide your jail's policy and procedure on handling transgender inmates.
 - **Suicide Prevention** – Provide your jail's policy and procedures on suicide prevention.
 - **Vehicle Pursuit/Stops** – Provide your law enforcement policy and procedures on vehicle pursuit and stops.
 - **State Jail Inspections** – Provide your most recent annual state jail inspection report.

Memorandum

NJCE Underwriting Manager Team

CONNER
STRONG &
BUCKELEW

Underwriting Information *(Continued)*

- ✓ **Workers' Compensation** – As requested in the past, please ensure you are making note of what locations employees are assigned. This is especially important for locations with over 100 employees.
- ✓ **Cyber** – We need to provide a complete picture of cybersecurity controls as the exposure continues to grow and the insurance market for Cyber continues to drastically contract/harden. The Cyber application and supplement, attached, must be completed. The most critical items requested by insurers are Multi-Factor Authentication for any remote access, offline back-ups, endpoint detection and response, and employee training.
- ✓ **Financials** – Provide your most recent audited financials and current interim financials.
- ✓ **Medical Malpractice** – If you purchase the Medical Malpractice coverage from the NJCE JIF, complete the attached Medical Malpractice Application and COVID Supplemental.
- ✓ **Vehicles** – Please remember the valuation provision for emergency vehicles has shifted the vehicle age from 15 years to 10 years, whereby any vehicles under 10 years receive Replacement Cost and any over 10 years receive the lesser of Replacement Cost or Scheduled Value. As such, please ensure the valuations are updated to reflect such.

Memorandum

NJCE Underwriting Manager Team

CONNER
STRONG &
BUCKELEW

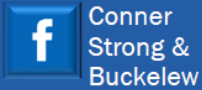
Other Reminders

- ✓ **Builder's Risk** – Any projects with new square footage qualify for Builder's Risk. All such projects over \$10m project value must be separately underwritten, so submit the application early.
- ✓ **Renewal Certificates** – Renewal certificates are released in December. As such, it is crucial to review your Certificate Holder lists now.
- ✓ **Automobile ID Cards** – The quantity of Auto ID Cards issued per member is determined based upon your schedule of vehicles in Origami. Ensure your records are updated to reflect all active Vehicles.
- ✓ **Contact Information** – All renewal documents are distributed based upon the contact information in Origami. Ensure your records are updated so documents are sent to the appropriate place.
- ✓ **Special Flood Hazard Area (SFHA)** – The JIF does not determine flood zones and has coverage limitations for locations within SFHAs. Specifically, the member's deductible in an SFHA is the maximum available limit from the NFIP, which is typically \$500,000.

Conner Strong & Buckelew

Insurance, Risk
Management
& Employee Benefits

Camden, New Jersey
1-877-861-3220
connerstrong.com



CONTACT



Edward Cooney

VP, Account Executive
Underwriting Manager
973-659-6424

ecooney@connerstrong.com

Jonathon Tavares

Account Manager
856-614-4493

jtavares@connerstrong.com

Crystal Chuck

Account Analyst
856-479-2115

cchuck@connerstrong.com

Rachel Perry

Technical Assistant
856-479-2128

rperry@connerstrong.com

OCEAN COUNTY INSURANCE FUND COMMISSION BILLS LIST

Resolution No. 20-21

AUGUST 2021

WHEREAS, the Treasurer has certified that funding is available to pay the following bills:

BE IT RESOLVED that the Ocean County Insurance Fund Commission, hereby authorizes the Commission 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

| <u>FUND YEAR 2021</u> | | | |
|-----------------------|--------------------------------|--------------------------------------|----------------------|
| <u>CheckNumber</u> | <u>VendorName</u> | <u>Comment</u> | <u>InvoiceAmount</u> |
| 001008 | | | |
| 001008 | PERMA RISK MANAGEMENT SERVICES | POSTAGE 7/21 | 1.40 |
| 001008 | PERMA RISK MANAGEMENT SERVICES | EXECUTIVE DIRECTOR FEE 8/21 | 12,557.11 |
| | | | 12,558.51 |
| 001009 | | | |
| 001009 | SPARK CREATIVE GROUP LLC | WEBSITE AND DOMAIN FEES 7.13.21 | 2,800.00 |
| | | | 2,800.00 |
| | | Total Payments FY 2021 | 15,358.51 |
| | | TOTAL PAYMENTS ALL FUND YEARS | 15,358.51 |

Chairperson

Attest:

Dated: _____

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

Treasurer

| OCEAN COUNTY INSURANCE COMMISSION | | | | | | | |
|--|-------------------|-------------------|------------------|---------------------|---------------------|-------------------|---------------------|
| SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED | | | | | | | |
| Current Fund Year: 2021 Month Ending: May | | | | | | | |
| | Property | Liability | Auto | Worker's Comp | NJ CEL | Admin | TOTAL |
| OPEN BALANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| RECEIPTS | | | | | | | |
| Assessments | 195,390.39 | 572,437.22 | 78,882.43 | 5,222,851.09 | 2,326,937.68 | 127,550.15 | 8,524,048.96 |
| Refunds | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Invest Pymnts | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Invest Adj | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Subtotal Invest | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Other * | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 195,390.39 | 572,437.22 | 78,882.43 | 5,222,851.09 | 2,326,937.68 | 127,550.15 | 8,524,048.96 |
| EXPENSES | | | | | | | |
| Claims Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Other * | 0.00 | 0.00 | 0.00 | 0.00 | 750,335.96 | 0.00 | 750,335.96 |
| TOTAL | 0.00 | 0.00 | 0.00 | 0.00 | 750,335.96 | 0.00 | 750,335.96 |
| END BALANCE | 195,390.39 | 572,437.22 | 78,882.43 | 5,222,851.09 | 1,576,601.72 | 127,550.15 | 7,773,713.00 |



OCEAN COUNTY INSURANCE FUND COMMISSION

CLAIMS REPORTED BY CLAIM TYPE
4/1/2021 – 7/31/2021

| | INDEMNITY | MEDICAL ONLY | REPORT ONLY-WC | Grand Total |
|--------------------|-----------|--------------|----------------|-------------|
| April | 2 | 7 | 0 | 9 |
| May | 6 | 17 | 0 | 23 |
| June | 4 | 20 | 6 | 30 |
| July | 1 | 21 | 0 | 22 |
| Grand Total | 13 | 65 | 6 | 84 |



OCEAN COUNTY INSURANCE FUND COMMISSION

CUMULATIVE SAVINGS SUMMARY

| | Bill Count | Billed | Approved | \$ Savings | % Savings | Fee Amount | PPO Penetration Rate |
|--------------------|------------|--------------------|--------------------|--------------------|------------|-------------------|----------------------|
| June | 4 | \$23,367.82 | \$7,018.49 | \$16,349.33 | 70% | \$2,942.88 | 100% |
| July | 41 | \$34,767.88 | \$12,222.55 | \$22,545.33 | 65% | \$4,058.15 | 96% |
| Grand Total | 45 | \$58,135.70 | \$19,241.04 | \$38,894.66 | 67% | \$7,001.03 | 97% |

TOP 10 PROVIDERS
4/1/2021 – 7/31/2021

| | Approved |
|---|--------------------|
| COMMUNITY MEDICAL CENTER INC | \$8,011.73 |
| SHREWSBURY SURGERY CENTER | \$2,043.00 |
| NOVACARE REHABILITATION | \$1,764.00 |
| SEAVIEW ORTHOPAEDIC | \$1,638.18 |
| FUSION HEALTHCARE SOLUTIONS | \$1,189.00 |
| KESSLER INSTITUTE FOR REHABILITATION INC. | \$1,044.00 |
| ID CARE PA | \$909.69 |
| ATLANTIC MEDICAL IMAGING LLC | \$836.54 |
| COASTAL PHYSICIANS & SURGEONS, P.C. | \$600.00 |
| ROTHMAN ORTHOPAEDICS | \$504.01 |
| Grand Total | \$18,540.15 |

OCEAN COUNTY INSURANCE FUND COMMISSION

TO: Fund Commissioners

FROM: J.A. Montgomery Consulting, Safety Director

DATE: August 13, 2031

DATE OF MEETING: August 19, 2021

OCIFC SERVICE TEAM

| | | |
|---|---|--|
| Paul Shives, Vice President, Safety Services pshives@jamontgomery.com Office: 732-736-5213 | Glenn Prince, Associate Public Sector Director gprince@jamontgomery.com Office: 856-552-4744 Cell: 609-238-3949 | Natalie Dougherty, Senior Administrative Coordinator ndougherty@jamontgomery.com Office: 856-552-4738 |
|---|---|--|

July - August 2021

RISK CONTROL ACTIVITIES

MEETINGS ATTENDED / TRAINING / LOSS CONTROL VISITS CONDUCTED

- **July 15:** Attended the OCIFC meeting via teleconference.
- **August 10:** Attended the OCIFC Safety Committee meeting via teleconference.
- **August 12:** Attended the OCIFC Claims Committee meeting via teleconference.

UPCOMING MEETINGS / TRAINING / LOSS CONTROL VISITS PLANNED

- **August 19:** Plan to attend the OCIFC meeting via teleconference.

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 <https://njce.org/safety/safety-bulletins/>.

- NJCE JIF - Live Virtual Safety Training – September Registration Now Open! – July 29.
- NJCE JIF - SD Message: New CDC Mask Recommendation – July 29.
- NJCE JIF - SD Bulletin: Summer Safety for Pets – July 30.
- NJCE JIF - SD Bulletin: Daniel’s Law – August 4.
- NJCE JIF - Live Virtual Safety Training – October Registration Now Open! – August 12.

NJCE TRAINING OVERVIEW – LIVE SAFETY TRAINING WEBINARS

The New Jersey Counties Excess Joint Insurance Fund (NJCE) is offering real-time, instructor-led online safety training.

Instruction is conducted with a live instructor using the Zoom webinar platform. We are excited to offer you the same training content, with the same experienced crew of instructors and with the same continuing education credits as with out in-person classes, but with the flexibility and safety of online delivery.

- The August – October Live Virtual Training schedules and registration links are attached.

NJCE MEDIA LIBRARY

NJCE Media Library includes a vast library of DVDs topics on many aspects of safety, risk control, employment practices, and supervision, and most can be viewed in under 20 minutes. The DVDs can be requested free of charge for NJCE members and held for up to 2 weeks so you can view them at your convenience. A prepaid self-addressed envelope is included to return the DVD. To view the full video catalog please visit <https://njce.org/wp-content/uploads/2021/02/NJCE-Media-DVD-Catalog.pdf>. Email the video library at melvideolibrary@jamontgomery.com or call 856-552-4900.

- Three videos utilized.

NJCE ONLINE STREAMING VIDEO SERVICE

The NJCE JIF now has a New Video Streaming Service. This is an “on demand” service and has about 180 titles available for streaming right to your workplace! We encourage leaders to view the videos with members of their team and then discuss how the information in the video can best be used specifically in your operations.

To access the streaming “on demand videos”, go to the NJCE website <https://njce.org/safety-training-videos-registration/> Complete the Registration Form, click submit. The following screen will provide the URL and password to access the streaming videos.

The Steaming Video Services is also accessible on the NJCE Learning Management System (LMS). The Streaming Videos are located under Resources in the Learning On-Demand Workplace College located on the Welcome page of the LMS. The learning will be recorded in the Users Transcripts when the videos are accessed.



**NEW JERSEY COUNTIES
EXCESS JOINT INSURANCE FUND**

LEARNING MANAGEMENT SYSTEM (LMS)

NJCE Learning Management System (LMS) – A number of Commissions/Counties have been set up with their users uploaded onto the NJCE LMS. J.A. Montgomery Consulting is currently in the process of adding all the Live Virtual Training classes held from January 1, 2021 to date onto the LMS. Once this is completed the Learning History for participants that attended the classes will be recorded into their Transcripts on the LMS. Certificates will be available for LMS Administrators to access to print or save from the website. An email will be sent out to the LMS Training Administrators once this process is completed. Thank you

J.A. Montgomery

CONSULTING

The MEL Safety Institute (MSI) and New Jersey Counties Excess Joint Insurance Fund (NJCE) is offering real time, instructor-led online safety training.

August thru October Safety Training Schedule

Click on the Training Topic to Register and for the Course Description.

| Date | Training Topic | Time |
|---------|--|------------------|
| 8/13/21 | Heavy Equipment - General Safety | 8:30 - 10:30 am |
| 8/13/21 | Shop & Tool Safety | 11:00 - 12:00 pm |
| 8/16/21 | Preparing for the Unspeakable | 9:00 - 10:30 am |
| 8/16/21 | Implicit Bias in the Workplace | 1:00 - 2:30 pm |
| 8/17/21 | HazMat Awareness w/HazCom GHS | 8:30 - 11:30 am |
| 8/17/21 | Fall Protection Awareness | 1:00 - 3:00 pm |
| 8/18/21 | HazCom w/GHS | 8:30 - 10:00 am |
| 8/18/21 | Bloodborne Pathogens (BBP) | 10:30 - 11:30 am |
| 8/18/21 | Lock Out/Tag Out (LOTO) | 1:00 - 3:00 pm |
| 8/19/21 | Confined Space Entry for Entrants & Attendants | 8:30 - 10:30 am |
| 8/19/21 | Shop & Tool Safety | 11:00 - 12:00 pm |
| 8/19/21 | Driving Safety Awareness | 1:00 - 2:30 pm |
| 8/20/21 | CDL: Drivers Safety Regulations | 8:30 - 10:30 am |
| 8/20/21 | Fire Extinguisher | 11:00 - 12:00 pm |
| 8/23/21 | Preparing for First Amendment Audits | 9:00 - 11:00 am |
| 8/23/21 | Back Safety / Material Handling | 11:00 - 12:00 pm |
| 8/24/21 | Fire Safety | 8:30 - 9:30 am |
| 8/24/21 | Bloodborne Pathogens (BBP) | 10:00 - 11:00 am |
| 8/24/21 | HazCom w/GHS | 1:00 - 2:30 pm |
| 8/25/21 | Special Events Management | 8:30 - 10:30 am |
| 8/25/21 | CDL: Supervisors Reasonable Suspicion | 1:00 - 3:00 pm |
| 8/26/21 | Ladder Safety/Walking & Working Surfaces | 8:30 - 10:30 am |
| 8/26/21 | Jetter/Vacuum Safety Awareness | 1:00 - 3:00 pm |
| 8/27/21 | Implicit Bias in the Workplace | 9:00 - 10:30 am |
| 8/27/21 | Flagger Skills and Safety | 11:00 - 12:00 pm |
| 8/30/21 | Playground Safety Inspections | 8:30 - 10:30 am |
| 8/30/21 | Hearing Conservation | 11:00 - 12:00 pm |
| 8/31/21 | Personal Protective Equipment (PPE) | 8:30 - 10:30 am |
| 8/31/21 | Confined Space Entry for Entrants & Attendants | 1:00 - 3:00 pm |
| 9/1/21 | Special Events Management | 8:30 - 10:30 am |
| 9/1/21 | Bloodborne Pathogens (BBP) | 11:00 - 12:00 pm |

| | | |
|---------|---|-----------------------------------|
| 9/1/21 | HazCom w/GHS | 1:00 - 2:30 pm |
| 9/2/21 | Personal Protective Equipment (PPE) | 8:30 - 10:30 am |
| 9/2/21 | Accident Investigation | 1:00 - 3:00 pm |
| 9/3/21 | Hearing Conservation | 8:30 - 9:30 am |
| 9/3/21 | Fire Extinguisher | 10:00 - 11:00 am |
| Date | Training Topic | Time |
| 9/3/21 | Chain Saw Safety | 1:00 - 2:00 pm |
| 9/7/21 | Lock Out/Tag Out (LOTO) | 8:30 - 10:30 am |
| 9/7/21 | Jetter/Vacuum Safety Awareness | 1:00 - 3:00 pm |
| 9/8/21 | Hazard Identification: Making Your Observations Count | 8:30 - 10:30 am |
| 9/8/21 | Back Safety / Material Handling | 11:00 - 12:00 pm |
| 9/8/21 | Leaf Collection Safety | 1:00 - 3:00 pm |
| 9/9/21 | Flagger Skills and Safety | 8:30 - 9:30 am |
| 9/9/21 | CDL: Drivers' Safety Regulations | 10:00 - 12:00 pm |
| 9/9/21 | Ladder Safety/Walking & Working Surfaces | 1:00 - 3:00 pm |
| 9/10/21 | Employee Conduct and Violence Prevention in the Workplace | 8:30 - 10:00 am |
| 9/10/21 | Fire Safety | 10:30 - 11:30 am |
| 9/10/21 | Bloodborne Pathogens (BBP) | 1:00 - 2:00 pm |
| 9/13/21 | Work Zone: Temporary Traffic Controls | 8:30 - 10:30 am |
| 9/13/21 | Mower Safety | 11:00 - 12:00 pm |
| 9/13/21 | Shop & Tool Safety | 1:00 - 2:00 pm |
| 9/13/21 | Law Enforcement Work Zone Refresher Training | 1:00 - 3:00 pm |
| 9/14/21 | Heavy Equipment - Earth Moving Equipment Safety | 8:30 - 9:30 am |
| 9/14/21 | Heavy Equipment - Trucks & Trailer Safety | 10:00 - 11:00 am |
| 9/15/21 | HazMat Awareness w/HazCom GHS | 8:30 - 11:30 am |
| 9/15/21 | Lock Out/Tag Out (LOTO) | 1:00 - 3:00 pm |
| 9/16/21 | Implicit Bias in the Workplace | 9:00 - 10:30 am |
| 9/16/21 | Bloodborne Pathogens (BBP) | 11:00 - 12:00 pm |
| 9/16/21 | HazCom w/GHS | 1:00 - 2:30 pm |
| 9/17/21 | Confined Space Entry for Entrants & Attendants | 8:30 - 10:30 am |
| 9/17/21 | Back Safety / Material Handling | 11:00 - 12:00 pm |
| 9/20/21 | Jetter/Vacuum Safety Awareness | 8:30 - 10:30 am |
| 9/20/21 | Driving Safety Awareness | 1:00 - 2:30 pm |
| 9/21/21 | Chipper Safety | 8:30 - 9:30 am |
| 9/21/21 | Leaf Collection Safety Awareness | 10:00 - 12:00 pm |
| 9/21/21 | Protecting Children from Abuse - For Managers/Supervisors/Elected Officials | 9:00 - 11:00 am |
| 9/21/21 | Ethics for NJ Local Government Employees | 1:00 - 3:00 pm |
| 9/22/21 | Fire Safety | 8:30 - 9:30 am |
| 9/22/21 | Bloodborne Pathogens (BBP) | 10:00 - 11:00 am |
| 9/22/21 | Implicit Bias in the Workplace | 1:00 - 2:30 pm |
| 9/23/21 | Designated Employer Representative Training (DER) *see details below | 9:00 - 4:00 pm w/1 hour lunch brk |
| 9/23/21 | Ladder Safety/Walking & Working Surfaces | 8:30 - 10:30 am |

| | | |
|-------------|---|------------------|
| 9/24/21 | CDL-Drivers Safety Regulations | 8:30 - 10:30 am |
| 9/24/21 | Fire Extinguisher | 11:00 - 12:00 pm |
| 9/27/21 | HazCom w/GHS | 8:30 - 10:00 am |
| 9/27/21 | Law Enforcement Work Zone Refresher Training | 9:00 - 11:00 am |
| 9/27/21 | Flagger Skills and Safety | 11:00 - 12:00 pm |
| 9/27/21 | Heavy Equipment - Tractor Safety | 1:00 - 2:00 pm |
| 9/28/21 | Playground Safety Inspections | 8:30 - 10:30 am |
| 9/28/21 | Hearing Conservation | 11:00 - 12:00 pm |
| 9/28/21 | Work Zone Safety for Supervisors | 1:00 - 2:00 pm |
| 9/29/21 | Personal Protective Equipment (PPE) | 8:30 - 10:30 am |
| 9/29/21 | Chain Saw Safety | 11:00 - 12:00 pm |
| Date | Training Topic | Time |
| 9/29/21 | Confined Space Entry for Entrants & Attendants | 1:00 - 3:00 pm |
| 9/30/21 | Snow Plow/Snow Removal Safety | 8:30 - 10:30 am |
| 9/30/21 | Employee Conduct and Violence Prevention in the Workplace | 1:00 - 2:30 pm |
| 10/1/21 | Lock Out/Tag Out (LOTO) | 8:30 - 10:30 am |
| 10/1/21 | Jetter/Vacuum Safety Awareness | 1:00 - 3:00 pm |
| 10/4/21 | Confined Space Entry for Entrants & Attendants | 8:30 - 10:30 am |
| 10/4/21 | Bloodborne Pathogens (BBP) | 11:00 - 12:00 pm |
| 10/4/21 | HazCom w/GHS | 1:00 - 2:30 pm |
| 10/5/21 | Hazard Identification: Making Your Observations Count | 8:30 - 10:30 am |
| 10/5/21 | Back Safety / Material Handling | 11:00 - 12:00 pm |
| 10/5/21 | Leaf Collection Safety | 1:00 - 3:00 pm |
| 10/7/21 | Flagger Skills and Safety | 8:30 - 9:30 am |
| 10/7/21 | Fire Extinguisher Safety | 10:00 - 11:00 am |
| 10/7/21 | Chain Saw Safety | 1:00 - 2:00 pm |
| 10/8/21 | Law Enforcement Work Zone Refresher Training | 9:00 - 11:00 am |
| 10/8/21 | Mower Safety | 8:30 - 9:30 am |
| 10/8/21 | Shop & Tool Safety | 10:00 - 11:00 am |
| 10/12/21 | Hearing Conservation | 8:30 - 9:30 am |
| 10/12/21 | CDL: Drivers' Safety Regulations | 10:00 - 12:00 pm |
| 10/12/21 | Ladder Safety/Walking & Working Surfaces | 1:00 - 3:00 pm |
| 10/12/21 | Employee Conduct and Violence Prevention in the Workplace | 1:00 - 2:30 pm |
| 10/13/21 | Bloodborne Pathogens Administrator Training | 8:30 - 10:30 am |
| 10/13/21 | Fire Safety | 10:30 - 11:30 am |
| 10/13/21 | Bloodborne Pathogens (BBP) | 1:00 - 2:00 pm |
| 10/14/21 | Hazard Identification: Making Your Observations Count | 8:30 - 10:30 am |
| 10/14/21 | Flagger Skills and Safety | 11:00 - 12:00 pm |
| 10/14/21 | Work Zone: Temporary Traffic Controls | 1:00 - 3:00 pm |
| 10/15/21 | Leaf Collection Safety | 8:30 - 10:30 am |
| 10/15/21 | Chipper Safety | 11:00 - 12:00 pm |
| 10/15/21 | Sanitation/Recycling Safety | 1:00 - 3:00 pm |
| 10/18/21 | Heavy Equipment - General Safety | 8:30 - 10:30 am |

| 10/18/21 | Back Safety / Material Handling | 11:00 - 12:00 pm |
|----------|---|------------------|
| 10/18/21 | Personal Protective Equipment (PPE) | 1:00 - 3:00 pm |
| 10/18/21 | Implicit Bias in the Workplace | 1:00 - 2:30 pm |
| 10/19/21 | Ladder Safety/Walking & Working Surfaces | 8:30 - 10:30 am |
| 10/19/21 | Protecting Children from Abuse - For Managers/Supervisors/Elected Officials | 9:00 - 11:00 am |
| 10/19/21 | Dealing with Difficult People | 1:00 - 3:00 pm |
| 10/20/21 | HazMat Awareness w/HazCom GHS | 8:30 - 11:30 am |
| 10/20/21 | Employee Conduct and Violence Prevention in the Workplace | 9:00 - 10:30 am |
| 10/20/21 | Lock Out/Tag Out (LOTO) | 1:00 - 3:00 pm |
| 10/21/21 | HazCom w/GHS | 8:30 - 10:00 am |
| 10/21/21 | Bloodborne Pathogens (BBP) | 10:30 - 11:30 am |
| 10/21/21 | Snow Plow/Snow Removal Safety | 1:00 - 3:00 pm |
| 10/21/21 | Law Enforcement Work Zone Refresher Training | 1:00 - 3:00 pm |
| 10/22/21 | CDL: Drivers Safety Regulations | 8:30 - 10:30 am |
| 10/22/21 | Fire Safety | 11:00 - 12:00 pm |
| Date | Training Topic | Time |
| 10/22/21 | Fire Extinguisher Safety | 1:00 - 2:00 pm |
| 10/25/21 | Playground Safety Inspections | 8:30 - 10:30 am |
| 10/25/21 | Hearing Conservation | 11:00 - 12:00 pm |
| 10/25/21 | CDL: Supervisors' Reasonable Suspicion | 1:00 - 3:00 pm |
| 10/26/21 | Implicit Bias in the Workplace | 9:00 - 10:30 am |
| 10/26/21 | Preparing for First Amendment Audits | 9:00 - 11:00 am |
| 10/26/21 | HazCom w/GHS | 8:30 - 10:00 am |
| 10/26/21 | Driving Safety Awareness | 1:00 - 2:30 pm |
| 10/27/21 | Preparing for the Unspeakable | 9:00 - 10:30 am |
| 10/27/21 | Personal Protective Equipment (PPE) | 8:30 - 10:30 am |
| 10/27/21 | Asbestos, Lead, Silica, Overview | 11:00 - 12:00 pm |
| 10/27/21 | Fall Protection Awareness | 1:00 - 3:00 pm |
| 10/28/21 | Housing Authority Executive Directors: What You Need to Know | 10:00 - 11:30 pm |
| 10/28/21 | Confined Space Entry for Supervisors | 8:30 - 11:30 am |
| 10/28/21 | Confined Space Entry for Entrants & Attendants | 1:00 - 3:00 pm |
| 10/29/21 | Snow Plow/Snow Removal Safety | 8:30 - 10:30 am |
| 10/29/21 | Shift Briefing Essentials | 1:00 - 2:30 pm |

***9/23/21 Designated Employee Representative Training (DER) Details:**

- This 6-hour workbook-driven course with 1hr lunch break covers mandatory drug and alcohol testing programs and the responsibilities of the employer, the DER, third-party administrators, the MRO, and the driver. In order to ensure workbooks are received in time for the class, **registrations must be completed before September 10, 2021.**
- Registration suggested - 2 employees per town
- The training will use the Zoom Meeting platform. Students must have access to a computer or device with a working camera and microphone. Students will be 'on-camera' during the class to replicate an in-person classroom.

Safety Training Guidelines:

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. ***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.***

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.

About Zoom Training:

- When registering, please indicate the number of students that will be attending with you if in a group setting for 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. We suggest registering no later than a day before to insure you receive the link and your computer and sound system are working correctly.
- A Zoom account is not needed to attend a class. Attendees can login 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 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.
 - Group sign in sheet: Please assign someone to submit the completed sign-in sheet(s) within 24 hours of the webinar.

From: Glenn Prince, Public Sector Assistant Director
To: New Jersey Counties Excess Joint Insurance Fund Commissioners
Date: August 2, 2021
Subject: Munich Re Safety Grant Program

Commissioners,

The New Jersey Counties Excess Joint Insurance Fund continues to provide Safety Grant funding through the Munich Re Safety Grant Program. Member Counties may receive reimbursement for up to 50% of the cost of a “non-typical” safety item or service to assist in controlling the frequency and severity of their general liability, auto liability and law enforcement liability claims. This memo will clarify the grant requirements.

Program Overview:

- The Munich Re Safety Grant Program is a cost sharing program where counties can receive reimbursement for up to 50% of the cost of a safety item or service.
- The total amount of Grant funding available to members of the New Jersey Counties Excess Joint Insurance Fund for this policy period is \$50,000.00
- The safety item or service cannot be “typical”. For example; training on bloodborne pathogens, back injury prevention and other regulatory issues should already be part of a members overall safety program. Items such as patient lifting boards for EMS, body worn cameras or police liability training are specialized and are examples of items that may qualify.
- Safety Grant funding requests for 2021 must be submitted to Glenn Prince gprince@jamontgomery.com no later than September 1, 2021.
- All submissions, will be forwarded to Munich Re, for review and if they approve the submission, they will pay the vendor directly.

Please feel free to contact me with any questions.
Glenn Prince
Public Sector Assistant Director
JA Montgomery Consulting
(856) 552- 4744

RESOLUTION NO. 21-21

**OCEAN COUNTY INSURANCE FUND COMMISSION
RESOLUTION FOR CLOSED SESSION**

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; now, therefore,

BE IT RESOLVED by the Ocean County Insurance Fund Commission, County of Ocean, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter-specified subject matter.
2. The general nature of the subject matter to be discussed:

LITIGATION MATTERS

3. It is anticipated at this time that the above subject matter will be made public when the members of the Ocean County Insurance Fund Commission have made final determination.
4. This resolution shall take effect immediately.

ADOPTED: August 19, 2021

CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

Appendix I

Minutes

**OCEAN COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – July 15, 2021
Telephonic Meeting
10:00 AM**

Meeting was called to order by Chairman Greitz. Ms. Dodd read the Open Public Meetings notice into record.

ROLL CALL OF COMMISSIONERS:

| | |
|---------------------------|---------|
| Robert A. Greitz | Present |
| Michael Fiure | Present |
| Mary Ann Cilento | Present |
| John P. Kelly (Alternate) | Excused |

FUND PROFESSIONALS PRESENT:

| | |
|----------------------------|---|
| Executive Director | PERMA Risk Management Services Joseph Hrubash |
| Claims Services | Qual-Lynx Karen Beatty Claudia Acosta |
| | PERMA Risk Management Services Robyn Walcoff Jenn Conicella |
| NJCE Underwriting Manager | Conner Strong & Buckelew |
| Risk Management Consultant | Conner Strong & Buckelew Carole Mack Mary Anne Sander |
| Treasurer | Julie Tarrant |
| Attorney | John C. Sahradnik, Esq. |
| Safety Director | J.A. Montgomery Consulting Michael Brosnan |

ALSO PRESENT:

Antoinette DePaolo, Ocean County
Laura Benson, Esq., Berry Sahradnik, Kotzas & Benson, P.C.
Colleen Golin, Esq., Ocean County Board of Social Services
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN MINUTES OF JUNE 17, 2021

MOTION TO APPROVE THE OPEN MINUTES OF JUNE 17, 2021

Moved: Commissioner Cilento
Second: Commissioner Fiure
Vote: 3 Ayes, 0 Nays

CORRESPONDENCE: None

SAFETY AND ACCIDENT REVIEW COMMITTEE: Mr. Brosnan introduced himself and advised he was covering for Mr. Prince. Mr. Brosnan reported the Safety Committee last met on April 13, at 1:30 via Zoom. Mr. Brosnan advised the next meeting was scheduled for August 10 at 1:30 PM via Zoom. Mr. Brosnan said Mr. Prince would co-ordinate the agenda with Ms DePaolo and the minutes and agenda would be sent out electronically prior to the meeting. Mr. Brosnan asked if there were any questions and concluded his report.

CLAIMS COMMITTEE: Ms. Conicella advised the Claims Committee met for the first time and reviewed the payment authorization requests. Ms. Conicella reported Qual Lynx would present the claims during the closed session of the meeting and would ask for payment authorization. Ms. Conicella asked if they were any questions and concluded her report.

EXECUTIVE DIRECTOR REPORT: Executive Director advised his report was included in the agenda and there was one action item.

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director referred to a copy of the certificate of issuance report from the NJCE listing the certificates issued for the month of June. Executive Director reported there were (7) seven certificate of insurances issued during the month. Executive Director asked if there were any questions and requested a motion to approve the report.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

Moved: Commissioner Cilento
Second: Commissioner Fiure
Vote: 3 Yes, 0 Nays

OCEAN COUNTY INSURANCE FUND COMMISSION WEBSITE: Executive Director advised the website was live and included many of the Insurance Commission documents. Executive Director noted the URL address is: ocifc-nj.org. Executive Director reported there were some issues with the Resolution Tab, however Ms. Dodd had informed him the website was corrected. Executive Director encouraged everyone to review the website.

July 15, 2021 Ocean County Insurance Fund Commission OPEN Minutes

2021 INITIATIVES: Executive Director advised the Fund Office would work with other professionals on initiatives including a review of insurance/indemnification requirements and a review of current coverages. Executive Director said he had a meeting with Mr. Bause and Mr. Mrotek of Actuarial Advantage to discuss moving legacy claims to the insurance fund commission for 2022. Executive Director indicated the next step was to discuss further with the County. After a brief discussion it was determined that Mr. Greitz, Ms. Tarrant, Ms DePaolo, and Mr. Sahradnik should participate in a call. Executive Director advised he participated in a new member presentation for the Ocean County Utilities Authority with Ms. Sander, Ms. Mack and Mr. Cooney. Executive Director noted the objective of the meeting was to obtain an agreement from them to quote their renewal, which was September 30. Ocean County Utilities Authority agreed to receive a quote for the renewal. Executive Director said he would share the presentation with Ms. Tarrant. Ms. Sander said she thought the meeting went very well and noted the Board of Social Services and Board of Health were also interested.

NJ COUNTIES EXCESS JOINT INSURANCE FUND (NJCE): Executive Director reported the NJCE met on June 24, 2021 and a written summary report of the meeting was included in the agenda. Executive Director advised the 2020 audit was approved along with 2021 amended budget. Executive Director explained the NJCE Board agreed that the JIF would charge an additional assessment to the premium portion of the 2021 excess renewal delta in the amount of \$609,437. Executive Director said the Board of Fund Commissioners authorized the Fund office to work with the Fund attorney to procure services for a Technical Writer Services to draft manuscript policy policies for the retained layers of the program. Executive Director noted the NJCE would meet again on September 23, 2021 at 9:30 AM.

NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the April Financial Fast Track for the NJCE was included in the agenda. As of April 30, 2021, the NJCE had a surplus of \$13,810,204. Executive Director noted the total cash amount was \$28,546,382. Executive Director reported line 7 of the report "Dividend" represented the figure released by the NJCE of \$5,107,551. Executive Director noted reductions in the surplus in the 2016, 2020 and 2021 fund years. Executive Director reported the most significant change was the result of the projected \$10 million that COVID-19 related workers' compensation claims would eventually cost the NJCE. Executive Director reported the NJCE is strengthening its claim and IBNR reserves due to the uncertainty over the recovery from the excess insurer Safety National. Therefore, the strategy was to book \$4 million for COVID claims and IBNR at the NJCE level to relieve the members of this liability. Executive Director reported the MEL JIF was experiencing the same issue with Safety National and a meeting was held with the Insurance Commissioner of NJ Department of Banking & Insurance to put them on notice that the carrier was taking a hard line on providing coverage. Executive Director said in addition to this, the Actuary was strengthening the case reserves and IBNR due to large claims activity in the 2016 fund year.

NJCE JIF CYBER TASK FORCE: Executive Director referred to a copy of a news alert from the NJCE JIF Cyber Task Force. Executive Director advised the task force was scheduled to meet in July to review a draft of a cyber-risk management program. In response to Executive Director's inquiry, Commissioner Fiure said Ocean County was represented on the task force and their IT Director provided a quick presentation to Mr. Block and himself the other day. Commissioner Fiure noted they were excited and looked to become fully involved.

RISK MANAGEMENT INFORMATION (ORIGAMI): Executive Director reported the Fund Office and Risk Manager Consultant would meet with County representatives on Monday, July 19, 2021 at 2:00 PM to discuss RMIS the online platform where members' exposure data (property, vehicles, etc.) may be accessed and edited, as well as, applications to download and complete for ancillary coverages.

2022 RENEWAL – UNDERWRITING DATA COLLECTION: Executive Director reported the Fund office was beginning the data collection process for the 2022 renewal in order to provide relevant information to underwriters. Executive Director said Members and/or risk managers would manage the renewal via RMIS. Executive Director noted the Payroll Auditor was conducting payroll audits which would be uploaded by the Fund office into RMIS. The 2022 renewal process was mid-July through mid-September, which will allowed members to confirm underwriting data.

2021 GOVERNMENT FINANCE OFFICERS ASSOCIATION OF NJ (GFOA of NJ): Executive Director advised both PERMA and J.A. Montgomery had been invited to provide separate presentations at the GFOA of NJ conference at the Golden Nugget in Atlantic City from September 21st to September 24th. GFOA of NJ is a professional association of government finance officers working together to enhance and promote professionalism within the governmental community.

2021 NEW JERSEY ASSOCIATION OF COUNTIES CONFERENCE – Executive Director reported the 71st Annual Conference is scheduled to be held from October 11th – October 14th at Caesar's in Atlantic City. NJAC will also be celebrating its 100-year anniversary. Executive Director said the New Jersey Counties Excess Joint Insurance Fund and J.A. Montgomery will most likely be presenting at the NJAC conference in October.

2021 NJLM ANNUAL CONFERENCE: Executive Director reported the 106th Annual New Jersey State League of Municipalities Conference is scheduled for November 16th through November 18th at the Atlantic City Convention Center in Atlantic City.

NJCE VS COMMERCIAL MARKET WEBINAR: Executive Director advised PERMA Risk Management Services, Conner Strong & Buckelew and J.A. Montgomery presented a webinar to discuss the current state of the commercial market and the benefits of an insurance commission and joint insurance fund membership versus the commercial market. Executive Director said the webinar was scheduled for Friday, July 23, 2021 starting at 12:30 PM. Executive Director noted an e-mail invite was sent out on 7-9-21. Executive Director said anyone wishing to join the presentation could register through the below line:

https://permainc.zoom.us/webinar/register/WN_H5BlezYzTYyOtrFv4vHg

Executive Director asked if anyone had any questions and concluded his report.

Executive Director's Report Made Part of Minutes.

TREASURER REPORT: Ms. Tarrant reported she reviewed the July Bills List and requested a motion to approve Resolution 18-21, July Bill List in the amount of \$12,557.11.

MOTION TO APPROVE RESOLUTION 18-21 JULY BILL LIST

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|-----------------|----------------------|
| Moved: | Commissioner Fiure |
| Second: | Commissioner Cilento |
| Roll Call Vote: | 3 Yes, 0 Nays |

CLAIMS ADMINISTRATOR: Ms. Beatty reported a copy of her report was included in the agenda and referred to the Cumulative Savings Summary. Ms. Beatty said there were 4 bills in the month of June totaling \$23,367.82 and advised there was a savings of 70% or \$16,349.33. Ms. Beatty reported overall there were 62 claims reported, 7 were for indemnity, 49 medical only and 6 were for report only. Ms. Beatty concluded her report unless there were any questions.

NJCE SAFETY DIRECTOR: Mr. Brosnan advised the June through July Risk Control Activity report was included in the agenda. Mr. Brosnan said the report also included all of the Safety Training opportunities through Septembers 30. Mr. Brosnan reviewed the details for the 9/23/21 Designated Employee Representative Training. Mr. Brosnan asked if there were any questions and concluded his report.

RISK MANAGEMENT REPORT: Ms. Sander advised as the Executive Director mentioned her office would participate in the meeting with the County to discuss the Origami system. Ms. Sander reported at the last meeting there was a discussion regarding the MEL Mobile App. Ms. Sander advised it was approved and she would be in touch with Ms. DePaolo to discuss how Ocean County representatives could sign up. Ms. Sander also said her office would assist Ms. DePaolo in obtaining the renewal data. Ms. Sander concluded her report unless there were any questions.

ATTORNEY: Mr. Sahradnik said he participated in the Claims Committee Meeting and reviewed the claims for closed session.

Correspondence Made Part of Minutes

OLD BUSINESS: None

NEW BUSINESS: Executive Director reported there were a few other reports that would be included in the agendas shortly. Executive Director said an Ocean County Insurance Fund Commission Financial Fast Track was one of the reports along with two claim monitoring reports, Activity Report and Expected Loss Ratio Reports.

PUBLIC COMMENT: No one from the public was in attendance.

CLOSED SESSION: Resolution 19-21, Resolution for Closed Session

MOTION FOR EXECUTIVE SESSION

| | |
|---------|--------------------|
| Moved: | Chairman Greitz |
| Second: | Commissioner Fiure |
| Vote: | 3 Yes, 0 Nays |

MOTION TO APPROVE THE PARS DISCUSSED IN CLOSED SESSION

Moved: Commissioner Cilento
Second: Commissioner Fiure
Roll Call Vote: 3 Yes, 0 Nays

Executive Director advised the next meeting was scheduled for August 19, 2021 at 10:00. Executive Director said he was prepared to meet in person when the time as appropriate. Executive Director noted most of the JIF's and Commissions were waiting until September. Chairman Greitz suggested waiting as people might have vacations planned but could participate virtually. Executive Director mentioned that most of the JIF's & Commissions did not meet in August. After a discussion it was determined there was a resolution approved for the Treasurer to pay expenses when the Commission did not meet. Executive Director suggested having the August meeting virtually.

MOTION TO ADJOURN:

Moved: Commissioner Cilento
Second: Commissioner Fiure
Vote: 3 Yes, 0 Nays

MEETING ADJOURNED: 10:38 AM

Minutes prepared by: Cathy Dodd, Assisting Secretary