

**OCEAN COUNTY INSURANCE FUND COMMISSION
AGENDA AND REPORTS
THURSDAY, SEPTEMBER 16, 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 Commission will conduct its *September 16, 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: September 16, 2021
10:00 AM**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- ROLL CALL OF COMMISSIONERS**
- APPROVAL OF MINUTES:** August 19, 2021 Open Minutes.....Appendix I
August 19, 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 3-10

- TREASURER – Julie Tarrant**
Resolution 22-21 September Bills List – *Motion (Roll Call Vote)*Page 11
Treasurer's ReportsPages 12-13

- CLAIMS ADMINISTRATOR– QUAL LYNX**Pages 14-15

- NJCE SAFETY DIRECTOR – J.A. Montgomery Consulting**
Monthly Report.....Pages 16-23

- 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 23-21 Closed Session.....Page 24

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

MEETING ADJOURNMENT
NEXT SCHEDULED MEETING: TBD, 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: September 16, 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 (Page 5)** – Included in the agenda on page 5 is the certificate of issuance report from the NJCE listing the certificates issued for the month of August. There were (5) five certificate of insurances issued during the month.

Motion to approve the certificate of insurance report

- Professional Contracts** – The Fund Office is working with County Representatives on issuing Request for Proposals for various professional contracts which expire the end of the year.
- Ocean County Utilities Authority** - A formal proposal was presented to the OCUA on Friday September 10th. The proposal to become a member of OCIFC offers a significant savings to OCUA for the insurance program. A meeting is scheduled with their Insurance Committee on Monday September 20th.
- 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.
- OCIFC Financial Fast Track (Page 6)** – Included in the agenda on page 6 is a copy of the Financial Fast Track for the month of June. As of **June 30, 2021** there is a statutory surplus of **\$3,258**. The total cash amount is **\$7,720,483**.
- NJCE Property & Casualty Financial Fast Track** – The NJCE Financial Fast Track is not available and will appear in the next agenda.
- Claims Tracking Reports (Pages 7-8)** – Included in the agenda on page 7 is the Claim Activity Report as of June 30, 2021. Also included in the agenda on page 8 is the Claims Management Report Expected Loss Ratio Analysis Report as of June 30, 2021. This report measures how the losses are running compared to the actuary's projections for 2021. Executive Director will review the reports with the Commission.
- Cyber Awareness Month (October) (Pages 9-10)** – October is Cyber Awareness Month. Attached in the agenda on pages 9-10 is a memorandum from the NJCE Underwriting Manager Team. This year's overall theme is **“Do your Part. #BeCyberSmart”**

- ❑ **2022 Renewal – Underwriting Data Collection** – 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. It is critical that this deadline is adhered to allow the underwriting manager to complete his renewal marketing in a timely manner and obtain the best terms and conditions for the program. If you have any questions as you go through the renewal process, please contact Cathy Dodd.

- ❑ **10th Annual Best Practices Workshop – November 3, 2021** Virtual Edition: This year’s Best Practices Workshop will be taking place virtually via an interactive webinar on November 3, 2021. More information will follow shortly.

- ❑ **2021 NJLM Annual Conference** - Executive Director reported at the last meeting that the 106th Annual New Jersey State League of Municipalities Conference was scheduled for November 16 through November 18 at the Atlantic City Convention Center in Atlantic City. The MELJIF holds its annual elected officials seminar on November 18. This year’s program will be “Local Government Risk Management”. We encourage all of our commissioners to attend.

- ❑ **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 Commission Meeting*
 3. Legacy Claims – *The Fund Office met with representatives of Ocean County on September 13, 2021. Executive Director will provide an update of the meeting.*

- ❑ **October Meeting Date** – Our next meeting is scheduled for October 21, 2021. However, there is a need to change the date. We are asking the Commissioners to consider changing the date to Wednesday, October 27 at 1:00 or Friday, October 29 at 10:00.

- ❑ **Motion to change the October meeting date to _____**

Ocean County Insurance Fund Commission

Certificate of Insurance Monthly Report

From 8/1/2021 To 9/1/2021

Holder (H)/ Insured Name (I)	Holder / Insured Address	Description of Operations	Issue Date/ Cert ID	Coverage
H - Jackson Township I - County of Ocean	10 Don Connor Blvd 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: 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.	8/2/2021 #2998869	GL AU EX WC OTH
H - Jackson Township I - County of Ocean	10 Don Connor Blvd Jackson, NJ 08527	Company E: Crime; Policy Term: 01/01/2021 - 01/01/2022; Policy #031731962; Policy Limits: \$2,000,000 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.	8/2/2021 #2998870	GL AU EX WC OTH
H - Toms River Board of Education I - County of Ocean	1144 Hooper Avenue Toms River, NJ 08753	RE: Use of Facility to take written test 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 Sherriffs department will be at the Toms River High School North for a written police test	8/6/2021 #3008853	GL AU EX WC OTH
H - Berkeley Township I - County of Ocean	627 Pinewald-Keswick Road PO Box B Bayville, NJ 08721	RE: Library Staff in Attendance at Pride Day Evidence of insurance as respects to Library Staff in Attendance at the Berkeley Twp Community Pride Day at Veterans Park.	8/9/2021 #3008874	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: Waste Mgmt to 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 Solid Waste Management department to participate in Jackson Twp. Clean Communities Jackson Day at Johnson Park during the current calendar year.	8/24/2021 #3017112	GL AU EX WC OTH
Total # of Holders: 5				

OCEAN COUNTY INSURANCE FUND COMMISSION

FINANCIAL FAST TRACK REPORT

AS OF June 30, 2021

ALL YEARS COMBINED

		THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1.	UNDERWRITING INCOME	2,413,188	2,413,188	0	2,413,188
2.	CLAIM EXPENSES				
	Paid Claims	14,308	16,305	0	16,305
	Case Reserves	150,725	150,725	0	150,725
	IBNR	1,653,667	1,653,667	0	1,653,667
	Excess Insurance Recoverable	0	0	0	0
	Discounted Claim Value	0	0	0	0
	TOTAL CLAIMS	1,818,700	1,820,697	0	1,820,697
3.	EXPENSES				
	Excess Premiums	552,309	552,309	0	552,309
	Administrative	14,692	40,111	0	40,111
	TOTAL EXPENSES	567,001	592,420	0	592,420
4.	UNDERWRITING PROFIT (1-2-3)	27,488	72	0	72
5.	INVESTMENT INCOME	1,909	3,186	0	3,186
6.	PROFIT (4 + 5)	29,397	3,258	0	3,258
7.	CEL APPROPRIATION CANCELLATION	0	0	0	0
8.	DIVIDEND INCOME	0	0	0	0
9.	DIVIDEND EXPENSE	0	0	0	0
10.	INVESTMENT IN JOINT VENTURE	0	0	0	0
11.	SURPLUS (6 + 7 + 8 - 9)	29,397	3,258	0	3,258
SURPLUS (DEFICITS) BY FUND YEAR					
	2021	29,397	3,258		3,258
TOTAL SURPLUS (DEFICITS)		29,397	3,258	0	3,258
TOTAL CASH					7,720,483
CLAIM ANALYSIS BY FUND YEAR					
FUND YEAR 2021					
	Paid Claims	14,308	16,305		16,305
	Case Reserves	150,725	150,725		150,725
	IBNR	1,653,667	1,653,667		1,653,667
	Excess Insurance Recoverable	0	0		0
	Discounted Claim Value	0	0		0
	TOTAL FY 2021 CLAIMS	1,818,700	1,820,697	0	1,820,697
COMBINED TOTAL CLAIMS		1,818,700	1,820,697	0	1,820,697

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.

Ocean County Insurance Commission		
CLAIM ACTIVITY REPORT		
As of July 31, 2021		
COVERAGE LINE - PROPERTY		
CLAIM COUNT - OPEN CLAIMS		
Year	2021	TOTAL
July-21	0	0
June-21	0	0
NET CHGE	0	0
Limited Reserves		\$0
Year	2021	TOTAL
July-21	\$0	\$0
June-21	\$0	\$0
NET CHGE	\$0	\$0
Ltd Incurred	\$0	\$0
COVERAGE LINE - GENERAL LIABILITY		
CLAIM COUNT - OPEN CLAIMS		
Year	2021	TOTAL
July-21	22	22
June-21	11	11
NET CHGE	-11	-11
Limited Reserves		\$1,409
Year	2021	TOTAL
July-21	\$39,088	\$39,088
June-21	\$15,500	\$15,500
NET CHGE	(\$23,588)	(\$23,588)
Ltd Incurred	\$39,603	\$39,603
COVERAGE LINE - AUTOLIABILITY		
CLAIM COUNT - OPEN CLAIMS		
Year	2021	TOTAL
July-21	5	5
June-21	3	3
NET CHGE	-2	-2
Limited Reserves		\$1,603
Year	2021	TOTAL
July-21	\$6,909	\$6,909
June-21	\$4,809	\$4,809
NET CHGE	(\$2,100)	(\$2,100)
Ltd Incurred	\$15,101	\$15,101
COVERAGE LINE - WORKERS COMP.		
CLAIM COUNT - OPEN CLAIMS		
Year	2021	TOTAL
July-21	70	70
June-21	52	52
NET CHGE	-18	-18
Limited Reserves		\$2,522
Year	2021	TOTAL
July-21	\$1,323,970	\$1,323,970
June-21	\$131,143	\$131,143
NET CHGE	(\$1,192,827)	(\$1,192,827)
Ltd Incurred	\$1,365,133	\$1,365,133
TOTAL ALL LINES COMBINED		
CLAIM COUNT - OPEN CLAIMS		
Year	2021	TOTAL
July-21	97	97
June-21	66	66
NET CHGE	-31	-31
Limited Reserves		\$2,295
Year	2021	TOTAL
July-21	\$1,369,966	\$1,369,966
June-21	\$151,452	\$151,452
NET CHGE	(\$1,218,514)	(\$1,218,514)
Ltd Incurred	\$1,419,837	\$1,419,837

Ocean County Insurance Commission
 CLAIMS MANAGEMENT REPORT
 EXPECTED LOSS RATIO ANALYSIS

AS OF

July 31, 2021

FUND YEAR 2021 -- LOSSES CAPPED AT RETENTION

2021	Budget	Current		7		MONTH TARGETED	Last Month		6		MONTH TARGETED	Last Year		-5		MONTH TARGETED
		Unlimited Incurred	Limited Incurred	Actual 31-Jul-21	Actual		Unlimited Incurred	Limited Incurred	Actual 00-Jan-00	Actual		Unlimited Incurred	Limited Incurred	Actual 00-Jan-00	Actual	
PROPERTY	184,664	0	0	0.00%	97,872	53.00%	0	0	0.00%	83,099	45.00%			N/A	N/A	N/A
GEN LIABILITY	541,012	39,603	39,603	7.32%	135,253	25.00%	15,500	15,500	2.87%	102,792	19.00%			N/A	N/A	N/A
AUTO LIABILITY	74,552	15,101	15,101	20.26%	18,638	25.00%	9,550	9,550	12.81%	14,910	20.00%			N/A	N/A	N/A
WORKER'S COMP	4,936,131	1,365,133	1,365,133	27.66%	937,865	19.00%	141,604	141,604	2.87%	691,058	14.00%			N/A	N/A	N/A
TOTAL ALL LINES	5,736,359	1,419,837	1,419,837	24.75%	1,189,628	20.74%	166,654	166,654	2.91%	891,860	15.55%	0	0	N/A	N/A	N/A
NET PAYOUT %	\$0					0.00%										

Memorandum

NJCE Underwriting Manager Team

CONNER
STRONG &
BUCKELEW

NJCE Cyber Task Force

The NJCE Cyber Task Force should utilize Cyber Awareness Month (October) to release information to the membership. Here are initial thoughts; please provide feedback as soon as possible.

This year's overall theme is "**Do Your Part. #BeCyberSmart.**"

<https://staysafeonline.org/cybersecurity-awareness-month/theme/>

Week 1 (10/4): **Be Cyber Smart**

This segment is about doing the basics of cybersecurity, aka our minimum security standards. https://staysafeonline.org/wp-content/uploads/2020/04/Own-Your-Role-in-Cybersecurity_-Start-with-the-Basics-.pdf

Week 2 (10/11): **Fight the Phish**

Identifying phishing emails. <https://njmel.org/wp-content/uploads/2017/12/MEL-Email-Infographic-FINAL.jpg>

Week 3 (10/18): **Explore. Experience. Share.**

This segment is about promoting careers in cybersecurity. It does not directly interest us, but we can spin it into a push for increasing cybersecurity skills. <https://www.nist.gov/itl/applied-cybersecurity/nice/nice-framework-resource-center>

Week 4 (10/25): **Cybersecurity First**

This theme is about making security a priority and building it into your regular processes. I.E. employee onboarding cyber training, new IoT devices need proper security, etc.

NCSA has not yet released much more support for this one, so we may need to come up with a list of common functions/actions of our membership and how they should bring cybersecurity into the conversation.

https://staysafeonline.org/event_category/cybersecurity-awareness-month/

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

OCEAN COUNTY INSURANCE FUND COMMISSION BILLS LIST

Resolution No. 22-21

SEPTEMBER 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

FUND YEAR 2021

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001010	PERMA RISK MANAGEMENT SERVICES	POSTAGE 8/21	1.60
001010	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 9/21	12,557.11
001010			12,558.71
		Total Payments FY 2021	12,558.71
		TOTAL PAYMENTS ALL FUND YEARS	12,558.71

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: June							
	Property	Liability	Auto	Worker's Comp	NJ CEL	Admin	TOTAL
OPEN BALANCE	195,390.39	572,437.22	78,163.40	5,221,572.89	1,576,601.72	103,408.16	7,747,573.78
RECEIPTS							
Assessments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Invest Pymnts	48.15	141.06	19.26	1,286.71	388.51	25.48	1,909.17
Invest Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subtotal Invest	48.15	141.06	19.26	1,286.71	388.51	25.48	1,909.17
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	48.15	141.06	19.26	1,286.71	388.51	25.48	1,909.17
EXPENSES							
Claims Transfers	0.00	300.00	4,022.35	9,985.59	0.00	0.00	14,307.94
Expenses	0.00	0.00	0.00	0.00	0.00	14,692.11	14,692.11
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	0.00	300.00	4,022.35	9,985.59	0.00	14,692.11	29,000.05
END BALANCE	195,438.54	572,278.28	74,160.31	5,212,874.01	1,576,990.23	88,741.53	7,720,482.90

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS				
OCEAN COUNTY INSURANCE COMMISSION				
ALL FUND YEARS COMBINED				
CURRENT MONTH		June		
CURRENT FUND YEAR		2021		
		Description: Investors Admin		Investors Claim
		ID Number:		
		Maturity (Yrs)		
		Purchase Yield:		
		TOTAL for All		
		Accts & instruments		
Opening Cash & Investment Balance		\$7,747,573.78	7249517.65	498,056.13
Opening Interest Accrual Balance		\$0.00	0	0
1	Interest Accrued and/or Interest Cost	\$0.00	\$0.00	\$0.00
2	Interest Accrued - discounted Instr.s	\$0.00	\$0.00	\$0.00
3	(Amortization and/or Interest Cost)	\$0.00	\$0.00	\$0.00
4	Accretion	\$0.00	\$0.00	\$0.00
5	Interest Paid - Cash Instr.s	\$1,909.17	\$1,786.88	\$122.29
6	Interest Paid - Term Instr.s	\$0.00	\$0.00	\$0.00
7	Realized Gain (Loss)	\$0.00	\$0.00	\$0.00
8	Net Investment Income	\$1,909.17	\$1,786.88	\$122.29
9	Deposits - Purchases	\$0.00	\$0.00	\$0.00
10	(Withdrawals - Sales)	-\$29,000.05	-\$14,692.11	-\$14,307.94
Ending Cash & Investment Balance		\$7,720,482.90	\$7,236,612.42	\$483,870.48
Ending Interest Accrual Balance		\$0.00	\$0.00	\$0.00
Plus Outstanding Checks		\$1,613.45	\$0.00	\$1,613.45
(Less Deposits in Transit)		\$0.00	\$0.00	\$0.00
Balance per Bank		\$7,722,096.35	\$7,236,612.42	\$485,483.93



OCEAN COUNTY INSURANCE FUND COMMISSION

WORKERS' COMPENSATION CLAIMS REPORTED BY CLAIM TYPE
4/1/2021 – 8/31/2021

	INDEMNITY	MEDICAL ONLY	REPORT ONLY	Grand Total
April	2	7		9
May	7	16		23
June	6	18	6	30
July	2	20		22
August	1	25	1	27
Grand Total	18	86	7	111



OCEAN COUNTY INSURANCE FUND COMMISSION

2021 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%
August	49	\$76,802.62	\$39,511.64	\$37,290.98	49%	\$6,295.95	100%
Grand Total	94	\$134,938.32	\$58,752.68	\$76,185.64	56%	\$13,296.98	99%

TOP 10 PROVIDERS
4/1/2021 – 8/31/2021

	Approved
COMMUNITY MEDICAL CENTER INC	\$24,697.03
SOUTHERN OCEAN MEDICAL CENTER	\$8,986.08
SEAVIEW ORTHOPAEDIC	\$3,607.87
NOVACARE REHABILITATION	\$2,842.00
OCEAN MEDICAL CENTER	\$2,580.57
TOMS RIVER SURGERY CENTER	\$2,043.00
SHREWSBURY SURGERY CENTER	\$2,043.00
ATLANTIC MEDICAL IMAGING LLC	\$1,796.11
KESSLER INSTITUTE FOR REHABILITATION INC.	\$1,740.00
FUSION HEALTHCARE SOLUTIONS	\$1,189.00
Grand Total	\$51,524.66

OCEAN COUNTY INSURANCE FUND COMMISSION

TO: Fund Commissioners

FROM: J.A. Montgomery Consulting, Safety Director

DATE: September 9, 2021

DATE OF MEETING: September 16, 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
---	---	--

August - September 2021

RISK CONTROL ACTIVITIES

MEETINGS ATTENDED / TRAINING / LOSS CONTROL VISITS CONDUCTED

- **August 19:** Attended the OCIFC meeting via teleconference.
- **September 9:** Attended the OCIFC Claims Committee meeting via teleconference.

UPCOMING MEETINGS / TRAINING / LOSS CONTROL VISITS PLANNED

- **September 16:** 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 - SD Bulletin: Tornado Safety – August 13.
- NJCE JIF - Designated Employer Representative – Training Announcement – September 8.

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 September – November 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.

September thru November Safety Training Schedule. Click on the Training Topic to Register and for the Course Description.

Date	Training Topic	Time
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	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
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
10/8/21	Back Safety / Material Handling	2:00 - 3:00 pm
10/11/21	Bloodborne Pathogens (BBP)	2:00 - 3:00 pm
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	Accident Investigation	8:30 - 10:30 am
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
10/19/21	Driving Safety Awareness	2:00 - 3:30 pm
10/20/21	HazMat Awareness w/HazCom GHS	8:30 - 11:30 am
Date	Training Topic	Time
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
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	HazCom w/GHS	8:30 - 10:00 am
10/26/21	Driving Safety Awareness	1:00 - 2:30 pm
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	Designated Employer Representative Training (DER) *see details below	9:00 - 4:00 pm w/1 hour lunch break
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
11/1/21	Bloodborne Pathogens (BBP)	8:30 - 9:30 am
11/1/21	HazCom w/GHS	10:00 - 11:30 am
11/1/21	Jetter/Vacuum Safety Awareness	1:00 - 3:00 pm
11/2/21	Snow Plow/Snow Removal Safety	8:30 - 10:30 am
11/2/21	Implicit Bias in the Workplace	9:00 - 10:30 am
11/2/21	Back Safety / Material Handling	11:00 - 12:00 pm
11/2/21	Leaf Collection Safety Awareness	1:00 - 3:00 pm
11/3/21	Lock Out/Tag Out (LOTO)	8:30 - 10:30 am

11/3/21	Flagger Skills and Safety	11:00 - 12:00 pm
11/3/21	Confined Space Entry for Entrants & Attendants	1:00 - 3:00 pm
11/4/21	Mower Safety	8:30 - 9:30 am
11/4/21	Chain Saw Safety	10:00 - 11:00 am
11/4/21	Heavy Equipment - Tractor Safety	1:00 - 2:00 pm
11/5/21	Hazard Identification: Making Your Observations Count	8:30 - 10:30 am
11/5/21	Shop & Tool Safety	11:00 - 12:00 pm
11/5/21	Fire Safety	1:00 - 2:00 pm
11/8/21	Hearing Conservation	8:30 - 9:30 am
11/8/21	Ladder Safety/Walking & Working Surfaces	10:00 - 12:00 pm
11/8/21	CDL: Drivers' Safety Regulations	1:00 - 3:00 pm
11/9/21	Special Events Management	8:30 - 10:30 am
11/10/21	Leaf Collection Safety Awareness	8:30 - 10:30 am
11/10/21	Protecting Children from Abuse - For Managers/Supervisors/Elected Officials	9:00 - 11:00 am
11/10/21	Chipper Safety	11:00 - 12:00 pm
11/10/21	Hoists, Cranes and Rigging	1:00 - 3:00 pm
11/10/21	Ethics for NJ Local Government Employees	1:00 - 3:00 pm
11/12/21	Flagger Skills and Safety	8:30 - 9:30 am
11/12/21	Work Zone: Temporary Traffic Controls	10:00 - 12:00 pm
11/12/21	Playground Safety Inspections	1:00 - 3:00 pm
11/15/21	Preparing for First Amendment Audits	9:00 - 11:00 am
11/15/21	Heavy Equipment - Earth Moving Equipment Safety	8:30 - 9:30 am
11/15/21	Heavy Equipment - Trucks & Trailer Safety	10:00 - 11:00 am
11/15/21	Law Enforcement Work Zone Refresher Training	1:00 - 3:00 pm
11/16/21	Fire Safety	8:30 - 9:30 am
11/16/21	Fire Extinguisher	10:00 - 11:00 am
11/16/21	Ladder Safety/Walking & Working Surfaces	1:00 - 3:00 pm
11/17/21	Employee Conduct and Violence Prevention in the Workplace	9:00 - 10:30 am
11/17/21	Implicit Bias in the Workplace	1:00 - 2:30 pm
11/18/21	Back Safety / Material Handling	8:30 - 9:30 am
11/18/21	CDL: Drivers' Safety Regulations	10:00 - 12:00 pm
11/18/21	Personal Protective Equipment (PPE)	1:00 - 3:00 pm
11/19/21	HazCom w/GHS	8:30 - 10:00 am
11/19/21	Bloodborne Pathogens (BBP)	10:30 - 11:30 am
11/19/21	Snow Plow/Snow Removal Safety	1:00 - 3:00 pm
11/22/21	HazMat Awareness w/HazCom GHS	8:30 - 11:30 am
11/22/21	Law Enforcement Work Zone Refresher Training	9:00 - 11:00 am
11/22/21	Lock Out/Tag Out (LOTO)	1:00 - 3:00 pm
11/23/21	Fire Extinguisher	8:30 - 9:30 am
11/23/21	Hearing Conservation	10:00 - 11:00 am
11/23/21	Employee Conduct and Violence Prevention in the Workplace	1:00 - 2:30 pm
11/29/21	Confined Space Entry for Entrants & Attendants	8:30 - 10:30 am
11/29/21	Bloodborne Pathogens (BBP)	11:00 - 12:00 pm

***10/28/21 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 October 8, 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.

RESOLUTION NO. 23-21

**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: September 16, 2021

CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

Appendix I

Minutes

**OCEAN COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – August 19, 2021
Telephonic Meeting
10:00 AM**

Meeting was called to order by Chairman Greitz. Mr. Greitz 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 Kim DeLaurentis
	PERMA Risk Management Services Robyn Walcoff
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 Glenn Prince

ALSO PRESENT:

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

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF JULY 15, 2021

MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF JULY 15, 2021

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

CORRESPONDENCE: None

SAFETY AND ACCIDENT REVIEW COMMITTEE: Mr. Prince reported the Safety Committee and Accident Review Committee last met on August 10 via Zoom. Mr. Prince advised a variety of topics were discussed including safety training and resources available through J.A. Montgomery Consulting. Mr. Price added the following Safety Director bulletins were discussed, Tick and Tick Borne Illnesses, Preventing Heat Related Illnesses, Preparing for Hurricane Season and September is National Preparedness Month. Mr. Prince asked everyone to review the bulletins and distribute to the departments as they see fit. Mr. Prince advised the next meeting was scheduled for December 14, 2021 at 1:30. Mr. Prince said the agenda and minutes would be distributed prior to the meeting. Mr. Prince also said two claims were reviewed to determine if the process which resulted in the claims were discussed and they would be discussed further during the loss control visit at Public Works. Mr. Prince advised that concluded his report unless there were any questions.

CLAIMS COMMITTEE: Ms. Walcoff advised the Claims Committee met on August 12 and reviewed the payment authorization requests which would be discussed during closed session. Ms. Walcoff asked if there were any questions and concluded her report.

EXECUTIVE DIRECTOR REPORT: Executive Director advised his report was included in the agenda and there were two action items.

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 July. Executive Director reported there were (8) eight 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

PROSPECTIVE MEMBERSHIP: Executive Director reported along with Ms. Sander, Ms. Mack, Mr. Cooney, he met separately with representatives of Ocean County Utilities Authority, Ocean County Board of Social Services and Ocean County Board of Health. Executive Director advised all of the meetings went well, good interaction and many questions. Executive Director said the underwriting information was provided to the Underwriting Team to obtain quotes and the same information was provided to the actuary for loss funding. Executive Director noted once the information was received he would prepare budgets for the three entities. Executive Director recommended offering 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

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

NJCE VS COMMERCIAL MARKET WEBINAR: Executive Director reported 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 advised the webinar was held on Friday, July 23, 2021 at 12:30 PM. Executive Director noted the presentation was posted on the NJCE website, (njce.org) under the Resource Tab.

NJ COUNTIES EXCESS JOINT INSURANCE FUND (NJCE): Executive Director advised the NJCE was scheduled to meet again on September 23, 2021 at 9:30 AM via Zoom. Executive Director said he and the NJCE Underwriting Manager would provide a preliminary update on the 2022 renewal.

NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the April Financial Fast Track for the NJCE was included in the agenda. As of May 31, 2021, the NJCE had a surplus of \$13,666,628. Executive Director noted the total cash amount was \$27,392,708. Executive Director reported line 7 of the report “Dividend” represented the figure released by the NJCE of \$5,107,551. Executive Director noted he hoped to have a Financial Fast Track for the Ocean County Insurance Fund Commission within the next few months. Executive Director said there were also two claim reports, a claim activity report and an expected loss ratio analysis report which measures how the losses were running compared to the actuary’s projection which would appear in the agenda shortly.

2022 RENEWAL – UNDERWRITING DATA COLLECTION: Executive Director referred to a copy of a memorandum from the NJCE Underwriting Manager Team regarding the Underwriting Information needed for the 2022 renewal. Executive Director said the Cyber and Medical Malpractice applications mentioned in the memorandum were included in the e-mail sent by Origami Risk Management Information System on August 6, 2021. Executive Director said if anyone had any questions as you go through the renewal process to contact one of the Account Team members. Executive Director noted the deadline to complete the data underwriting renewal was Friday, September 17, 2021.

2021 INITIATIVES: Executive Director advised a meeting was scheduled for October 4 to review the insurance/indemnification requirements and with the help of Ms. Sanders a presentation of current coverages was scheduled for the October 21 Commission Meeting. Executive Director noted he was continuing his discussions with the professionals on the legacy claims and he planned to schedule a meeting with the Treasurer.

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 August Bills List and requested a motion to approve Resolution 20-21, August Bill List in the amount of \$15,358.51

MOTION TO APPROVE RESOLUTION 20-21 AUGUST BILL LIST

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

CLAIMS ADMINISTRATOR: Ms. Beatty reviewed the Claims Reported by Claim Type for the period of 4/1/21 to 7/31/21. Ms. Beatty advised there were 13 indemnity claims, 65 medical only claims and 6 report only worker compensation claims for a total of 84 claims. Ms. Beatty referred to a copy of the Cumulative Savings Summary for the month of July and advised there were 41 bills received with a savings of 65% and a penetration rate at 96%. Ms. Beatty noted the yearly penetration rate was 97%. Ms. Beatty advised the report included the top 10 providers. Ms. Beatty concluded her report and asked if anyone had any questions. Executive Director commented that the penetration rate that Qual Care has been successful in obtaining is one of the highest in the County Program.

NJCE SAFETY DIRECTOR: Mr. Prince advised the July through August Risk Control Activity report was included in the agenda. Mr. Prince said the report also included all of the Safety Training Program through October 29. Mr. Prince noted the instructions for registering for the classes were also included in the agenda. Mr. Prince referred to a copy of the Munich Re Safety Grant Program which was included in the agenda and advised any submission requests should be received no later than September 1, 2021. Mr. Prince said if any departments had a submission to reach out to him and he would assist in drafting the submission. Mr. Prince provided some examples of other County's submissions such as body worn cameras for law enforcement, vehicle cameras for some of their emergency service vehicles and possibly some items for the transit system. Mr. Fiure said the County just purchased body worn cameras for their law enforcement department and received a grant from the State for a portion of the cost. After a brief discussion, Mr. Fiure advised he would reach out to Mr. Prince to discuss further. Executive Director said Mr. Cooney was in the process of scheduling a meeting with Munich to discuss the payments directly to the vendor procedure. Mr. Prince advised he would like to see if the deadline for submissions could be extended.

RISK MANAGEMENT REPORT: Ms. Sander advised as the Executive Director mentioned there was an Origami Overview Meeting on July 19 with Mr. Greitz and Ms. DePaola. Ms. Sander said she was working with Ms. DePaola on the renewal information via Origami or sent to her office by e-mail to upload. Ms. Sander reported they continue to work with the Planning Department for some of construction details that the NJCE Underwriter requested. Lastly, Ms. Sander advised she would provide a review of current coverages at the October meeting and see if there were any options the

County would like to pursue for the upcoming renewal. Ms. Sander concluded her report unless there were any questions.

ATTORNEY: Mr. Sahradnik he had reviewed the claims and was working with Risk Management on the insurance/indemnification requirements and the insurance review.

Correspondence Made Part of Minutes

OLD BUSINESS: None

NEW BUSINESS: None

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

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

MOTION FOR EXECUTIVE SESSION

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

MOTION TO APPROVE THE PARS DISCUSSED IN CLOSED SESSION

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

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 10:49 AM

Minutes prepared by: Cathy Dodd, Assisting Secretary