

**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 there 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.

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

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 September 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 was 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