

**OCEAN COUNTY INSURANCE FUND COMMISSION
AGENDA AND REPORTS
WEDNESDAY, DECEMBER 29, 2021
10:00 AM**

MEETING BEING HELD TELEPHONICALLY

**To attend the meeting via teleconference
Dial 1- 312-626-6799 and enter Meeting ID: 739 426 4615**

OR

Join Zoom Meeting via computer Link

<https://permainc.zoom.us/j/7394264615>

OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE

The Ocean County Insurance Fund Commission will conduct its *December 29, 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: December 29, 2021
10:00 AM**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- ROLL CALL OF COMMISSIONERS**
- CORRESPONDENCE: *None***
- EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMA**
Executive Director's Report..... **Pages 3-5**
- OLD BUSINESS**
- NEW BUSINESS**
- PUBLIC COMMENT**

MEETING ADJOURNMENT

NEXT SCHEDULED MEETING: [January 20, 2022, 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: December 29, 2021
Memo to: Commissioners of the Ocean County Insurance Fund Commission
From: PERMA Risk Management Services
Subject: Executive Director's Report

☐ RFQ'S for Professional Services (Page 5) – The Fund Office prepared Request for Qualifications for the positions of Commission Attorney, Auditor, Actuary, Risk Manager Consultant, Treasurer, Third Party Administration Services and Special Conflict Litigation Counsel. The responses were due on December 7, 2021. Included in the agenda on page 5 is a summary of the vendors who responded to the RFQ. All responses were reviewed and evaluated by Rob Greitz, Toni DePaola and Ryan Reilly. Copies of the RFQ responses are available at the Fund Office along with the scoring sheets. The responses will be discussed and recommendations rendered at the meeting. A resolution for the appointments will be presented at the January meeting. The fees referenced below were confirmed with the respective vendor. The fee for the Third Party Administration Services includes services for the Utilities Authority and the Board of Health.

☐ Motion to approve a one year appointment for the vendors listed below effective January 1, 2022

Position	Vendor	Fee
Commission Attorney	Berry, Sahradnik, Kotzas & Benson, P.C	\$30,000
Auditor	Bowman & Company, LLP	\$12,500
Actuary	The Actuarial Advantage	\$20,000
Treasurer	Julie N. Tarrant	\$ 5,000
Third Party Administration Services	Qual-Lynx	\$31,950
Special Conflict/Litigation Services	_____	*

* The hourly rate is set by the Fund Commission at the rate equal to the hourly rate paid to the Fund Commission Attorney.

☐ Motion to approve a three year appointment for the vendor listed below effective January 1, 2022

Risk Management Consultant

Conner Strong & Buckelew

\$40,000
(Year 1)

OCEAN COUNTY INSURANCE FUND COMMISSION
RFQ PROPOSALS DUE DECEMBER 7, 2021 AT 3:00 PM
OPENING AT PARSIPPANY OFFICE

The opening of the RFQ Proposals for the Ocean County Insurance Fund Commission took place at 3:00 PM at the Parsippany office.

The responses were opened by Cathy Dodd as follows:

Position	Response
Commission Attorney	Berry, Sahradnik, Kotzas & Benson, P.C
Auditor	Bowman & Company, LLP
Actuary	The Actuarial Advantage
Risk Manager Consultant	Conner Strong & Buckelew
Treasurer	Julie N. Tarrant
Third Party Administration Services	Qual-Lynx Inservco Services, Inc.
Special Conflict/Litigation Services	Kelaher, VanDyke & Moriarty Rothstein, Mandell, Strohm, Halm & Cipriani, P.A. Gluck Walrath LLP Eric M. Bernstein & Associates, LLC. Apruzzese, McDermott, Mastro & Murphy Parker McCay Citta, Holzapfel & Zabarsky Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors Marmero Law, LLC