

**OCEAN COUNTY INSURANCE FUND COMMISSION  
OPEN MINUTES  
MEETING – December 29, 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
Michelle I. Gunther	Present
John P. Kelly (Alternate)	Excused

**FUND PROFESSIONALS PRESENT:**

Executive Director	PERMA Risk Management Services <b>Joseph Hrubash</b>
Claims Services	Qual-Lynx
	PERMA Risk Management Services
NJCE Underwriting Manager	Conner Strong & Buckelew
Risk Management Consultant	Conner Strong & Buckelew
Treasurer	
Attorney	<b>Laura Benson, Esq.</b>
Safety Director	J.A. Montgomery Consulting

**ALSO PRESENT:**

Jennie Bonner, Ocean County  
Cathy Dodd, PERMA Risk Management Services

**CORRESPONDENCE: None**

**RFQ'S FOR PROFESSIONAL SERVICES:** Executive Director said 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. Executive Director advised the responses were due on December 7, 2021. Executive Director referred to a summary of the vendors who responded to the RFQ. Executive Director reported all responses were reviewed and evaluated by Rob Greitz, Toni DePaola and Ryan Reilly. Executive Director noted copies of the RFQ responses were available at the Fund Office along with the scoring sheets. Executive Director reviewed the positions, vendors and fees. Executive Director explained the appointments would be for one year except the Risk Management Consultant was for three years.

Chairperson Greitz noted there were approximately 9 responses for the Special Conflict/Litigation Services and asked how many firms should be appointed. Commissioner Fiure said when we were handling the appointments through the Committee we only had about five firms on the list and suggested using the scoring of 90 as the cut off. Commissioner Fiure advised this would give us a good list without having too many. After a brief discussion, it was agreed the firms with a score of 90 or higher would be appointed. Executive Director suggested he would read the motions for the Commissioners to act on.

**MOTION TO APPROVE THE COMMISSION ATTORNEY POSITION TO BERRY, SAHRADNIK, KOTZAS & BENSON, P.C. IN THE AMOUNT OF \$30,000, AUDITOR TO BOWMAN & COMPANY, LLP IN THE AMOUNT OF \$12,500, ACTUARY TO THE ACTUARIAL ADVANTAGE IN THE AMOUNT OF \$20,000, TREASURER TO JULIE N. TARRANT, IN THE AMOUNF OF \$5,000 AND THIRD PARTY ADMINISTRATION SERVICES TO QUAL-LYNX IN THE AMOUNT OF \$31,950**

Moved:	Commissioner Fiure
Second:	Commissioner Gunther
Roll Call Vote:	3 Ayes, 0 Nays

**MOTION TO APPROVE THE FOLLOWING FIRMS FOR SPECIAL CONFLIC LITIGATION COUNSEL SERVICES, KELAHER, VANDYKE & MORIARTY, ROTHSTEIN, MANDELL, STROHM, HALM & CIPRIANI, P.A., CITTA, HALZAPFEL & ZABARSKY, GLUCK WALRAHTH, LLP, DASTI, MURPHY, MCGUCKIN, ULAKY, KOUSOURIS & CONNORS & APRUZZESE, MCDERMOTT, MASTRO & MURPHY**

Moved:	Commissioner Fiure
Second:	Commissioner Gunther
Roll Call Vote:	3 Ayes, 0 Nays

**MOTION TO APPROVE A THREE-YEAR APPOINTMENT FOR RISK  
MANAGEMENT CONSULTANT TO CONNER STRONG & BUCKELEW  
IN THE AMOUNT OF \$40,000 FOR THE FIRST YEAR.**

Moved:	Commissioner Fiure
Second:	Commissioner Gunther
Roll Call Vote:	3 Ayes, 0 Nays

**OLD BUSINESS: None**

**NEW BUSINESS: None**

**PUBLIC COMMENT: None**

**MEETING ADJOURNED: 10:22 AM**

Minutes prepared by: Cathy Dodd, Assisting Secretary