

**OCEAN COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – November 19, 2021
Telephonic Meeting
9:30 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 Joseph Hrubash
Claims Services	Qual-Lynx Karen Beatty Claudia Acosta
	PERMA Risk Management Services Robyn Walcoff Jennifer Conicella
NJCE Underwriting Manager	Conner Strong & Buckelew
Risk Management Consultant	Conner Strong & Buckelew Mary Anne Sander Carole Mack
Treasurer	Julie Tarrant
Attorney	Laura Benson, Esq.
Safety Director	J.A. Montgomery Consulting Glenn Prince

ALSO PRESENT:

Antoinette DePaola, Ocean County
Jennie Bonner, Ocean County
Laura Benson, Esq., Berry Sahradnik, Kotzas & Benson, P.C.
Will Demand, Ocean County Utilities Authority
Colleen Golin, Esq., Ocean County Board of Social Services
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF OCTOBER 29, 2021

MOTION TO APPROVE THE OPEN MINUTES OF OCTOBER 29, 2021

Moved: Commissioner Gunther
Second: Chair Greitz
Vote: 3 Ayes, 0 Nays

MOTION TO APPROVE THE CLOSED MINUTES OF OCTOBER 29, 2021

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

CORRESPONDENCE: None

SAFETY AND ACCIDENT REVIEW COMMITTEE: Mr. Prince reported the Safety and Accident Review Committee has not met since our last meeting. Mr. Prince advised the next meeting was scheduled for December 14, 2021 at 1:30. Mr. Prince advised he would prepare the agenda and consult with Ms. DePaola for agenda topics and distribution of the agenda. Mr. Prince noted some of the items in his Safety Director Report would be discussed on December 14. Mr. Prince advised that concluded his report unless there were any questions.

CLAIMS COMMITTEE: Ms. Walcoff welcomed Ms. Conicella back to the office. Ms. Walcoff reported the Claims Committee met on Monday and the PARS would be discussed during closed session. Ms. Walcoff concluded her report unless there were any questions.

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 October. 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 Fiure
Second: Commissioner Gunther
Vote: 3 Yes, 0 Nays

NJ COUNTIES EXCESS JOINT INSURANCE FUND (NJCE): Executive Director reported the NJCE met on October 28 and a written summary report of the meeting was included in the agenda. Executive Director said the NJCE Finance Committee met on November 15, 2021 to further review the proposed 2022 budget and 2021 dividend options. Executive Director advised the NJCE met on November 18 and introduced the 2022 Budget. Executive Director reported the

Board of Commissioners authorized a dividend of \$750,000. Executive Director noted the NJCE scheduled a Public Hearing for the 2022 Budget on December 16 at 9:30 AM. Executive Director said he would be in touch with the Chair, Treasurer and Ms. DePaola to discuss the local budget.

OCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the September Financial Fast Track was included in the agenda. Executive Director reported as of September 30, 2021 there was a surplus of \$833,142. Executive Director referred to line 10 of the report, “Investment in Joint Venture” and indicated \$823,715 of the surplus was the OCIFC’s share of the NJCE equity. Executive Director noted the cash amount was \$7,435,147.

NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the Financial Fast Track was not available in would appear in the next agenda.

CLAIMS TRACKING REPORTS: Executive Director reported the agenda included the Claim Activity Report and the Claims Management Report Expected Loss Ratio Analysis Report as of September 30, 2021. Executive Director reviewed the Expected Loss Ratio Analysis Report and said the report measured how the losses were running compared to the actuary’s projections for 2021.

PROFESSIONAL SERVICES: Executive Director reported the Fund Office was issuing and advertising the RFQ’s for professional services for Fund Year 2022. Executive Director advised the positions included Actuary, Auditor, Attorney, Treasurer, Risk Management Consultant, Special Conflict Litigation Counsel and Third Party Administrator for the OCUA (and any other new members). Executive Director noted the responses were due on December 7, 2021 at 3:00 PM. Executive Director said once the responses were reviewed recommendations would be made at the December meeting.

OCEAN COUNTY BOARD OF HEALTH: Executive Director report he would be meeting with the Ocean County Board of Health on Monday, November 22, 2021 to review the Insurance Renewal Proposal.

10TH ANNUAL BEST PRACTICES WORKSHOP – NOVEMBER 3, 2021 VIRTUAL EDITION: Executive Director reported the Best Practices Workshop was held virtually via an interactive webinar on November 3 and was well attended with 70 attendees. Executive Director noted the webinar would be uploaded to njce.org. website.

DECEMBER MEETING: Executive Director reported the Commission was scheduled to meet again on December 16, 2021 at 10:00 AM. Executive Director said the NJCE scheduled a Public Hearing for the 2022 Budget on December 16, 2021 at 9:30 AM. Executive Director recommended we change the time of our meeting to 11:00 AM if the Commissioners were available. After a brief discussion, it was agreed to change the start time of the meeting to 11:00 AM.

MOTION TO CHANGE THE TIME OF THE DECEMBER 16 MEETING TO 11:00 AM

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

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 November Bills List and requested a motion to approve Resolution 29-21, November Bill List in the amount of \$12,578.67.

MOTION TO APPROVE RESOLUTION 29-21 NOVEMBER BILLS LIST

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

Ms. Tarrant said she wanted to discuss the County funding the Commission for the COVID workers' compensation claims and advised there should be a resolution and agreement. Executive Director advised he would include this in the December agenda and noted he would ask the Commission Attorney to review the resolution.

Ms. Tarrant advised the Treasurer's Reports for the month of September were included in the agenda.

CLAIMS ADMINISTRATOR: Ms. Beatty reviewed the Claims Reported by Claim Type for the period of 4/1/21 to 10/31/21. Ms. Beatty advised there were 36 indemnity claims, 114 medical only claims and 22 report only worker compensation claims for a total of 172 claims. Ms. Beatty reported to date there were 42 COVID-19 Claims. Ms. Beatty referred to a copy of the Cumulative Savings Summary, reviewed the figures, and noted for the month of October the penetration rate was 99%. Ms. Beatty also reviewed the Top 10 Provider Information that was included in the agenda. In response to Executive Director's inquiry, Ms. Beatty advised she would have separate reports for the legacy claims. Ms. Beatty asked if there were any questions and concluded her report.

RISK MANAGERS REPORT: Ms. Sander advised she was working very closely with Ms. DePaola in finishing the renewal information. Ms. Sander reported she was working with the Executive Director on renewal projections for 2022. Ms. Sander concluded her report unless anyone had any questions.

NJCE SAFETY DIRECTOR: Mr. Prince advised the October through November Risk Control Activity report was included in the agenda. Mr. Prince said the report also included all of the Safety Training Programs through January 31, 2022. Mr. Prince reported the training sessions were posted on the NJCE website and encouraged any employee who desired to attend a training program in a virtually format to view the opportunities on the website and register accordingly. Mr. Prince asked if anyone had any questions and concluded his report.

ATTORNEY: Ms. Benson advised she did not have anything to report.

Correspondence Made Part of Minutes

OLD BUSINESS: None

NEW BUSINESS: None

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

CLOSED SESSION: Resolution 30-21, Resolution for Closed Session.

MOTION FOR EXECUTIVE SESSION

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

MOTION TO APPROVE THE PARS DISCUSSED DURING CLOSED SESSION

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

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 10:10 AM

Minutes prepared by: Cathy Dodd, Assisting Secretary