

**OCEAN COUNTY INSURANCE FUND COMMISSION  
OPEN MINUTES  
MEETING – December 15, 2022  
10:00 AM**

Meeting was called to order by Chair Greitz. Chair 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 <b>Kathy Kissane</b> <b>Karen Beatty</b>
	PERMA Risk Management Services <b>Shai McLeod</b> <b>Jennifer Conicella</b> <b>Jennifer Davis</b>
NJCE Underwriting Manager	Conner Strong & Buckelew
Risk Management Consultant	Conner Strong & Buckelew <b>Mary Anne Sander</b> <b>Carole Mack</b>
Treasurer	<b>Julie Tarrant</b>
Attorney	<b>Jack Sahradnik, Esq.</b> <b>Laura Benson, Esq.</b>
Safety Director	J.A. Montgomery Consulting <b>Glenn Prince</b>
Auditor	Bowman & Company, LLP

**ALSO PRESENT:**

Will Demand, Ocean County UA  
Antoinette DePaola, Ocean County  
Alyssa Fiore, Ocean County Board of Health  
Paul Shives, J.A. Montgomery  
Matt Genna, J.A. Montgomery  
Cathy Dodd, PERMA Risk Management Services

**CORRESPONDENCE: None**

**APPROVAL OF MINUTES: OPEN MINUTES OF NOVEMBER 18, 2022**

**MOTION TO APPROVE THE OPEN & CLOSED MINUTES OF NOVEMBER 18, 2022**

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

**SAFETY AND ACCIDENT REVIEW COMMITTEE:** Mr. Prince reported the Safety and Accident Review Committee last met on December 13, 2022 via zoom. Mr. Prince advised a variety of Safety Director Bulletins were discussed as well as training opportunities for 2023. Mr. Prince said they also discussed the most commonly cited PEOSH citations around the state and Public Entities. Mr. Prince reported they also discussed the Leadership Academy. Mr. Prince noted the Safety Committee Meeting would meet quarterly in 2023 as in the past. Mr. Prince concluded his report unless there were any questions.

**CLAIMS COMMITTEE:** Ms. Davis reported the 2023 meeting dates for the Claims Committee Meetings were included in the agenda. Ms. Davis referred to a copy of the Mandatory Year-End Claim Reporting Memo which was included in the agenda. Ms. Davis reviewed the memo and asked if there were any claims they should be reported as soon as possible. Ms. Davis reported the Claims Committee met last week and reviewed the PARS. Ms. Davis asked if anyone had any questions on the claims and requested a motion to accept the Claims Committee’s recommendation to approve the claims as presented during the Claims Committee Meeting on December 8, 2022.

**MOTION TO APPROVE THE PARS AS PRESENTED DURING THE CLAIMS COMMITTEE MEETING OF DECEMBER 8, 2022**

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

**EXECUTIVE DIRECTOR REPORT:** Executive Director advised his report was included in the agenda and the first item was the 2023 Property & Casualty Budget.

**2023 PROPERTY AND CASUALTY BUDGET INTRODUCTION:** Executive Director referred to a copy of the proposed 2023 Property and Casualty Budget in the amount of

\$13,659,594. Executive Director advised the introductory budget represented an overall increase of \$1,202,608 or 9.65%. Executive Director noted the proposed budget was previously discussed with the Chair, Commission Treasurer and Commission Risk Manager. Executive Director reviewed the loss funds of the budget noting this information comes from the actuary. Executive Director explained the actuary provides a range of loss funds to work with, low, mid and high. Executive Director said any of the numbers within the range would be certified by the actuary. Executive Director advised after discussing thoroughly the recommendation was to use the mid-range on the loss funds and also increasing the workers' compensation by \$300,000 due to the recent activity over the last two years with Covid claims. Executive Director reported the NJCE portion of the budget was on line 11. The NJCE introduced their budget at the November 18, 2022 meeting. Executive Director said the property market had taken a major turn and he believed that the numbers we had projected would not hold. Executive Director said the NJCE Underwriting Manager gave us good news on some of the other lines that might help offset any property increases. Executive Director said the Finance Committee met on Monday and recommended the County JIF reschedule the budget adoption for early January. Executive Director reviewed the expense lines of the budget and noted there were some RFP's issued, however we've built in a cost-of-living increase, 2%. Executive Director continued with reviewing the ancillary lines of the budget. Executive Director asked if there were any questions. Executive Director request a motion to introduce the budget and also noted a copy of the member assessments were included in the agenda.

**MOTION TO INTRODUCE THE 2023 PROPERTY AND CASUALTY BUDGET IN THE AMOUNT OF \$13,659,594 AND SCHEDULE A PUBLIC HEARING ON THURSDAY, JANUARY 19, 2023 AT 10:00 AM AND TO RECOGNIZE THE ASSESSMENTS**

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

**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 November. Executive Director said there were (304) three hundred four certificates of insurance issued during the month. Executive Director asked if anyone had any questions and requested a motion to approve.

**MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT**

Moved:	Chair Greitz
Second:	Commissioner Fiiiiiiiiiiiiiiiiiii
Roll Call Vote:	3 Ayes 0 Nays

**NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND (NJCE):** Executive Director reported the NJCE met on November 18, 2022 and introduced the 2023 budget in the amount of \$36,022.934. Executive Director advised a written summary report was included in the agenda. Executive Director said the December adoption meeting was delayed until January.

Executive Director said the finance committee meeting would meet again and the NJCE Underwriting Manager could finish with the renewal pricing.

**OCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the October Financial Fast Track was included in the agenda. Executive Director reported as of October 31, 2022 there was a deficit of \$5,959,510. Executive Director said we understand what the issues are and where they are and again you are not the first Commission to get off to a start like this and we should be able to turn things around. Executive Director said there is a very strong cash balance of \$15.6 million. Executive Director referred to line 10 of the report, “Investment in Joint Venture” and indicated \$937,810 of the surplus was the OCIFC’s share of the NJCE equity. Executive Director reported the NJCE did not make a decision yet on the amount of dividend they were going to authorize. Executive Director advised he thought it would be between \$7.5 million and \$1 million.

**NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the October Financial Fast Track for the NJCE was included in the agenda. As of October 31, 2022, the NJCE had a surplus of \$15,184,380. Executive Director noted the total cash amount was \$30,000,454. Executive Director reported line 7 of the report “Dividend” represented the figure released by the NJCE of \$5,857,551.

**PROFESSIONAL SERVICES:** Executive Director reported the Fund Office issued and advertised RFQ’s for professional services for Fund Year 2023. Executive Director advised the positions include Actuary, Auditor, Attorney, Treasurer, and Special Conflict Litigation Counsel. Executive Director noted the responses were being reviewed and evaluated. Executive Director suggested scheduling a special meeting before the end of the year to appoint the professionals. Chair Greitz advised they were also reviewing the TPA response. After a brief discussion it was agreed that a special meeting would be scheduled for Tuesday, December 27 at 10:00 am. Chair Greitz said he would provide the scores of the committee early next week.

**2023 MEETING DATES:** Executive Director referred to the proposed meeting dates for 2023 which were listed in the agenda. Executive Director reported the 2023 OCIFC Reorganization Meeting was scheduled for January 19, 2023. Executive Director said if the dates were acceptable a resolution would be prepared for approval with the Reorganization Resolutions in January. Executive Director noted all the meetings were on Thursday except for the November meeting which was on a Friday at 1:30. Executive Director noted the dates could be amended with the proper notice.

*January 19, February 16, March 16, April 20, May 18, June 15, July 20, August 17,  
September 21, October 19, November 17 & December 21*

Executive Director's Report Made Part of Minutes.

**TREASURER REPORT:** Ms. Tarrant requested a motion to approve the December Bills List Resolution 40-22, in the amount of \$96,138.54.

## MOTION TO APPROVE RESOLUTION 40-22 DECEMBER BILLS LIST

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

**CLAIMS ADMINISTRATOR:** Ms. Beatty referred to the 2022 Cumulative Savings Summary Report which was included in the agenda. Ms. Beatty advised the report showed the year-to-date savings was 55% and the PPO penetration was 96%. Ms. Beatty said the year-to-date savings for the legacy claims was 62% and the penetration rate was 86%. Ms. Beatty noted the agenda also included a list of the top 10 providers for the Commission and the Legacy claims. Ms. Beatty asked if anyone had any questions and concluded her report.

**NJCE SAFETY DIRECTOR:** Mr. Prince advised the November through December 2022 All Risk Control Activity Report was included in the agenda. Mr. Prince said the report also included a list of the Safety Director Bulletins that were distributed. Mr. Prince reported all the virtual training through the end of January 2023 was included in the agenda and also posted to the NJCE website. Mr. Prince said instructions for registration was included in the agenda packet. Mr. Prince reported they were working with the vendor for the new Learning Management System and noted his office could come out and provide an instructional tutorial. Mr. Prince asked if anyone had any questions and concluded his report. Chair Greitz said he wanted to take a moment and thank J.A. Montgomery for the recent reasonable suspicion training held at the Library. Chair Greitz said about 40 people attended and hopefully they would schedule another session in a few months.

**RISK MANAGERS REPORT:** Ms. Sander said she wanted to thank all the individual Commission Members and the County for working with her and getting all of the renewal information and data together. Ms. Sander advised she was working with the Underwriting Manager and PERMA to continue to obtain options and making sure the assessments were calculated correctly based on exposures. Ms. Sander concluded her report unless there were any questions.

**ATTORNEY:** Mr. Sahradnik advised he did not have anything to report this month.

### Correspondence Made Part of Minutes

**OLD BUSINESS: None**

**NEW BUSINESS: None**

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

There was no need for a closed session, so Chair Greitz wished everyone a Happy Holiday and asked for a motion to adjourn.

**MOTION TO ADJOURN:**

Moved:	Vice Chair Fiure
Second:	Commissioner Gunther
Vote:	3Yayes, 0 Nayes

**MEETING ADJOURNED: 10:42AM**

Minutes prepared by: Cathy Dodd, Assisting Secretary