

**OCEAN COUNTY INSURANCE FUND COMMISSION  
OPEN MINUTES  
MEETING – December 27, 2022  
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 ( <i>arrived 10:06</i> )
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 <b>Mary Anne Sander</b>
Treasurer	<b>Julie Tarrant</b>
Attorney	<b>Laura Benson, Esq.</b>
Safety Director	J.A. Montgomery Consulting

**ALSO PRESENT:**

Cathy Dodd, PERMA Risk Management Services

**CORRESPONDENCE: None**

**RFQ'S FOR PROFESSIONAL SERVICES:** Executive Director reported the Fund Office prepared Request for Qualifications for the positions of Commission Attorney, Auditor, Actuary, Treasurer, and Special Conflict Litigation Counsel. The responses were due on November 10, 2022. Executive Director referred to a summary of the vendors who responded to the RFQ. Executive Director said the responses were reviewed and evaluated by Chair Greitz, Ms. Bavais and Ms. DePaola. Executive Director noted copies of the RFQ responses were available at the Fund Office along with the scoring sheets. Executive Director reviewed the responses for the positions of Commission Attorney, Auditor, Actuary, Treasurer and Special Conflict Litigation Counsel Services. After a discussion it was agreed there would be seven firms who ranked 285 or above be appointed as the Special Conflict Litigation Counsel. Executive Director requested motions for the appointments and noted resolutions would be presented at the January meeting.

**MOTION TO APPROVE THE FOLLOWING FIRMS FOR SPECIAL CONFLICT 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 & SWEENEY & SHEEHAN**

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

**MOTION TO APPROVE THE COMMISSION ATTORNEY, AUDITOR, ACTUARY AND TREASURER POSITIONS AS LISTED**

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

**RFQ FOR THIRD PARTY ADMINISTRATION SERVICES:** Executive Director said the Fund Office prepared Request for Qualifications for the Third-Party Administration Services position and the responses were due on December 7, 2022. Executive Director referred to a copy of a summary of vendors who responded to the RFQ which was included in the agenda. Executive Director said copies of the RFQ responses were available at the Fund Office along with the scoring sheets. Chair Greitz said in looking at the scoring sheets, Qual Lynx scored 276, Inservco 260 and CRC 244. Chair Greitz stated based solely on the numbers, Qual Lynx was the highest. Commissioner Fiure said he would make the motion to approve Qual Lynx as the TPA vendor.

**MOTION TO APPROVE A THREE-YEAR APPOINTMENT TO QUAL-LYNX**

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

**OLD BUSINESS: None**

**NEW BUSINESS: None**

**PUBLIC COMMENT: None**

**MEETING ADJOURNED: 10:14 AM**

Minutes prepared by: Cathy Dodd, Assisting Secretary