

**OCEAN COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – April 20, 2023
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	Excused
Michelle I. Gunther	Present
John P. Kelly (Alternate)	Excused

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Joseph Hrubash
--------------------	---

Claims Services	Qual-Lynx Claudia Acosta Karen Beatty
-----------------	---

	PERMA Risk Management Services Jennifer Conicella
--	---

NJCE Underwriting Manager	Conner Strong & Buckelew
---------------------------	--------------------------

Risk Management Consultant	Conner Strong & Buckelew Mary Anne Sander Carole Mack
----------------------------	---

Treasurer

Attorney	Berry, Sahradnik, Kotzas & Benson Jack Sahradnik, Esq. Laura Benson, Esq.
----------	---

Safety Director	J.A. Montgomery Consulting Mike Brosnan
-----------------	---

Auditor

ALSO PRESENT:

Colleen Golin, Esq, Ocean County Board of Social Services
Brian Rumpf, Ocean County Board of Health
Antoinette DePaola, Ocean County
Tristin J. Collins, Ocean County
Will Demand, Ocean County Utility Authority
Jenn Doderer, Ocean County Library
Cathy Dodd, PERMA Risk Management Services

CORRESPONDENCE: None

APPROVAL OF MINUTES: OPEN MINUTES OF MARCH 16, 2023

MOTION TO APPROVE THE OPEN MINUTES OF MARCH 16, 2023

Moved: Commissioner Gunther
Second: Chair Greitz
Vote: 2 Ayes, 0 Nays

SAFETY AND ACCIDENT REVIEW COMMITTEE: Mr. Brosnan said he was attending the meeting on behalf of J.A. Montgomery. Mr. Brosnan reported the Safety and Accident Review Committee last met on March 21, 2023, at 1:30 via zoom. Mr. Bronson advised a variety of safety topics were discussed including all the training opportunities which can be found and listed on the NJCE website, njce.org. Mr. Bronson reported the next Safety and Accident Review Committee meeting was scheduled for June 13, 2023 at 1:30 PM via zoom. Mr. Brosnan concluded his report unless there were any questions.

CLAIMS COMMITTEE: Ms. Conicella reported the Claims Committee met last week and reviewed the PARS. Ms. Conicella 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 April 13, 2023. Chair Greitz said he had a question for Counsel and advised he would be abstaining on one of the claims. Chair Greitz said Mr. Fiure was not in attendance so he thought we should carry the motion. After a brief discussion it was agreed a motion could be made to approve the PARS except for the claim Chair Greitz would abstain on.

MOTION TO APPROVE THE PARS AS PRESENTED DURING THE CLAIMS COMMITTEE MEETING OF APRIL 13, 2023 EXCEPT CLAIM NUMBER 2023285780

Moved: Commissioner Gunther
Second: Chair Greitz
Vote: 2 Ayes, 0 Nays

EXECUTIVE DIRECTOR REPORT: Executive Director thanked the Chair and said he had a brief report.

EMPLOYEE DISHONESTY COVERAGE: Executive Director reported the Employee Dishonesty Coverage with Selective Insurance Company renewed on May 5, 2023. Executive Director advised the policy covered the positions of Executive Director, Third Party Administrator and Treasurer. Executive Director noted the limit per loss was \$1,000,000 with a \$10,000 deductible. Executive Director said the annual premium was \$2,135 and advised the premium was the same as last year. Executive Director reported the premium for the renewal would be paid out of the Miscellaneous and Expense Account and appeared on this month's bill list.

MOTION TO APPROVE THE EXPENDITURE FOR EMPLOYEE DISHONESTY COVERAGE IN THE AMOUNT OF \$2,135

Moved:	Commissioner Gunther
Second:	Chair Greitz
Roll Call Vote:	2 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 March. Executive Director said there were (5) five 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:	Commissioner Gunther
Second:	Chair Greitz
Vote:	2 Ayes 0 Nays

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND (NJCE): Executive Director reported the NJCE was scheduled to meet again on Thursday, April 27, 2023 at 11:00 AM. Executive Director noted the meeting would be held at Forsgate Country Club and a luncheon would follow to commemorate the 10th anniversary of the Fund's inception.

OCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the January Financial Fast Track was included in the agenda. Executive Director reported as of January 31, 2023 there was a deficit of \$4,320,928. Executive Director said there was a cash balance of \$13,984,092. Executive Director referred to line 10 of the report, "Investment in Joint Venture" and indicated \$959,262 of the surplus was the OCIFC's share of the NJCE equity.

NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the January Financial Fast Track for the NJCE was included in the agenda. As of January 31, 2023, the NJCE had a surplus of \$14,360,599. Executive Director noted the total cash amount was \$12,071,727. Executive Director reported line 7 of the report "Dividend" represented the figure released by the NJCE of \$6,707,551.

CLAIMS TRACKING REPORTS: Executive Director reviewed the Expected Loss Ratio Analysis Report as of January 31, 2023 with the Commission.

CYBER INCIDENT REPORTING INFORMATION: Executive Director referred to a flyer in the agenda with some important information to follow if you experience a cyber incident. Executive Director said more importantly the flyer provided instructions on how to report the claim with the correct policy number.

2023 NEW JERSEY ASSOCIATION OF COUNTIES CONFERENCE: Executive Director reported the 72nd Annual Conference was scheduled to be held from May 3 to May 5 at Caesar’s in Atlantic City. Executive Director said the New Jersey Counties Excess Joint Insurance Fund would have an exhibit at the conference.

ASSESSMENT PAYMENTS: Executive Director reported the Treasurer advised all the member entities paid their first assessment bill. Executive Director noted the second assessment payment was due on May 15, 2023.

OCEAN COUNTY ANCILLARY COVERAGES: Executive Director referred to the chart included in the agenda for the 4-1-2023 to 2024 renewal premiums for Ocean County’s ancillary coverages. Ms. Sander advised the coverage was historically placed by Conner Strong & Buckelew Risk Management Team. Ms. Sander explained starting with this renewal, coverage was placed by the NJCE Underwriting Manager, and the coverages were moving into the NJCE JIF ancillary coverage program effective 4-1-23. The renewals were previously approved by the County.

Coverage	Insurance Carrier	Term Premium	Surcharges & Miscellaneous Fees	Invoice Amount
Hull & Protection Indemnity - Primary	Atlantic Specialty Ins. Co.	\$138,806.00	\$0.00	\$138,806.00
Hull & Protection Indemnity - Excess	Atlantic Specialty Ins. Co.	\$19,840.00	\$0.00	\$19,840.00
Small Watercraft	Evanston Insurance Company	\$5,025.00	\$100.00	\$5,125.00
Petty Cash Bond	Selective Fire & Casualty	\$250.00	\$0.00	\$250.00
Accident Coverage - Volunteers	National Union Fire Ins. Co. of Pittsburgh PA	\$2,010.00	\$0.00	\$2,010.00
Accident Coverage - Fire Instructors	AXIS Insurance Co	\$2,418.00	\$0.00	\$2,418.00
Aviation & Heliport - (3 year)	ACE Property Casualty Ins Co.	\$66,108.00	\$330.54	\$66,438.54
GRAND TOTAL:		\$234,457.00	\$430.54	\$234,887.54

Executive Director asked if anyone had any questions and concluded his report.

Executive Director's Report Made Part of Minutes.

TREASURER REPORT: Ms. Tarrant advised she was requesting approval of the April Bills List in the amount of \$2,157,984.45, Resolution 21-23. Ms. Tarrant said the reason why the bills list was higher this month was due to a check issued to the NJCE for insurance premiums.

MOTION TO APPROVE RESOLUTION 21-23 APRIL BILLS LIST

Moved:	Commissioner Gunther
Second:	Chair Greitz
Roll Call Vote:	2 Ayes, 0 Nays

Ms. Tarrant noted the Treasurer Reports were included in the agenda. Ms. Tarrant advised the overall balances of all 3 funds was \$14, 306,661.12 which included the administrative account, claim account and legacy account. Ms. Tarrant said the legacy account would need funding soon. Ms. Tarrant advised she did receive some refunds on the older cases; however, she was waiting for some payments on the recent prosecutor case. Chair Greitz advised there was a release from the excess carrier, and he would execute the release within the next few days.

CLAIMS ADMINISTRATOR: Ms. Beatty referred to the 2023 Cumulative Savings Summary Report which was included in the agenda. Ms. Beatty advised the report was for the month of March and there was a total of 515 bills which were re-priced, resulting in a savings of 48%, \$574,068.99 and the PPO Penetration Rate was 92%. Ms. Beatty then referred to the Legacy 2023 Cumulative Savings Summary and advised there were 211 bills for \$1,636,871.16. Ms. Beatty reported there was an overall savings of \$1,234,798 or 75%. Ms. Beatty advised the penetration rate was 13% due to two very large bills, one for \$743,000 for a primary surgeon which was out of network and one for \$664,000 for an assistant surgeon also out of network. Ms. Beatty said they were able to negotiate the bills prior to surgery and resulted in payment to the primary surgeon of \$250,000 and the assistant surgeon \$50,000. Ms. Beatty noted the agenda also included a list of the top 10 providers for the Commission and the Legacy claims. In response to Executive Director's inquiry, Ms. Beatty advised she could add the claims reported in 2022 as a comparison. Ms. Beatty asked if anyone had any other questions and concluded her report.

NJCE SAFETY DIRECTOR: Mr. Brosnan referred to a copy of the Safety Director's Report which was included in the agenda and advised all of risk control activities for March and April were listed. Mr. Brosnan reported the Safety Director bulletins which were issued were also listed in the agenda. Mr. Brosnan advised there was information regarding the live safety training as well as the recently instituted Leadership Academy which was an excellent opportunity for you to provide some training to newer members of your respective leadership teams. Mr. Brosnan referred to the 2023 Training Schedule for the period of April through June. Mr. Brosnan referred to a class being offered on April 19, NJCE-LMS administrator and hoped it was being taken advantage of. Mr. Brosnan spoke about the Designated Employee Representative Training Class on May 16. Mr. Brosnan said if anyone needed assistance with the new learning management system they should reach out to Mr. Prince or himself. Mr. Brosnan asked if anyone had any questions and concluded his report.

RISK MANAGERS REPORT: Ms. Sander advised as she mentioned earlier, she was working on the ancillary lines for the County and remained available for all of the of the departments. Ms. Sander asked if anyone had any questions and concluded her report.

ATTORNEY: Mr. Sahradnik said, he did not have anything to report.

Correspondence Made Part of Minutes

OLD BUSINESS: Mr. Demand questioned the checks that were listed on the April Bills List and noted there appeared to be some checks missing from the list. Ms. Tarrant said check # 1146 in the amount of \$2,109,722.40 payable to New Jersey Counties Excess Joint Insurance Fund and check # 1148 in the amount of \$24,806.92 payable to Qual-Lynx were issued but not on the list. Ms. Dodd said she would review with her accounting team and send a revised bills list.

NEW BUSINESS: Ms. Acosta asked about the one claim that was not approved. Ms. Dodd said she did not see that Mr. Fiure jointed the meeting. After a brief discussion, it was agreed the claim would be tabled until next month.

PUBLIC COMMENT: Chair Greitz opened the meeting to the public. There was no one in attendance from the public so Chair Greitz closed the meeting to the public.

There was no need for a closed session, so Chair Greitz asked for a motion to adjourn.

MOTION TO ADJOURN:

Moved:	Commissioner Gunther
Second:	Chair Greitz
Vote:	2 Ayes, 0 Nays

MEETING ADJOURNED: 10:37AM

Minutes prepared by: Cathy Dodd, Assisting Secretary