

**OCEAN COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – March 16, 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	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 Claudia Acosta Karen Beatty
	PERMA Risk Management Services Shai McLeod Jennifer Davis
NJCE Underwriting Manager	Conner Strong & Buckelew
Risk Management Consultant	Conner Strong & Buckelew
Treasurer	
Attorney	Berry, Sahradnik, Kotzas & Benson Mathew B. Thompson, Esq.
Safety Director	J.A. Montgomery Consulting Mike Brosnan
Auditor	

ALSO PRESENT:

Alyssa Fiore, Ocean County Board of Health
Colleen Golin, Esq, Ocean County Board of Social Services
Antoinette DePaola, Ocean County
Tristin J. Collins, Ocean County
Will Demand, Ocean County Utility Authority
Jenn Doderer, Ocean County Library
Paul Shives, J.A. Montgomery
Cathy Dodd, PERMA Risk Management Services

CORRESPONDENCE: None

APPROVAL OF MINUTES: OPEN MINUTES OF FEBRUARY 16, 2023

MOTION TO APPROVE THE OPEN MINUTES OF FEBRUARY 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 December 13, 2022 via zoom. Mr. Brosnan advised the next meeting was scheduled for March 21, 2023 at 1:30 via zoom. Mr. Brosnan said the agenda is currently being prepared and there are plans to discuss training opportunities through the end of May including tick bite prevention. Mr. Brosnan advised with the mild winter ticks are expected to be on the rise very early this spring. Mr. Brosnan reported there would also be a discussion on the new entry level driver training program for those employees that plan to obtain a CDL license or change the status of their current CDL license. Mr. Brosnan said this would be discussed a bit further in the Safety Director report. Mr. Brosnan concluded his report unless there were any questions.

CLAIMS COMMITTEE: 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 March 9, 2023. Chair Greitz asked if anyone had any questions and if not requested a motion to approve the PARS.

MOTION TO APPROVE THE PARS AS PRESENTED DURING THE CLAIMS COMMITTEE MEETING OF MARCH 9, 2023

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

Chair Greitz thanked Ms. Gunther for filling in for him last week during the Claims Committee meeting as he had a scheduling issue and was not able to attend the full meeting and had to leave.

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

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 February. Executive Director said there were (4) 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:	Commissioner Gunther
Second:	Chair Greitz
Roll Call Vote:	3 Ayes 0 Nays

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND (NJCE): Executive Director reported the NJCE conducted the Reorganization Meeting on February 23, 2023. Executive Director advised a written summary report of the meeting was included in the agenda. Executive Director said the Board a Fund Commissioners adopted a resolution to authorize procurement of a property appraisal vendor via a competitive contract. Executive Director advised there was a discussion on the NJCE making an application for consideration by the Cyber JIF Board of Commissioners. Executive Director reported the NJCE was scheduled to meet again on Thursday, April 27, 2023 at 11:00 AM. Executive Director said this meeting would be held at Forsgate Country Club, Monroe Twp., NJ and a luncheon would follow to commemorate the 10th anniversary of the Fund’s inception. Executive Director noted an invitation would follow shortly.

OCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the December Financial Fast Track was included in the agenda. Executive Director reported as of December 31, 2022 there was a deficit of \$4,377,582. Executive Director said there was a cash balance of \$13,951,022. 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 December Financial Fast Track for the NJCE was included in the agenda. As of December 31, 2022, the NJCE had a surplus of \$14,297,554. Executive Director noted the total cash amount was \$34,166.053. 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 Claims Management Report Expected Loss Ratio Analysis Report as of December 31, 2022 with the Commission.

2023 MEL, MRHIF & NJCE EDUCATIONAL SEMINAR: Executive Director reminded the Commission the 12th Annual Educational Seminar would be held virtually again this year. Executive Director advised there would be two sessions, Friday, April 21 and Friday April 28, 9:00 AM to 12:00 PM. Executive Director said the link to register was sent by e-mail on February 28. Executive Director noted if anyone needed the link or assistance in registering, they should contact Cathy Dodd, cdodd@permainc.com.

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

Executive Director's Report Made Part of Minutes.

TREASURER REPORT: Executive Director said he did not see the Treasurer, however, he confirmed with Ms. Kontomanolis of his office the checks represented the typical monthly expenses. Executive Director asked for a motion to approve Resolution 20-23, in the amount of \$44,989.93.

MOTION TO APPROVE RESOLUTION 20-23 MARCH BILLS LIST

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

Mr. Greitz noted the Treasurer Reports were included in the agenda.

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 February and showed the savings was 46% and the PPO penetration was 98%. Ms. Beatty said for the month of February the savings for the legacy claims was 65% and the penetration rate was 91%. 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. Brosnan directed everyone's attention to the Safety Director's Report which included all risk control activities for February and March of this year. Mr. Brosnan referred to information on the NJCE Media Library and NJCE Online Streaming Video Service which was included in the agenda. Mr. Brosnan said the Leadership Academy was available and noted we had some recent graduates already and there has been very good feedback. Mr. Brosnan also referred to the training opportunities available through May 31 and noted there were sessions in the morning and afternoon for everyone's convenience. Mr. Brosnan pointed out there was a deadline registration of April 28, 2023 for the Designated Employee Representative Training on May 16, 2023. Lastly, Mr. Brosnan said there would be some information coming out regarding the CDL entry level Driver Train the Trainer program that's going to be presented. Mr. Brosnan advised they will be presented in 6 areas of the State and is anticipated to be in high demand. If anyone needs additional information on this, they should contact Glenn Prince. Mr. Brosnan asked if anyone had any questions and concluded his report.

RISK MANAGERS REPORT: Executive Director said Ms. Sander was not attending the meeting, however wanted to report she was working with PERMA Claims and J. A. Montgomery on doing a deeper dive into some of the losses that we had presented a couple of meetings ago in terms of identifying areas where we can match risk control with the County or County Affiliate to help prevent those type of losses going forward. Executive Director asked if anyone had any questions.

ATTORNEY: Mr. Thompson introduced himself and advised he was filling in for Ms. Benson. Mr. Thompson said unless there was any questions, he did not have anything to report.

Correspondence Made Part of Minutes

OLD BUSINESS: None

NEW BUSINESS: Commissioner Fiure asked when they receive their report on worker compensation claims, if there was a way to show a percentage of employees in each department. Commissioner Fiure said he would like to see not only where the injuries were occurring but at what percentage for that particular department. Executive Director said he wanted to make sure we had employees listed by department. Chair Greitz advised he could provide a list of employees by department. Executive Director said he would discuss with Ms. Davis along with his claims team and would advise what was needed to develop that type of report.

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

MEETING ADJOURNED: 10:31AM

Minutes prepared by: Cathy Dodd, Assisting Secretary