

OCEAN COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – May 18, 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 Jennifer Davis Shai McLeod
NJCE Underwriting Manager	Conner Strong & Buckelew
Risk Management Consultant	Conner Strong & Buckelew Mary Anne Sander
Treasurer	Julie Tarrant
Attorney	Berry, Sahradnik, Kotzas & Benson Jack Sahradnik, Esq. Laura Benson, Esq.
Safety Director	J.A. Montgomery Consulting Glenn Prince
Auditor	

ALSO PRESENT:

Colleen Golin, Esq, Ocean County Board of Social Services
Alyssa Fiore, Ocean County Board of Health
Antoinette DePaola, Ocean County
Cathy Dodd, PERMA Risk Management Services

CORRESPONDENCE: None

APPROVAL OF MINUTES: OPEN MINUTES OF APRIL 20, 2023

MOTION TO APPROVE THE OPEN MINUTES OF APRIL 20, 2023

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

SAFETY AND ACCIDENT REVIEW COMMITTEE: Mr. Prince reported the Safety and Accident Review Committee last met on March 21, 2023, at 1:30 via zoom. Mr. Prince advised a variety of safety topics were discussed. Mr. Prince reported the next Safety and Accident Review Committee meeting was scheduled for June 13, 2023, at 1:30 PM via zoom. Mr. Prince said a variety of topics including training, our website, claim reduction strategies and the most commonly cited PEOSH citations would be discussed. Mr. Prince noted the agenda and minutes would be distributed electronically prior to the meeting. Mr. Prince concluded his report unless there were any questions. Chair Greitz asked if the Safety and Accident Review Committee meeting could be changed to a different day. Mr. Prince said he would reach out to Ms. DePaola and find a new date which was convenient.

CLAIMS COMMITTEE: Ms. Davis reported the Claims Committee met on May 11, 2023, and reviewed the PARS. Ms. Davis asked if anyone had any questions on the PARS and requested a motion to accept the Claims Committee’s recommendation to approve the PARS as presented during the Claims Committee Meeting on May 11, 2023.

MOTION TO APPROVE THE PARS AS PRESENTED DURING THE CLAIMS COMMITTEE MEETING OF MAY 11, 2023

Moved:	Commissioner Fiore
Second:	Commissioner Gunther
Roll Call Vote:	3 Ayes with an abstention from Chair Greitz on claim# 2023285780, 0 Nays

EXECUTIVE DIRECTOR REPORT: Executive Director thanked the Chair and said he one action item in his 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 April. Executive Director said there were (3) three 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: Commissioner Fiure
Vote: 3 Ayes 0 Nayes

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND (NJCE): Executive Director reported the NJCE meet in person on April 27, 2023 at the Forsgate Country Club and a luncheon followed to commemorate the 10th anniversary of the Fund’s inception. Executive Director said Ocean County was very well represented and thanked everyone for coming. Executive Director noted Mr. Buckelew attended and did a presentation. Executive Director advised awards were made for the Actuary, Auditor, Cyber Security and Payroll Auditor. Executive Director reported a QPA was also appointed and would assist with the property appraisal procurement. Executive Director advised during closed session it was reported we were very close to settling the 2020 Covid claim with Safety National. Executive Director reported the 2023 MEL, MRHIF & NJCE Educational Seminar was held on two days and was very well attended. Executive Director said a tentative date of October 5 was set for the 2023 Best Practices Seminar. Executive Director noted if anyone was interested in volunteering to be part of the committee they should reach out to Ms. Dodd. Executive Director said he attended the NJAC conference, and it was nice to see all of the clients that attended.

OCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the February Financial Fast Track was included in the agenda. Executive Director reported as of February 28, 2023 there was a deficit of \$4,425,233. Executive Director said there was a cash balance of \$16,991,185. Executive Director referred to line 10 of the report, “Investment in Joint Venture” and indicated \$809,644 of the surplus was the OCIFC’s share of the NJCE equity.

NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the February Financial Fast Track for the NJCE was included in the agenda. As of February 28, 2023, the NJCE had a surplus of \$14,399,035. Executive Director noted the total cash amount was \$15m,278,217. Executive Director reported line 7 of the report “Dividend” represented the figure released by the NJCE of \$6,707,551.

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 May Bills List in the amount of \$46,287.906, Resolution 22-23.

MOTION TO APPROVE RESOLUTION 22-23 MAY BILLS LIST

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

Ms. Tarrant noted the Treasurer Reports were included in the agenda. Ms. Tarrant advised the reports were for February and the bank balances were \$17,235,377.96. Ms. Tarrant said the concern right now was the legacy claims because we were dwindling down quite fast. Ms. Tarrant reported last year we started with approximately \$8.8 million, and we are now down to \$2.6 million, so at some point we're going to have to decide how much funding we need to put into the legacy account. Ms. Tarrant also reported all participants have paid the second installment assessment bill.

CLAIMS ADMINISTRATOR: Ms. Beatty referred to the 2023 Cumulative Savings Summary Report which was included in the agenda. Ms. Beatty advised there were 633 bills, year to date, totaling \$1,467,251.19. Ms. Beatty advised there was a savings of 51%, \$745,557.93. Ms. Beatty then referred to the Legacy 2023 Cumulative Savings Summary and advised there were 283 bills for \$1,803,291.63. Ms. Beatty reported there was an overall savings of \$1,341,599.15 or 74%. Ms. Beatty said this goes back to last month where I reported we negotiated bills for a surgery that seemed to have turned out very well. Ms. Beatty then referred to the top 10 providers for the Commission and the Legacy Account. Lastly, Ms. Beatty reviewed the Workers' Compensation Claims Report by Claim type and noted as requested last month there was a comparison to the 2022 year. Ms. Beatty asked if there were any questions and concluded her report.

NJCE SAFETY DIRECTOR: Mr. Prince referred to a copy of the Safety Director's Report which was included in the agenda and advised all risk control activities for April and May were listed. Mr. Prince reported all our training opportunities for May and June were included in the agenda and yesterday we just added the July training opportunities to the NJCE website. Mr. Prince said he encouraged all our members to review the website to review the opportunities that were available and register for the appropriate training. Mr. Prince reported the new Learning Management Systems went live on May 1. If anyone had any named administrators, they would like to add they should reach out to his office. Mr. Prince noted there were training opportunities available there, you can schedule training and print training reports and his team was excited about the capabilities the new system provides to the members. Mr. Prince asked if anyone had any questions and concluded his report.

Chair Greitz noted the County received information from their extension services at Rutgers about ticks and said Ms. DePaola sent it out to all employees and departments yesterday. In response to Executive Director's inquiry, Mr. Prince said they frequently provide Safety Director Bulletins that were sent out frequently and available on the Learning Management System and website. Mr. Prince noted it's a common problem this time of year with tick bites and tick insects. Mr. Prince advised he would send out the Safety Director Bulletins again.

RISK MANAGERS REPORT: Ms. Sander advised the April 1 ancillary lines renewals for the County were rolled into the NJCE Program. Ms. Sander said she was working with Ms. DePaola on some items. Ms. Sander reported she would follow up with anyone who wanted to attend or had any ideas for the Best Practice Seminar. 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: None

NEW BUSINESS: Executive Director advised he would be in London with the Underwriting Manager the day of the next scheduled meeting. Executive Director suggested rescheduling the meeting to Tuesday, June 20, 2023 at 10:00 AM.

MOTION TO RESCHEDULE THE JUNE MEETING TO TUESDAY, JUNE 20, 2023 AT 10:00 AM

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

In response to Ms. Acosta’s inquiry, Ms. Dodd advised the Claims Committee meeting date would not change.

PUBLIC COMMENT:

MOTION TO OPEN MEETING TO PUBLIC

Motion	Chair Greitz
Second:	Commissioner Fiure
Vote:	3 Ayes, 0 Nays

Seeing no members of the public wishing to speak, Chair Greitz moved a motion to close the public comment portion of the meeting.

MOTION TO CLOSE MEETING TO PUBLIC

Motion	Chair Greitz
Second:	Commissioner Fiure
Vote:	3 Ayes, 0 Nays

There was no need for a closed session. Chair Greitz said the next meeting was scheduled for June 20, 2023 at 10:00 AM asked for a motion to adjourn.

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 10:20 AM

Minutes prepared by: Cathy Dodd, Assisting Secretary