

**OCEAN COUNTY INSURANCE FUND COMMISSION  
OPEN MINUTES  
MEETING – June 20, 2024  
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 ( <i>arrived 10:03 am</i> )
John P. Kelly (Alternate)	Excused

**FUND PROFESSIONALS PRESENT:**

Executive Director	PERMA Risk Management Services <b>Joseph Hrubash</b>
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Claims Services	Qual-Lynx <b>Claudia Acosta</b> <b>Lisa Gallo</b>
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	PERMA Risk Management Services <b>Shai McLeod</b> <b>Robyn Walcoff</b>
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NJCE Underwriting Manager	Conner Strong & Buckelew
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Risk Management Consultant	Conner Strong & Buckelew <b>Carole Mack</b>
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Treasurer	<b>Julie Tarrant</b>
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Attorney	<b>Jack Sahradnik, Esq.</b> <b>Laura Benson, Esq.</b>
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Safety Director	J.A. Montgomery Consulting <b>Glenn Prince</b> <b>Paul Shives</b>
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Auditor

**ALSO PRESENT:**

Antoinette DePaola, Ocean County  
Tristin J. Collins, Ocean County  
Jenn Doderer, Ocean County Library  
Brian Rumpf, Esq., Ocean County Board of Health  
Brian Wilkie, Esq., Ocean County Board of Social Services  
Cathy Dodd, PERMA Risk Management Services

**CORRESPONDENCE: None**

**APPROVAL OF MINUTES: OPEN MINUTES OF MAY 16, 2024**

**MOTION TO APPROVE THE OPEN MINUTES OF MAY 16, 2024**

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

**SAFETY AND ACCIDENT REVIEW COMMITTEE:** Mr. Prince reported the Safety and Accident Review Committee last met on June 11, 2024, at 1:30 via zoom. Mr. Prince said a variety of safety topics were discussed including the most commonly cited PEOSH citations for the first quarter of the year. Mr. Prince advised the next meeting was scheduled for September 10<sup>th</sup> and he would consult with the Chair and agenda topics would be sent out electronically prior to the meeting. Mr. Prince concluded his report unless there were any questions.

**CLAIMS COMMITTEE:** Ms. McLeod reported the Claims Committee met last week and reviewed the PARS. Ms. McLeod 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 June 13, 2024.

**MOTION TO APPROVE THE PARS AS PRESENTED DURING THE CLAIMS COMMITTEE MEETING OF JUNE 13, 2024**

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

**EXECUTIVE DIRECTOR 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 May. Executive Director said there were (10) ten 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 Gunther  
Vote: 3 Ayes 0 Nays

**LEGACY CLAIMS:** Executive Director reported a copy of the Actuarial Analysis of Loss and Loss Adjustment Expense Reserves Report as of December 31, 2023 prepared by Actuarial Advantage was sent under separate cover to the Commissioners and Treasurer for review. Executive Director advised this report documents an analysis of the Commission’s legacy claims net loss and allocated loss adjustment expense reserves, including net incurred but not reported (IBNR) losses as of December 31, 2023. Executive Director noted this report covered all periods ending March 31, 2021 prior to the formation of the Commission. Executive Director asked if anyone had any questions and request a motion to approve.

**MOTION TO APPROVE THE ACTUARIAL ANALYSIS OF LOSS AND LOSS ADJUSTMENT EXPENSE RESERVES AS OF DECEMBER 31, 2023 FOR THE LEGACY CLAIMS**

Moved:	Commissioner Fiure
Second:	Commissioner Gunther
Vote	3 Ayes 0 Nays

**NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND:** Executive Director reported the NJCE was scheduled to meet again on Thursday, June 27, 2024 at 9:30 AM, virtually. Executive Director said we hope to schedule the September meeting in-person.

**OCIFC FINANCIAL FAST TRACK:** Executive Director referred to a copy of the Financial Fast Track for the month of March which was included in the agenda. Executive Director explained the report used the actuary’s first quarter numbers which were very favorable to the Commission. Executive Director said Fund Year 2023 saw a great improvement with losses decreasing by \$1.4 million due to a large drop in IBNR, (incurred but not reported). Executive Director said Fund Year 2023 was performing much better than the actuary’s original estimates.

**NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the March Financial Fast Track for the NJCE was included in the agenda. Executive Director said as of March 31, 2024 the NJCE had a surplus of \$8,560,465. Executive Director noted the total cash amount was \$22,591,111. Executive Director reported line 7 of the report “Dividend” represented the figure released by the NJCE of \$6,707,551.

**CLAIMS TRACKING REPORT:** Executive Director reviewed the Expected Loss Ratio Analysis Report as of March 31, 2024, with the Commission.

**SAFETY NATIONAL ARTICLE:** Executive Director referred to a copy an article from Safety National explaining the increase in Workers’ Compensation claims.

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

Executive Director's Report Made Part of Minutes.

**TREASURER REPORT:** Ms. Tarrant requested a motion to approve the June Bills List Resolution 23-24, in the amount of \$53,596.41.

**MOTION TO APPROVE RESOLUTION 23-24 JUNE BILLS LIST**

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

Ms. Tarrant pointed out the Treasurer Reports were also included in the agenda.

Ms. Tarrant noted there were two checks on the bill lists for flood policies. Ms. Tarrant advised the Commission was remitting payment on behalf of the County and then the County would reimburse the Commission.

Ms. Tarrant advised she received all the assessment payments which were due on May 15, 2024.

**CLAIMS ADMINISTRATOR:** Ms. Gallo referred to the 2024 Cumulative Savings Summary Report which was included in the agenda. Ms. Gallo advised for the month of May there 138 bills, with a PPO penetration rate of 99%. Ms. Gallo said the bills were reduced to \$33,328 allowing a network savings of \$55,029 or 62%. Ms. Gallo then referred to the Legacy Cumulative Savings Summary and advised there were 41 bills processed in May with a PPO penetration rate of 90%. Ms. Gallo said they were able to reduce the payments to \$16,802 with a savings of \$36,772 or 69%. Lastly, Ms. Gallo referred to the Top 10 Providers which were included in the agenda. Ms. Gallo reviewed the workers' compensation claims reported by claim type. Ms. Gallo concluded her report unless there were any questions.

**NJCE SAFETY DIRECTOR:** Mr. Prince advised the May through June 2024 Risk Control Activities were included in the agenda. Mr. Prince said the report includes a brief summary of the NJCE Leadership Academy. Mr. Prince noted open enrollment was on June 1 through June 22 with a start date of July 1, 2024. Mr. Prince said there was also a dedicated page on the NJCE website for any employee that desired to participate in the leadership activity or Leadership Academy. Mr. Prince reported all training opportunities through August 29, 2024 were included in the agenda and placed on the NJCE website. Mr. Prince said the deadline for the Munich Re Safety Grant was fast approaching on August 1. Mr. Prince advised if anyone had any submissions to let him or Ms. DiPaola know. Mr. Prince noted the grant amount was increased this year to a total of \$90,000 to be shared between all the members. Lastly, Mr. Prince spoke about heat prevention and advised J.A. Montgomery just developed a written program and he would send it out electronically.

**RISK MANAGERS REPORT:** Ms. Mack reported Ms. Sander was not in attendance but had advised she did not have anything to report for the meeting.

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

Correspondence Made Part of Minutes

**OLD BUSINESS:** None

**NEW BUSINESS:** Mr. Fiure advised they had two questions and said he did not need the answers today. Ms. Tarrant asked if they had the proper insurance coverage for shared service agreements.

Mr. Fiure said this was reviewed by Counsel, but they wanted to make sure there was no changes in the laws or any increase in coverage.

Mr. Fiure advised construction started with the new Justice Complex across the street, just north of our existing area. Mr. Fiure said there were trying to produce a way to have a safe traffic and pedestrian plan to cross Hooper Avenue. They are looking for a way to have a safe traffic plan and pedestrian plan to get across the street. They want to do safest thing but minimize complaints from people. Mr. Fiure asked if they need to worry about any insurance or liability issues. After a brief discussion, Executive Director said he would check around to see if any other county had similar issues.

Ms. DePaola said she had a question for Ms. Acosta. Ms. DePaola said she thought Ms. Comer sent another letter asking for payment authority on another matter for today. Ms. Acosta said it might have been for Sharkey, however, that was approved today.

**PUBLIC COMMENT:**

**MOTION TO OPEN MEETING TO PUBLIC**

Motion	Commissioner Gunther
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	Commissioner Gunther
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 July 18, 2024, at 10:00 AM and asked for a motion to adjourn.

**MOTION TO ADJOURN:**

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

**MEETING ADJOURNED: 10:46 AM**

Minutes prepared by: Cathy Dodd, Assisting Secretary