

**OCEAN COUNTY INSURANCE FUND COMMISSION  
OPEN MINUTES  
MEETING – January 16, 2025  
10:00 a.m.**

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
Frank Sadeghi (Alternate)	Present

**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  
**Shai McLeod**  
**Jennifer Conicella**  
**Kerin Drumheiser**

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>
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Auditor

**ALSO PRESENT:**

Antoinette DePaola, Ocean County  
Tristin J. Collins, Ocean County  
Brian Wilkie, Ocean County Board of Social Services.  
Alyssa Fiore, Ocean County Board of Health  
Paul Shives, J.A. Montgomery  
Gerard Torsiello, PERMA Risk Management Services  
Cathy Dodd, PERMA Risk Management Services

**CORRESPONDENCE: None**

**APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF DECEMBER 19, 2024**

**MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF  
DECEMBER 19, 2024**

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

Mr. Fiure asked to take a time out so everyone could introduce themselves to Commissioner Sadeghi and advise their responsibility related to the Commission. Everyone in the room responded and Mr. Fiure asked the individuals participating by Zoom to also provide their information.

Jen Conicella reported she was going to introduce Kerin Drumheiser during the Claims Committee Report. Ms. Conicella said you may recognize Ms. Drumheiser as the NJCE TPA and now she has joined us on the PERMA side. Ms. Conicella stated we were lucky and fortunate to have her on our team, and she brings a wealth of information, and it was great to have her on board.

Mr. Fiure said we were self-insured, and we had our own insurance committee. Any decision that we made would go to the County Commissioners for approval, such as workers' compensation claims. About eight or nine years ago we started exploring the opportunity to join the County JIF which was much like the Municipal JIF's. Mr. Fiure advised it was a way to cost share and minimize expense for injuries. In response to Mr. Fiure's inquiry, Executive Director advised there were (10) ten counties in the NJCE. Mr. Fiure stated the County Commissioners decided for us to join the Commission. Mr. Fiure explained the Commissioners of the Commission now make decisions and County Commissioners no longer have to make decisions. Mr. Fiure said he was a voting member along with Mr. Greitz and Ms. Gunther.

Executive Director provided a brief overview of the knowledge and expertise of the claims team and said the program has available all the insurance you might need except for a bond. Ms. Acosta explained the repricing of the medical bills within the Qual Lynx network.

Executive Director reported there was a Commissioner Orientation Power Point Presentation available he could send to Mr. Sadeghi. Executive Director stated he would have it updated and sent and then schedule a separate phone call or virtual meeting.

Mr. Fiure noted that Jack Kelly was the representative for Ocean County who attends the NJCE meetings. After a brief discussion it was determined that the representative for the NJCE was appointed by the County Commissioners.

**SAFETY AND ACCIDENT REVIEW COMMITTEE:** Mr. Prince reported the Safety and Accident Review Committee was scheduled to meet again on March 11 at 1:30 p.m. via zoom. Mr. Prince advised he would coordinate the agenda topics with the Chair. Mr. Prince said we plan to discuss the most commonly cited PEOSH citations at that time for the next quarter as well as promoting all the training opportunities that are available during that time period. Mr. Prince concluded his report unless there were any questions.

**CLAIMS COMMITTEE:** Chair Greitz explained the Claims Committee meets the second Thursday of every month at 2:00 p.m. and review the actual claims and they are either recommended or not recommended to the Commissioners for approval. The Claims Committee consists of some of the people attending the meeting today. The Mosquito Commission, Board of Health, Board of Social Services and Library all have representatives. Chair Greitz noted he was one of the representatives for the County along with Toni DePaola and Mary Jane Bavais. Chair Greitz said some type of claims reviewed are workers' compensation, slip and fall claims, discrimination or whatever. They are all reviewed by the Claims Committee. Executive Director noted that the Claims Committee reviews the Commission claims but also reviews claims that occurred prior to the Commission which are referred to as legacy claims.

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 January 9 2025.

**MOTION TO APPROVE THE PARS AS PRESENTED DURING THE  
CLAIMS COMMITTEE MEETING OF JANUARY 9, 2025**

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

**EXECUTIVE DIRECTOR REPORT:**

**REORGANIZATION RESOLUTIONS:** Executive Director advised today was the Reorganization Meeting of the Commission. Executive Director said the OCIFC was required to reorganize at the January Board of Commissioners meeting as per the Commission by Laws. Executive Director referred to the necessary Reorganization Resolutions which were included in the agenda. Executive Director said with the Chairperson's permission, he would review the Resolutions and ask for approval as a consent agenda. Chair Greitz said he agreed.

- Resolution 1-25 Certifying the Appointment of OCIFC Commissioners
- Resolution 2-25 Designating Authorized Depositories for Fund Assets and Establishing Cash Management Plan
- Resolution 3-25 Designating Authorized Signatures for Bank Accounts

- Resolution 4-25 Designating Authorized Signatures for Legacy Bank Account
- Resolution 5-25 Designating Custodian of Records
- Resolution 6-25 Designating Official Newspapers
- Resolution 7-25 Indemnify Ocean County Insurance Fund Commission
- Resolution 8-25 Authorizing Commission Treasurer to Process Contracted Payment and Expenses
- Resolution 9-25 2025 Meeting Schedule

Executive Director noted all meetings were scheduled at 10:00 a.m. except for November 21st was scheduled at 1:30 p.m. Executive Director said all meetings were on a Thursday except the June meeting was on a Tuesday and the November meeting on a Friday due to conflicts on the calendar. In response to Executive Director's inquiry the Commissioners did not see any issues with the dates.

Executive Director asked if anyone had any questions on the resolutions and requested a motion.

**MOTION TO APPROVE REORGANIZATION RESOLUTIONS NUMBER 1-25 THROUGH 9-25**

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

**2025 PROPERTY AND CASUALTY BUDGET:** Executive Director reported at the December 19, 2024 meeting the 2025 Property and Casualty Budget was introduced. Executive Director advised the budget was advertised in the Commission's official newspapers. Executive Director said a copy of that budget was included in Appendix II of the agenda. Executive Director reported today was the Public Hearing for the budget and referred to a copy of the budget in the amount of \$15,669,735 which was included in the agenda. Executive Director explained the budget decreased since introduction due to action taken by the NJCE. The NJCE Finance Committee met on December 30, 2024 to review the final 2025 Budget options and based on a successful excess insurance renewal they recommended to the NJCE Board of Commissioners to amend the 2025 Budget by reducing the property premium line by \$750,000. Executive Director advised this resulted in a modest reduction in the underlying OCIFC Budget. Executive Director said there was also a decrease in the Ancillary Coverages line.

Executive Director stated a copy of the assessments by member entity was also included in the agenda. Executive Director noted in accordance with the Commission's by Laws, the assessment bills would be billed in 3 installments and payable as follows: 40% on 3/15/25, 30% on 5/15/25 and 30% on 10/15/25.

Executive Director asked if anyone had any questions on the budget and requested a motion to open the public hearing.

**MOTION TO OPEN THE PUBLIC HEARING ON THE 2025 PROPERTY & CASUALTY BUDGET**

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

Executive Director asked if anyone had any questions on the budget and hearing none requested a motion to close the public hearing.

### **MOTION TO CLOSE THE PUBLIC HEARING**

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

Executive Director requested a motion to approve Resolution 10-25 which was included in the agenda.

### **MOTION TO APPROVE RESOLUTION 10-25 ON THE 2025 PROPERTY & CASUALTY BUDGET FOR THE OCEAN COUNTY INSURANCE FUND COMMISSION FOR THE YEAR 2025 IN THE AMOUNT OF \$15,669,735 & CERTIFY THE 2025 ASSESSMENTS**

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

**2025 PROFESSIONAL SERVICES RESOLUTIONS:** Executive Director reported at the December 21 Insurance Commission meeting the Commissioners approved one-year appointments for the Commission Attorney, Auditor, Actuary, Treasurer, and Special Conflict/Litigation Services. Executive Director advised the appointment for the Executive Director position was a three-year term. Executive Director referred to copies of the resolutions appointing the 2024 Professional Vendors. Executive Director noted the resolutions were reviewed by the Commission Attorney. Executive Director said with the Chairperson's permission, he would review the Resolutions and ask to approve as a consent agenda. Chair Greitz agreed.

- Resolution 11-25 Appointing Commission Attorney
  - *Berry, Sahradnik, Kotzas & Benson, P.C.*
- Resolution 12-25 Appointing Commission Treasurer
  - *Julie N. Tarrant*
- Resolution 14-25 Appointing Commission Actuary
  - *The Actuarial Advantage*
- Resolution 14-24 Appointing Commission Auditor
  - *Bowman & Company, LLP.*
- Resolution 15-25 Appointing Special Conflict/Litigation Counsel Services
  - *Rothstein, Mandell, Strohm, Halm & Cipriani, P.A.*
  - *Dilworth Paxson LLP*
  - *Apruzzese, McDermott, Mastro & Murphy*
  - *Citta, Holzapfel & Zabarsky*

- *Sweeney & Sheehan*
- *Parker McCay, P.A.*
- *Cleary Giacobbe Alfieri Jacobs, LLC*
- Resolution 16-25 Appointing Risk Manager Consultant
  - *Conner Strong & Buckelew*

A discussion took place in response to Mr. Fiure’s inquiry regarding the compensation for the Risk Manager Consultant resolution since it was a three-year appointment. It was recommended that Resolutions 11-25 through Resolution 15-25 be approved and a separate motion for Resolution 16-25 for one year. Resolution 16-25 would be addressed again at the next meeting to discuss the fees for the final 2 years.

**MOTION TO APPROVE RESOLUTION 11-25 THROUGH 15-25**

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

**MOTION TO APPROVE RESOLUTION 16-25 FOR ONE YEAR SUBJECT TO ADDITIONAL INFORMATION FOR YEAR 2 AND 3, PRICING CAN BE ADDRESSED AT THE NEXT MEETING**

Moved:	Commissioner Fiure
Second:	Commissioner Gunther
Roll Call Vote:	3 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 December. Executive Director said there were (6) six 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 Fiure
Second:	Commissioner Gunther
Roll Call Vote:	3 Ayes 0 Nays

**NJ COUNTIES EXCESS JOINT INSURANCE FUND (NJCE):** Executive Director said as noted earlier the NJCE Finance Committee met on December 30 and the NJCE held a special meeting on January 7 to adopt the 2025 Budget. Executive Director reported the NJCE was scheduled to meet again on Thursday, February 27, 2025 at 9:30 A.M. virtual to conduct the 2025 Reorganization.

**OCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the October Financial Fast Track was included in the agenda. Executive Director reported as of October 31, 2024 there was a statutory surplus of \$1,040,358. Executive Director said there was a

cash balance of \$29,610,993. Executive Director referred to line 10 of the report, “Investment in Joint Venture” and indicated \$464,038 of the surplus was the OCIFC’s share of the NJCE equity.

**NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the November Financial Fast Track for the NJCE was included in the agenda. As of November 30, 2024, the NJCE had a surplus of \$9,491,565. Executive Director noted the total cash amount was \$34,165,619. Executive Director reported line 7 of the report “Dividend” represented the figure released by the NJCE of \$6,707,551. Executive Director asked if there were any questions on the Financial Fast Tracks.

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 January Bills List Resolution 17-25, in the amount of \$46,937.09.

**MOTION TO APPROVE RESOLUTION 17-25 JANUARY BILLS LIST**

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

Ms. Tarrant said as for the financial she would like to wait until December has been completed and do a comparison from the end of 2023 in comparison to 2024 before commenting.

**CLAIMS ADMINISTRATOR:** Ms. Gallo advised the Managed Care Reports were included in the agenda and took a minute to explain the summaries. Ms. Gallo noted the summaries were sorted out by provider charges for the Insurance Commission and there was a separate report specific to the legacy claims.

Ms. Gallo reviewed the figures for Fund Year 2024 for the Insurance Commission and Legacy Claims as noted below.

	BILL COUNT	BILLED	APPROVED	SAVINGS	% SAVINGS	FEE AMOUNT	PPO PENETRATION RATE
Commission							
Grand Total	1974	\$3,334,962.91	\$1,154,515.29	\$2,180,447.62	65%	\$228,578.16	95%

	BILL COUNT	BILLED	APPROVED	SAVINGS	% SAVINGS	FEE AMOUNT	PPO PENETRATION RATE
Legacy							
Grand Total	526	\$1,550,998.46	\$455,268.79	\$1,034,630.00	67%	\$133,221.33	92%

Ms. Gallo continued to review the Top 10 Providers for Fund Year 2024 and All Workers’ Compensation Claims Reported by Claim Type. Ms. Gallo concluded her report unless there were any questions.

**NJCE SAFETY DIRECTOR:** Mr. Prince advised his report for December through January 2025 was included in the agenda. Mr. Prince reported they included information on the Group Sign in Sheet. Mr. Prince stated all of the training for January, February and March was also included in the agenda. Mr. Prince encouraged all departments to review all of the training opportunities available and any questions should be directed to the Safety Director's Office.

Mr. Prince reported he had an opportunity to meet with our Underwriting Team on Monday regarding Safety Grant funding for 2025 and indicated Safety National, would be contributing \$75,000 and Munich Re would contribute \$15,000 for a total of \$90,000 to utilize for the 2025 Safety Grant. Mr. Prince said any questions should be directed to his office and he would send out a memo electronically which describes the provisions of the grant and some potential items that may be covered to give you some ideas.

Chair Greitz noted they used the grant money in the past for AED's. Mr. Fiure mentioned they are putting blue phones in the County garages now, like safety phones you see on college campuses, and they talked in the past about expanding that reach throughout the downtown campus and this might be an opportunity. It was also discussed doing some kind of touch screen available to people, so they know where they are going.

**RISK MANAGERS REPORT:** Ms. Mack said she did not have anything new to report at this time.

**ATTORNEY:** Mr. Sahradnik advised his office worked with Executive Director and his staff with reviewing the package you are acting on today.

Correspondence Made Part of Minutes

**OLD BUSINESS: None**

**NEW BUSINESS: None**

**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, 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: 10:50 a.m.**

Minutes prepared by: Cathy Dodd, Assisting Secretary