

OCEAN COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – June 17, 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	Excused
Michelle I. Gunther	Present
Frank Sadeghi (Alternate)	Excused

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Joseph Hrubash
Claims Services	Qual-Lynx Ralph Spencer Nicole Longacre PERMA Risk Management Services Shai McLeod Kerin Drumheiser Vanguard Claims Administration Sarah Mentzer
NJCE Underwriting Manager	Conner Strong & Buckelew
Risk Management Consultant	Conner Strong & Buckelew Mary Anne Sander Carole Mack
Treasurer	Julie Tarrant
Attorney	Jack Sahradnik, Esq. Laura Benson, Esq.
Safety Director	J.A. Montgomery Consulting Glenn Prince
Auditor	

ALSO PRESENT:

Antoinette DePaola, Ocean County
Jennifer Doderer, Ocean County Library
Brian Wilkie Esq., Ocean County Board of Social Services
Will Demand, Ocean County Utility Authority
Cathy Dodd, PERMA Risk Management Services

CORRESPONDENCE: None

APPROVAL OF MINUTES: OPEN MINUTES OF MAY 15, 2025

MOTION TO APPROVE THE OPEN MINUTES OF MAY 15, 2025

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

SAFETY AND ACCIDENT REVIEW COMMITTEE: Mr. Prince reported that the Safety Committee and Accident Review Committee met on June 10 at 1:30 p.m. via zoom and a variety of safety topics were discussed including all of our training opportunities for June and July. Resources are available on njce.org., Job Hazard Assessments, Written Programs and the most commonly PEOSH cited citations for the first quarter of 2025. Mr. Prince asked if there were any questions and concluded his report.

CLAIMS COMMITTEE:

Ms. Drumheiser reported the Claims Committee met on June 12 to review the PARS and SARS that were included in the packet. Ms. Drumheiser advised at that time the Committee did make a recommendation to approve the claims. Ms. Drumheiser advised there was an add on claim that would be presented during closed session. Ms. Drumheiser concluded her report. Chair Greitz suggested we hold the motion to approve PARS until after closed session since there was an add on PAR today.

EXECUTIVE DIRECTOR REPORT: Executive Director advised his report was included in the agenda and he had four action items.

PROPERTY APPRAISAL RESOLUTION: Executive Director referred to a copy of Resolution 26-25, Utilizing the County of Ocean Vendors for Appraisal Services. Executive Director reported the resolution authorized the services of Henry J. Mancini & Associates, Inc., and Integra Realty Resources Coastal to provide Appraisal Services for the Ocean County Insurance Fund Commission for locations between \$500,000 to \$1,000,000. Executive Director noted the resolution was reviewed by the Commission Attorney's Office. Executive Director asked if there were any questions and requested a motion to approve Resolution 26-25.

**MOTION TO APPROVE RESOLUTION 26-25, UTILIZING
COUNTY OF OCEAN VENDORS FOR APPRAISAL SERVICES**

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

Ms. Tarrant requested Ms. Dodd send a revised resolution with Ms. Gunther's information.

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director referred to a copy of the certificate of issuance from the NJCE listing the certificates issued for the month of May. Executive Director said there were (9) nine 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

LEGACY CLAIMS: Executive Director advised a copy of the Actuarial Analysis of Loss and Loss Adjustment Expense Reserves Report as of December 31, 2024 prepared by The Actuarial Advantage was sent under separate cover to the Commissioners and Treasurer for review. Executive Director said 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, 2024. In response to Executive Director's inquiry, Ms. Tarrant said she did review the report.

MOTION TO APPROVE THE ACTUARIAL ANALYSIS OF LOSS AND LOSS ADJUSTMENT EXPENSE RESERVES AS OF DECEMBER 31, 2024 FOR THE LEGACY CLAIMS

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

AUGUST MEETING DATE CHANGE: Executive Director said due to a scheduling conflict, we are requesting the Commissioners consider rescheduling the August 21, 2025 meeting to Tuesday, August 26, 2025 at 10:00 a.m. Executive Director asked if anyone had any questions and requested a motion to approve the change.

MOTION TO APPROVE CHANGING THE AUGUST OCIFC MEETING DATE TO TUESDAY, AUGUST 26, 2025 AT 10:00 A.M.

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

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND: Executive Director reported the NJCE met virtually on Friday, June 13, 2025 at 9:30 a.m. Executive Director advised the auditor presented the audit and said the Board of Fund Commissioners adopted a resolution authorizing the Fund office to file the draft audit and request an extension to file the final audit. Executive Director reported we also introduced the renewal timeline for the NJCE renewal process with specific dates. Executive Director said the Chertoff Group, our security advisor,

presented a proposal that is under consideration. Executive Director reported we also talked about the Best Practices Workshop scheduled for October and noted that Ms. DePaola represented Ocean County. Executive Director said the NJCE was scheduled to meet on Thursday, September 25, 2025, virtually.

NJCE JIF MEMBERSHIP: Executive Director reported Ocean County's three-year membership in the New Jersey Counties Joint Insurance Fund (NJCE JIF) expires on 12/31/25. Executive Director advised The NJCE e-mailed the applicable Resolution and Indemnity Agreement to the NJCE Fund Commissioner, Mr. Kelly for execution. Ms. Tarrant advised she has the resolution and was taking care of it.

OCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the March Financial Fast Track was included in the agenda. Executive Director stated as of March 31, 2025 there was a statutory surplus of \$1,726,049. Executive Director said there was a cash balance of \$28,951,910. Executive Director referred to line 10 of the report, "Investment in Joint Venture" and indicated \$587,521 of the surplus was the OCIFC's share of the NJCE equity.

CLAIMS TRACKING REPORT: Executive Director reviewed the Expected Loss Ratio Analysis for the month of March, which was included in the agenda.

Executive Director's Report Made Part of Minutes.

TREASURER REPORT: Ms. Tarrant requested a motion to approve the June Bills List, Resolution 27-25, in the amount of \$56,073.81.

MOTION TO APPROVE RESOLUTION 27-25 JUNE BILLS LIST

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

Ms. Tarrant advised all the second assessments payments due in May were paid and as the Executive Director mentioned earlier, we were in a very solid financial position. Ms. Tarrant said we might need to add a little bit of money to the legacy account.

CLAIMS ADMINISTRATOR: Ms. Longacre introduced herself and said she was reporting for Ms. Gallo. Ms. Longacre reviewed the figures for the month of May for the Insurance Commission and Legacy Claims as noted below.

	BILL COUNT	BILLED	APPROVED	SAVINGS	% SAVINGS	FEE AMOUNT	PPO PENETRATION RATE
May	213	\$589,478.14	\$158,419.14	\$14,892.02	63%	\$14,892.02	88%

	BILL COUNT	BILLED	APPROVED	SAVINGS	% SAVINGS	FEE AMOUNT	PPO PENETRATION RATE
Legacy							
May	65	\$130,091.93	\$32,245.78	\$97,846.15	75%	\$7,292.61	78%

Ms. Longacre continued to review the Top 10 Providers and the number of Workers' Compensation Claims Reported by Claim Type. Ms. Longacre concluded her report unless there were any questions.

NJCE SAFETY DIRECTOR: Mr. Prince advised the May through June 2025 Risk Control Activities were included in the agenda. Mr. Prince reported we included all of our training opportunities through July 31 and noted information through August was added to the NJCE website. Mr. Prince encouraged everyone to review the training and noted there has been some PEOSH activity around the state and said he would be visiting another member in the afternoon to assist with some minor issues. Mr. Prince reported registration for the Leadership Academy closes on June 22 for a July 1 start date. Mr. Prince advised there was a dedicated page on the NJCE website for review with the dates. Mr. Prince concluded his report unless there were any questions.

RISK MANAGERS REPORT: Ms. Sander said she did not have anything to report today.

ATTORNEY: Mr. Sahradnik advised there was one item for closed session. Ms. Benson thanked Ms. Dodd for working with her on the property appraisal solicitation and lists. Ms. Dodd also thanked Ms. Benson for her guidance on the same matter.

Correspondence Made Part of Minutes

OLD BUSINESS:

NEW BUSINESS:

PUBLIC COMMENT:

MOTION TO OPEN MEETING TO PUBLIC

Motion	Commissioner Gunther
Second:	Commissioner Fiure
Vote:	2 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 Fiure
Second:	Commissioner Gunther
Vote:	2 Ayes, 0 Nays

CLOSED SESSION: Mr. Greitz advised there was a need for closed Session and presented Resolution 28-25, Resolution for Closed Session.

MOTION FOR EXECUTIVE SESSION

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

Mr. Greitz reported we were back in open session and the doors were open. Mr. Greitz asked for a motion to approve the PAR as discussed during Executive Session as well as the ones that were presented at the Claims Committee meeting.

MOTION TO APPROVE THE PAR DISCUSSED DURING EXECUTIVE SESSION AS WELL AS THE PARS PRESENTED DURING THE CLAIMS COMMITTEE MEETING OF JUNE 12

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

Mr. Greitz advised the next meeting was scheduled for Thursday, July 17, 2025.

MOTION TO ADJOURN:

Moved:	Commissioner Fiure
Second:	Commissioner Gunther
Vote:	2 Ayes, 0 Nays

MEETING ADJOURNED: 11:37 a.m.

Minutes prepared by: Cathy Dodd, Assisting Secretary