

**MERCER COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – February 22, 2021
Meeting Held Telephonically
10:30 AM**

Meeting was called to order by Executive Director. Executive Director read the Open Public Meetings notice into record.

ROLL CALL OF COMMISSIONERS:

Lillian Nazzaro, Esq.	Absent
Raissa Walker	Present
K. Megan Clark Hughes	Present

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Joseph Hrubash
Claims Service	Inservco Insurance Services, Inc. Nancy Fowlkes Any Zeiders Suretha Hobbs Richard Crooks Qual Lynx Chris Roselli PERMA Jennifer Conicella Robyn Walcoff
Managed Care Services	First MCO Alyssa Hrubash
NJCE Underwriting Manager	Conner Strong & Buckelew Ed Cooney
Risk Management Consultant	Borden Perlman Salisbury & Kelly Doug Borden Diane Pursell
Auditor	Bowman and Company, LLP
Attorney	Paul Adezio, Esq.
Safety Director	J.A. Montgomery Risk Control Glenn Prince

ALSO PRESENT:

Susan Schaefer, Susan Schaefer, LLC
Ana-Eliza Bauersachs, Esq., Capehart Scatchard
Steve Sacco, PERMA Risk Management Services
Jason Thorpe, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF JANUARY 25, 2021

MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF JANUARY 25, 2021

Moved: Commissioner Walker
Second: Commissioner Hughes
Call Vote: 2 Yes, 0 Nays

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Prince reported the Safety and Accident Review Committee has not met recently due to COVID and in-person meetings were suspended at this time. Mr. Prince advised there were trying to co-ordinate when those meetings could resume and when the members would be back in the office as opposed to working remotely. Mr. Prince concluded his report unless there were any questions.

CLAIMS COMMITTEE: Ms. Conicella reported the Claims Committee did not meet, however the PARS would be presented during closed session through a Zoom breakout room. Ms. Conicella concluded her report unless there were any questions.

EXECUTIVE DIRECTOR REPORT: Executive Director advised his report was included in the agenda and he had 2 action items.

CERTIFICATE OF INSURANCE REQUEST: Executive Director reported the certificate of issuance report from the NJCE listing the certificates issued for the month of January was included in the agenda. Executive Director advised there were 345 certificate of insurances issued. Executive Director noted the report included the 2021 renewal certificates.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

Moved: Commissioner Walker
Second: Commissioner Hughes
Roll Call Vote: 2 Yes, 0 Nays

NJ EXCESS COUNTIES JOINT INSURANCE FUND (NJCE): Executive Director reported the NJCE would hold its Reorganization Meeting on Thursday, February 25, 2021 via Zoom audio/video at 9:30 AM.

MCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director advised the December Financial Fast Track was included in the agenda. The Commission had a surplus of \$9,508,998 as of December 31, 2020. Executive Director also referred to line 10 of the report,

“Investment in Joint Venture” and indicated \$1,699,545 of the surplus was the MCIFC’s share of the NJCE equity. Executive Director advised the cash balance was \$3,014,978.

NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the December Financial Fast Track was not available at this time.

CLAIMS TRACKING REPORTS: Executive Director advised the Claims Tracking Reports for the month of December were included in the agenda. Executive Director pointed out there were 20 new worker compensation claims and asked Ms. Fowlkes to comment. Ms. Fowlkes advised 6 were slip and fall or motor vehicle related and the rest were COVID claims. In response to Executive Director’s inquiry, Ms. Fowlkes said there was one serious claim, which she was presenting today. Executive Director referred to the Expected Loss Ratio report and advised this report compared how the Commission was performing versus the actuary’s projections. Executive Director reviewed the reports with the Commission and advised the Commission was performing very well.

POL/EPL PROGRAM CHANGES: Executive Director reported there were a number of retention and limit changes evolving around the NJCE Insurance Program Renewal. Executive Director advised one of those changes was an increase in the POL/EPL deductibles for the County. Executive Director said the POL deductible increased from \$100,000 to \$250,000 and the EPL deductible increased from \$175,000 to \$250,000. Executive Director suggested the Insurance Commission consider self-funding the increase in retention. Executive Director advised the premium to increase the POL deductible was \$17,689 and to increase the EPL deductible the premium was \$38,465, a total of \$56,154. Executive Director reported the additional premium could be added to the assessment billing. Executive Director noted there were no changes in deductible for the Improvement Authority. Executive Director asked the Commissioners if they had any questions or wished to discuss further. In response to Mr. Borden’s inquiry, Mr. Cooney indicated there were no changes with the coverage, except the defense costs were moved inside the limits, which resulted in a savings. In response to Executive Director’s inquiry, Mr. Borden advised he supported the recommendation to self-fund the increase in the retention. Commissioner Walker agreed with the recommendation and moved the motion.

MOTION TO APPROVE THE ADDITIONAL PREMIUM TO SELF-FUND THE INCREASE IN THE DEDUCTIBLE

Moved:	Commissioner Walker
Second:	Commissioner Hughes
Roll Call Vote:	2 Yes, 0 Nays

2021 MEETING SCHEDULE: Executive Director advised the Commission was not scheduled to meet in March and the next scheduled meeting was on April 26, 2021 at 10:30 AM.

Executive Director advised that concluded his report unless there were any questions.

Executive Director's Report Made Part of Minutes.

TREASURER REPORT: Executive Director advised Mr. Miller was not present and the February Bill List, Resolution 17-21 was included in the agenda.

MOTION TO APPROVE RESOLUTION 17-21, FEBRUARY BILL LIST

Moved: Commissioner Walker
Second: Commissioner Hughes
Roll Call Vote: 2 Yes, 0 Nays

ATTORNEY: Mr. Adezio advised there was no report from legal today.

CLAIMS SERVICE: Ms. Conicella reported they were working on updating the 2021 reporting requirements. Ms. Conicella advised they were reviewing the claims charter. Ms. Conicella asked everyone to continue to report any COVID claims and they were monitoring those claims closely.

CLAIMS SERVICE: Executive Director advised Resolution 18-21, Disclosure of Liability Claims Check Registers were included in the agenda along with a copy of the check register for January 1, 2021 through January 31, 2021.

MOTION TO APPROVE RESOLUTION 18-21 AUTHORIZING DISCLOSURE OF LIABILITY CLAIMS CHECK REGISTER

Moved: Commissioner Walker
Second: Commissioner Hughes
Roll Vote: 2 Yes, 0 Nays

MANAGED CARE: Ms. Hrubash advised she would review First MCO’s report, which was included in the agenda for the month of January. Ms. Hrubash provided the below information:

Month	Provider Bill Amount	Repriced Amount	Savings	Percentage of	Number of Bills	In Network Bills	Net Savings	PPO %
January	\$ 145,289	\$ 56,926	\$ 88,362	61%	82	78	\$ 70,690	95%

Ms. Hrubash advised that concluded her report unless anyone had any questions.

NJCE SAFETY DIRECTOR: Mr. Prince advised a copy of the Safety’s Director Report for January through February was included in the agenda. Mr. Prince reported the February and March Webinar Training Schedule was also included in the agenda. Mr. Prince noted anyone that wanted to attend one of the webinars should visit the NJCE website to register. Mr. Prince said he also included an informational memo in the agenda regarding the Munich Re Safety Grant Program for 2021. Mr. Prince noted the grant was now \$50,000 to be split between the NJCE members. Mr. Prince advised if anyone had any questions on the program to reach out to him. Mr. Prince reported his last item was an update on the Learning Management System. Mr. Prince advised there was a target date of April 1st to go live. Mr. Prince advised the vendor, First Net, has agreed to provide several webinars to all members to train for all of the provisions of the program and the system. Mr. Prince concluded his report unless there were any questions.

RISK MANAGER CONSULTANT: Ms. Pursell reported their monthly activities included a review of the MOU, (memorandum of understanding) with the arena regarding the vaccine site. They recommended some language but did not receive a response back yet. Ms. Pursell concluded her report unless there were any questions.

Correspondence Made Part of Minutes.

OLD BUSINESS: None

NEW BUSINESS: Executive Director said he wanted to make a few introductions. Executive Director introduced Steve Sacco, Executive Director on the JIF side and Jason Thorpe, a Senior Account Manager for the JIF's.

PUBLIC COMMENT: None

CLOSED SESSION: Executive Director read and requested a motion to approve Resolution 19-21 authorizing a Closed Session to discuss PARS.

MOTION TO APPROVE RESOLUTION 19-21 FOR EXECUTIVE SESSION

Moved:	Commission Walker
Second:	Commission Hughes
Vote:	2 Yes, 0 Nays

MOTION TO APPROVE THE PARS/SARS AS REVIEWED DURING CLOSED SESSION

Moved:	Commissioner Walker
Second:	Commissioner Hughes
Vote:	w Yes, 0 Nays

MOTION TO ADJOURN:

Moved:	Commissioner Walker
Second:	Commissioner Hughes
Vote:	2 Yes, 0 Nays

MEETING ADJOURNED: 11:06 AM

Minutes prepared by:
Cathy Dodd, Assisting Secretary