

**MERCER COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – April 22, 2024
Mercer County
McDade Administration Building
640 South Broad Street
Trenton, NJ 08650-0068
1:30 PM**

Meeting was called to order by Chairman Marion. Mr. Thorpe read the Open Public Meetings notice into the record.

Pledge of Allegiance

ROLL CALL OF COMMISSIONERS:

Christopher R. Marion	Present
Alejandra M. Silva	Present

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Joseph Hrubash
Claims Service	Inservco Insurance Services, Inc. Nancy Fowlkes Amy Zeiders Richard Crooks Kelly Guerriero Qual Lynx Chris Roselli - <i>Absent</i> PERMA Jennifer Conicella
Managed Care Services	First MCO Mark Liggett
NJCE Underwriting Manager	Conner Strong & Buckelew Ed Cooney - <i>Absent</i>
Treasurer	Nicola Trasente
Attorney	Paul Adezio, Esq.
Safety Director	J.A. Montgomery Consulting Paul Shives Liam Callahan - <i>Absent</i>

ALSO PRESENT:

Edwin Cruz, Mercer County
Jason Thorpe, PERMA Risk Management Services
Ana-Eliza Bauersachs, Esq., Capehart Scatchard

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF MARCH 25, 2024

MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF MARCH 25, 2024

Moved: Commissioner Silva
Second: Chairman Marion
Vote: Unanimous

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Shives reported that the Safety and Accident Review Committee met virtually on April 9th. Mr. Shives advised that a variety of topics were discussed including 10 claims; 7 of which were deemed to be non-preventable and 3 were deemed preventable. Mr. Shives reported that follow-up prevention forms were also completed during the meeting signifying the follow-up actions for the preventable claims. Mr. Shives said the next Safety and Accident Review Committee meeting is scheduled for May 14th. Mr. Shives reported that a former warden, with expertise on jails, is being added to the J.A. Montgomery team. With no questions, Mr. Shives concluded his report.

EXECUTIVE DIRECTOR REPORT: Executive Director advised his report was included in the agenda and there was one action item.

CERTIFICATE OF INSURANCE REPORTS – Executive Director referred to the certificate of issuance report from the NJCE which lists those certificates issued in the month of March. Executive Director reported that there were three (3) certificates of insurance issued during the month.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT.

Moved: Commissioner Silva
Second: Chairman Marion
Vote: Unanimous

2024 RENEWAL CONTRACTS & APPOINTMENTS - Executive Director reported that the Fund Office has received the following MCIC-related contracts from the County:

- Third Party Administrator – Inservco Insurance Services, Inc.
- Executive Director – PERMA Risk Management Services
- Actuary – The Actuarial Advantage
- Risk/Loss Control Services – J.A. Montgomery Consulting
- Auditor – Bowman & Company

MERCER COUNTY AIRPORT PROPERTY COVERAGE – Executive Director reported that the Underwriting Manager is in conversations with a potential carrier for the airport property insurance program. Executive Director advised that the carrier has requested additional information which is being prepared by the Underwriting Team for submission.

MCIC HULL POLICY RENEWAL – Executive Director reported that the Underwriting Manager has received a Hull Policy renewal quote from the incumbent carrier. Executive Director advised that additional information has been requested from the County for an alternative Hull option and the Underwriting Manager awaits receipt of the same.

STEWARDSHIP REPORTS AS OF DECEMBER 31, 2023 – Executive Director advised that the Mercer County Insurance Fund Commission Stewardship Report as of 12/31/23 will be presented during Inservco’s report.

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND – Executive Director reported the NJCE is scheduled to meet again on Thursday, April 25, 2024, at 9:30 AM

MCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK – Executive Director referred to the Financial Fast Track for the month of February enclosed within the agenda. Executive Director reported that as of February 29, 2024 the Commission has a surplus of \$7,757,754. Executive Director advised that line 11 of the report “Investment in Joint Venture” is Mercer County Insurance Fund Commission’s share of equity in the NJCE. Executive Director noted that MCIFC’s equity in the NJCE as of February 29, 2024 is \$1,068,046 and advised that the total cash balance is \$14,535,700.

NJCE PROPERTY AND CASUALTY FINANCIAL FAST TRACK – Executive Director referred to the NJCE Financial Fast Track for the month of February. Executive Director reported that as of February 29, 2024 the Commission has a surplus of \$9,000,575. Executive Director advised that Line 7 of the report, “Dividend” represents the dividend figure released by the NJCE of \$6,707,551 and noted that the NJCE cash balance is \$22,560,672.

CLAIMS TRACKING REPORTS – Executive Director advised the Claim Tracking reports as of February 29, 2024, were included in the agenda. Executive Director referred to a copy of the Claims Management Expected Loss Ratio Analysis Report. Executive Director advised this report measured how the losses were running compared to the actuary’s projections. Executive Director reviewed the Fund Years with the Commission.

With no questions, Executive Director concluded his report.

INFORMATIONAL ITEMS REPORT: Mr. Thorpe advised that he had three informational items for his report.

2024 MEL, MRHIF & NJCE EDUCATIONAL SEMINAR – Mr. Thorpe said that as a reminder, the 14th Annual Educational Seminar will be held virtually again this year. Mr. Thorpe noted that the first session was held on Friday, April 19th and had over 200 attendees. Mr. Thorpe advised that the second session is scheduled for Friday, April 26 from 9:00 AM to 12:00 PM. Mr. Thorpe advised that the link to register was e-mailed on March 1st and to contact him if assistance is needed for registering.

2024 NEW JERSEY ASSOCIATION OF COUNTIES CONFERENCE – Mr. Thorpe reported that the 73rd Annual Conference is scheduled for May 1st to May 3rd at Caesar’s in Atlantic City. Mr. Thorpe advised that New Jersey Counties Excess Joint Insurance Fund will be exhibiting at the conference.

2024 MEETING SCHEDULE – Mr. Thorpe advised that the next Commission meeting is scheduled for Wednesday, May 29, 2024 at 1:30 PM.

Executive Director's Report Made Part of Minutes.

TREASURER REPORT: Mr. Thorpe advised the April Bill List, Resolution 21-24 was included in the agenda. Mr. Thorpe said a motion was needed to approve the various bills lists.

MOTION TO APPROVE RESOLUTION 21-24: THE APRIL BILL LIST

Moved: Commissioner Silva
Second: Chairman Marion
Roll Call Vote: Unanimous

ATTORNEY: Mr. Adezio advised that he did not have a report for the month.

CLAIMS SERVICE: CLAIMS ADMINISTRATOR – Mr. Thorpe advised Resolution 22-24, Disclosure of Liability Claims Check Registers, was included in the agenda along with a copy of the check registers for March 1, 2024 to March 31, 2024.

MOTION TO APPROVE RESOLUTION 22-24 AUTHORIZING DISCLOSURE OF LIABILITY CLAIMS CHECK REGISTER

Moved: Commissioner Silva
Second: Chairman Marion
Roll Call Vote: Unanimous

INSERVCO INSURANCE SERVICES, INC. STEWARDSHIP REPORTS: Ms. Zeiders advised she would provide a high-level review of the liability and worker compensation stewardship reports that were distributed prior to the meeting. Ms. Zeiders referred to page 6 of the report “Claim Summary by Policy Period” for the past 3 years (2021, 2022, & 2023). Ms. Zeiders noted that claims are down for 2023 in regard to frequency and the amount incurred. Ms. Zeiders reported that the highest level of claims came from the Corrections Department and the second highest level from the Parks Department. Chairman Marion thanked the professionals for providing the corrections claims reports he previously requested.

MANAGED CARE: Mr. Liggett advised he would review First MCO’s report, which was included in the agenda for the month of March. Mr. Liggett provided the below information:

Month	Provider Bill Amount	Repriced Amount	Savings	Percentage of Savings	Number of Bills	In Network Bills	Net Savings	PPO %
Mar-24	\$ 77,321	\$ 35,956	\$ 41,366	53%	63	59	\$ 33,093	94%

With no questions, Mr. Liggett concluded his report.

RISK/LOSS CONTROL SERVICES: Mr. Shives referred to the Safety Director’s report enclosed within the agenda, which included all risk control and safety activities for March and April. Mr. Shives then referred to the listing of all training opportunities that are scheduled, including the upcoming Safety Expos. Mr. Shives said he was informed that a First Amendment Audit took place recently at a county location and was told that it was handled properly. Mr. Shives advised that J.A. Montgomery has a First Amendment Audit in-person training class that can be conducted for the county if needed. Chairman Marion said he would like to schedule the training for the summer.

Correspondence Made Part of Minutes.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

CLOSED SESSION: Chairman Marion requested a motion to approve Resolution 23-24 authorizing a Closed Session to discuss PARs and SARs.

MOTION TO APPROVE RESOLUTION 23-24 FOR EXECUTIVE SESSION

Moved: Commissioner Silva
Second: Chairman Marion
Vote: Unanimous

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

Moved: Commissioner Silva
Second: Chairman Marion
Roll Call Vote: Unanimous

MOTION TO ADJOURN:

Moved: Commissioner Silva
Second: Chairman Marion
Vote: Unanimous

MEETING ADJOURNED: 1:57 PM

Minutes prepared by:
Jason Thorpe, Assisting Secretary