

**MERCER COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – July 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 Richard Crooks Kelly Guerriero
----------------	--------------------------------------------------------------------------------------------------------------

Qual Lynx
Chris Roselli - *Absent*

PERMA
Jennifer Conicella

Managed Care Services	First MCO Mark Liggett
-----------------------	----------------------------------

NJCE Underwriting Manager	Conner Strong & Buckelew Ed Cooney - <i>Absent</i>
---------------------------	--------------------------------------------------------------

Risk Management Consultant	Acisure Amy Pieroni Patti Fahy
----------------------------	----------------------------------------------------

Treasurer	Nicola Trasente
-----------	------------------------

Attorney	Paul Adezio, Esq. – <i>Absent</i>
----------	------------------------------------------

Safety Director	J.A. Montgomery Consulting Paul Shives Liam Callahan - <i>Absent</i>
-----------------	------------------------------------------------------------------------------------------

ALSO PRESENT:

Ana Montero, Mercer County
Aqua Etuk, Esq., Mercer County
Edwin Cruz, Mercer County
Jacqueline Tolbert, MCIA
Jason Thorpe, PERMA Risk Management Services
Ana-Eliza Bauersachs, Esq., Capehart Scatchard
Susan Schaefer, Susan Schaefer, LLC

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF MAY 29, 2024

MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF MAY 29, 2024

Moved:	Commissioner Silva
Second:	Chairman Marion
Vote:	Unanimous

CORRESPONDENCE: Executive Director referred to an article from Safety National regarding the increase in workers' compensation claims severity.

SAFETY COMMITTEE: Mr. Shives reported that the Safety and Accident Review Committee met on July 11th. Mr. Shives advised that a variety of topics were discussed including 15 claims; 7 of which were deemed to be non-preventable and 8 were deemed preventable. Mr. Shives reported that follow up prevention forms were completed including reasons for preventability and committee recommendations where appropriate. Mr. Shives said the next Safety and Accident Review Committee meeting is scheduled for August 13th. With no questions, Mr. Shives concluded his report.

EXECUTIVE DIRECTOR REPORT: Executive Director advised his report was included in the agenda and there were no action items.

SERVICES OF SUSAN SCHAEFER, LLC – Executive Director reported the fund office has been informed that the County has prepared a new agreement with Susan Schaefer, LLC for worker compensation case management services. Executive Director advised that it is anticipated the new contract will be acted upon by the Mercer County Commissioners at their August 2024 meetings.

New Jersey Counties Excess Joint Insurance Fund – Executive Director reported that the NJCE met on Thursday, June 27, 2024. Executive Director referred to a summary report of the meeting enclosed within the agenda and highlighted the following discussion points:

Named Storm Deductible: Committee reviewed Underwriting Manager quotes for a \$15 million or \$20 million aggregate, which were both well above the budget. Underwriting Manager will obtain new quotes as part of the 2025 renewal, which may result in better pricing. Since the Named Storm deductible is a member entity deductible the Committee discussed the idea of an NJCE advanced payment program. This was tabled as the Committee felt more analysis was needed including discussions with FEMA/State of NJ on how their program would respond.

Technology Errors & Omissions: The Underwriting Manager discussed one area of potential exposure is with shared services contracts where the County is providing IT related services to a 3rd party (municipality, County affiliate, etc.). Technology Errors and Omissions insurance is a specialized form of coverage designed to protect an entity providing IT related services to another entity from financial losses. The Committee

decided it would be best for the Underwriting Manager to develop and distribute a survey to determine the need for this coverage.

TPA Services: Fund Office received correspondence from AmeriHealth regarding a pending agreement between CompServices inc. t/a AmeriHealth and CRC/Independence Health Group to purchase the TPA business offered through AmeriHealth Casualty Services. Fund Attorney provided a verbal update in closed session; no action was taken during open session.

Executive Director said although the property appraisal topic was tabled in the past, the County may want to consider issuing an RFP for property appraisals as most Insurance Commissions are entering the second year of their property appraiser contracts. Executive Director noted the NJCE provides some reimbursements for the cost. Chairman Marion requested a copy of the RFP specs that Monmouth County used for its RFP in 2023.

MCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK – Executive Director referred to the Financial Fast Track for the month of April enclosed within the agenda. Executive Director reported that as of April 30, 2024 the Commission has a surplus of \$6,471,889 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 April 30, 2024 is \$1,030,876 and advised that the total cash balance is \$14,777,385. Executive Director noted that he and the PERMA Claims Team have begun examining the reasons for the deficits in the 2022, 2023, and 2024 fund years.

NJCE PROPERTY AND CASUALTY FINANCIAL FAST TRACK – Executive Director referred to the NJCE Financial Fast Track for the month of April. Executive Director reported that as of April 30, 2024 the Commission has a surplus of \$8,110,960. 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 \$26,307,521.

CLAIMS TRACKING REPORTS – Executive Director advised the Claim Tracking reports as of April 30, 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 two informational items for his report.

CERTIFICATE OF INSURANCE REPORTS – Mr. Thorpe referred to the certificate of issuance reports from the NJCE which lists those certificates issued in the months of May and June. Mr. Thorpe reported that there were seven (7) certificates issued during the month May and one (1) certificate of insurance issued during the month of June.

2024 MEETING SCHEDULE – Mr. Thorpe advised that due to a scheduling conflict the next Commission meeting is being rescheduled from August 26th to Monday, August 12, 2024 at 1:30 PM.

Mr. Thorpe asked if there were any questions and/or comments. Chairman Marion said that he spoke to the Executive Director prior to the meeting and a call will be scheduled to discuss property coverage for the Mercer County Airport. Chairman Marion then requested an updated claims report, through July 31st, for the Corrections Department. Ms. Conicella noted that the updated report will be available in mid-August. Lastly, Chairman Marion said he would like to schedule a separate meeting with the

July 22, 2024 Mercer County Insurance Fund Commission OPEN Minutes

Commissioners, the appropriate Commission professionals, the Warden, and the Deputy Warden to discuss the corrections claims prior to the end of August.

With no further questions or comments, Mr. Thorpe concluded his report.

Executive Director's Report Made Part of Minutes.

TREASURER REPORT: Chairman Marion advised the June Bill List, Resolution 31-24 and the July Bill List, Resolution 32-24 were included in the agenda. Chairman Marion said a motion was needed to approve the various bills lists.

MOTION TO APPROVE RESOLUTIONS 31-24 & 32-24: THE JUNE AND JULY BILL LISTS

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

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

CLAIMS SERVICE: Mr. Thorpe advised Resolution 33-24, Disclosure of Liability Claims Check Registers, was included in the agenda along with a copy of the check registers for May 1, 2024 to May 31, 2024 and June 1, 2024 to June 30, 2024.

MOTION TO APPROVE RESOLUTION 33-24 AUTHORIZING DISCLOSURE OF LIABILITY CLAIMS CHECK REGISTER

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

MANAGED CARE: Mr. Liggett advised he would review First MCO's report, which was included in the agenda for the month of June. 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 %
Jun-24	\$ 179,106	\$ 54,749	\$ 124,357	69%	47	47	\$ 99,486	100%

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 the listing of the meetings attended and the reviews of the Health and Safety Program audits at various County facilities. Mr. Shives reported that a loss control inspection and visit was conducted at the Mercer County Jail by Corrections Risk Control Consultant Karen Taylor and Assistant Director Chief Harry Earle. Chairman Marion commented that a presentation on NARCAN was done and was told that the presentation was well received. Mr. Shives thanked the Chairman for the positive feedback and noted that the meeting lasted nearly 3 hours. Mr. Shives added that Ms. Taylor's report on the meeting will be forthcoming. Mr. Shives reported that the Warden requested that a new training refresher course for PREA (Prison Rape Elimination Act) be created. Mr. Shives said the Warden requested that the program be recorded and available online to accommodate all of the officers who require the training. Mr. Shives advised that J.A. Montgomery will create the program. Mr. Shives then referred to the listing of Safety Director Bulletins and training opportunities that are scheduled through the end of September. Mr. Shives reported that there has been a total of 62 classes conducted with 661 employees trained thus far in 2024. Mr. Shives further reported that Mr. Hummel has completed three Preparing for First Amendment Audit training sessions held at the Lawrence Library, Hickory Corner Library, and West Windsor Library. Mr. Shives noted that additional trainings are

being scheduled. Lastly, Mr. Shives reported that the training supervisor from County Corrections has requested training for over 200 staff members for the Defensive Driving Course. Mr. Shives noted that J.A. Montgomery will be arranging training for the staff. With no questions, Mr. Shives concluded his report.

Correspondence Made Part of Minutes.

RISK MANAGEMENT CONSULTANT: Ms Pieroni that she did not have a report for the month.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

CLOSED SESSION: Chairman Marion requested a motion to approve Resolution 34-24 authorizing a Closed Session to discuss PARs and SARs.

MOTION TO APPROVE RESOLUTION 34-24 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: 2:18 PM

Minutes prepared by:
Jason Thorpe, Assisting Secretary