

**MERCER COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – September 23, 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
Ana Montero	Absent
Isamar Maldonado	Present

FUND PROFESSIONALS PRESENT:

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

ALSO PRESENT:

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 AUGUST 12, 2024

MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF AUGUST 12, 2024

Moved:	Commissioner Silva
Second:	Commissioner Maldonado
Vote:	Unanimous

CORRESPONDENCE: None.

SAFETY COMMITTEE: Mr. Shives reported that the Safety and Accident Review Committee met on September 16th. Mr. Shives advised that a variety of topics were discussed including 15 claims; 7 of which were deemed to be preventable and 8 were deemed non-preventable. Mr. Shives reported that two Safety Director Bulleting were also reviewed during the meeting. 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.

MERCER COUNTY AIRPORT/EMAS BLOCKS PROPERTY COVERAGE – Executive Director reported that the Underwriting Manager was successful in getting the excess insurers to provide full limit for the EMAS blocks excess of a \$1 million policy per occurrence retention. Executive Director noted that the coverage is contingent on (1) scheduling the replacement cost values of the EMAS blocks in Origami for premium computation and (2) working with the manufacturer and/or installer towards implementing a sound maintenance program to include a comprehensive strength testing inspection. Executive Director advised that during the September 17th NJCE Finance Committee meeting, the Finance Committee agreed to make a recommendation to the NJCE JIF Board of Commissioners to provide the excess layer of \$1 million less the County and Insurance Commission’s retention. Executive Director further advised that a meeting has been scheduled following the Insurance Commission meeting to discuss and decide on a self-funding option for the County and the Insurance Commission. Executive Director noted that once a self-funding amount is agreed upon, it will be presented to the NJCE Board of Commissioners for approval and the final additional assessment will be determined.

AUTO ACCIDENT REPAIRS & PROPERTY DAMAGE REPAIRS – Executive Director reported that his office had discussions with the Commission Treasurer regarding approval from the Insurance Commission to fund auto repairs for auto accidents involving County vehicles that were not previously funded for. Executive Director reported that the list of the vehicles and their corresponding repair estimates has been received and noted that the total is \$164,891.49. Chairman Marion asked if the total can be rounded up to \$200,000. Executive Director advised that an AL claim file in the amount of \$200,000 will be setup to make payments. Chairman Marion advised that there is a similar issue with \$186,692.26 in outstanding property claim payments and asked if a claim file rounded up to \$200,000 can be setup for that as well. Executive Director advised that a Property claim file in the amount of \$200,000 will be setup to make payments as well.

PROPERTY APPRAISAL SERVICES PROCUREMENT – Executive Director reported that Mercer County issued an RFP for Property Appraisal Services. Executive Director advised that the responses were due back to the County on September 4th. Commissioner Maldonado advised that three proposals were received

and are under review. Executive Director noted that the NJCE JIF will reimburse the county up to the \$20,000 cap for the out-of-pocket costs for the appraisals.

COMMISSIONER ORIENTATION MEETING – Executive Director reported that his office would like to schedule an Insurance Commission orientation meeting for the new Commissioners. Executive Director noted that the orientation meeting will provide a full overview of the Insurance Commission program.

CORRECTIONS DEPARTMENT CLAIMS MEETING – Executive Director advised that the Commission Chairman has asked that a meeting be scheduled with members of the Corrections Department and several Fund Professionals to discuss claims and loss prevention. Executive Director noted that once the availability of the necessary parties is determined, the meeting will be scheduled.

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND – Executive Director reported that the NJCE held a special meeting on August 8th. Executive Director advised that the Board of Commissioners adopted a resolution authorizing an assignment by and between the NJCE JIF and CompServices, Inc, t/a AmeriHealth Casualty Services for the Provision of Claims Administration Service to Claims Resolution Corporation, Inc. (CRC). Executive Director reported that the NJCE is scheduled to meet again on Thursday, September 26, 2024 at 9:30 a.m.

2025 RENEWAL & PRE-RENEWAL WEBINAR – Executive Director reported the 2025 renewal process began in early August with a deadline to complete by September 13th. Executive Director reminded the Commissioners that most ancillary coverage applications may be completed via Broker Buddha and noted the applications were due on August 30th. Executive Director then referred to a copy of a memorandum issued by the NJCE Underwriting Manager which provides a brief 2025 renewal overview. Executive Director reported that the NJCE Underwriting Manager is scheduled to hold a webinar on the 2025 pre-renewal and the marketplace on September 27th. Executive Director then referred to the presentation enclosed within the agenda packet and noted that a recording of the webinar will be uploaded to the NJCE website. Chairman Marion noted that he would like the new Commissioners to attend the webinar.

MCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK – Executive Director referred to the Financial Fast Track for the month of June enclosed within the agenda. Executive Director reported that as of June 30, 2024 the Commission has a surplus of \$6,881,728 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 June 30, 2024 is \$854,527 and advised that the total cash balance is \$14,301,285.

NJCE PROPERTY AND CASUALTY FINANCIAL FAST TRACK – Executive Director referred to the NJCE Financial Fast Track for the month of June. Executive Director reported that as of June 30, 2024 the Commission has a surplus of \$8,877,434. 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 \$23,247,986.

CLAIMS TRACKING REPORTS – Executive Director advised the Claim Tracking reports as of June 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 four 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 July and August. Mr. Thorpe reported that there were three (3) certificates issued during the month July and three (3) certificates of insurance issued during the month of August.

2024 NEW JERSEY STATE LEAGUE OF MUNICIPALITIES (NJSLOM) ANNUAL CONFERENCE – Mr. Thorpe reported that the 109th annual conference is scheduled for November 19 through November 21 at the Atlantic City Convention Center in Atlantic City. Mr. Thorpe advised that the MEL JIF holds its annual elected official’s seminar on November 20 and encouraged the Commissioners to attend.

2023 YEAR-END AUDIT REPORT – Mr. Thorpe advised that the Insurance Commission Auditor, Bowman & Company, will present the 2023 Year-end Audit at our October meeting.

2024 MEETING SCHEDULE – Mr. Thorpe advised that the next Commission meeting is scheduled for Monday, October 28, 2024 at 1:30 PM.

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 September Bill List; Resolution 39-24 was included in the agenda. Chairman Marion said a motion was needed to approve the bills list.

MOTION TO APPROVE RESOLUTIONS 39-24 THE SEPTEMBER BILL LIST

Moved: Commissioner Silva
Second: Commissioner Maldonado
Roll Call Vote: Unanimous

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

CLAIMS SERVICE: Mr. Thorpe advised Resolution 40-24, Disclosure of Liability Claims Check Registers, was included in the agenda along with a copy of the check registers for August 1, 2024 to August 31, 2024.

MOTION TO APPROVE RESOLUTION 40-24 AUTHORIZING DISCLOSURE OF LIABILITY CLAIMS CHECK REGISTER

Moved: Commissioner Silva
Second: Commissioner Maldonado
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 August. 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 %
Aug-24	\$ 141,003	\$ 53,211	\$ 87,792	62%	64	64	\$ 70,234	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 loss control visits, meetings attended, and upcoming scheduled meetings. Mr. Shives reported that 24 loss control visits have been completed year-to-date. Mr. Shives noted that safety audits are being conducted at all locations and assistance with updating policies is being provided.

September 23, 2024 Mercer County Insurance Fund Commission OPEN Minutes

Mr. Shives then referred to the Leadership Academy section of his report and noted that open enrollment begins on December 1st for a January 1, 2025 start date. Mr. Shives advised that there are 6 required courses and 4 electives for the Leadership Academy. Mr. Shives noted that space will be made for any County employee that would like to enroll. Lastly, Mr. Shives reported that Mr. Hummel has completed three Preparing for First Amendment Audit training sessions for the County. With no questions, Mr. Shives concluded his report. Chairman Marion thanked Mr. Shives and the J.A. Montgomery staff for all their assistance.

Correspondence Made Part of Minutes.

RISK MANAGEMENT CONSULTANT: Ms. Pieroni said that she did not have a report for the month but noted that she is working on several initiatives with various teams throughout the County.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

CLOSED SESSION: Chairman Marion requested a motion to approve Resolution 41-24 authorizing a Closed Session to discuss PARs and SARs.

MOTION TO APPROVE RESOLUTION 41-24 FOR EXECUTIVE SESSION

Moved:	Commissioner Silva
Second:	Commissioner Maldonado
Vote:	Unanimous

MOTION TO RETURN TO OPEN SESSION

Moved:	Commissioner Silva
Second:	Commissioner Maldonado
Vote:	Unanimous

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

Moved:	Commissioner Silva
Second:	Commissioner Maldonado
Roll Call Vote:	Unanimous

MOTION TO ADJOURN:

Moved:	Commissioner Silva
Second:	Commissioner Maldonado
Vote:	Unanimous

MEETING ADJOURNED: 2:10 PM

Minutes prepared by:
Jason Thorpe, Assisting Secretary