MERCER COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – June 29, 2026
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
Ana Montero	Present - *via phone*
Alejandra M. Silva	Present
Isamar Maldonado	Present

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services **Joseph Hrubash**
Claims Service	Inservco Insurance Services, Inc. **Nancy Fowlkes**
	PERMA **Kerin Drumheiser**
Managed Care Services	First MCO **Nicole Hydock**
NJCE Underwriting Manager	Conner Strong & Buckelew **Ed Cooney - *Absent***
Risk Management Consultant	Acrisure **Amy Pieroni**
Treasurer	**Nicola Trasente - *Absent***
Attorney	**Paul Adezio, Esq.**
Safety Director	J.A. Montgomery Consulting **Liam Callahan**

ALSO PRESENT:
Jason Thorpe, PERMA Risk Management Services
Edwin Cruz, Mercer County
Kelly Guerriero, Inservco
Amy Zeiders, Inservco
Susan Schaefer, Susan Schaefer, LLC
Giovanna Carlino, Esq., Capehart Scatchard
Patti Fahy, Acrisure
Cindy Villagran, Acrisure

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF APRIL 27, 2026

MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF APRIL 27, 2026

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

CORRESPONDENCE: None.

SAFETY COMMITTEE: Mr. Callahan referred to the June 18, 2026 Safety and Accident Review Committee meeting report that was distributed prior to the meeting. Mr. Callahan advised that a variety of topics were discussed including 37 claims; 14 of which were deemed to be preventable, 22 were deemed non-preventable, and 1 was omitted from review pending an internal investigation. Mr. Callahan reported that the leading cause for the preventable claims was Improper PPE Housekeeping and the second most was Taking an Incorrect Position or Movement. Mr. Callahan asked if there were any questions and/or comments. Chairman Marion commented that the report format is excellent and asked that it be kept separate from the agenda going forward. Commissioner Silva commented that she and Vice-Chair Montero will be scheduling a separate meeting with Mr. Callahan to discuss the next steps for all Safety Committee recommendations to be communicated and implemented by departments. Mr. Callahan advised that currently Mr. Cruz distributes the Safety Committee recommendations to the various department heads who then filter those recommendations to their departments. With no further questions or comments, Mr. Callahan concluded his report.

EXECUTIVE DIRECTOR REPORT: Executive Director advised his report was included in the agenda and there were three action items.

PRE-INSURANCE COMMISSION CLAIMS FUNDING; DIVIDEND – Executive Director reported that the PERMA team met with the Commission Chair and Attorney on June 11th to discuss funding for pre–Insurance Commission claims. Executive Director advised that based on the discussion, there is a recommendation to issue a dividend up to the maximum amount of $4,500,000. Executive Director referred to a summary of the recommendation prepared by the PERMA team. Executive Director noted that of the $4,500,000, the County Proper will receive $4,313,994.55 for the pre-Insurance Commission claims and the Improvement Authority will receive $186,005.45. Executive Director advised that PERMA will work with Inservco to setup a pre-Insurance Commission legacy account which can be used to cover costs related to pre-Insurance Commission claims, including legal bills associated with assigning outside counsel and appointing a policy archivist to research pre-Commission insurance policy to determine possible coverage. Executive Director also referred to Resolution 27-26 authorizing the return of a dividend in the amount of $4,500,000 and asked if there were any questions and/or comments. Ms. Zeiders asked if there was a specific number of pre-Insurance Commission claims for this process and if they include the Youth House claims previously discussed. Chairman Marion advised that is primarily the Youth House claims but noted that there are other claims that pre-date the Insurance Commission. Ms. Zeiders said Inservco is happy to assist in the process as long as the pre-Insurance Commission claims fall within their tenure of being the TPA for Mercer County which began in 2005. Mr. Adezio commented that the Youth House claims pre-date 2005 and it was his understanding that Inservco would be handling those cases. Executive Director advised that he would speak with Inservco offline as there should not be an issue setting up the claim files. Ms. Zeiders advised that she will need to get permission prior to setting up claim files for the pre-Insurance Commission claims. With no further questions or comments, Chairman Marion asked for a motion to adopt Resolution 27-26.

MOTION TO ADOPT RESOLUTION NO. 27-26 AUTHORIZING A TOTAL RETURN DIVIDEND OF $4,500,000 AND APPLY IT TO THE PRE-INSURANCE COMMISSION CLAIMS LEGACY ACCOUNT.

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

MERCER HOUSE – Executive Director reported that Mercer County purchased a building in 2025 in anticipation of starting Mercer House. Executive Director noted that Mercer House is meant to provide housing for individuals with certain issues such as drug rehab, etc. Executive Director advised that the County appointed a vendor via RFP to run Mercer House; however, the vendor cannot afford the required insurance. Executive Director further advised that in consultation with the RMC and the Underwriting Manager, the RMC suggests that the County purchase the coverage for the vendor. Executive Director referred to the Business Insurance Proposal provided by CBIZ enclosed within the agenda and noted that the total cost is approximately $85,000. Executive Director further advised that the County is requesting that the Insurance Commission pay the 1st year premium. Executive Director asked if there were any questions and/or comments. Chairman Marion commented that he has spoken with the Deputy Business Administrator for Community Services and the County QPA and noted the County is going to reject the bid and re-issue the RFP. Chairman Marion advised that the County would use a portion of the Operating Budget and a portion of the $85,000 from the Insurance Commission to cover the insurance cost for the selected vendor. Chairman Marion asked if the Commissioners had any questions. Vice-Chair Montero asked how the $85,000 for insurance costs was determined. Ms. Pieroni explained that the vendor did not go through an underwriting process as the RFP did not include the necessary insurance language. Ms. Pieroni further explained that as a result, $85,000 was the quoted amount provided by CBIZ. Chairman Marion advised that by re-issuing the RFP, the necessary language can now be included in the specs, and the insurance costs can be included in the contract. Chairman Marion added that the funds within the operating budgets along with the $85,000 from the Insurance Commission will be used to cover the contract for the first year. Executive Director commented that the insurance placed for the vendor should only be for this contract and not for any other operations the vendor is involved in.

MOTION TO APPROVE MERCER COUNTY INSURANCE FUND COMMISSION SETTING ASSIDE FUNDING IN THE AMOUNT OF $85,000 TO COVER COSTS ASSOCIATED WITH THE 1ST YEAR INSURANCE PREMIUM FOR THE VENDOR/OPERATOR OF MERCER HOUSE.

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

CERTIFICATE OF INSURANCE REPORTS – Executive Director referred to the certificate of insurance reports from the NJCE which lists those certificates issued in the months of April and May. Executive Director reported that there were (5) five certificates of insurance issued during the month of April and (1) one certificate issued during the month of May.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORTS

Moved:	Commissioner Silva
Second:	Commissioner Maldonado
Vote:	Unanimous

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND – Executive Director reported that the NJCE met virtually on April 23rd and referred to a summary report of the meeting enclosed within the agenda. Executive Director noted that the NJCE Finance Committee met on June 17th and during the meeting, the auditor reviewed a draft of the December 31, 2025 audit. Executive Director advised that the final audit will be presented to the Board of Fund Commissioners for review and approval at the September meeting. Executive Director added that some of the other items discussed by the Committee included Risk Engineering Services proposals and the procurement of conflict counsel. In addition, Executive Director advised the Finance Committee will recommend retaining a conflict attorney to the NJCE Board. Executive Director explained that the NJCE has a serious landfill claim for one of the member entities. Executive Director further explained that the plaintiff's attorney in that claim also provides environmental service work for some of the other member counties, creating a conflict of interest. Executive Director reported that the NJCE also met virtually on Friday, June 26th and the summary report will be included in the next agenda.

MCIFC PROPERTY & CASUALTY FINANCIAL FAST TRACK – Executive Director referred to the Financial Fast Track for the month of March enclosed within the agenda. Executive Director reported that as of March 31, 2026 the Commission has a surplus of $5,889,108. 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 March 31, 2026 is $1,838,338 and advised that the total cash balance is $10,354,019.

NJCE PROPERTY AND CASUALTY FINANCIAL FAST TRACK – Executive Director referred to the NJCE Financial Fast Track for the month of March. Executive Director reported that as of March 31, 2026 the NJCE has a surplus of $18,572,594. Executive Director advised that Line 7 of the report, "Dividend" represents the dividend figure released by the NJCE of $7,207,551 and noted that the NJCE cash balance is $35,971,845.

CLAIMS TRACKING REPORTS – Executive Director advised the Claim Tracking reports as of March 31, 2026, 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.

NJCE JIF RENEWAL TIMELINE – Executive Director referred to the annual timeline for the NJCE renewal process with specific target dates enclosed within the agenda. Executive Director noted that the Fund office will begin the data collection process for the 2027 renewal to provide relevant information to underwriters to ensure timely and more favorable results. Executive Director advised that members and/or risk managers will manage the renewal via Origami, the online platform where members' exposure data (property, vehicles, etc.) may be accessed and edited, as well as applications to download and complete for ancillary coverages.

2026 MEETING SCHEDULE – Executive Director advised that the next Commission meeting is scheduled for Monday, July 27, 2026 at 1:30 PM.

With no questions, Executive Director concluded his report.

<u>Executive Director's Report Made Part of Minutes.</u>

TREASURER REPORT: Chairman Marion advised the May Bill List, Resolution 28-26 and June Bill List, Resolution 29-26 were included in the agenda. Chairman Marion said motions were needed to approve the bills lists.

MOTION TO APPROVE RESOLUTION 28-26: THE MAY BILL LIST

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

MOTION TO APPROVE RESOLUTION 29-26: THE JUNE BILL LIST

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

ATTORNEY: Mr. Adezio advised that the RMC has been working on the hiring of a policy archivist and requested a status update on the process. Ms. Pieroni advised that the County has a copy of the proposal from Policy Find and it is at the County's discretion on how to proceed. Commissioner Maldonado advised that the County has a copy of the proposal but noted that there is a question as to who will be covering the fee. Executive Director asked what the fee amount within the proposal was. Ms. Pieroni said it was less than $15,000, which is under the bid threshold. Executive Director said since the fee amount is minimal, the Insurance Commission can cover the cost. Ms. Pieroni said she will contact the vendor to begin the process.

CLAIMS SERVICE: CLAIMS ADMINISTRATOR – Chairman Marion advised Resolution 30-26, Disclosure of Liability Claims Check Registers, was included in the agenda along with a copy of the check register for April 1, 2026 to April 30, 2026 and May 1, 2026 to May 31, 2026

MOTION TO APPROVE RESOLUTION 30-26 AUTHORIZING DISCLOSURE OF LIABILITY CLAIMS CHECK REGISTER

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

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

Month	Provider Bill Amount	Repriced Amount	Savings	Percentage of Savings	Number of Bills	In Network Bills	Net Savings	PPO %
May-26	$ 160,235	$ 78,500	$ 81,735	51%	93	91	$ 81,735	98%

With no questions, Ms. Hydock concluded her report.

RISK/LOSS CONTROL SERVICES: Mr. Callahan referred to the Safety Director's report for April, May, and June enclosed within the agenda, which included all risk control and safety activities. Mr. Callahan then referred to the listing of all training opportunities that are scheduled through the end of August. Mr. Callahan asked if there were any questions. Commissioner Silva requested asked if J.A. Montgomery has any bulletins associated with heat exposure in anticipation of the upcoming heatwave. Mr. Callahan advised that there are several bulletins available and he will share them with Commissioner Silva. With no further questions, Mr. Callahan concluded his report.

Correspondence Made Part of Minutes.

RISK MANAGEMENT CONSULTANT: Ms. Pieroni reported that her team continues to spend a lot of time on site at Mercer County working on various initiatives. Ms. Pieroni advised that her team is also working with Mr. Montero on inventory, asset reconciliation, contract language, and the day-to-day needs of the county. With no questions, Ms. Pieroni concluded her report.

OLD BUSINESS: None

NEW BUSINESS: Chairman Marion reported that Mercer County's credit rating was recently upgraded by Moody's. Chairman Marion credited the accomplishment to several individuals and organizations including the County CFO, County Executive, the Commissioners of the Insurance Commission, and the Insurance Commission Professionals. Chairman Marion expressed his appreciation of the achievement on behalf of the County.

PUBLIC COMMENT: None

CLOSED SESSION: Executive Director requested a motion to approve Resolution 31-26 authorizing a Closed Session to discuss PARs and SARs.

MOTION TO APPROVE RESOLUTION 31-26 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: 2:22 PM
Minutes prepared by:
Jason Thorpe, Assisting Secretary