

**CUMBERLAND COUNTY INSURANCE COMMISSION  
OPEN MINUTES  
MEETING – JUNE 6, 2024  
ELECTRONICALLY  
11:00 AM**

Meeting called to order. Open Public Meetings notice read into record.

**ROLL CALL OF COMMISSIONERS:**

Joseph Sileo	Present
Art Marchand	Present
Sandra Taylor	Absent
Harold Johnson	Absent
Jeffrey Ridgway	Present

**ALTERNATE FUND COMMISSIONER:**

Antonio Romero	Absent
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**FUND PROFESSIONALS PRESENT:**

Executive Director	PERMA Risk Management Services <b>Bradford Stokes, Karen Read</b>
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**ALSO PRESENT:**

Anthony Bontempo, Cumberland County  
Paige Desiere, Cumberland County  
John Carr, Cumberland County  
Kathy Doran, Cumberland County  
Christina Violetti, Hardenbergh Insurance Group  
Danielle Colaianni; Hardenbergh Insurance Group  
Benjamin Newville, SG Risk  
Christine Gallagher, Qual-Lynx  
Yvonne Frey, Inservco  
Veronica Geroge, Inservco  
Sureatha Hobbs, Inservco  
Brandon Tracy, PERMA  
Jennifer Conicella, PERMA  
Shai McLeod, PERMA  
Glenn Prince, JA Montgomery  
Jonothan Tavares, Conner Strong & Buckelew

**PUBLIC PRESENT:**

Nancy Ridgway

**APPROVAL OF MINUTES:** OPEN AND CLOSED SESSION OF APRIL 4, 2024

Moved: Commissioner Ridgway  
Second: Commissioner Marchand  
Vote: Unanimous

**CORRESPONDENCE: None**

**EXECUTIVE DIRECTOR REPORT:**

**NJ Counties Excess Joint Insurance Fund (NJCE)** – The NJCE met on April 25, 2024. Included in the agenda on pages 3-5 is a summary report of the meeting. NJCE is scheduled to meet again on Thursday, June 27, 2024 at 9:30 AM, virtually. Executive Director reviewed the report and said Professional Appointments were made at the April meeting as well as a change in the Risk Management Plan to reflect the exclusion of Engineered Materials Arresting Systems located at the Mercer County Airport effective 4/10/2024.

**Commission Financial Fast Track** – Included on **pages 6-9** of the agenda are the Financial Fast Track Reports for the Cumberland County Insurance Commission for February & March. As of **March 31, 2024**, the Commission has a deficit of \$847,841. Total cash on hand is \$3,228,474.

**NJCE Property and Casualty Financial Fast Track – (Pages 10-12)** – Included in the agenda on pages 12-14 is the NJCE Financial Fast Track Report for the month of March. As of **March 31, 2024** there is a statutory surplus of **\$8,560,465**, Line 7 of the report, “Dividend” represents the dividend figure released by the NJCE of **\$6,707,551**. The total cash amount is **\$22,591,111**.

**Certificate of Insurance Issuance Report** - Included on **pages 13-16** is the Certificate of Insurance Issuance Report from the CEL listing those certificates issued for March & April. There were 14 certificates of insurance issued during this period.

**Motion to approve the certificate of insurance report.**

Moved: Chairman Sileo  
Second: Commissioner Ridgway  
Vote: Unanimous

**Claims Tracking Report (Pages 17-18)** – Included in the agenda are the Claims Activity Reports for March & April that tracks open claims.

**Informational Items:**

**2024 MEL, MRHIF & NJCE Educational Seminar** - The 14th annual seminar was conducted virtually on 2 half-day sessions and had over 200 participants each session. Perma has sent certificates for CEUs for Municipal Clerk, Chief Financial Officer, Certified DPW, Qualified Purchasing Agents, Registered Public Purchasing Official.

Perma is waiting for final approval for Total Content Hours for Water Supply & Wastewater License Operators and are also in the process of providing attendance records for Accountants,

Lawyers and Insurance Producers to the Insurance Institutes. If you do not receive your credit by May 31<sup>st</sup> then please contact the Fund Office.

**2024 New Jersey Association of Counties Conference:** The 73<sup>rd</sup> Annual Conference was held from May 1<sup>st</sup> to May 3<sup>rd</sup> at Caesar’s in Atlantic City. The New Jersey Counties Excess Joint Insurance Fund had an exhibit the conference and J.A. Montgomery conducted a presentation on First Amendment Audits.

**2024 Meeting Schedule** – The next Commission meeting is scheduled for August 1, 2024 at 11:00 AM.

**SAFETY COMMITTEE REPORT:** Paige Desiere reported on the workers compensation claims from the period of February 1st through March 31, 2024 for that period of time there were 20 claims reported 14 of them were out of the Department of Corrections, three claims were recruits out of the police academy, 11 inmate assaults arising out of five events were deemed non-preventable. Additionally, four report only claims, one with no lost time and one is under review. In total 25 days lost time and three are working light duty

**CLAIMS COMMITTEE:** None

**TREASURER:**

**REPORT:** Treasurer reported the June bills list was included in the agenda.

**MOTION TO APPROVE RESOLUTION 20-24 JUNE LIST IN THE AMOUNT OF \$9,961.53**

Motion:	Commissioner Ridgway
Second:	Chairman Sileo
Roll Call Vote:	3 Ayes, 0 Nays

**CEL SAFETY DIRECTOR:** Safety Director Glenn Prince reviewed the Safety Director’s report as well as future training opportunities offered by JA Montgomery Risk Control. Mr. Prince reviewed details on the Leadership Academy. Open enrollment began on June 1st through June 22nd with a July 1st start date. The Leadership Academy is a program that was developed for future supervisors and anyone that desires to enhance their knowledge of safety and the PEOSH requirements. There is a two year window to complete the program and the curriculum has been added to the njce.org website with a dedicated page to explain the requirements.

Mr. Prince said he has been working with Paige Desiere and her team for the in-person instructor led training along with Sergeant Fossilari with four dates tentatively scheduled for September 12, 17, 19 and October 8th.

**RISK MANAGER:** Risk Manager Christina Violetti reported the Safety and Action Review Committee meeting minutes for the February 14, 2024, meeting and the minutes from the April 10<sup>th</sup> meeting will be provided upon their approval. Ms. Violetti reported the County has made two additional safety grant submissions to JA Montgomery, one from the County Veterans Affairs Department, and one from the County Corrections Department. The County Veterans Affairs Department requested AEDs and corresponding accessories with a total cost of \$1,842.55. The County Corrections Department requested defensive tactics program training with a total cost of \$2,000. Ms. Violetti said she is waiting for a response from the carrier. The process of updating the 2025 renewal information will begin and Ms. Violetti will be reaching out to members to start the process.

**MANAGED CARE:** Christine Gallagher reviewed the Cumulative Savings report for the period ending May 29, 2024 along with the PPO Savings Report and Top 10 Providers.

**CLAIMS SERVICE:** Claims Manager Veronica George reported there was no report for Open Session.

**MOTION TO GO INTO EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSES FOR PERSONNEL, SAFETY, PUBLIC PROPERTY OR LITIGATION IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT - PAYMENT AUTHORIZATION REQUESTS**

Motion: Commissioner Ridgway  
Second: Commissioner Marchand  
Vote: Unanimous

**MOTION TO RETURN TO OPEN SESSION**

Motion: Commissioner Ridgway  
Second: Chairman Sileo  
Vote: Unanimous

Workers Comp PARs/SARs

**MOTION TO APPROVE PAYMENT AUTHORIZATION REQUEST FOR CLAIM #3770001934 IN THE AMOUNT OF \$85,000.00**

Motion: Commissioner Ridgway  
Second: Chairman Sileo

**MOTION TO APPROVE PAYMENT AUTHORIZATION REQUEST FOR CLAIM #3770001939 IN THE AMOUNT OF \$87,000.00**

Motion: Commissioner Ridgway  
Second: Chairman Sileo

**MOTION TO APPROVE PAUMENT AUTHORIZATION REQUEST FOR CLAIM #3770001976 IN THE AMOUNT OF \$130,000.00**

Motion: Commissioner Ridgway  
Second: Chairman Sileo

**MOTION TO APPROVE PAYMENT AUTHORIZATION REQUEST FOR CLAIM #3770001467 IN THE AMOUNT OF \$92,580.00; SETTLEMENT AUTHORIZATION REQUEST IN THE AMOUNT OF \$70,000.00**

Motion: Commissioner Ridgway  
Second: Chairman Sileo

**MOTION TO APPROVE PAYMENT AUTHORIZATION REQUEST FOR CLAIM #3770001786 IN THE AMOUNT OF \$55,450.00; SETTLEMENT AUTHORIZATION REQUEST IN THE AMOUNT OF \$43,935.00**

Motion: Commissioner Ridgway  
Second: Chairman Sileo

**MOTION TO APPROVE SETTLEMENT AUTHORIZATION REQUEST FOR CLAIM #3770001921 IN THE AMOUNT OF \$5,000.00**

Motion: Commissioner Ridgway  
Second: Chairman Sileo

**MOTION TO APPROVE SETTLEMENT AUTHORIZATION REQUEST FOR CLAIM #3770001353 IN THE AMOUNT OF \$55,602.00**

Motion: Commissioner Ridgway  
Second: Chairman Sileo

General Liability PARs/SARs

**MOTION TO APPROVE PAYMENT AUTHORIZATION REQUEST FOR CLAIM #3770001448 IN THE AMOUNT OF \$250,000.00**

Motion: Commissioner Ridgway  
Second: Chairman Sileo

**MOTION TO APPROVE PAYMENT AUTHORIZATION REQUEST FOR CLAIM #3770001580 IN THE AMOUNT OF \$250,000.00**

Motion: Commissioner Ridgway

Second: Chairman Sileo

**MOTION TO APPROVE SETTLEMENT AUTHORIZATION REQUEST FOR CLAIM #3770001886 IN THE AMOUNT OF \$1,000.00**

Motion: Commissioner Ridgway  
Second: Chairman Sileo

*Auto Property Damage*

**MOTION TO APPROVE PAYMENT AUTHORIZATION REQUEST FOR CLAIM #3770001969 IN THE AMOUNT OF \$16,953.15**

Motion: Commissioner Ridgway  
Second: Chairman Sileo

**MOTION TO APPROVE PAYMENT AUTHORIZATION REQUESTS IN THE AMOUNT OF \$966,983.15 AND SETTLEMENT AUTHORIZATION REQUESTS IN THE AMOUNT OF \$175,537.00**

Motion: Commissioner Ridgway  
Second: Chairman Sileo  
Roll Call Vote: 3 Ayes, 0 Nays

**OLD BUSINESS: None.**

**NEW BUSINESS: None**

**PUBLIC COMMENT: None**

**MOTION TO ADJOURN:**

Motion: Chairman Sileo  
Second: Commissioner Ridgway  
Vote: Unanimous

**MEETING ADJOURNED: 11:45 AM**

**NEXT MEETING: WILL BE HELD ON AUGUST 1, 2024 AT 11:00 AM**

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Minutes prepared by: Karen A. Read, Assisting Secretary