

**MINUTES**  
**OF**  
**MIDDLESEX COUNTY JOINT HEALTH INSURANCE FUND COMMISSIONERS**  
**REGULAR MEETING**

**January 26, 2021**

Chairman Pulomena called the meeting to order at 11:05 a.m. Open Public Meeting Act read into Minutes by Chairman Pulomena.

**ROLL CALL OF COMMISSIONERS**

Chairman, John Pulomena	County	Present
Alternate, Dennis Cerami	County	Present
Commissioner, Joseph Cryan	Utilities Authority	Present
Alternate, Jeanne Facendo	Utilities Authority	Present
Commissioner, Patricia Byrd	Board of Social Services	Present
Alternate, Miles Diener-Bennett	Board of Social Services	Present
Commissioner, Joseph Morgan	College	Present
Alternate, Jeffrey Herron	College	Absent
Commissioner, William Brennan	Improvement Authority	Present
Alternate, John DeLorenzo	Improvement Authority	Present
Commissioner, Deepak Matadha	Mosquito Commission	Present
Alternate, Adrian Kabigting	Mosquito Commission	Present
Commissioner, Donna Smith	Roosevelt Hospital	Absent
Alternate,	Roosevelt Hospital	P/A

**APPOINTED FUND PROFESSIONALS AND SERVICE ORGANIZATIONS PRESENT:**

Administrator	North American Insurance Management Corporation Jay McManus Lynn Collins Dave Hissey
Attorney	Patrick J. Diegnan, Jr., Esq.
Auditor	Wiss & Company Scott Clelland
Network Provider	Horizon BCBS of New Jersey Cian Gray
Program/Risk Manager	Business & Governmental Insurance Agency Stuart Migdon Tracey Murdock
PBM	CVS Health Patricia McSweeney Emily McGrane
Treasurer	Joe Pruiti

**OTHERS PRESENT:**

Patrick Gallagher  
Giaet DeLaCruz  
Renee Parsons

**ABSENT:**

Sara Picard

**Moved to New Business:** Chair Pulomena said we were going to alter the agenda and move to Resolution 2021-01-02.

**Resolution 2021-01-02** to appoint Commissioners and Alternate Commissioners.

Moved by Commissioner Matadha and seconded by Commissioner Byrd to appoint Commissioners and Alternate Commissioners.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Facendo, Byrd Morgan, Brennan and Matadha
	Nay:	None
	Abstain:	None

Discussion: Fund Attorney said he would read a statement to the Commissioners and Lynn Collins would do a roll call of the Commissioners. He asked them to say “I agree” when their names were called.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Cryan, Byrd, Morgan, Brennan and Matadha
	Nay:	None
	Abstain:	None

Fund Attorney then read a statement to the Alternate Commissioners and asked them to say “I agree” when their name was called by Lynn Collins.

Aye:	Alternate Commissioners Cerami, Facendo, Bennett, Morgan, DeLorenzo and Kabigting
Nay:	None
Abstain:	None

### **APPROVAL OF AGENDA**

Moved by Commissioner Byrd and seconded by Commissioner Morgan to approve the agenda as submitted.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Facendo, Byrd Morgan, Brennan and Matadha
	Nay:	None
	Abstain:	None

### **PUBLIC PARTICIPATION**

Chairman Pulomena asked for a motion to open the floor to the public. Moved by Commissioner Byrd and seconded by Commissioner Morgan to open the floor to the public.

No one from the public asked to speak.

Chairman Pulomena asked for a motion to close the floor to the public. Moved by Commissioner Matadha and seconded by Commissioner Facendo to close the floor to the public.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Facendo, Byrd Morgan, Brennan and Matadha
	Nay:	None
	Abstain:	None

**APPROVAL OF MINUTES** – December 15, 2020

Moved by Commissioner Morgan and seconded by Commissioner Matadha to approve the minutes of December 15, 2020 Commissioners' Meeting (Public Meeting).

Roll Call:	Aye:	Chairman Pulomena, Commissioners Facendo, Byrd Morgan, Brennan and Matadha
	Nay:	None
	Abstain:	None

**ADMINISTRATOR'S REPORT**

Mr. McManus said his report is included in Section II of the Commissioners agenda packet. He said his report begins on page 16, there is a listing of activities and correspondence for the month of January. He reviewed a couple of items. First, we have finished the Employer Group Waiver Program (EGWP) for prescription drugs conversion for retirees over sixty-five years of age. The conversion has gone very well, we have had a couple of minor issues with correct addresses. Other than that, prescriptions are being filled on time. We have had very few issues related to the program. The only issue that he wanted to bring to the Commissioners attention is of the 1,400 or so retirees that we have successfully converted to the EGWP Medicare Part D Program, we have about forty individuals where we are unable to obtain the Medicare Beneficiary Identifier number (MBI). We have mailed two or three outreach mailings to those individuals by mail and telephonic and still have not been successful in obtaining the MBI number. Presently, they still have coverage under the commercial prescription drug plan, we really want to convert those individuals to the EGWP plan where they should be. We would like to send another piece of correspondence saying we need their MBI number and explaining where they get the number. It is on their Medicare ID card. Otherwise, coverage for them under the prescription drug program will not continue beyond April 1, 2021. We feel that this will get a response; by the individuals either calling us or not being able to get a prescription and then calling us. If the Commissioners do not have any objections to this plan, we will move forward. All agreed.

Commissioner Morgan asked if we were checking with CMS to see who was deceased. Lynn Collins explained that we have already went through the process and will continue to do so regularly.

Mr. McManus said that we have posted the Professional RFP on January 15,2021. We have placed the RFP on the mcjhif.com website and placed ads in the newspapers. We are scheduled for an opening on February 19, 2021. Responses will be reviewed by the Contracts Committee and their recommendations will go to the Commissioners in March 2021.

Dave Hissey said regarding the 1094and 1095Cs, they are both completed. They will be going out shortly.

**FINANCE REPORT**

Mr. Pruiti said the January 2021 Bill List is included in Section III of the Commissioners agenda packet. The financial statement for November was emailed to all Commissioners earlier this morning. 2020 plan year surplus for the month of September was \$1,056,000. YTD 2020 surplus is \$8,178,000.

**Resolution 2021-01-01** to approve the January 2021 Bill List.

Moved by Commissioner Matadha and seconded by Commissioner Byrd to approve payment of the January 2021 Bill List.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Facendo, Byrd Morgan, Brennan and Matadha
	Nay:	None
	Abstain:	None

**PROFESSIONAL REPORTS**

- a) Auditor: Wiss' professional report is included in Section IV of the Commissioners agenda packet. Mr. Clelland said they were coordinating with Joe Pruiti on the 2020 Financial Audit and would have a draft by early March. They are finalizing the Second Semi-Annual Eligibility Audit and it should be ready for the February Commissioners meeting.
- b) Program/Risk Manager: BGIA's professional report is included in Section IV of the Commissioners agenda packet. Mr. Migdon said the 2019 Stop Loss was completed December 31, 2020. We had a very good year where we had premiums about \$1,300,000 and reimbursements totaling \$373,000. Over the last eight years, we have about a favorable loss ratio. We have managed the cost of the Stop Loss ratio very well. We hope that 2020 will continue to be good.

Mr. Migdon said that is a Wellness Coaches summary in the packet. For the 2020 year, he wanted to review with the Commissioners that in a difficult period with the pandemic, the Wellness Coaches are communicating with the employees virtually and doing very well keeping the program going forward.

Mr. Migdon said we are moving forward with a prescription drug RFP which will be effective January 1, 2022. The RFP will be posted the beginning of February and responses will be due the beginning of March. Recommendations will be submitted to the Commissioners in May. Therefore, if we do recommend change from CVS, we have time to implement the new program.

- c) Network Provider: Horizon's professional report is included in Section IV of the Commissioners agenda packet. Mr. Gray said for 2020 there are thirty-six claimants in excess of \$50,000. Of the thirty-six claimants, sixteen claimants are exceeding 50% of the stop loss limit. One claimant is over the stop loss limit.
- d) Attorney: Mr. Diegnan's professional report is included in Section IV of the Commissioners agenda packet.

**OLD BUSINESS**

None

**NEW BUSINESS**

**Resolution 2021-01-03** to appoint Fund Officers and Committees for 2021.

Discussion: Mr. McManus said the Nominations and Search Committee held a meeting on January 15, 2021. As a result of that meeting, the recommendations are to appointing John Pulomena as Chairman and Deepak Matadha as Vice Chairman and Secretary for the 2021 Fund Year. He said that on the next page is a listing of the various committees which they are recommending the Commissioners also approve.

Moved by Commissioner Cryan and seconded by Commissioner Matadha to appoint Fund Officers and Committee for 2021.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Cryan, Byrd Morgan, Brennan and Matadha
	Nay:	None
	Abstain:	None

**Resolution 2021-01-04** to establish Fund Treasurer’s compensation

Discussion: Mr. McManus said that the resolution established the Fund Treasurer’s reimbursement for the 2021 Fund Year. There is an increase of 2% over the 2020 Fund Year.

Moved by Commissioner Matadha and seconded by Commissioner Cryan to establish Fund Treasurer’s compensation.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Cryan, Byrd Morgan, Brennan and Matadha
	Nay:	None
	Abstain:	None

**Resolution 2021-01-05** to approve assistant to Fund Treasurer.

Moved by Commissioner Byrd and seconded by Commissioner Matadha to approve assistant to Fund Treasurer.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Cryan, Byrd Morgan, Brennan and Matadha
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Nay: None  
Abstain: None

**Resolution 2021-01-06** to approve email and telephonic voting.

Moved by Commissioner Cryan and seconded by Commissioner Morgan to approve email and telephonic voting.

Roll Call: Aye: Chairman Pulomena, Commissioners Cryan, Byrd  
Morgan, Brennan and Matadha  
Nay: None  
Abstain: None

**Resolution 2021-01-07** to approve revision to Commissioners Meeting time.

Moved by Commissioner Cryan and seconded by Commissioner Matadha to approve revision of Commissioners Meeting time.

Roll Call: Aye: Chairman Pulomena, Commissioners Cryan, Byrd  
Morgan, Brennan and Matadha  
Nay: None  
Abstain: None

**Resolution 2021-01-08** to approve extension of Wellness Coaches.

Moved by Commissioner Cryan and seconded by Commissioner Matadha to approve extension of Wellness Coaches

Roll Call: Aye: Chairman Pulomena, Commissioners Cryan, Byrd  
Morgan, Brennan and Matadha  
Nay: None  
Abstain: None

## **EXECUTIVE SESSION**

Chairman Pulomena said there was no need to go in to Executive Session.

## **OPEN SESSION**

**Resolution 2021-01-09** to approve payment of large claims.

Moved by Commissioner Cryan and seconded by Commissioner Matadha to approve payment of Large Claims.

Roll Call: Aye: Chairman Pulomena, Commissioners Cryan, Byrd

Morgan, Brennan and Matadha

Nay: None  
Abstain: None

**OTHER BUSINESS**

None

**ADJOURN**

Moved by Commissioner Cryan and seconded by Commissioner Morgan and approved unanimously to adjourn the meeting at 11:34 a.m.