

MINUTES
OF
MIDDLESEX COUNTY JOINT HEALTH INSURANCE FUND COMMISSIONERS
REGULAR MEETING

May 25, 2021

Vice Chairman Matadha called the meeting to order at 3:03 p.m. Open Public Meeting Act read into Minutes by Vice Chairman Matadha.

ROLL CALL OF COMMISSIONERS

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

APPOINTED FUND PROFESSIONALS AND SERVICE ORGANIZATIONS PRESENT:

Administrator	North American Insurance Management Corporation Jay McManus 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 Tracey Murdock Stuart Migdon
Treasurer	Joe Pruiti

OTHERS PRESENT:

Giaet De La Cruz
Renee Parsons

ABSENT:

Lynn Collins
Patricia McSweeney
Sara Picard

APPROVAL OF AGENDA

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

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

PUBLIC PARTICIPATION

Vice Chairman Matadha asked for a motion to open the floor to the public. Moved by Commissioner Facenda and seconded by Commissioner Byrd to open the floor to the public.

No one from the public asked to speak.

Vice Chairman Matadha asked for a motion to close the floor to the public. Moved by Commissioner Facenda and seconded by Commissioner Byrd to close the floor to the public.

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

APPROVAL OF MINUTES – April 27, 2021

Moved by Commissioner Byrd and seconded by Commissioner Facendo to approve the minutes of the April 27, 2021 Commissioners' Meeting (Public Meeting).

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

ADMINISTRATOR'S REPORT

Mr. McManus said the Fund Administrator's report is included in Section II of the Commissioners agenda packet. In addition to the listing of activities and correspondence for the month of May, Mr. McManus addressed a few additional items.

First, the filing deadline for the Local Financial Disclosure Update must be completed online by June 30th. Please contact Lynn Collins with any questions concerning this requirement.

Mr. McManus updated the Commissioners on the status of the RFP for Prescription Benefit Management Services. The responses are in the final stages of being evaluated. It is anticipated that a presentation of the RFP findings will be made to the Commissioners at the June or July meeting. All four respondents including the incumbent CVS, offered extremely competitive financial terms exceeding those currently in effect.

Mr. McManus informed the Commissioners that a HIPAA Training session (or sessions) is being planned. The event will be held remotely, and all Human Resource professionals will be invited to attend. Details regarding HIPAA training will be communicated to all entities once the details are finalized.

In closing Mr. McManus asked Dave Hissey to provide an update on the GASB reporting. Mr. Hissey reported that our recently appointed actuary, Athena Consulting has received all necessary information from the entities. The completion date is tracking to be June 21st. Please let Mr. Hissey know of any questions that may arise as to status and timing.

FINANCE REPORT

Mr. Pruiti said the May 2021 Bill List is included in Section III of the Commissioners agenda packet. Financial Statements for January, February and March 2021 were emailed to all Commissioners after the April 2021 Commissioners meeting. April financial statements are being finalized and will be emailed to the Commissioners upon completion. Mr. Pruiti also informed the Commissioners that a

dividend distribution equal to one month of the 2021 assessment will be paid in early July 2021 to all entities.

Resolution 2020-05-01 to approve the May 2021 Bill List.

Moved by Commissioner Byrd and seconded by Commissioner Brennan to approve payment of the May 25, 2021, Bill List.

Roll Call: Aye: Vice Chairman Matadha, Commissioners
Facendo, Byrd, Morgan, and Brennan

Nay: None

Abstain: None

PROFESSIONAL REPORTS

- a) **Auditor:** Wiss' professional report is included in Section IV, page 141 of the Commissioners agenda packet. Mr. Clelland said the final draft of the 2021 Financial Audit was included in the April agenda packet. There were no questions or comments, therefore the Audit was finalized in early May 2021. It will be approved later this meeting by Resolution.
- b) **Program/Risk Manager:** BGIA's professional report is included in Section IV of the Commissioners agenda packet. Stuart Migdon informed the group of success stories resulting from the efforts of Wellness Coaches USA despite the limitations placed on the coaches due to COVID. Further, Mr. Migdon noted that a presentation detailing a Diabetes Management Program under consideration is in the process of being finalized. This presentation will be shared at the June Professionals meeting and possibly presented to the Commissioners at the June or July Commissioners meeting.
- c) **Network Provider:** Horizon's professional report is included in Section IV of the Commissioners agenda packet which includes paid claims through April 30, 2021. In addition, Cian Gray offered detail on a new customer service initiative which was developed to improve the overall level of customer service. This initiative includes a dedicated phone number and email address with the objective of improving communication between Human Resource staff and Horizon claim representatives. To date, this initiative appears to have improved the level of service.
- d) **Attorney:** Mr. Diegnan's professional report is included in Section IV of the Commissioners agenda packet.

OLD BUSINESS

None

NEW BUSINESS

Resolution 2020-05-02 to approve the 2020 Financial Audit.

Moved by Commissioner Byrd and seconded by Commissioner Facenda to approve the 2020 Financial Audit

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

EXECUTIVE SESSION

Vice Chairman Matadha said there was no need to go into Executive Session.

OPEN SESSION

Resolution 2021-05-03 to approve payment of Large Claims.

Moved by Commissioner Brennan and seconded by Commissioner Morgan to approve payment of May 2021 Large Claims.

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

OTHER BUSINESS

None

ADJOURN

Moved by Commissioner Byrd and seconded by Commissioner Morgan and approved unanimously to adjourn the meeting at 3:24 p.m.