

MINUTES
OF
MIDDLESEX COUNTY JOINT HEALTH INSURANCE FUND COMMISSIONERS
REGULAR MEETING
December 17, 2013

Chairman Pulomena called the meeting to order at 1:07 p.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, Richard Fitamant	Utilities Authority	Present
Alternate, Jayne Gelder	Utilities Authority	Absent
Commissioner, Patricia Byrd	Board of Social Services	Absent
Alternate, Norman Skolnick	Board of Social Services	Present
Commissioner, Susan Perkins	College	Present
Alternate, Patrick Madama	College	Present
Commissioner, Richard Pucci	Improvement Authority	Absent
Alternate, Jane Leal	Improvement Authority	Absent
Commissioner, Deepak Matadha	Mosquito Commission	Absent
Alternate, Linda Seguine	Mosquito Commission	Absent
Commissioner, Paul Abbey	Roosevelt Hospital	Present
Alternate,	Roosevelt Hospital	

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 Kevin Duffy
Program/Risk Manager	Business & Governmental Insurance Agency Stuart Migdon
Treasurer	Albert Kuchinskaskas

OTHERS PRESENT:

Giuseppe Puriti
Jennifer Kaznowski

ABSENT:

Erik Ruebenacker

APPROVAL OF AGENDA

Moved by Commissioner Perkins and seconded by Commissioner Fitamant to approve the agenda as submitted.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant Skolnick, Perkins and Abbey
	Nay:	None
	Abstain:	None

BUDGET HEARING

Commissioner Pulomena asked for a motion to open the public budget hearing. Moved by Commissioner Fitamant and seconded by Commissioner Perkins to open the public budget hearing.

Discussion: No one from the public was present to speak.

Chairman Pulomena asked for a motion to close the public budget hearing. Moved by Commissioner Fitamant and seconded by Commissioner Perkins to close the public budget hearing.

Resolution 2013-12-01 – to adopt the 2014 Budget and Rates.

Moved by Commissioner Leal and seconded by Commissioner Fitamant to adopt the 2014 Budget and Rates.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant Skolnick, Perkins and Abbey
	Nay:	None
	Abstain:	None

PUBLIC PARTICIPATION

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

No one from the public was present to speak.

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

APPROVAL OF MINUTES – November 19, 2013

Moved by Commissioner Madama and seconded by Commissioner Perkins to approve the minutes of November 19, 2013 Commissioners' Meeting (Public Meeting).

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant Skolnick, Perkins and Abbey
	Nay:	None
	Abstain:	None

ADMINISTRATOR'S REPORT

Mr. McManus said that his report is included in the Commissioners agenda packet. Mr. McManus asked everyone to turn to page two in Section III for a listing of our activities and correspondence for the month of December. In addition to what was listed in Section III, please note number seven. Mailings went out to each of the MCJHIF participants regarding HIPAA, women's health and cancer and the children insurance plan. If you receive calls in your office, feel free to refer them to our office. Number nine, invoice assessments for January through November 2014 have been delivered. Last item, however not listed, we will be posting RFPs for each of the Professional positions mid-January, 2014. The current contracts will expire March 31 for Fund Administrator, Risk Manager and Actuary and April 30 for the Auditor. We will prepare an evaluation of each to review with the Contracts Committee and have a recommendation for the March meeting.

FINANCE REPORT

Mr. Kuchinskas said that his report is included in Section IV of the Commissioners agenda packet.

For plan year 2013, November was an excellent month. There was a net income of \$709,687 which offset the loss for \$543,530 for October. Total surplus as of November 30, 2013 for the 2013 plan year is \$1,845,169. Please note that the balance sheet has a \$2,000,000 contingency reserve that was set up in accordance with the Commissioners authorization from the November meeting. The balance of \$2,859,719.56 from total 2011 surplus was used to reduce the entities' assessment for December 2013.

For the 2012 plan year, MCJHIF had a net credit of claims totaling \$15,304. Total surplus as of November 30, 2013 for the 2012 plan year is \$1,253,417.

Resolution 2013-12-02 to amend the 2013 Budget.

Moved by Commissioner Perkins and seconded by Commissioner Fitamant to amend the 2013 budget.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant Skolnick, Perkins and Abbey
	Nay:	None
	Abstain:	None

Resolution 2013-12-03 to approve the December Bill List.

Moved by Commissioner Fitamant and seconded by Commissioner Abbey to approve the December Bill List.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant Skolnick, Perkins and Abbey
	Nay:	None
	Abstain:	None

PROFESSIONAL REPORTS

- a) Auditor: Wiss' report is included in Section V of the Commissioners agenda packet. The second of two eligibility audits which are completed annually has been completed. At the previous month's meeting it was reported that there were six findings, subsequent to that meeting four significant items were resolved. The only two items which remained an exception have been adjusted in November and December's run was a name change as well as a birthday change. Exceptions were reduced to two minor exceptions.
- b) Program/Risk Manager: BGIA's report is included in Section V of the Commissioners agenda packet. BGIA has been working with Partners in Care in preparation of their January 2014 kick-off. They have worked to identify what the Wellness Coach has been doing so not to overlap on services. Waiting for one more report from Aetna which is due tomorrow. PIC will have much information to produce a proforma to use beginning January 1, 2014.

- c) Network Provider: Horizon's report is included in Section V of the Commissioners agenda packet. Horizon had two laptops from their Communications Department stolen that were secure in their building. Notices have been sent out to members who were potentially impacted. Horizon used the two Mac computers to store access files of information at some point. It doesn't necessarily mean that the files were on the computers at the time they were stolen. 135 MCJHIF members were affected. All members notified were provided 12 months of free credit monitoring and access to the call line to answer questions.
- d) Attorney: Mr. Diegnan report is included in Section V of the Commissioners agenda packet.

OLD BUSINESS

None

NEW BUSINESS

Resolution 2013-12-04 to approve the 2014 Risk Management Plan.

Discussion: Mr. McManus said that there were only minor modifications to date were made to bring the Risk Management Plan coverages current.

Moved by Commissioner Fitamant and seconded by Commissioner Madama to approve the Risk Management Plan.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant Skolnick, Perkins and Abbey
	Nay:	None
	Abstain:	None

Resolution 2013-12-05 to approve the retirement of Treasurer and appointment of the new Treasurer.

Discussion: Mr. McManus said that resolution addresses the retirement of the present Fund Treasurer Al Kuchinskas. After meeting all qualifications this resolution will also appoint Giuseppe Pruiti as the new Fund Treasurer. This change will become effective January 1, 2014.

Moved by Commissioner Perkins and seconded by Commissioner Fitamant to the retirement of Treasurer and appointment of the new Treasurer.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant Skolnick, Perkins and Abbey
	Nay:	None
	Abstain:	None

Resolution 2013-12-06 to authorize renewal of the Contract for Fund Attorney.

Discussion: The requirements of this resolution have been satisfied, therefore we recommend approving the resolution.

Moved by Commissioner Perkins and seconded by Commissioner Fitamant to authorize renewal of the Contract for Fund Attorney.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant Skolnick, Perkins and Abbey
	Nay:	None
	Abstain:	None

EXECUTIVE SESSION

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

OPEN SESSION

Resolution 2013-12-07 to approve payment of Large Claims

Moved by Commissioner Fitamant and seconded by Commissioner Perkins to approve payment of large claims.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant Skolnick, Perkins and Abbey
	Nay:	None
	Abstain:	None

OTHER BUSINESS

None

ADJOURN

Moved by Commissioner Perkins and seconded by Commissioner Fitamant and approved unanimously to adjourn the meeting at 1:29 p.m.