

**MINUTES**  
**OF**  
**MIDDLESEX COUNTY JOINT HEALTH INSURANCE FUND COMMISSIONERS**  
**REGULAR MEETING**  
**APRIL 24, 2018**

Vice Chairman Fitamant called the meeting to order at 1:05 p.m. Open Public Meeting Act read into Minutes by Chairman Pulomena.

**ROLL CALL OF COMMISSIONERS**

Chairman, John Pulomena	County	Absent
Alternate, Dennis Cerami	County	Absent
Commissioner, Richard Fitamant	Utilities Authority	Present
Alternate, Jayne Gelder	Utilities Authority	Absent
Commissioner, Patricia Byrd	Board of Social Services	Present
Alternate, Norman Skolnick	Board of Social Services	Absent
Commissioner, Maureen Lawrence	College	Present
Alternate, Martha Velez	College	Absent
Commissioner, Lory Cattano	Improvement Authority	Present
Alternate,	Improvement Authority	P/A
Commissioner, Deepak Matadha	Mosquito Commission	Present
Alternate, John Kranz	Mosquito Commission	Absent
Commissioner, Alan Fialka	Roosevelt Hospital	Present
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 Brian Mead
Program/Risk Manager	Business & Governmental Insurance Agency Stuart Migdon
Treasurer	Joe Pruiti

**OTHERS PRESENT:**

Kelly Boyd  
Giaet DeLaCruz  
Renee Parsons

**ABSENT:**

Andy Cooper  
Sara Picard

**APPROVAL OF AGENDA**

Moved by Commissioner Fialka and seconded by Commissioner Lawrence to approve the agenda as submitted.

Roll Call:	Aye:	Vice Chairman Fitamant, Commissioners Byrd, Lawrence, Cattano, Matadha and Fialka
	Nay:	None
	Abstain:	None

**PUBLIC PARTICIPATION**

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

No one from the public was present to speak.

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

Roll Call:	Aye:	Vice Chairman Fitamant, Commissioners Byrd, Lawrence, Cattano, Matadha and Fialka
	Nay:	None
	Abstain:	None

### **APPROVAL OF MINUTES** – March 27, 2018

Moved by Commissioner Fialka and seconded by Commissioner Lawrence to approve the minutes of March 27, 2018 Commissioners' Meeting (Public Meeting).

Roll Call:	Aye:	Vice Chairman Fitamant, Commissioners Lawrence, Cattano, Matadha and Fialka
	Nay:	None
	Abstain:	None

### **ADMINISTRATOR'S REPORT**

Mr. McManus said his report is included in Section II of the Commissioners agenda packet. He asked everyone to turn to Section II, page two – Activities and Correspondence for the month of April 2018. He mentioned item number twelve, Local Government Financial Disclosure process. Mr. McManus reminded everyone who had not already completed the process to please do so by April 30, 2018.

Commissioner Lawrence said she has always completed the process for the College, however she has not completed the process for the MCJHIF. She asked if she needed to complete the process twice. Mr. McManus said she did not; all applicable positions would come up when she logged into the program.

### **FINANCE REPORT**

Mr. Pruiti said the Bill List for April is included in Section III of the Commissioners agenda packet. He handed out the financials. The Financials were very good for the last couple of months. The post Audit adjustments have been completed and Mr. Clelland will go over the Audit a little later in the meeting. The Fund balance at the end of March is \$10,472,500.

**Resolution 2018-04-01** to approve the April 24, 2018 Bill List.

Moved by Commissioner Byrd and seconded by Commissioner Fialka to approve payment of the April 24, 2018 Bill List.

Roll Call:	Aye:	Vice Chairman Fitamant, Commissioners Byrd, Lawrence, Cattano, Matadha and Fialka
	Nay:	None
	Abstain:	None

## **PROFESSIONAL REPORTS**

- a) **Auditor**: Wiss' professional report is included in Section IV of the Commissioners agenda packet. Mr. Clelland presented the draft 2017 Financial Audit to the Commissioners. He explained the final Audit would be approved at the May 22, 2018 meeting. The Audit and the Actuarial Certification must be sent to DOBI by May 31, 2018.
- b) **Program/Risk Manager**: BGIA's professional report is included in Section IV of the Commissioners agenda packet. Mr. Migdon discuss the Pilot Fitness Application Program provided by Peerfit and explained how the program would function. The data will be loaded into to the Wellness Coaches program, Springbuk. Reports of Wellness Coach participants vs. non-participants will be developed. The Peerfit program will be effective June 1, 2018.
- c) **Network Provider**: Horizon's professional report is included in Section IV of the Commissioners agenda packet. Mr. Mead mentioned that prior to the Commissioners meeting, there was a meeting with the Horizon STAR Unit and the HR staff from the various entities. Mr. Mead also summarized the high claims for 2018.
- d) **Attorney**: Mr. Diegnan's professional report is included in Section IV of the Commissioners agenda packet.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

**Resolution 2018-04-02** to approve the Fitness Application.

Moved by Commissioner Lawrence and seconded by Commissioner Fialka to accept the above Resolution.

Roll Call:	Aye:	Vice Chairman Fitamant, Commissioners Byrd, Lawrence, Cattano, Matadha and Fialka
	Nay:	None
	Abstain:	None

## **EXECUTIVE SESSION**

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

**OPEN SESSION**

**Resolution 2018-04-03** to approve payment of Large Claims

Moved by Commissioner Byrd and seconded by Commissioner Lawrence to approve payment of Large Claims.

Roll Call:	Aye:	Vice Chairman Fitamant, Commissioners Byrd, Lawrence, Cattano, Matadha and Fialka
	Nay:	None
	Abstain:	None

**OTHER BUSINESS**

None

**ADJOURN**

Moved by Commissioner Byrd and seconded by Commissioner Lawrence and approved unanimously to adjourn the meeting at 1:40 p.m.