

**AGENDA**  
**Middlesex County Insurance Commission**  
**Annual Reorganization Meeting via Conference Call**  
**January 4, 2022**  
**12:00 p.m.**

1) Statement for the “Open Public Meetings Act.”

The notice of this meeting, pursuant to the “Open Public Meetings Act,” N.J.S.A. 10:4-10 has been complied with and shall be entered into the minutes of this meeting.

2) Approval of Minutes:

Open Minutes	Page 2
November 4, 2021	
December 2, 2021	
December 16, 2021	

Closed Minutes	To be distributed – Board only
November 4, 2021	

3) Reorganization:

- |  |        |
|--|--------|
| a. Appointment of Chairperson of the Commission for 2022 |        |
| b. Professional Services for 2022: Fair and Open Process | Page 6 |

4) Correspondence	None
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5) Old Business

6) New Business

7) Closed Session	
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8) Return to Open Session

9) Meeting Adjournment

**OPEN MINUTES  
OF  
MIDDLESEX COUNTY INSURANCE COMMISSION MEETING  
via conference call  
November 4, 2021**

Meeting called to order at 2:02 p.m. Open Public Meeting Act read into Minutes by Secretary.

Pursuant to the “Open Public Meetings Act,” N.J.S.A. 10:4-10 notice of this meeting has been complied with and shall be entered into the minutes of this meeting.

**COMMISSIONERS PRESENT:**

Chairman, John Pulomena	County	ABSENT
Commissioner, Ann Hartwick	County	PRESENT
Commissioner, Susan Perkins	College	PRESENT

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

Attorney	Thomas F. Kelso, Esq.
Insurance/Risk Manager	North American Insurance Management Robin Racioppi
Claims Administrator	Inservco Richard Crooks

**OTHERS PRESENT:**

Susan O’Connor, Hoagland Longo  
Kurt Trinter, Kelso Burgess  
Marc Mory, Dvorak & Associates  
Clark Convery, Convery, Convery & Shihar  
Nicole Grzeskowiak, Hoagland Longo  
Danielle Abouzaid, Dvorak & Associates  
Marni Sucher, County of Middlesex

**APPROVAL OF MEETING MINUTES**

**OPEN & CLOSED MINUTES**

Moved by Commissioner Perkins and seconded by Commissioner Hartwick to approve the May 6, 2021, June 3, 2021, July 1, 2021, August 5, 2021 and September 2, 2021 minutes as presented.

**CORRESPONDENCE:** None

**OLD BUSINESS:** None

**NEW BUSINESS:** Secretary reported that the Middlesex County Utilities Authority requested a quotation for membership in the Middlesex County Insurance Commission for the January 1, 2022-23 policy period. The Authority is currently a member of the Middlesex County Joint Insurance Fund. She is working on a proposed assessment for the Authority and if the Authority accepts, she will bring it back to the Commission for underwriting review and approval on offering membership.

**PUBLIC COMMENT:** Secretary asks facilitator if there is anyone from the public on the call. Facilitator responded there is was no one from the public on the call.

**EXECUTIVE SESSION RESOLUTION # MCIC 21-06** for the purpose of discussing pending or anticipated litigation.

Moved by Commissioner Hartwick, seconded by Commissioner Perkins and approved unanimously.

#### **ADJOURN EXECUTIVE SESSION**

Moved by Commissioner Hartwick, seconded by Commissioner Perkins and approved unanimously to adjourn Executive Session.

#### **ADJOURN MEETING**

Moved by Commissioner Perkins, seconded by Commissioner Hartwick and approved unanimously to adjourn the meeting at 3:02 p.m.

Respectfully Submitted,

Robin Racioppi, Secretary to the MCIC

**OPEN MINUTES  
OF  
MIDDLESEX COUNTY INSURANCE COMMISSION MEETING  
via conference call  
December 2, 2021**

Meeting called to order at 2:00 p.m. Open Public Meeting Act read into Minutes by Secretary.

Pursuant to the "Open Public Meetings Act," N.J.S.A. 10:4-10 notice of this meeting has been complied with and shall be entered into the minutes of this meeting.

**COMMISSIONERS PRESENT:**

Chairman, John Pulomena	County	ABSENT
Commissioner, Ann Hartwick	County	ABSENT
Commissioner, Susan Perkins	College	ABSENT

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

Insurance/Risk Manager	North American Insurance Management Robin Racioppi
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**OTHERS PRESENT:** Josh Cole, County of Middlesex

In the absence of a quorum, no motions or voting can occur.

**ADJOURN MEETING**

Meeting was adjourned at 2:05 p.m..

Respectfully Submitted,

Robin Racioppi, Secretary to the MCIC

**OPEN MINUTES  
OF  
MIDDLESEX COUNTY INSURANCE COMMISSION MEETING  
via conference call  
December 16, 2021**

Meeting called to order at 1:00 p.m. Open Public Meeting Act read into Minutes by Secretary.

Pursuant to the “Open Public Meetings Act,” N.J.S.A. 10:4-10 notice of this meeting has been complied with and shall be entered into the minutes of this meeting.

**COMMISSIONERS PRESENT:**

Chairman, John Pulomena	County	ABSENT
Commissioner, Ann Hartwick	County	ABSENT
Commissioner, Susan Perkins	College	ABSENT

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

Insurance/Risk Manager	North American Insurance Management Robin Racioppi
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**OTHERS PRESENT:** Josh Cole, County of Middlesex

In the absence of a quorum, no motions or voting can occur.

**ADJOURN MEETING**

Meeting was adjourned at 1:05 p.m..

Respectfully Submitted,

Robin Racioppi, Secretary to the MCIC

**2022 INSURANCE DEFENSE COUNSEL**

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**County of Middlesex**  
**Middlesex County Insurance Commission**  
**Resolution # MCIC 22-01 for Closed Session**

**WHEREAS**, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist; now, therefore,

**BE IT RESOLVED** by the Board of Commissioners of the Middlesex County Insurance Commission, as follows:

1. The public shall be excluded from discussion of the hereinafter-specified subject matter.
2. The general nature of the subject matter to be discussed:

**CONTRACTS:** None

**LITIGATION:** #2850004203

**PERSONNEL:** None

3. This resolution shall take effect immediately.

ADOPTED:

January 4, 2022

Robin Racioppi, Secretary to the MCIC