

**CAMDEN COUNTY INSURANCE COMMISSION  
OPEN MINUTES  
MEETING – November 20, 2012  
Camden County College Regional Training Center  
Conference Room  
Blackwood, NJ 08102  
2:00 PM**

Meeting was called to order by Ross Angilella, Chairman. Open Public Meetings notice read into record.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF COMMISSIONERS:**

Ross G. Angilella	Present
Anna Marie Wright	Present
Steve Williams	Present

**FUND PROFESSIONALS PRESENT:**

Executive Director	PERMA Risk Management Services <b>Joseph Hrubash</b>
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Claims Service	Comp Services, Inc. <b>Denise Hall</b> <b>Terry Corchado</b> <b>Terry Sheerin</b>
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Conner Strong & Buckelew  
**Michelle Leighton**

Attorney	<b>Laura J. Paffenroth, Esq.</b>
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Treasurer	<b>David McPeak</b>
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Safety Director	J.A. Montgomery Risk Control <b>Glenn Prince</b>
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Auditor	Bowman & Company LLP
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Risk Management Consultant (CCIA)	Hardenbergh Insurance Group <b>Bonnie Rick – via teleconference call</b>
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**ALSO PRESENT:**

Lou DiAngelo, Camden County

Howard Goldberg, Camden County

Dave Luthman, Pollution Control Financing Authority of Camden County- *via teleconference call*

Sunil Marwaha, Camden County Health Services Center

Larry Rosoff, Camden County Municipal Utilities Authority

Patricia Meehan, Camden County College

Brad Stokes, PERMA Risk Management Services

Jim Kickham, PERMA Risk Management Services - *via teleconference call*

Cathy Dodd, PERMA Risk Management Services

**APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF OCTOBER 25, 2012**

**MOTION TO APPROVE OPEN MINUTES OF OCTOBER 25, 2012**

Motion:	Commissioner Williams
Second:	Commissioner Wright
Vote:	3 Ayes, 0 Nays

**MOTION TO APPROVE CLOSED MINUTES OF OCTOBER 25, 2012**

Motion:	Commissioner Williams
Second:	Commissioner Wright
Vote:	3 Ayes, 0 Nays

**CORRESPONDENCE: NONE**

**COMMITTEE REPORTS:**

**SAFETY COMMITTEE:** Mr. Prince advised the Committee met yesterday and discussed their potential meeting dates for 2013. The dates should be finalized shortly and presented at the next Commission meeting.

**CLAIMS COMMITTEE:** Ms. Leighton reported the Claims Committee met on November 7<sup>th</sup> to discuss and review the PARS that would be presented during closed session. Ms. Leighton advised she prepared a Sandy CAT 90 Loss log to assist the members in reporting any losses due to the recent storm. Ms. Leighton thanked the member entities for expediting the reporting of any claims. Ms. Leighton noted the members of the CEL experienced minimal damage to County property.

**EXECUTIVE DIRECTOR REPORT:**

Executive Director advised there were 2 action items for this month. Executive Director advised the main topic of the meeting was the 2013 Property and Casualty Budget

**PROPERTY INSURANCE MARKET/HURRICANE SANDY:** Executive Director felt it was necessary to discuss the marketing of the excess property first since it had a direct impact on the 2013 budget. Executive Director also commented that the member Commissions of the CEL

experienced minimal damage to County property due to the recent hurricane. However, there was significant damage to the shoreline and inland municipal properties. The CEL budget that was introduced earlier in the day reflected a 20% increase in the property rate due to the uncertainty of the actual rate from the insurers. Executive Director explained the budget reflects a 13% increase for property since there was a 7% offset from the savings realized on the property for 2012 budget.

**2013 PROPERTY AND CASUALTY BUDGET INTRODUCTION:** Executive Director referred to the 2013 Property and Casualty Budget which was included in the agenda. Executive Director advised the overall increase was 4.74%. Executive Director referred to lines 1 through 4, Claims Loss Fund by line, of the budget advising the actuary did not project any increase for property, liability, and auto. However, the actuary did project a 5% increase for worker compensation losses. The Executive Director pointed out that the total increase for the Claims Loss Fund was 3.39% which represented 37.7% of the Commission's total budget. Executive Director then referred to line 9 of the budget and advised this figure represented the CEL assessments. This amount increased by 7.55%. The increase was attributed to the uncertainty of the property rate along with an increase in the Meadowbrook premium. Executive Director noted at the last meeting Mr. Nolan discussed Meadowbrook's announcement they were no longer offering their Public Entity Program in 2013. However, the company since they had already provided a quote would continue on the CEL's policy for another year but with a 10% increase in premium. Executive Director explained the CEL budget that was introduced earlier in the day reflected a 20% increase in the property rate. Executive Director explained the budget reflects a 13% increase for property since there was a 7% offset from the savings realized on the property budget for 2012. The Executive Director pointed out that the excess JIF assessments account for 40.1% of the Commission's total budget. Executive Director referred to lines 16 through 23 of the budget and advised those figures represented the professional fees of the Commission. The budget included a 2% increase for the professional services. However, the auditor fee was reduced to coincide with his contract amount so the actual increase is 1.26%. Executive Director advised the RFP's would be issued shortly for some of the vendors so the budget amounts were subject to change once the responses were received. Executive Director explained the Improvement Authority utilized a Risk Manager and the amount included on line 29 would be assessed only to the Improvement Authority. The Executive Director pointed out that the expense portion of the budget represents 6.9% of the total budget. Executive Director then referred to the CEL JIF Ancillary Coverages on lines 32 to 39 and advised those policies were written through the commercial marketplace. Executive Director explained the Underwriting Manager expected an increase of 5% for the POL/EPL, Excess Liability, and Crime Program while there was no projected increase for the Medical Malpractice, Pollution Liability and Employed Lawyers Liability coverage. Executive Director advised the budget was increased by 4.74%. Lastly, Executive Director reviewed the footnotes on the budget indicating the Camden County Municipal Utility Authority and the Camden County Health Services had a worker compensation self insured retention of \$750K. Executive Director advised the MUA requested a quote for worker compensation with a lower self insured retention and he had given Mr. Rosoff some information to review prior to the meeting. Executive Director also indicated Camden County Proper had a \$5,000 deductible on all lines of coverages. The assessments will be available for adoption at the next meeting. Executive Director reported the next scheduled meeting was on December 27, 2012, however the meeting date was inconvenient and recommended changing the meeting to December 13, 2012 at 12:00 to coincide with the CEL meeting.

**MOTION TO INTRODUCE THE 2013 PROPERTY AND CASUALTY BUDGET IN THE AMOUNT OF \$8,155,635 AND AMEND THE MEETING DATE TO SCHEDULE A PUBLIC HEARING ON DECEMBER 13, 2012 AT 12:00 PM AT THE CAMDEN COUNTY COLLEGE REGIONAL TRAINING CENTER, 420 WOODBURY-TURNERSVILLE ROAD, BLACKWOOD, NJ 08102**

Motion: Chairman Angilella  
Second: Commissioner Wright  
Vote: 3 Ayes, 0 Nays

Commission Attorney advised there would be sufficient time to advertise the public hearing in the applicable newspapers.

**CERTIFICATE OF INSURANCE ISSUANCE REPORT:** Executive Director reported on the Certificate of Insurance Report for the period of 10/18/12 to 11/14/12. There was 1 certificate issued during this period.

**MOTION TO APPROVE EXECUTIVE DIRECTORS CERTIFICATE OF INSURANCE REPORT**

Motion: Chairman Angilella  
Second: Commissioner Wright  
Vote: 3 Ayes, 0 Nays

**NJ EXCESS COUNTIES INSURANCE FUND (CELJIF):** Executive Director reported the CEL JIF met on November 9, 2012 and a summary report was included in the agenda. At that meeting the CEL introduced its budget and a public hearing was scheduled for December 13, 2012. Executive Director advised Mr. Nolan of Conner Strong & Buckelew was present at that meeting and discussed the potential issues the CEL faces with the property renewal in the aftermath of Hurricane Sandy. The CEL Executive Director advised their budget was increasing due to the 10% increase in the excess liability and the 13% precautionary increase for the property insurance.

**CCIC FINANCIAL FAST TRACK:** Executive Director advised the September monthly Financial Fast Track was included in the agenda. The Commission had a surplus of \$1,402,862 as of September 30, 2012. Executive Director also referred to line 7 of the September report, "Investment in Joint Venture" and indicated \$837,052 was the CCIC's share of the CEL JIF equity.

**NJ CEL PROPERTY AND CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the agenda included the Financial Fast Track for the NJ CEL. As of September 30, 2012 the CEL had a surplus of \$1,626,374.

**INSURANCE COMMISSION WEBSITE:** Executive Director advised his office was obtaining quotes from vendors to design a webpage and the annual hosting to satisfy the new legislation, Chapter 167. Executive Director indicated the responses were due on November 29<sup>th</sup> and a report would be provided at the next meeting.

**2013 AUTO ID CARDS/WC POSTING NOTICES/RENEWAL CERTIFICATES OF INSURANCE:** Executive Director advised the 2013 auto ID cards and WC Posting Notices would be sent to each Member Entity contact to be distributed the first week in December. Also, the Executive Director office would review any certificate of insurances to be issued for the 2013 renewal.

**SANDY CAT 90 LOSS LOG:** Executive Director reported Ms. Leighton spoke about the Loss Log earlier during her report.

Executive Director advised his office would work with the Commission Attorney on preparing the 2013 meeting schedule.

Executive Director's Report Made Part of Minutes.

**TREASURER:**

**REPORT:** Mr. McPeak reported the November Bill List was included in the agenda and recommended its approval. Mr. McPeak advised the September Treasurer's report was also included in the agenda.

**MOTION TO APPROVE RESOLUTION 40-12 NOVEMBER BILL LIST IN THE AMOUNT OF \$37,470.45**

Motion:	Chairman Angilella
Second:	Commissioner Williams
Vote:	3 Ayes, 0 Nays

**ATTORNEY:** Commission Attorney commented on the website quotes and pointed out the bid limit for this entity was \$26,000 as there was no QPA and if the quotes exceeded \$17,500 a pay to play form from the vendor would be required. Executive Director indicated the quotes should be under \$10,000. Commission Attorney advised the resolutions in the agenda would be presented after the claims were discussed during closed session. Commission Attorney also noted she was preparing the RFP's for professional services and they would be advertised shortly.

**CLAIM SERVICE:** Ms. Hall advised they did not have anything to report.

**SAFETY DIRECTOR:** Mr. Prince reviewed the October 2012 – December 2012 Risk Control Activity Report which was included in the agenda. Mr. Prince also noted several sessions of Back Safety Training was scheduled early in December for the Camden County Health Services Center in Blackwood.

Correspondence Made Part of Minutes.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENT:**

**MOTION TO OPEN MEETING TO PUBLIC**

Moved: Chairman Angilella  
Second: Commissioner Wright  
Vote: 3 Ayes, 0 Nays

**MOTION TO CLOSE MEETING TO PUBLIC**

Moved: Chairman Angilella  
Second: Commissioner Wright  
Vote: 3 Ayes, 0 Nays

**CLOSED SESSION:**

**MOTION FOR EXECUTIVE SESSION** (in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-12) to discuss payment authority requests.

Motion: Chairman Angilella  
Second: Commissioner Wright  
Vote: 3 Ayes, 0 Nays

**ROLL CALL OF COMMISSIONERS:**

Ross G. Angilella	Present
Steve Williams	Present
Anna Marie Wright	Present

**MOTION TO RETURN TO OPEN SESSION**

Motion: Chairman Angilella  
Second: Commissioner Wright  
Vote: 3 Ayes, 0 Nays

Chairman Angilella made a motion to approve the payment authority requests that were discussed during closed session for Robert Brennan, Sean Johnson, Edward Trout and Linda Fuller. Chairman Angilella also made a motion to approve the settlement request for Susan Eden. Lastly, Chairman Angilella made a motion to approve Resolutions 41-12, 42-12, 43-12 & 44-12.

**MOTION TO APPROVE PAYMENT AUTHORIZATION FOR PARS DISCUSSED DURING CLOSED SESSION FOR ROBERT BRENNAN, SEAN JOHNSON, EDWARD TROUT, AND LINDA FULLER**

Motion: Chairman Angilella  
Second: Commissioner Williams  
Vote: 3 Ayes, 0 Nays

**MOTION TO APPROVE SETTLEMENT AUTHORIZATION FOR  
SUSAN EDEN**

Motion Chairman Angilella  
Second: Commissioner Wright  
Vote: 3 Ayes, 0 Nays

**MOTION TO APPROVE RESOLUTION 41-12, GEGXAN CORIANO,  
RESOLUTION 42-12, ELVIN FELIZ, RESOLUTION 43-12, JOSE  
FLORES, AND RESOLUTION 44-12, JONATHAN GONZALEZ  
SERRANO**

Motion Chairman Angilella  
Second: Commissioner Wright  
Vote: 3 Ayes, 0 Nays

Chairman Angilella advised the next meeting was scheduled for Thursday, December 13, 2012 at 12:00 PM.

**MOTION TO ADJOURN:**

Motion: Chairman Angilella  
Second: Commissioner Wright  
Vote: 3 Ayes, 0 Nays

**MEETING ADJOURNED: 2:45 PM**

Minutes prepared by: Cathy Dodd, Assisting Secretary