

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – December 13, 2012
Camden County College Regional Training Center
Conference Room
Blackwood, NJ 08102
12:00 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 Joseph Hrubash
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Claims Service	Comp Services, Inc. Huguette Atherton Denise Hall Terry Corchado Terry Sheerin
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	Conner Strong & Buckelew Michelle Leighton
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CEL Underwriting Manager	Conner Strong & Buckelew Tom Nolan
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Attorney	Laura J. Paffenroth, Esq.
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Treasurer	David McPeak
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Safety Director	J.A. Montgomery Risk Control Glenn Prince
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Auditor	Bowman & Company LLP
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Risk Management Consultant (CCIA)	Hardenbergh Insurance Group Bonnie Rick
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ALSO PRESENT:

Lou DiAngelo, Camden County

Howard Goldberg, Camden County

Larry Rosoff, Camden County Municipal Utilities Authority- via *teleconference call*

Brad Stokes, PERMA Risk Management Services

Jim Kickham, PERMA Risk Management Services -

Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF NOVEMBER 20, 2012

MOTION TO APPROVE OPEN MINUTES OF NOVEMBER 20, 2012

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

MOTION TO APPROVE CLOSED MINUTES OF NOVEMBER 20, 2012

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

CORRESPONDENCE: NONE

COMMITTEE REPORTS:

SAFETY COMMITTEE: Mr. Prince advised a copy of the proposed 2013 Safety Committee meeting dates were included in the agenda. Mr. Prince reported the Committee met yesterday and discussed some of the hand injury claims at the Correctional Facility. Mr. Prince advised he spoke with Lt. Blackwell and recommended he talk to their staff to be more careful.

CLAIMS COMMITTEE: Ms. Leighton reported the Claims Committee met on December 4th to discuss and review the PARS that would be presented during closed session. Ms. Leighton advised a copy of the proposed 2013 Claim Committee meeting dates were included in the agenda. The meetings would be held on the first Tuesday of the month except for the January meeting which would be on the second Tuesday, January 8th. Ms. Leighton also advised she was reaching out to the TPA's for loss information in an effort to assist the CEL Underwriting Manager in the re-marketing process of the Meadowbrook program.

EXECUTIVE DIRECTOR REPORT:

Executive Director advised there were 3 action items for this month which included the 2013 Budget adoption.

CEL RENEWAL MARKETING UPDATE: Executive Director reported at the November meeting he discussed the CEL premium increase for the 2013 budget. Executive Director explained the budget was increased primarily due to a 10% increase in the excess liability program and a premium increase of 14% for the property policy. The property premium increase was budgeted as a precautionary measure due to the recent hurricane. Executive Director indicated at a recent meeting he explained Meadowbrook had announced that they would no longer be an insurer for the public entity business beyond the CEL renewal. Executive Director advised that Conner Strong and Buckelew was already actively re-marketing the coverage. Executive Director referred to an overview of the marketing efforts prepared by the CEL Underwriting Manager which was included in the agenda. Executive Director asked Mr. Nolan to provide an update for the Commission. Mr. Nolan reviewed the coverages provided by Meadowbrook Insurance company and advised they were renewing the 2013-2014 policy term with the same terms, coverages, conditions, limits, and self insured retentions as the 12-13 policy term. Mr. Nolan advised A.M. Best did place Meadowbrook Insurance Group and its subsidiaries including Star Insurance Company under review on October 19th and the rating has not changed. Mr. Nolan reported there were a limited number of insurance companies that were interested in the program. However, the coverages that the companies offer were different for each carrier. Mr. Nolan explained the Fund's strong claims program and the emphasis on safety were important factors to all of the insurance companies along with the sound financial structure of the program. Mr. Nolan reviewed the carriers that his office were approaching and anticipated the program would be changed during 2013.

2013 PROPERTY AND CASUALTY BUDGET ADOPTION: Executive Director referred to the 2013 Budget which was included in the agenda. The budget was introduced at the November meeting and advertised in the applicable newspapers. Executive Director advised the budget did change slightly due to a minor revision in the CEL budget. Executive Director reported the budget amount was now \$8,160,601 and represented a change of 4.8% from last year's budget. Executive Director explained at the CEL meeting today it would be reported that the Underwriting Manager was able to secure a property insurance renewal premium increase of only 4% in lieu of the 14% budget amount. This estimated savings was \$313,021. It is expected that the CEL will decide to retain this amount in their budget rather than reduce the budget. The CEL's objective is to replace the Meadowbrook policy as soon as possible which will most likely be during 2013. The CEL Executive Director will recommend that a new line be added to the budget, "Excess Premium Contingency". If approved the \$313,021 would be re-allocated from the property line to this new budget line. Executive Director also advised the Commission Attorney was preparing the RFP's for the Professional Vendors. Commission Attorney indicated she would advertise the RFP's and the responses would be due the end of January. The contracts would be awarded at the February Re-Organization meeting. Executive Director also referred to the assessments which were included in the agenda and advised the payments would be due on January 15th, May 15th and September 15th. Executive Director advised the CCIC budget would be contingent upon the CEL approving their budget later in the day and requested a motion to open the public hearing on the 2013 budget.

MOTION TO OPEN THE PUBLIC HEARING ON THE 2013 BUDGET

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

Seeing no members of the public wishing to speak, the Chairman asked for a motion to close the public hearing.

MOTION TO CLOSE THE PUBLIC HEARING ON THE 2013 BUDGET

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

MOTION TO ADOPT THE BUDGET FOR THE CAMDEN COUNTY INSURANCE COMMISSION AS PRESENTED FOR THE COMMISSION YEAR 2013 AND CONTINGENT ON THE ADOPTION OF THE CEL BUDGET

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

MOTION TO CERTIFY THE ANNUAL ASSESSMENTS BASED UPON THE ADOPTED 2013 BUDGET FOR MEMBER ENTITIES

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

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director reported on the Certificate of Insurance Report for the period of 11/15/12 to 12/6/12. There were 2 certificates issued during this period.

MOTION TO APPROVE EXECUTIVE DIRECTORS CERTIFICATE OF INSURANCE REPORT

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

INSURANCE COMMISSION WEBSITE: Executive Director reported his office received three responses with regard to the website design, hosting, updating and maintenance for the Insurance Commission Website. The fee amounts ranged from \$2600 to \$3500 with monthly fees ranging from \$135 to \$350. Executive Director explained his office was waiting for one more quote from Simande, LLC who is the vendor for the County. Executive Director suggested the Commission give authority to the Commission Attorney and the Executive Director to negotiate the final terms with the website vendors so that a vendor can be appointed in time for the website to be set up since

the legislation (Chapter 167) requires the website to be active by February 1st. Executive Director requested a motion and advised the vendor of choice could be ratified at the January meeting. Executive Director advised the cost would be paid of the Miscellaneous & Contingency Expense account.

MOTION TO GIVE AUTHORIZATION TO THE EXECUTIVE DIRECTOR AND COMMISSION ATTORNEY TO NEGOTIATE FINAL TERMS WITH THE WEBSITE VENDORS AND APPOINT ONE VENDOR FOR RATIFICATION BY THE COMMISSIONERS BASED ON THE TERMS AND CONDITIONS NEGOTIATED AT THE JANUARY 2013 MEETING

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

NJ EXCESS COUNTIES INSURANCE FUND (CELJIF): Executive Director reported the CEL JIF was scheduled to meet after the CCIC meeting and hold a public hearing to approve their budget. A summary of that meeting would be included in the next agenda.

CCIC FINANCIAL FAST TRACK: Executive Director advised the October monthly Financial Fast Track was included in the agenda. The Commission had a surplus of \$1,712,006 as of October 31, 2012. Executive Director also referred to line 7 of the October report, "Investment in Joint Venture" and indicated \$880,321 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 October 31, 2012 the CEL had a surplus of \$1,745,779.

2013 AUTO ID CARDS/WC POSTING NOTICES/RENEWAL CERTIFICATES OF INSURANCE: Executive Director advised the 2013 auto ID cards and WC Posting Notices were sent to each member entity on December 7th. If anyone needed any additional cards they should contact Ms. Dodd at PERMA.

PROPOSED MEETING DATES FOR 2013: Executive Director advised a draft copy of the 2013 annual meeting dates were included in the agenda. However, after discussing with the Commission Attorney it was agreed the dates would not be finalized until after the Freeholder meetings were scheduled to avoid any conflicts. Executive Director reported the January meeting would be held on January 24th and the meeting dates would be finalized at that meeting.

Executive Director's Report Made Part of Minutes.

TREASURER:

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

MOTION TO APPROVE RESOLUTION 46-12 DECEMBER BILL LIST IN THE AMOUNT OF \$38,161.68

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

ATTORNEY: Commission Attorney advised she did not have anything to report.

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

SAFETY DIRECTOR: Mr. Prince reviewed the November – December 2012 Risk Control Activity Report which was included in the agenda along with the Training Calendar. Mr. Prince also noted in response to some back injury claims numerous Back Safety Training sessions were scheduled for December at 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 Angela Pratt, Eva Serrano, James Richer, and Rosyln Jeffers.

MOTION TO APPROVE PAYMENT AUTHORIZATION FOR PARS DISCUSSED DURING CLOSED SESSION FOR ANGELA PRATT, EVA SERRANO, JAMES RICHER, AND ROSYLN JEFFERS.

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

MOTION TO ESTABLISH A RESERVE FOR MARCIA HINDEN

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

MOTION TO APPROVE SETTLEMENT REQUEST FOR CARLOS GONZALEZ AND STEPHEN GABLE

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

Chairman Angilella advised the next meeting was scheduled for Thursday, January 24, 2013 at 2:00 PM.

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 12:35 PM

Minutes prepared by: Cathy Dodd, Assisting Secretary