

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – June 27, 2013
Camden County College Regional Emergency 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 Joseph Hrubash
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Claims Service	Comp Services, Inc. Huguette Atherton Terry Corchado Denise Hall
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	Conner Strong & Buckelew Michelle Leighton
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CEL Underwriting Manager	Conner Strong & Buckelew
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Attorney	Laura J. Paffenroth, Esq.
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Treasurer

Safety Director	J.A. Montgomery Risk Control Glenn Prince
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Auditor	Bowman & Company LLP James J. Miles, Jr. Dennis Skalkowski
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Risk Management Consultant (CCIA)	Hardenbergh Insurance Group Bonnie Rick
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ALSO PRESENT:

Lou DiAngelo, Camden County
Dave Luthman, Pollution Control Finance Authority of Camden County(via teleconference)
Sunil Marwaha, Camden County Health Services Center
Pat Meehan, Camden County College
Jim Kickham, PERMA Risk Management Services
Brad Stokes, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF MAY 23, 2013

MOTION TO APPROVE OPEN MINUTES OF MAY 23, 2013

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

MOTION TO APPROVE CLOSED MINUTES OF MAY 23, 2013

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

CORRESPONDENCE: None

COMMITTEE REPORTS:

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee met on June 19th and a presentation was made by his colleague, Mr. Seville, of J. A. Montgomery on Safety Management. Mr. Prince noted the next meeting was scheduled for July 17th.

CLAIMS COMMITTEE: Ms. Leighton reported the Claims Committee met on June 4, 2013 to review and discuss the PARS that would be presented during closed session.

EXECUTIVE DIRECTOR REPORT:

Executive Director advised he had one action item for his report today. Executive Director introduced Mr. Jim Miles of Bowman and Company who was attending the meeting to review the 2012 Draft Audit.

2012 DRAFT AUDIT REPORT AS OF DECEMBER 31, 2012: Mr. Miles distributed draft copies of the 2012 Draft Audit to the Commission. Mr. Miles advised his firm was still working through the 2012 Audit but advised the financial statements were stable. Mr. Miles referred to Statement of Net Position on page 9 of the draft. Mr. Miles pointed out the net assets were \$6,103,767 compared to \$3,734,470 in 2011. Mr. Miles further pointed out the net assets include \$3,907,592 in cash an increase in \$915,000 from 2011. Mr. Miles noted there was a line for reimbursement receivables of \$1,049,517 but was pleased to report that most have already been collected. Mr. Miles compared the total claims reserve figure of \$4,524,075 for 2012 opposed to \$3,440, 323 for 2011. Mr. Miles indicated the important figure on this page were the net position or

net worth. Mr. Miles advised the net worth for 2012 was \$1,520,750 compared to \$194,714 in 2011. Mr. Miles referred page 10 of the audit report which was a statement of revenues, expenses and changes in the net position. Mr. Miles noted that the regular contributions totaled \$7,795,767 with total operating expenses of \$6,981,427. Mr. Miles pointed out the investment in the joint venture (CEL) was \$485,448, while the net income for the year was \$1,326,036. Executive Director noted that page 35 of the report indicated there were no findings. Mr. Miles advised he reviewed the report in detail with the Executive Director and if anyone had any questions they should reach out to himself or Mr. Hrubash. Mr. Miles advised the final copy of the 2012 Audit would be available at the July meeting.

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director reported on the Certificate of Insurance Report for the period of 5/17/13 to 6/18/13. There were 6 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

NJ EXCESS COUNTIES INSURANCE FUND (CELJIF): Executive Director reported the CEL met on May 23, 2013 and a summary report of their meeting was included in the agenda. Executive Director advised the CEL met prior to the Commission meeting and they approved a 2013 budget amendment in the amount of \$183,191 or a 1.42% increase which represented an additional cost to restructure the program due to the Meadowbrook piece as of 7/1/13. Executive Director advised the CEL Executive Director also presented three options for the additional assessments which would be due on January 15, 2014. Executive Director noted the CEL Commissioners chose Option A, which allowed additional assessments in proportion to each member's previous excess premium with adjustments. Executive Director indicated under Option A Camden's increase was only \$5,000.

PLAN OF RISK MANAGEMENT: Executive Director advised the Risk Management Plan would be revised to reflect the new excess worker compensation and excess liability programs through the CEL effective on 7/1/13. The revised plan would be available for the July meeting.

CCIC FINANCIAL FAST TRACK: Executive Director advised the March monthly Financial Fast Track was included in the agenda. The Commission had a surplus of \$2,469,995 as of April 30, 2013. Executive Director noted an additional surplus of \$241,154 was gained between the month ending March and April 2013. Executive Director also referred to line 7 of the January report, "Investment in Joint Venture" and indicated \$1,404,328 of the surplus 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 April 30, 2013 the CEL had a surplus of \$2,873,278.

SOS SECURITY, LLC: Executive Director advised he received an inquiry from SOS Security. Executive Director explained SOS Security specialized in surveillance along with other services.

Executive Director requested the Commission to have Comp Services consider this firm for future worker compensation claims with surveillance opportunities. Executive Director referred to a copy of SOS's Security pricing page which was included in the agenda.

2013 PROPERTY & CASUALTY ASSESSMENTS DUE MAY 15, 2013: Executive Director advised the Treasurer reported he received payment from all of the member entities. Executive Director indicated the next assessment payment was due on September 15, 2013.

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND – JOINT INSURANCE CLAIMS COMMITTEES BEST PRACTICES WORKSHOP: Ms. Leighton advised she was coordinating a joint meeting of the Member Insurance Commission of the CELJIF. The tentative date was scheduled for October 1, 2013. Ms. Leighton indicated a planning committee would be formulated to discuss the agenda, format and location of the meeting. Ms. Leighton noted she would reach out to last year's planning committee to schedule a meeting within the next 30 days and would work with Ms. Rick and Ms. Walcoff to include members of the Salem and Cumberland County Insurance Commissions.

Executive Director's Report Made Part of Minutes.

TREASURER:

REPORT: Executive Director reported the June Bill List was included in the agenda. Executive Director advised the monthly Treasurer's report was also included in the agenda.

MOTION TO APPROVE RESOLUTION 31-13 JUNE BILLLL LIST IN THE AMOUNT OF \$47,583.47

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

ATTORNEY: Commission Attorney presented Resolution 30-13 and advised the resolution rescinded Resolution 47-12 authorizing a worker compensation settlement for Carlos Gonzalez. Commission Attorney explained the Commission gave Comp Services authority to settle the claim with petitioner, Carlos Gonzalez, at the December 2012 meeting. This settlement included a 5% Abdullah credit. Commission Attorney indicated the petitioner withdrew his consent to settle the claim after the Commission approved the matter. Comp Services then presented the same claim in May and Resolution 28-13 was approved. Commission Attorney explained Resolution 47-12 should be rescinded as the petitioner accepted the settlement that was approved in May.

MOTION TO APPROVE RESOLUTION 30-13 AUTHORIZING RESCINDING OF RESOLUTION 47-12 AUTHORIZING WORKERS COMPENSATION SETTLEMENT

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

Commission Attorney also advised at the May 2013 meeting the Commission voted to authorize settlement for Gladys Berrios-Torres. Commission Attorney explained the matter was previously authorized by the Commission through Resolution 39-12 and adopted on 9-27-12. Commission Attorney indicated for some reason the settlement was not transmitted to the petitioner's counsel. Commission Attorney advised this was discovered when she was drafting the second resolution for the approval granted at the May meeting. Commission Attorney indicated procedures were secured to ensure this did not happen again in the future.

CLAIM SERVICE: Ms. Hall reviewed the Medical Savings Report by member entity for the month of May which was included in the agenda. Ms. Hall noted a summary for all of the entities was included at the bottom of the page. Ms. Hall advised the total amount of savings for all of the entities was \$46,017.79, a 42.86% savings.

SAFETY DIRECTOR: Mr. Prince reviewed the May – June 2013 Risk Control Activity Report which was included in the agenda along with the Training Calendar. Mr. Prince also noted earlier in the day he had the opportunity to meet with Lt. Handy and Sergeant Moffa of the Camden County Police Department along with Mr. DiAngelo and Mr. Stokes. Mr. Prince indicated a variety of topics were discussed including regulatory compliance training, method of training delivery, loss control visits, job hazard assessments, focus claims, workers comp issues, transitional duty, motor vehicle accidents and resources which were available through J. A. Montgomery. Mr. Prince noted the meeting was extremely productive and hoped to schedule quarterly meetings with the Police Department to address any issues that may arise.

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

Seeing no members of the public wishing to speak Chairman Angilella asked for a motion to close the public comment portion of the meeting.

MOTION TO CLOSE MEETING TO PUBLIC

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

CLOSED SESSION: Chairman Angilella read Resolution 32-13, Resolution for Closed Session, and requested a 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 TO APPROVE RESOLUTION 32-13 FOR CLOSED SESSION

Moved: Commissioner Williams
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 Williams
Vote: 3 Ayes, 0 Nays

Chairman Angilella made a motion to approve payment requests for Richard Baker for an additional amount of \$36,961 for a total of \$161,383, Jose Cintron in the amount of \$19,500, Paul Weiser in the amount of \$41,881 and Shawna Carey in the amount of \$75,404.

MOTION TO APPROVE PAYMENT AUTHORIZATION FOR RICHARD BAKER, \$36,961, TOTAL OF \$161,383, JOSE CINTRON, \$19,500, PAUL WEISER, \$41,881 AND SHAWNA CAREY, \$75,404

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

Chairman Angilella made a motion to approve payment settlement authority request for Karen Barnard in the amount of \$19,939.50.

MOTION TO APPROVE SETTLEMENT AUTHORIZATION FOR KAREN BARNARD IN THE AMOUNT OF 19,939.50

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

Chairman Angilella advised the next meeting was scheduled for Thursday, July 25, 2013 at 2:00 PM

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 2:35 PM
Minutes prepared by: Cathy Dodd, Assisting Secretary