

**CAMDEN COUNTY INSURANCE COMMISSION  
OPEN MINUTES  
MEETING – May 23, 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 <b>Joseph Hrubash</b>
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Claims Service	Comp Services, Inc. <b>Huguette Atherton</b> <b>Terry Corchado</b> <b>Terry Sheerin</b>
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	Conner Strong & Buckelew <b>Michelle Leighton</b>
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CEL Underwriting Manager	Conner Strong & Buckelew
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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> <b>Dave McHale</b>
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Auditor	Bowman & Company LLP
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Risk Management Consultant (CCIA)	Hardenbergh Insurance Group <b>Bonnie Rick</b>
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**ALSO PRESENT:**

Lou DiAngelo, Camden County  
Howard Goldberg, Camden County  
Ed Hill, Camden County Board of Social Services  
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 APRIL 25, 2013**

**MOTION TO APPROVE OPEN MINUTES OF APRIL 25, 2013**

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

**MOTION TO APPROVE CLOSED MINUTES OF APRIL 25, 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 May 15<sup>th</sup> and was scheduled to meet again on June 19<sup>th</sup>. Mr. Prince advised a representative from the Camden County Health Department provided an indoor air quality presentation to the Safety Committee. Anyone wishing assistance on this topic should reach out to the County's Health Department.

**CLAIMS COMMITTEE:** Ms. Leighton reported the Claims Committee met on May 7, 2013 to review and discuss the PARS that would be presented during closed session. Ms. Leighton advised there were two claims on the list that needed further review and would not be discussed during closed session. Ms. Leighton advised the Committee welcomed Mr. Edward J. Fanelle, Director of the Department of Police Services to the meeting. Ms. Leighton advised she reviewed the program structure and distributed the Claim Reporting Procedure to the group. Ms. Leighton also noted it was agreed the Committee should be expanded to review the claims for the Department of Police Services. Ms. Leighton reported the Committee formed a new Emergency Worker's Compensation Management Team to address complex or any questionable worker compensation claims. Lastly, Ms. Leighton advised the Worker Compensation Claims Strategy Meeting was also conducted. The Committee reviewed Pre and Post Commission Claims with incurred values of \$100,000 or greater. At that meeting Comp Services provided a detailed handout of claim status reports.

Chairman Angilella expressed the importance of safety training within the new Police Department. Mr. Prince advised he was working with the department and spoke with some of the personnel regarding safety training.

**EXECUTIVE DIRECTOR REPORT:**

Executive Director advised he had one action item for his report today.

**CERTIFICATE OF INSURANCE ISSUANCE REPORT:** Executive Director reported on the Certificate of Insurance Report for the period of 4/19/13 to 5/16/13. There were 5 certificates issued during this period.

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

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

**NJ EXCESS COUNTIES INSURANCE FUND (CELJIF):** Executive Director reported the CEL met on April 25, 2013 and a summary report of their meeting was included in the agenda. Executive Director advised the CEL scheduled a special meeting today at 1:00. Executive Director reported at that meeting the CEL Underwriting Manager provided proposals for the remarketing of the Meadowbrook portion of the commercial insurance. The Underwriting Manager was able to secure an 18 month program to be effective July 1, 2013. The CEL approved going forward with the replacement program subject to finalizing the terms and conditions of the coverage. The additional cost for the 2013 budget is \$196,714 or 1.53%. The CEL Executive Director reported that the CEL has enough cash to front the deposit premium for the replacement program until the return premiums from the terminated program are available. The CEL Executive Director also noted that if the additional premium was collected from the member Commissions for the 2013 overage it would be on an allocated basis and not until 2014.

**CCIC FINANCIAL FAST TRACK:** Executive Director advised the March monthly Financial Fast Track was included in the agenda. The Commission had a surplus of \$2,236,364 as of March 31, 2013. Executive Director noted an additional surplus of \$498,134 was gained between the month ending January and February 2013. Executive Director also referred to line 7 of the January report, "Investment in Joint Venture" and indicated \$1,192,071 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 March 31, 2013 the CEL had a surplus of \$2,472,100.

**2013 PROPERTY & CASUALTY ASSESSMENTS DUE MAY 15, 2013:** Executive Director advised the second assessment was due on May 15, 2013. The Treasurer advised he received payment from the Camden County Board of Social Services, Camden County Improvement Authority, Camden County Municipal Utility Authority, and Camden County

Pollution Control Finance Authority. The County was processing their payment and PERMA would follow up with Camden College and Camden County Health Services Center.

**2013 FINANCIAL DISCLOSURE STATEMENTS:** Executive Director reported the Department of Community Affairs implemented an online filing system for the Local Disclosure Forms. Executive Director explained Commissioners needed to submit a form for the Camden County Insurance Commission separately from the form they submitted for their employer. Executive Director advised Ms. Dodd distributed an e-mail with instructions and if anyone had any questions, they should contact Ms. Dodd at the PERMA office.

**2013 NOTICE OF AWARD PUBLICATION:** Executive Director advised PERMA advertised the professional appointments in the Commission's applicable newspapers.

**2012 AUDIT:** Executive Director advised the auditor was preparing the 2012 Fund Year Audit. Executive Director reported when the audit was completed Mr. Jim Miles of Bowman & Company would attend the meeting to review his report with the Commissioners.

**DEFENSE PANEL RFP:** Executive Director reported the Commission Attorney would provide an update on the Defense Panel RFP during her report.

Executive Director's Report Made Part of Minutes.

**TREASURER:**

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

**MOTION TO APPROVE RESOLUTION 25-13 MAY BILL LIST IN THE AMOUNT OF \$38,391.28**

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

**ATTORNEY:** Commission Attorney referred to Resolution 26-13 which was included in the agenda. Commission Attorney advised the Resolution was to approve the list of law firms for the Commission's Defense Panel. Commission Attorney reported she reviewed the RFP responses along with Mr. Goldberg and Ms. Wright. Commission Attorney advised a vast majority of the firms were on the current Defense Panel and their contracts were expiring as of May 31, 2013. Commission Attorney requested a motion to approve Resolution 26-13.

**MOTION TO APPROVE RESOLUTION 26-13 AUTHORIZING AWARD OF CONTRACTS, PURSUANT TO A PUBLICLY ADVERTISED REQUEST FOR PROPOSALS, BY AND BETWEEN THE CAMDEN COUNTY INSURANCE FUND COMMISSION AND VARIOUS LAW FIRMS FOR INCLUSION IN DEFENSE PANEL AND FOR THE PROVISION OF SPECIAL/CONFLICTS COUNSEL SERVICES**

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

In response to Ms. Leighton's inquiry, Commission Attorney advised some of the firms did have Employment Practices Liability experience. Ms. Leighton suggested talking to the Underwriter Manager to obtain approval of the law firms in the event they needed to be utilized. Commission Attorney advised Ms. Dodd had copies of the RFP responses.

**CLAIM SERVICE:** Ms. Atherton reviewed the Medical Savings Report by member entity for the month of April which was included in the agenda. Ms. Atherton advised the total amount of savings for all of the entities was \$51,011.10, a 45.34% savings.

**SAFETY DIRECTOR:** Mr. Prince reviewed the April – May 2013 Risk Control Activity Report which was included in the agenda along with the Training Calendar. Mr. Prince also noted he recently conducted inspections of the playgrounds in Camden County and found them to be in good condition. Mr. Prince also introduced Dave McHale; Director of Loss Control for Public Entities was attending the meeting. Mr. Prince advised Mr. McHale would be working with him on the safety efforts for the CEL and the Commissions. Mr. DiAngelo noted in the past the County used an Engineering Firm to inspect the playgrounds, but J.A. Montgomery conducted the inspection this year and did an excellent job on the inspections.

Correspondence Made Part of Minutes.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENT:**

**MOTION TO OPEN MEETING TO PUBLIC**

Moved: Chairman Angilella  
Second: Commissioner Williams  
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 24-13, 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 24-13 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 Edith Carter, \$30,431.00, Kimberley Abreu, \$65,964.00, Nilsa Cruz-Perez, \$97,955.00, Gladys Berrios- Torres settlement contingent on Commission Attorney review, Carlos Gonzalez, \$32,746.00, Sean Wingate, 14,289.00 and settlement of Cloyd Edwards in the amount of \$35,000.00.

**MOTION TO APPROVE PAYMENT AUTHORIZATION FOR EDITH CARTER, \$30,431.00, KIMBERLEY ABREU, \$65,964.00, NILSA CRUZ-PEREZ, \$97,955.00, GLADYS BERRIOS- TORRES SETTLEMENT CONTINGENT ON COMMISSION ATTORNEY REVIEW, CARLOS GONZALEZ, \$32,746.00, SEAN WINGATE, 14,289.00 AND SETTLEMENT OF CLOYD EDWARDS IN THE AMOUNT OF \$35,000.00.**

Motion Chairman Angilella  
Second: Commissioner Wright  
Vote: 2 Ayes, 0 Nays

Chairman Angilella advised the next meeting was scheduled for Thursday, June 27, 2013 at 2:00 PM

**MOTION TO ADJOURN:**

Motion: Chairman Angilella  
Second: Commissioner Wright  
Vote: 2 Ayes, 0 Nays

**MEETING ADJOURNED: 2:30 PM**

Minutes prepared by: Cathy Dodd, Assisting Secretary