

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – December 10, 2015
CAMDEN COUNTY COLLEGE REGIONAL
EMERGENCY TRAINING CENTER
BOARD ROOM
420 WOODBURY-TURNERSVILLE ROAD Blackwood, NJ 08102
2:00 PM**

Meeting was called to order by Steve Williams, Commissioner. Open Public Meetings notice read into record.

PLEDGE OF ALLEGIANCE

ROLL CALL OF COMMISSIONERS:

| | |
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| Ross G. Angilella | Present (arrived 2:11p.m.) |
| Anna Marie Wright | Present |
| Steve Williams | Present |

FUND PROFESSIONALS PRESENT:

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|-----------------------------------|---|
| Executive Director | PERMA Risk Management Services Bradford C. Stokes |
| Claims Service | AmeriHealth Casualty Services Denise Hall Paulette Kelly Huguette Atherton (via teleconference) Jacqueline Lindsay (via teleconference) |
| | Conner Strong & Buckelew Michelle Leighton |
| CEL Underwriting Manager | Conner Strong & Buckelew |
| Attorney | Laura J. Paffenroth, Esq. |
| Treasurer | David McPeak(via teleconference) |
| Safety Director | J.A. Montgomery Risk Control Glenn Prince |
| Auditor | Bowman & Company LLP |
| Risk Management Consultant (CCIA) | Hardenbergh Insurance Group |

ALSO PRESENT:

Lou DiAngelo, Camden County
Howard Goldberg, Camden County

Dave McCollum, Camden County Improvement Authority
Ed Hill, Camden County Board of Social Services
Karl McConnell, Camden County College (*via teleconference*)
Jim Kickham, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services (*via teleconference*)
Rachel Chwastek, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF OCTOBER 22, 2015

Tabled until Chairman Ross Angilella's arrival, Commissioner Williams abstained.

CORRESPONDENCE: None

COMMITTEE REPORTS:

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on November 18th, which was covered by his associate John Seville, and is scheduled to meet again on December 16th. Mr. Prince advised included in the agenda was the 2016 Safety Meeting Schedule. Mr. Prince asked if there were any questions and then concluded his report.

CLAIMS COMMITTEE: Ms. Leighton reported the Claims Committee met on December 1st, and reviewed the claims that would be presented during closed session. Ms. Leighton asked if there were any questions and then concluded her report.

EXECUTIVE DIRECTOR REPORT:

2016 Property & Casualty Budget Introduction – Executive Director advised included in the agenda for your review and discussion was the 2016 proposed Property & Casualty Budget. The introductory budget represents a 1.40% increase Commission wide. The assessments will be due on 3/15/16, 5/15/16 and 9/15/16. PERMA will advertise the proposed 2016 Budget in the Commission's official newspaper.

MOTION TO INTRODUCE THE 2016 PROPERTY AND CASUALTY BUDGET IN THE AMOUNT OF \$16,926,588 AND SCHEDULE A PUBLIC HEARING ON JANUARY 28, 2016 AT 2:00 PM AT THE CAMDEN COUNTY REGIONAL TRAINING CENTER, 420 WOODBURY-TURNERSVILLE ROAD, BLACKWOOD, NJ 08102

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| Motion: | Commissioner Williams |
| Second: | Commissioner Wright |
| Vote: | Unanimous |

Executive Director also advised the Commission that the CEL had declared a dividend from the 2010 year, which included Gloucester County and Camden County Commissions. The CCIC's share to members who were included in the Commission at inception is over \$100,000.

Professional Contracts - The Executive Director and Third Party Administrator three year contracts will expire the end of February 2016. The Commission Attorney will issue the Request for Proposals.

Certificate of Insurance Issuance Report – Executive Director reported included in the agenda was the certificate of insurance issuance reports from the CEL listing those certificates issued for

the period of 10/17/15 to 11/30/15. There were 6 certificate of insurances issued during this period.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

Motion: Commissioner Wright
Second: Commissioner Williams
Vote: Unanimous

NJ Excess Counties Insurance Fund (CELJIF) – Executive Director reported the CEL met on October 22, 2015. A summary report of the meeting was included in the agenda. The CEL held a Public Hearing on November 19, 2015 to adopt the 2016 Budget. The Executive Director provided a verbal update of that meeting. The next meeting of the CEL will be on February 25, 2016 at 1:00 PM.

CCIC Financial Fast Track – Executive Director included in the agenda the Financial Fast Track Report for the month of September. As of September 30, 2015 the report reflects the Commission had a surplus of \$10,207,303. “Investment in Joint Venture” is the Camden County Insurance Commission’s share of the equity in the CEL. CCIC’s current equity in the CEL is \$1,929,030.

NJ CEL Property and Casualty Financial Fast Track – Executive Director included in the agenda a copy of the CEL Financial Fast Track Report for the month of September. As of **September 30, 2015** the Fund has a surplus of **\$5,123,726**.

Claims Tracking Report – Executive Director included in the agenda the Claims Activity Report as of October 31, 2015. The Claims Activity Report monitors open and closed claims each month. The Executive Director will review the report with the Commission.

Meeting Dates for 2016 – Executive Director included in the agenda, for your consideration, the proposed CCIC Executive Committee meeting schedule for 2016. As we have done in the past there will be no meetings scheduled for March, August, and November. However, meetings for those months could be scheduled if necessary with additional notice required by statute. The next meeting is scheduled for January 28, 2016 and the Reorganization meeting is scheduled for February 25, 2016. If the dates are acceptable a resolution will be prepared for approval at our next meeting.

Executive Director advised that concluded his report unless anyone had questions.

Executive Director's Report Made Part of Minutes.

TREASURER: David McPeak reported the November and December Bill lists were reviewed and were in order.

MOTION TO APPROVE RESOLUTION 51-15 NOVEMBER BILL LIST IN THE AMOUNT OF \$57,344.56 AND RESOLUTION 52-15 DECEMBER BILL LIST IN THE AMOUNT OF \$48,631.41

Motion: Commissioner Williams
Second: Commissioner Wright
Vote: Unanimous

The monthly Treasurer's report was also included in the agenda.

ATTORNEY: Nothing to report.

CLAIM SERVICE: Ms. Hall reviewed the Medical Savings Report for the month of November which was included in the agenda. Ms. Hall advised the total billed for the month of November was \$104,090.80 and the total paid was \$54,116.64 with a savings of \$45,802.45 or 45.84%. Ms. Hall advised the net savings was \$36,641.96 and network utilization was 95.90%. Ms. Hall advised that concluded her report unless anyone had anyone had questions.

SAFETY DIRECTOR: Mr. Prince reviewed the October – December 2015 Risk Control Activity Report which was included in the agenda. Mr. Prince reported he had the opportunity to meet with Lt. Lutz from the Camden Metro Police and discuss the 2016 training program, and informed Mr. Prince the department is participating in multiple training programs. Mr. Prince asked if there were any questions and then concluded his report.

Correspondence Made Part of Minutes.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

MOTION TO OPEN MEETING TO PUBLIC

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| Motion: | 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

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

CLOSED SESSION: Chairman Angilella read Resolution 53-15, 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 53-15 FOR CLOSED SESSION

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

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 PARS/SARS discussed during closed session.

MOTION TO APPROVE THE FOLLOWING PARS/SARS

| CLAIM # | AMOUNT |
|---------|--------------|
| 5469 | \$ 35,284.00 |
| 1502 | \$203,991.00 |
| 1411 | \$205,335.60 |
| 0326 | \$ 35,383.20 |
| L021 | \$ 36,708.21 |
| 0614 | \$ 85,091.33 |
| 1292 | \$ 63,059.00 |
| 1084 | \$ 25,650.56 |
| 1269 | \$ 44,790.70 |
| 4027 | \$ 80,150.00 |
| 0345 | \$123,810.00 |
| 4161 | \$ 83,145.00 |
| 2609 | \$ 22,195.00 |
| 1507 | \$119,065.00 |
| 2182 | \$ 17,630.00 |

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

MOTION TO APPROVE OPEN & CLOSED MINUTES OF OCTOBER 22, 2015

Motion: Commissioner Wright
Second: Chairman Angilella
Vote: 2 Ayes, 0 Nays, 1 Abstain

Chairman Angilella advised the next meeting was scheduled for Thursday, January 28, 2016 at 2:00 PM.

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 3:09 PM

Minutes prepared by: Rachel Chwastek, Assisting Secretary