

**CAMDEN COUNTY INSURANCE COMMISSION
AGENDA AND REPORTS
THURSDAY, JULY 28, 2016**

**CAMDEN COUNTY COLLEGE REGIONAL
EMERGENCY TRAINING CENTER
BOARD ROOM
420 WOODBURY-TURNERSVILLE ROAD
BLACKWOOD, NJ 08102
2:00 PM**

**To attend the meeting via teleconference please dial 1- 866-921-5493
and enter passcode 6364276#**

OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE

In accordance with the Open Public Meetings Act, notice of this meeting was given by:

- I. Advertising the notice in the Courier Post;**
- II. Filing advance written notice of this meeting with the Commissioners of the Camden County Insurance Commission; and**
- III. Posting notice on the Public Bulletin Board of the Office of the County Clerk and the Regional Emergency Training Center**

**CAMDEN COUNTY INSURANCE COMMISSION
AGENDA
OPEN PUBLIC MEETING: JULY 28, 2016
CAMDEN COUNTY COLLEGE REGIONAL
EMERGENCY TRAINING CENTER
CONFERENCE ROOM
420 WOODBURY-TURNERSVILLE ROAD
BLACKWOOD, NJ
2:00 PM**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
 - PLEDGE OF ALLEGIANCE**
 - ROLL CALL OF COMMISSIONERS**
 - APPROVAL OF MINUTES:** June 23, 2016 Open.....Appendix I
June 23, 2016 Closed Minutes.....Handout
 - CORRESPONDENCE**

 - COMMITTEE REPORTS**
 - Safety Committee: Verbal
 - Claims Committee: Verbal
 - EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMAPages 2-18**
 - TREASURER – David McPeak**
 - Resolution 40-16 July Bill ListPage 19
 - May Monthly Treasurer Reports Pages 20-21
 - ATTORNEY – Laura J. Paffenroth, Esq..... Verbal**
 - CLAIMS SERVICE –AmeriHealth Casualty Services**
 - Medical Savings ReportPage 22
 - CEL SAFETY DIRECTOR – J.A. Montgomery Risk Control**
 - Monthly Report.....Page 23
 - Loss Control Report – Department of Public WorksAppendix II
 - OLD BUSINESS**
 - NEW BUSINESS**
 - PUBLIC COMMENT**
 - CLOSED SESSION- PARS**
 - Resolution 41-16 Closed SessionPage 24
 - Motion for Executive Session (in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-12)
-
- MEETING ADJOURNMENT**
 - NEXT SCHEDULED MEETINGS: [September 22, 2016](#) Camden County College Regional Emergency Training Center, 420 Woodbury-Turnersville Road, Blackwood, NJ 08102, 2:00 PM**

CAMDEN COUNTY INSURANCE COMMISSION

9 Campus Drive, Suite 216, Parsippany, NJ 07054

Telephone (201) 881-7632

Fax (201) 881-7633

Date: July 28, 2016

Memo to: Commissioners of the Camden County Insurance Commission

From: PERMA Risk Management Services

Subject: Executive Director's Report

2015 Audit Report as of December 31, 2015 (Pages 5-7) – A draft copy of the 2015 Audit will be distributed at the meeting. The report is valued as of 12/31/15. The Commission Auditor, Mr. Jim Miles, of Bowman & Company, LLP will attend the meeting to present the audit. We will be seeking approval of the 2015 Audit from the Commissioners at the meeting. Included in the agenda on pages 5-7 is Resolution 38-16, Certification of Annual Audit Report for Period ending December 31, 2015 along with the Group Affidavit Form.

Motion to approve Resolution 38-16 Certification of Annual Audit Report for Period Ending December 31, 2015

Corrective Action Plan for the 2015 Audit (Pages 8-10) – Included in the agenda on pages 8-10 is the Corrective Action Plan for the CCIC 2015 Audit and Resolution Number 39-16. Although there were no current findings the Corrective Action Plan and the Resolution accepting the Corrective Action Plan is required by State Law.

Motion to approve Resolution 39-16 authorizing the acceptance of Corrective Action Plan for the 2015 Camden County Insurance Commission Audit

Certificate of Insurance Issuance Report (Pages 11-13) – Attached on pages 11-13 is the certificate of insurance issuance reports from the CEL listing those certificates issued for the period of 6/17/16 to 7/21/16. There were 10 certificate of insurances issued during this period.

Motion to approve the certificate of insurance report

NJ Excess Counties Insurance Fund (CELJIF) (Pages 14-15) – The CELJIF met on June 23, 2016. Bowman & Company, LLP presented a draft copy of the 2015 Audit. The Counties of Union, Hudson, Ocean and Mercer are scheduled to renew their membership with the Fund as of January 1, 2017. A summary report of the meeting is included in the agenda on pages 14-15. The CEL is scheduled to meet again on September 22, 2016 at 1:00 PM.

CCIC Financial Fast Track (Page 16) – Included in the agenda on page 16 is a copy of the Financial Fast Track Report for May. As of **May 31, 2016** the report indicates the Commission has a surplus of **\$11,885,157**. Line 10 of the report, “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 **\$1,953,748**.

- ❑ **NJ CEL Property and Casualty Financial Fast Track (Page 17)** - Included in the agenda on page 17 is a copy of the NJ CEL Financial Fast Track Report for the month of May. As of **May 31, 2016** the report indicates the Fund has a surplus of **\$5,779,624**.
- ❑ **Claims Tracking Report (Page 18)** – Included in the agenda on page 18 is the Claims Activity Report as of June 30, 2016. The Claims Activity Report monitors open and closed claims each month. The Executive Director will review the report with the Commission.
- ❑ **2017 Renewal** – On July 15, 2016 the Fund Office sent the NJCE FY 2017 Renewal Data Schedules to the member entities. The updated documents should be returned by e-mail to Cathy Dodd no later than Monday, August, 22, 2016. If anyone has any questions or needs assistance they should contact Brad Stokes or Cathy Dodd. The Fund office will also be sending out the renewal applications for completion as respects to the ancillary lines of insurance. Since the budget process is dependent on the timely receipt of the renewal data we ask your cooperation in meeting the due dates.
- ❑ **August Commission Meeting** – As a reminder it was agreed that there would not be a meeting in August. The Commission previously passed Resolution 14-16 authorizing the Commission Treasurer to process contracted payments and expenses when the Commission did not meet. The payments will be ratified at the September meeting. Our next meeting is scheduled for September 22, 2016 at 2:00 PM.

Resolution No. 38-16

**Resolution of Certification
Annual Audit Report for Period Ending December 31, 2015**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2015 has been filed by the appointed Fund Auditor with the Secretary of the Fund as per the requirements of N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36, and a copy has been received by each member of the BOARD OF COMMISSIONERS, and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34, and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the BOARD OF FUND COMMISSIONERS of the Fund shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the BOARD OF COMMISSIONERS have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments
and
Recommendations

and

WHEREAS, the members of the BOARD OF COMMISSIONERS have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments
and
Recommendations

as evidenced by the group affidavit form of the BOARD OF COMMISSIONERS.

WHEREAS, such resolution of certification shall be adopted by the BOARD OF COMMISSIONERS no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board, and

WHEREAS, all members of the BOARD OF COMMISSIONERS have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance

Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the BOARD OF COMMISSIONERS to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE, BE IT RESOLVED, that the BOARD OF COMMISSIONERS of the Camden County Insurance Commission hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey, dated July 30, 1968, and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE
RESOLUTION PASSED AT THE MEETING HELD ON JULY 28, 2016.

Ross Angilella, Chairman

GROUP AFFIDAVIT FORM
CERTIFICATION OF BOARD OF FUND COMMISSIONERS

of the

CAMDEN COUNTY INSURANCE COMMISSION

We members of the BOARD OF COMMISSIONERS of the Camden County Insurance Commission, of full age, being duly sworn according to law, upon our oath depose and say:

- 1.) We are duly elected members of the BOARD OF COMMISSIONERS of the Camden County Insurance Commission.

- 2.) In the performance of our duties, and pursuant to the Local Finance Board Regulation, we have familiarized ourselves with the contents of the Annual Fund Audit filed with the Secretary of the Fund pursuant to N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36 for the year 2015.

- 3.) We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled:

GENERAL COMMENTS – RECOMMENDATIONS

(L.S.) Ross Angilella

(L.S.) Anna Marie Wright

(L.S.)

STEVE WILLIAMS
Vice Chairman

The Secretary of the Fund shall set forth the reason for the absence of signature of any members of the BOARD OF COMMISSIONERS.

Important: This certificate must be sent to the Division of Local Government Services, CN 803, Trenton, NJ 08625

**CAMDEN COUNTY
INSURANCE COMMISSION**

CORRECTIVE ACTION PLAN

FOR

AUDIT YEAR ENDING

DECEMBER 31, 2015

Financial Statement Finding

No Current Year Findings.

RESOLUTION NO. 39-16

**RESOLUTION AUTHORIZING ACCEPTANCE OF THE CORRECTIVE
ACTION PLAN FOR THE 2015 CAMDEN COUNTY INSURANCE
COMMISSION AUDIT**

WHEREAS, Local Finance Notice 92-15 requires that a Corrective Action Plan be approved and filed with the Division of Local Services for the Commission Audit for the year ending December 31, 2015; and

WHEREAS, this plan has been prepared and distributed to the Commissioners of the Camden County Insurance Commission; now, therefore,

BE IT RESOLVED, by the Commissioners of the County of Camden that the Corrective Action Plan for the Audit Year ending December 31, 2015; be approved and filed with the Division of Local Government and Services of the State of New Jersey.

ADOPTED:

BY: _____
CHAIRPERSON

ATTEST:

Camden County Insurance Commission Certificate of Insurance Monthly Report

Friday, July 22, 2016

From 6/17/16 to 7/21/16

Holder (H) / Insured Name (I)	Holder / Insured Address	Holder Code	Description of Operations	Issue Date	Coverage
<u>CCIC</u>					
- Block 1401 Lot 33 LLC, Lot 33 Garage LLC, I- Camden County Improvement Authority	Cooper Medical Services Inc. c/o Cooper University Hospital, Risk Mngt. One Cooper Plaza, 106G Keleman Camden, NJ 08103 Voorhees Town Center 2220 Voorhees Town Center Voorhees, NJ 08043	314	Certificate holder Block 1401 Lot 33 LLC, Lot 33 Garage LLC, The 7/21/2016 GL EX AU WC Cooper Health System, Cooper University Hospital and Cooper Medical Risk Services are additional insureds where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement as respects to the following agreement: Ground Lease between Block 1401 Lot 33 LLC (as landlord) and Camden County Authority (CCIA-as tenant). Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/16 to 1/1/17 Policy # SP4054261		
H- Live Nation Worldwide, Inc. I- County of Camden	Bala Cynwyd, PA Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102	111 Presidential Boulevard, Suite 111 796	Live Nation Worldwide, Inc. and its landlords, if any, and their respective parents, members, partners, affiliates, divisions and subsidiaries, and their respective officers, directors, shareholders, employees and representatives are additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement on a primary and non-contributory basis as respects (see page 2) the insured's event at the BB&T Pavilion in Camden, NJ 7/4/16-7/11/16. Waiver of subrogation in favor of the certificate holder. Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/16 to 1/1/17 Policy # SP4054261	6/30/2016	GL EX AU WC

<p>H- Hale Trailer Brake & Wheel Inc. I- County of Camden</p>	<p>P.O. Box 1400 Voorhees, NJ 08043 Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102</p>	<p>850</p>	<p>Certificate holder is additional insured and loss payee where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement (SEE PAGE 2)</p> <p>respect to the rental of Unit # 22695, 2008 Markline # 80226312, Value \$8125, Unit # 17373, 2004 Markline, # 40122118, Value \$7875 and Unit # 20277, 2006 Markline, 60224578, Value \$11,800. with respects to:</p> <table border="0"> <tr> <td>Trl # 32424 # 00030089</td> <td>2016</td> <td>Markline</td> <td>\$15,475</td> </tr> <tr> <td>Trl # 19833 #E51024186</td> <td>2006</td> <td>Markline</td> <td>\$ 9,700</td> </tr> <tr> <td>Trl # 17859 #E40722686</td> <td>2004</td> <td>Markline</td> <td>\$ 8,775</td> </tr> <tr> <td>Trl # 9957 #E-80915955</td> <td>1999</td> <td>Markline</td> <td>\$ 8,250</td> </tr> </table>	Trl # 32424 # 00030089	2016	Markline	\$15,475	Trl # 19833 #E51024186	2006	Markline	\$ 9,700	Trl # 17859 #E40722686	2004	Markline	\$ 8,775	Trl # 9957 #E-80915955	1999	Markline	\$ 8,250	<p>7/18/2016 GL EX PR</p>
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<p>H- Williams Scotsman, Inc. I- Camden County Department of Police Services</p>	<p>901 S. Bond Street, Suite 600 Baltimore, MD 21231- 3357 800 Federal Street Camden, NJ 08103</p>	<p>1114</p>	<p>Evidence of insurance. All operations usual to County Governmental Entity as respects to Unit Number: CPX-12436.</p>	<p>7/11/2016 PR</p>																
<p>H- Delaware River Port Authority I- County of Camden</p>	<p>P.O. Box 1949, One Port Center 2 Riverside Dr. Camden, NJ 08101 Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102</p>	<p>1126</p>	<p>Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement (see page 2)</p> <p>as respects to 200 Federal Street Block 139.02, Lot 1.</p> <table border="0"> <tr> <td>Company E: XS Worker Compensation</td> <td>Statutory x \$1,000,000</td> </tr> <tr> <td>XS Employers Liability</td> <td>\$5,000,000 x \$1,000,000</td> </tr> <tr> <td colspan="2">Policy Term 1/1/16 to 1/1/17 Policy # SP4054261</td> </tr> </table>	Company E: XS Worker Compensation	Statutory x \$1,000,000	XS Employers Liability	\$5,000,000 x \$1,000,000	Policy Term 1/1/16 to 1/1/17 Policy # SP4054261		<p>a7/15/2016 GL EX AU WC</p>										
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Policy Term 1/1/16 to 1/1/17 Policy # SP4054261																				
<p>H- DiggerlandUSA I- County of Camden</p>	<p>100 Pinedge Lane West Berlin, NJ 08091 Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102</p>	<p>1555</p>	<p>Certificate holder is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement (see page 2)</p> <p>as respects the Touch a Truck Event on September 24, 2016, 9AM to 1PM</p> <table border="0"> <tr> <td>Company E: XS Worker Compensation</td> <td>Statutory x \$1,000,000</td> </tr> <tr> <td>XS Employers Liability</td> <td>\$5,000,000 x \$1,000,000</td> </tr> <tr> <td colspan="2">Policy Term 1/1/16 to 1/1/17 Policy # SP4054261</td> </tr> </table>	Company E: XS Worker Compensation	Statutory x \$1,000,000	XS Employers Liability	\$5,000,000 x \$1,000,000	Policy Term 1/1/16 to 1/1/17 Policy # SP4054261		<p>a6/22/2016 GL EX AU WC</p>										
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Policy Term 1/1/16 to 1/1/17 Policy # SP4054261																				
<p>H- To Whom it May Concern I- County of Camden</p>	<p>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102</p>	<p>1733</p>	<p>Evidence of insurance. All operations usual to County Governmental Entity.</p> <table border="0"> <tr> <td>Company E: XS Worker Compensation</td> <td>Statutory x \$1,000,000</td> </tr> <tr> <td>XS Employers Liability</td> <td>\$5,000,000 x \$1,000,000</td> </tr> </table>	Company E: XS Worker Compensation	Statutory x \$1,000,000	XS Employers Liability	\$5,000,000 x \$1,000,000	<p>7/6/2016 GL EX AU WC</p>												
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<p>H- The County of Camden and The State of New Jersey I- Camden County College</p>	<p>2600 Mr. Ephraim Ave Camden, NJ 08104 PO Box 200 Blackwood, NJ 08021</p>	<p>1737</p>	<p>Certificate holder is additional insured where obligated by virtue of a7/13/2016 GL EX AU written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement as respect to Employment Training through the Camden County One-Stop Career Center.</p>
<p>H- Delaware River Port Authority I- County of Camden</p>	<p>P.O. Box 1949, One Port Center 2 Riverside Dr. Camden, NJ 08101 Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102</p>	<p>1740</p>	<p>Evidence of insurance. All operations usual to County Governmental7/15/2016 PR Entity as respects to 200 Federal Street Block 139.02. Lot. Certificate holder is included as mortgagee.</p>
<p>H- Block 1401 Lot 33 LLC, Lot 33 Garage LLC I- Camden County Improvement Authority</p>	<p>Cooper Medical Services, Inc. c/o Cooper University Hospital, Risk Mngt. One Cooper Plaza, 106G Keleman Camden, NJ 08103 Voorhees Town Center 2220 Voorhees Town Center Voorhees, NJ 08043</p>	<p>1744</p>	<p>Evidence of insurance: Parking Garage, One Cooper Plaza, 7/21/2016 PR Benson & Broadway, Camden, NJ Building Coverage \$31,930,481, Contents \$350,000</p>

Total # of Holders = 10

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND

9 Campus Drive – Suite 216
Parsippany, NJ 07054-4412
Telephone (201) 881-7632 Fax (201) 881-7633

Date: June 23, 2016
To: Executive Committee
Camden County Insurance Commission
From: PERMA Risk Management Services
Subject: New Jersey Counties Excess Meeting Report

Risk Management Plan – Amendment to Assessment Payment Schedule: Executive Director reported that the Risk Management Plan (RMP) requires an amendment to update the assessment payment schedule to track to the Fund’s operations over the past six years.

Following budget certification, any adjustments to exposures reported by members result in minor changes to the budget and subsequent allocation of additional premiums. Any adjustments are included on the 2nd installment bill, which has been due May 15th. Executive Director reported adjustments have occurred well after the original May 15th date and recommended the installment dates change to allow billing flexibility, as well as, track to billings issued over the past six years. The Board of Fund Commissioners agreed with the recommendation and approved the amendment to the 2016 Risk Management Plan as respects to installment payments.

Former wording of installment payments in the 2016 Risk Management Plan

- c) The following shall be the payment schedule for assessments:
60% of the assessment shall be due March 15th (or upon binding coverage if after the February 15th and the remainder due on May 15th (or upon binding coverage if after May 15th).

Current amended wording of installment payments in the 2016 Risk Management Plan

- c) The following shall be the payment schedule for assessments:
- 1) Current Members: 60% of the assessment shall be due March 15th and the remainder due on August 1st.
 - 2) New Members:
 - a) New members will be billed based upon an agreed payment schedule for the initial first year of membership.
 - b) Thereafter the initial year, new members will be billed the same cycle as current members on March 15th and August 1st.

Membership Renewal: The Counties of Union, Hudson, Ocean and Mercer County Insurance Fund Commission are scheduled to renew their membership with the Fund as of January 1, 2017. Renewal documents will be sent to each respective County.

December 31, 2015 Audit: The Fund Auditor submitted and reviewed a draft financial audit for the period ending December 31, 2015. Fund Auditor noted there was no recommendations or findings and would prepare the final report for the next meeting. The Board adopted resolution 26-16 authorizing the fund office to file the draft audit and request an extension to submit the final report to the Department of Community Affairs.

2017 Renewal: The fund office will start the data collection process for the 2017 renewal in order to provide relevant information to underwriters. The fund office is working with the local Insurance Commissions and County members to roll out the process shortly; the initial deadline to complete the general liability and property information is set for August and all remaining exposure data by September in order to present a budget by the October meeting.

Bylaw Amendment: Following the May 5th public meeting, the fund office distributed the proposed bylaw amendment to members for their governing bodies to approve or deny. The amendment would allow a Joint insurance Fund(s) whose members are exclusive members of a local unit under the control and finance of the governing body of a County to apply for NJCE membership.

As per the NJCE bylaws, the amendment is only adopted by the Fund when the governing bodies of three-fourths (3/4) of the members approve the amendment within six (6) months of the hearing on the amendment. Executive Director reported to date, the office has received confirmation that 5 members have adopted the bylaw amendment.

NJCE Financials: The Financial Fast Track as of April 30, 2016 reflected the fund's statutory surplus of \$5.6 million.

Claims Status Summary: AmeriHealth Casualty Services provided a summary report of claims with large open reserves which were reviewed during Closed Session.

Risk Control: Safety Director's report included a report reflecting the risk control activities from April – July 2016. Safety Director said PEOSH has indicated they would be focusing on five-year strategic plan in the various counties. Safety Director said members could contact his office for assistance in responding to any citations.

Next Meeting: The next regularly scheduled meeting of the NJCE fund is September 22, 2016 at 1:00PM at the Camden County College Regional Emergency Training Center.

CAMDEN COUNTY INSURANCE COMMISSION					
FINANCIAL FAST TRACK REPORT					
AS OF May 31, 2016					
ALL YEARS COMBINED					
	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE	
1. UNDERWRITING INCOME	1,406,015	7,030,101	67,955,573	74,985,675	
2. CLAIM EXPENSES					
Paid Claims	265,170	1,907,183	11,327,435	13,234,618	
Case Reserves	244,423	488,887	4,544,354	5,033,241	
IBNR	571,725	1,950,641	10,860,735	12,811,376	
Discounted Claim Value	(19,994)	(60,260)	(346,320)	(406,580)	
TOTAL CLAIMS	1,061,323	4,286,451	26,386,203	30,672,655	
3. EXPENSES					
Excess Premiums	541,613	2,708,065	28,400,740	31,108,805	
Administrative	61,211	291,502	3,369,646	3,661,148	
TOTAL EXPENSES	602,824	2,999,567	31,770,386	34,769,953	
4. UNDERWRITING PROFIT (1-2-3)	(258,133)	(255,917)	9,798,984	9,543,067	
5. INVESTMENT INCOME	4,474	22,036	153,790	175,827	
6. PROFIT (4 + 5)	(253,658)	(233,880)	9,952,774	9,718,894	
7. CEL APPROPRIATION CANCELLATION	0	0	212,516	212,516	
8. DIVIDEND INCOME	0	0	101,047	101,047	
9. DIVIDEND EXPENSE	0	0	(101,047)	(101,047)	
10. INVESTMENT IN JOINT VENTURE	32,175	(115,158)	2,068,906	1,953,748	
11. SURPLUS (6 + 7 + 8)	(221,484)	(349,038)	12,234,196	11,885,157	
SURPLUS (DEFICITS) BY FUND YEAR					
2010	4,639	14,027	(151,551)	(137,524)	
2011	2,107	(20,848)	1,049,272	1,028,424	
2012	2,445	(106,554)	1,278,583	1,172,029	
2013	40,623	15,076	4,225,475	4,240,551	
2014	(56,301)	403,841	3,880,904	4,284,745	
2015	(325,293)	(827,748)	1,951,513	1,123,765	
2016	110,296	173,168		173,168	
TOTAL SURPLUS (DEFICITS)	(221,484)	(349,038)	12,234,196	11,885,157	
TOTAL CASH					
				19,752,780	
CLAIM ANALYSIS BY FUND YEAR					
FUND YEAR 2010					
Paid Claims	1,166	8,898	2,628,285	2,637,183	
Case Reserves	(4,416)	7,881	92,540	100,422	
IBNR	(253)	(20,206)	68,957	48,751	
Discounted Claim Value	44	186	(2,516)	(2,330)	
TOTAL FY 2010 CLAIMS	(3,458)	(3,241)	2,787,266	2,784,025	
FUND YEAR 2011					
Paid Claims	1,509	25,627	1,939,865	1,965,492	
Case Reserves	(1,509)	(67,414)	254,193	186,779	
IBNR	(266)	(25,880)	77,228	51,347	
Discounted Claim Value	39	2,424	(6,839)	(4,415)	
TOTAL FY 2011 CLAIMS	(227)	(65,243)	2,264,446	2,199,203	
FUND YEAR 2012					
Paid Claims	4,528	95,608	1,505,816	1,601,424	
Case Reserves	1,026	(86,336)	338,978	252,642	
IBNR	(690)	(12,653)	145,729	133,076	
Discounted Claim Value	(12)	2,362	(10,606)	(8,244)	
TOTAL FY 2012 CLAIMS	4,853	(1,019)	1,979,917	1,978,898	
FUND YEAR 2013					
Paid Claims	29,338	163,719	2,135,836	2,299,555	
Case Reserves	(64,762)	(9,051)	1,137,999	1,128,949	
IBNR	(5,464)	(211,808)	1,277,722	1,065,914	
Discounted Claim Value	1,416	5,678	(49,350)	(43,672)	
TOTAL FY 2013 CLAIMS	(39,472)	(51,461)	4,502,207	4,450,746	
FUND YEAR 2014					
Paid Claims	81,410	552,398	2,250,678	2,803,076	
Case Reserves	(9,872)	(602,683)	1,877,491	1,274,807	
IBNR	(12,283)	(296,410)	2,716,202	2,419,793	
Discounted Claim Value	444	24,690	(105,905)	(81,215)	
TOTAL FY 2014 CLAIMS	59,699	(322,005)	6,738,466	6,416,461	
FUND YEAR 2015					
Paid Claims	71,751	499,826	866,955	1,366,782	
Case Reserves	266,375	690,224	843,153	1,533,377	
IBNR	(6,130)	(413,790)	6,574,897	6,161,107	
Discounted Claim Value	(5,818)	(9,768)	(171,104)	(180,872)	
TOTAL FY 2015 CLAIMS	326,178	766,492	8,113,902	8,880,394	
FUND YEAR 2016					
Paid Claims	75,468	561,106		561,106	
Case Reserves	57,581	556,266		556,266	
IBNR	596,809	2,931,388		2,931,388	
Discounted Claim Value	(16,107)	(85,832)		(85,832)	
TOTAL FY 2016 CLAIMS	713,751	3,962,928	0	3,962,928	
COMBINED TOTAL CLAIMS	1,061,323	4,286,451	26,386,203	30,672,655	

NEW JERSEY COUNTIES EXCESS JIF					
FINANCIAL FAST TRACK REPORT					
AS OF May 31, 2016					
ALL YEARS COMBINED					
	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE	
1. UNDERWRITING INCOME	1,765,854	8,829,272	76,187,004	85,016,276	
2. CLAIM EXPENSES					
Paid Claims	56,361	757,709	1,089,974	1,847,683	
Case Reserves	401,151	962,607	2,413,317	3,375,923	
IBNR	(171,181)	404,969	9,188,910	9,593,879	
Discounted Claim Value	(33,839)	(118,603)	(651,074)	(769,677)	
TOTAL CLAIMS	252,492	2,006,682	12,041,128	14,047,809	
3. EXPENSES					
Excess Premiums	1,256,071	6,278,117	52,056,606	58,334,723	
Administrative	128,935	645,526	5,652,271	6,297,797	
TOTAL EXPENSES	1,385,006	6,923,643	57,708,877	64,632,520	
4. UNDERWRITING PROFIT (1-2-3)	128,357	(101,052)	6,436,999	6,335,947	
5. INVESTMENT INCOME	3,719	16,504	184,725	201,228	
6. PROFIT (4+5)	132,076	(84,548)	6,621,724	6,537,175	
7. Dividend	0	0	150,000	150,000	
8. Cancelled Appropriations	0	0	607,551	607,551	
9. SURPLUS (6-7-8)	132,076	(84,548)	5,864,173	5,779,624	
SURPLUS (DEFICITS) BY FUND YEAR					
2010	1,759	16,541	642,182	658,723	
2011	3,244	(194,241)	1,149,228	954,987	
2012	18,335	(311,904)	477,778	165,874	
2013	659	(127,587)	1,259,797	1,132,210	
2014	11,272	319,103	1,417,746	1,736,849	
2015	876	(289,074)	917,441	628,367	
2016	95,929	502,613		502,613	
TOTAL SURPLUS (DEFICITS)	132,076	(84,548)	5,864,172	5,779,623	
TOTAL CASH				17,002,755	
CLAIM ANALYSIS BY FUND YEAR					
FUND YEAR 2010					
Paid Claims	0	901	163,454	164,355	
Case Reserves	0	(0)	1	1	
IBNR	(1,603)	(17,124)	326,545	309,422	
Discounted Claim Value	53	710	(11,008)	(10,298)	
TOTAL FY 2010 CLAIMS	(1,550)	(15,513)	478,992	463,479	
FUND YEAR 2011					
Paid Claims	0	91,234	144,097	235,331	
Case Reserves	0	158,768	262,007	420,775	
IBNR	(3,007)	(43,638)	623,896	580,258	
Discounted Claim Value	141	(10,315)	(41,637)	(51,952)	
TOTAL FY 2011 CLAIMS	(2,866)	196,049	988,363	1,184,412	
FUND YEAR 2012					
Paid Claims	35,927	546,946	515,889	1,062,835	
Case Reserves	(51,988)	(136,694)	856,270	719,575	
IBNR	(5,309)	(95,441)	1,120,043	1,024,602	
Discounted Claim Value	3,438	(895)	(82,267)	(83,162)	
TOTAL FY 2012 CLAIMS	(17,932)	313,916	2,409,934	2,723,850	
FUND YEAR 2013					
Paid Claims	344	344	15,975	16,319	
Case Reserves	355,925	605,125	511,304	1,116,429	
IBNR	(343,208)	(463,778)	1,657,721	1,193,943	
Discounted Claim Value	(13,061)	(10,989)	(110,993)	(121,982)	
TOTAL FY 2013 CLAIMS	0	130,702	2,074,007	2,204,709	
FUND YEAR 2014					
Paid Claims	1,101	26,532	120,096	146,628	
Case Reserves	(1,101)	(166,940)	313,106	146,166	
IBNR	(11,236)	(198,300)	2,411,798	2,213,498	
Discounted Claim Value	749	23,316	(164,745)	(141,429)	
TOTAL FY 2014 CLAIMS	(10,487)	(315,392)	2,680,255	2,364,863	
FUND YEAR 2015					
Paid Claims	18,989	91,752	130,464	222,216	
Case Reserves	98,310	502,336	470,629	972,965	
IBNR	(113,158)	(281,417)	3,048,907	2,767,490	
Discounted Claim Value	(4,141)	(17,198)	(240,424)	(257,622)	
TOTAL FY 2015 CLAIMS	(0)	295,473	3,409,576	3,705,049	
FUND YEAR 2016					
Paid Claims	0	0		0	
Case Reserves	5	12		12	
IBNR	306,339	1,504,667		1,504,667	
Discounted Claim Value	(21,017)	(103,231)		(103,231)	
TOTAL FY 2016 CLAIMS	285,327	1,401,447	0	1,401,447	
COMBINED TOTAL CLAIMS	252,492	2,006,682	12,041,128	14,047,809	

**Camden County Insurance Commission
CLAIM ACTIVITY REPORT**

AS OF	June 30, 2016							
COVERAGE LINE- PROPERTY								
CLAIM COUNT - OPEN CLAIMS								
Year	2010	2011	2012	2013	2014	2015	2016	TOTAL
May-16	0	0	0	0	0	0	1	1
June-16	0	0	0	0	0	0	3	3
NET CHGE	0	0	0	0	0	0	2	2
Limited Reserves								\$7,190
Year	2010	2011	2012	2013	2014	2015	2016	TOTAL
May-16	-	-	-	-	190.00	90.00	100.00	\$380
June-16	-	-	-	-	190.00	10,690.00	10,690.00	\$21,570
NET CHGE	\$0	\$0	\$0	\$0	\$0	\$10,600	\$10,590	\$21,190
Ltd Incurred	\$49,949	\$33,320	\$0	\$15,727	\$87,935	\$33,100	\$10,820	\$230,852
COVERAGE LINE- GENERAL LIABILITY								
CLAIM COUNT - OPEN CLAIMS								
Year	2010	2011	2012	2013	2014	2015	2016	TOTAL
May-16	0	4	1	14	17	21	13	70
June-16	0	4	1	13	13	23	12	66
NET CHGE	0	0	0	-1	-4	2	-1	-4
Limited Reserves								\$2,617
Year	2010	2011	2012	2013	2014	2015	2016	TOTAL
May-16	14,674.60	58,867.89	18,955.24	51,746.41	23,025.00	15,380.00	1,201.00	\$183,850
June-16	14,674.60	58,867.89	18,955.24	40,936.42	20,750.00	16,058.31	2,454.00	\$172,696
NET CHGE	\$0	\$0	\$0	(\$10,810)	(\$2,275)	\$678	\$1,253	(\$11,154)
Ltd Incurred	\$517,399	\$305,580	\$298,901	\$108,280	\$20,750	\$21,115	\$4,506	\$1,276,531
COVERAGE LINE- AUTO LIABILITY								
CLAIM COUNT - OPEN CLAIMS								
Year	2010	2011	2012	2013	2014	2015	2016	TOTAL
May-16	0	0	0	0	3	4	3	10
June-16	0	0	0	0	3	4	1	8
NET CHGE	0	0	0	0	0	0	-2	-2
Limited Reserves								\$2,475
Year	2010	2011	2012	2013	2014	2015	2016	TOTAL
May-16	5,241.78	3,657.01	-	-	300.00	10,500.00	300.00	\$19,999
June-16	5,241.78	3,657.01	-	-	300.00	10,500.00	100.00	\$19,799
NET CHGE	\$0	\$0	\$0	\$0	\$0	\$0	(\$200)	(\$200)
Ltd Incurred	\$115,207	\$46,030	\$45,000	\$0	\$334	\$11,000	\$100	\$217,671
COVERAGE LINE- WORKERS COMP.								
CLAIM COUNT - OPEN CLAIMS								
Year	2010	2011	2012	2013	2014	2015	2016	TOTAL
May-16	4	7	10	22	25	22	20	110
June-16	4	7	10	22	25	22	34	124
NET CHGE	0	0	0	0	0	0	14	14
Limited Reserves								\$25,774
Year	2010	2011	2012	2013	2014	2015	2016	TOTAL
May-16	80,504.67	124,254.62	233,687.21	528,698.97	601,063.62	1,264,097.05	139,292.02	\$2,971,598
June-16	76,889.89	118,888.02	364,483.21	526,541.65	541,465.88	1,280,613.30	287,098.08	\$3,195,980
NET CHGE	(\$3,615)	(\$5,367)	\$130,796	(\$2,157)	(\$59,598)	\$16,516	\$147,806	\$224,382
Ltd Incurred	\$2,066,037	\$1,756,566	\$2,143,932	\$1,795,529	\$1,968,607	\$2,169,442	\$480,741	\$12,380,854
TOTAL ALL LINES COMBINED								
CLAIM COUNT - OPEN CLAIMS								
Year	2010	2011	2012	2013	2014	2015	2016	TOTAL
May-16	4	11	11	36	45	47	37	191
June-16	4	11	11	35	41	49	50	201
NET CHGE	0	0	0	-1	-4	2	13	10
Limited Reserves								\$16,965
Year	2010	2011	2012	2013	2014	2015	2016	TOTAL
May-16	\$100,421	\$186,780	\$252,642	\$580,445	\$624,579	\$1,290,067	\$140,893	\$3,175,827
June-16	\$96,806	\$181,413	\$383,438	\$567,478	\$562,706	\$1,317,862	\$300,342	\$3,410,045
NET CHGE	(\$3,615)	(\$5,367)	\$130,796	(\$12,967)	(\$61,873)	\$27,795	\$159,449	\$234,218
Ltd Incurred	\$2,748,592	\$2,141,497	\$2,487,833	\$1,919,536	\$2,077,626	\$2,234,657	\$496,167	\$14,105,908

**CAMDEN COUNTY INSURANCE COMMISSION
BILLS LIST**

Resolution No. 40-16

JULY 2016

WHEREAS, the Treasurer has certified that funding is available to pay the following bills: now, therefore,

BE IT RESOLVED that the Camden County Insurance Fund Commission, hereby authorizes the Commission Treasurer to issue warrants in payment of the following claims; and

BE IT FURTHER RESOLVED, that this authorization shall be made a permanent part of the records of the Commission.

FUND YEAR 2016

000415

000415	BOWMAN & COMPANY LLP	AUDITOR FEE 06/30/16 - 2015	2,500.00
			2,500.00

TOTAL PAYMENTS FY 2015 2,500.00

FUND YEAR 2016

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
000416			
000416	NEW JERSEY COUNTIES EXCESS JIF	CEL 2ND 2016 INSTALLMENT	1,870,159.91
			1,870,159.91
000417			
000417	BROWN & CONNERY, LLP	LEGAL SERV FOR ANCILLARY COV - 6/30/16	464.65
000417	BROWN & CONNERY, LLP	LEGAL SERV FOR ANCILLARY COV - 6/30/16	858.00
			1,322.65
000418			
000418	COMPSERVICES, INC.	CLAIMS ADMIN - 07/2016 - CCPD	11,317.00
000418	COMPSERVICES, INC.	CLAIMS ADMIN - 07/2016 - CCIC	18,250.00
			29,567.00
000419			
000419	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 07/2016	14,583.33
			14,583.33
000420			
000420	THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES - 07/2016 - CCPD	538.56
000420	THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES - 07/2016	311.44
			850.00
000421			
000421	HARDENBERGH INSURANCE GROUP	RMC FEE FOR 2016	5,891.00
			5,891.00
		TOTAL PAYMENTS FY 2016	1,922,373.89

TOTAL PAYMENTS ALL FUND YEARS \$ 1,924,873.89

Chairperson

Attest:

Dated: _____

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

Treasurer

CAMDEN COUNTY INSURANCE COMMISSION
SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED

Current Fund Year: 2016								
Month Ending: May								
	Property	Liability	Auto	Worker's Comp	NJ CEL	Admin	POL/EPL	TOTAL
OPEN BALANCE	1,445,701.72	5,763,594.28	1,008,195.96	11,269,720.44	(960,725.26)	1,590,017.19	765,589.04	20,882,093.38
RECEIPTS								
Assessments	3,298.56	37,591.67	9,156.26	139,898.12	272,888.58	28,796.55	0.00	491,629.75
Refunds	0.00	0.00	0.00	2,976.55	0.00	0.00	0.00	2,976.55
Invest Pymnts	0.00	0.00	0.00	0.00	0.00	4,474.35	0.00	4,474.35
Invest Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subtotal Invest	0.00	0.00	0.00	0.00	0.00	4,474.35	0.00	4,474.35
Other *	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	3,298.56	37,591.67	9,156.26	142,874.67	272,888.58	33,270.90	0.00	499,080.65
EXPENSES								
Claims Transfers	0.00	62,601.60	9,698.97	198,866.69	0.00	0.00	0.00	271,167.26
Expenses	0.00	0.00	0.00	0.00	0.00	1,298,785.86	0.00	1,298,785.86
Other *	0.00	0.00	0.00	58,440.66	0.00	0.00	0.00	58,440.66
TOTAL	0.00	62,601.60	9,698.97	257,307.35	0.00	1,298,785.86	0.00	1,628,393.78
END BALANCE	1,449,000.28	5,738,584.35	1,007,653.25	11,155,287.76	(687,836.67)	324,502.23	765,589.04	19,752,780.25

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS							
CAMDEN COUNTY INSURANCE COMMISSION							
ALL FUND YEARS COMBINED							
CURRENT MONTH	May						
CURRENT FUND YEAR	2016						
Description:	Ins Comm General A/C	Workers Comp Claims	Liability Claims	CCPD - WC	CCPD - Liability		
ID Number:							
Maturity (Yrs)							
Purchase Yield:							
TOTAL for All Accts & instruments							
Opening Cash & Investment Balance	\$20,882,092.43	20660051.78	7600.05	228093.16	-26207.78	12555.22	
Opening Interest Accrual Balance	\$0.00	0	0	0	0	0	0
1 Interest Accrued and/or Interest Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2 Interest Accrued - discounted Instr.s	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3 (Amortization and/or Interest Cost)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4 Accretion	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5 Interest Paid - Cash Instr.s	\$4,474.36	\$4,402.59	\$13.66	\$49.21	\$0.52	\$8.38	
6 Interest Paid - Term Instr.s	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7 Realized Gain (Loss)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8 Net Investment Income	\$4,474.36	\$4,402.59	\$13.66	\$49.21	\$0.52	\$8.38	
9 Deposits - Purchases	\$683,084.79	\$494,607.30	\$91,782.27	\$2,944.30	\$43,010.03	\$50,740.89	
10 (Withdrawals - Sales)	-\$1,816,871.27	-\$1,487,263.35	-\$201,352.06	-\$9,348.43	-\$55,955.29	-\$62,952.14	
Ending Cash & Investment Balance	\$19,752,780.31	\$19,671,798.32	-\$101,956.08	\$221,738.24	-\$39,152.52	\$352.35	
Ending Interest Accrual Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Plus Outstanding Checks	\$1,494,615.29	\$1,298,785.86	\$127,681.90	\$10,395.53	\$28,302.41	\$29,449.59	
(Less Deposits in Transit)	-\$1,017.00	-\$174.00	\$0.00	\$0.00	-\$843.00	\$0.00	
Balance per Bank	\$21,246,378.60	\$20,970,410.18	\$25,725.82	\$232,133.77	-\$11,693.11	\$29,801.94	



**MEDICAL SAVINGS REPORT BY MONTH
CAMDEN COUNTY INSURANCE COMMISSION**

2016								
Month	Provider Billed Amount	Customer Rate (UCR)80th percentile	Paid Amount	Gross Savings	% of Savings	ACS Network Fee	Net Savings	Network Utilization
January	59,813.70	\$57,913.40	\$28,404.81	\$29,508.49	50.95%	\$5,901.70	\$23,606.79	93.80%
February	161,531.45	\$155,598.18	\$70,329.38	\$85,268.80	54.80%	\$17,053.76	\$68,215.04	97.80%
March	212,702.89	\$201,277.47	\$101,856.39	\$93,421.08	46.41%	\$18,684.22	\$74,736.86	98.10%
April	174,979.90	\$143,480.97	\$64,499.30	\$78,981.67	55.05%	\$15,796.33	\$63,185.34	94%
May	137,059.20	\$130,703.14	\$73,424.33	\$57,278.81	43.82%	\$11,455.76	\$45,823.05	97.60%
June	118,916.97	\$117,072.40	\$61,041.49	\$56,030.91	47.86%	\$11,206.18	\$44,824.73	96.60%
July								
August								
September								
October								
November								
December								
Totals:								
Total Bills Received		1127						

CAMDEN COUNTY INSURANCE COMMISSION

SAFETY DIRECTOR'S REPORT

TO: Fund Commissioners
FROM: J.A. Montgomery Risk Control, Safety Director
DATE: July 19, 2016

June - July 2016

RISK CONTROL ACTIVITIES

MEETINGS ATTENDED / TRAINING / LOSS CONTROL VISITS CONDUCTED

- **June 15:** Attended the CCIC Safety Committee meeting in Blackwood.
- **June 22:** Attended a client meeting with CCMUA in Camden.
- **June 22:** One session of Fire Extinguisher training was conducted for CCIC.
- **June 23:** Attended the CCIC meeting in Blackwood.
- **June 29:** Attended a pre-construction meeting at the Camden County 911 Communications Center.
- **July 1:** One session of Risk Management for Police Officers was conducted at the Camden County Police Academy.
- **July 19:** Conducted a loss control survey of the CCIC City Hall Fitness Center.

UPCOMING MEETINGS / TRAINING / LOSS CONTROL VISITS PLANNED

- **July 20:** Plan to attend the CCIC Safety Committee meeting in Blackwood.
- **July 28:** Plan to attend the CCIC meeting in Blackwood.

CEL MEDIA LIBRARY

The following CCIC Agencies utilized the CEL Media Library in 2016:

No Videos have been utilized in 2016

RESOLUTION NO. 41-16

**CAMDEN COUNTY INSURANCE FUND COMMISSION
RESOLUTION FOR CLOSED SESSION**

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; now, therefore,

BE IT RESOLVED by the Camden County Insurance Fund Commission, County of Camden, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter-specified subject matter.
2. The general nature of the subject matter to be discussed:

CONTRACTS:

LITIGATION: 1604, 1541, 1621, 1619, 3771, 444,7 0389, 7199, 0359

PERSONNEL:

3. It is anticipated at this time that the above subject matter will be made public when the members of the Camden County Insurance Fund Commission have made final determination.
4. This resolution shall take effect immediately.

ADOPTED:

CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

APPENDIX I

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – June 23, 2016
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 Ross G. 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 Bradford C. Stokes
Claims Service	AmeriHealth Casualty Services Denise Hall Steve Andrick Paulette Kelly (<i>via teleconference</i>) Huguette Atherton
	Conner Strong & Buckelew Michelle Leighton
CEL Underwriting Manager	Conner Strong & Buckelew
Attorney	Laura J. Paffenroth, Esq.
Treasurer	David McPeak
Safety Director	J.A. Montgomery Risk Control Glenn Prince
Risk Management Consultant (CCIA)	Hardenbergh Insurance Group Jenna Quattrone (<i>via teleconference</i>)

ALSO PRESENT:

Lou DiAngelo, Camden County
Ed Hill, Camden County Board of Social Services
Robert Cornforth, Camden County Municipal Utility Authority
Joseph Hrubash, PERMA Risk Management Services
Robyn Walcoff, PERMA Risk Management Services
Rachel Chwastek, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF MAY 26, 2016

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

CORRESPONDENCE: None

COMMITTEE REPORTS:

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on June 15th. Mr. Prince reported the Committee received a variety of training requests, including a DPW citation, which he would cover further in his Safety Director report. The next Safety Committee meeting is on July 20th. Mr. Prince asked if there were any questions and then concluded his report.

CLAIMS COMMITTEE: Ms. Leighton advised the last best practices workshop was in October of 2015. She advised they are forming a committee to discuss times and topics and will be reaching out shortly to commissioners and professionals to get that underway. Ms. Leighton reported the Claims Committee met on June 8th 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:

Certificate of Insurance Issuance Report – Included in the agenda was the certificate of insurance issuance reports from the CEL listing those certificates issued for the period of 4/23/16 to 5/23/16. There were 8 certificate of insurances issued during this period.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

Motion: Chairman Angilella
Second: Commissioner Williams
Vote: Unanimous

NJ Excess Counties Insurance Fund (CELJIF) – The CELJIF met prior to the Commission meeting. Executive Director provided a verbal summary of that meeting. The CEL is scheduled to meet again on September 22, 2016.

CCIC Financial Fast Track – Included in the agenda was a copy of the Financial Fast Track Report for April. As of April 30, 2016 the report indicates the Commission has a surplus of \$12,106,641. Line 10 of the report, “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 \$1,921,573.

NJ CEL Property and Casualty Financial Fast Track - Included in the agenda was a copy of the NJ CEL Financial Fast Track Report for the month of April. As of April 30, 2016 the report indicates the Fund has a surplus of \$5,647,549.

Cyber Liability Awareness – The MEL through their contract with Rutgers has produced a Cyber Liability Awareness Video and a two hour in person seminar. If the Commission is interested the cost is only \$250 per session. Included in the agenda was a brief overview of Marc Pfeiffer’s seminars. The Insurance Commission decided to assume the cost for up to two sessions.

MOTION TO AUTHORIZE UP TO TWO CYBER LIABILITY SESSIONS BY MARC PFEIFFER AT \$250 EACH

Motion:	Chairman Angilella
Second:	Commissioner Wright
Vote:	Unanimous

2015 Audit – The Commission Auditor, Mr. Jim Miles, of Bowman & Company, LLP will attend the July meeting to present the draft copy of the 2015 Audit.

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

Executive Director's Report Made Part of Minutes.

TREASURER: David McPeak advised the June Bill List had been reviewed.

MOTION TO APPROVE RESOLUTION 34-16 JUNE BILL LIST IN THE AMOUNT OF \$68,485.46

Motion:	Chairman Angilella
Second:	Commissioner Williams
Vote:	Unanimous

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

ATTORNEY: NONE

CLAIM SERVICE: Ms. Hall reviewed the Medical Savings Report for the month of May which was included in the agenda. Ms. Hall advised the total billed for the month of May was \$137,059.20 and the total paid was \$73,424.33 with a savings of \$57,278.81 or 43.82%. Ms. Hall advised the net savings was \$45,823.05 and network utilization was 97.60%. Ms. Hall advised that concluded her report unless anyone had anyone had questions.

SAFETY DIRECTOR: Mr. Prince reviewed the May – June 2016 Risk Control Activity Report which was included in the agenda. Mr Prince advised Camden County Public Works received a PEOSH citation and they have worked to address the issues, providing a template for the lock out/tag out program and inspected the DPW site. The Safety Director also plans to be present when the PEOSH inspector returns. Also, Fire Extinguisher training was provided on June 6th. 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

Motion: Chairman Angilella
Second: Commissioner Williams
Vote: Unanimous

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

MOTION TO CLOSE MEETING TO PUBLIC

Motion: Chairman Angilella
Second: Commissioner Wright
Vote: Unanimous

CLOSED SESSION: Chairman Angilella read Resolution 35-16, 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 35-16 FOR CLOSED SESSION

Motion: Chairman Angilella

Second: Commissioner Williams
Vote: Unanimous

MOTION TO RETURN TO OPEN SESSION

Motion: Chairman Angilella
Second: Commissioner Williams
Vote: Unanimous

Commissioner Williams made a motion to approve the PARS/SARS discussed during closed session.

MOTION TO APPROVE THE FOLLOWING PARS/SARS

CLAIM #	AMOUNT
1401	\$ 250,000.00
1438	\$ 55,456.24
1610	\$ 33,300.00
0779	\$ 24,074.32
8990	\$ 80,070.98

Motion: Chairman Angilella
Second: Commissioner Williams
Vote: Unanimous

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

MOTION TO ADJOURN:

Motion: Chairman Angilella
Second: Commissioner Williams
Vote: Unanimous

MEETING ADJOURNED: 2:26 PM

Minutes prepared by: Rachel Chwastek, Assisting Secretary

APPENDIX II

LOSS CONTROL REPORT

Camden County Insurance Commission

Department of Public Works

To: Lou DiAngelo, Camden County Insurance Manager
Date of visit: May 26, 2016
Date of report: June 12, 2016
Contact: Gary Chambers, Camden County Department of Public Works

OBJECTIVE OF THE SURVEY

Conduct a loss control visit to the Camden County Department of Public Works to assist with a recent PEOSH inspection.

SURVEY RESULTS

Camden County Department of Public Works

On May 26, 2016 Risk Control Consultant Glenn Prince, J.A. Montgomery Risk Control, met with Gary Chambers, DPW Supervisor, at the Camden County Department of Public Works, to review the citations received from a recent PEOSH inspection and to discuss what actions should be taken to resolve the citations. Prior to the visit, I was provided with a copy of the citations which displayed Inspection Number 1145811 and included citations for the following:

- Citation 1 Item 1** Failure to provide a written LOTO program.
- Citation 2 Item 1** Failure to provide OSHA 300 logs for 2013.
- Citation 2 Item 2** Failure to provide fire extinguisher training to employees.

After reviewing the citations, a sample written LOTO program template was electronically provided to Mr. Chambers and we reviewed what necessary provisions should be included to satisfy that citation.

Citation 1 Item 1

It was also recommended that all effected employees should participate in a LOTO training program, which is provided by J.A. Montgomery Risk Control. I was then escorted to the Automotive Repair Shop at which time several recommendations were made to enhance their LOTO program, such as providing tags, locks and signs for vehicles.

This report does not and is not intended to address every loss potential, but covers only those conditions specifically examined at time of the survey. There may be other conditions not examined or brought to our attention at the time of this survey, that may contain a potential for liability. This report does not include matters of a legal nature or violations of any federal, state or local statute, ordinance or regulation, except as specifically noted in the report.

J.A. Montgomery Risk Control
40 Lake Center Executive Park
401 Route 73 North
P.O. Box 177
Marlton, NJ 08053

Glenn A. Prince
Office phone: (856) 552-4744
Cell phone: (609) 238-3949
Fax: (856) 552-4745

Citation 2, Item 2 and 3

The 300 logs were filled out prior to the visit and will be maintained moving forward. Fire extinguisher training was provided to DPW employees by J.A. Montgomery Risk Control on June 6, 2016.

New suggestions have been classified by the following system.

- **"Urgent" (U)** refer to situations of "imminent danger" or "critical safety / health issues which might be expected to cause death or serious physical harm.
- **"Important" (I)** encompass regulatory concerns and hazards not classified as either "Urgent" or "Program Improvement" suggestions.
- **"Program Improvement" (PI)** encompass suggestions related to safety, process improvements, management systems, and other practices that would be expected to improve the overall safety, quality, and effectiveness of the organization.

Department of Public Works

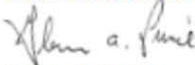
CCIC DPW 2016- 1 (I) *It is recommended that lockout tagout kits be purchased for the automotive shop and included in their lockout tagout written program, consistent with the provisions of 29 CFR 1910.147(c)(4).*

CCIC DPW 2016 - 2 (I) *It is recommended that all employees at the Department of Public Works participate in the LOTO training program, which would inform all employees of the written program, standards and actions required to comply with the program.*

For your reference, a report showing the current status of your Suggestions for Improvement is enclosed. Please take a few moments to verify that it is correct. Copies of this report should be distributed to all departments referred to in this report.

If you have any questions regarding this survey, please call or e-mail Glenn Prince, CCIC Risk Control Consultant, at 609-552-4744 or gprince@jamontgomery.com.

REPORT SUBMITTED BY:



Glenn A. Prince
Associate Public Sector Director
J.A. Montgomery Risk Control

cc: Dave McHale, Public Sector Director, J.A. Montgomery Risk Control
 Bradford Stokes, PERMA, CCIC Executive Director
 Cathy Dodd, PERMA, CCIC Account Manager

Loss Control Report Camden County Insurance Commission (CCIC)

Open Suggestions

Report Date 6/20/2016

Town	Sug #	Type	Status	Date of Survey Date Completed	Location
Department of Public Works					
	1-2016	I	O	5/26/2016	<u>Department of Public Works</u> It is recommended that lockout tagout kits be purchased for the automotive shop and included in their lockout tagout written program, consistent with the provisions of 29 CFR 1910.147(c)(4).
	2-2016	I	O	5/26/2016	<u>Department of Public Works</u> It is recommended that all employees at the Department of Public Works participate in the LOTO training program, which would inform all employees of the written program, standards and actions required to comply with the program.

<u>Type</u>	<u>Type</u>	<u>Type</u>	<u>Status</u>	<u>Survey Date</u>
U - Urgent	C - Critical	1 - Requires immediate attention	O - Open	The date the survey was conducted.
I - Important	D - Desirable	2 - Should be addressed before next loss control survey	C - Completed	<u>Status Date</u>
PI - Prog. Improvement		3 - Are desirable improvements		The date the Safety Director Office was notified of the change in the status of the Suggestion For Improvement. ie; Open, Completed, etc.
R - Regulatory		N/A - Not Applicable		
N/A - Not Applicable				

Total Count of SFI = 2

SUGGESTIONS FOR IMPROVEMENT STATUS

Camden County Insurance Commission – NJ CE JIF

In order that J.A. Montgomery Risk Control can update the status of Suggestions for Improvement, we are requesting that this form be returned to our office within sixty (60) days upon receipt. This form applies to the survey conducted on _____.

J.A. MONTGOMERY RISK CONTROL

Please Fax Completed Form to Natalie Dougherty at 856-552-4739

SUGGESTION(S) COMPLETED:
(Indicate by Number)

OUTSTANDING SUGGESTION(S) FOR IMPROVEMENT:
(Indicate by Number and Date of Estimated Completion)

SUGGESTIONS NEEDING FURTHER CLARIFICATION/DISCUSSION:

SUGGESTION(S) THAT IS/ARE A BUDGET ITEM:

Signature _____ Title _____

Agency _____ Date _____