

**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
Auditor	Bowman & Company LLP
Risk Management Consultant (CCIA)	Hardenbergh Insurance Group Jenna Quattrone, HIG , (<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