

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – March 23, 2017
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, Vice Chairman. Open Public Meetings notice read into record.

PLEDGE OF ALLEGIANCE

ROLL CALL OF COMMISSIONERS:

Ross G. Angilella	Present (<i>arrived 2:03</i>)
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 Huguette Atherton Paulette Kelly (<i>via teleconference</i>) Jaelyn Lindsey (<i>via teleconference</i>)
	Conner Strong & Buckelew Michelle Leighton Gregory Hunt
CEL Underwriting Manager	Conner Strong & Buckelew Edward Cooney
Attorney	Laura J. Paffenroth, Esq.
Treasurer	
Safety Director	J.A. Montgomery Risk Control Glenn Prince
Auditor	Bowman & Company LLP
Risk Management Consultant (CCIA)	Hardenbergh Insurance Group Christina Violetti , (<i>via teleconference</i>)

ALSO, PRESENT:

Lou DiAngelo, Camden County
Howard Goldberg, Esq. Camden County Counsel
Edward H. Hill, Camden County Board of Social Services
Robert Cornforth, Camden County Municipal Utility Authority
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF DECEMBER 8, 2016 & FEBRUARY 23, 2017

Motion	Commissioner Williams
Second:	Commissioner Wright
Vote:	2 Ayes, 0 Nays, 1 Abstained

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF JANUARY 26, 2017

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

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on March 15th. The Committee discussed a variety of items including upcoming training requests as well as the most common PEOSH citations from the last quarter of 2016. Mr. Prince noted the Committee was scheduled to meet again on April 19th. Mr. Prince asked if there were any questions and then concluded his report.

CLAIMS COMMITTEE: Ms. Leighton advised the claims committee met on March 7th and there were several PARS for review in closed session. Ms. Leighton asked if there were any questions and then concluded her report.

EXECUTIVE DIRECTOR REPORT:

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director reported on the Certificate of Insurance Report for the period of 2/1/17 to 2/28/17. There were 11 certificates issued during this period.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REORT

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

2017 ACTUARY FEE: Executive Director advised at the February 23, 2017 meeting the Commissioners approved an award of contract to Actuarial Advantage in the amount of \$15,939. Executive Director explained the fee was incorrect and the correct amount should have been \$10,404. Executive Director requested a motion to amend the 2017 Actuary fee to \$10,404.

**MOTION TO AMEND THE AWARD OF CONTRACT TO
ACTUARIAL ADVANTAGE WITH A FEE OF \$10,404**

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

NJ EXCESS COUNTIES INSURANCE FUND (CELJIF): Executive Director advised the CELJIF held their Reorganization meeting on February 23, 2017 and a summary report of the meeting was included in the agenda. Executive Director reported a resolution was adopted to offer membership to the County of Monmouth. Executive Director congratulated Mr. Angilella as he was elected as Chair of the CELJIF. Executive Director noted the CEL was scheduled to meet again April 27, 2017 at the DiPiero Center.

CCIC FINANCIAL FAST TRACK: Executive Director advised the January Financial Fast Track Report was included in the agenda. The Commission had a surplus of \$16,833,784 as of January 31, 2017. Executive Director referred to line 10 of the report, “Investment in Joint Venture” and indicated \$2,608,008 was Camden County Insurance Commission’s share of the equity in the CEL.

NJ CEL PROPERTY AND CASUALTY FINANCIAL FAST TRACK: Executive Director reported the January Financial Fast Track was included in the agenda. Executive Director advised as January 31, 2017 the Fund had a surplus of \$8,316,421. Executive Director asked if anyone had any questions regarding the Financial Fast Tracks.

CLAIMS TRACKING REPORT: Executive Director advised the agenda included the Claims Activity Report as of January 31, 2017. The Claims Activity monitors open and closed claims each month. Executive Director said there were 32 new claims for the period and 23 of those claims were worker compensation.

BULLETIN NJCE 17-01: Executive Director referred to a copy of the first NJ CEL Bulletin, 17-01 on Unmanned Aircraft (“Drones”) which was included in the agenda. Executive Director advised the bulletin was a clarification on the liability coverage for Unmanned Aircraft or also known as drones. Executive Director indicated there would be other bulletins presented during the year.

2017-2018 LIMIT SCHEMATICS: Executive Director referred to a copy of the 2017-2018 Limit Schematics which were included in the Appendix II section of the agenda. Executive Director advised the Limit Schematics would also be available on the Conner Strong & Buckelew website along with the policies. In response to Executive Director’s inquiry Ms. Dodd advised the CEL Underwriting Manager indicated the policies should be available on the site around April 1st. Ms. Dodd advised an e-mail would be sent with all the pertinent information. Ms. Dodd advised she would send an electronic version of the schematics.

CEL TPA: Executive Director reported the agenda included a letter from AmeriHealth advising Amanda Metzger would be handling the CEL account taking over for Tom Watkins. Ms. Metzger’s contact information was included in the agenda along with the Service Team announcement.

2017 PROPERTY & CASUALTY ASSESSMENTS: Executive Director advised the first assessment payment was due on March 15, 2017 and advised the Fund Office would follow up with the Treasurer to ensure all the payments were received.

APRIL 27, 2017 MEETING: Executive Director advised the April Commission Meeting would be held at the DiPiero Center, 512 Lakeland Road, Suite 200, 7th Floor, Blackwood, NJ on April 27, 2017 at 2:00 PM.

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

Executive Director's Report Made Part of Minutes.

TREASURER: Chairman Angilella advised the March Bill List and Treasurer's Reports were included in agenda.

MOTION TO APPROVE RESOLUTION 23-17 MARCH BILL LIST IN THE AMOUNT OF \$62,700.01

Motion:	Commissioner Wright
Second:	Commissioner Williams
Vote:	Unanimous

ATTORNEY: Commission Attorney advised she had no report at this time.

CLAIM SERVICE: Ms. Hall reviewed the Medical Savings Report for the month of February which was included in the agenda. Ms. Hall advised the total billed for the month of February was \$224,813.45 and the total paid was \$127,065.48 with a savings of \$87,261.72 or 40.71%. Ms. Hall advised the net savings was \$69,809.38 and network utilization was 97.10%.

Ms. Hall reported distributed copies of AmeriHealth's Worker's Compensation Stewardship Report for the policy years of 2013 to 2016. Ms. Hall reviewed the first page of the report and advised the claims had decreased over the years. In 2013, there were 263 claims and the highest year was 2014 with 266 claims. During 2016, there were 195 claims and the lowest year was 2015 with 183. Ms. Hall advised the report was for all member entities but did not include the police.

Ms. Hall advised the Jail had the most number of claims followed by the Sheriff's Department, Public Works, MUA and the Health Services. Ms. Hall pointed at the Jail also had the highest amount paid at \$1.3 million followed by the MUA, Public Works, Sheriff's Department, the Health Services and Youth Center. Ms. Wright mentioned the number of claims decreased as the Health Services was no longer in existence. Ms. Paffenroth noted there were no new claims for the Health Services and there were two large claims for the MUA that attributed to the high amount paid. Ms. Leighton pointed out that not only had the number of claims decreased overall, but also the loss time claims which was a result of all the safety efforts and other programs.

Ms. Hall reported most of the claims happened on Thursdays. Ms. Hall continued to review the report and asked if anyone had any questions regarding the report.

SAFETY DIRECTOR: Mr. Prince reviewed the February – April 2017 Risk Control Activity Report which was included in the agenda. Mr. Prince reported tomorrow he would present the Risk Management Program at the Police Academy. Mr. Prince noted at the last meeting, the Commissioners approved two sessions of Supervisor's Training. Mr. Prince advised he met with Mr. Hummel to review the program and further information would follow. Mr. Prince reported the Safety Committee was working with the Sheriff's Department to provide active shooter training and amend the emergency action plan for all the departments that needed the plan. Mr. Prince noted on

April 10th & 11th the Sheriff's Department would provide active shooter training to the Board of Social Services.

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: Commissioner Wright
Second: Commissioner Williams
Vote: Unanimous

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

MOTION TO CLOSE MEETING TO PUBLIC

Motion: Commissioner Wright
Second: Commissioner Williams
Vote: Unanimous

CLOSED SESSION: Chairman Angilella read Resolution 24-17, 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 24-17 FOR CLOSED SESSION

Motion: Commissioner Wright
Second: Commissioner Williams
Vote: Unanimous

MOTION TO RETURN TO OPEN SESSION

Motion: Commissioner Wright
Second: Commissioner Williams
Vote: Unanimous

Chairman Angilella made a motion to approve the PARS/SARS discussed during closed session.

MOTION TO APPROVE THE FOLLOWING PARS/SARS

CLAIM #	AMOUNT
0324	\$78,606 PAR
0324	\$33,264 SAR
1559	\$28,527.10
3310	\$36,440
6702	\$7,500
5744	\$20,100
0056	\$25,733 PAR
0056	\$39,374 SAR
4925	\$135,000
2910	\$210,000
0223	\$80,177 PAR
0223	\$40,000 SAR
1036	\$81,800.84
1036	\$22,788 SAR

Motion: Chairman Angilella
Second: Commissioner Williams
Vote: Unanimous

Chairman Angilella advised the next meeting is scheduled for April 27, 2017, 2:00 PM, at the DiPiero Center.

MOTION TO ADJOURN:

Motion: Commissioner Wright
Second: Commissioner Williams
Vote: Unanimous

MEETING ADJOURNED: 2:55 PM

Minutes prepared by: Cathy Dodd, Assisting Secretary