

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – June 22, 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 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
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Claims Service	AmeriHealth Casualty Services Denise Hall Steve Andrick Huguette Atherton
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	Conner Strong & Buckelew Michelle Leighton
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CEL Underwriting Manager	Conner Strong & Buckelew
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Attorney	Laura J. Paffenroth, Esq.
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Treasurer	David McPeak
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Safety Director	J.A. Montgomery Risk Control Glenn Prince
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Auditor	Bowman & Company LLP
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Risk Management Consultant (CCIA)	Hardenbergh Insurance Group Christina Violetti, (via teleconference)
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ALSO, PRESENT:

Bob Cornforth, Camden County Municipal Authorities
Lou DiAngelo, Camden County
Sharon Faber, Camden County Board of Social Services (*via teleconference*)
Rachel Chwastek, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF MAY 25, 2017

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

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on June 21st. Several topics were discussed including the PEOSH most commonly cited citations, members were asked to review these with their departments and contact Mr. Prince if there were any questions or concerns. The Safety Committee will meet again on July 19th. Mr. Prince asked if there were any questions and then concluded his report.

CLAIMS COMMITTEE: Ms. Leighton advised the claims committee met on June 6th and there were three PARS for review in closed session. Ms. Leighton asked if there were any questions and then concluded his report.

EXECUTIVE DIRECTOR REPORT:

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director reported on the Certificate of Insurance Report for the period of 5/1/17 to 5/31/17. There were 11 certificates issued during this period.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

Motion Chairman Angilella
Second: Commissioner Williams
Vote: Unanimous

CCIC DIVIDEND: Executive Director advised as reported last month, there was a dividend available to the member entities for the 2013 Fund Year. We will be working with the Fund Attorney to implement the process to issue the checks.

NJ EXCESS COUNTIES INSURANCE FUND (CELJIF): Executive Director reported the CELJIF met prior to the Commission meeting. The Executive Director advised they discussed the 2016 audit, the TPA RFP and the 2018 Renewal. Executive Director the next meeting of the Fund was scheduled for September 28th.

CCIC FINANCIAL FAST TRACK – Executive Director advised the April Financial Fast Track was included in the agenda. Executive Director advised as of April 30, 2017 the Commission had a surplus of \$14,746,245 .Executive Director referred to line 10 of the report, “Investment in Joint Venture” and indicated \$2,350,256 of the surplus was the CCIC’s share of the CELJIF equity.

NJ CEL PROPERTY AND CASUALTY FINANCIAL FAST TRACK: Executive Director reported the April Financial Fast Track was included in the agenda. Executive Director advised as of April 30, 2017 the Fund had a surplus of \$7,476,092. Executive Director asked if anyone had any questions regarding the Financial Fast Tracks.

CLAIMS TRACKING REPORT: Included in the agenda on page 9 is the Claims Activity Report as of May 31, 2017. The Claims Activity Report monitors open and closed claims each month. The Executive Director reviewed the report with the Commission.

2017 PROPERTY & CASUALTY ASSESSMENTS: Executive Director advised the second Property & Casualty Assessment was due on May 15, 2017 and he was working with the Treasurer to ensure all payments were received.

2016 AUDIT: Executive Director reported the Commission Auditor, Mr. Jim Miles of Bowman & Company, LLP will attend the July meeting to present the 2016 audit.

2018 RENEWALS: Executive Director advised the Fund office would start the data collection process for the 2018 renewal in order to provide the relevant information to the underwriters. The Fund Office will work with the Member Entities to collect the data.

Executive Director's Report Made Part of Minutes.

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

MOTION TO APPROVE RESOLUTION 33-17 MAY BILL LIST IN THE AMOUNT OF \$87,710.36

Motion	Chairman Angilella
Second:	Commissioner Wright
Vote:	Unanimous

ATTORNEY: Commission Attorney advised she had nothing to report at this time.

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 \$254,549 and the total paid was \$219,561 with a savings of \$112,813 or 51.40%. Ms. Hall advised the net savings was \$90,250.40 and network utilization was 97.10%.

SAFETY DIRECTOR: Mr. Prince reviewed the May - June 2017 Risk Control Activity Report which was included in the agenda. Mr. Prince advised he has completed all loss control visits and playground inspections for all but one park for the Commission and plans to examine it next week. Mr. Prince and Mr. DiAngelo met with the Department of Corrections Warden on June 7th to discuss body cameras and the possibility of transitional duty. The Commission then had a discussion about GPS in police vehicles. Mr. Prince advised it's becoming more common, but has not become part of all departments. 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 Wright
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 Chairman Angilella
Second: Commissioner Williams
Vote: Unanimous

CLOSED SESSION: Chairman Angilella read Resolution 34-17, 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 34-17 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

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

MOTION TO APPROVE THE FOLLOWING PARS/SARS

CLAIM #	AMOUNT	SAR/PAR
0501	\$ 66,066.00	PAR
	\$ 25,000.00	SAR
5639	\$ 85,000.00	PAR
6545	\$ 13,410.00	SAR

Motion: Chairman Angilella
Second: Commissioner Wright
Vote: Unanimous

Chairman Angilella advised the next meeting was scheduled for July 27, 2017, 2:00 PM, at the Camden County College Regional Emergency Training Center.

MOTION TO ADJOURN:

Motion:	Chairman Angilella
Second:	Commissioner Wright
Vote:	Unanimous

MEETING ADJOURNED: 2:33 PM

Minutes prepared by: Rachel Chwastek, Assisting Secretary