

**CAMDEN COUNTY INSURANCE COMMISSION  
OPEN MINUTES  
MEETING – September 28, 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	Absent

**FUND PROFESSIONALS PRESENT:**

Executive Director	PERMA Risk Management Services <b>Bradford C. Stokes</b>
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Claims Service	AmeriHealth Casualty Services <b>Huguette Atherton</b> <b>Steve Andrick</b> <b>Paulette Kelly</b> ( <i>via teleconference</i> )
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	Conner Strong & Buckelew <b>Michelle Leighton</b> <b>Greg Hunt</b> ( <i>via teleconference</i> )
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CEL Underwriting Manager	Conner Strong & Buckelew <b>Ed Cooney</b>
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Attorney	<b>Laura J. Paffenroth, Esq.</b>
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Treasurer

Safety Director	J.A. Montgomery Risk Control <b>Glenn Prince</b>
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Auditor	Bowman & Company LLP <b>Jim Miles</b>
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Risk Management Consultant (CCIA)	Hardenbergh Insurance Group <b>Bonnie Ridolfino</b> <b>Christina Violetti</b> , ( <i>via teleconference</i> )
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**ALSO, PRESENT:**

Lou DiAngelo, Camden County  
Ed Hill, Camden Board of Social Services  
Joseph Hrubash, PERMA Risk Management Services  
Rachel Chwastek, PERMA Risk Management Services  
Cathy Dodd, PERMA Risk Management Services

**APPROVAL OF MINUTES: OPEN MINUTES OF JULY 27, 2017 & CLOSED MINUTES OF JUNE 22, 2017 & JULY 27, 2017**

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

**CORRESPONDENCE:** None

**SAFETY COMMITTEE:** Mr. Prince reported the Safety Committee last met on September 20<sup>th</sup>, and is scheduled to meet again on October 18<sup>th</sup>. Mr. Prince advised a variety of topics and training opportunities were discussed and are currently being scheduled. The BRIT safety grant was also discussed, in particular discussions with the department of corrections about the provisions of the grant, and are awaiting a proposal from them at this time. Mr. Prince asked if there were any questions and then concluded his report.

**CLAIMS COMMITTEE:** Ms. Leighton advised the claims committee met in August and September and there were 16 PARS for review in closed session. Ms. Leighton also advised the Best Practices workshop is on November 1, 2017 and will focus on cyber liability. Ms. Leighton asked if there were any questions and then concluded his report.

**EXECUTIVE DIRECTOR REPORT:**

**2016 AUDIT REPORT AS OF DECEMBER 31, 2016:** Mr. Jim Miles reviewed the audit with the commission.

**MOTION TO APPROVE RESOLUTION 41-17 CERTIFICATION OF ANNUAL AUDIT REPORT FOR THE PERIOD ENDING DECEMBER 31, 2016**

Motion Commissioner Wright  
Second: Chairman Angilella  
Vote: Unanimous

**CERTIFICATE OF INSURANCE ISSUANCE REPORT:** Executive Director reported on the Certificate of Insurance Report for the months of July and August. There were 7 certificates issued in July and 9 during August.

**MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT**

Motion Commissioner Wright  
Second: Chairman Angilella  
Vote: Unanimous

**NJ EXCESS COUNTIES INSURANCE FUND (CELJIF):** Executive Director reported the CEL met prior to the Commission Meeting. He advised the CEL budget meeting will be introduced next month, with adoption scheduled for November.

**CCIC FINANCIAL FAST TRACK** – Executive Director advised the July Financial Fast Track was included in the agenda. Executive Director advised as of July 31, 2017 the Commission had a surplus of \$16,489,860. Executive Director referred to line 10 of the report, “Investment in Joint Venture” and indicated \$2,339,779 of the surplus was the CCIC’s share of the CELJIF equity.

**NJ CEL PROPERTY AND CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the May Financial Fast Track was included in the agenda. Executive Director advised as of July 31, 2017 the Fund had a surplus of \$7,595,744. Executive Director asked if anyone had any questions regarding the Financial Fast Tracks.

**CLAIMS TRACKING REPORT:** Included in the agenda was the Claims Activity Report as of August 31 2017. The Claims Activity Report monitors open and closed claims each month. The Executive Director advised he would request Denise Hall to check this report when she returns, there were an additional 30 claims from last month.

**2017 PROPERTY & CASUALTY ASSESSMENTS:** Executive Director reported the third and final assessment payments were due on September 15, 2017. Statement of accounts were e-mailed on August 19<sup>th</sup> to the member entities. Executive Director asked that if you did not make your payment checks should be made payable to the Camden County Insurance Commission and send to the Treasurer, David McPeak. Executive Director advised the Fund Office would check with Mr. McPeak on the status of the payments.

**2018 RENEWAL:** Executive Director advised the 2018 property and casualty budget was reliant on a number of factors including updated renewal applications and exposure data. Executive Director thanked everyone involved for their efforts with this project.

**NJCE UNDERWRITING MANAGER:** Underwriting Manager advised his team is in the renewal process now and continues to market multiple coverage lines – Public Officials, EPL, Cyber and Medical Malpractice. Underwriting Manager recommends higher cyber limits this year, and advised this will be discussed at the Best Practices workshop. Underwriting Manager then advised the more complete the COPE information on property schedules, the easier it is to market the coverage appropriately.

The Executive Director advised included in the agenda were multiple bulletins – Contributing to Disaster Relief, Values and COPE Information and 2018 Cyber Insurance Renewal – Increased Limits.

Executive Director's Report Made Part of Minutes.

**TREASURER:** Chairman Angilella advised the August Bill List, September Bill List and the Treasurer’s Reports were included in agenda.

**MOTION TO APPROVE RESOLUTION 42-17 AUGUST BILL LIST IN THE AMOUNT OF \$79,655.75**

Motion Chairman Angilella  
Second: Commissioner Wright  
Vote: Unanimous

**MOTION TO APPROVE RESOLUTION 43-17 SEPTEMBER BILL LIST  
IN THE AMOUNT OF \$155,089.75**

Motion Chairman Angilella  
Second: Commissioner Wright  
Vote: Unanimous

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

**CLAIM SERVICE:** Ms. Atherton reviewed the Medical Savings Report for the month of August which was included in the agenda. Ms. Atherton advised the total billed for the month of August was \$216,629 and the total paid was \$113,113 with a savings of \$92,188 or 44.90%. Ms. Atherton advised the net savings was \$73,750.40 and network utilization was 99.0%.

**SAFETY DIRECTOR:** Mr. Prince reviewed the July - October 2017 Risk Control Activity Report which was included in the agenda. Included in the agenda were Safety Director's Bulletins on Preventing Heat-Related Illnesses – A Team Approach, Ticks and Tick-borne Diseases and September is National Preparedness Month. 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 Wright  
Vote: Unanimous

**CLOSED SESSION:** Chairman Angilella read Resolution 44-17, 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 44-17 FOR CLOSED SESSION**

Motion Chairman Angilella  
 Second: Commissioner Wright  
 Vote: Unanimous

**MOTION TO RETURN TO OPEN SESSION**

Motion Chairman Angilella  
 Second: Commissioner Wright  
 Vote: Unanimous

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

**MOTION TO APPROVE THE FOLLOWING PARS/SARS**

<u>CLAIM #</u>	<u>AMOUNT</u>	<u>SAR/PAR</u>
1210	\$ 19,136.25	SAR
1793	\$ 44,789.28	PAR
345	\$ 193,465.88	PAR
0345	\$ 65,296.80	PAR
1898	\$ 300,000.00	PAR
1711	\$ 29,610.07	PAR
1893	\$ 31,906.00	PAR
1882	\$ 102,678.00	PAR
9621	\$ 45,000.00	PAR
2237	\$ 25,500.00	SAR
3074	\$ 45,000.00	PAR
5739	\$ 66,000.00	PAR
5617	\$ 250,000.00	PAR
0447	\$ 30,076.14	PAR
9129	\$ 138,710.92	PAR
0085	\$ 359,551.28	PAR
1825	\$ 40,000.00	PAR
2552	\$ 70,000.00	PAR

Motion: Chairman Angilella  
 Second: Commissioner Wright  
 Vote: Unanimous

Chairman Angilella advised the next meeting was scheduled for October 26, 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: 2:54 PM**

Minutes prepared by: Rachel Chwastek, Assisting Secretary