

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES - May 24, 2018
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 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 (<i>arrived at 2:13PM</i>)

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Bradford C. Stokes
Claims Service	AmeriHealth Casualty Services Denise Hall Steve Andrick
	Conner Strong & Buckelew Michelle Leighton
CEL Underwriting Manager	Conner Strong & Buckelew
Attorney	Laura J. Paffenroth, Esq.
Treasurer	David McPeak (<i>Excused</i>)
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
Ed Hill, Camden Board of Social Services
Karl McConnell, Camden College (*via teleconference*)
Bob Cornforth, Camden County MUA
Rachel Chwastek, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services (*via teleconference*)

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on 5/16 and is scheduled to meet again on 6/20. The Committee discussed summer seasonal training, which they are encouraging the department of parks to participate in with their seasonal hires. Mr. Prince asked if there were any questions and concluded his report.

CLAIMS COMMITTEE: Ms. Leighton reported the claims committee met on 5/1 and advised there was no report for open session.

EXECUTIVE DIRECTOR REPORT:

2018 ACTUARY REQUEST FOR PRICE QUOTES – As discussed at prior meetings, the Fund Office solicited quotations for the services of an Actuary for 2018. There were two vendors that provided pricing; both vendors were given the opportunity to provide their lowest and best pricing. The incumbent, Actuarial Advantage quote was \$8,500; SG Risk quote was \$9,000. Based on the proposed fee and experience with the Insurance Commission, we recommend awarding a contract to Actuarial Advantage.

MOTION TO APPROVE THE FEE QUOTE FOR ACTUARIAL SERVICES FOR 2018

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

2018 BUDGET AMENDMENT – There is a need to amend the 2018 Budget to reflect an increase in fees for the Risk Manager of the Improvement Authority. The fee was increased after we adopted our budget. The revised budget amount will be \$15,589,150.; which is an increase of \$2,109.00 over the adopted budget. This amount will be added to the Improvement Authority’s assessment bill.

MOTION TO AMEND THE 2018 BUDGET TO INSERT A RISK MANAGEMENT CONSULTANT FEE INCREASE

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

CERTIFICATE OF INSURANCE ISSUANCE REPORT – Included in the agenda was a copy the certificate of insurance issuance report from the NJCE listing those certificates issued for the month of April. There were 10 certificates of insurance issued for the month.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

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

NJ EXCESS COUNTIES INSURANCE FUND (NJCE) – The NJCE met on April 26, 2018. A summary report of the meeting was included in the agenda. The NJCE is scheduled to meet again on June 28, 2018 at 1:00 PM.

CCIC FINANCIAL FAST TRACK – Included in the agenda was a copy of the Financial Fast Track Report as of March 31, 2018. The report indicates the Commission has a surplus of \$20,660,393.

Line 10 of the report, “Investment in Joint Venture” is the Camden County Insurance Commission’s share of the equity in the NJCE. CCIC’s current equity in the NJCE is \$3,262,557.

NJCE PROPERTY AND CASUALTY FINANCIAL FAST TRACK - Included in the agenda was a copy of the NJCE Financial Fast Track Report as of March 31, 2018. The report indicates the Fund has a surplus of \$10,774,758.

LEGAL DEFENSE PANEL CONTRACTS– Request for Proposals for Legal Services for the Camden County Insurance Commission was issued and advertised. Responses were due on May 17, 2018 at 11:00 AM. Resolution 26-18 was distributed at the meeting.

The Commission Attorney advised she had sent this information to the Commissioners prior to the meeting and if they had any questions to please let her know.

MOTION TO ADOPT RESOLUTION 26-18 AUTHORIZING AWARD OF CONTRACTS, PURSUANT TO A PUBLICLY ADVERTISED REQUEST FOR PROPOSALS, BY AND BETWEEN THE CAMDEN COUNTY INSURANCE FUND COMMISSION AND VARIOUS LAW FIRMS FOR INCLUSION IN THE LEGAL DEFENSE PANEL AND FOR THE PROVISION OF SPECIAL/CONFLICTS COUNSEL SERVICES

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

EXCESS CYBER LIMITS - Included in the agenda was a memorandum from the NJCE Underwriting Manager regarding Excess Cyber Limits. The Commission Attorney and Executive Director reviewed the memorandum at the meeting.

MOTION TO AUTHORIZE THE NJCE UNDERWRITING MANAGER TO BIND COVERAGE FOR THE CAMDEN COUNTY COLLEGE IN CCIC’S CYBER PROGRAM EFFECTIVE 6/30/18 FOR AN ANNUALIZED COST OF \$3,500

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

MOTION TO AUTHORIZE THE NJCE UNDERWRITING MANAGER TO PURCHASE AN ADDITIONAL \$4,000,000 LIMITS OF CYBER COVEARGE FOR AN ADDITIONAL PREMIUM OF \$22,762.00

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

Executive Director's Report Made Part of Minutes.

TREASURER: Commissioner Angilella reviewed the May Bill List and the Treasurer's Reports were included in agenda.

MOTION TO APPROVE RESOLUTION 27-18 MAY BILL LIST IN THE AMOUNT OF \$113,779.10

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

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

CLAIM SERVICE: Ms. Hall reviewed the Medical Savings Report for the month of April which was included in the agenda along with last year's reports. Ms. Hall advised the total billed for the month of April was \$256,183.00 and the total paid was \$139,907.00 with a savings of \$113,682.00 or 44.80%. Ms. Hall advised the net savings was \$90,945.60 and network utilization was 92.00%.

SAFETY DIRECTOR: Mr. Prince reviewed the April – June 2018 Risk Control Activity Report which was included in the agenda. Mr. Prince advised a variety of training had taken place around the county. In addition, haz-com/right to know training will be held for the Board of Social Services. Mr. Prince asked if there were any questions and then concluded his report.

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF APRIL 26, 2018

Motion	Commissioner Wright
Second:	Commissioner Williams
Vote:	2 Ayes, 0 Nays, 1 Abstention (Angilella)

Correspondence Made Part of Minutes.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

MOTION TO OPEN MEETING TO PUBLIC

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

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

MOTION TO CLOSE MEETING TO PUBLIC

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

CLOSED SESSION: Commissioner Angilella read Resolution 28-18, 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 28-18 FOR CLOSED SESSION

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

MOTION TO RETURN TO OPEN SESSION

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

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
1966	\$ 103,011.00	PAR
1694	\$ 130,000.00	PAR
3759	\$ 80,000.00	PAR
7106	\$ 150,000.00	PAR/SAR
1822	\$ 41,925.00	PAR/SAR

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

Chairman Angilella advised the next meeting was scheduled for June 28, 2018, 2:00 PM, at the Camden County College Regional Emergency Training Center.

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 2:33 PM

Minutes prepared by: Rachel Chwastek, Assisting Secretary