

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES - June 28, 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 Steve Williams, Commissioner. Open Public Meetings notice read into record.

PLEDGE OF ALLEGIANCE

ROLL CALL OF COMMISSIONERS:

Ross G. Angilella	Absent
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
	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 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
Joseph Hrubash, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services (*via teleconference*)

APPROVAL OF MINUTES:
OPEN MINUTES OF MAY 24, 2018

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

CLOSED MINUTES OF MAY 24, 2018

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

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on 6/20: a variety of topics were discussed including DV6 online trainings and safety walk arounds. Mr. Prince reported opiates training was held at the prosecutor’s office. The next meeting is scheduled to meet on 7/18. Mr. Prince asked if there were any questions and concluded his report.

CLAIMS COMMITTEE: Ms. Leighton reported the claims committee met on 7/7 and advised there was no report for open session. Ms. Leighton did advise they will be hosting another Best Practices Workshop and are currently brainstorming topics.

EXECUTIVE DIRECTOR REPORT:

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 May. There were 9 certificates of insurance issued for the month.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

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

NJ Counties Excess Insurance Fund (NJCE) – The NJCE met prior to the Commission Meeting. The Executive Director will provide a verbal update at the meeting. The NJCE is scheduled to meet again on September 27, 2018 at 1:00 PM.

CCIC Financial Fast Track – Included in the agenda was a copy of the Financial Fast Track Report as of April 30, 2018. The report indicates the Commission has a surplus of \$20,667,401. 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 \$3,271,357.

NJCE Property and Casualty Financial Fast Track - Included in the agenda was a copy of the NJCE Financial Fast Track Report as of April 30, 2018. The report indicates the Fund has a surplus of \$10,812,288.

2018 Property & Casualty Assessments – The second Property & Casualty Assessment payments were due on May 15, 2018. The Treasurer advises payment was received from all of the member entities.

2019 Renewals – The Fund office will start the data collection process for the 2019 renewal in order to provide the relevant information to the underwriters. The Fund Office will work with the Member Entities to collect the data.

Automated External Defibrillator – Mr. DiAngelo has requested a discussion about purchasing AED's for additional County locations.

MOTION TO APPROVE THE REIMBURESMENT OF THE COUNTY FOR THE PURCHASE OF AUTOMATED EXTERNAL DEFIBRILLATORS

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

Executive Director's Report Made Part of Minutes.

TREASURER: Mr. McPeak reviewed the June Bill Lists and the Treasurer's Reports were included in agenda.

MOTION TO APPROVE RESOLUTION 31-18 JUNE BILL LIST IN THE AMOUNT OF \$87,920.40 AND RESOLUTION 32-18 JUNE BILL LIST IN THE AMOUNT OF \$81,776.83

Motion	Commissioner Wright
Second:	Commissioner Williams
Vote:	2 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 May which was included in the agenda along with last year's reports. Ms. Hall advised the total billed for the month of May was \$208,118.00 and the total paid was \$105,077.00 with a savings of \$92,752.00 or 46.90%. Ms. Hall advised the net savings was \$74,201.60 and network utilization was 98.40%.

SAFETY DIRECTOR: Mr. Prince reviewed the May – June 2018 Risk Control Activity Report which was included in the agenda. Also included in the agenda was a safety director's bulletin – Prepare Now for Hurricane Season. Mr. Prince advised he had received request from the BOSS to provide Hazardous Communication and Right to Know training. It has been scheduled and contact his office if you would like to send employees or have any questions. 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 Williams
Second: Commissioner Wright
Vote: 2 Ayes, 0 Nays

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

MOTION TO CLOSE MEETING TO PUBLIC

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

CLOSED SESSION: Commissioner Williams read Resolution 33-18, 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 33-18 FOR CLOSED SESSION

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

MOTION TO RETURN TO OPEN SESSION

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

Chairman Williams 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>
0531	\$ 183,976.40	PAR
0369	\$ 32,343.95	PAR/SAR
2345	\$ 61,000.00	PAR
7485	\$ 17,500.00	PAR
7728	\$ 10,745.00	PAR
9762	\$ 11,000.00	PAR
7809	\$ 16,220.00	PAR
1658	\$ 250,000.00	SAR
1653	\$ 254,139.23	SAR

Motion Commissioner Williams

Second: Commissioner Wright
Vote: 2 Ayes, 0 Nays

Commissioner Williams advised the next meeting is scheduled for Wednesday July 25, 2018, 2:00 PM, at the Camden County College Regional Emergency Training Center.

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 2:28 PM

Minutes prepared by: Rachel Chwastek, Assisting Secretary