

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES – December 6, 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>via teleconference</i>)

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>)
	Conner Strong & Buckelew Michelle Leighton (<i>via teleconference</i>)
CEL Underwriting Manager	Conner Strong & Buckelew
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 J. Olson

ALSO PRESENT:

Joshua Friedman, Camden County
Ed Hill, Camden Board of Social Services (*via teleconference*)
Bob Cornforth, Camden County MUA
Cathy Dodd, PERMA Risk Management Services (*via teleconference*)

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF OCTOBER 25, 2018

MOTION TO APPROVE THE OPEN & CLOSED MINUTES OF OCTOBER 25, 2018

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

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on November 7th and is scheduled to meet again on December 19th. Mr. Prince advised a variety of topics were discussed along with the 2019 meeting schedule, which are included in the agenda. Mr. Prince asked if there were any questions and concluded his report.

CLAIMS COMMITTEE: Ms. Leighton reported the Claims Committee last met on December 4th, those claims will be discussed in closed session. Ms. Leighton then welcomed Josh Friedman to the claims committee.

EXECUTIVE DIRECTOR REPORT:

2019 Property & Casualty Budget Introduction – Handed out for the Commission’s review and discussion was the amended 2019 proposed Property & Casualty Budget in the amount of \$15,724,733; this represents a 0.78% increase over last year’s budget.

The proposed assessments were distributed at the meeting. The assessment payments will be due on 3/15/19, 5/15/19 and 9/15/19. The Fund Office will advertise the proposed 2019 Budget in the Commission’s official newspaper.

MOTION TO INTRODUCE THE 2019 PROPERTY & CASUALTY BUDGET IN THE AMOUNT OF \$15,724,733 AND SCHEDULE A

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

NJ Excess Counties Insurance Fund (NJCE) – The NJCE met on November 15, 2018 and adopted the 2019 Budget in the amount of \$23,315,997. Included in the agenda was the summary report of the meeting. The Board of Fund Commissioners also adopted resolutions reaffirming membership offers to the Counties of Monmouth and Essex. The NJCE is scheduled to meet again on February 22, 2019.

NJCE Dividend – The NJCE declared a dividend for the 2011, 2013 and 2014 Fund Years. Camden County Insurance Commission’s share is \$180,105. Included in the agenda was the per member entity share of the dividend. Commission members have an option to receive a check or reduction in their 2019 assessment. The Fund Office will send a letter to each member entity to find out their preference.

Intellishun Device – We have received a request from the County to cover the annual cost of an Intellishun Device in the amount of \$7,000. The main function of the device is stop computers from unfriendly countries from accessing the network. This device would provide an extra layer of security. We are asking the Commissioners to consider this request.

MOTION TO APPROVE THE ANNUAL COST OF AN INTELLISHUN DEVICE IN THE AMOUNT OF \$7,000

Motion	Chairman Angilella
Second:	Commissioner Wright
Vote:	Unanimous

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director referred to a copy of the Certificate of Insurance Report from the NJCE listing the certificates issued for the month of October. Executive Director advised there were 3 certificates issued for the month of October and asked if anyone had any questions.

MOTION APPROVE THE CERTIFICATE OF INSURANCE REPORT

Motion	Chairman Angilella
Second:	Commissioner Wright
Vote:	Unanimous

CCIC FINANCIAL FAST TRACK: Executive Director reported the September Financial Fast Track was included in the agenda. Executive Director reported as of September 30, 2018 the Commission had a surplus of \$24,499,485. Executive Director advised \$4,346,151, on line 10 of the report, “Investment in Joint Venture” was Camden County Insurance Commission’s share of the equity in the NJCE.

NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the agenda included the September Financial Fast Track for the NJCE. As of September 30, 2018 the NJCE had a surplus of \$14,441,758. Executive Director noted the cash amount was \$28,512,771.

Meeting Dates for 2019 – Included in the agenda for your consideration is the proposed CCIC Executive Committee Meeting Schedule for 2019. As we have done in the past there will be no meetings scheduled for August and November. However, meetings for these months could be scheduled if necessary. The next meeting is scheduled for January 24, 2019 and the Reorganization Meeting is scheduled for February 28, 2019. If the dates are acceptable a resolution will be prepared for approval at our next meeting. If there are any conflicts please contact the Fund Office. The College has confirmed the Conference Room is available for the proposed meeting dates.

Executive Director's Report Made Part of Minutes.

TREASURER: Chairman Angilella advised the November and December Bill Lists and the Treasurer’s Reports were included in agenda. Chairman Angilella asked if anyone had any questions regarding the bill lists.

MOTION TO APPROVE RESOLUTION 53-18 NOVEMBER BILL LIST

Motion	Chairman Angilella
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Second: Commissioner Wright
Vote: Unanimous

MOTION TO APPROVE RESOLUTION 54-18 DECEMBER BILL LIST

Motion Chairman Angilella
Second: Commissioner Wright
Vote: Unanimous

ATTORNEY: Commission Attorney advised the Property Claims Administration Services RFP will go out tomorrow to be returned in January. The CEL is expected to take action on it in February.

CLAIM SERVICE: Ms. Hall reviewed the Medical Savings Report for the month of October 2018 which was included in the agenda. Ms. Hall advised the total billed for the month of October was \$129,901 and the total paid was \$62,855.00 with a savings of \$63,890.00 or 50.40%. Ms. Hall advised the net savings was \$51,112.00 and network utilization was 94.10%.

SAFETY DIRECTOR: Mr. Prince reviewed the October – December 2018 Risk Control Activity Report which was included in the agenda. Mr. Prince advised the DOC were originally going to order 15 cameras are now purchasing 40 cameras because there will be additional funding from the BRIT Safety Grant. The agenda also included a safety bulletin – Leaf Collection Time – An Important Reminder. 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 55-18, 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 55-18 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>
1769	\$ 104,196.69	PAR
1769	\$ 42,779.25	SAR
2169	\$ 45,717.62	PAR
2115	\$ 59,707.19	PAR
2136	\$ 43,113.84	PAR
4894	\$ 30,000.00	PAR
6898	\$ 135,000.00	PAR
7862	\$ 100,000.00	PAR
2160	\$ 300,000.00	PAR
1567	\$ 206,176.00	PAR/SAR
1969	\$ 24,311.43	PAR
1346 & 1347	\$ 194,656.00	PAR/SAR
6441	\$ 340,498.00	PAR
5624	\$ 25,000.00	PAR
8246	\$ 9,849.00	PAR

Motion Chairman Angilella
Second: Commissioner Wright
Vote: Unanimous

Chairman Angilella advised the next meeting was scheduled for Thursday, January 24, 2019, 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: 2:51 PM

Minutes prepared by: Rachel Chwastek, Assisting Secretary