

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – December 7, 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 (<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 Greg Hunt
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

ALSO, PRESENT:

Lou DiAngelo, Camden County
Bob Cornforth, Camden County MUA
Karl McConnell, Camden County College (*via teleconference*)

Joseph Hrubash, PERMA Risk Management Services (*via teleconference*)
Rachel Chwastek, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services (*via teleconference*)

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF OCOTBER 26, 2017

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

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on November 8th, and is scheduled to meet again on December 20th. Mr. Prince advised they finalized the 2018 schedule and there was a discussion regarding loss control visits and training. Mr. Prince asked if there were any questions and then concluded his report.

CLAIMS COMMITTEE: Mr. Hunt advised the claims committee met on December 5th and her report is for closed session.

EXECUTIVE DIRECTOR REPORT:

2018 Property & Casualty Budget Introduction – Included in the agenda for your review and discussion was the 2018 proposed Property & Casualty Budget in the amount of \$15,587,041. The introductory budget represents a 6.96% decrease Commission wide.

The proposed assessments were distributed at the meeting. The assessment payments were due on 3/15/18, 5/15/8 and 9/15/18. The Fund Office will advertise the proposed 2018 Budget in the Commission’s official newspaper.

Motion to introduce the 2018 Property & Casualty Budget in the amount of \$15,587,041 and schedule a public hearing on January 25, 2018 at 2:00 PM at the Camden County College Regional Training Center, 420 Woodbury-Turnersville Road, Blackwood, NJ 08102

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

NJ Excess Counties Insurance Fund (CELJIF) – The CEL met on October 26, 2017 and introduced the 2018 Budget and it was approved on November 16, 2017. At the October meeting the Fund Commissioners adopted a resolution authorizing the release of a \$200,000 dividend from the 2010 and 2011 Fund Years. Summary reports of both meetings will appear in the next agenda. The next meeting of the CEL will be on February 22, 2018.

CEL Dividend – The CEL declared a dividend for the 2010 and 2011 Fund Years. Camden County Insurance Commission’s share is \$117,877. 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 2018 assessment. The Fund Office will send a letter to each member entity to find out their preference.

Certificate of Insurance Issuance Report – Included in the agenda was the certificate of issuance report from the CEL listing the certificates issued for the month of October. There were 4 certificates of insurance issued during this period.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

Motion	Chairman Angilella
Second:	Commissioner Wright
Vote:	Unanimous

CCIC Financial Fast Track – Included in the agenda was a copy of the Financial Fast Track Report as of September 30, 2017. The report indicates the Commission has a surplus of \$17,410,643.

Line 10 of the report, “Investment in Joint Venture” is the Camden County Insurance Commission’s share of the equity in the CEL. CCIC’s current equity in the CEL is \$2,658,608.

NJ CEL Property and Casualty Financial Fast Track - Included in the agenda was a copy of the NJ CEL Financial Fast Track Report as of September 30, 2017. The report indicates the Fund has a surplus of \$8,743,341.

Claims Tracking Report – Included in the agenda was the Claims Activity Report as of September 30, 2017. The Claims Activity Report monitors open and closed claims each month. The Executive Director will review the report with the Commission.

Meeting Dates for 2018 – Included in the agenda for your consideration was the proposed CCIC Executive Committee Meeting Schedule for 2018. 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 25, 2018 and the Reorganization Meeting is scheduled for February 22, 2018. If the dates are acceptable a resolution will be prepared for approval at our next meeting. We are also checking with the College to ensure the Conference Room is available.

2018 Auto ID Cards/WC Posting Notices – The 2018 Auto ID Cards and WC Posting Notices were sent to the designated member entity representative. If additional cards or notices are need please contact the Fund Office.

New Jersey Counties Excess Joint Insurance Fund – Joint Insurance Claims Committees Best Practices Workshop – The 6th annual Joint Insurance Claims Committees Best Practices Workshop was held on November 1, 2017 and focused on Cyber Liability including Coverage, Risk Management and Available Resources. Positive feedback has been received from both the presenters and the relevant topic.

Executive Director's Report Made Part of Minutes.

TREASURER: Mr. McPeak advised the November and December Bill List and the Treasurer’s Reports were included in agenda.

MOTION TO APPROVE RESOLUTION 51-17 NOVEMBER BILL LIST IN THE AMOUNT OF \$69,679.92

Motion Chairman Angilella
Second: Commissioner Wright
Vote: Unanimous

MOTION TO APPROVE RESOLUTION 52-17 DECEMBER BILL LIST IN THE AMOUNT OF \$185,714.45

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 October which was included in the agenda. Ms. Hall advised the total billed for the month of October was \$374,636 and the total paid was \$193,052 with a savings of \$141,785 or 42.30%. Ms. Hall advised the net savings was \$113,428.00 and network utilization was 100.0%.

SAFETY DIRECTOR: Mr. Prince reviewed the October - December 2017 Risk Control Activity Report which was included in the agenda. Mr. Prince advised the previous day he met with public works, at their request, to conduct a toolbox talk and discussed PPE. He also met with county parks to discuss the training and safety resources available to their department. 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 53-17, 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 53-17 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>
1679	\$ 40,298.72	PAR
1541	\$ 105,922.00	PAR
1769	\$ 115,318.00	PAR
9576	\$ 30,500.00	PAR
6444	\$ 117,566.00	PAR
7084	\$ 14,482.50	PAR
0563	\$ 540,500.31	SAR
7101	\$ 17,540.74	PAR
1620	\$ 37,500.00	PAR

Motion: Chairman Angilella
Second: Commissioner Wright
Vote: Unanimous

Chairman Angilella advised the next meeting was scheduled for January 25, 2018, 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: 2:46 PM

Minutes prepared by: Rachel Chwastek, Assisting Secretary