

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – December 5, 2019
CAMDEN COUNTY COLLEGE REGIONAL
EMERGENCY TRAINING CENTER
BOARDROOM
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

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Bradford C. Stokes
Claims Service	AmeriHealth Casualty Services Denise Hall Stephen Andrick Linda Tinsley-Page
	PERMA Jennifer Conicella
CEL Underwriting Manager	Conner Strong & Buckelew
Attorney	Laura Paffenroth
Treasurer	David McPeak
Safety Director	J.A. Montgomery Risk Control John Seville
Auditor	Bowman & Company LLP
Risk Management Consultant (CCIA)	Hardenbergh Insurance Group Christina Violetti <i>(via teleconference)</i>

ALSO, PRESENT:

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

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF OCTOBER 24, 2019

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

CORRESPONDENCE: None.

SAFETY COMMITTEE: Mr. Seville reported the Safety Committee last met on November 20th and a variety of topics and bulletins were discussed, including information for the new CDL rules, including the clearinghouse which becomes effective January 6, 2020. The Safety Committee is scheduled to meeting again on December 18th. Mr. Seville then concluded his report.

CLAIMS COMMITTEE: Ms. Conicella advised the claims committee met this past Tuesday and reviewed the PARS to be reviewed today in closed session. Also included in the agenda was the claims meeting schedule for 2020. Ms. Conicella will discuss the claims for approval in closed session.

EXECUTIVE DIRECTOR:

2020 Property & Casualty Budget Introduction – Included in the agenda for discussion was the 2020 proposed Property & Casualty Budget in the amount of \$15,809,313; this represents a 0.68% increase over last year’s budget.
The NJCE portion of the budget was approved on November 21, 2019. Line 9, the CELJIF premium was increased primarily due to the Property and Excess Property premium increasing based on both the high loss ratio and hardening property markets. The CELJIF budget also includes funding for instructor-led and online training programs for NJCE members through a Learning Management System (LMS), an online platform used to track and record learning events.
The proposed assessments will be distributed at the meeting. The assessment payments will be due on 3/15/20, 5/15/20 and 9/15/20. The Fund Office will advertise the proposed 2020 Budget in the Commission’s official newspaper.

MOTION TO INTRODUCE THE 2020 PROPERTY & CASUALTY BUDGET OF \$15,809,313 AND SCHEDULE A PUBLIC HEARING ON JANUARY 23, 2020 AT 2:00 PM AT THE CAMDEN COUNTY REGIONAL TRAINING CENTER, 420 WOODBURY-TURNERSVILLE ROAD, BLACKWOOD, NJ 08102

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

NJCE Dividend – The NJCE declared a \$2,000,000 dividend for the 2012 through 2016 Fund Years. Camden’s Insurance Commission’s share is \$727,402. 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 2020 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 insurance report from the NJCE listing the certificates issued for the month October. There were 9 certificates issued during the month of September.

MOTION TO APPROVE CERTIFICATE OF ISSUANCE REPORT

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

NJ Excess Counties Insurance Fund (NJCE) – During the October meeting Executive Director provided a verbal summary of the NJCE meeting of October 24, 2019. Included in the agenda was a written summary of that meeting. The NJCE also met on November 21, 2019 and adopted the 2020 Budget in the amount of \$24,751,509. A summary report of meeting will appear in the next agenda. The NJCE is scheduled to hold their Reorganization Meeting on February 27, 2020.

CCIC Financial Fast Track – Included in the agenda was a copy of the Financial Fast Track Report as of September 30, 2019. The report indicates the Commission has a surplus of \$26,806,131. 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 \$5,385,839.

NJCE Property and Casualty Financial Fast Track - Included in the agenda was a copy of the NJCE Financial Fast Track Report as of September 30, 2019. The report indicates the Fund has a surplus of \$16,851,003.

Meeting Dates for 2020 – Included in the agenda for your consideration is the proposed CCIC Executive Committee Meeting Schedule for 2020. 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 23, 2020 and the Reorganization Meeting is scheduled for February 27, 2020. 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. We are confirming with the College to see if the Conference Room is available for the proposed meeting dates.

The Executive Director then asked if there were any questions and concluded his report.

Executive Director's Report Made Part of Minutes.

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

**MOTION TO APPROVE RESOLUTION 51-19 NOVEMBER BILLS LIST.
IN THE AMOUNT OF \$50,870.23**

Motion Commissioner Angilella

Second: Commissioner Wright
Vote: 3 Ayes, 0 Nays

**MOTION TO APPROVE RESOLUTION 52-19 DECEMBER BILLS LIST.
IN THE AMOUNT OF \$195,791.20**

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

ATTORNEY: Nothing to report.

CLAIM SERVICE: Ms. Hall reviewed the Medical Savings Report for November which was included in the agenda. Ms. Hall advised the total billed for November was \$138,072.00 and the total paid was \$76,505.00 with a savings of \$55,548.00 or 42.10%. Ms. Hall advised the net savings was \$44,438.40 and network utilization was 98.9%. Ms. Hall asked if there were any questions and then concluded her report.

SAFETY DIRECTOR: Mr. Seville reviewed the October – December 2019 Risk Control Activity Report which was included in the agenda. Also included was a bulletin for Minimum age for Fire/EMS Drivers. Mr. Seville 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 Angilella
Second: Commissioner Wright
Vote: 3 Ayes, 0 Nays

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

CLOSED SESSION: Chairman Angilella read Resolution 53-19, 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 53-19 FOR CLOSED SESSION

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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

<u>CLAIM #</u>	<u>AMOUNT</u>	<u>SAR/PAR</u>
7774	\$ 185,000.00	PAR
9290	\$ 15,500.00	PAR
9234	\$ 8,090.00	PAR
2269	\$ 27,442.00	PAR
2293	\$ 124,270.00	PAR
8624	\$ 75,000.00	PAR
8626	\$ 75,000.00	PAR
3894	\$ 32,500.00	PAR/SAR

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

Chairman Angilella advised the next meeting is scheduled for January 23, 2020, 2:00 PM, at the Camden County College Regional Emergency Training Center.

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 2:38 PM

Minutes prepared by: Rachel Chwastek, Assisting Secretary