

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – October 24, 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 Stephen Andrick Linda Tinsley-Page
	Conner Strong & Buckelew Robyn Walcott
CEL Underwriting Manager	Conner Strong & Buckelew
Attorney	Laura Paffenroth
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 (via teleconference)

ALSO, PRESENT:

Joshua Friedman, Camden County
Ed Hill, Camden County Board of Social Services
Bob Cornforth, Camden County MUA
Karl McConnell, Camden County College (*via teleconference*)
Ceil Murphy, Camden County College (*via teleconference*)

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

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF SEPTEMBER 26, 2019

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

CORRESPONDENCE: None.

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on October 6th and a variety of topics were discussed. The next meeting is scheduled for November 20th, at which time they will distribute the information for the new CDL rules, including the clearinghouse which becomes effective January 6, 2020. Mr. Prince then concluded his report.

CLAIMS COMMITTEE: Ms. Walcoff advised included in the agenda was a memo regarding your claims made policies. Please review and discuss with your departments. Also included was information regarding the upcoming Best Practices work-shop. Ms. Walcoff will discuss the claims for approval in closed session.

EXECUTIVE DIRECTOR:

Revised Plan of Risk Management – At the September meeting we discussed and agreed to include coverage for drones and working animals in the Plan of Risk Management. Included in the agenda was Resolution 48-19, Revised Risk Management Plan to formalize this action. The changes were highlighted in yellow.

MOTION TO APPROVE RESOLUTION 48-19, THE REVISED RISK MANAGEMENT PLAN

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

Employee Dishonesty Coverage – The Employee Dishonesty Coverage policy with Selective Insurance Company is renewing on November 1, 2019. This policy covers the positions of Executive Director, Third Party Administrator and the Treasurer. The annual premium is \$1,067. The limit per loss is \$1,000,000 with a \$10,000 deductible. The cost of this coverage will be paid out of the miscellaneous and contingency budget line.

MOTION TO APPROVE EXPENDITURE FOR EMPLOYEE DISHONESTY COVERAGE IN THE AMOUNT OF \$1,067

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

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 September. There were 19 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) – The NJCE met on September 26, 2019. Included in the agenda was a written summary of the meeting. The NJCE also met prior to our meeting. Executive Director will provide a verbal update of the meeting. A summary report of the meeting will appear in the next agenda.

2020 Property & Casualty Budget Introduction – The 2020 CCIC Budget will be introduced at the December 5th meeting. The Public Hearing and Adoption will be held at the January 23, 2020 meeting.

CCIC Financial Fast Track – Included in the agenda was a copy of the Financial Fast Track Report as of August 31, 2019. The report indicates the Commission has a surplus of \$26,414,121. 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 August 31, 2019. The report indicates the Fund has a surplus of \$19,197,828.

2019 Property & Casualty Assessments – The third and final assessment payments for 2019 were due on October 1, 2019. The Commission Treasurer advises all of the member entities have paid and payment for the Metro Police should be received shortly.

2020 Auto ID Cards/WC Posting Notices/Renewal Certificate of Insurance – The 2020 auto ID cards and WC Posting Notices will be sent to each member entity representative for distribution the beginning of December. The NJCE Underwriting Manager’s Team will review any certificates which need to be re-issued for the 2020 renewal.

2019 Meeting Schedule – As a reminder the Commission will not meet in November. The next meeting is scheduled for December 5, 2019 at 2:00 PM.

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 October Bill List and the Treasurer’s Reports were included in agenda.

**MOTION TO APPROVE RESOLUTION 49-19 SUPPLEMENTAL AUGUST BILL LIST.
IN THE AMOUNT OF \$61,230.32**

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

ATTORNEY: Nothing to report.

CLAIM SERVICE: Ms. Tinsley-Page reviewed the Medical Savings Report for September which was included in the agenda. Ms. Tinsley-Page advised the total billed for September was \$254,247.00 and the total paid was \$123,684.00 with a savings of \$127,242.00 or 50.70%. Ms. Tinsley-Page advised the net savings was \$101,793.60 and network utilization was 98.5%. Ms. Tinsley-Page asked if there were any questions and then concluded her report.

SAFETY DIRECTOR: Mr. Prince reviewed the September – November 2019 Risk Control Activity Report which was included in the agenda. Mr. Prince advised the Department of Corrections implemented a body worn camera program and purchased 40 cameras, they spend \$11,960.00, and the department will be receive 50% back via the BRIT Safety Grant. 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 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 Williams
Vote: 3 Ayes, 0 Nays

CLOSED SESSION: Chairman Angilella read Resolution 50-19, 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 50-19 FOR CLOSED SESSION

Motion Commissioner Angilella
Second: Commissioner Wright

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>
1994	\$ 39,149.79	PAR/SAR
7190	\$ 30,000.00	PAR
6728	\$ 55,000.00	PAR
2320	\$ 138,263.30	PAR
2026	\$ 29,904.00	PAR
0234	\$ 236,324.00	PAR/SAR
0727	\$ 150,643.20	PAR

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

Chairman Angilella advised the next meeting is scheduled for December 5, 2019, 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: 2:37 PM

Minutes prepared by: Rachel Chwastek, Assisting Secretary