

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – February 27, 2020
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 Paulette Kelly (<i>via teleconference</i>) Linda Tinsley-Page Qual Lynx Joe Lisciandri (<i>via teleconference</i>) PERMA Jennifer Conicella Robyn Walcoff Jacqueline Cardenosa
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 (<i>via teleconference</i>)

ALSO, PRESENT:

Joshua Friedman, Camden County
Bob Cornforth, Camden County MUA
Karl McConnell, Camden County College (*via teleconference*)
Nancy Ghani, PERMA Risk Management Services
Joseph Hrubash, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services
Rachel Chwastek, PERMA Risk Management Services
Brandon Tracy, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF JANUARY 23, 2020

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

CORRESPONDENCE: None.

ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON:

NOMINATION OF ROSS ANGILELLA FOR CHAIRPERSON

Motion	Commissioner Wright
Second:	Commissioner Williams
Vote:	Unanimous

MOTION TO CLOSE NOMINATIONS FOR CHAIRPERSON

Motion	Commissioner Wright
Second:	Commissioner Williams
Vote:	Unanimous

NOMINATION OF STEVE WILLIAMS FOR VICE CHAIRPERSON

Motion	Chairman Angilella
Second:	Commissioner Wright
Vote:	Unanimous

MOTION TO CLOSE NOMINATIONS FOR VICE CHAIRPERSON

Motion	Commissioner Wright
Second:	Commissioner Williams
Vote:	Unanimous

**MOTION TO ELECT ROSS ANGILELLA, CHAIRMAN AND STEVE WILLIAMS, VICE
CHARIMAN**

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

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met 2/19, a variety of training requests were received and they spoke to Gary Chambers at the DPW who requested an immediate Tool Box Talk on Safety and Personal Protective Equipment, which was accommodated the following morning. The Committee is scheduled to meet again on 3/18/2020. Mr. Prince then concluded his report.

CLAIMS COMMITTEE: Ms. Conicella advised the claims committee met on 2/4/2020 and reviewed the PARS to be reviewed today in closed session. Ms. Conicella then concluded her report.

EXECUTIVE DIRECTOR:

Reorganization Resolutions – As we do annually the CCIC is required to reorganize at the February Executive Committee meeting to be effective March 1st as per the Commission By Laws. Listed below are the necessary Reorganization Resolutions were included in the agenda.

MOTION TO APPROVE REORGANIZATION RESOLUTIONS NUMBER 8-20 THROUGH 17-20

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

2020 Actuary Request for Price Quotes – The Fund Office solicited quotations for the services of an Actuary for 2020. We only received one response from our current vendor, The Actuarial Advantage, Inc. The proposed quote for the actuary services is \$8,843 which is within the budget amount. A copy of the response is available at the Fund Office.

MOTION TO APPROVE THE FEE QUOTE FROM THE ACTUARIAL ADVANTAGE, INC. FOR ACTUARIAL SERVICES FOR 2020 IN THE AMOUNT OF \$8,843

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

2020 Auditor Request for Price Quotes – The Fund Office solicited quotations for the services of an Auditor for 2020. There was only one response received from our current vendor Bowman & Company, LLP.

MOTION TO APPROVE THE FEE QUOTE FROM THE BOWMAN & COMPANY, LLP FOR AUDITOR SERVICES FOR 2020 IN THE AMOUNT OF \$14,566

Motion	Commissioner Angilella
Second:	Commissioner Wright
Vote:	2 Ayes, 0 Nays (1 Abstention – Williams)

NJ Excess Counties Insurance Fund (NJCE) – The NJCE 2020 Reorganization Meeting was held prior to the Commission Meeting. Executive Director will provide a verbal update of the meeting.

Certificate of Insurance Issuance Reports – Included in the agenda was a copy of the certificate of issuance report from the NJCE listing the certificates issued for the month of January. There were 13 certificate of insurances issued during January.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

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

CCIC Financial Fast Track – Included in the agenda was a copy of the Financial Fast Track Report as of December 31, 2019. The report indicates the Commission has a surplus of \$27,604,273. There is a deficit in 2019, but that is typical for this time of year, last year we were also in a deficit, and it tends to adjust upward as the claims mature. 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 \$4,467,574.

NJCE Property and Casualty Financial Fast Track - Included in the agenda on pages 24-26 is a copy of the NJCE Financial Fast Track Report as of December 31, 2019. The report indicates the Fund has a surplus of \$15,437,955. Line 7 of the report, “Dividend” represents the dividend figure released by the NJCE of \$3,607,551. The total cash amount is \$30,611,582.

2020 Property & Casualty Assessments – In accordance with the Commission’s By Law’s, the property and casualty assessment bills were e-mailed to the member entities on February 4, 2020. The first installment is due on March 15, 2020. Future assessment bills will be due on May 15, 2020 and September 15, 2020.

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 provides an extra layer of security. We are asking the Commissioners to consider this request.

MOTION TO APPROVE THE ANNUAL COST OF THE INTELLISHUN DEVICE

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

Meeting Date/Time – The CEL has changed their meeting time in order to ensure more members can attend their monthly meeting. For days the CCIC follows the CEL meeting the Executive Director office will have a suggestion for new times for those meetings. Meetings CCIC does not follow the CEL, the 2:00 meeting time will stand.

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

Executive Director's Report Made Part of Minutes.

TREASURER: Mr. Angilella advised the February Bills Lists and the Treasurer's Reports were included in agenda.

**MOTION TO APPROVE RESOLUTION 18-20 FEBRUARY BILLS LIST.
IN THE AMOUNT OF \$2,375,812.53**

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 January which was handed out. Ms. Hall advised the total billed for January was \$255,130.00 and the total paid was \$40,205.00 with a savings of \$112,165.00 or 73.60%. Ms. Hall advised the net savings was \$89,732.00 and network utilization was 97.7%. Ms. Hall asked if there were any questions and then concluded her report.

SAFETY DIRECTOR: Mr. Prince reviewed the January – February Risk Control Activity Report which was included in the agenda. Mr. Prince advised several safety directors bulletins were included, Properly Securing Loads, Winter Driving Tips and Service Animals in the Workplace. Also included was the JAM letter about the BRIT Safety Grant. Please keep in mind, some counties don't apply and additional funding gets redistributed to those that do apply. The Sheriff's Department is interested in body worn cameras, which would qualify. 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 Wright
 Vote: 3 Ayes, 0 Nays

CLOSED SESSION: Chairman Angilella read Resolution 19-20, 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 19-20 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>
2164	\$ 23,164.70	PAR
2452	\$ 83,995.20	PAR
2435	\$ 64,729.16	PAR
7190	\$ 70,000.00	PAR
7288	\$ 250,000.00	PAR
2302	\$ 95,435.00	PAR
1977	\$ 40,840.00	PAR/SAR
3118	\$ 15,000.00	PAR/SAR

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

Chairman Angilella advised the next meeting is scheduled for March 26, 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: 2:45 PM

Minutes prepared by: Rachel Chwastek, Assisting Secretary