

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – June 25, 2020
VIA TELECONFERENCE - 10:30 AM**

Meeting was called to order by Commissioner Williams. Open Public Meetings notice read into record.

PLEDGE OF ALLEGIANCE

ROLL CALL OF COMMISSIONERS:

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| Ross G. Angilella | Absent |
| Anna Marie Wright | Present |
| Steve Williams | Present |

FUND PROFESSIONALS PRESENT:

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| Executive Director | PERMA Risk Management Services Bradford C. Stokes |
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| Claims Service | AmeriHealth Casualty Services Denise Hall Stephen Andrick |
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Qual Lynx
Chris Roselli

PERMA
Robyn Walcoff
Jennifer Conicella

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| CEL Underwriting Manager | Conner Strong & Buckelew |
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| Attorney | Laura Paffenroth |
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| Treasurer | David McPeak (absent) |
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| Safety Director | J.A. Montgomery Risk Control Glenn Prince |
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| Auditor | Bowman & Company LLP |
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| Risk Management Consultant (CCIA) | Hardenbergh Insurance Group Christina Violetti |
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ALSO, PRESENT:

Joshua Friedman, Camden County
Ceil Murphy, Camden County College
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 MAY 28, 2020

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| Motion | Commissioner Wright |
| Second: | Commissioner Williams |
| Vote: | 2 Ayes, 0 Nays |

CORRESPONDENCE: None.

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee met on June 17th via Zoom, it was well attended and a variety of topics were discussed, including pending training. Mr. Prince advised the Safety Committee is scheduled to meet again on July 15th. Mr. Prince then asked if there were any questions and concluded his report.

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

EXECUTIVE DIRECTOR:

The Executive Director hoped that everyone's family and fellow employees were doing well and advised he had a brief agenda for June.

NJ Excess Counties Insurance Fund (NJCE) – The Executive Director advised NJCE met prior to the Commission Meeting. He reported Mr. Jim Miles, Bowman & Co., reviewed the 2019 NJCE Audit. Per solicitation of quotes the NJCE awarded contracts to Bowman & Co. for Auditor, and The Actuary Advantage for Auditing. A written summary of the meeting will appear in the next agenda. The NJCE is scheduled to meet again on September 24, 2020.

Certificate of Insurance Issuance Reports – The Executive Director report included a copy of the certificate of issuance report from the NJCE listing the certificates issued for the month of May. There were 5 certificate of insurances issued during May.

Commissioner Williams asked if there were any questions and asked for a motion to approve the Certificate of Insurance Report.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

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| Motion | Commissioner Wright |
| Second: | Commissioner Williams |
| Vote: | 2 Ayes, 0 Nays |

CCIC Financial Fast Track – The Executive Director report included a copy of the Financial Fast Track Report as of April 30, 2020. The report indicates the Commission has a surplus of \$28,372,045, about \$62,000 over the prior month. All years except for last year show a surplus, and 2019 is still trending so we'll keep an eye on that.

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 \$4,515,204. The total cash amount is \$28,372,045.

NJCE Property and Casualty Financial Fast Track - The Executive Director report included a copy of the NJCE Financial Fast Track Report as of April 30, 2020. The report indicates the Fund has a surplus of \$16,247,540, \$135,000 increase over the prior month and all years in the positive.

Line 7 of the report, “Dividend” represents the dividend figure released by the NJCE of \$3,607,551. The total cash amount is \$30,058,449.

Insurance Commission Dividend – The Executive Director reminded the Commission that last month we announced a \$1,500,000 dividend was available to the members. Each member should have received an email from Ms. Dodd requesting the preference of your dividend. Each member entity should pass a resolution authorizing the release of the funds and send a copy to the Fund Office. Ms. Dodd advised the Board of Social Services and College checks are on this month’s bill list and should have them in a few days, and the other members are all receiving statement credits.

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

Executive Director's Report Made Part of Minutes.

TREASURER: Commissioner Williams advised the Bills List was included in the agenda. He asked if there were any questions and then made a motion to approve the Bills List.

**MOTION TO APPROVE RESOLUTION 33-20 MAY BILLS LIST.
IN THE AMOUNT OF \$ 228,205.73.**

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| Motion | Commissioner Williams |
| Second: | Commissioner Wright |
| Vote: | 2 Ayes, 0 Nays |

Commissioner Williams advised the Treasurer’s Reports were included in the agenda and advised if there were no questions, they would move on.

ATTORNEY: Mrs. Paffenroth advised she had nothing to report.

CLAIM SERVICE: Ms. Conicella reported an overview of the COVID-19 claims coming out of CCIC and the NJCE. Fortunately, CCIC has only had 4 reported positive cases. The NJCE has had a total of 578 exposure cases reported, 204 positive cases and 5 fatalities. The reported cases and exposures are starting to dwindle a bit. The highest reporting was in Hudson County and they had no new claims this week, which was really good news.

Atlantic County and Cumberland County have been getting more positive cases, so we may have an uptick there, but they aren’t sure yet. Ms. Conicella asked if anyone had any questions about COVID or anything else and then concluded her report.

CLAIM SERVICE: Ms. Hall reviewed the Medical Savings Report for May which was included in the agenda. Ms. Hall advised the total billed for May was \$22,461.00 and the total paid was \$9,574.00 with a gross savings of \$12,190.00 or 53.60%. Ms. Hall advised the net savings was \$9,752.00 and network utilization was 100%. Ms. Hall advised the low amount is due to COVID, a delay in activity or between services and billing, for example tele-medicine billing.

SAFETY DIRECTOR: Mr. Prince advised the May-July Risk Control Activity Report was included in the agenda packet. As previously discussed, the instructor led training programs are still prohibited and suspended at this time. June 2nd JA Montgomery implemented their webinar style training program, which has been well received. Mr. Prince advised included in the agenda were the webinars that are available through July 30th. Any departments that desire to participate in training, please give them a call to register or refer the NJCE website. All of the distributed Safety Director's Bulletins, all of their training and their video streaming library have been placed on the NJCE website. Mr. Prince asked if there were any questions and then concluded his report.

Correspondence Made Part of Minutes.

OLD BUSINESS: None

NEW BUSINESS: None

MOTION TO OPEN MEETING TO PUBLIC

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| Motion | Commissioner Williams |
| Second: | Commissioner Wright |
| Vote: | 2 Ayes, 0 Nays |

Seeing no members of the public wishing to speak Commissioner Williams moved a motion to close the public comment portion of the meeting.

MOTION TO CLOSE MEETING TO PUBLIC

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| Motion | Commissioner Williams |
| Second: | Commissioner Wright |
| Vote: | 2 Ayes, 0 Nays |

CLOSED SESSION: Commissioner Williams read Resolution 34-20, 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 34-20 FOR CLOSED SESSION

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| Motion | Commissioner Williams |
| Second: | Commissioner Wright |
| Vote: | 2 Ayes, 0 Nays |

THE COMMISSIONERS THEN RETURNED TO OPEN SESSION

Commissioner Williams 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> |
|----------------|---------------|----------------|
| 2374 | \$ 28,938.24 | PAR |
| 0228 | \$ 58,901.00 | PAR |
| 2458 | \$ 105,348.60 | PAR |
| 7963 | \$ 50,000.00 | PAR |
| 7459 | \$ 465,500.00 | PAR |
| 9763 | \$ 125,000.00 | PAR |

Motion Commissioner Williams
Second: Commissioner Wright
Vote: 2 Ayes, 0 Nays

Commissioner Williams advised the next meeting is scheduled for July 23, 2020 at 2:00 PM.

MOTION TO ADJOURN:

Motion Commissioner Wright
Second: Commissioner Williams
Vote: 2 Ayes, 0 Nays

MEETING ADJOURNED: 11:09 AM

Minutes prepared by: Rachel Chwastek, Assisting Secretary