

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – July 23, 2020
VIA TELECONFERENCE - 2:00 PM**

Meeting was called to order by Chairman Angilella. 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
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Claims Service	AmeriHealth Casualty Services Denise Hall Stephen Andrick Linda Page Paulette Kelly
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Qual Lynx
Joe Lisciandri

PERMA
Jennifer Conicella

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 JUNE 25, 2020

Motion	Commissioner Wright
Second:	Commissioner Williams
Vote:	2 Ayes, 1 Abstention

CORRESPONDENCE: None.

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee met on June 15th via Zoom, it's going very well. Mr. Prince thanked Josh Friedman for promoting the meeting and getting as many members as we can to attend. Mr. Prince advised the Safety Committee is scheduled to meet again on August 19th, via zoom, at 2:00PM. Mr. Prince then asked if there were any questions and concluded his report.

CLAIMS COMMITTEE: Ms. Conicella advised the claims committee met on July 7th and reviewed the PARS to be reviewed today in closed session. Ms. Conicella then concluded her report.

EXECUTIVE DIRECTOR:

NJ Excess Counties Insurance Fund (NJCE) – The Executive Director advised NJCE met on June 25, 2020. A summary report of the meeting was included in the 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 June. A few of those were polling places throughout the county. There were 13 certificate of insurances issued during June.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

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

CCIC Financial Fast Track – The Executive Director report included a copy of the Financial Fast Track Report as of May 31, 2020. The report indicates the Commission has a surplus of \$26,978,686. It is showing a \$1.3 million deficit, however that was because of a dividend that was distributed, \$1.5 million, so that is good news.

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 \$4,543,821. The total cash amount is \$32,338,900.

NJCE Property and Casualty Financial Fast Track - The Executive Director report included a copy of the NJCE Financial Fast Track Report as of May 31, 2020. The report indicates the Fund has a surplus of \$16,382,595, which is about a \$135,000 increase over the prior month.

Line 7 of the report, “Dividend” represents the dividend figure released by the NJCE of \$3,607,551. The total cash amount is \$30,379,953.

2021 Renewal – Underwriting Data Collection – The Executive Director advised the data collection process for the 2021 renewal is upon us and in order to provide the relevant information to the underwriters. Last year was the initial launch of Origami, the online platform where members’ exposure data was uploaded for members to access and edit, as well as, applications to download and complete for ancillary coverages. The Fund Office is working with Origami to facilitate an easier process for members to complete applications for the ancillary coverages. More information will follow shortly.

Encore Seminar “Facing and Embracing Crisis for your Municipality” – The Executive Director reported a few weeks ago the marketing manager held a seminar. Due to the popularity of the webinar, the MEL’s Marketing Manager, Princeton Strategic Communications, will hold a live encore webinar on crisis management for MEL membership on August 4th at 10:30. The 2-hour program features a specialized panel of experts who will cover topics such as how to develop a crisis communications plan for your municipality and how to face the public and the media in a crisis situation. This is a MEL sponsored program and they are inviting members of the NJCE. Information on the webinar was included in the agenda.

NJCE 10th Year Anniversary – The Executive Director advised, as previously discussed, this year marks the 10th anniversary of the Fund’s inception, which began with Camden & Gloucester Counties and has grown to ten members and 19 affiliated entities. In February, the Board agreed to celebrate the milestone with a luncheon hosted at a Central Jersey venue. Please save the date of October 19, 2020 at noon pending additional directives issued by the Governor’s office.

NJCE Best Practices Workshop – The Executive Director advised the NJCE has set up a task force to address the feasibility of holding the seminar in 2020.

2020 New Jersey Association of Counties Conference - The Executive Director reported this annual conference originally scheduled for May has been rescheduled for October 27th – October 29th, and as far as he is aware, still on.

2020 MEL MRHIF & NJCE Educational Seminar - The Executive Director reported this annual seminar originally scheduled for May 1st was cancelled and will possibly be rescheduled for a date later in the year or possibly scheduled as a webinar.

August Commission Meeting – The Executive Director reminded the Commission will not be meeting in August. The Commission previously passed Resolution 17-20 authorizing the Commission Treasurer to process contracted payments and expenses when the Commission did not meet. Our next meeting is scheduled for September 24, 2020 at 10:30 AM.

The Executive Director then asked if there were any questions, hoped everyone enjoys the rest of their summer and then concluded his report.

Executive Director's Report Made Part of Minutes.

TREASURER: Chairman Angilella 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 Lists.

**MOTION TO APPROVE RESOLUTION 35-20 JUNE SUPPLEMENTAL BILLS LIST.
IN THE AMOUNT OF \$ 19,826.00.**

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

**MOTION TO APPROVE RESOLUTION 36-20 JULY SUPPLEMENTAL BILLS LIST.
IN THE AMOUNT OF \$ 2,101,172.72.**

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

Chairman Angilella 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. The NJCE has approximately 600 exposure cases, most coming from corrections facilities, one or two general liability cases and the most recent cases are coming out of Camden County.

Ms. Conicella advised they are also starting the planning for the Best Practices Workshop and asked if anyone wanted to be involved in the planning of that to please reach out.

Chairman Angilella asked if there were any Covid claims coming out of the Camden County Correctional Facility.

Mr. Friedman advised they haven't seen a correctional facility case in the past couple of weeks. The County has had a couple of metro claims, but the jail has been very good since the middle of the pandemic, when about 4 or 5 of them came in. He advised he had not seen any jail Covid cases lately, but he would double check.

Chairman Angilella advised there had been corrections officers and metro officers that have gotten sick. He believes there may even have been a few 9-1-1 cases. Not one case of Covid has penetrated the jail, to his knowledge, if anyone knows otherwise he would like to be informed.

Mr. Friedman advised he knew of no covid cases exposed in the jail.

Ms. Conicella then concluded her report.

CLAIM SERVICE: Ms. Hall reviewed the Medical Savings Report for June which was included in the agenda. Ms. Hall advised the total billed for June was \$63,168.00 and the total paid was \$27,078.00 with a gross savings of \$38,846.00 or 60%. Ms. Hall advised the net savings was \$27,876.00 and network utilization was 98%. Ms. Hall asked if there were any questions and then concluded her report.

SAFETY DIRECTOR: Mr. Prince advised the June - August Risk Control Activity Report was included in the agenda packet. The Webinar Training Schedule Topics List through August 26th was included, as the in person training program has been suspended until further notice. If any department wishes to attend, please visit the website njce.org to register. Mr. Prince advised if anyone had questions to please give him a call. Also included in the agenda was the flyer for the Protecting Children from Abuse Webinar. Mr. Prince advised the webinar was being held the next day, he knows it's short notice, but there will be more seminars held for this topic and when those dates are available, he will advise the Commission. Mr. Prince asked if there were any questions and then concluded his report.

Correspondence Made Part of Minutes.

OLD BUSINESS: None

NEW BUSINESS: None

Chairman Angilella asked how they would know if there was someone with a question.

The Executive Director advised the phone number and meeting id were published in the newspaper and are on the website.

Chairman Angilella advised that answered his question.

MOTION TO OPEN MEETING TO PUBLIC

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

CLOSED SESSION: Chairman Angilella read Resolution 37-20, 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 37-20 FOR CLOSED SESSION

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

MOTION TO RETURN TO OPEN

Motion Chairman 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>
2241	\$ 85,150.77	PAR
2415	\$ 84,247.48	PAR
8674	\$ 84,582.88	PAR/SAR
2528	\$ 41,017.04	PAR
3851	\$ 101,475.45	PAR
2131	\$ 66,409.90	PAR/SAR
6452	\$ 211,910.73	PAR/SAR
0826	\$ 56,674.08	PAR
6436	\$ 165,355.00	PAR/SAR
0568	\$ 23,000.00	PAR/SAR

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

Chairman Angilella advised the next meeting is scheduled for September 24, 2020 at 10:30 AM.

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 2:48 PM

Minutes prepared by: Rachel Chwastek, Assisting Secretary