

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – June 24, 2021
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:

Ross G. Angilella	Absent
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 Paulette Kelly Linda Page Stephen Andrick
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Qual Lynx
Chris Roselli

PERMA
Jennifer Conicella

CEL Underwriting Manager	Conner Strong & Buckelew
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Attorney	Laura Paffenroth
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Treasurer

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:

Ed Hill, Camden County Board of Social Services
Joseph Hrubash, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services
Nancy Ghani, PERMA Risk Management Services
Brandon Tracy, PERMA Risk Management Services
Rachel Chwastek, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF MAY 27, 2021

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

CORRESPONDENCE: None.

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on June 17th, where a variety of safety topics were discussed. The next meeting is scheduled for July 21st via Zoom and the minutes and agenda will be send out electronically prior to the meeting. Mr. Prince then asked if there were any questions and concluded his report.

CLAIMS COMMITTEE: Mrs. Conicella advised the claims committee met earlier in the month and reviewed the PARS to be reviewed today in closed session via a breakout room in Zoom for those discussions. Mrs. Conicella then concluded her report.

EXECUTIVE DIRECTOR:

Revised Plan of Risk Management - Included in the agenda was a Revised Plan of Risk Management, Resolution 34-21. The Plan was revised to correct the SIR on the POL/EPL coverage to \$10,000 for the Camden County Improvement Authority. The changes were highlighted in yellow.

Motion to approve Resolution 34-21, Revised Risk Management Plan

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

Certificate of Insurance Issuance Report – Included in agenda was a copy of the certificate of issuance report from the NJCE listing the certificates issued for the month of May. There were 3 certificates of insurance issued.

Motion to approve the Certificate of Insurance Report

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

NJCE Counties Excess Joint Insurance Fund (NJCE) – The Executive Director reported the NJCE held a special meeting on May 27 to introduce an amended 2021 budget. A written summary of that meeting was included in the agenda. The NJCE also met prior to our meeting. Executive Director reported the focus of that meeting was for approval of the amendment for the budget and the draft audit was discussed and presented by Bowman and Company. Additionally, the possibility of Middlesex JIF joining the Fund was discussed. The NJCE will meet again, via Zoom, on September 23, 2021 at 9:30 AM.

NJCE Finance Committee – The NJCE team (PERMA, JAM and CSB) made a presentation to the Finance Committee on the state of the commercial market and benefits of the insurance commission/joint insurance versus commercial market. The presentation

was roughly an hour, generated some good questions and interaction with commissioners and was well received.

The Finance Committee has suggested the presentation be made available to all commissioners and key members of their management team. It was also suggested that a recorded version be available as well as one or two live webinars to promote interaction and allow for questions. Included in the agenda was a copy of the NJCE Executive Director's memorandum. If anyone would like a copy of the presentation they should contact the Fund Office.

CCIC Financial Fast Track – Included in the agenda was a copy of the Financial Fast Track Report as of April 30, 2021. The report indicates the Commission has a surplus of \$30,411,842. The Executive Director reported there was a reduction of about \$1 million in surplus reserve changes in the older years, but very solid financials.

Line 10 of the report, "Investment in Joint Venture" is the Camden County Insurance Commission's surplus of share of the equity in the NJCE. CCIC's current equity in the NJCE is \$4,144,424. The total cash amount is \$34,458,388.

NJCE Property and Casualty Financial Fast Track – The Financial Fast Track is not available and will appear in the next agenda.

2022 Renewal – Underwriting Data Collection: The Fund office is beginning the data collection process for the 2022 renewal in order to provide relevant information to underwriters. Members and/or risk managers will manage the renewal via Origami, the online platform where members' exposure data (property, vehicles, etc.) may be accessed and edited, as well as, applications to download and complete for ancillary coverages.

In addition, the Payroll Auditor is conducting payroll audits, which will be uploaded by the Fund office into Origami. The 2022 renewal process is mid-July through mid-September, which will allow members to confirm underwriting data.

2021 New Jersey Association of Counties Conference: Ms. Chwastek reported the 71st Annual Conference is scheduled to be held from October 11th – October 14th at Caesar's in Atlantic City. NJAC will also be celebrating its 100-year anniversary. The New Jersey Counties Excess Joint Insurance Fund and J.A. Montgomery will be presenting at the NJAC conference in October.

2021 Government Finance Officers Association of NJ (GFOA of NJ): Ms. Chwastek reported J.A. Montgomery has been invited to present at the GFOA of NJ conference at the Golden Nugget in Atlantic City from September 21st to September 24th. GFOA of NJ is a professional association of government finance officers working together to enhance and promote professionalism within the governmental community.

2021 NJLM Annual Conference: Ms. Chwastek reported the 106th Annual New Jersey State League of Municipalities Conference is scheduled for November 16th through November 18th at the Atlantic City Convention Center in Atlantic City.

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

Executive Director's Report Made Part of Minutes.

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

**MOTION TO APPROVE RESOLUTION 35-21 JUNE BILLS LIST
IN THE AMOUNT OF \$82,851.55.**

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

ATTORNEY: Nothing to report.

CLAIM SERVICE - PERMA: Nothing further to report.

CLAIM SERVICE - Ameri-Health: Ms. Hall reviewed the Medical Savings Report for May was included in the agenda. Ms. Hall advised the total billed for May was \$150,143.00 and the total paid was \$71,402.00 with a savings of \$82,253.00 or 54.20%. Ms. Hall advised the net savings was \$75,228.00 and network utilization was 96.20%. Ms. Hall asked if there were any questions and then concluded her report.

SAFETY DIRECTOR: Mr. Prince advised the May – July Risk Control Activity Report was included in the agenda. Mr. Prince advised all of the training has been posted on the NJCE website through August 31st. He advised any members interesting in training may register through the website. Additionally the Munich RE Safety Grant for 2021 will be managed at the carrier directly. If any department has a submission, please reach out to Mr. Prince and he'll walk you through getting set up with the vendor. The learning management system will need named administrators and the coordination of webinars. A memo will be distributed with the changes. Mr. Prince asked if there were any questions and then concluded his report.

Commissioner Williams asked Mr. Prince to remind departments with submissions to coordinate with the finance department.

Correspondence Made Part of Minutes.

OLD BUSINESS: None

NEW BUSINESS: None

MOTION TO OPEN MEETING TO PUBLIC

Motion	Commissioner Williams
Second:	Commissioner Wright
Vote:	Unanimous

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

Motion Commissioner Williams
Second: Commissioner Wright
Vote: Unanimous

CLOSED SESSION: Commissioner Williams read Resolution 36-21, 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 36-21 FOR CLOSED SESSION

Motion Commissioner Williams
Second: Commissioner Wright
Vote: Unanimous

MOTION TO RETURN TO OPEN SESSION

Motion Commissioner Williams
Second: Commissioner Wright
Vote: Unanimous

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>
2161	\$ 77,710.84	PAR/SAR
3955	\$ 53,593.22	PAR/SAR
1978	\$ 47,220.80	PAR
1981	\$ 30,004.00	PAR
2293	\$ 124,498.00	PAR/SAR
2411	\$ 87,433.00	PAR
765	\$ 80,000.00	PAR
9682	\$ 90,600.28	PAR/SAR
9750	\$ 134,694.47	PAR/SAR
9536	\$ 31,190.00	PAR
1053	\$ 13,759.00	PAR
7246	\$ 15,500.00	PAR

Motion Commissioner Williams
Second: Commissioner Wright
Vote: Unanimous

Commissioner Williams advised the next meeting is scheduled for July 22, 2021, 10:30 AM, via Zoom.

MOTION TO ADJOURN:

Motion	Commissioner Williams
Second:	Commissioner Wright
Vote:	Unanimous

MEETING ADJOURNED: 11:19 AM

Minutes prepared by: Rachel Chwastek, Assisting Secretary