

**CAMDEN COUNTY INSURANCE COMMISSION  
OPEN MINUTES  
MEETING – March 24, 2022  
ZOOM VIRTUAL MEETING  
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	Excused
Anna Marie Wright	Present
Steve Williams	Present

**FUND PROFESSIONALS PRESENT:**

Executive Director	PERMA Risk Management Services <b>Bradford C. Stokes</b>
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Claims Service	AmeriHealth Casualty Services <b>Gladys Driggins</b> <b>Monica Coleman</b> <b>Steve Andrick</b> <b>Linda Page</b> <b>Paulette Kelly</b>
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Qual Lynx  
**Chris Roselli**

PERMA  
**Jennifer Conicella**  
**Robyn Walcoff**

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

Ed Hill Esq., Camden County Board of Social Services  
Ceil Murphy, Camden County College  
Bob Cornforth, Camden County MUA  
Tom Reilly, J.A. Montgomery Risk Control  
Cathy Dodd, PERMA Risk Management Services  
Brandon Tracy, PERMA Risk Management Services

**APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF FEBRUARY 24, 2022**

Commissioner Williams reported he was not at the February Meeting so we would need to table the February minutes until the April Meeting.

**CORRESPONDENCE:** None

**SAFETY COMMITTEE:** Mr. Prince reported the Safety Committee last met on March 16 at 2:00 PM via zoom and a variety of topics were discussed. Mr. Prince advised the next meeting was scheduled for April 20. Mr. Prince said he would co-ordinate the agenda with Mr. Friedman and send the agenda out to all of members. Mr. Prince concluded his report unless there were any questions.

**CLAIMS COMMITTEE:** Ms. Conicella advised the Claims Committee met at the beginning of the month and discussed several payment authorizations which would be presented in closed session later in the meeting. Ms. Conicella concluded her report unless there were any questions.

**EXECUTIVE DIRECTOR:** Executive Director thanked Commissioner Williams, said Good Morning and hoped everyone was well.

**REQUEST FOR PROPOSALS FOR THIRD PARTY CLAIMS ADMINISTRATOR:** Executive Director said last month if you recall we extended AmeriHealth’s current contract on a month-to-month basis to give our review team time to evaluate the responses received for Claims Administration and Managed Care Services. Executive Director reported the review team met last week; scored the responses and were recommending the re-appointment of AmeriHealth. Commission Attorney said Executive Director’s summary was sufficient and Ms. Walcoff did a nice job of creating a chart of the costs for the group to look at and was helpful. Commission Attorney said it become clear which direction the Commission should go and thought it was a good recommendation. Executive Director asked if anyone had any questions and requested a motion to approve Resolution No. 23-22.

**MOTION TO APPROVE RESOLUTION NO. 23-22 AUTHORIZING AWARD OF CONTRACT, PURSUANT TO A PUBLICLY ADVERTISED REQUEST FOR PROPOSALS, BY AND BETWEEN THE COMMISSION AND COMPSERVICES, INC., D/B/A AMERIHEALTH CASUALTY SERVICES**

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

**NJ COUNTIES EXCESS JOINT INSURANCE FUND (NJCE):** Executive Director reported the NJCE held their Reorganization Meeting on February 24, 2022 and a written summary report of the meeting was included in the agenda. Executive Director noted the NJCE was scheduled to meet again on April 28 at 9:30 AM.

**2022 NJCE BUDGET DELTA:** Executive Director advised as was discussed last month the NJCE approved the recommendation of the Fund’s Finance Committee to assess additional premiums for ancillary coverages to close a 2022 budget delta in the amount of \$744,455. Executive Director said the agenda included the Ancillary Coverages Reconciliation to Actual for the members of the Camden County Insurance Commission. Executive Director reported the Fund Office contacted the member entities on March 16 asking which option they preferred.

**CERTIFICATE OF INSURANCE ISSUANCE REPORT:** Executive Director referred to a copy of the certificate of issuance report from the NJCE listing the certificates issued for the month of February. Executive Director advised there were 5 certificate of insurances issued during the month of February.

**MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT**

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

**ONLINE TRAINING COURSES:** Executive Director reported Mr. Friedman requested an additional 50 usages of the online National Counsel Defensive Driver Course offered through SafeServe.com. Executive Director advised the cost for 50 usages was \$1,147.50. Executive Director said the Commission had paid for this expense in the past and would be allocated to the miscellaneous and expense account. Executive Director asked if there were any questions and requested a motion to approve the cost. Executive Director encouraged the other entities if they were interested in the services to reach out to Mr. Prince.

**MOTION TO APPROVE THE COST OF \$1,147.50 FOR THE ONLINE DEFENSIVE DRIVER TRAINING COURSE FOR 50 USAGES**

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

**CCIC FINANCIAL FAST TRACK:** Executive Director reported the January Financial Fast Track was now available and asked that it be displayed on the screen. Executive Director advised as of January 31, 2022, there was a surplus of \$32,479,492. Executive Director referred to line 10 of the report, “Investment in Joint Venture” and indicated \$3,786,759 was the CCIC’s share of the equity in the NJCE. Executive Director noted the total cash amount is \$40,049,947.

**NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the January Financial Fast Track was included in the agenda. As of January 31, 2022, the Fund had a surplus of \$14,343,424. Executive Director referred to line 7, “Dividend”, and noted the NJCE released dividends in the amount of \$5,857,551. Executive Director noted the cash amount was \$16,183,236.

**2022 PROPERTY & CASUALTY ASSESSMENTS:** Executive Director advised the first assessment payment was due on March 15, 2022. In response to Executive Director's inquiry Ms. Dodd advised she did not hear from Mr. McPeak yet but would reach out to him. Executive Director noted the second assessment payment was due on May 15, 2022.

**APRIL MEETING:** Executive Director advised we did not have a meeting scheduled for April due to a conflict. Executive Director said after checking the availability of the Commissioners he was suggesting we schedule a meeting for Monday, April 25, 2022, at 2:00 PM via zoom.

**MOTION TO SCHEDULE A MEETING ON MONDAY, APRIL 25, 2022, AT 2:00 PM VIA ZOOM**

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

Executive Director's Report Made Part of Minutes.

**TREASURER:** Commissioner Williams reported the next item was the March Bills List, Resolution 21-22, which was included in the agenda. Commissioner Williams asked if anyone had any questions and not hearing any said he would make the motion.

**MOTION TO APPROVE RESOLUTION 21-22 MARCH BILLS LIST IN THE AMOUNT OF \$3,940,571.53**

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

**ATTORNEY:** Ms. Paffenroth said she did not have anything further to report at this.

**CLAIMS SERVICE - AMERI-HEALTH:** Ms. Driggins advised she wanted to start off by thanking everyone on behalf of AmeriHealth for the re-appointment. Ms. Driggins said they would continue to service the account as usual with some improvements. Ms. Driggins reviewed the annual Medical Savings Report for the year 2021 and noted the penetration rate was 97%. Ms. Driggins asked if anyone had questions. Commissioner Williams added the Medical Savings Report for the months of January and February 2022 were also included in the agenda.

**NJCE SAFETY DIRECTOR:** Mr. Prince advised the February through March 2022 All Risk Control Activity Report was included in the agenda. Mr. Prince reported as the report reflected, we have had a variety of visits and initiatives. Mr. Prince said first he would speak about the Metro Police and advised in an effort to reduce some of the motor vehicle accidents they have had meetings with Lieutenant Aceto of the Police Academy to discuss defensive driving and a variety of other training programs that would have a significant impact on accident reduction with the police department. Mr. Prince said Ms. Cass also facilitated a meeting with the Deputy Chief at City Hall to talk about some of the initiative and concerns. Mr. Prince reported next week Mr. Earle of his office would be meeting with Chief Rodriguez to review some of the items the law enforcement team has specifically designed that they can take advantage of throughout the year. Mr. Prince reported they were continuing with the DPW initiative and providing Fast Track Trainings for them at various locations including the College. Mr. Prince reviewed the programs and advised anyone that missed the heavy equipment training could attend another session scheduled for April 13. Mr. Prince asked if there were any questions and concluded his report. Commissioner Williams noted the employees really appreciate the training

opportunities that were available to them. Mr. Prince said he wanted to thank Julia Downs who provided certificates for all the attendees.

Correspondence Made Part of Minutes.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**MOTION TO OPEN MEETING TO PUBLIC**

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**

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

**CLOSED SESSION:** Commissioner Williams read Resolution 22-22, 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 22-22 FOR CLOSED SESSION**

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

A breakout room was utilized for closed session.

**MOTION TO RETURN TO OPEN SESSION**

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

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>
3218	\$ 144,178.80	PAR
3083	\$ 58,714.80	PAR
1042	\$ 156,201.73	PAR
943	\$ 50,196.49	PAR
2989	\$ 50,323.36	PAR
3002	\$ 234,915.08	PAR
3274	\$ 178,251.08	PAR
9567	\$ 40,000.00	PAR
7176	\$ 30,000.00	SAR

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

**MOTION TO ADJOURN**

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

**MEETING ADJOURNED: 11:12 AM**

Minutes prepared by: Cathy Dodd, Assisting Secretary