

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – June 23, 2022
ZOOM VIRTUAL MEETING
10:30 AM**

Meeting was called to order by Chairman Angilella. Open Public Meetings notice read into record.

PLEDGE OF ALLEGIANCE

ROLL CALL OF COMMISSIONERS:

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| Ross G. Angilella | Present |
| 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 Gladys Driggins Steve Andrick Monica Coleman Paulette Kelly Tracy Ware |
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Qual Lynx

PERMA

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| NJCE Underwriting Manager | Conner Strong & Buckelew |
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| Attorney | Laura Paffenroth, Esq. |
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| Treasurer | David McPeak |
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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:

Bob Cornforth, Camden County MUA
Ceil Murphy, Camden County College
Ed Hill, Camden County Board of Social Services
Joseph Hrubash, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services
Brandon Tracy, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF MAY 26, 2022

Chairman Angilella noted the Open Minutes were in the Appendix of the agenda and the closed minutes were sent by e-mail.

MOTION TO APPROVE OPEN AND CLOSED MINUTES MAY 26, 2022

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

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met yesterday using a hybrid format. Mr. Prince noted a few were at City Hall and a fell participated through Zoom. Mr. Prince said a variety of safety topics were discussed including preventing hydration during the summer, ticks and tick-borne illnesses, safe driving, and confined space awareness. Mr. Prince advised the next meeting was scheduled for July 20. Mr. Prince concluded his report unless there were any questions.

CLAIMS COMMITTEE: Ms. Conicella advised the Claims Committee met in the beginning of the month and we would be discussing the claims during closed session. Ms. Conicella concluded her report unless there were any questions.

EXECUTIVE DIRECTOR: Executive Director thanked Chairman Angilella and hoped everyone was well. Executive Director advised he had a brief report this month.

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 May. Executive Director advised there were 7 certificates of insurance issued during the month of May.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

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

NJ COUNTIES EXCESS JOINT INSURANCE FUND (NJCE): Executive Director reported the NJCE met prior to our meeting. Executive Director said he would review some of the highlights of the meeting. Executive Director advised the auditor, Bowman and Company submitted a draft financial audit for the period ending December 31, 2021. Executive Director reported First Net who provided the Learning Management System updated their platform and would no longer support the services we needed. Executive Director asked Mr. Prince to comment on this. Mr. Prince advised J.A. Montgomery identified a vendor with enhanced platform services which met our training needs and record learning events at a lower annual cost. Mr. Prince said the Board of Fund Commissioners accepted the recommendation and authorized J.A. Montgomery to contract directly with BIS Safety Software. Mr. Prince reviewed some of the capabilities of new vendor. Mr. Prince said they would host some webinars and also some in person tutorial for the named administrators, so they were comfortable with the new system. Mr. Price said as he received more information relevant to the implementation date, he would pass it along. Mr. Prince thought this would be towards the end of year, if not the first quarter of 2023. Executive Director asked Mr. Hrubash if he had any comments regarding the NJCE meeting. Mr. Hrubash said he thought everything was covered, the audit was great, the financials are sound, and we're excited about the new Learning Management System.

CCIC FINANCIAL FAST TRACK: Executive Director reported the April Financial Fast Track was included in the agenda. Executive Director advised as of April 30, 2022, there was a surplus of \$32,278,916. Executive Director referred to line 10 of the report, "Investment in Joint Venture" and indicated \$3,861,933 was the CCIC's share of the equity in the NJCE. Executive Director noted the total cash amount was \$35,563,629

NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the April Financial Fast Track was included in the agenda. As of April 30, 2022, the Fund had a surplus of \$14,700,752. 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 \$34,378,613.

2023 RENEWAL – UNDERWRITING DATA COLLECTION: Executive Director reported the Fund office was beginning the data collection process earlier this year for the 2023 renewal in order to provide relevant information to underwriters in a timely manner. Executive Director advised members and/or risk managers would manage the renewal via Origami, the online platform where members' exposure data (property, vehicles, etc.) may be accessed and edited.

Executive Director said he was pleased to announce that Conner Strong & Buckelew was utilizing a new platform called Broker Buddha that streamlines the renewal applications for the ancillary coverages. Executive Director noted the online portal gives you the ability to save the applications as a draft and finish the application later. Executive Director said the portal would also display last year's information. Executive Director reported the software was intuitive, and instructions were provided when you signed on. Executive Director said more information will follow on this new platform.

Executive Director reported the Payroll Auditor was conducting payroll audits which would be uploaded by the Fund office into Origami. Executive Director said the 2023 renewal process this year will be mid-June through mid-August.

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

Executive Director's Report Made Part of Minutes.

TREASURER: Mr. McPeak advised he did not have anything to report expect for the June Bills List which was included in the agenda and requested a motion to approve Resolution 37-22 June Bills List.

**MOTION TO APPROVE RESOLUTION 37-22 JUNE BILLS LIST
IN THE AMOUNT OF \$75,693.59**

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

Chairman Angilella referred to copies of the Treasurer Report which was included in the agenda.

ATTORNEY: Ms. Paffenroth said she did not have anything to report.

CLAIMS SERVICE - AMERI-HEALTH: Ms. Ware reviewed the Medical Savings Report for the month of June and advised they received 208 bills and the billed amount was \$159,051. Ms. Ware advised the paid amount was \$52,499 with a gross savings of \$106,552. Ms. Ware said the net savings was \$94,052 and the network utilization was 96.95%. Ms. Ware concluded her report unless anyone had any questions.

NJCE SAFETY DIRECTOR: Mr. Prince advised the May through June 2022 All Risk Control Activity Report was included in the agenda. Mr. Prince reported the agenda also included all of the Safety Training through August 31. Mr. Prince said he encouraged everyone to visit the website at njce.org to register. Mr. Prince also referred to a copy of a flyer for the Expos they were conducting around the state and said it was a great opportunity for employees to do a variety of training in a day. Mr. Prince noted there was a date change to September 7 and would be hosted at the Camden Couty Emergency Training Center. Mr. Prince said for those individuals that were pursuing the designation for the leadership academy, there were two programs that were part of the Expo. Mr. Prince said the agenda also included a flyer describing the transition to the new Learning Management System. Mr. Prince concluded his report unless anyone had any questions.

Correspondence Made Part of Minutes.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT:

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 38-22, 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 38-22 FOR CLOSED SESSION

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

A breakout room was utilized for closed session.

MOTION TO RETURN TO OPEN SESSION

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> |
|----------------|---------------|----------------|
| 1017 | \$ 83,243.59 | PAR |
| 1179 | \$ 121,845.44 | PAR |
| 684 | \$ 318,543.00 | PAR |
| 2845 | \$ 34,168.00 | SAR |
| 7933 | \$ 75,000.00 | PAR |
| 7884 | \$ 150,000.00 | PAR |

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

Chairman Angilella advised that next meeting was scheduled for July 28, 2022, at 10:30 AM and assumed it would continue virtually. Ms. Wright advised she would not be available for the July meeting. Mr. Williams said he was available.

MOTION TO ADJOURN

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

MEETING ADJOURNED: 10:33AM
Minutes prepared by: Cathy Dodd, Assisting Secretary