

**CAMDEN COUNTY INSURANCE COMMISSION  
OPEN MINUTES  
MEETING – April 26, 2023  
ZOOM VIRTUAL MEETING  
2:00 PM**

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 Stokes</b>
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Claims Service	AmeriHealth Casualty Services <b>Linda Page</b> <b>Steve Andrick</b> <b>Paulette Kelly</b> <b>Gladys Driggins</b> <b>Monica Coleman</b>
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Qual Lynx  
**Chris Roselli**

PERMA  
**Jennifer Davis**  
**Shai McLeod**  
**Robyn Walcoff**

NJCE Underwriting Manager	Conner Strong & Buckelew
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Attorney

Treasurer	<b>David McPeak</b>
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Safety Director	J.A. Montgomery Risk Control <b>Glenn Prince</b>
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Risk Management Consultant (CCIA)	Hardenbergh Insurance Group <b>Christina Violetti</b>
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**ALSO PRESENT:**

Edward Hill, Camden County BOSS  
Stephanie Madden, Camden County MUA  
Ceil Murphy, Camden County College  
Harry Earle, J.A. Montgomery  
Cathy Dodd, PERMA Risk Management Services

**APPROVAL OF MINUTES:** OPEN AND CLOSED MINUTES OF MARCH 23, 2023 AND OPEN MINUTES OF APRIL 3, 2023

**MOTION TO APPROVE OPEN AND CLOSED MINUTES OF MARCH 23, 2023 ALONG WITH OPEN MINUTES OF APRIL 3, 2023**

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

**CORRESPONDENCE:** None

**SAFETY COMMITTEE:** Mr. Prince reported the Safety Committee last met on April 19 at 2:00 via Zoom. Mr. Prince advised a variety of safety topics were discussed and all the training opportunities that were posted on the NJCE website, njce.org. Mr. Prince said the next meeting was scheduled for May 17 at 2:00. Mr. Prince noted he would send out the agenda and minutes electronically prior to the meeting. Mr. Prince concluded his report unless there were any questions.

**CLAIMS COMMITTEE:** Ms. Davis advised the Claims Committee met on April 4 and reviewed the payment and settlement authority requests that would be presented during the closed session portion of the meeting for approval. Ms. Davis concluded her report unless there were any questions.

**EXECUTIVE DIRECTOR:** Executive Director thanked Commissioner Williams and hoped everyone was well. Executive Director advised he had a brief report for today.

**RESOLUTION NO. 27-23:** Executive Director referred to a copy of Resolution No. 27-23, Authorizing Extraordinary Claim Settlement and Payment of Funds which was included in the agenda. Executive Director noted the resolution was prepared by the Commission Attorney and asked the Commissioners to consider approving the resolution.

**MOTION TO APPROVE RESOLUTION NO. 27-23, AUTHORIZING EXTRAORDINARY CLAIM SETTLEMENT AND PAYMENT OF FUNDS**

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

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

## MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

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

**2023 ACTUARY POSITION:** Executive Director reported the Fund Office issued a second request for price proposals after clarifying the scope of services. Executive Director advised two responses were received from our current vendor, the Actuarial Advantage, Inc. (TAA) and SG Risk. Executive Director said TAA's quote was \$9,384 and SG Risk was \$7,980. Executive Director noted the responses were sent to the Commissioners for their review and we would discuss further during closed session.

**NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND (NJCE):** Executive Director reported the NJCE was meeting tomorrow at the Forsgate Country Club, Monroe Twp., NJ. Executive Director advised a luncheon would follow to commemorate the 10<sup>th</sup> anniversary of the Fund's inception. Executive Director said a summary report of the meeting would be included in the next agenda.

**CCIC FINANCIAL FAST TRACK:** Executive Director reported the February Financial Fast Track was included in the agenda. Executive Director advised as of February 28, 2023, there was a surplus of \$31,405,344. Executive Director referred to line 10 of the report, "Investment in Joint Venture" and indicated \$3,679,740 was the CCIC's share of the equity in the NJCE. Executive Director noted the total cash amount was \$40,489,628.

**NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the February Financial Fast Track was included in the agenda. As of February 28, 2023, the Fund had a surplus of \$14,399,035. Executive Director referred to line 7, "Dividend", and noted the NJCE released dividends in the amount of \$6,707,551. Executive Director noted the cash amount was \$15,278,217.

**LEGAL DEFENSE PANEL CONTRACTS:** Executive Director advised the Defense Panel Contracts would expire on May 31, 2023. Executive Director reported the Commission Attorney issued a Request for Proposals for Legal Services for the Insurance Commission. Executive Director noted the responses were scheduled to be opened on Wednesday, May 10, 2023 at 11:00 A.M. Executive Director said the results would be discussed at the May meeting.

**2023 ASSESSMENT PAYMENTS:** Executive Director reported the Treasurer advised most of the member entities paid their first assessment payment. Mr. McPeak said that was correct and Ms. Dodd was following up on the outstanding payments. Executive Director advised the second installment was due on May 15, 2023, and payments should be sent to Dave McPeak, Treasurer.

**MEL, MRHIF & NJCE EDUCATIONAL SEMINAR:** Executive Director reported the first session of the 12th Annual Education Seminar took place on Friday, April 21st with over 250 participants and the second session was scheduled for Friday, April 28th, 9:00 AM to 12:00 PM. Anyone wishing to still register should reach out to Cathy Dodd, [cdodd@permainc.com](mailto:cdodd@permainc.com).

Executive Director concluded his report unless there were any questions.

Executive Director's Report Made Part of Minutes.

**TREASURER:** Mr. McPeak advised the April Bills List was included in the agenda. Mr. McPeak asked if anyone had any questions and requested a motion to approve Resolution 28-23.

**MOTION TO APPROVE RESOLUTION 28-23 APRIL BILLS LIST**

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

Mr. McPeak advised copies of the Treasurer Reports were included in the agenda and asked if anyone had any questions.

**ATTORNEY:** Ms. Paffenroth was not in attendance.

**CLAIMS SERVICE - AMERI-HEALTH:** Mr. Andrick reported the Medical Savings Report for the month of March was included in the agenda and advised they received 515 bills, and the billed amount was \$496,034. Mr. Andrick advised the paid amount was \$180,408 with gross savings of \$315,626. Mr. Andrick said the net savings was \$303,126. Mr. Andrick said the network penetration was 99%. Mr. Andrick concluded his report unless anyone had any questions.

**NJCE SAFETY DIRECTOR:** Mr. Prince reported the March through April 2023 All Risk Control Activity Report was included in the agenda. Mr. Prince said all the training opportunities through June 30 were included in the agenda. Mr. Prince encouraged all members and departments to review the training opportunities at njce.org. and register accordingly. Mr. Prince advised they were transitioning to the new Learning Management System which would go live on May 1. Mr. Prince said the new system would have a variety of capabilities which would include scheduling training right from the system, printing out copies of reports and training rosters. Mr. Prince advised if anyone had a questions on the new system they should reach out to him or Natalie Dougherty of his office. Mr. Prince spoke about the Entry Level Driving Training Program and indicated on April 3 he began teaching around the state. Mr. Prince said the first training was held at Camden Corporate Headquarters and was well attended including representatives of the Camden County Department of Public Works. Mr. Prince explained the Entry Level Driver Training Program was an essential component mandated by the Federal Motor Carrier Safety Administration for specific curriculum that has to be presented and provided to any potential CDL applicant or holder who desires to upgrade their CDL. Mr. Prince advised many organizations around the State were sending their employees out to driving schools at an astronomical cost. This program enabled us to train our employees in house and provides a variety of resources for them. 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	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 29-23, 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 29-23 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 said as discussed earlier in the Executive Director's report and again in Executive Session he would like to make a motion to award the actuary position to SG Risk in the amount of \$7,980.

**MOTION TO AWARD THE ACTUARY POSITION TO SG RISK IN THE AMOUNT OF \$7,980**

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>
4239	\$ 49,168.41	PAR
3098	\$ 38,758.55	PAR
3098	\$ 22,047.00	SAR
1666	\$ 250,570.40	PAR
1666	\$ 27,591.00	SAR
4082	\$ 186,698.08	PAR
3297	\$ 25,964.34	PAR
3966	\$ 94,490.80	PAR
2911	\$ 11,315.90	PAR
3740	\$ 97,021.36	PAR
3740	\$ 40,851.36	SAR
3263	\$ 20,490.25	PAR
0696	\$ 130,363.00	SAR
0696	\$ 19,226.03	SAR
1328	\$ 118,343.00	SAR
3719	\$ 15,500.00	PAR
3266	\$ 28,110.00	PAR
3319	\$ 15,500.61	PAR
9684	\$ 10,480.00	PAR
9684	\$ 7,500.00	SAR

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

Commissioner Williams said the next meeting was scheduled for May 25, 2023 at 10:30 AM.

**MOTION TO ADJOURN**

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

**MEETING ADJOURNED: 11:34 AM**  
 Minutes prepared by: Cathy Dodd, Assisting Secretary