

**CAMDEN COUNTY INSURANCE COMMISSION
AGENDA AND REPORTS
THURSDAY, MAY 25, 2023
10:30 AM**

**To attend the meeting via teleconference
Dial 1-312-626-6799 and enter Meeting ID: 739 426 4615**

OR

Join Zoom Meeting via Computer Link

<https://permainc.zoom.us/j/7394264615>

OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE

The Camden County Insurance Commission will conduct its *May 25, 2023* meeting electronically, in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. Notice of this meeting was given by

- (1) Sending sufficient notice herewith to the Courier Post,
- (2) Filing advance written notice of this meeting with the Commissioners of the Camden County Insurance Commission,
- (3) Posting notice on the Public Bulletin Board of the Office of the County Clerk

During a remote meeting, participants, including members of the public, may be muted by the host, however there will be an opportunity for them to participate and speak during the public portion of the meeting where participants will be unmuted at their request.

CAMDEN COUNTY INSURANCE COMMISSION AGENDA
OPEN PUBLIC MEETING: May 25, 2023
10:30 AM

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
 - PLEDGE OF ALLEGIANCE**
 - ROLL CALL OF COMMISSIONERS**
 - APPROVAL OF MINUTES: April 26, 2023 Open Minutes.....Appendix I**
April 26, 2023 Closed Minutes sent via e-mail

 - CORRESPONDENCE – NONE**

 - COMMITTEE REPORTS**
 - Safety Committee: Verbal
 - Claims Committee: Verbal

 - EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMA**
Executive Director’s Report.....Pages 2-14

 - TREASURER – David McPeak**
Resolution 35-23 MayPage 15

 - ATTORNEY – Laura J. Paffenroth, Esq..... Verbal**

 - CLAIMS SERVICE –AmeriHealth Casualty Services**
Medical Savings Report - 2023Page 16

 - NJCE SAFETY DIRECTOR – J.A. Montgomery Consulting**
Monthly Report..... Pages 17-23

 - OLD BUSINESS**
 - NEW BUSINESS**
 - PUBLIC COMMENT**
 - CLOSED SESSION- PARS/SARS**
Resolution 36-23 Closed SessionPage 24
Motion for Executive Session (in accordance with the Open Public Meetings Act, N.J.S.A.
10:4-12)
 - APPROVAL OF PARS/SARS**
-
- NEXT SCHEDULED MEETING: [June 22, 2023, 10:30 AM](#)**
 - MEETING ADJOURNMENT**

CAMDEN COUNTY INSURANCE COMMISSION
9 Campus Drive, Suite 216, Parsippany, NJ 07054
Telephone (201) 881-7632
Fax (201) 881-7633

Date: May 25, 2023

Memo to: Commissioners of the Camden County Insurance Commission

From: PERMA Risk Management Services

Subject: Executive Director's Report

- ❑ **Legal Defense Panel Contracts (Pages 3-8)** - Request for Proposals for Legal Services for the Camden County Insurance Commission was issued and advertised. Responses were due on May 10, 2023 at 11:00 a.m. A copy of the narrative regarding the RFP responses prepared by the Commission Attorney is on file at the Fund Office. Attached on pages 3-5 is Resolution 34-23 prepared by the Commission Attorney. The resolution also includes a provision to authorize the use of the County's legal pool as well. A copy of the County Resolution is included in the agenda on pages 6-8.
 - ❑ **Motion to adopt Resolution 34-23 Authorizing Award of Contracts, Pursuant to a Publicly Advertised Request for Proposals, By And Between The Camden County Insurance Fund Commission and Various Law Firms for Inclusion in the Legal Defense Panel And For the Provision of Special/Conflicts Counsel Services**

- ❑ **Certificate of Insurance Issuance Report (Pages 9-11)** – Included in the agenda on pages 9-11 is a copy of the certificate of issuance report from the NJCE listing the certificates issued for the month of April. There were 17 certificates of insurance issued during the month.
 - ❑ **Motion to approve the Certificate of Insurance Report**

- ❑ **New Jersey Counties Excess Joint Insurance Fund (NJCE) (Pages 12-14)** - The NJCE met on Thursday, April 27, 2023 and a written summary is included in the agenda on pages 12-14. A well-attended luncheon followed at the Forsgate Country Club to commemorate the 10th anniversary of the Fund's inception. The NJCE is scheduled to meet again on June 22, 2023 at 9:30 AM via zoom.

- ❑ **Financial Fast Tracks:** The Financial Fast Tracks are not available this month and will appear in the agenda next month.

- ❑ **2023 Best Practices Seminar** - PERMA is presently working on coordinating details for our 2023 NJCE Best Practice Workshop and have set a tentative date and time for October 5th at 1pm. PERMA is also looking for volunteers interested in being part of the Committee for this Workshop. If you would like to participate, please email Robyn Walcoff (RWalcoff@permainc.com) and Jennifer Davis (JDavis@permainc.com).

- ❑ **2023 Property & Casualty Assessments** - The second assessment payment was due on May 15, 2023. If you have not already remitted your payment, please process payment and send to the Commission Treasurer, David McPeak.

RESOLUTION NO. 34-23

AUTHORIZING AWARD OF CONTRACTS, PURSUANT TO A PUBLICLY ADVERTISED REQUEST FOR PROPOSALS, BY AND BETWEEN THE CAMDEN COUNTY INSURANCE FUND COMMISSION AND VARIOUS LAW FIRMS FOR INCLUSION IN THE LEGAL DEFENSE PANEL AND FOR THE PROVISION OF SPECIAL/CONFLICTS COUNSEL SERVICES

WHEREAS there exists a need for legal services for the Camden County Insurance Fund Commission (the “Commission”) in the event that the Office of County of Counsel or the Office of Counsel for the member entities of the Commission is unable to provide such representation by virtue of a conflict of interest or other appropriate reason; and

WHEREAS, in response to a publicly advertised request for proposals for such services, 22 proposals were received; and

WHEREAS the Evaluation Committee for this Request For Proposals has reviewed the responses and recommended that contracts be awarded to the 21 firms listed herein at the rates set forth in their respective proposals, such rates subject to further negotiation as may be deemed in the best interests of the Commission and upon agreement with the firms listed herein in accordance with the provisions of the advertised Request For Proposals document; and

WHEREAS funds for this purpose shall be encumbered to a maximum not to exceed the Commission’s temporary and/or permanent 2022 and 2023 budgets for this purpose as services are utilized pursuant to N.J.A.C. 5:30-5.5(b)(2); and

WHEREAS these contracts are awarded pursuant to a publicly advertised Request For Proposals, N.J.S.A. 40A:11-5(1)(a)(i), and in accordance with the Commission’s Request For Proposals Policy; and

WHEREAS the term of the contracts authorized herein shall commence on or about June 1, 2023, through May 31, 2024; and

WHEREAS the County of Camden issued a Request for Proposals for Special, Conflicts and Labor Counsel on behalf of all County agencies and authorities and awarded contracts to law firms pursuant to County Resolution No. 91, adopted July 21, 2022, for a term August 1, 2022 to July 31, 2023; and

WHEREAS it is in the best interests of the Commission to authorize use of these firms as may be needed in accordance with the provisions of the County RFP and Resolution referenced herein, a copy of the County Resolution is attached hereto; now, therefore,

BE IT RESOLVED, by the Camden County Insurance Fund Commission that, contingent upon the funding as described herein, the proper Commission officials be and are hereby authorized to execute all documents necessary to effect the contracts described herein with the law firms listed below for inclusion in the Commission’s legal defense panel for Worker’s Compensation,

General Litigation and Special/Conflicts Counsel Services in the event that the office of County Counsel or the Office of Counsel for the member entities of the Commission is unable to provide such representation by virtue of a conflict or other appropriate reason at the rates as described in each firm's proposal:

Zeller & Wieliczko, LLP
120 Haddontowne Court
Cherry Hill, NJ 08034

Hill Wallack
21 Roszel Road
P.O. Box 5226
Princeton, NJ 08543-5226

Capehart & Scatchard, P.A.
Laurel Corporate Center
8000 Midlantic Drive, Suite 300 S
Mt. Laurel, NJ 08054

Parker McCay, P.A.
9000 Midlantic Drive, Suite 300
P.O. Box 5054
Mount Laurel, NJ 08054-1539

Madden & Madden
108 Kings Highway East, su 200
Haddonfield, NJ 08033

Marmero Law, LLC
44 Euclid Street
Woodbury, NJ 08096

Brown & Connery, LLP
360 Haddon Avenue
P.O. Box 539
Westmont, NJ 08108

Barker, Gelfand, James & Sarvas
210 New Road
Linwood Greene – Suite 12
Linwood, NJ 08221

Shimberg & Friel, P.C.
20 Brace Road, Suite 350
Cherry Hill, NJ 08034

Savitz Law, LLC
200 Haddonfield Berlin Road, Suite 302
Gibbsboro, NJ 08026

Pietras, Saracino, Smith & Meeks, LLP
2060 Fairfax Avenue
Cherry Hill, NJ 08003

Cooper Levenson
1125 Atlantic Ave
Atlantic City, NJ 08401

Sweeney & Sheehan, P.C.
Sentry Office Plaza, Suite 300
216 Haddon Avenue
Westmont, NJ 08108

Siciliano & Associates, LLC
16 South Haddon Ave
P.O. Box 25
Haddonfield, NJ 08033

Blumberg & Wolk, LLC
158 Delaware Street
Woodbury, NJ 08096

Cleary Giacobbe Alfieri Jacobs, LLC
255 Kings Highway East
Haddonfield, NJ 08033

Birchmeier & Powell, LLC
1891 State Highway 50
PO Box 582
Tuckahoe, NJ 08250

Biancamano & DiStefano, P.C.
Executive Plaza
10 Parsonage Road, Suite 300
Edison, NJ 08837

Malamut & Associates, LLC
457 Haddonfield Road, Suite 500
Cherry Hill, NJ 08002

Eric M. Bernstein & Associates, LLC
34 Mountain Blvd. Building A
P.O. Box 4922
Warren, NJ 07059

Law Office of Marco DiStefano, Esq., LLC
2050 Emerson Ave
Union, NJ 07083

and

BE IT FURTHER RESOLVED the Camden County Insurance Commission hereby authorizes use of all law firms contained in the County of Camden Special, Conflicts and Labor Counsel pool, authorized by County Resolution No. 91, adopted July 21, 2022, a copy of which is attached hereto for a term expiring July 31, 2024.

BE IT FURTHER RESOLVED that a copy of this resolution or a notice of the contracts awarded be advertised in accordance with N.J.S.A. 40A:11-5(1)(a).

ADOPTED: 5-25-23

ROSS G. ANGILELLA, CHAIRMAN

ATTEST:

STEVEN WILLIAMS, VICE-CHAIRMAN

**RESOLUTION AUTHORIZING AGREEMENTS, PURSUANT TO A PUBLICLY
ADVERTISED REQUEST FOR PROPOSALS, BY AND BETWEEN THE COUNTY OF
CAMDEN (OFFICE OF COUNTY COUNSEL) AND VARIOUS LAW FIRMS
FOR THE PROVISION OF SPECIAL, CONFLICTS AND LABOR COUNSEL SERVICES FOR THE
COUNTY, COUNTY AGENCIES AND AUTHORITIES**

WHEREAS, there exists a need for legal services, special counsel, conflicts counsel and labor counsel, for the Camden County Board of Commissioners in the event that the Office of County of Counsel is unable to provide such representation by virtue of a conflict of interest or other appropriate reasons; and

WHEREAS the County of Camden issued a publicly advertised Request For Proposals for Special, Conflicts and Labor Counsel Services for the County of Camden and its Agencies and Authorities; and

WHEREAS, in response to a publicly advertised request for proposals for such services, sixteen proposals were received; and

WHEREAS the Evaluation Committee for this Request For Proposals has reviewed the responses and recommended that agreements be awarded to the firms listed on the schedule attached hereto at the rates set forth in their proposals; and

WHEREAS funds for this purpose shall be encumbered to a maximum not to exceed the County's 2022 & 2023 temporary and/or permanent budgets for this purpose as authorized pursuant to N.J.A.C. 5:30-5.5(b)(2); and

WHEREAS these agreements are awarded pursuant to a publicly advertised request for proposals and N.J.S.A. 40A:11-5(1)(a)(i) and in accordance with the County's Request For Proposals Policy; and

WHEREAS the term of the agreements authorized herein shall commence on or about August 1, 2022 to July 31, 2023; now, therefore,

BE IT RESOLVED, by the Board of Commissioners of the County of Camden that, contingent upon the funding as described herein, the proper County officials be and are hereby authorized to execute all documents necessary to affect the agreements described herein with the law firms listed on the schedule attached hereto for legal services for Special Counsel, Conflicts Counsel and Labor Counsel Services in the event that the office of County Counsel is unable to provide such representation by virtue of a conflict or other appropriate reason, at the rates listed in the firm's individual proposals for the period of one (1) year commencing on or about August 1, 2022 to July 31, 2023; and

BE IT FURTHER RESOLVED that the participating Agencies and Authorities are hereby authorized to enter into an agreement directly with the firms, pursuant to the terms and conditions of the publicly advertised Request For Proposals for this purpose, after award by its governing body in accordance with funding and applicable law; and

BE IT FURTHER RESOLVED that a copy of this resolution or a notice of the contracts awarded be advertised in accordance with N .J.S.A. 40A:11-5(1)(a).

LJP

File No. 9715.11

Z:\Files\Gen\Special Counsel-Conflicts-Labor Counsel Svcs 2022-2023
Resol. Auth. Agreements Per RFP – 7-21-22

NAME & ADDRESS

Marmero Law, LLC 44
Euclid Street
Woodbury, NJ 08096

Brown & Connery, LLP 360
Haddon Avenue
P.O. Box 539 Westmont, NJ
08108

Parker McCay, P.A.
9000 Midlantic Drive, Suite 300
P.O. Box 5054
Mount Laurel, NJ 08054-5054

Malamut & Associates, LLC
457 Haddonfield Road, Suite 500
Cherry Hill, NJ 08002

Shimberg & Friel, P.C.
Attorneys at Law
20 Brace Road, Suite 350
Cherry Hill, NJ 08034

Zeller & Wieliczko, LLP 120
Haddontowne Court Cherry
Hill, NJ 08034

Madden & Madden, P.A.
108 Kings Highway East, Suite 200
P.O. Box 210 Haddonfield,
NJ 08033

Blumberg & Wolk, LLC 158
Delaware Street
Woodbury, NJ 08096

Siciliano & Associates, LLC 16
South Haddon Avenue
P.O. Box 25 Haddonfield,
NJ 08033

Eric M. Bernstein & Associates, LLC 34
Mountain Blvd. Building A
P.O. Box 4922 Warren,
NJ 07059

Birchmeier & Powell,
LLC 1891 State
Highway 50
P.O. Box 582
Tuckahoe, NJ
08250

The Platt Law Group,
P.C. 40 Berlin Avenue
Stratford, NJ 08084

Barker, Gelfand, James & Sarvas, P.C.
210 New Road, Linwood Greene, Suite
12 Linwood, NJ 08221

Cooper Levenson
1125 Atlantic
Avenue
Atlantic City, NJ 08401

Maley Givens
1150 Haddon Avenue, Suite 210
Collingswood, NJ 08108

Laddey Clark & Ryan
LLP 60 Blue Heron Rd.
Sparta, NJ 07871

Camden County Insurance Commission

From 4/1/2023 To 5/1/2023

Certificate of Insurance Monthly Report

Holder (H)/ Insured Name (I)	Holder / Insured Address	Description of Operations	Issue Date/ Cert ID	Coverage
H - Camden County College I - County of Camden, Division Of Insurance	Camden County College Campus Madison Hall	Company D: Auto Physical Damage; Policy Term: 01/01/2023 - 01/01/2024; Policy #:ERP980616211; Policy Limits: \$15,000,000 Company D: Property; Policy Term: 01/01/2023 - 01/01/2024; Policy #:ERP980616211; Policy Limits: \$110,000,000 RE: Camp Sunny Side The Certificate Holder is an Additional Insured on the above- referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to use of premises for Camp Sunny Side (Day Camp/Evening Workshop) during the current calendar year	4/6/2023 #3980916	GL AU EX WC OTH
H - Borough of Haddonfield I - County of Camden, Division Of Insurance	242 Kings Highway East Haddonfield, NJ 08033	Evidence of insurance for participation in the Haddonfield Health & Wellness Festival	4/17/2023 #3983648	GL AU EX WC OTH
H - Hale Trailer Brake & Wheel, Inc. I - County of Camden, Division Of Insurance	P.O. Box 1400 Voorhees, NJ 08043	Company D: Auto Physical Damage; Policy Term: 01/01/2023 - 01/01/2024; Policy #:ERP980616211; Policy Limits: \$15,000,000 Company D: Property; Policy Term: 01/01/2023 - 01/01/2024; Policy #:ERP980616211; Policy Limits: \$110,000,000 RE: Trailer #11736 HALE TRAILER BRAKE & WHEEL, INC is an Additional Insured as the interests may appear on the above referenced Commercial General Liability, Automobile Liability and Excess Liability Policies and Loss Payee on the Property Policy if required by written contract as respects to the trailer listed below for the Camden County Parks & Recreation Dept, being delivered to Wiggins Park, Camden NJ Trailer #11736 2000 Miller office trailer Serial # 32-9333 Value \$8000.00 30 days notice of cancellation (except 10 days for non- payment of premium) is provided to the First Named Insured.	4/19/2023 #3984944	GL AU EX WC OTH
H - A, B, C Children's Dentistry I - Camden County College	ATT: Dr. J. Singer 1001 Laurel Oak Road, Suite E2 Voorhees, NJ 08043	Evidence of insurance for Dental Students completing clinical education at facility	4/21/2023 #3986165	GL AU EX OTH
H - Andreacola Family Dentistry I - Camden County College	825 Route 73, Suite E Marlton , NJ 08053	Evidence of insurance for Dental Students completing clinical education at facility	4/21/2023 #3986166	GL AU EX OTH

Camden County Insurance Commission

From 4/1/2023 To 5/1/2023

Certificate of Insurance Monthly Report

Holder (H)/ Insured Name (I)	Holder / Insured Address	Description of Operations	Issue Date/ Cert ID	Coverage
H - Dr. Nasrin Sultana I - Camden County College	411 Marlton Pike East Route 70 Cherry Hill, NJ 08034	Evidence of insurance for Dental Students completing clinical education at facility	4/21/2023 #3986167	GL AU EX OTH
H - Tiny Tooth Company & Trindade I - Camden County College	Orthodontics ATT: Dr. Anthony Kash 776 Grove Road West Deptford, NJ 08086	Evidence of insurance for Dental Students completing clinical education at facility	4/21/2023 #3986168	GL AU EX OTH
H - DRPA/PATCO I - County of Camden, Division Of Insurance	One Port Center, 2 Riverside Dr Camden, NJ 08101	RE: RIGHT OF ENTRY, LICENSE, AND INDEMNIFICATION AGREEMENT The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to: RIGHT OF ENTRY, LICENSE, AND INDEMNIFICATION AGREEMENT Parade Staging Area at the PATCO Haddonfield station which will be utilized by the Camden County Department of Events and Community Outreach, Camden County Parks Department and the Camden County Sheriffs Department	4/24/2023 #3986678	GL AU EX WC OTH
H - Work Zone Contractors I - County of Camden, Division Of Insurance	1779 Delsea Drive, Unit 3 Deptford, NJ 08096	RE: 2006 GMC W4500, VIN: J8DC4B16267001438 Evidence of insurance	4/24/2023 #3986692	GL AU EX WC OTH
H - City of Camden I - Camden County Dept of Police Services	520 Market Street, City Hall Camden, NJ 08102	RE: 10th Anniversary Carnival Event The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect Camden County Metro Police 10th Anniversary Carnival at Cooper's Poynt Waterfront Park, 801 Delaware Avenue, Camden NJ	4/24/2023 #3986920	GL AU EX WC OTH
H - City of Camden I - Camden County Dept of Police Services	520 Market Street, City Hall Camden, NJ 08102	RE: Use of Premises - Farnham Park The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect Camden County Metro Police Departments use of premises for events during the current calendar year at Farnham Park, 1648 Baird Blvd, Camden NJ	4/24/2023 #3986926	GL AU EX WC OTH

Camden County Insurance Commission

From 4/1/2023 To 5/1/2023

Certificate of Insurance Monthly Report

Holder (H)/ Insured Name (I)	Holder / Insured Address	Description of Operations	Issue Date/ Cert ID	Coverage
H - City of Camden I - Camden County Dept of Police Services	520 Market Street, City Hall Camden, NJ 08102	RE: Use of Premises- Coopers Poynt Waterfront Park The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect Camden County Metro Police Departments use of premises during the current calendar year at Cooper's Poynt Waterfront Park, 801 Delaware Avenue, Camden NJ	4/24/2023 #3986930	GL AU EX WC OTH
H - Lakeview Dental Care I - Camden County College	ATT: Dr. Jonathan Hill 5650 Route 42 Blackwood, NJ 08012	Evidence of insurance for Dental Students completing clinical education at facility	4/24/2023 #3986934	GL AU EX OTH
H - Canal Calem Periodontics I - Camden County College	ATT: Dr. M. Canal 285 S. Church Street #7 Blackwood, NJ 08012	Evidence of insurance for Dental Students completing clinical education at facility	4/24/2023 #3986936	GL AU EX OTH
H - Hale Trailer Brake & Wheel, Inc I - County of Camden, Division Of Insurance	PO Box 1400 Voorhees, NJ 08043	Company D: Auto Physical Damage; Policy Term: 01/01/2023 - 01/01/2024; Policy #:ERP980616211; Policy Limits: \$15,000,000 Company D: Property; Policy Term: 01/01/2023 - 01/01/2024; Policy #:ERP980616211; Policy Limits: \$110,000,000 RE: Trailer #34635 HALE TRAILER BRAKE & WHEEL, INC is an Additional Insured as the interests may appear on the above referenced Commercial General Liability, Automobile Liability and Excess Liability Policies and Loss Payee on the Property Policy if required by written contract as respects to Trailer #34635 Southmod Office Trailer Serial #19535 Value \$17,300.00 30 days notice of cancellation (except 10 days for non-payment of premium) is provided to the First Named Insured.	4/26/2023 #3987568	GL AU EX WC OTH
H - Winslow Township I - County of Camden, Division Of Insurance	125 S. Route 73 Sicklerville, NJ 08081	RE: Winslow Green Fair The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to Camden County Health Department participating in the Winslow Green Fair.	4/26/2023 #3987835	GL AU EX WC OTH
H - Dr. David Romisher I - Camden County College	7 West Park AVE Merchantville, NJ 08109	Evidence of insurance as respects to Dental Students completing clinical education at facility.	4/27/2023 #3988364	GL AU EX OTH
Total # of Holders: 17				



NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND

9 Campus Drive - Suite 216

Parsippany, NJ 07054-4412

Telephone (201) 881-7632 Fax (201) 881-7633

Date: April 27, 2023

Memo to: Commissioners
Camden County Insurance Commission

From: Joseph Hrubash, NJCE Executive Director

Subject: NJCE JIF April 27, 2023 Report

NJCE JIF 10th Year Anniversary: 2020 marked the 10th anniversary of the Fund's inception, which began with two County members and has grown to ten members and twenty-four affiliated entities. The occasion was marked with a luncheon held on April 27, 2023 at the Forsgate Country Club. Opening remarks on the program's inception and success to date was provided by Joseph Hrubash, NJCE Executive Director, David Grubb, MEL Executive Director and Joseph Buckelew, Chairman Conner Strong & Buckelew.

Executive Directors Report: The following items were discussed:

Finance Sub-Committee: The Sub-Committee met on April 21, 2023, to review the procurement responses for the services of the Actuary, Auditor, Payroll Auditor and Litigation Manager and responses to the Property Appraisal Competitive Contract Request for Proposal (CCRFPP).

Executive Director reported the sub-committee's recommendations for contract awards as follows:

Actuary – Award Actuarial Advantage for a 1-year contract in the amount of \$24,866.

Auditor – Award Bowman & Company for a 1-year contract in the amount of \$18,900.

Chertoff Group – Award The Chertoff Group for a 1-year contract in the amount of \$40,000.

Litigation Manager - Award Judge E. David Millard of Citta, Holzapfel & Zabarsky a 1-year contract in the amount of \$295 per hour.

Payroll Auditor - Award Bowman & Company for a 1-year contract in the amount of \$22,820.

The Board of Fund Commissioners adopted resolutions and authorized services as noted.

Executive Director reported the Finance Sub-Committee also reviewed two responses for the Property Appraisal CCRFP, which were due March 30th. Fund Attorney reported the two responders failed to meet certain specifications included in the CCRFP. The Board of Fund Commissioners adopted a resolution rejecting the proposals. Executive Director reported the Fund office will work with the Fund Attorney to re-advertise.

Qualified Purchasing Agent: Based on discussions with the Fund Attorney on recent procurement, Executive Director recommended the appointment of a Qualified Purchasing Agent (QPA) to manage and assist with the procurement of various services. The Board of Fund Commissioners agreed with the recommendation and made a motion to appoint Anne Marie Wright as the NJCE Qualified Purchasing Agent for an annual fee of \$6,000. Fund Attorney will prepare the resolution to memorialize the action taken.

Financial Fast Track: Submitted for information were the Financial Fast Tracks as of December 31, 2022 and as of February 28, 2023. The statutory surplus as of February 28th reflected \$14.3 million.

Financial Outlook: The Executive Director submitted a memorandum on the 2022-year end results which noted the various factors that affected the 2023 renewal and how the Fund will be impacted going forward. Executive Director said despite the outside factors and a difficult renewal, the NJCE JIF maintains a \$14.3 million surplus.

Claims Update:

Hurricane Ida: Zareena Majeed of PERMA Claims reported that FEMA is requesting member-related coverage documents and schedules of insurance to settle outstanding FEMA grants.

Safety National: Executive Director reported progress in negotiations with Safety National on 2020 COVID Claims and requested Closed Session to provide additional detail. During Open Session, the Board of Fund Commissioners adopted a motion to authorize and approve the settlement negotiation with Safety National as respects the Covid-19 claims incurred during Fund Year 2020. Additionally, the Board of Fund Commissioners adopted a motion to authorize and approve Covid-19 claim settlement and payment structure.

Covid-19 Working Group: Jennifer Conicella of PERMA Claims reported a Covid-19 working group of MEL and NJCE professionals is being formed. The goal of the working group is to pool Covid-19 information and experiences each entity has had in litigating these claims across the State to help both programs successfully manage the settlements.

NJCE JIF TPA Summit: Jennifer Conicella also reported a summit was last held in early 2022. PERMA Claims will plan for an updated summit in early 2024 as we anticipate several policy changes this coming renewal.

NJCE Committees:

Cyber Task Force: A meeting of this task force will be scheduled to introduce The Chertoff Group, discuss joining the Cyber JIF as part of the Fund’s 2024 marketing effort and any other cyber-related matters. If any Fund Commissioner and/or a designated representative is interested in serving on the task force, please contact the office. Those Commissioners that currently serve are Commissioner Sheehan and Commissioner Marion.

Coverage Committee: This committee typically meets once or twice a year to discuss county-related coverage issues. A meeting of this committee will be scheduled in May to review the draft policies, which were submitted to the Underwriting Manager. The Commissioners that currently serve are Commissioner Sheehan, Commissioner O’Connor, Commissioner Marion, Commissioner Shea, Commissioner Kelly, and Commissioner Kessler.

Safety Committee: The Safety Committee held a meeting on March 13th; minutes of the meeting were submitted for information. The Committee is scheduled to meet again on Monday June 12th at 10:00am.

Membership Renewal: The Counties of Burlington, Cumberland and Atlantic are scheduled to renew their three-year membership with the Fund as of January 1, 2024. Renewal documents will be sent to each respective County following the meeting.

Learning Management System: This online platform was introduced in 2021 to provide online training (Live and On-Demand) to members and has since been used by over 10,000 members. The

new LMS (BIS) is expected to launch May 1st. More Details to follow.

Certifical: As previously discussed, this program was the next initiative to be introduced to create efficiencies and streamline the certificate issuance including the annual renewal process by using real-time data to ensure our members have continuous, compliant insurance certificates. Members will also receive a live feed of coverages through the Underwriting Managers office. The NJCE JIF data is being migrated to the Certifical program.

Workers Compensation Coverage: The Camden County College requested a quote for Workers Compensation coverage in April 2022 and has since accepted a revised proposal. As a member of the Camden County Insurance Commission their coverage will be extended to include Workers' Compensation coverage effective July 1st.

2023 MEL, MRHIF & NJCE Educational Seminar: The 12th Annual Educational Seminar will be held virtually again this year. The first session took place Friday, April 21st with over 250 participants and the second session is set to take place Friday, April 28th, 9:00 AM to 12:00 PM. The seminar qualifies for Continuing Education Credits including CFO/CMFO, Public Works, Clerks, Insurance Producers and Purchasing Agents.

2023 Best Practices Seminar: PERMA is presently working on coordinating details for our 2023 NJCE Best Practice Workshop and have set a tentative date and time for October 5th at 1pm. PERMA is also looking for volunteers interested in being part of the Committee for this Workshop. If you would like to participate, please email Robyn Walcoff (RWalcoff@permainc.com) and Jennifer Davis (JDavis@permainc.com).

2023 Financial Disclosures: Commissioners should file as a JIF Commissioner, as well as any County and/or Municipal related positions that require filing. Please note the deadline to file is April 30th and the Local Finance Board has issued fines in the past.

2023 New Jersey Association of Counties Conference: The 72nd Annual Conference was held from May 3rd to May 5th at Caesar's in Atlantic City. The Underwriting Manager presented a workshop titled *State of Cybersecurity for Public Entities and Effective Cyber Risk Management Approaches* as part of the conference.

NJCE Claims Review Committee: The Claims Review Committee was not able to meet prior to the Fund's meeting. The Board of Fund Commissioners entered Closed Session to review payment or settlement authority requests. During Open Session, the Board of Fund Commissioners approved the payment and/or settlement authority requests as presented.

Underwriting Manager Report

Underwriting Manager reported a meeting of the NJCE Coverage Committee would be scheduled to review the policy forms drafted by the Technical Writer.

Risk Control Report

Safety Director submitted a report noting Risk Control Activities from February to April 2023, Safety Director bulletins and information on a training schedule through June 2023.

WC Claims Administration Report

A report was submitted noting the billed amount, paid amount, net savings as of March 2023.

Next Meeting: The next meeting of the NJCE JIF is scheduled for June 22, 2023 at 9:30AM via Zoom.

**CAMDEN COUNTY INSURANCE COMMISSION
BILLS LIST**

Resolution No. 35-23

MAY 2023

WHEREAS, the Treasurer has certified that funding is available to pay the following bills: now, therefore,

BE IT RESOLVED that the Camden County Insurance Fund Commission, hereby authorizes the Commission Treasurer to issue warrants in payment of the following claims; and

BE IT FURTHER RESOLVED, that this authorization shall be made a permanent part of the records of the Commission.

FUND YEAR 2023

<u>Check Number</u>	<u>Vendor Name</u>	Comment	Invoice Amount
001143			
001143	COMP SERVICES, INC.	MANAGED CARE FEE- PD 05/23	4,694.35
001143	COMP SERVICES, INC.	MANAGED CARE FEE 5/23	7,805.65
			12,500.00
001144			
001144	BROWN & CONNERY, LLP	LEGAL FEES- D. RODRIGUEZ INV 310197	6,302.00
			6,302.00
001145			
001145	PARKER MCCAY	LEGAL FEES RODRIGUEZ- INV 3157176	2,640.00
			2,640.00
001146			
001146	COMP SERVICES, INC.	ADMIN FEES FOR-PD 05/23	13,073.46
001146	COMP SERVICES, INC.	ADMIN FEE FOR WORKERS COMP 5/23	21,738.21
			34,811.67
001147			
001147	PERMA RISK MANAGEMENT SERVICES	POSTAGE 04/23	5.40
001147	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 5/23	16,423.16
			16,428.56
001148			
001148	THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES FEE - PD 4/23	485.76
001148	THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES FEE 4/23	280.91
001148	THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES FEE 3/23	280.91
001148	THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES FEE - PD 3/23	485.76
			1,533.34
001149			
001149	DAVID MCPEAK	TREASURER FEE 05/23	2,975.00
001149	DAVID MCPEAK	POSTAGE/ MISC REIMB 5/23	474.30
			3,449.30
		Total Payments FY 2023	77,664.87
TOTAL PAYMENTS ALL FUND YEARS			\$77,664.87

Chairperson

Attest:

Dated: _____

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

Treasurer



**MEDICAL SAVINGS REPORT BY MONTH
CAMDEN COUNTY INSURANCE COMMISSION**

2023									
Month	Provider Billed Amount	Usual Customary Rate (UCR)80th percentile	Paid Amount	Gross Savings	% of Savings	ACS Network Fee	Net Savings	Network Utilization	Bills Received
January	\$205,629.00	\$171,044.00	\$73,591.00	\$132,038.00	64.21%	\$12,500.00	\$119,538.00	98.35%	228
February	\$481,119.00	\$443,066.00	\$204,173.00	\$276,946.00	58.00%	\$12,500.00	\$264,446.00	96.00%	311
March	\$496,034.00	\$375,477.00	\$180,408.00	\$315,626.00	63.63%	\$12,500.00	\$303,126.00	99.00%	515
April	\$311,594.00	\$219,094.00	\$94,282.00	\$217,312.00	69.74%	\$12,500.00	\$204,812.00	94.95%	341
May									
June									
July									
August									
September									
October									
November									
December									
Total									
	\$1,494,376.00	\$1,208,681.00	\$552,454.00	\$941,922.00	61.95%	\$50,000.00	\$891,922.00	98.00%	1395

SAFETY DIRECTOR REPORT

CAMDEN COUNTY INSURANCE COMMISSION

TO: Fund Commissioners
FROM: J.A. Montgomery Consulting, Safety Director
DATE: May 17, 2023
DATE OF MEETING: May 25, 2023

CCIC SERVICE TEAM

Paul Shives, Vice President, Safety Services pshives@jamontgomery.com Office: 732-736-5213	Glenn Prince, Assistant Director gprince@jamontgomery.com Office: 856-552-4744 Cell: 609-238-3949	Natalie Dougherty, Senior Administrative Coordinator ndougherty@jamontgomery.com Office: 856-552-4738
Mailing Address: TRIAD 1828 CENTRE Cooper Street, 18 th Floor Camden, NJ 08102 P.O. Box 99106 Camden, NJ 08101		

April - May 2023

RISK CONTROL ACTIVITIES

MEETINGS ATTENDED / TRAINING / LOSS CONTROL VISITS CONDUCTED

- **April 19:** Attended the CCIC Safety Committee meeting.
- **April 24:** Attended the CCMUA Safety Committee meeting.
- **April 26:** Attended the CCIC meeting.
- **May 2:** Attended the CCIC Claims Committee meeting.
- **May 15:** Attended a meeting at the Camden County College.

UPCOMING MEETINGS / LOSS CONTROL VISITS PLANNED

- **May 17:** Plan to attend the CCIC Safety Committee meeting.
- **May 25:** Plan to attend the CCIC meeting.

SAFETY DIRECTOR BULLETINS

Safety Director Bulletins and Messages are distributed by e-mail to Executive Directors, Fund Commissioners, Risk Managers and Training Administrators. They can be viewed at <https://njce.org/safety/safety-bulletins/>.

- NJCE JIF - JAM SD Bulletin: Salt Shed & Salt Dome Best Practices – April 25.
- NJCE JIF - JAM SD Bulletin: National Bike Safety Month – May 8.
- NJCE JIF - JAM SD Bulletin: 15 Passenger Vans Best Practices – May 11.
- NJCE JIF - JAM SD Message: Transitional Duty Resources – May 16.

NJCE LIVE SAFETY TRAINING

As a reminder, we are offering the majority of the NJCE JIF training catalog on a Virtual platform through Zoom. We are encouraged with all the In-Person training requests we have been receiving from the members; However, the following training programs are the only in-person programs available for request and (in-person training is also being held via the MSI/NJCE Expos).

- Excavation, Trenching, and Shoring (4 hours)
- Forklift Train the Trainer (5-6 hours)
- Flagger Workzone Safety (4 hours)
- Confined Space Entry (3 Hours)

Virtual classes feature real-time, instructor-led in-person, and virtual classes. Experienced instructors provide an interactive experience for the attendee on a broad spectrum of safety and risk control topics. Most NJCE LIVE virtual offerings have been awarded continuing education credits for municipal designations and certifications.

The live virtual monthly training schedules and registration links are available on the NJCE.org website under the “Safety” tab: [NJCE Monthly Training Schedules](#). Please register early, under-attended classes will be canceled. *The May thru July 2023 Live Training schedules and registration links are also attached*).

To maintain the integrity of the NJCE classes and our ability to offer CEUs, we must abide by the rules of the State agency that issued the designation. Most importantly among those rules is the attendee of the class must attend the whole session. **Attendees who enter the class more than 5 minutes late or leave early will not be awarded CEUs for the class or receive a certificate of completion.**

NJCE LEADERSHIP ACADEMY

J.A. Montgomery Consulting and the NJCE JIF have created the NJCE Leadership Academy for Managers, Administrators, Department Heads, and Supervisors interested in sharpening and expanding communication, conflict resolution, stress management, and team-building skills. The goal is to enhance leadership skills by offering participants varied and in-depth training.

Open Enrollment Dates: Open Enrollment for the NJCE Leadership Academy will be available during the following time frames:

- June 1-22, 2023 (Program Start Date: July 1, 2023)
- December 1-22, 2023 (Program Start Date: January 1, 2024)

The Registration Form will be available to download and complete during these time frames and can be found on the dedicated NJCE Leadership Academy webpage: [NJCE Leadership Academy](#).

Please Note: If a class link is not present on the Monthly Training Schedules or a class date/location is not showing on the NJCE LMS the class may not be offered/available yet so please check back.

(Note: The Safety Leadership Plaques will be distributed once a year starting in 2023. More details to follow, thank you.)

For more information and details on the Program please visit the NJCE Leadership Academy webpage: [NJCE Leadership Academy](#).



PLEASE NOTE: The NJCE JIF is excited to announce that the New NJCE Learning Management System (BIS) will be launching on MAY 1st. The new LMS has similar features to the current LMS along with new technology.

- The current NJCE LMS will be unavailable and no longer accessible for use due to finalizing the system conversion starting on Monday April 17th.
- More information on the New LMS (BIS) and FAQ's are available on the NJCE.org site (<https://njce.org/safety/>).

J.A. Montgomery

CONSULTING

Please Note: As a reminder the New Jersey Counties Excess (NJCE) JIF is offering the majority of the training catalog on a Live Virtual platform through Zoom. Monthly Training Schedules are on the NJCE.org website: <https://njce.org/safety/safety-webinars>.

In-Person training is being held via the MSI-NJCE Expo indicated with an (*). These Expos are scheduled throughout the state and are for training programs that are not available virtually. (***Please Note: During the months of May and June, registration for in-person classes will be completed through Eventbrite, by clicking on the Class Topic registration links below**).

For more information on training and other safety resources please visit the Safety portion of the NJCE.org website: <https://njce.org/safety>

May thru July 2023 Safety Training Schedule
Click on the "Training Topic" to Register and for the Course Description

DATE	TRAINING TOPIC	TIME
5/22/23	Hearing Conservation	8:30 - 9:30 am
5/22/23	Fire Safety	10:00 - 11:00 am
5/22/23	Fire Extinguisher Safety	1:00 - 2:00 pm
5/23/23	MSI-NJCE Expo 2023: Confined Space Entry*	8:30 - 11:30 am
5/23/23	MSI-NJCE Expo 2023: Excavation, Trenching, and Shoring*	8:30 - 12:30 pm
5/23/23	MSI-NJCE Expo 2023: Fast Track to Safety (HazCom, BBP, Fire Safety, LOTO)*	8:30 - 12:30 pm
5/23/23	MSI-NJCE Expo 2023: Flagger Work Zone Safety*	8:30 - 12:30 pm
5/23/23	MSI-NJCE Expo 2023: MSI-NJCE Leadership Academy (Practical Leadership - 21 Irrefutable Laws)*	8:30 - 11:30 am
5/23/23	Introduction to Communication Skills	12:30 - 2:30 pm
5/24/23	Work Zone: Temporary Traffic Controls	8:30 - 10:30 am
5/24/23	Asbestos Awareness	1:00 - 3:00 pm
5/25/23	Ladder Safety/Walking & Working Surfaces	7:30 - 9:30 am
5/25/23	Personal Protective Equipment	10:00 - 12:00 pm
5/25/23	Hazard Communication/Globally Harmonized System (GHS)	1:00 - 2:30 pm
5/30/23	HazMat Awareness with Hazard Communication/Globally Harmonized System (GHS)	8:30 - 11:30 am
5/31/23	Employee Conduct and Violence Prevention in the Workplace	9:00 - 10:30 am
5/31/23	Preparing for the Unspeakable	9:00 - 10:30 am
5/31/23	Flagger Skills and Safety	11:00 - 12:00 pm
5/31/23	Jetter/Vacuum Safety Awareness	1:00 - 3:00 pm
6/1/23	Hazard Communication/Globally Harmonized System (GHS)	8:30 - 10:00 am
6/1/23	Hearing Conservation	10:30 - 11:30 am
6/2/23	Productive Meetings Best Practices	8:30 - 10:00 am
6/2/23	Playground Safety Inspections	1:00 - 3:00 pm
6/5/23	Heavy Equipment Safety: General Safety	8:30 - 10:30 am
6/5/23	Bloodborne Pathogens	11:00 - 12:00 pm
6/5/23	Microlearning Theory and Practice	1:00 - 3:00 pm
6/6/23	Employee Conduct and Violence Prevention in the Workplace	9:00 - 10:30 am

6/6/23	Ladder Safety/Walking & Working Surfaces	1:00 - 3:00 pm
6/7/23	HazMat Awareness with Hazard Communication/Globally Harmonized System (GHS)	8:30 - 11:30 am
6/7/23	Indoor Air Quality Designated Person Training	1:00 - 2:00 pm
6/8/23	Mower Safety	8:30 - 9:30 am
6/8/23	Personal Protective Equipment	1:00 - 3:00 pm
6/8/23	CDL Entry Level Driving Training (ELDT) Train-the-Trainer Program (Monmouth)	9:00 - 10:30 am
6/9/23	Jetter/Vacuum Safety Awareness	8:30 - 10:30 am
6/9/23	Shop and Tool Safety	11:00 - 12:00 pm
6/9/23	Flagger Skills and Safety	1:00 - 2:00 pm
6/12/23	Fall Protection Awareness	8:30 - 10:30 am
6/12/23	Work Zone: Temporary Traffic Controls	1:00 - 3:00 pm
6/13/23	The Power of Collaboration (JIF 101)	9:00 - 1:00 pm
6/13/23	Ethical Decision Making	9:00 - 11:30 am
6/13/23	Law Enforcement: Violence Prevention and Risk Considerations for Law Enforcement Officers when Interacting with Mental Health Consumers	9:00 - 10:30 am
6/13/23	Introduction to Understanding Conflict	12:30 - 2:30 pm
6/14/23	Hazard Communication/Globally Harmonized System (GHS)	7:30 - 9:00 am
6/14/23	CDL: Drivers' Safety Regulations	9:30 - 11:30 am
6/14/23	Fire Safety	1:00 - 2:00 pm
6/15/23	Public Works & Utility: Safety Awareness & Regulatory Training	8:00 - 11:30 am
6/15/23	Implicit Bias in the Workplace	1:00 - 2:30 pm
6/15/23	CDL Entry Level Driving Training (ELDT) Train-the-Trainer Program (Essex)	9:00 - 10:30 am
6/16/23	CDL: Supervisors' Reasonable Suspicion	8:30 - 10:30 am
6/16/23	Special Event Management	1:00 - 3:00 pm
6/20/23	Lock Out/Tag Out (Control of Hazardous Energy)	8:30 - 10:30 am
6/20/23	Fire Extinguisher Safety	11:00 - 12:00 pm
6/21/23	MSI-NJCE Expo 2023: Confined Space Entry	8:30 - 11:30 am
6/21/23	MSI-NJCE Expo 2023: Excavation, Trenching, and Shoring	8:30 - 12:30 pm
6/21/23	MSI-NJCE Expo 2023: Fast Track to Safety (HazCom, BBP, Fire Safety, LOTO)	8:30 - 12:30 pm
6/21/23	MSI-NJCE Expo 2023: Flagger Work Zone Safety	8:30 - 12:30 pm
6/21/23	MSI-NJCE Expo 2023: MSI Leadership Academy (Practical Leadership - 21 Irrefutable Laws)	8:30 - 11:30 am
6/22/23	CDL: Drivers' Safety Regulations	1:00 - 3:00 pm
6/23/23	Bloodborne Pathogens	7:30 - 8:30 am
6/23/23	Driving Safety Awareness	9:00 - 10:30 am
6/23/23	Personal Protective Equipment	10:30 - 12:30 pm
6/26/23	Chipper Safety	7:30 - 8:30 am
6/26/23	Chainsaw Safety	9:00 - 10:00 am
6/26/23	Employee Conduct and Violence Prevention in the Workplace	1:00 - 3:00 pm
6/28/23	Hazard Communication/Globally Harmonized System (GHS)	11:00 - 12:30 pm
6/28/23	Ladder Safety/Walking & Working Surfaces	1:00 - 3:00 pm
6/29/23	Fire Safety	8:30 - 9:30 am
6/29/23	Fire Extinguisher Safety	10:00 - 11:00 am
6/29/23	Bloodborne Pathogens	1:00 - 2:00 pm
6/30/23	Confined Space Entry	9:00 - 12:00 pm
6/30/23	Mower Safety	1:00 - 2:00 pm

7/6/23	Mower Safety	8:30 - 9:30 am
7/6/23	Hearing Conservation	10:00 - 11:00 am
7/6/23	Bloodborne Pathogens	1:00 - 2:00 pm
7/7/23	Hazard Communication/Globally Harmonized System (GHS)	7:30 - 9:00 am
7/7/23	Employee Conduct and Violence Prevention in the Workplace	9:00 - 10:30 am
7/7/23	Flagger Skills and Safety	1:00 - 2:00 pm
7/10/23	Fire Safety	7:30 - 8:30 am
7/10/23	Implicit Bias in the Workplace	9:00 - 10:30 am
7/10/23	CDL: Drivers' Safety Regulations	1:00 - 3:00 pm
7/11/23	Back Safety/Material Handling	9:00 - 10:00 am
7/11/23	Preparing for First Amendment Audits	9:00 - 11:00 am
7/12/23	Confined Space Entry	8:30 - 11:30 am
7/12/23	Shop and Tool Safety	1:00 - 2:00 pm
7/13/23	Public Works & Utility: Safety & Regulatory Awareness Training	8:00 - 11:30 am
7/13/23	Driving Safety Awareness	1:00 - 2:30 pm
7/14/23	Bloodborne Pathogens	7:30 - 8:30 am
7/14/23	Work Zone: Temporary Traffic Controls	9:00 - 11:00 am
7/17/23	Personal Protective Equipment	7:30 - 9:30 am
7/17/23	Hazard Communication/Globally Harmonized System (GHS)	10:00 - 11:30 am
7/18/23	Lock Out/Tag Out (Control of Hazardous Energy)	1:00 - 3:00 pm
7/19/23	Safety Committee Best Practices	8:30 - 10:00 am
7/19/23	Jetter/Vacuum Safety Awareness	1:00 - 3:00 pm
7/20/23	HazMat Awareness with Hazard Communication/Globally Harmonized System (GHS)	8:30 - 11:30 am
7/20/23	Fire Extinguisher Safety	1:00 - 2:00 pm
7/21/23	CDL: Drivers' Safety Regulations	8:30 - 10:30 am
7/21/23	Introduction to Management Skills	9:00 - 11:00 am
7/24/23	Ladder Safety/Walking & Working Surfaces	7:30 - 9:30 am
7/24/23	Fire Safety	10:00 - 11:00 am
7/24/23	Employee Conduct and Violence Prevention in the Workplace	1:00 - 2:30 pm
7/25/23	Hazard Communication/Globally Harmonized System (GHS)	8:30 - 10:00 am
7/25/23	Bloodborne Pathogens	10:30 - 11:30 am
7/25/23	Personal Protective Equipment	1:00 - 3:00 pm
7/26/23	Hearing Conservation	8:30 - 9:30 am
7/26/23	Dealing with Difficult People	11:00 - 12:30 pm
7/27/23	Confined Space Entry	8:30 - 11:30 am
7/27/23	Chainsaw Safety	1:00 - 2:00 pm
7/28/23	Lock Out/Tag Out (Control of Hazardous Energy)	8:30 - 10:30 am
7/28/23	Fire Extinguisher Safety	11:00 - 12:00 pm
7/31/23	Mower Safety	8:30 - 9:30 am
7/31/23	Fall Protection Awareness	1:00 - 3:00 pm

Zoom Safety Training Guidelines:

To maintain the integrity of the classes and our ability to offer CEUs, we must abide by the rules of the State agency who issued the designation. Chief among those rules is the attendee of the class must attend the whole session. ***Attendees who enter the class more than 5 minutes late or leave early will not be awarded CEUs for the class or receive a certificate of completion.***

The Zoom platform is utilized to track the time each attendee logs in and logs out of webinars. Also, we can track participation, to demonstrate to the State agency that the student also participated in polls, quizzes, and question & answer activities during the live, instructor-led webinar. We maintain these records to document our compliance with the State agency.

Zoom Training Registration:

- When registering, please indicate the number of students that will be attending with you if in a group setting for an accurate count to avoid cancelations due to low attendance. Once registered you will receive an email with the webinar link. Be sure to save the link on your calendar to access on the day of training.
- **Please register Early (at least 48 hours before, as Under-attended classes may be cancelled).**
- A Zoom account is not needed to attend a class. Attendees can login and view the presentations from a laptop, smartphone, or tablet.
- Zoom periodically updates their software. After registering for a webinar, the confirmation email contains a link at the bottom to Test your system. We strongly recommend testing your system, and updating if needed, at that time.
- Please [click here](#) for informative Zoom operation details.
- It is suggested you log in to the webinar about 15 minutes early, so if there is an issue, there is time to address it. We cannot offer credit or CEUs/TCHs to attendees who log in 5 minutes late or leave early.
- Group Training procedures:
 - Please have one person register for the safety training webinar and also ensure that person will have access to the webinar link to launch on the day of the class.
 - Group sign in sheet: Please assign someone to submit the completed sign-in sheet(s) within 24 hours of the webinar. [NJCE Live Virtual Training Group Sign in Sheet](#)

RESOLUTION NO. 36-23

**CAMDEN COUNTY INSURANCE FUND COMMISSION
RESOLUTION FOR CLOSED SESSION**

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; now, therefore,

BE IT RESOLVED by the Camden County Insurance Fund Commission, County of Camden, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter-specified subject matter.
2. The general nature of the subject matter to be discussed:

CONTRACTS:

LITIGATION: 1056, 2707, 2219, 4053, 4042, 3276, 3205, & 3343

PERSONNEL:

3. It is anticipated at this time that the above subject matter will be made public when the members of the Camden County Insurance Fund Commission have made final determination.
4. This resolution shall take effect immediately.

ADOPTED: May 25, 2023

ROSS G. ANGILELLA, CHAIRMAN

ATTEST:

STEVEN WILLIAMS, VICE-CHAIRMAN

APPENDIX I

Minutes

**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 Bradford Stokes
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Claims Service	AmeriHealth Casualty Services Linda Page Steve Andrick Paulette Kelly Gladys Driggins Monica Coleman
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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	David McPeak
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Safety Director	J.A. Montgomery Risk Control Glenn Prince
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Risk Management Consultant (CCIA)	Hardenbergh Insurance Group Christina Violetti
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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 10th 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.

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