

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – June 22, 2023
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:

Ross G. Angilella	Present
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 Stephen Andrick Paulette Kelly Tracy Ware Monica Coleman
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Qual Lynx
Chris Roselli

PERMA
Jennifer Davis
Shai McLeod

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:

Ceil Murphy, Camden County College
Edward Hill, Esq., Board of Social Services
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF APRIL 26, 2023

MOTION TO APPROVE OPEN AND CLOSED MINUTES OF APRIL 26, 2023

Motion	Commissioner Wright
Second:	Commissioner Williams
Vote:	3 Ayes, 0 Nays

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met yesterday in a hybrid method on City Hall and a few others participated by Zoom. Mr. Prince advised a variety of safety topics were discussed including Safety Director Bulletins and all training through August 30th which were posted on the NJCE website, njce.org. Mr. Prince said the next meeting was scheduled for July 19 in the hybrid method. Mr. Prince concluded his report unless there were any questions.

CLAIMS COMMITTEE: Ms. Davis advised the Claims Committee met on June 2nd 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 Chairman Angilella and hoped everyone was well.

PROPERTY APPRAISAL SERVICES PROCUREMENT: Executive Director referred to a memorandum from PERMA Risk Management Services to NJCE Fund Commissioners regarding a Property Appraisal CCRFP. Executive Director advised the memorandum included information on the Scope for the Procurement, Reimbursement of Services and the Timeline/Due Date.

Executive Director reported the Commission Attorney prepared Resolution 39-23, Authorizing the use of Competitive Contracting Request for Proposals, Pursuant to N.J.S.A 40A:11-4.1(0) for the Procurement of Property Appraisal Services for the Camden County Insurance Fund Commission which was included in the agenda. Executive Director asked if anyone had any questions and requested a motion to approve.

MOTION TO APPROVE RESOLUTION 39-23 AUTHORIZING THE USE OF COMPETITIVE CONTRACTING REQUEST FOR PROPOSALS, PURSUANT TO N.J.S.A 40A:11-4.1(0) FOR THE PROCUREMENT OF PROPERTY APPRAISAL SERVICES FOR THE CAMDEN COUNTY INSURANCE COMMISSION

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

In response to Executive Director’s comment regarding the timing, Commission Attorney said the Request for Proposals was being advertised tomorrow.

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 13 certificates of insurance issued during the month. Executive Director asked if there were any questions and requested a motion to approve the report.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

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

ONLINE TRAINING COURSES: Executive Director reported we received a request to purchase 250 usages of the National Counsel Defensive Driver Course offered through SafeServe.com from Josh Friedman. Executive Director noted the cost for 250 usages was \$5,737.50. Executive Director asked the Commissioners to consider approving this expense. Executive Director said if approved the expense would be allocated to the miscellaneous and expense account. Executive Director said he urged the other entities to purchase the course and if they were interested to reach out to the Fund office. Chairman Angilella urged the police department to use as many as possible.

MOTION TO APPROVE THE COST OF \$5,737.50 FOR THE ONLINE DEFENSIVE DRIVER TRAINING COURSE FOR 250 USAGES

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

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND (NJCE): Executive Director reported the NJCE met prior to our meeting which most of us attended. Executive Director said the primary focus was the draft audit presented by Bowman & Co. Executive Director advised the Fund Commissioners approved a reimbursement procedure on the property appraisals and noted Camden Commission would be reimbursed by the NJCE.

CYBER TASK FORCE: Executive Director reported the task force met on Thursday June 8th to introduce The Chertoff Group, who was recently contracted by the NJCE to among many things work on updating the NJCE’s Cyber framework and agreed to look into the possibility of joining the NJ Cyber JIF as part of the Fund’s 2024 marketing effort.

CCIC FINANCIAL FAST TRACK: Executive Director reported the March Financial Fast Track was included in the agenda. Executive Director advised as of March 31, 2023, there was a surplus of \$31,198,845. 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 \$26,196,814.

NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the March Financial Fast Track was included in the agenda. As of March 31, 2023, the Fund had a surplus of \$14,020,983. 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 \$26,196,814.

SEPTEMBER MEETING DATE: Executive Director reported we are requesting a change to the September meeting date due to a scheduling conflict. Executive Director said we were suggesting we meet on Wednesday, September 27, 2023, at 10:30 AM.

MOTION TO CHANGE THE SEPTEMBER MEETING DATE TO WEDNESDAY, SEPTEMBER 27, 2023, AT 10:30 AM

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

Executive Director concluded his report unless there were any questions.

Executive Director's Report Made Part of Minutes.

TREASURER: Mr. McPeak advised the June Bills List was included in the agenda. Mr. McPeak requested a motion to approve Resolution 40-23 and noted the Treasurer reports were also included in the agenda.

MOTION TO APPROVE RESOLUTION 40-23 JUNE BILLS LIST

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

ATTORNEY: Ms. Paffenroth said she had nothing further to report. Chairman Angilella said he wanted to talk to her after this meeting, but we can save that for now.

CLAIMS SERVICE - AMERI-HEALTH: Ms. Ware reported the Medical Savings Report for the month of May was included in the agenda and advised they received 389 bills, and the billed amount was \$582,055. Ms. Ware advised the paid amount was \$221,625 with gross savings of \$360,430. Ms. Ware said the net savings was \$347,930. Ms. Ware said the network penetration was 94.75%. Ms. Ware concluded her report unless anyone had any questions.

NJCE SAFETY DIRECTOR: Mr. Prince reported the May through June 2023 All Risk Control Activity Report was included in the agenda. Mr. Prince said all the training opportunities through August 31 were included in the agenda and also posted on the NJCE website. Mr. Prince advised members can register on the new LMS system which went live on May 1. Mr. Prince said the New Jersey County Excess JIF Leadership Academy registration deadline was today. Mr. Prince advised the next open enrollment would be in December for 2024. Mr. Prince said any member that wanted to send any of their up-and-coming supervisors or anyone who needed leadership training was encouraged to register today for that program. Mr. Prince said as he reported at the CEL meeting they were continuing to present the entry level driving training around the State and we're anticipating it's a huge cost savings for all of our CDL operations and they will continue to provide updates on the program and resources to the link. Lastly, Mr. Prince reported at the last Safety Committee meeting we discussed the potential for a wellness program. Many of our commissions were implementing a wellness program funded by the Commission. Mr. Prince said he was not asking for anything today just want to gauge the interest on the concept and the programs designed to motivate employees, keep them healthy and encourage healthy lifestyle. Mr. Prince said next

month he would bring a formal proposal letter to the Commission for review and hopefully approval. 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 41-23, 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 41-23 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>
2143	\$ 28,000.00	PAR
2238	\$ 63,346.72	PAR
2238	\$ 47,046.72	SAR
2883	\$ 33,688.89	PAR
2883	\$ 17,500.00	SAR
1839	\$ 101,881.35	PAR
2104	\$ 10,538.17	PAR
2374	\$ 32,716.81	PAR
2506	\$ 78,424.80	PAR
2506	\$ 41,449.28	SAR
3069	\$ 35,967.20	PAR
2967	\$ 99,967.20	PAR
3836	\$ 71,837.96	PAR
1337	\$ 126,028.36	PAR
3673	\$ 51,232.96	PAR
3673	\$ 28,627.20	SAR
981	\$ 175,000.00	PAR

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

Chairman Angilella said the next meeting was scheduled for June 27, 2023 at 10:30 AM.

MOTION TO ADJOURN

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

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