

**CAMDEN COUNTY INSURANCE COMMISSION  
OPEN MINUTES  
MEETING – July 27, 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 <b>Bradford Stokes</b>
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Claims Service	AmeriHealth Casualty Services <b>Linda Page</b> <b>Stephen Andrick</b> <b>Paulette Kelly</b> <b>Tracy Ware</b>
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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	<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:**

Ceil Murphy, Camden County College  
Nicholas Mueller, Camden County Utility Authority  
Harry Earle, J.A. Montgomery Risk Control  
Cathy Dodd, PERMA Risk Management Services

**APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF JUNE 22, 2023**

**MOTION TO APPROVE OPEN AND CLOSED MINUTES OF JUNE 22, 2023**

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

**CORRESPONDENCE:** None

**SAFETY COMMITTEE:** Mr. Prince reported the Safety Committee last met on July 19 and a variety of safety topics were discussed. Mr. Prince said the meeting was covered by his colleague Mr. Reilly. Mr. Prince noted the next Safety Committee meeting was scheduled for August 16th and he would distribute the minutes and agenda 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 July 5 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 reported the County solicited property appraisals Competitive Contracting RFP's on behalf of the Insurance Commission. Executive Director advised three proposals were received, two of those must be rejected as one did not provide the mandatory documentation and the other wanted to negotiate terms of the contract. Executive Director noted the third response was well beyond the budgeted amount and needed to be rejected also.

Executive Director referred to a copy of Resolution 42-23, Rejecting Competitive Contracting Request for Proposals #23-26, Property Appraisal Services for the Camden County Insurance Fund Commission which was included in the agenda. Executive Director noted the resolution was prepared by the Commission Attorney. Executive Director said the plan was to advertise again and call for a special meeting in August to hopefully award a contract.

**MOTION TO APPROVE RESOLUTION 42-23 REJECT COMPETITIVE CONTRACTING RFP'S FOR PROPERTY APPRAISALS AND RE-AUTHORIZE TO ADVERTISE FOR THE PROCUREMENT OF APPRAISAL SERVICES**

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

**AUGUST SPECIAL MEETING:** Executive Director reported the new due date for the responses would be August 17. Executive Director said he would like to schedule a special meeting on August 21 at 10:30 am via zoom to award a contract for Property Appraisals.

**MOTION TO SCHEDULE A SPECIAL MEETING ON MONDAY, AUGUST 21, 2023 AT 10:30 AM VIA ZOOM**

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 on June 22, 2023. Executive Director said he provided a verbal report at the last meeting and a written summary report was included in the agenda. Executive Director noted the NJCE would meet again on Wednesday, September 22, 2023 at 9:30 AM.

**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 June. Executive Director advised there were 9 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

**CCIC FINANCIAL FAST TRACK:** Executive Director reported the May Financial Fast Track was included in the agenda. Executive Director advised as of May 31, 2023, there was a surplus of \$28,611,555. Executive Director referred to line 10 of the report, “Investment in Joint Venture” and indicated \$3,492,394 was the CCIC’s share of the equity in the NJCE. Executive Director noted the total cash amount was \$36,584,760.

**NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the May Financial Fast Track was included in the agenda. As of May 31, 2023, the Fund had a surplus of \$13,704,071. 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 \$28,298,804.

**CS&B NEW TECHNOLOGY FOR FILE SHARING:** Executive Director reported the NJCE Underwriting Manager advised as part of their ongoing commitment to improve services, they were changing the file sharing platform provider. Executive Director advised the transition would enhance the efficiency and enable better service. Executive Director noted the files currently shared with you via the Egnyte platform will transition over to Microsoft OneDrive. Executive Director said authorized users of the Egnyte platform should receive an e-mail with information on the new file sharing.

**AUGUST COMMISSION MEETING:** Executive Director said as a reminder, the Commission was not scheduled to meet in August. Executive Director advised we were scheduling a special meeting

of the Commissioners to award a contract. Executive Director noted the Commission previously passed Resolution 15-23 authorizing the Commission Treasurer to process contracted payments and expenses when the Commission did not meet. Our next regular meeting is scheduled for Wednesday, September 27, 2023, at 10:30 AM.

Executive Director said he had one more item he wanted to discuss and that was the 2024 renewal. Executive Director advised the 2024 renewal process began the end of June. Executive Director reported the Origami launch e-mail was sent on July 26. Executive Director reported the Fund also issued a link for members to respond to a cybersecurity technology stack questionnaire developed by The Chertoff Group. Executive Director noted most ancillary coverage applications could be completed via Broker Buddha. The links for the online platform were sent out on August 3.

Executive Director concluded his report unless there were any questions.

Executive Director's Report Made Part of Minutes.

**TREASURER:** Mr. McPeak advised a June Supplement Bills List and the July Bills List were included in the agenda. Mr. McPeak requested a motion to approve Resolutions 43-23 and 44-23. Mr. McPeak noted the Treasurer reports were also included in the agenda. Mr. McPeak said if anyone had any questions, he would be happy to answer.

**MOTION TO APPROVE RESOLUTIONS 43-23 JUNE SUPPLEMENT  
BILLS LIST AND JULY BILLS LIST**

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

**MOTION TO APPROVE RESOLUTIONS 44-23 JULY BILLS LIST**

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

**ATTORNEY:** Ms. Paffenroth said she had nothing to report.

**CLAIMS SERVICE - AMERI-HEALTH:** Ms. Ware reported the Medical Savings Report for the month of August was included in the agenda and advised they received 390 bills, and the billed amount was \$253,647. Ms. Ware advised the paid amount was \$102,287.00 with gross savings of \$151,350. Ms. Ware said the net savings was \$138,850. Ms. Ware said the network penetration was 94.20%. Ms. Ware concluded her report unless anyone had any questions.

**NJCE SAFETY DIRECTOR:** Mr. Prince reported the June and July All Risk Control Activity Report was included in the agenda. Mr. Prince said the report also reflected a variety of Safety Director Bulletins that were electronically distributed during that period. Mr. Prince advised all of the training opportunities through September 29 were listed in the agenda packet as well. Mr. Prince noted that if anyone had any questions regarding the training opportunities or how to register or access the new LMS system they should contact his office. Mr. Prince reported there was snow plough safety training scheduled for September 29 and the classes fill up quickly and he would also start scheduling in-person training session.

Mr. Prince said his colleague, Mr. Earl was participating in the meeting, and he would defer to him for some additional training opportunities.

Mr. Earle advised they were hosting a course with the Camden County Police Department in September, a four-day Frontline Leadership Course also involving the Prosecutor and Sheriff's Departments. Mr. Earle said he submitted a draft report for the Chairman's review for motor vehicle crashes so that's in progress and he looked forward to further discussions. Mr. Earle concluded his report unless they were 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 45-23, 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 45-23 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>
1335	\$ 99,492.08	PAR
1351	\$ 56,362.50	PAR
1353	\$ 69,801.12	PAR
4297	\$ 109,463.80	PAR
3684	\$ 54,686.06	PAR
4289	\$ 54,936.67	PAR
3205	\$ 20,700.00	PAR
3249	\$ 23,231.34	PAR
4026	\$ 148,980.55	PAR
1342	\$ 72,307.44	PAR
1347	\$ 104,142.54	PAR
2706	\$ 20,550.89	PAR
3002	\$ 234,915.08	PAR
3002	\$ 101,248.00	SAR
9567	\$ 82,000.00	PAR
402	\$ 200,000.00	PAR
3456	\$ 9,161.09	PAR
3489	\$ 8,599.96	PAR

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

Chairman Angilella said there was a special meeting scheduled on August 21, 2023 and the next regular scheduled meeting was on September 27, 2023.

**MOTION TO ADJOURN**

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

**MEETING ADJOURNED: 11:18 AM**

Minutes prepared by: Cathy Dodd, Assisting Secretary