

**CAMDEN COUNTY INSURANCE COMMISSION  
OPEN MINUTES  
MEETING – December 13, 2023  
ZOOM VIRTUAL MEETING  
2:00 PM**

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>Monica Coleman</b> <b>Tracy Ware</b> <b>Gladys Driggins</b>
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Qual Lynx  
**Chris Roselli**

PERMA  
**Jennifer Conicella**  
**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
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**ALSO PRESENT:**

Stephanie Madden, Esq., Camden County MUA  
Edwar Hill, Esq., Camden County BOSS  
Ceil Murphy, Camden County College  
Joseph Hrubash, PERMA Risk Management Services  
Cathy Dodd, PERMA Risk Management Services

**APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF OCTOBER 26, 2023**

**MOTION TO APPROVE OPEN AND CLOSED MINUTES OF OCTOBER 26, 2023**

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

**CORRESPONDENCE:** None

**SAFETY COMMITTEE:** Mr. Prince reported the Safety Committee last met on November 15 and a variety of safety topics were discussed including Safety Director Bulletins that were issued since our last meeting. Mr. Prince advised the next Safety Committee Meeting was scheduled for December 20. Mr. Prince reported they also scheduled some refresher programs for individuals who were responsible to complete the mandatory OSHA logs. Mr. Prince said the first one was scheduled for December 18 at 2:00 Mr. Prince concluded his report unless there were any questions.

**CLAIMS COMMITTEE:** Ms. Conicella referred to a copy of the Mandatory Year-End Claims Reporting Memorandum which was included in the agenda. Ms. Conicella reminded everyone to make sure they report any claims for the ancillary lines of coverage prior to year-end. Ms. Conicella advised the Claims Committee did meet previously and we would be going over the PARS and SARS in closed session. Ms. Conicella concluded her report unless there were any questions.

**EXECUTIVE DIRECTOR:** Executive Director thanked Chairman Angilella and hoped everyone was well. Executive Director said the main focus of today's meeting would be the introduction of the 2024 budget.

**2024 PROPERTY & CASUALTY BUDGET INTRODUCTION:** Executive Director referred to a copy of the 2024 proposed Property & Casualty Budget in the amount of \$21,008,127 which was included in the agenda. Executive Director referred to the loss funds section of the budget and noted the loss funds went down slightly. Executive Director advised there was a surplus offset of \$700,000, noting \$200,000 was for the Camden County Police and \$500,000 was for the other member entities. Executive Director said he met with Mr. McPeak and Mr. Williams to review the budget and it was decided to insert a budget surplus instead of issuing a dividend. Executive Director explained it was pretty much the same as taking a dividend credit, however, it was inserted into the budget and reduces the overall budget cost on the bottom line. Executive Director pointed out there was a reduction of 7% for the loss funds. Executive Director reviewed the NJCE premium lines and noted there was an increase of just under 15%. Executive Director explain it was another hard renewal particularly for the property coverage. Executive Director continued to review the expense portion of the budget along with the ancillary coverages. Executive Director said the total budget was in the amount \$21,008,127

which was an increase of 7.02% over last year. Executive Director asked if anyone had any comments or questions on the budget. Executive Director said copies of the assessments would be sent out after the meeting. Executive Director said with no questions he would ask for a motion to introduce the budget on January 25 at 10:30 AM.

**MOTION TO INTRODUCE THE 2024 PROPERTY & CASUALTY BUDGET  
IN THE AMOUNT OF \$21,008,127 AND SCHEDULE A PUBLIC HEARING ON  
JANUARY 25, 2024 AT 10:30AM**

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

**CERTIFICATE OF INSURANCE ISSUANCE REPORTS:** Executive Director referred to copies of the certificate of issuance reports from the NJCE listing the certificates issued for the months of October and November. Executive Director advised there were 5 certificates of insurance issued during the month of October and 5 during the month of November. Executive Director asked if there were any questions and requested a motion to approve the reports.

**MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORTS**

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

**NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND:** Executive Director reported the NJCE met on October 26 and November 17 and summary reports of the meetings were included in the agenda. Executive Director advised the NJCE introduced a proposed budget in the amount of \$41,363,126 and a public hearing was scheduled for January 11, 2024 at 11:00 AM.

**CCIC FINANCIAL FAST TRACK:** Executive Director reported the September Financial Fast Track was included in the agenda. Executive Director advised as of September 30 2023, there was a surplus of \$27,682,072. Executive Director referred to line 10 of the report, “Investment in Joint Venture” and indicated \$3,422,330 was the CCIC’s share of the equity in the NJCE. Executive Director noted the total cash amount was \$45,176,535.

**NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the Financial Fast Track was included in the agenda. As of September 30, 2023, the Fund had a surplus of \$12,379,844. 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 \$34,301,023.

**2024 MEETING PLATFORM:** Executive Director said in order to best streamline and leverage Microsoft 365 suite of applications, the Fund Office would eliminate the use of the Zoom application for meetings and webinars. Executive Director advised Microsoft Team would become the default option for audio or video conferencing beginning January 2024.

**MEETING DATES FOR 2024:** Executive Director referred to the proposed meeting dates for 2024 which were included in the agenda. Executive Director said if the dates were acceptable, a resolution would be prepared and presented at the next meeting on January 25, 2024. Executive Director noted the time of the meetings would be at 10:30 AM.

*January 25, February 22, March 28, April 25, May 23, June 27, July 25, September 26, October 24 and December 12*

Executive Director concluded his report unless there were any questions and wished everybody a great holiday season.

Executive Director's Report Made Part of Minutes.

**TREASURER:** Mr. McPeak referred to Resolutions 59-23, November Bills Lists and Resolution 60-23 December Bills List which was included in the agenda and requested a motion to approve. Chairman Angilella asked if there were any questions and said he would request one at a time.

**MOTION TO APPROVE RESOLUTION 59-23 NOVEMBER BILLS LIST**

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

**MOTION TO APPROVE RESOLUTION 60-23 DECEMBER BILLS LIST**

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

**ATTORNEY:** No report

**CLAIMS SERVICE - AMERI-HEALTH:** Ms. Ware reported the Medical Savings Report for the month of November was included in the agenda. Mr. Ware reviewed the figures for November and advised they received 215 bills, and the billed amount was \$595,502. Ms. Ware advised the paid amount was \$316,921 with gross savings of \$278,581. Ms. Ware said the net savings was \$266,081.00. Ms. Ware advised the network penetration was 97.25%. Ms. Ware concluded her report unless anyone had any questions and wished everyone a Happy Holiday Season!

**NJCE SAFETY DIRECTOR:** Mr. Prince reported the October through December All Risk Control Activity Report was included in the agenda. Mr. Prince said the agenda also included information on the Learning Management System as well as the Leadership Academy. Mr. Prince advised registration was open from December 1-22 with a program start date of January 1, 2024. Mr. Prince reported we've included all our training opportunities for December, January, and February. They also were added to the NJCE website and were distributed electronically. Mr. Prince advised the Camden County Police Department was sponsoring and hosting (2) four-day supervisor classes that would be held at the Emergency Training Center. Mr. Prince advised at least 30 supervisors have already enrolled, Mr. Prince said we were adding a block of instruction for motor vehicle operation pursuits, decision making and some of those claims that we speak about on a daily basis. Mr. Prince asked if there were any questions and concluded his report. Chairman Angilella asked at the proper time to be determined by Mr. Prince he would like an update on the result of the classes and how we are doing.

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, Commissioner Williams 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 61-23, 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 61-23 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>
2446	\$ 48,671.73	PAR
4389	\$ 126,323.07	PAR
1395	\$ 76,080.24	PAR
3048	\$ 118,450.50	PAR
3048	\$ 33,823.44	SAR
4080	\$ 175,495.00	PAR
1257	\$ 26,937.33	PAR
1295	\$ 163,181.71	PAR
2440	\$ 54,500.00	PAR
2440	\$ 30,354.24	SAR
444	\$ 276,745.67	PAR
444	\$ 34,672.00	SAR
3183	\$ 310,721.38	PAR
1394	\$ 75,607.10	PAR
7838	\$ 175,000.00	PAR
3080	\$ 85,000.00	PAR
3746	\$ 12,309.59	PAR

*It was noted that Claim # 0308 was not approved.*

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

Chairman Angilella said the next meeting was scheduled for January 25, 2024 and wished everyone Happy Holidays and Happy New Year!

**MOTION TO ADJOURN**

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

**MEETING ADJOURNED: 11:13 AM**  
Minutes prepared by: Cathy Dodd, Assisting Secretary