

**CAMDEN COUNTY INSURANCE COMMISSION  
OPEN MINUTES  
MEETING – June 27, 2024  
ZOOM VIRTUAL MEETING  
10:30 AM**

Meeting was called to order by Commissioner Williams. Open Public Meetings notice read into record.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF COMMISSIONERS:**

Ross G. Angilella	Excused
Anna Marie Wright	Present
Steve Williams	Present

**FUND PROFESSIONALS PRESENT:**

Executive Director	PERMA Risk Management Services <b>Bradford Stokes</b>
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Claims Service	AmeriHealth Casualty Services <b>Linda Tinsley-Page</b> <b>Denise Dorsey</b> <b>Monica Coleman</b> <b>Tracy Ware</b> <b>Paulette Kelly</b>
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Qual Lynx  
**Chris Roselli**

PERMA  
**Jennifer Concicella**  
**Shai McLeod**

NJCE Underwriting Manager	Conner Strong & Buckelew
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Attorney	<b>Laura Paffenroth, Esq.</b>
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Treasurer	<b>David McPeak</b>
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Safety Director	J.A. Montgomery Risk Control <b>Glenn Prince</b>
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Risk Management Consultant (CCIA)	Hardenbergh Insurance Group <b>Christina Violetti</b>
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**ALSO, PRESENT:**

Edward Hill, Esq., Camden County Board of Social Services  
Joseph Hrubash, PERMA Risk Management Services  
Cathy Dodd, PERMA Risk Management Services

**APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF MAY 23, 2024**

*Commissioner Williams noted the open minutes were in Appendix I and the closed minutes were sent out by e-mail.*

**MOTION TO APPROVE OPEN AND CLOSED MINUTES OF MAY 23, 2024**

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

**CORRESPONDENCE:** None

**SAFETY COMMITTEE:** Mr. Prince reported the Safety Committee last met on June 26 via zoom. Mr. Prince said a variety of topics were discussed including all our training opportunities through August 29.. Mr. Prince said the Munich Re Safety Grant was available and the deadline was rapidly approaching on August 1. Mr. Prince noted the next meeting was scheduled for July 17. Mr. Prince concluded his report unless there were any questions.

**CLAIMS COMMITTEE:** Ms. Conicella advised the Claims Committee met at the beginning of the month and discussed a number of payment authorization requests which we will be discussing during closed session. Ms. Conicella concluded her report unless there were any questions.

**EXECUTIVE DIRECTOR:** Executive Director thanked Commissioner Williams and hoped everybody was well. Executive Director said he had a brief report for the month of June.

**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 8 certificates of insurance issued during the month and they looked routine. Executive Director asked if there were any questions and requested a motion.

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

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

**NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND:** Executive Director reported the NJCE met prior to our meeting. Executive Director advised the draft audit was approved and would be sent to the State. Executive Director said the Finance Subcommittee met on June 18 and the other items were routine.

**CCIC FINANCIAL FAST TRACK:** Executive Director reported the April Financial Fast Track was included in the agenda. Executive Director advised as of April 30, 2024, there was a surplus of \$27,996,320. Executive Director referred to line 10 of the report, “Investment in Joint Venture” and indicated \$2,323,472 was the CCIC’s share of the equity in the NJCE. Executive Director noted the total cash amount was \$38,258,727.

**NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK:** Executive Director reported the Financial Fast Track was included in the agenda. As of April 30, 2024, the Fund had a surplus of

\$8,110,960. 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 \$26,307,521.

**NJCE MEMBERSHIP:** Executive Director advised Camden County’s 3-year membership in the NJCE expires on December 31, 2024. Executive Director noted the NJCE mailed out the 2025 membership renewal notice to the County Administrator.

**ENTITY MEMBERSHIP IN THE INSURANCE COMMISSION:** Executive Director said the three-year membership for the members of the Camden County Insurance Commission also expires at the end of the year. Executive Director reported the Fund Office would e-mail the applicable Indemnity and Trust Agreement to the Member Entities for execution. Executive Director advised as in the past, each member entity would need to pass a resolution authorizing its participation in the Camden County Insurance Commission. In response to Executive Director’s inquiry, Ms. Dodd advised they would be sent out within the next two to three weeks.

Executive Director advised the vendor was preparing the field work for the property appraisals, and they should be out in the field within the next few weeks. Executive Director said he believed the vendor had touched base with all the member entities, so the project is moving along.

Executive Director advised there was a contract item that we would be discussing in closed session.

Executive Director concluded his report unless there were any questions.

Executive Director Report Made Part of Minutes.

**TREASURER:** Mr. McPeak referred to a copy of Resolution 44-24, June Bills Lists which was included in the agenda. Mr. McPeak asked if anyone had any questions and requested a motion to approve the June Bills List.

**MOTION TO APPROVE RESOLUTION 44-24, JUNE BILLS LIST**

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

Commissioner Williams noted the Treasurer reports were included in the agenda.

**ATTORNEY:** Ms. Paffenroth said she did not have anything to report in open session but did have an item for closed session.

**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 310 bills, and the billed amount was \$394,384. Ms. Ware advised the paid amount was \$152,706 with a gross savings of \$241,678. Ms. Ware said the net savings was \$229,178 and the network utilization was 98%. Ms. Ware concluded her report unless anyone had any questions.

**NJCE SAFETY DIRECTOR:** Mr. Prince reported the May to June 2024 All Risk Control Activity Report was included in the agenda. Mr. Prince advised all our training opportunities through August 29 were also included in the agenda and discussed at the recent Safety Committee Meeting. Mr. Prince noted all the resources he just referred to were added to the NJCE website and all of our member entities could visit the website and click on the Safety Tab at the top of the page, scroll down to virtual training to review

all the training schedules. Mr. Prince said he had a few other items that were not included in his report. Mr. Prince reported he met with Deputy Director, Ashley Pagan, of Camden County Parks Department to conduct a Loss Control Visit at Pyne Poynt Park. Mr. Prince advised there was also a visit scheduled for the DPW on July 11 to discuss Heat Illness and Prevention. Mr. Prince noted a written program was recently distributed and this item was on PEOSH's radar and becoming one of their most commonly cited items. Mr. Prince advised the CCMUA has already adopted a written program to comply with the requirement. Mr. Prince concluded his report unless there were 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 45-24, 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 45-24 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 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>
3144	\$ 47,778.00	PAR
3144	\$ 32,044.32	SAR
1688	\$ 334,418.11	PAR
1688	\$ 28,500.00	SAR
4572	\$ 31,500.00	PAR
4572	\$ 28,500.00	SAR
999	\$ 24,000.00	PAR
4551	\$ 165,813.96	PAR
2872	\$ 30,348.00	PAR
1426	\$ 187,802.55	PAR
4538	\$ 162,984.00	PAR
4832	\$ 9,906.00	PAR
4679	\$ 11,032.50	PAR
4755	\$ 9,456.42	PAR
4879	\$ 10,898.50	PAR
4797	\$ 10,974.00	PAR

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

Commissioner Williams said the next meeting was scheduled for July 27, 2024 at 10:30 AM.

**MOTION TO ADJOURN**

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

**MEETING ADJOURNED: 11:24 AM**  
 Minutes prepared by: Cathy Dodd, Assisting Secretary