

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – September 27, 2012
Camden County College Regional Training Center
Conference Room
Blackwood, NJ 08102
2:00 PM**

Meeting was called to order by Ross Angilella, Chairman. 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 Joseph Hrubash
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Claims Service	Comp Services, Inc. Denise Hall Huguette Atherton Terry Corchado Terry Sheerin
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	Conner Strong & Buckelew Michelle Leighton
Attorney	Laura J. Paffenroth, Esq.

Treasurer	David McPeak
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Safety Director	J.A. Montgomery Risk Control Glenn Prince
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Auditor	Bowman & Company LLP James J. Miles, Jr.
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Risk Management Consultant (CCIA)	Hardenbergh Insurance Group
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ALSO PRESENT:

Lou DiAngelo, Camden County
Larry Rosoff, Camden County Municipal Utilities Authority
Patricia Meehan, Camden County College
Brad Stokes, PERMA Risk Management Services
Jim Kickham, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF JULY 27, 2012

MOTION TO APPROVE OPEN MINUTES OF JULY 27, 2012

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

MOTION TO APPROVE CLOSED MINUTES OF JULY 27, 2012

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

CORRESPONDENCE: NONE

COMMITTEE REPORTS:

SAFETY COMMITTEE: Mr. DiAngelo reported the recent Defensive Driving Classes were well attended. Several more classes were scheduled and Mr. DiAngelo indicated he was expecting good participation. Mr. DiAngelo advised he was working with Virtua Hospital and Conner Strong & Buckelew to arrange a shift work seminar. Mr. DiAngelo explained he worked with Comp Services to create an insurance informational card for an injured worker to present at the time of treatment to the physician's office or hospital. Mr. DiAngelo advised the card should be used instead of the employee's health insurance card. Mr. DiAngelo distributed one of the cards to the Commissioners to view.

CLAIMS COMMITTEE: Ms. Leighton advised the Claims Committee met on August 23rd and September 4th to discuss the PARS that would be presented during closed session. Ms. Leighton also reported the Claims Committees' Best Practices Workshop was scheduled for October 2nd at the office of Conner Strong and Buckelew. A copy of the invitation was included in the agenda.

EXECUTIVE DIRECTOR REPORT:

Executive Director advised there were 2 action items for this month. Executive Director advised Mr. Jim Miles of Bowman & Company, LLP presented a draft copy of the 2011 Audit Report as of December 31, 2011 at the July meeting. Executive Director indicated Mr. Miles was present at the meeting to review the final audit and turned over the audit item to Mr. Miles.

2011 AUDIT REPORT AS OF DECEMBER 31, 2011 – Mr. Miles distributed the final copy of the 2011 Audit Report. Mr. Miles advised there were no findings in the audit, however there was one change made to the audit. Mr. Miles indicated after reviewing the Actuary’s report and a discussion with PERMA management the 2011 worker compensation IBNR was increased by \$500,000. A similar adjustment was made last year for 2010. Mr. Miles explained the Actuary does his 2011 report early on in 2012 and due to subsequent claims the IBNR was changed. Mr. Miles referred to page 8 of the report and indicated the IBNR Reserve figure was adjusted to \$1,568,954 and the total amount of unrestricted net assets was \$194,714. Mr. Miles pointed out that this figure included in Commission’s investment in the CEL of \$594,188 which is a long term asset. In response to Mr. Rosoff’s inquiry, Mr. Miles indicated the fund was still in its early stages and although the claims expense of \$2,767,876 is a substantial amount this will be subject to fluctuation as the Fund matures. Mr. Miles indicated he did not see anything unusual to be concerned about except that there are a heavy amount of worker compensation claims for 2010 and 2011. Executive Director advised some of the reserves were lowered last year and the results would be reflected over time.

MOTION TO APPROVE RESOLUTION 25-12 CERTIFICATION OF ANNUAL AUDIT REPORT FOR PERIOD ENDING DECEMBER 31, 2011

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

CERTIFICATE OF INSURANCE ISSUANCE REPORT – Executive Director reported on the Certificate of Insurance Report for the period of 7/20/12 to 9/16/12. There were 16 certificates issued during the two month period.

MOTION TO APPROVE EXECUTIVE DIRECTORS CERTIFICATE OF INSURANCE REPORT

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

OFFICE OF STATE COMPTROLLER - ALERT - Executive Director referred to the Office of State Comptroller Alert which was included in the agenda. Executive Director explained an alert was issued concerning possible side agreements with the Third Party Administrators. Executive Director advised Comp Services did send a confirmation letter indicating they were handling the managed care services in house and did not receive any compensation from other managed care vendors or any other TPA vendors. A copy of their letter was also included in the agenda.

NJ EXCESS COUNTIES INSURANCE FUND (CELJIF) – Executive Director reported the CEL JIF met on August 23, 2012. A summary of the report was included in the agenda. Executive Director also advised the CEL JIF met prior to this meeting and the Executive Director announced that Cumberland Insurance Commission agreed to accept membership in the CEL which should be effective October 3rd. Executive Director indicated Salem Insurance Commission would also be joining CEL in October.

CCIC FINANCIAL FAST TRACK - Executive Director advised the June and July monthly Financial Fast Tracks were included in the agenda. The Commission had a surplus of \$926,456 as of July 31, 2012 as it picked up \$95,998 and \$198,487 in surplus during July and June respectively. Executive Director also referred to line 7 of the July report, "Investment in Joint Venture" and indicated \$728,210 was the CCIC's share of the CEL JIF equity.

NJ CEL PROPERTY AND CASUALTY FINANCIAL FAST TRACK - Executive Director reported the agenda included the Financial Fast Track for the NJ CEL. As of July 31, 2012 the CEL had a surplus of \$1,380,707.

NJ EXCESS COUNTIES JOINT INSURANCE FUND – JOINT COMMISSIONS – CLAIMS COMMITTEES' BEST PRACTICES WORKSHOP – Executive Director advised Ms. Leighton already spoke about the upcoming workshop in during the Claims Committee Report.

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND TPA REPORT – Executive Director advised Ms. Doner of PERMA reported there was a contact change in the claim reporting to Comp Services. All CEL JIF claims meeting the reporting requirements should be reported to Lisa Graiff. Executive Director referred to Lisa's contact information which was listed in the agenda. Executive Director reported Ms. Graiff attended the CELJIF meeting and presented an overview of the claims she was monitoring for the CEL.

2012 PROPERTY & CASUALTY ASSESSMENTS DUE SEPTEMBER 15, 2012 – Executive Director advised the third and final assessment payment for 2012 was due on September 15, 2012.

NJCEJIF MEMBERSHIP – Executive Director reported Camden County's 3 year membership in the CEL JIF expired on 12/31/12. The applicable resolution was sent the County Administrator for execution. Executive Director indicated that a copy of the letter and resolution were included in the agenda. Executive Director indicated there were some issues with the resolution which would be addressed at the CEL meeting in the afternoon.

2013 PROPERTY & CASUALTY BUDGET PROCESS – Executive Director recommended the 2013 property and casualty budget be introduced at the October meeting and adopted at the November meeting. Executive Director indicated this would be dependent upon the receipt of the renewal applications and exposure information from the member entities along with the Actuary's projections.

Executive Director's Report Made Part of Minutes.

TREASURER:

REPORT: Mr. McPeak reported the August Confirmation of Payment was included in the agenda and recommended its approval. Mr. McPeak also advised he reviewed the September Bill List which was included in the agenda and would recommend its approval. Mr. McPeak advised the June & July Treasurer's reports were also included in the agenda.

**MOTION TO APPROVE THE AUGUST CONFIRMATION OF PAYMENT
IN THE AMOUNT OF \$37,502.08**

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

**MOTION TO APPROVE RESOLUTION 26-12 SEPTEMBER BILL LIST
IN THE AMOUNT OF \$37,552.17**

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

ATTORNEY: Commission Attorney advised she did not have anything to report in open session.

CLAIM SERVICE: Ms. Hall advised they did not have anything to report.

SAFETY DIRECTOR: Mr. Prince reviewed the June 2012 – September 2012 Risk Control Activity Report which as included in the agenda. Mr. Prince also advised he received several requests for Snow Plow training and the classes were scheduled.

Correspondence Made Part of Minutes.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT:

MOTION TO OPEN MEETING TO PUBLIC

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

MOTION TO CLOSE MEETING TO PUBLIC

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

CLOSED SESSION:

MOTION FOR EXECUTIVE SESSION (in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-12).

Motion: Chairman Angilella
Second: Commissioner Wright

Vote: 3 Ayes, 0 Nays

ROLL CALL OF COMMISSIONERS:

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

MOTION TO RETURN TO OPEN SESSION

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

Chairman Angilella made a motion to approve the payment authority requests that were discussed during closed session except for the liability matter involving Jerry DeJesus, Gregxan Corlano, Elvin Feliz, Jose Flores & Jonathan Gonzalez.

MOTION TO APPROVE PAYMENT AUTHORIZATION FOR PARS DISCUSSED DURING CLOSED SESSION EXCEPT CLAIM FOR JERRY DEJESUS, GREGXAN CORLAN, ELVIN FELIZ, JOSE FLORES & JONATHAN GONZALEZ

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

Chairman Angilella made motions to approve the following settlement requests:

*Robert Vesci
Jose Malave-Cordero
John Herman
Robert Lutman
Warren Stout
Christopher Kelly
Belinda Dodson*

MOTION TO APPROVE SETTLEMEN AUTHORIZATION ROBERT VESCI, JOSE MALAVE-CORDERO, JOHN HERMAN, ROBERT LUTMAN, WARREN STOUT, CHRISTOPHER KELLY & BELINDA DODSON

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

Commission Attorney will prepare the necessary Resolutions once she receives all of the information from Comp Services.

Chairman Angilella advised the next meeting was scheduled for October 25, 2012 at 2:00 PM

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 2:51 PM

Minutes prepared by: Cathy Dodd, Assisting Secretary