

**CAMDEN COUNTY INSURANCE COMMISSION  
AGENDA AND REPORTS  
TUESDAY, APRIL 26, 2016**

**CAMDEN COUNTY COLLEGE REGIONAL  
EMERGENCY TRAINING CENTER  
BOARD ROOM  
420 WOODBURY-TURNERSVILLE ROAD  
BLACKWOOD, NJ 08102  
2:00 PM**

**To attend the meeting via teleconference please dial 1- 866-921-5493  
and enter passcode 6364276#**

**OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE**

**In accordance with the Open Public Meetings Act, notice of this meeting was given by:**

- I. Advertising the notice in the Courier Post;**
- II. Filing advance written notice of this meeting with the Commissioners of the Camden County Insurance Commission; and**
- III. Posting notice on the Public Bulletin Board of the Office of the County Clerk and the Regional Emergency Training Center**

**CAMDEN COUNTY INSURANCE COMMISSION  
AGENDA  
OPEN PUBLIC MEETING: APRIL 26, 2016  
CAMDEN COUNTY COLLEGE REGIONAL  
EMERGENCY TRAINING CENTER  
CONFERENCE ROOM  
420 WOODBURY-TURNERSVILLE ROAD  
BLACKWOOD, NJ  
2:00 PM**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- PLEDGE OF ALLEGIANCE**
- ROLL CALL OF COMMISSIONERS**
- APPROVAL OF MINUTES:** February 25, 2016 Open.....Appendix I  
February 25, 2016 Closed Minutes.....Handout
- CORRESPONDENCE**
  
- COMMITTEE REPORTS**
  - Safety Committee: ..... Verbal
  - Claims Committee: ..... Verbal
- EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMA .....Pages 3-20**
- TREASURER – David McPeak**
  - Resolution 24-16 March Bill List – Confirmation of Payment ..... Pages 21-22
  - Resolution 25-16 April Bill List .....Page 23
  - January & February Monthly Treasurer Reports ..... Pages 24-27
- ATTORNEY – Laura J. Paffenroth, Esq..... Verbal**
- CLAIMS SERVICE –AmeriHealth Casualty Services**
  - Medical Savings Report .....Page 28
- CEL SAFETY DIRECTOR – J.A. Montgomery Risk Control**
  - Monthly Report..... Pages 29-35
- OLD BUSINESS**
- NEW BUSINESS**
- PUBLIC COMMENT**
- CLOSED SESSION- PARS**
  - Resolution 26-16 Closed Session.....Page 36
  - Motion for Executive Session (in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-12)

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- MEETING ADJOURNMENT**
- NEXT SCHEDULED MEETINGS: May 26, 2016 Camden County College Regional  
Emergency Training Center, 420 Woodbury-Turnersville Road, Blackwood, NJ 08102,  
2:00 PM**

**CAMDEN COUNTY INSURANCE COMMISSION**

9 Campus Drive, Suite 16, Parsippany, NJ 07054

Telephone (201) 881-7632

Fax (201) 881-7633

Date: April 26, 2016

Memo to: Commissioners of the Camden County Insurance Commission

From: PERMA Risk Management Services

Subject: Executive Director's Report

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- CEL Underwriting Manager Team** – We would like to welcome and introduce Ed Cooney. Ed will be the CEL Underwriting Manager. Ed will replace Tom Nolan who will retire on July 1, 2016. The Underwriting Manager Team also includes Tim Friel and Alex DeLuccia. Ed can be reached at 973-659-6424 or [ecooney@connerstrong.com](mailto:ecooney@connerstrong.com).
  
- Certificate of Insurance Issuance Report (Pages 6-9)** – Attached on pages 6-9 is the certificate of insurance issuance reports from the CEL listing those certificates issued for the period of 2/22/16 to 4/22/16. There were 20 certificate of insurances issued during this period.
  - Motion to approve the certificate of insurance report**
  
- 2016 Risk Management Plan (Page 10)** – The Fund Office discovered there was an error on page 2, section 2a.) Worker Compensation limits of the 2016 Risk Management Plan. The plan should read CCMUA and CCHSC retain their first \$800,000 instead of \$750,000. A corrected version of the page is included in the agenda on page 10 and the change is highlighted in blue.
  - Motion to approve the revision to the 2016 Risk Management Plan**
  
- On Line Driving Training Course** – We have received a request from Mr. DiAngelo requesting 250 usages for the online National Safety Counsel Defensive Course offered through SafeServe.com for 2016. The Commission has approved this expense in past years and we are asking the Commission to consider approving this expense again for 2016.
  - Motion to approve the Online Defensive Driver Training Course for 250 usages for a cost of \$5,250**
  
- 2016 Actuary Fee** – At the February 25, 2016 meeting the Commissioners approved an award of contract to Actuarial Advantage in the amount of \$15,626. The fee was incorrect and should have been \$10,200. We are asking for a motion to amend the 2016 Actuary fee to \$10,200.

- ❑ **Motion to amend the award of contract to Actuarial Advantage with a fee of \$10,200**
- ❑ **NJ Excess Counties Insurance Fund (CELJIF) (Pages 11-13)** – The CEL held its Re-Organization Meeting on February 25, 2016 and adopted the respective reorganization resolutions. The Fund Commissioners re-appointed PERMA as Executive Director, J.A. Montgomery as Safety Director and Conner Strong & Buckelew as the Underwriting Manager. A summary report of the meeting is included in the agenda on pages 11-13. The CEL also met prior to the Commission meeting today.
- ❑ **CCIC Financial Fast Track (Pages 14-15)** – Included in the agenda on pages 14-15 are copies of the Financial Fast Track Reports for January and February. As of **February 29, 2016** the report indicates the Commission has a surplus of **\$11,326,879**. Line 10 of the report, “Investment in Joint Venture” is the Camden County Insurance Commission’s share of the equity in the CEL. CCIC’s current equity in the CEL is **\$2,080,684**.
- ❑ **NJ CEL Property and Casualty Financial Fast Track (Pages 16-17)** - Included in the agenda on pages 16-17 are copies of the NJ CEL Financial Fast Track Report for the months of January and February. As **February 29, 2016** the report indicates the Fund has a surplus of \$6,395,498.
- ❑ **Claims Tracking Report (Page 18)** – Included in the agenda on page 18 is the Claims Activity Report as of March 31, 2016. The Claims Activity monitors open and closed claims each month. The Executive Director will review the report with the Commission.
- ❑ **2016 Property & Casualty Assessments** – The second Property & Casualty Assessment payment is due on May 15, 2016. Payments should be sent to the Commission Treasurer, David McPeak.
- ❑ **2016 Excess Insurance and Ancillary Coverage Policies** - On April 1, 2016 the CEL Underwriting Manager distributed an e-mail providing login information and instructions to access the Conner Strong & Buckelew website to view the insurance policies and endorsements. If any authorized representative experiences difficulty with the website they should contact the Fund Office for assistance.
- ❑ **Legal Defense Panel Contracts** – The Defense Panel Contracts will expire on 5/31/16. The Commission Attorney has advertised the Request for Proposals for Legal Services for the Insurance Commission. The responses to the RFP are due to the Division of Purchasing on Tuesday, May 10, 2016 at 11:00 AM.
- ❑ **2015 Audit** – The auditor is in the process of preparing the 2015 Fund Year Audit. When the audit is completed, Mr. Jim Miles of Bowman & Company will be asked to attend the meeting to review his report with the Commission.
- ❑ **Conner Strong & Buckelew Announcement (Pages 19-20)** – We are pleased to announce that Conner Strong & Buckelew along with J.A. Montgomery and PERMA have entered into

a strategic alliance with Century Equity Partners. There will be no change in the management of the company. A copy of the announcement is included in the agenda on pages 19-20.

- ❑ **TPA Professional Contract** – Commission Attorney will provide an update on the status of the Third Party Administrator Contract.

# Camden County Insurance Commission Certificate of Insurance Monthly Report

*Friday, April 22, 2016*

From 2/22/16 to 4/22/16

| Holder (H) / Insured Name (I)  | Holder / Insured Address  | Holder Code | Description of Operations   | Issue Date | Coverage |
|--|---|-------------|---|------------|----------|
| <b>CCIC</b>  |   |             |   |            |          |
| H- State of New Jersey<br>I- Camden County Municipal Utilities Authority | Department of the Treasury Fiscal & Resources<br>PO Box 626 Trenton, NJ 08625-0626<br>1645 Ferry Avenue Camden, NJ 08104                    | 555         | Certificate holder is additional insured where obligated by virtue of a3/17/2016 GL EX AU WC written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement (see page 2)                  |            |          |
| above is   |   |             | Camden County Municipal Utilities Authority has a \$800,000 SIR on WC. The program stated excess of the Camden County Municipal Utilities Authority SIR.  |            |          |
|  |   |             | Company E: XS Worker Compensation                      Statutory x \$1,000,000<br>XS Employers Liability                      \$5,000,000 x \$1,000,000<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  |            |          |
| H- Camden County Technical School<br>I- County of Camden                 | 343 Berlin-Cross Keys Road Sicklerville, NJ 08081<br>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102 | 705         | Certificate holder is additional insured where obligated by virtue of a3/1/2016GL EX AU WC written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement (SEE PAGE 2)                    |            |          |
|  |   |             | with respects to transporting campers of Camp Sunny Side from June 27, 2016 - July 29, 2016 making pick-ups at the following stops: Dept of Parks/Cherry Hill, Sterling H.S./Voorhees, Magnolia Municipal Bldg., Blenheim Fire Department and Camden County College/Blackwood.  |            |          |
|  |   |             | Company E: XS Worker Compensation                      Statutory x \$1,000,000<br>XS Employers Liability                      \$5,000,000 x \$1,000,000<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  |            |          |
| H- Sterling High School<br>I- County of Camden                           | 801 Preston Avenue Somerdale, NJ 08083<br>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102            | 783         | Certificate holder is additional insured where obligated by virtue of a3/24/2016 GL EX AU WC written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement with respects to (SEE PAGE 2) |            |          |
|  |   |             | use of parking lot for camper pick up from June 27, 2016 - July 29, 2016.   |            |          |
|  |   |             | Company E: XS Worker Compensation                      Statutory x \$1,000,000<br>XS Employers Liability                      \$5,000,000 x \$1,000,000<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  |            |          |

|  |  |      |  |                       |
|--|--|------|--|-----------------------|
| H- Camden County Dept. of Health and Human Services<br>I- County of Camden | 520 Market Street Camden, NJ 08102<br><br>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102   | 1094 | Evidence of insurance. All operations usual to County Governmental Entity as respects the 2015 Human Services Grant. (SEE PAGE 2)<br><br>Company E: XS Worker Compensation Statutory x \$1,000,000<br>XS Employers Liability \$5,000,000 x \$1,000,000<br>Policy Term 1/1/15 to 1/1/16 Policy # SP4052392  | 4/11/2016 GL EX AU WC |
| H- Williams Scotsman<br>I- County of Camden                                | 1901 Old Cuthbert Road Cherry Hill, NJ 08034<br>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102   | 1108 | Evidence of insurance. All operations usual to County Governmental Entity. (see page 2)<br><br>Company E: XS Worker Compensation Statutory x \$1,000,000<br>XS Employers Liability \$5,000,000 x \$1,000,000<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  | 3/21/2016 GL EX AU WC |
| H- NJ Motor Vehicle Commission<br>I- County of Camden                      | 225 E. State Street Trenton, NJ 08666<br>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102  | 1112 | Evidence of insurance. All operations usual to County Governmental Entity. (SEE PAGE 2)<br><br>Company E: XS Worker Compensation Statutory x \$1,000,000<br>XS Employers Liability \$5,000,000 x \$1,000,000<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  | 3/31/2016 GL EX AU WC |
| H- State of New Jersey<br>I- County of Camden                              | Department of the Treasury Contract Compliance Unit 1116<br>33 West State 9th Floor, PO Box 236 Trenton, NJ 08625-0236<br>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102 | 1116 | Evidence of insurance. All operations usual to County Governmental Entity.<br>Camden County Municipal Utilities Authority has a \$800,000 SIR on WC. The program stated above is excess of the Camden County Municipal Utilities Authority SIR. (SEE PAGE 2)<br><br>Company E: XS Worker Compensation Statutory x \$1,000,000<br>XS Employers Liability \$5,000,000 x \$1,000,000<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261 | 3/15/2016 GL EX AU WC |
| H- New Jersey Department of Health<br>I- County of Camden                  | Division of HIV, STD, and TB Services PO Box 363<br>Trenton, NJ 08625<br>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102  | 1317 | Evidence of insurance. All operations usual to County Governmental Entity as respects a grant. (see page 2)<br><br>Company E: XS Worker Compensation Statutory x \$1,000,000<br>XS Employers Liability \$5,000,000 x \$1,000,000<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  | 3/31/2016 GL EX AU WC |
| H- New Jersey Department of Health<br>I- County of Camden                  | Division of HIV, STD, and TB Services PO Box 363<br>Trenton, NJ 08625<br>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102  | 1317 | Evidence of insurance. All operations usual to County Governmental Entity as respects the Sexually Transmitted Disease (STD) grant. (see page 2)<br><br>Company E: XS Worker Compensation Statutory x \$1,000,000<br>XS Employers Liability \$5,000,000 x \$1,000,000<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261   | 4/14/2016 GL EX AU WC |
| H- New Jersey Department of Health<br>I- County of Camden                  | Division of HIV, STD, and TB Services PO Box 363<br>Trenton, NJ 08625<br>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102  | 1317 | Evidence of insurance. All operations usual to County Governmental Entity as respects the Tuberculosis Control, Specialty Clinic Services grant. (see page 2)  | 4/14/2016 GL EX AU WC |

|  |  |      |   |
|--|--|------|---|
|  |  |      | Company E: XS Worker Compensation      Statutory x \$1,000,000<br>XS Employers Liability                      \$5,000,000 x \$1,000,000<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  |
| H- Camden County College<br>I- County of Camden                            | 200 College Drive Camden, NJ 08102<br>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102             | 1516 | Certificate holder is additional insured where obligated by virtue of a3/1/2016GL EX AU WC written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement (see page as respects Camp Sunny Side Day Camp/Eveving Workshop June 27, 2016 through July 29, 2016 (Monday through Friday 9am-3pm) at Camden County College Campus in Blackwood, NJ. |
|  |  |      | Company E: XS Worker Compensation      Statutory x \$1,000,000<br>XS Employers Liability                      \$5,000,000 x \$1,000,000<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4052392  |
| H- Camden County Dept. of Health and Human Services<br>I- County of Camden | 520 Market Street Camden, NJ 08102<br>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102             | 1523 | Evidence of insurance. All operations usual to County Governmental Entity as respects the 2016 Human Services Grant. (see page 2) 4/11/2016 GL EX AU WC   |
|  |  |      | Company E: XS Worker Compensation      Statutory x \$1,000,000<br>XS Employers Liability                      \$5,000,000 x \$1,000,000<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  |
| H- Department of Events and Community Outreach<br>I- County of Camden      | 1301 Park Blvd. Cherry Hill, NJ 08002<br>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102          | 1547 | Camden County College is additional insured where obligated by virtue of a written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement as respects Camp Sunny Side Day Camp/Evening Workshop, June 27, 2016 through July 29,2016 (Monday through Friday 9am-3pm). (see page 2) 3/1/2016 GL EX AU WC  |
|  |  |      | Company E: XS Worker Compensation      Statutory x \$1,000,000<br>XS Employers Liability                      \$5,000,000 x \$1,000,000<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  |
| H- Live Nation Worldwide, Inc.<br>I- County of Camden                      | BB&T Pavilion, 1 Harbour Blvd Camden, NJ 08103<br>Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102 | 1572 | Evidence of Insurance. All operations usual to County Governmental3/4/2016 GL EX AU WC Entity as respects to the Camden County Spring Job Fair for April 19, 2016. (See page 2)   |
|  |  |      | Company E: XS Worker Compensation      Statutory x \$1,000,000<br>XS Employers Liability                      \$5,000,000 x \$1,000,000<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  |
| H- Ocean County Health Department, WIC Program<br>I- Camden County College | 1771 Madison Ave. Lakewood, NJ 08701<br>PO Box 200 Blackwood, NJ 08021   | 1668 | Certificate holder is additional insured where obligated by virtue of a2/22/2016 GL EX AU written contract or written mutual aid agreement or other written agreement with the Named Assured, but only in respect to acts or operations by or on behalf of the Named Assured, and subject to the limitations on coverage contained in any such written contract or written mutual aid agreement or other written agreement with CCC for dietetic technology program.  |



|  |  |      |   |                       |
|--|--|------|---|-----------------------|
| H- Simon/Preit Gloucester Development, LLC | Gloucester Premium Outlets 100 Premium Outlets Drive, Blackwood, NJ 08012                      | 1678 | Certificate holder, SIMON/PREIT GLOUCESTER DEVELOPMENT, LLC, a Delaware limited liability company, its Managing Agent, Simon Property Group, Inc., and their respective officers, directors, shareholders, members, partners, parents, subsidiaries, related and affiliated entities, agents, servants, and employees are additional insured where obligated by virtue of a written contract or written mutual aid agreement or (see page2) | 3/18/2016 GL EX AU    |
| I- Camden County College                   | PO Box 200 Blackwood, NJ 08021   |      |   |                       |
| H- New Jersey Department of Health         | Division of Epidemiology, Environmental, and Occupational Health P.O Box 360 Trenton, NJ 08625 | 1682 | Evidence of insurance. All operations usual to County Governmental Entity as respects a grant. (see page 2)   | 3/31/2016 GL EX AU WC |
| I- County of Camden                        | Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102         |      | Company E: XS Worker Compensation<br>XS Employers Liability<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  |                       |
| H- New Jersey Department of Health         | Division of Epidemiology, Environmental, and Occupational Health P.O Box 360 Trenton, NJ 08625 | 1682 | Evidence of insurance. All operations usual to County Governmental Entity as respects the Local Core Capacity for Public Health Emergency Preparedness grant application. (see page 2)  | 4/14/2016 GL EX AU WC |
| I- County of Camden                        | Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102         |      | Company E: XS Worker Compensation<br>XS Employers Liability<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  |                       |
| H- New Jersey Department of Health         | Division of Family Health Services P.O Box 364 Trenton, NJ 08625                               | 1683 | Evidence of insurance. All operations usual to County Governmental Entity as respects a grant. (see page 2)   | 3/31/2016 GL EX AU WC |
| I- County of Camden                        | Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102         |      | Company E: XS Worker Compensation<br>XS Employers Liability<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  |                       |
| H- Veterans Job Fair 2016                  | BB&T Pavillion 1 Harbour Blvd. Camden, NJ 08103  | 1691 | Evidence of insurance. All operations usual to County Governmental Entity as respects the Veterans Job Fair on May 4, 2016. (see page 2)  | 4/19/2016 GL EX AU WC |
| I- County of Camden                        | Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102         |      | Company E: XS Worker Compensation<br>XS Employers Liability<br>Policy Term 1/1/16 to 1/1/17 Policy # SP4054261  |                       |

**Total # of Holders = 20**

- Employed Lawyers Liability
- Cyber Liability
- Non-Owned Aircraft Liability

1.) The limits of coverage.

a.) Workers' Compensation limits.

- The Insurance Commission covers \$300,000 per occurrence including:
  - Employer's Liability - \$300,000 per occurrence.
  - USL&H – \$300,000 per occurrence.
  - Harbor Marine/Jones Act - \$300,000 per occurrence.

*Camden County Department of Police Services (CCPD) was added for coverage effective 4/8/13. Except for CCPD, CCC, CCMUA and CCHSC. The Insurance Commission covers \$1,000,000 per occurrence for CCPD. CCMUA and CCHSC retain their first \$800,000. CCC does not currently purchase workers compensation insurance from the Commission. Also, Camden County has a \$5,000 per occurrence entity deductible.*

- The NJC covers excess workers compensation claims to the following limits, *except for CCPD, CCC, CCMUA and CCHSC. CCMUA and CCHSC retain their first \$800,000. CCC and CCPD do not currently purchase workers compensation insurance from the NJC.*
  - Workers' Compensation – statutory excess of the Insurance Commission's \$500,000.
  - Employer's Liability - at a sub-limit of \$25,200,000 excess of the Insurance Commission's \$500,000.
  - USL&H – \$250,000 less NJ State benefits excess of the Insurance Commission's SIR of \$300,000.

**NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND**

9 Campus Drive – Suite 216  
 Parsippany, NJ 07054-4412  
 Telephone (201) 881-7632 Fax (201) 881-7633

**Date:** February 25, 2016

**To:** Executive Committee  
 Camden County Insurance Commission

**From:** PERMA Risk Management Services

**Subject:** New Jersey Counties Excess Meeting Report

**2016 Reorganization:** The NJCE conducted its 2016 Reorganization and adopted the respective resolutions to conduct the business of the Fund.

As per the NJCE Bylaws, the total number of commissioners exceeds seven and can meet as an Executive Committee with a Chair, Secretary, a five-member Executive Committee and up to four Alternate Commissioners. Below is a listing of the 2016 Executive Committee and alternates; however, the NJCE meets as a Board of Fund Commissioners.

**2016 Officers & Executive Committee**

|                     |                      |   |
|---------------------|----------------------|---|
| Chairman            | Ross Angilella       | Camden County Insurance Commission      |
| Secretary           | John Kelly           | Ocean County                            |
| Executive Committee | Janette Kessler      | Atlantic County Insurance Commission    |
|                     | Kendall Collins      | Burlington County Insurance Commission  |
|                     | Ken Mecouch          | Cumberland County Insurance Commission  |
|                     | Gerald White         | Gloucester County Insurance Commission  |
|                     | Edmund Shea          | Hudson County                           |
| Alternates          | Andrew Mair          | Mercer County Insurance Fund Commission |
|                     | Jessica Foote Bishop | Salem County Insurance Commission       |
|                     | Michael Yuska        | Union County                            |

**Public Meeting Procedures:** The Board of Fund Commissioners confirmed the following meeting schedule:

**2016 Meeting Schedule & 2017 Reorganization**

|                    |  |        |
|--------------------|--|--------|
| April 26, 2016     | Camden County Emergency Training Center                        | 1:00PM |
| June 23, 2016      | Camden County Emergency Training Center                        | 1:00PM |
| September 22, 2016 | Camden County Emergency Training Center                        | 1:00PM |
| October 27, 2016   | Camden County Emergency Training Center                        | 1:00PM |
| November 17, 2016  | Camden County Emergency Training Center                        | 1:00PM |
| February 23, 2017  | 2017 Reorganization<br>Camden County Emergency Training Center | 1:00PM |

**2016 Risk Management Plan:** Included as part of the Reorganization was the 2016 Risk Management Plan with changes highlighted from the prior year.

**Professional Contracts:**

**Award of Contracts Executive Director, Underwriting Manager and Safety Director-** The fund released and advertised Request for Proposals for these vendors for a three-year period; responses were reviewed by the Fund Attorney, Chairman, Secretary and Treasurer. The Board adopted a resolution authorizing the award of contracts, pursuant to a publicly advertised request for proposal by and between the Fund and PERMA Risk Management Services as Executive Director, Conner Strong & Buckelew as Underwriting Manager and J.A. Montgomery as Safety Director. Contract term is from February 25, 2016 through reorganization of the Fund in February 2019.

**Solicitation of Quotations Auditor:** The fund's one-year contract for auditing services is set to expire in April. The Board authorized the fund office to solicit quotations for auditing services; results will be prepared by the next meeting for the board to review and award a contract so services can begin on the audit ending December 31, 2015.

**Actuary:** The fund awarded a contract to The Actuarial Advantage for a one-year period on 11/19/15 and their previous contract term expired on 6/30/15. In the interim, the firm provided actuarial services and submitted a request to approve payment for services rendered. The Board adopted a resolution to authorize payment in equity to The Actuarial Advantage.

**2013 DOBI Examination:** The State of New Jersey Department of Banking & Insurance performed an examination of the Fund for the 2013 Fund Year. The examination contained no negative findings or recommendations. The Board approved the Examination Report and would execute the necessary affidavits for the fund office to file with the DOBI.

**NJCE Website:** The Fund received correspondence from the Department of Banking & Insurance, which noted items that did not appear on the fund's website as per N.J.S.A. 40A:10-38.14 Internet Website Documentation. Executive Director reported the fund office responded by the deadline indicating where the documentation could be located.

**NJCE Financials:** The Financial Fast Track as of December 31, 2015 reflected the fund's statutory surplus of \$5.9 million.

**2016 Excess & Ancillary Renewals:** The Board previously approved authorization for the Underwriting Manager to bind coverage of the 2016 renewal program. Underwriting Manager provided a summary report on the renewal program, which detailed significant changes. The Extraordinary Unspecifiable Services (EUS) statements were included in the agenda and the Board of Fund Commissioners adopted a resolution memorializing the authorization of the purchase of insurances.

**Claims Status Summary:** AmeriHealth Casualty Services provided a summary report of any claims with large open reserves which were reviewed during Closed Session.

**Risk Control:** Safety Director's report included a report reflecting the risk control activities from November 2015-February 2016.

**Next Meeting:** The next meeting of the NJCE fund is scheduled for Tuesday April 26, 2016 at 1:00PM at the Camden County College Regional Emergency Training Center.

| CAMDEN COUNTY INSURANCE COMMISSION     |                  |                  |                   |                   |  |
|--|------------------|------------------|-------------------|-------------------|--|
| FINANCIAL FAST TRACK REPORT            |                  |                  |                   |                   |  |
| AS OF January 31, 2016                 |                  |                  |                   |                   |  |
| ALL YEARS COMBINED                     |                  |                  |                   |                   |  |
|  | THIS MONTH       | YTD CHANGE       | PRIOR YEAR END    | FUND BALANCE      |  |
| 1. UNDERWRITING INCOME                 | 1,411,799        | 1,411,799        | 67,955,573        | 69,367,372        |  |
| 2. CLAIM EXPENSES                      |                  |                  |                   |                   |  |
| Paid Claims                            | 265,264          | 265,264          | 11,327,435        | 11,592,698        |  |
| Case Reserves                          | (178,917)        | (178,917)        | 4,544,354         | 4,365,437         |  |
| IBNR                                   | 996,880          | 996,880          | 10,860,735        | 11,857,615        |  |
| Discounted Claim Value                 | (17,703)         | (17,703)         | (346,320)         | (364,023)         |  |
| <b>TOTAL CLAIMS</b>                    | <b>1,065,524</b> | <b>1,065,524</b> | <b>26,386,203</b> | <b>27,451,727</b> |  |
| 3. EXPENSES                            |                  |                  |                   |                   |  |
| Excess Premiums                        | 544,682          | 544,682          | 28,400,740        | 28,945,422        |  |
| Administrative                         | 57,368           | 57,368           | 3,369,646         | 3,427,013         |  |
| <b>TOTAL EXPENSES</b>                  | <b>602,049</b>   | <b>602,049</b>   | <b>31,770,386</b> | <b>32,372,435</b> |  |
| 4. UNDERWRITING PROFIT (1-2-3)         | (255,774)        | (255,774)        | 9,798,984         | 9,543,210         |  |
| 5. INVESTMENT INCOME                   | 4,912            | 4,912            | 153,790           | 158,702           |  |
| 6. PROFIT (4 + 5)                      | (250,862)        | (250,862)        | 9,952,775         | 9,701,912         |  |
| 7. CEL APPROPRIATION CANCELLATION      | 0                | 0                | 212,516           | 212,516           |  |
| 8. DIVIDEND INCOME                     | 0                | 0                | 101,047           | 101,047           |  |
| 9. INVESTMENT IN JOINT VENTURE         | 32,924           | 32,924           | 2,068,906         | 2,101,830         |  |
| 10. SURPLUS (6 + 7 + 8)                | (217,938)        | (217,938)        | 12,335,243        | 12,117,306        |  |
| <b>SURPLUS (DEFICITS) BY FUND YEAR</b> |                  |                  |                   |                   |  |
| 2010                                   | 2,662            | 2,662            | (50,504)          | (47,841)          |  |
| 2011                                   | (55,375)         | (55,375)         | 1,049,272         | 993,896           |  |
| 2012                                   | 2,874            | 2,874            | 1,278,583         | 1,281,457         |  |
| 2013                                   | 20,764           | 20,764           | 4,225,475         | 4,246,238         |  |
| 2014                                   | 52,616           | 52,616           | 3,880,904         | 3,933,520         |  |
| 2015                                   | (369,005)        | (369,005)        | 1,951,513         | 1,582,508         |  |
| 2016                                   | 127,527          | 127,527          |                   | 127,527           |  |
| <b>TOTAL SURPLUS (DEFICITS)</b>        | <b>(217,938)</b> | <b>(217,938)</b> | <b>12,335,242</b> | <b>12,117,305</b> |  |
| <b>TOTAL CASH</b>                      |                  |                  |                   |                   |  |
| <b>21,057,144</b>                      |                  |                  |                   |                   |  |
| <b>CLAIM ANALYSIS BY FUND YEAR</b>     |                  |                  |                   |                   |  |
| <b>FUND YEAR 2010</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 188              | 188              | 2,628,285         | 2,628,472         |  |
| Case Reserves                          | (788)            | (788)            | 92,540            | 91,752            |  |
| IBNR                                   | (2,069)          | (2,069)          | 68,957            | 66,888            |  |
| Discounted Claim Value                 | 44               | 44               | (2,516)           | (2,472)           |  |
| <b>TOTAL FY 2010 CLAIMS</b>            | <b>(2,626)</b>   | <b>(2,626)</b>   | <b>2,787,266</b>  | <b>2,784,640</b>  |  |
| <b>FUND YEAR 2011</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 6,069            | 6,069            | 1,939,865         | 1,945,934         |  |
| Case Reserves                          | (51,939)         | (51,939)         | 254,193           | 202,253           |  |
| IBNR                                   | (2,317)          | (2,317)          | 77,228            | 74,911            |  |
| Discounted Claim Value                 | 1,441            | 1,441            | (6,839)           | (5,398)           |  |
| <b>TOTAL FY 2011 CLAIMS</b>            | <b>(46,746)</b>  | <b>(46,746)</b>  | <b>2,264,446</b>  | <b>2,217,701</b>  |  |
| <b>FUND YEAR 2012</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 5,753            | 5,753            | 1,505,816         | 1,511,569         |  |
| Case Reserves                          | 32,865           | 32,865           | 338,978           | 371,843           |  |
| IBNR                                   | (4,372)          | (4,372)          | 145,729           | 141,357           |  |
| Discounted Claim Value                 | (206)            | (206)            | (10,606)          | (10,813)          |  |
| <b>TOTAL FY 2012 CLAIMS</b>            | <b>34,039</b>    | <b>34,039</b>    | <b>1,979,917</b>  | <b>2,013,957</b>  |  |
| <b>FUND YEAR 2013</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 12,066           | 12,066           | 2,135,836         | 2,147,901         |  |
| Case Reserves                          | (13,946)         | (13,946)         | 1,137,999         | 1,124,053         |  |
| IBNR                                   | (12,772)         | (12,772)         | 1,277,722         | 1,264,950         |  |
| Discounted Claim Value                 | 540              | 540              | (49,350)          | (48,810)          |  |
| <b>TOTAL FY 2013 CLAIMS</b>            | <b>(14,113)</b>  | <b>(14,113)</b>  | <b>4,502,207</b>  | <b>4,488,094</b>  |  |
| <b>FUND YEAR 2014</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 130,592          | 130,592          | 2,250,678         | 2,381,270         |  |
| Case Reserves                          | (169,512)        | (169,512)        | 1,877,491         | 1,707,978         |  |
| IBNR                                   | (13,574)         | (13,574)         | 2,716,202         | 2,702,628         |  |
| Discounted Claim Value                 | 4,038            | 4,038            | (105,905)         | (101,866)         |  |
| <b>TOTAL FY 2014 CLAIMS</b>            | <b>(48,457)</b>  | <b>(48,457)</b>  | <b>6,738,466</b>  | <b>6,690,009</b>  |  |
| <b>FUND YEAR 2015</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 110,596          | 110,596          | 866,955           | 977,552           |  |
| Case Reserves                          | 12,905           | 12,905           | 843,153           | 856,058           |  |
| IBNR                                   | 229,712          | 229,712          | 6,574,897         | 6,804,610         |  |
| Discounted Claim Value                 | (5,678)          | (5,678)          | (171,104)         | (176,782)         |  |
| <b>TOTAL FY 2015 CLAIMS</b>            | <b>347,535</b>   | <b>347,535</b>   | <b>8,113,902</b>  | <b>8,461,437</b>  |  |
| <b>FUND YEAR 2016</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 0                | 0                |                   | 0                 |  |
| Case Reserves                          | 11,500           | 11,500           |                   | 11,500            |  |
| IBNR                                   | 802,272          | 802,272          |                   | 802,272           |  |
| Discounted Claim Value                 | (17,882)         | (17,882)         |                   | (17,882)          |  |
| <b>TOTAL FY 2016 CLAIMS</b>            | <b>795,890</b>   | <b>795,890</b>   | <b>0</b>          | <b>795,890</b>    |  |
| <b>COMBINED TOTAL CLAIMS</b>           | <b>1,065,524</b> | <b>1,065,524</b> | <b>26,386,203</b> | <b>27,451,727</b> |  |

This report is based upon information which has not been audited nor certified by an actuary and as such may not truly represent the condition of the fund.

| CAMDEN COUNTY INSURANCE COMMISSION     |                  |                  |                   |                   |  |
|--|------------------|------------------|-------------------|-------------------|--|
| FINANCIAL FAST TRACK REPORT            |                  |                  |                   |                   |  |
| AS OF February 29, 2016                |                  |                  |                   |                   |  |
| ALL YEARS COMBINED                     |                  |                  |                   |                   |  |
|  | THIS MONTH       | YTD CHANGE       | PRIOR YEAR END    | FUND BALANCE      |  |
| 1. UNDERWRITING INCOME                 | 1,411,799        | 2,823,598        | 67,955,573        | 70,779,171        |  |
| 2. CLAIM EXPENSES                      |                  |                  |                   |                   |  |
| Paid Claims                            | 339,602          | 604,865          | 11,327,435        | 11,932,300        |  |
| Case Reserves                          | 361,670          | 182,753          | 4,544,354         | 4,727,107         |  |
| IBNR                                   | 806,716          | 1,803,597        | 10,860,735        | 12,664,331        |  |
| Discounted Claim Value                 | (25,908)         | (43,611)         | (346,320)         | (389,931)         |  |
| <b>TOTAL CLAIMS</b>                    | <b>1,482,080</b> | <b>2,547,604</b> | <b>26,386,203</b> | <b>28,933,808</b> |  |
| 3. EXPENSES                            |                  |                  |                   |                   |  |
| Excess Premiums                        | 544,682          | 1,089,363        | 28,400,740        | 29,490,103        |  |
| Administrative                         | 57,469           | 114,837          | 3,369,646         | 3,484,483         |  |
| <b>TOTAL EXPENSES</b>                  | <b>602,151</b>   | <b>1,204,200</b> | <b>31,770,386</b> | <b>32,974,586</b> |  |
| 4. UNDERWRITING PROFIT (1-2-3)         | (672,432)        | (928,206)        | 9,798,984         | 8,870,777         |  |
| 5. INVESTMENT INCOME                   | 4,199            | 9,111            | 153,790           | 162,901           |  |
| 6. PROFIT (4 + 5)                      | (668,233)        | (919,095)        | 9,952,774         | 9,033,679         |  |
| 7. CEL APPROPRIATION CANCELLATION      | 0                | 0                | 212,516           | 212,516           |  |
| 8. DIVIDEND INCOME                     | 0                | 0                | 101,047           | 101,047           |  |
| 9. DIVIDEND EXPENSE                    | 0                | 0                | (101,047)         | (101,047)         |  |
| 10. INVESTMENT IN JOINT VENTURE        | (21,146)         | 11,778           | 2,068,906         | 2,080,684         |  |
| <b>11. SURPLUS (6 + 7 + 8)</b>         | <b>(689,379)</b> | <b>(907,317)</b> | <b>12,234,196</b> | <b>11,326,879</b> |  |
| <b>SURPLUS (DEFICITS) BY FUND YEAR</b> |                  |                  |                   |                   |  |
| 2010                                   | (299)            | 2,363            | (151,551)         | (149,187)         |  |
| 2011                                   | (5,019)          | (60,394)         | 1,049,272         | 988,878           |  |
| 2012                                   | (152,061)        | (149,187)        | 1,278,583         | 1,129,396         |  |
| 2013                                   | (23,284)         | (2,520)          | 4,225,475         | 4,225,955         |  |
| 2014                                   | (55,024)         | (2,408)          | 3,880,904         | 3,878,496         |  |
| 2015                                   | (500,740)        | (869,745)        | 1,951,513         | 1,081,768         |  |
| 2016                                   | 47,048           | 174,574          |                   | 174,574           |  |
| <b>TOTAL SURPLUS (DEFICITS)</b>        | <b>(689,379)</b> | <b>(907,317)</b> | <b>12,234,196</b> | <b>11,326,879</b> |  |
| <b>TOTAL CASH</b>                      |                  |                  |                   |                   |  |
|  |                  |                  |                   | <b>17,752,110</b> |  |
| <b>CLAIM ANALYSIS BY FUND YEAR</b>     |                  |                  |                   |                   |  |
| <b>FUND YEAR 2010</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 845              | 1,033            | 2,628,285         | 2,629,317         |  |
| Case Reserves                          | 6,655            | 5,867            | 92,540            | 98,407            |  |
| IBNR                                   | (345)            | (2,413)          | 68,957            | 66,543            |  |
| Discounted Claim Value                 | (131)            | (88)             | (2,516)           | (2,604)           |  |
| <b>TOTAL FY 2010 CLAIMS</b>            | <b>7,024</b>     | <b>4,398</b>     | <b>2,787,266</b>  | <b>2,791,664</b>  |  |
| <b>FUND YEAR 2011</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 668              | 6,737            | 1,939,865         | 1,946,602         |  |
| Case Reserves                          | 6,732            | (45,207)         | 254,193           | 208,985           |  |
| IBNR                                   | (386)            | (2,703)          | 77,228            | 77,525            |  |
| Discounted Claim Value                 | (59)             | 1,383            | (6,839)           | (5,456)           |  |
| <b>TOTAL FY 2011 CLAIMS</b>            | <b>6,955</b>     | <b>(39,791)</b>  | <b>2,264,446</b>  | <b>2,224,656</b>  |  |
| <b>FUND YEAR 2012</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 45,234           | 50,987           | 1,505,816         | 1,556,803         |  |
| Case Reserves                          | (55,234)         | (22,369)         | 338,978           | 316,609           |  |
| IBNR                                   | (729)            | (5,101)          | 145,729           | 140,629           |  |
| Discounted Claim Value                 | 810              | 604              | (10,606)          | (10,003)          |  |
| <b>TOTAL FY 2012 CLAIMS</b>            | <b>(9,919)</b>   | <b>24,121</b>    | <b>1,979,917</b>  | <b>2,004,038</b>  |  |
| <b>FUND YEAR 2013</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 32,257           | 44,323           | 2,135,836         | 2,180,159         |  |
| Case Reserves                          | 885              | (13,062)         | 1,137,999         | 1,124,938         |  |
| IBNR                                   | (6,386)          | (19,158)         | 1,277,722         | 1,258,564         |  |
| Discounted Claim Value                 | 352              | 892              | (49,350)          | (48,458)          |  |
| <b>TOTAL FY 2013 CLAIMS</b>            | <b>27,108</b>    | <b>12,995</b>    | <b>4,502,207</b>  | <b>4,515,202</b>  |  |
| <b>FUND YEAR 2014</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 147,624          | 278,215          | 2,250,678         | 2,528,893         |  |
| Case Reserves                          | (48,114)         | (217,626)        | 1,877,491         | 1,659,864         |  |
| IBNR                                   | (10,860)         | (24,434)         | 2,716,202         | 2,691,768         |  |
| Discounted Claim Value                 | 1,410            | 5,449            | (105,905)         | (100,456)         |  |
| <b>TOTAL FY 2014 CLAIMS</b>            | <b>90,060</b>    | <b>41,604</b>    | <b>6,738,466</b>  | <b>6,780,070</b>  |  |
| <b>FUND YEAR 2015</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 98,784           | 209,380          | 866,955           | 1,076,336         |  |
| Case Reserves                          | 367,484          | 380,389          | 843,153           | 1,223,542         |  |
| IBNR                                   | 39,391           | 269,103          | 6,574,897         | 6,844,000         |  |
| Discounted Claim Value                 | (9,192)          | (14,870)         | (171,104)         | (185,974)         |  |
| <b>TOTAL FY 2015 CLAIMS</b>            | <b>496,467</b>   | <b>844,002</b>   | <b>8,113,902</b>  | <b>8,957,904</b>  |  |
| <b>FUND YEAR 2016</b>                  |                  |                  |                   |                   |  |
| Paid Claims                            | 14,190           | 14,190           |                   | 14,190            |  |
| Case Reserves                          | 83,262           | 94,762           |                   | 94,762            |  |
| IBNR                                   | 786,030          | 1,588,302        |                   | 1,588,302         |  |
| Discounted Claim Value                 | (19,098)         | (36,980)         |                   | (36,980)          |  |
| <b>TOTAL FY 2016 CLAIMS</b>            | <b>864,384</b>   | <b>1,660,274</b> | <b>0</b>          | <b>1,660,274</b>  |  |
| <b>COMBINED TOTAL CLAIMS</b>           | <b>1,482,080</b> | <b>2,547,604</b> | <b>26,386,203</b> | <b>28,933,808</b> |  |

This report is based upon information which has not been audited nor certified by an actuary and as such may not truly represent the condition of the fund.

| NEW JERSEY COUNTIES EXCESS JIF         |                                 |                 |                 |                   |                   |  |
|--|---------------------------------|-----------------|-----------------|-------------------|-------------------|--|
| FINANCIAL FAST TRACK REPORT            |                                 |                 |                 |                   |                   |  |
| AS OF January 31, 2016                 |                                 |                 |                 |                   |                   |  |
| ALL YEARS COMBINED                     |                                 |                 |                 |                   |                   |  |
|  |                                 | THIS            | YTD             | PRIOR             | FUND              |  |
|  |                                 | MONTH           | CHANGE          | YEAR END          | BALANCE           |  |
| 1.                                     | UNDERWRITING INCOME             | 1,787,112       | 1,787,112       | 76,187,004        | 77,974,116        |  |
| 2.                                     | CLAIM EXPENSES                  |                 |                 |                   |                   |  |
|  | Paid Claims                     | 254,592         | 254,592         | 1,089,800         | 1,344,392         |  |
|  | Case Reserves                   | (68,975)        | (68,975)        | 2,413,317         | 2,344,342         |  |
|  | IBNR                            | 335,418         | 335,418         | 9,188,910         | 9,524,329         |  |
|  | Discounted Claim Value          | (28,911)        | (28,911)        | (651,074)         | (679,985)         |  |
|  | <b>TOTAL CLAIMS</b>             | <b>492,124</b>  | <b>492,124</b>  | <b>12,040,954</b> | <b>12,533,078</b> |  |
| 3.                                     | EXPENSES                        |                 |                 |                   |                   |  |
|  | Excess Premiums                 | 807,826         | 807,826         | 52,056,606        | 52,864,432        |  |
|  | Administrative                  | 132,341         | 132,341         | 5,652,282         | 5,784,623         |  |
|  | <b>TOTAL EXPENSES</b>           | <b>940,167</b>  | <b>940,167</b>  | <b>57,708,888</b> | <b>58,649,055</b> |  |
| 4.                                     | UNDERWRITING PROFIT (1-2-3)     | 354,821         | 354,821         | 6,437,162         | 6,791,983         |  |
| 5.                                     | INVESTMENT INCOME               | 3,638           | 3,638           | 184,725           | 188,362           |  |
| 6.                                     | PROFIT (4+5)                    | 358,459         | 358,459         | 6,621,887         | 6,980,346         |  |
| 7.                                     | Dividend                        | 0               | 0               | 150,000           | 150,000           |  |
| 8.                                     | Cancelled Appropriations        | 0               | 0               | 607,551           | 607,551           |  |
| 9.                                     | <b>SURPLUS (6-7-8)</b>          | <b>358,459</b>  | <b>358,459</b>  | <b>5,864,336</b>  | <b>6,222,795</b>  |  |
| <b>SURPLUS (DEFICITS) BY FUND YEAR</b> |                                 |                 |                 |                   |                   |  |
|  | 2010                            | 4,230           | 4,230           | 642,182           | 646,412           |  |
|  | 2011                            | (225,620)       | (225,620)       | 1,149,228         | 923,608           |  |
|  | 2012                            | 100,231         | 100,231         | 477,778           | 578,009           |  |
|  | 2013                            | 16,486          | 16,486          | 1,259,797         | 1,276,283         |  |
|  | 2014                            | 12,923          | 12,923          | 1,417,920         | 1,430,843         |  |
|  | 2015                            | (99,309)        | (99,309)        | 917,430           | 818,121           |  |
|  | 2016                            | 549,518         | 549,518         |                   | 549,518           |  |
|  | <b>TOTAL SURPLUS (DEFICITS)</b> | <b>358,459</b>  | <b>358,459</b>  | <b>5,864,335</b>  | <b>6,222,794</b>  |  |
|  | <b>TOTAL CASH</b>               |                 |                 |                   | <b>8,592,052</b>  |  |
| <b>CLAIM ANALYSIS BY FUND YEAR</b>     |                                 |                 |                 |                   |                   |  |
| <b>FUND YEAR 2010</b>                  |                                 |                 |                 |                   |                   |  |
|  | Paid Claims                     | 901             | 901             | 163,454           | 164,355           |  |
|  | Case Reserves                   | 4,845           | 4,845           | 1                 | 4,846             |  |
|  | IBNR                            | (9,796)         | (9,796)         | 326,545           | 316,749           |  |
|  | Discounted Claim Value          | 54              | 54              | (11,008)          | (10,954)          |  |
|  | <b>TOTAL FY 2010 CLAIMS</b>     | <b>(3,996)</b>  | <b>(3,996)</b>  | <b>478,992</b>    | <b>474,996</b>    |  |
| <b>FUND YEAR 2011</b>                  |                                 |                 |                 |                   |                   |  |
|  | Paid Claims                     | 91,234          | 91,234          | 144,097           | 235,331           |  |
|  | Case Reserves                   | 166,357         | 166,357         | 262,007           | 428,364           |  |
|  | IBNR                            | (18,717)        | (18,717)        | 623,896           | 605,179           |  |
|  | Discounted Claim Value          | (12,832)        | (12,832)        | (41,637)          | (54,469)          |  |
|  | <b>TOTAL FY 2011 CLAIMS</b>     | <b>226,042</b>  | <b>226,042</b>  | <b>988,363</b>    | <b>1,214,405</b>  |  |
| <b>FUND YEAR 2012</b>                  |                                 |                 |                 |                   |                   |  |
|  | Paid Claims                     | 127,973         | 127,973         | 515,889           | 643,861           |  |
|  | Case Reserves                   | (203,092)       | (203,092)       | 856,270           | 653,178           |  |
|  | IBNR                            | (33,601)        | (33,601)        | 1,120,043         | 1,086,442         |  |
|  | Discounted Claim Value          | 8,992           | 8,992           | (82,267)          | (73,276)          |  |
|  | <b>TOTAL FY 2012 CLAIMS</b>     | <b>(99,729)</b> | <b>(99,729)</b> | <b>2,409,934</b>  | <b>2,310,205</b>  |  |
| <b>FUND YEAR 2013</b>                  |                                 |                 |                 |                   |                   |  |
|  | Paid Claims                     | 0               | 0               | 15,975            | 15,975            |  |
|  | Case Reserves                   | 1               | 1               | 511,304           | 511,305           |  |
|  | IBNR                            | (16,577)        | (16,577)        | 1,657,721         | 1,641,144         |  |
|  | Discounted Claim Value          | 792             | 792             | (110,993)         | (110,201)         |  |
|  | <b>TOTAL FY 2013 CLAIMS</b>     | <b>(15,784)</b> | <b>(15,784)</b> | <b>2,074,007</b>  | <b>2,058,223</b>  |  |
| <b>FUND YEAR 2014</b>                  |                                 |                 |                 |                   |                   |  |
|  | Paid Claims                     | 34,485          | 34,485          | 119,922           | 154,407           |  |
|  | Case Reserves                   | (37,896)        | (37,896)        | 313,106           | 275,211           |  |
|  | IBNR                            | (12,059)        | (12,059)        | 2,411,798         | 2,399,739         |  |
|  | Discounted Claim Value          | 3,388           | 3,388           | (164,745)         | (161,356)         |  |
|  | <b>TOTAL FY 2014 CLAIMS</b>     | <b>(12,081)</b> | <b>(12,081)</b> | <b>2,680,081</b>  | <b>2,668,000</b>  |  |
| <b>FUND YEAR 2015</b>                  |                                 |                 |                 |                   |                   |  |
|  | Paid Claims                     | 0               | 0               | 130,464           | 130,464           |  |
|  | Case Reserves                   | 809             | 809             | 470,629           | 471,438           |  |
|  | IBNR                            | 106,712         | 106,712         | 3,048,907         | 3,155,619         |  |
|  | Discounted Claim Value          | (7,275)         | (7,275)         | (240,424)         | (247,699)         |  |
|  | <b>TOTAL FY 2015 CLAIMS</b>     | <b>100,245</b>  | <b>100,245</b>  | <b>3,409,576</b>  | <b>3,509,822</b>  |  |
| <b>FUND YEAR 2016</b>                  |                                 |                 |                 |                   |                   |  |
|  | Paid Claims                     | 0               | 0               |                   | 0                 |  |
|  | Case Reserves                   | 0               | 0               |                   | 0                 |  |
|  | IBNR                            | 319,457         | 319,457         |                   | 319,457           |  |
|  | Discounted Claim Value          | (22,030)        | (22,030)        |                   | (22,030)          |  |
|  | <b>TOTAL FY 2016 CLAIMS</b>     | <b>297,428</b>  | <b>297,428</b>  | <b>0</b>          | <b>297,428</b>    |  |
|  | <b>COMBINED TOTAL CLAIMS</b>    | <b>492,124</b>  | <b>492,124</b>  | <b>12,040,954</b> | <b>12,533,078</b> |  |

This report is based upon information which has not been audited nor certified by an actuary and as such may not truly represent the condition of the fund.



| NEW JERSEY COUNTIES EXCESS JIF         |                |                  |                   |                   |  |
|--|----------------|------------------|-------------------|-------------------|--|
| FINANCIAL FAST TRACK REPORT            |                |                  |                   |                   |  |
| AS OF February 29, 2016                |                |                  |                   |                   |  |
| ALL YEARS COMBINED                     |                |                  |                   |                   |  |
|  | THIS MONTH     | YTD CHANGE       | PRIOR YEAR END    | FUND BALANCE      |  |
| 1. UNDERWRITING INCOME                 | 1,764,165      | 3,551,277        | 76,187,004        | 79,738,281        |  |
| 2. CLAIM EXPENSES                      |                |                  |                   |                   |  |
| Paid Claims                            | 533,541        | 788,133          | 1,089,800         | 1,877,933         |  |
| Case Reserves                          | (211,178)      | (280,153)        | 2,413,317         | 2,133,164         |  |
| IBNR                                   | 309,462        | 644,881          | 9,188,910         | 9,833,791         |  |
| Discounted Claim Value                 | (15,064)       | (43,975)         | (651,074)         | (695,049)         |  |
| TOTAL CLAIMS                           | 616,762        | 1,108,886        | 12,040,954        | 13,149,839        |  |
| 3. EXPENSES                            |                |                  |                   |                   |  |
| Excess Premiums                        | 842,880        | 1,650,706        | 52,056,606        | 53,707,312        |  |
| Administrative                         | 134,219        | 266,560          | 5,652,282         | 5,918,842         |  |
| TOTAL EXPENSES                         | 977,099        | 1,917,266        | 57,708,888        | 59,626,154        |  |
| 4. UNDERWRITING PROFIT (1-2-3)         | 170,304        | 525,125          | 6,437,162         | 6,962,287         |  |
| 5. INVESTMENT INCOME                   | 2,399          | 6,037            | 184,725           | 190,761           |  |
| 6. PROFIT (4+5)                        | 172,703        | 531,162          | 6,621,887         | 7,153,049         |  |
| 7. Dividend                            | 0              | 0                | 150,000           | 150,000           |  |
| 8. Cancelled Appropriations            | 0              | 0                | 607,551           | 607,551           |  |
| 9. SURPLUS (6-7-8)                     | 172,703        | 531,162          | 5,864,336         | 6,395,498         |  |
| <b>SURPLUS (DEFICITS) BY FUND YEAR</b> |                |                  |                   |                   |  |
| 2010                                   | 6,303          | 10,533           | 642,182           | 652,715           |  |
| 2011                                   | 3,238          | (222,381)        | 1,149,228         | 926,847           |  |
| 2012                                   | (454,448)      | (354,217)        | 477,778           | 123,561           |  |
| 2013                                   | 8,361          | 24,847           | 1,259,797         | 1,284,644         |  |
| 2014                                   | 140,116        | 153,039          | 1,417,920         | 1,570,960         |  |
| 2015                                   | (22,864)       | (122,173)        | 917,430           | 795,257           |  |
| 2016                                   | 491,996        | 1,041,514        |                   | 1,041,514         |  |
| TOTAL SURPLUS (DEFICITS)               | 172,703        | 531,162          | 5,864,335         | 6,395,497         |  |
| TOTAL CASH                             |                |                  |                   | 10,076,785        |  |
| <b>CLAIM ANALYSIS BY FUND YEAR</b>     |                |                  |                   |                   |  |
| <b>FUND YEAR 2010</b>                  |                |                  |                   |                   |  |
| Paid Claims                            | 0              | 901              | 163,454           | 164,355           |  |
| Case Reserves                          | (4,845)        | (0)              | 1                 | 1                 |  |
| IBNR                                   | (1,633)        | (11,429)         | 326,545           | 315,116           |  |
| Discounted Claim Value                 | 331            | 385              | (11,008)          | (10,622)          |  |
| TOTAL FY 2010 CLAIMS                   | (6,147)        | (10,143)         | 478,992           | 468,849           |  |
| <b>FUND YEAR 2011</b>                  |                |                  |                   |                   |  |
| Paid Claims                            | 0              | 91,234           | 144,097           | 235,331           |  |
| Case Reserves                          | 1              | 166,358          | 262,007           | 428,365           |  |
| IBNR                                   | (3,119)        | (21,836)         | 623,896           | 602,060           |  |
| Discounted Claim Value                 | 148            | (12,684)         | (41,637)          | (54,321)          |  |
| TOTAL FY 2011 CLAIMS                   | (2,970)        | 223,072          | 988,363           | 1,211,434         |  |
| <b>FUND YEAR 2012</b>                  |                |                  |                   |                   |  |
| Paid Claims                            | 479,789        | 607,761          | 515,889           | 1,123,650         |  |
| Case Reserves                          | (15,593)       | (218,685)        | 856,270           | 637,585           |  |
| IBNR                                   | (5,600)        | (39,202)         | 1,120,043         | 1,080,842         |  |
| Discounted Claim Value                 | (3,832)        | 5,160            | (82,267)          | (77,108)          |  |
| TOTAL FY 2012 CLAIMS                   | 454,764        | 355,034          | 2,409,934         | 2,764,969         |  |
| <b>FUND YEAR 2013</b>                  |                |                  |                   |                   |  |
| Paid Claims                            | 0              | 0                | 15,975            | 15,975            |  |
| Case Reserves                          | (1)            | 0                | 511,304           | 511,304           |  |
| IBNR                                   | (8,289)        | (24,866)         | 1,657,721         | 1,632,856         |  |
| Discounted Claim Value                 | 396            | 1,188            | (110,993)         | (109,805)         |  |
| TOTAL FY 2013 CLAIMS                   | (7,894)        | (23,678)         | 2,074,007         | 2,050,329         |  |
| <b>FUND YEAR 2014</b>                  |                |                  |                   |                   |  |
| Paid Claims                            | 1,523          | 36,007           | 119,922           | 155,929           |  |
| Case Reserves                          | (138,522)      | (176,417)        | 313,106           | 136,689           |  |
| IBNR                                   | (9,647)        | (21,706)         | 2,411,798         | 2,390,092         |  |
| Discounted Claim Value                 | 7,085          | 10,474           | (164,745)         | (154,271)         |  |
| TOTAL FY 2014 CLAIMS                   | (139,561)      | (151,642)        | 2,680,081         | 2,528,439         |  |
| <b>FUND YEAR 2015</b>                  |                |                  |                   |                   |  |
| Paid Claims                            | 52,230         | 52,230           | 130,464           | 182,693           |  |
| Case Reserves                          | (52,219)       | (51,410)         | 470,629           | 419,220           |  |
| IBNR                                   | 18,293         | 125,005          | 3,048,907         | 3,173,912         |  |
| Discounted Claim Value                 | 2,837          | (4,438)          | (240,424)         | (244,862)         |  |
| TOTAL FY 2015 CLAIMS                   | 21,141         | 121,387          | 3,409,576         | 3,530,963         |  |
| <b>FUND YEAR 2016</b>                  |                |                  |                   |                   |  |
| Paid Claims                            | 0              | 0                |                   | 0                 |  |
| Case Reserves                          | 1              | 1                |                   | 1                 |  |
| IBNR                                   | 319,457        | 638,915          |                   | 638,915           |  |
| Discounted Claim Value                 | (22,030)       | (44,059)         |                   | (44,059)          |  |
| TOTAL FY 2016 CLAIMS                   | 297,429        | 594,856          | 0                 | 594,856           |  |
| <b>COMBINED TOTAL CLAIMS</b>           | <b>616,762</b> | <b>1,108,886</b> | <b>12,040,954</b> | <b>13,149,839</b> |  |

This report is based upon information which has not been audited nor certified by an actuary and as such may not truly represent the condition of the fund.

| Camden County Insurance Commission      |                |             |             |             |             |             |           |              |
|---|----------------|-------------|-------------|-------------|-------------|-------------|-----------|--------------|
| CLAIM ACTIVITY REPORT                   |                |             |             |             |             |             |           |              |
| AS OF                                   | March 31, 2016 |             |             |             |             |             |           |              |
| <b>COVERAGE LINE- PROPERTY</b>          |                |             |             |             |             |             |           |              |
| <b>CLAIM COUNT - OPEN CLAIMS</b>        |                |             |             |             |             |             |           |              |
| Year                                    | 2010           | 2011        | 2012        | 2013        | 2014        | 2015        | 2016      | TOTAL        |
| February-16                             | 0              | 0           | 0           | 0           | 0           | 0           | 0         | 0            |
| March-16                                | 0              | 0           | 0           | 0           | 0           | 0           | 0         | 0            |
| NET CHGE                                | 0              | 0           | 0           | 0           | 0           | 0           | 0         | 0            |
| Limited Reserves                        |                |             |             |             |             |             |           | #DIV/0!      |
| Year                                    | 2010           | 2011        | 2012        | 2013        | 2014        | 2015        | 2016      | TOTAL        |
| February-16                             | \$0            | \$0         | \$0         | \$0         | \$90        | \$90        | \$0       | \$180        |
| March-16                                | \$0            | \$0         | \$0         | \$0         | \$90        | \$90        | \$0       | \$180        |
| NET CHGE                                | \$0            | \$0         | \$0         | \$0         | \$0         | \$0         | \$0       | \$0          |
| Ltd Incurred                            | \$46,480       | \$33,320    | \$0         | \$14,727    | \$83,445    | \$28,521    | \$0       | \$206,494    |
| <b>COVERAGE LINE- GENERAL LIABILITY</b> |                |             |             |             |             |             |           |              |
| <b>CLAIM COUNT - OPEN CLAIMS</b>        |                |             |             |             |             |             |           |              |
| Year                                    | 2010           | 2011        | 2012        | 2013        | 2014        | 2015        | 2016      | TOTAL        |
| February-16                             | 0              | 4           | 8           | 17          | 21          | 27          | 1         | 78           |
| March-16                                | 0              | 4           | 1           | 15          | 17          | 18          | 6         | 61           |
| NET CHGE                                | 0              | 0           | -7          | -2          | -4          | -9          | 5         | -17          |
| Limited Reserves                        |                |             |             |             |             |             |           | \$3,046      |
| Year                                    | 2010           | 2011        | 2012        | 2013        | 2014        | 2015        | 2016      | TOTAL        |
| February-16                             | \$17,924       | \$51,468    | \$69,843    | \$30,288    | \$19,025    | \$12,350    | \$100     | \$200,998    |
| March-16                                | \$17,924       | \$58,868    | \$19,843    | \$61,266    | \$18,125    | \$9,280     | \$501     | \$185,807    |
| NET CHGE                                | \$0            | \$7,400     | (\$50,000)  | \$30,978    | (\$900)     | (\$3,070)   | \$401     | (\$15,191)   |
| Ltd Incurred                            | \$520,519      | \$305,580   | \$298,901   | \$103,305   | \$18,125    | \$14,315    | \$1,706   | \$1,262,451  |
| <b>COVERAGE LINE- AUTO LIABILITY</b>    |                |             |             |             |             |             |           |              |
| <b>CLAIM COUNT - OPEN CLAIMS</b>        |                |             |             |             |             |             |           |              |
| Year                                    | 2010           | 2011        | 2012        | 2013        | 2014        | 2015        | 2016      | TOTAL        |
| February-16                             | 0              | 1           | 0           | 0           | 3           | 6           | 0         | 10           |
| March-16                                | 0              | 0           | 0           | 0           | 3           | 4           | 3         | 10           |
| NET CHGE                                | 0              | -1          | 0           | 0           | 0           | -2          | 3         | 0            |
| Limited Reserves                        |                |             |             |             |             |             |           | \$2,010      |
| Year                                    | 2010           | 2011        | 2012        | 2013        | 2014        | 2015        | 2016      | TOTAL        |
| February-16                             | \$5,242        | \$18,657    | \$0         | \$0         | \$400       | \$10,500    | \$0       | \$34,799     |
| March-16                                | \$5,242        | \$3,657     | \$0         | \$0         | \$400       | \$10,500    | \$300     | \$20,099     |
| NET CHGE                                | \$0            | (\$15,000)  | \$0         | \$0         | \$0         | \$0         | \$300     | (\$14,700)   |
| Ltd Incurred                            | \$118,676      | \$46,030    | \$45,000    | \$1,000     | \$4,790     | \$15,579    | \$300     | \$231,376    |
| <b>COVERAGE LINE- WORKERS COMP.</b>     |                |             |             |             |             |             |           |              |
| <b>CLAIM COUNT - OPEN CLAIMS</b>        |                |             |             |             |             |             |           |              |
| Year                                    | 2010           | 2011        | 2012        | 2013        | 2014        | 2015        | 2016      | TOTAL        |
| February-16                             | 4              | 8           | 13          | 26          | 33          | 28          | 5         | 117          |
| March-16                                | 4              | 8           | 13          | 24          | 29          | 23          | 12        | 113          |
| NET CHGE                                | 0              | 0           | 0           | -2          | -4          | -5          | 7         | -4           |
| Limited Reserves                        |                |             |             |             |             |             |           | \$25,251     |
| Year                                    | 2010           | 2011        | 2012        | 2013        | 2014        | 2015        | 2016      | TOTAL        |
| February-16                             | \$68,585       | \$132,129   | \$302,000   | \$633,481   | \$776,386   | \$621,692   | \$11,400  | \$2,545,673  |
| March-16                                | \$74,175       | \$129,558   | \$261,690   | \$590,625   | \$717,298   | \$1,044,798 | \$35,246  | \$2,853,391  |
| NET CHGE                                | \$5,590        | (\$2,571)   | (\$40,310)  | (\$42,856)  | (\$59,088)  | \$423,106   | \$23,846  | \$307,718    |
| Ltd Incurred                            | \$2,056,537    | \$1,760,883 | \$1,692,071 | \$1,538,622 | \$1,755,137 | \$1,700,076 | \$102,400 | \$10,605,725 |
| <b>TOTAL ALL LINES COMBINED</b>         |                |             |             |             |             |             |           |              |
| <b>CLAIM COUNT - OPEN CLAIMS</b>        |                |             |             |             |             |             |           |              |
| Year                                    | 2010           | 2011        | 2012        | 2013        | 2014        | 2015        | 2016      | TOTAL        |
| February-16                             | 4              | 13          | 21          | 43          | 57          | 61          | 6         | 205          |
| March-16                                | 4              | 12          | 14          | 39          | 49          | 45          | 21        | 184          |
| NET CHGE                                | 0              | -1          | -7          | -4          | -8          | -16         | 15        | -21          |
| Limited Reserves                        |                |             |             |             |             |             |           | \$16,628     |
| Year                                    | 2010           | 2011        | 2012        | 2013        | 2014        | 2015        | 2016      | TOTAL        |
| February-16                             | \$91,752       | \$202,254   | \$371,843   | \$663,769   | \$795,901   | \$644,632   | \$11,500  | \$2,781,650  |
| March-16                                | \$97,341       | \$192,083   | \$281,533   | \$651,891   | \$735,913   | \$1,064,668 | \$36,047  | \$3,059,477  |
| NET CHGE                                | \$5,590        | (\$10,171)  | (\$90,310)  | (\$11,878)  | (\$59,988)  | \$420,036   | \$24,547  | \$277,827    |
| Ltd Incurred                            | \$2,742,212    | \$2,145,814 | \$2,035,972 | \$1,657,654 | \$1,861,497 | \$1,758,491 | \$104,406 | \$12,306,046 |



## Conner Strong & Buckelew Forms Strategic Alliance with Century Equity Partners to Accelerate National Growth

*Combined resources, expertise enhance organic growth, strategic acquisition opportunities*

**MARLTON, NJ**, (April 8, 2016) – Conner Strong & Buckelew (“Conner Strong”), a leading insurance, risk management and employee benefits brokerage and consulting firm, today announced that it has formed a strategic alliance with Century Equity Partners (“Century”) to accelerate the firm’s expansion strategy. The alliance leverages Conner Strong’s market-leading service and delivery model with Century’s extensive M&A experience and industry relationships to immediately enhance organic growth and targeted acquisition strategies.

Under the terms of the alliance, Century will acquire a minority interest in Conner Strong & Buckelew. George E. Norcross, III, Conner Strong’s Executive Chairman; Mike Tiagwad, President and CEO; and Joseph Buckelew, Chairman, will maintain their majority interest in the firm. Together with the existing management team, they will continue in their current leadership positions.

“Our success over the past several years has created a solid foundation that will allow us to expand our capabilities and grow our geographic footprint,” said Tiagwad. “Since spinning off as a private company from Commerce Bank in 2008, we have consistently exceeded the published organic growth rates of the public companies in our industry, by a multiple of two to three. This is the ideal partner at the ideal time to help take the company to the next level.”

### **About Conner Strong & Buckelew**

Conner Strong & Buckelew is among America’s largest insurance brokerage, risk management and employee benefits brokerage and consulting firms. The firm is an industry leader in providing high-risk businesses with comprehensive solutions to prevent losses, manage claims, and drive bottom line growth. Its employee benefits practice focuses on providing best-in-class benefits administration, health and wellness programs and strategic advisory services.

The company provides insurance and risk services to a wide-range of industries including but not limited to aviation, construction, education, healthcare, hospitality & gaming, life science & technology, public entity and real estate. Conner Strong & Buckelew and its affiliates offer a number of innovative and specialty solutions which include captive strategies, construction wrap-ups, executive risk, safety and risk control, and private client services.

Founded in 1959 with offices in New York, New Jersey, Pennsylvania, Delaware and Florida, Conner Strong & Buckelew has a team of nearly 350 professionals, serving clients throughout the United States and abroad. For more information, visit [www.connerstrong.com](http://www.connerstrong.com) or follow us on LinkedIn at [www.linkedin.com/company/conner-strong-&-buckelew](http://www.linkedin.com/company/conner-strong-&-buckelew).

### **About Century Equity Partners**

Century Equity Partners is a Boston-based private equity firm that focuses on investing in companies operating across the insurance, asset and wealth management, specialty finance and banking services sectors. Century invests in companies that are seeking capital to support growth or fund partial buyout or recapitalization strategies.

For more information, visit [www.cepfunds.com](http://www.cepfunds.com).



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**CAMDEN COUNTY INSURANCE COMMISSION  
BILLS LIST**

**Resolution No. 24-16  
Confirmation of payment**

**MARCH 2016**

**WHEREAS**, the Treasurer has certified that funding is available to pay the following bills: now, therefore,

**BE IT RESOLVED** that the Camden County Insurance Fund Commission, hereby authorizes the Commission Treasurer to issue warrants in payment of the following claims; and

**BE IT FURTHER RESOLVED**, that this authorization shall be made a permanent part of the records of the Commission.

**FUND YEAR 2015**

| <u>Check Number</u> | <u>Vendor Name</u> | <u>Comment</u>                           | <u>Invoice Amount</u> |
|---------------------|--------------------|--|-----------------------|
| <b>000385</b>       |                    |  |                       |
| 000385              | CAMDEN COUNTY      | CRRCT DEP MADE INTO CMMSSN ACCT IN ERROR | 163,561.00            |
|                     |                    |  | <b>163,561.00</b>     |
|                     |                    | TOTAL PAYMENTS FY 2015                   | 163,561.00            |

**FUND YEAR 2016**

| <u>Check Number</u> | <u>Vendor Name</u>             | <u>Comment</u>                        | <u>Invoice Amount</u> |
|---------------------|--------------------------------|---------------------------------------|-----------------------|
| <b>000386</b>       |                                |                                       |                       |
| 000386              | BROWN & CONNERY, LLP           | LEGAL SERV FOR ANCILLARY COV - 3/7/16 | 489.78                |
| 000386              | BROWN & CONNERY, LLP           | LEGAL SERV FOR ANCILLARY COV - 3/7/16 | 2,437.50              |
| 000386              | BROWN & CONNERY, LLP           | LEGAL SERV FOR ANCILLARY COV - 3/7/16 | 3,037.47              |
| 000386              | BROWN & CONNERY, LLP           | LEGAL SERV FOR ANCILLARY COV - 3/8/16 | 489.52                |
| 000386              | BROWN & CONNERY, LLP           | LEGAL SERV FOR ANCILLARY COV - 3/7/16 | 718.61                |
| 000386              | BROWN & CONNERY, LLP           | LEGAL SERV FOR ANCILLARY COV - 3/7/16 | 841.49                |
|                     |                                |                                       | <b>8,014.37</b>       |
| <b>000387</b>       |                                |                                       |                       |
| 000387              | COMP SERVICES, INC.            | CLAIMS ADMIN - 03/2016 - CCPD         | 11,317.00             |
| 000387              | COMP SERVICES, INC.            | CLAIMS ADMIN - 03/2016 - CCIC         | 18,642.00             |
|                     |                                |                                       | <b>29,959.00</b>      |
| <b>000388</b>       |                                |                                       |                       |
| 000388              | PERMA RISK MANAGEMENT SERVICES | EXECUTIVE DIRECTOR FEE 03/2016        | 14,583.33             |
|                     |                                |                                       | <b>14,583.33</b>      |
| <b>000389</b>       |                                |                                       |                       |
| 000389              | THE ACTUARIAL ADVANTAGE        | ACTUARIAL SERVICES FEE 03/2016 - CCPD | 528.00                |
| 000389              | THE ACTUARIAL ADVANTAGE        | ACTUARIAL SERVICES FEE 03/2016        | 305.33                |
|                     |                                |                                       | <b>833.33</b>         |
| <b>000390</b>       |                                |                                       |                       |
| 000390              | COURIER-POST                   | ACCT: CHL-091698 - 03/16/16 - MTG     | 37.20                 |
|                     |                                |                                       | <b>37.20</b>          |
| <b>000391</b>       |                                |                                       |                       |
| 000391              | SPARK CREATIVE GROUP LLC       | SITE UPDATES - 3/11/2016              | 332.50                |
| 000391              | SPARK CREATIVE GROUP LLC       | WEBSITE HOSTING & DOMAIN MNGMT 3/2/16 | 350.00                |
|                     |                                |                                       | <b>682.50</b>         |
|                     |                                | TOTAL PAYMENTS FY 2016                | 54,109.73             |

**TOTAL PAYMENTS ALL FUND YEARS \$ 217,670.73**

\_\_\_\_\_  
Chairperson

Attest:

Dated: \_\_\_\_\_

\_\_\_\_\_  
I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

\_\_\_\_\_  
Treasurer

**CAMDEN COUNTY INSURANCE COMMISSION  
BILLS LIST**

**Resolution No.: 25-16**

**APRIL 2016**

**WHEREAS**, the Treasurer has certified that funding is available to pay the following bills: now, therefore,

**BE IT RESOLVED** that the Camden County Insurance Fund Commission, hereby authorizes the Commission Treasurer to issue warrants in payment of the following claims; and

**BE IT FURTHER RESOLVED**, that this authorization shall be made a permanent part of the records of the Commission.

**FUND YEAR 2016**

| <u>Check Number</u>    | <u>Vendor Name</u>             | <u>Comment</u>                         | <u>Invoice Amount</u> |
|------------------------|--------------------------------|--|-----------------------|
| <b>000392</b>          |                                |  |                       |
| 000392                 | BROWN & CONNERY, LLP           | LEGAL SERV FOR ANCILLARY COV - 3/31/16 | 4,948.22              |
| 000392                 | BROWN & CONNERY, LLP           | LEGAL SERV FOR ANCILLARY COV - 3/31/16 | 2,586.93              |
| 000392                 | BROWN & CONNERY, LLP           | LEGAL SERV FOR ANCILLARY COV - 3/31/16 | 2,060.76              |
| 000392                 | BROWN & CONNERY, LLP           | LEGAL SERV FOR ANCILLARY COV - 3/31/16 | 103.65                |
| 000392                 | BROWN & CONNERY, LLP           | LEGAL SERV FOR ANCILLARY COV - 3/31/16 | 39.00                 |
| 000392                 | BROWN & CONNERY, LLP           | LEGAL SERV FOR ANCILLARY COV - 3/31/16 | 9,907.69              |
| 000392                 | BROWN & CONNERY, LLP           | LEGAL SERV FOR ANCILLARY COV - 3/31/16 | 3,683.42              |
|                        |                                |  | <b>23,329.67</b>      |
| <b>000393</b>          |                                |  |                       |
| 000393                 | COMP SERVICES, INC.            | CLAIMS ADMIN - 04/2016 - CCPD          | 11,317.00             |
| 000393                 | COMP SERVICES, INC.            | CLAIMS ADMIN - 04/2016                 | 18,642.00             |
|                        |                                |  | <b>29,959.00</b>      |
| <b>000394</b>          |                                |  |                       |
| 000394                 | PERMA RISK MANAGEMENT SERVICES | EXECUTIVE DIRECTOR FEE 04/2016         | 14,583.33             |
|                        |                                |  | <b>14,583.33</b>      |
| <b>000395</b>          |                                |  |                       |
| 000395                 | THE ACTUARIAL ADVANTAGE        | ACTUARIAL SERVICES FEE 04/2016 - CCPD  | 528.00                |
| 000395                 | THE ACTUARIAL ADVANTAGE        | ACTUARIAL SERVICES FEE 04/2016 - CCIC  | 305.33                |
|                        |                                |  | <b>833.33</b>         |
| TOTAL PAYMENTS FY 2016 |                                | 68,705.33                              |                       |

**TOTAL PAYMENTS ALL FUND YEARS \$ 68,705.33**

\_\_\_\_\_  
Chairperson

Attest:

Dated: \_\_\_\_\_

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

\_\_\_\_\_  
Treasurer

| SUMMARY OF CASH AND INVESTMENT INSTRUMENTS |                                       |                         |                        |                  |              |                  |              |
|--|---------------------------------------|-------------------------|------------------------|------------------|--------------|------------------|--------------|
| CAMDEN COUNTY INSURANCE COMMISSION         |                                       |                         |                        |                  |              |                  |              |
| ALL FUND YEARS COMBINED                    |                                       |                         |                        |                  |              |                  |              |
| CURRENT MONTH                              | January                               |                         |                        |                  |              |                  |              |
| CURRENT FUND YEAR                          | 2016                                  |                         |                        |                  |              |                  |              |
|  | Description:                          | Ins Comm General<br>A/C | Workers Comp<br>Claims | Liability Claims | CCPD - WC    | CCPD - Liability |              |
|  | ID Number:                            |                         |                        |                  |              |                  |              |
|  | Maturity (Yrs)                        |                         |                        |                  |              |                  |              |
|  | Purchase Yield:                       |                         |                        |                  |              |                  |              |
|  | TOTAL for All<br>Accts & instruments  |                         |                        |                  |              |                  |              |
| Opening Cash & Investment Balance          | \$23,016,615.22                       | 22,764,677.84           | 33,615.92              | 230,740.06 -     | 41,564.05    | 29,145.45        |              |
| Opening Interest Accrual Balance           | \$0.00                                | -                       | -                      | -                | -            | -                |              |
| 1  | Interest Accrued and/or Interest Cost | \$0.00                  | \$0.00                 | \$0.00           | \$0.00       | \$0.00           | \$0.00       |
| 2  | Interest Accrued - discounted Instr.s | \$0.00                  | \$0.00                 | \$0.00           | \$0.00       | \$0.00           | \$0.00       |
| 3  | (Amortization and/or Interest Cost)   | \$0.00                  | \$0.00                 | \$0.00           | \$0.00       | \$0.00           | \$0.00       |
| 4  | Accretion                             | \$0.00                  | \$0.00                 | \$0.00           | \$0.00       | \$0.00           | \$0.00       |
| 5  | Interest Paid - Cash Instr.s          | \$4,912.18              | \$4,816.15             | \$25.60          | \$50.33      | \$10.16          | \$9.94       |
| 6  | Interest Paid - Term Instr.s          | \$0.00                  | \$0.00                 | \$0.00           | \$0.00       | \$0.00           | \$0.00       |
| 7  | Realized Gain (Loss)                  | \$0.00                  | \$0.00                 | \$0.00           | \$0.00       | \$0.00           | \$0.00       |
| 8  | Net Investment Income                 | \$4,912.18              | \$4,816.15             | \$25.60          | \$50.33      | \$10.16          | \$9.94       |
| 9  | Deposits - Purchases                  | \$732,589.05            | \$273,184.66           | \$283,660.92     | \$5,025.86   | \$152,183.43     | \$18,534.18  |
| 10   | (Withdrawals - Sales)                 | -\$2,696,973.84         | -\$2,291,488.13        | -\$270,613.30    | -\$5,025.86  | -\$112,460.87    | -\$17,385.68 |
|  | Ending Cash & Investment Balance      | \$21,057,142.61         | \$20,751,190.52        | \$46,689.14      | \$230,790.39 | -\$1,831.33      | \$30,303.89  |
|  | Ending Interest Accrual Balance       | \$0.00                  | \$0.00                 | \$0.00           | \$0.00       | \$0.00           | \$0.00       |
|  | Plus Outstanding Checks               | \$2,017,994.34          | \$1,832,083.74         | \$129,015.22     | \$2,805.13   | \$43,585.17      | \$10,505.08  |
|  | (Less Deposits in Transit)            | -\$1,017.00             | -\$174.00              | \$0.00           | \$0.00       | -\$843.00        | \$0.00       |
|  | Balance per Bank                      | \$23,074,119.95         | \$22,583,100.26        | \$175,704.36     | \$233,595.52 | \$40,910.84      | \$40,808.97  |



| SUMMARY OF CASH AND INVESTMENT INSTRUMENTS   |                     |                 |         |               |                  |           |                  |              |
|--|---------------------|-----------------|---------|---------------|------------------|-----------|------------------|--------------|
| CAMDEN COUNTY INSURANCE COMMISSION           |                     |                 |         |               |                  |           |                  |              |
| ALL FUND YEARS COMBINED                      |                     |                 |         |               |                  |           |                  |              |
| CURRENT MONTH                                | February            |                 |         |               |                  |           |                  |              |
| CURRENT FUND YEAR                            | 2016                |                 |         |               |                  |           |                  |              |
|  | Description:        | Ins Comm        | General | Workers Comp  | Liability Claims | CCPD - WC | CCPD - Liability |              |
|  | ID Number:          | A/C             | A/C     | Claims        |                  |           |                  |              |
|  | Maturity (Yrs)      |                 |         |               |                  |           |                  |              |
|  | Purchase Yield:     |                 |         |               |                  |           |                  |              |
|  | TOTAL for All       |                 |         |               |                  |           |                  |              |
|  | Accts & instruments |                 |         |               |                  |           |                  |              |
| <b>Opening Cash &amp; Investment Balance</b> | \$21,057,142.61     | 20,751,190.52   |         | 46,689.14     | 230,790.39       | -         | 1,831.33         | 30,303.89    |
| <b>Opening Interest Accrual Balance</b>      | \$0.00              | -               |         | -             | -                | -         | -                | -            |
| 1 Interest Accrued and/or Interest Cost      | \$0.00              | \$0.00          |         | \$0.00        | \$0.00           |           | \$0.00           | \$0.00       |
| 2 Interest Accrued - discounted Instr.s      | \$0.00              | \$0.00          |         | \$0.00        | \$0.00           |           | \$0.00           | \$0.00       |
| 3 (Amortization and/or Interest Cost)        | \$0.00              | \$0.00          |         | \$0.00        | \$0.00           |           | \$0.00           | \$0.00       |
| 4 Accretion                                  | \$0.00              | \$0.00          |         | \$0.00        | \$0.00           |           | \$0.00           | \$0.00       |
| 5 Interest Paid - Cash Instr.s               | \$4,198.84          | \$4,125.26      |         | \$19.30       | \$46.39          |           | \$1.01           | \$6.88       |
| 6 Interest Paid - Term Instr.s               | \$0.00              | \$0.00          |         | \$0.00        | \$0.00           |           | \$0.00           | \$0.00       |
| 7 Realized Gain (Loss)                       | \$0.00              | \$0.00          |         | \$0.00        | \$0.00           |           | \$0.00           | \$0.00       |
| 8 Net Investment Income                      | \$4,198.84          | \$4,125.26      |         | \$19.30       | \$46.39          |           | \$1.01           | \$6.88       |
| 9 Deposits - Purchases                       | \$262,788.60        | \$0.00          |         | \$124,070.02  | \$42,015.06      |           | \$60,214.36      | \$36,489.16  |
| 10 (Withdrawals - Sales)                     | -\$3,572,020.97     | -\$3,156,854.45 |         | -\$234,632.88 | -\$42,085.06     |           | -\$93,208.07     | -\$45,240.51 |
| Ending Cash & Investment Balance             | \$17,752,109.08     | \$17,598,461.33 |         | -\$63,854.42  | \$230,766.78     |           | -\$34,824.03     | \$21,559.42  |
| Ending Interest Accrual Balance              | \$0.00              | \$0.00          |         | \$0.00        | \$0.00           |           | \$0.00           | \$0.00       |
| Plus Outstanding Checks                      | \$3,123,450.08      | \$2,894,065.85  |         | \$139,860.34  | \$41,217.00      |           | \$35,781.64      | \$12,525.25  |
| (Less Deposits in Transit)                   | -\$1,017.00         | -\$174.00       |         | \$0.00        | \$0.00           |           | -\$843.00        | \$0.00       |
| Balance per Bank                             | \$20,874,542.16     | \$20,492,353.18 |         | \$76,005.92   | \$271,983.78     |           | \$114.61         | \$34,084.67  |

**CAMDEN COUNTY INSURANCE COMMISSION**  
**SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED**

| <b>Current Fund Year: 2016</b> |                     |                     |                   |                      |                    |                   |                   |                      |
|--------------------------------|---------------------|---------------------|-------------------|----------------------|--------------------|-------------------|-------------------|----------------------|
| <b>Month Ending: January</b>   |                     |                     |                   |                      |                    |                   |                   |                      |
|                                | <b>Property</b>     | <b>Liability</b>    | <b>Auto</b>       | <b>Worker's Comp</b> | <b>NJ CEL</b>      | <b>Admin</b>      | <b>POL/EPL</b>    | <b>TOTAL</b>         |
| OPEN BALANCE                   | 1,421,779.74        | 6,634,528.72        | 1,083,910.52      | 12,723,048.61        | (88,941.44)        | 476,700.91        | 765,589.04        | 23,016,616.10        |
| <b>RECEIPTS</b>                |                     |                     |                   |                      |                    |                   |                   |                      |
| Assessments                    | 0.00                | 0.00                | 0.00              | 0.00                 | 0.00               | 263,218.41        | 0.00              | 263,218.41           |
| Refunds                        | 1,253.52            | 659.00              | 8,053.73          | 0.00                 | 0.00               | 0.00              | 0.00              | 9,966.25             |
| Invest Pymnts                  | 0.00                | 0.00                | 0.00              | 0.00                 | 0.00               | 4,912.19          | 0.00              | 4,912.19             |
| Invest Adj                     | 0.00                | 0.00                | 0.00              | 0.00                 | 0.00               | 0.00              | 0.00              | 0.00                 |
| Subtotal Invest                | 0.00                | 0.00                | 0.00              | 0.00                 | 0.00               | 4,912.19          | 0.00              | 4,912.19             |
| Other *                        | 0.00                | 0.00                | 0.00              | 0.00                 | 0.00               | 0.00              | 0.00              | 0.00                 |
| <b>TOTAL</b>                   | <b>1,253.52</b>     | <b>659.00</b>       | <b>8,053.73</b>   | <b>0.00</b>          | <b>0.00</b>        | <b>268,130.60</b> | <b>0.00</b>       | <b>278,096.85</b>    |
| <b>EXPENSES</b>                |                     |                     |                   |                      |                    |                   |                   |                      |
| Claims Transfers               | 6,581.30            | 15,830.24           | 0.00              | 274,725.46           | 0.00               | 0.00              | 0.00              | 297,137.00           |
| Expenses                       | 0.00                | 935,508.00          | 114,182.00        | 620,350.00           | 0.00               | 162,043.74        | 0.00              | 1,832,083.74         |
| Other *                        | 0.00                | 0.00                | 0.00              | 108,348.71           | 0.00               | 0.00              | 0.00              | 108,348.71           |
| <b>TOTAL</b>                   | <b>6,581.30</b>     | <b>951,338.24</b>   | <b>114,182.00</b> | <b>1,003,424.17</b>  | <b>0.00</b>        | <b>162,043.74</b> | <b>0.00</b>       | <b>2,237,569.45</b>  |
| <b>END BALANCE</b>             | <b>1,416,451.96</b> | <b>5,683,849.48</b> | <b>977,782.25</b> | <b>11,719,624.44</b> | <b>(88,941.44)</b> | <b>582,787.77</b> | <b>765,589.04</b> | <b>21,057,143.50</b> |

**CAMDEN COUNTY INSURANCE COMMISSION**  
**SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED**

| Current Fund Year: <b>2016</b> |                     |                     |                   |                      |                       |                   |                   |                      |
|--------------------------------|---------------------|---------------------|-------------------|----------------------|-----------------------|-------------------|-------------------|----------------------|
| Month Ending: <b>February</b>  |                     |                     |                   |                      |                       |                   |                   |                      |
|                                | <b>Property</b>     | <b>Liability</b>    | <b>Auto</b>       | <b>Worker's Comp</b> | <b>NJ CEL</b>         | <b>Admin</b>      | <b>POL/EPL</b>    | <b>TOTAL</b>         |
| OPEN BALANCE                   | 1,416,451.96        | 5,683,849.48        | 977,782.25        | 11,719,624.44        | (88,941.44)           | 582,787.77        | 765,589.04        | 21,057,143.50        |
| RECEIPTS                       |                     |                     |                   |                      |                       |                   |                   |                      |
| Assessments                    | 0.00                | 0.00                | 0.00              | 0.00                 | 0.00                  | 0.00              | 0.00              | 0.00                 |
| Refunds                        | 0.00                | 0.00                | 0.00              | 0.00                 | 0.00                  | 0.00              | 0.00              | 0.00                 |
| Invest Pymnts                  | 0.00                | 0.00                | 0.00              | 0.00                 | 0.00                  | 4,198.84          | 0.00              | 4,198.84             |
| Invest Adj                     | 0.00                | 0.00                | 0.00              | 0.00                 | 0.00                  | 0.00              | 0.00              | 0.00                 |
| Subtotal Invest                | 0.00                | 0.00                | 0.00              | 0.00                 | 0.00                  | 4,198.84          | 0.00              | 4,198.84             |
| Other *                        | 0.00                | 0.00                | 0.00              | 0.00                 | 101,046.62            | (101,046.62)      | 0.00              | 0.00                 |
| TOTAL                          | 0.00                | 0.00                | 0.00              | 0.00                 | 101,046.62            | (96,847.78)       | 0.00              | 4,198.84             |
| EXPENSES                       |                     |                     |                   |                      |                       |                   |                   |                      |
| Claims Transfers               | 674.18              | 84,777.66           | 1,873.73          | 269,886.22           | 0.00                  | 0.00              | 0.00              | 357,211.79           |
| Expenses                       | 0.00                | 0.00                | 0.00              | 0.00                 | 2,814,038.25          | 58,496.60         | 0.00              | 2,872,534.85         |
| Other *                        | 0.00                | 0.00                | 0.00              | 57,954.73            | 21,531.00             | 0.00              | 0.00              | 79,485.73            |
| TOTAL                          | 674.18              | 84,777.66           | 1,873.73          | 327,840.95           | 2,835,569.25          | 58,496.60         | 0.00              | 3,309,232.37         |
| <b>END BALANCE</b>             | <b>1,415,777.78</b> | <b>5,599,071.82</b> | <b>975,908.52</b> | <b>11,391,783.49</b> | <b>(2,823,464.07)</b> | <b>427,443.39</b> | <b>765,589.04</b> | <b>17,752,109.97</b> |



**MEDICAL SAVINGS REPORT BY MONTH  
CAMDEN COUNTY INSURANCE COMMISSION**

| 2016                        |                        |                                    |              |               |              |                   |             |                     |
|-----------------------------|------------------------|------------------------------------|--------------|---------------|--------------|-------------------|-------------|---------------------|
| Month                       | Provider Billed Amount | Customer Rate (UCR)80th percentile | Paid Amount  | Gross Savings | % of Savings | ACS's Network Fee | Net Savings | Network Utilization |
| January                     | 59,813.70              | \$57,913.40                        | \$28,404.81  | \$29,508.49   | 50.95%       | \$5,901.70        | \$23,606.79 | 93.80%              |
| February                    | 161,531.45             | \$155,598.18                       | \$70,329.38  | \$85,268.80   | 54.80%       | \$17,053.76       | \$68,215.04 | 97.80%              |
| March                       | 212,702.89             | \$201,277.47                       | \$101,856.39 | \$93,421.08   | 46.41%       | \$18,684.22       | \$74,736.86 | 98.10%              |
| April                       |                        |                                    |              |               |              |                   |             |                     |
| May                         |                        |                                    |              |               |              |                   |             |                     |
| June                        |                        |                                    |              |               |              |                   |             |                     |
| July                        |                        |                                    |              |               |              |                   |             |                     |
| August                      |                        |                                    |              |               |              |                   |             |                     |
| September                   |                        |                                    |              |               |              |                   |             |                     |
| October                     |                        |                                    |              |               |              |                   |             |                     |
| November                    |                        |                                    |              |               |              |                   |             |                     |
| December                    |                        |                                    |              |               |              |                   |             |                     |
| <b>Totals:</b>              |                        |                                    |              |               |              |                   |             |                     |
| <b>Total Bills Received</b> |                        | <b>543</b>                         |              |               |              |                   |             |                     |

**CAMDEN COUNTY INSURANCE COMMISSION**  
**SAFETY DIRECTOR'S REPORT**

**TO:** Fund Commissioners  
**FROM:** J.A. Montgomery Risk Control, Safety Director  
**DATE:** April 15, 2016

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**February - April 2016**  
**RISK CONTROL ACTIVITIES**

**MEETINGS ATTENDED / TRAINING / LOSS CONTROL VISITS CONDUCTED**

- **February 17:** Attended the CCIC Safety Committee meeting in Blackwood.
- **February 25:** Attended the CCIC meeting in Blackwood.
- **February 29:** Attended a meeting with CCIC Insurance Manager to discuss training and resources.
- **March 1:** Attended the CCIC Claims Committee meeting in Blackwood
- **March 16:** Attended the CCIC Safety Committee meeting in Blackwood.
- **March 24, 25 & April 1, 6:** Conducted loss control surveys of the Camden County Playgrounds.
- **March 30:** Conducted loss control survey of the CCIC County Parks Building and Challenge Grove.
- **April 5:** Attended the CCIC Claims Committee meeting in Blackwood.
- **April 7:** One session of Conflict Resolution was conducted for CCBOSS.

**UPCOMING MEETINGS / TRAINING / LOSS CONTROL VISITS PLANNED**

- **April 20:** Two sessions of Conflict resolution training is scheduled for CCBOSS.
- **April 20:** Plan to attend the CCIC Safety Committee meeting in Blackwood.
- **April 26:** Plan to attend the CCIC meeting in Blackwood.

**SAFETY DIRECTOR'S BULLETINS & SAFETY ANNOUNCEMENTS**

- Fire Extinguisher Essentials – March 24
- Comprehensive Playground Inspection Program – April 5

**CEL MEDIA LIBRARY**

The following CCIC Agencies utilized the CEL Media Library in 2016:

| <b>MONTH</b>       | <b>AGENCY</b> | <b># of Videos</b> |
|--------------------|---------------|--------------------|
| January            |               | 0                  |
| February           |               | 0                  |
| March              |               | 0                  |
| April (as of 4/15) |               | 0                  |

### Fire Extinguisher Essentials

Small fires grow into big fires in seconds. There is only a small window of opportunity when a fire extinguisher is effective. Knowing how to select, inspect, and operate the extinguisher, is critical to saving property and potentially even lives.

When purchasing fire extinguishers, work with the vendor to select the proper class and size extinguishers for the hazards present in your work area. The type of fire fuel will determine the class of fire extinguisher to be chosen.



#### Class A – Ordinary Combustibles

The pictogram indicates a trash can and campfire on fire. A common way to remember this is ordinary combustibles leave ASHES when they burn.

Examples include paper, cardboard, wood, plastics, clothing, and vegetation.



#### Class B – Flammable and Combustible Liquids

The pictogram indicates an old-time gas can and a pool of liquid on fire. A common way to remember this is liquids have a BOILING point.

Examples include gasoline, kerosene, paints & thinners, and cooking grease.



#### Class C – Energized Electrical Equipment

The pictogram indicates an electric cord and plug on fire. Two common ways to remember this are ELECTRIC.

Examples include computers, televisions, electric stoves, and battery packs.

One strategy to match the fire extinguisher to multiple hazards, such as in many workplaces and homes, is to purchase an A-B-C (multi-class) fire extinguisher. In most office or home settings, select a 5 or 6 pound A-B-C extinguisher. For industrial settings or garages, consider a 10 pound extinguisher.

Inspection and maintenance is critical to ensure the extinguisher will work when needed. The following are some maintenance procedures necessary to insure that a portable fire extinguisher will operate as intended when needed:

#### Monthly Inspection

Every 30 days, each fire extinguisher should be given a visual inspection or "quick check" to be sure that it is accessible and will operate. Verify that the extinguisher is in its designated location and accessible, has not been operated or tampered with, and has not incurred any obvious physical damage. This does not require an engineer or fire inspector – it can be done by a building owner, occupant or a designated and educated representative.

*This bulletin is intended for general information purposes only. It should not be construed as legal advice or legal opinion regarding any specific or factual situation. Always follow your organization's policies and procedures as presented by your manager or supervisor. For further information regarding this bulletin, contact your Safety Director at 877.398.3046.*

## Annual Maintenance

Every year extinguishers must be examined by a New Jersey certified fire extinguisher vendor. The examination should include weighing the extinguisher and checking for defects that would not be identified during the monthly quick check. For example, the pressurized extinguisher must be periodically pressure-tested (hydrostatic) to ensure the structural integrity of the shell. Or that the powder has not become caked from being under pressure for a number of years.

Most home fire extinguishers have a 10 year life. Manufacturers either stamp or label the date of manufacture on the body of the extinguisher. The label should also include the expiration date.

## Recharging

If the extinguisher has been used, never return it to its position. Even a momentary blast of the extinguishing agent will allow the pressurizing gas to leak, rendering the extinguisher useless. The used unit should be turned in and a spare extinguisher put in its place under a certified vendor can recharge the extinguisher.

## Operating a Fire Extinguisher

Most individuals will never have the need to operate a fire extinguisher during an emergency. However, if the need does arise, remember the word 'PASS'

**P**

### **Pull the pin**

Pull the pin from the valve handle. There is a seal holding in the pin which must be broken. If the pin is difficult to pull straight out, use the finger hole on the pin to twist the pin, breaking the seal.

**A**

### **Aim at the base of the fire**

Hold the extinguisher in one hand by the handle, and use the other hand to hold the nozzle of the hose. Aim the nozzle at the base of the flames, where the flames meet the fuel source. Do not aim at the top of the dancing flames.

**S**

### **Squeeze the handle / trigger of the extinguisher**

Most extinguishers are discharged by squeezing the handles on the top of the extinguisher. If the extinguisher is too heavy, the user can rest the extinguisher on the floor and lean on the top handle of the extinguisher to start the discharge.

**S**

### **Sweep the extinguishing agent across the surface of the fuel**

Move the hand holding the nozzle, back and forth across the width of the flames. Start at the edge of the flame closest to you and 'push' the flames off the fuel. This is similar to using a garden hose to wash down a driveway.

The MEL Media Library has several online, VHS, and DVD fire extinguisher videos to enhance your fire extinguisher training. Many fire extinguisher service companies offer live-fire extinguisher training at your facility.



## **Comprehensive Playground Inspection Programs**

As spring approaches, it is a great time inspect playgrounds and to review your Playground Maintenance Program. A complete Program consists of visual inspections at three basic frequencies.

### **Annual Audit**

A comprehensive playground risk management program starts with an annual audit. An audit consists of inventorying and examining each piece of playground and ancillary equipment, the park grounds and structures, and perimeter streets. We recommend pictures be taken to document the number and condition of each piece of playground equipment and surrounding areas.

### **Periodic (weekly to monthly) Inspections**

Spring is the time to ramp-up the inspection program's frequency rate. The frequency of a playground's inspection is determined by several factors; season, how many children use it, harsh environments, neighborhood demographics, age of equipment, history of damage, and more. Owners of playground equipment should have a written policy that defines inspection frequency.

Use a checklist (included). A checklist offers the advantage of documenting what was inspected and found to be in satisfactory condition. Only reporting deficiencies leaves the worker who completed the report open to questions of what things were or were not inspected (months or years later). Remember the rule of documentation, "If it is not written down, it did not happen".

### **Daily Inspections**

Workers are in the parks almost every day, cutting grass, picking up trash, or even just driving by on way to other assignments. Workers must be trained to visually check the playground equipment and grounds for obvious problems such as broken equipment, graffiti, etc. This quick check does not require paperwork, unless a deficiency is found. Workers should also be instructed to immediately correct conditions that can be fixed, or report conditions as soon as possible. Playground owners should also have a written policy on how workers are to document their corrective actions or reports.

Playgrounds will of course require maintenance and repairs from time to time. Even routine maintenance activities such as replenishing mulch or closing the gaps on S-hooks should be documented. Playground owners should have a 'paper trail' of work performed by employees. Repairs to playground equipment will also need to be documented. Repairs should be with manufacturer's parts. Hardware should be tamper-resistant.

Spring is also a good time to review your policies with employees who will be in and around playgrounds. Hold a Toolbox Talk to remind them how to record actions they took to immediately correct a deficient condition and how to report conditions that will need to be repaired by others. A Toolbox Talk is included to assist with educating employees.

We also want to remind our members of two other resources;

1. J.A. Montgomery offers a Playground Safety Inspector class.
2. Your Safety Consultant is ready to assist with any aspect of your program.

*This bulletin is intended for general information purposes only. It should not be construed as legal advice or legal opinion regarding any specific or factual situation. Always follow your organization's policies and procedures as presented by your manager or supervisor. For further information regarding this bulletin, contact your Safety Director at 877.398.3046.*

The conditions of our playgrounds and parks are important to the residents of our community. Let's take a moment to discuss the policies and procedures we have in place.

Our playgrounds are inspected *[INSERT FREQUENCY]* by *[INSERT DEPARTMENT OR NAME OF INDIVIDUAL]*. But we are in or driving past playgrounds and parks almost every day. We can have a bigger impact on the appearance of our parks and playgrounds than any one else. I want to review this department's policies if you see problems in our parks. This includes:

- Damaged playground equipment
- Broken glass
- Graffiti
- **[ADD ADDITIONAL OR LOCAL CONCERNS]**

If you are in a park, cutting grass or collecting trash, etc., and see a condition that you can correct such as:

- Mulch around playground equipment that has been significantly kicked out such as under swings
- Objects, such as tables or toys, that have been moved into the fall zones of playground equipment
- Swings over the top of the swing set
- A loose or broken component that can be quickly fixed, tightened, etc.

Our policy is to take care of it right then and record it *[HOW - write it down where, call it in to who, etc.]*. If you take 5 minutes to rake mulch back under the swings or sweep up broken glass, which is better than leaving it and having a child injured. The department wants you to take that 5 minutes, but we need to document it.

If you see a condition that will require lengthy repairs, or will need to order parts, such as:

- Broken railings
- Damaged tables

A condition that can be expected to cause injury to a child should be called in immediately to *[WHO]*. If the condition is severe enough stay there until we can make it safe. If it is not an imminent hazard, and you have a cone or CAUTION tape, we would expect you to secure the scene as best you can.

If you see conditions such as:

- Arson
- Intentional damage
- Significant graffiti
- Any other criminal activity

Call *[WHO – department and / or the police on their non-emergency number]*.

Do you have any questions?

*This lesson plan is intended for general information purposes. It should not be construed as legal advice or legal opinion regarding any specific or factual situation. Always follow your organization's policies and procedures as presented by your manager or supervisor. For further information regarding this bulletin, contact your Safety Director at 877.398.3046.*

## Recreation Department Playground Safety Checklist

| <b>Location Surveyed:</b>                         |            |        |     | <b>Inspection Date:</b> /                    / 20  |  |  |  |
|---|------------|--------|-----|--|--|--|--|
| <b>Name of Inspector:</b>                         |            |        |     | <b>Title:</b>  |  |  |  |
| #   | Needs Work | O<br>K | N/A | CONDITION: Write line #'s & comments on back for all "Needs Work" listings, and notify management to initiate required corrective action |  |  |  |
| <b>General Condition of Grounds and Equipment</b> |            |        |     |  |  |  |  |
| 1   |            |        |     | Surfacing material is at adequate depth and is not compacted or overgrown with vegetation  |  |  |  |
| 2   |            |        |     | Surface material extends a minimum use zone of 6 foot in all directions for all equipment.   |  |  |  |
| 3   |            |        |     | Surface material has adequate drainage Tripping hazards such as roots, rocks, etc.   |  |  |  |
| 4   |            |        |     | Surface material has not been kicked out from under swings, front of slide, etc.   |  |  |  |
| 5   |            |        |     | Surface material free of trip hazards such as roots, rocks, etc.   |  |  |  |
| 6   |            |        |     | Vandalism (broken glass, trash, graffiti, etc.)  |  |  |  |
| 7   |            |        |     | Signs are present and legible – Rules, Hours and Age   |  |  |  |
| 8   |            |        |     | Benches, picnic tables, etc. are not located in the Use Zones of play equipment  |  |  |  |
| 9   |            |        |     | Overhead wires or tree branches cleared to above 84 inches over play equipment.  |  |  |  |
| 10  |            |        |     | Dead tree limbs have been removed.   |  |  |  |
| 11  |            |        |     | Fencing is not damaged; exposed sharp edges, end caps missing, etc.  |  |  |  |
| 12  |            |        |     | Anchors / foots are not broken, exposed, cracked, or loose in the ground   |  |  |  |
| 13  |            |        |     | Platforms and railings are not cracked, bent, warping, rusting, etc.   |  |  |  |
| 14  |            |        |     | Steps, rungs, and platforms are in good condition and free of damage or excessive rust.  |  |  |  |
| 15  |            |        |     | Steps, rungs, and platforms do not allow accumulation of water or debris   |  |  |  |
| 16  |            |        |     | Hardware – Bolts & nuts are not loose, rusted, or extend more than 2 threads.  |  |  |  |
| 17  |            |        |     | Hardware is tamper resistant   |  |  |  |
| 18  |            |        |     | Exposed ends of columns and tubing are covered by plugs or caps  |  |  |  |
| 19  |            |        |     | Paint is not chipped or peeling ( if installed before 1962 lead paint is possible)   |  |  |  |
| 20  |            |        |     | Wood is not cracked, heavily splintered, or otherwise deteriorated.  |  |  |  |
| <b>Specific Equipment</b>                         |            |        |     |  |  |  |  |
| 21  |            |        |     | Swings – surface material extended twice the height to the front and rear of swings  |  |  |  |
| 22  |            |        |     | Swings – no missing, damaged or loose swing seats; heavy seats with sharp edges or corners   |  |  |  |
| 23  |            |        |     | Swings - "S" hooks closed to maximum of width of a dime  |  |  |  |
| 24  |            |        |     | Swings – no worn bearings, hangers or chains. Bearings are lubricated.   |  |  |  |
| 25  |            |        |     | Slides are not cracked, bent, or otherwise damaged.  |  |  |  |
| 26  |            |        |     | Rigid climbers are smooth, not cracked, bent, or otherwise damaged.  |  |  |  |
| 27  |            |        |     | Flexible climbers do not present choke hazard. Ropes secured top and bottom.   |  |  |  |
| 28  |            |        |     | Rockers are in good condition.   |  |  |  |
| 29  |            |        |     | Merry-go rounds are no greater than 9" above surface, include speed limiter, and in good shape   |  |  |  |
| 30  |            |        |     | Seesaw fulcrum is fixed, enclosed, or designed to prevent crush & shear; no footrests  |  |  |  |
| <b>Ancillary Activities or Equipment</b>          |            |        |     |  |  |  |  |
| 33  |            |        |     | Sand play is located in shaded area, inspected & raked weekly to remove debris.  |  |  |  |
| 34  |            |        |     | Lamp posts & poles are free of cracks in welds. Lights work. Electrical components covered.  |  |  |  |

J. A. Montgomery Risk Control  
April 2014

**RESOLUTION NO. 26-16**

**CAMDEN COUNTY INSURANCE FUND COMMISSION  
RESOLUTION FOR CLOSED SESSION**

**WHEREAS**, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist; now, therefore,

**BE IT RESOLVED** by the Camden County Insurance Fund Commission, County of Camden, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter-specified subject matter.
2. The general nature of the subject matter to be discussed:

**CONTRACTS:**

**LITIGATION: 0799, 1228, 1188, 1518, 1568, 1544, 1579, 1079, 1232, 1231, 1502, 0799, 1535, 1545, 2428, 9129, 7039**

**PERSONNEL:**

3. It is anticipated at this time that the above subject matter will be made public when the members of the Camden County Insurance Fund Commission have made final determination.
4. This resolution shall take effect immediately.

**ADOPTED:**

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**CHAIRPERSON**

**ATTEST:**

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**VICE-CHAIRPERSON**

## **APPENDIX I**

**CAMDEN COUNTY INSURANCE COMMISSION  
OPEN MINUTES  
MEETING – February 25, 2016  
CAMDEN COUNTY COLLEGE REGIONAL  
EMERGENCY TRAINING CENTER  
BOARD ROOM  
420 WOODBURY-TURNERSVILLE ROAD Blackwood, NJ 08102  
2:00 PM**

Meeting was called to order by Ross G. 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<br><b>Bradford C. Stokes</b>   |
| Claims Service                    | AmeriHealth Casualty Services<br><b>Glenn Giveans</b><br><b>Steve Andrick</b><br><b>Paulette Kelly</b> ( <i>teleconference</i> )<br><b>Huguette Atherton</b> ( <i>teleconference</i> )<br><b>Jacqueline Lindsay</b> ( <i>teleconference</i> ) |
|                                   | Conner Strong & Buckelew<br><b>Michelle Leighton</b>  |
| CEL Underwriting Manager          | Conner Strong & Buckelew  |
| Attorney                          | <b>Laura J. Paffenroth, Esq.</b>  |
| Treasurer                         | <b>David McPeak</b>   |
| Safety Director                   | J.A. Montgomery Risk Control<br><b>Glenn Prince</b>   |
| Auditor                           | Bowman & Company LLP  |
| Risk Management Consultant (CCIA) | Hardenbergh Insurance Group   |

**ALSO PRESENT:**

Lou DiAngelo, Camden County  
Howard Goldberg, Camden County  
Ed Hill, Camden County Board of Social Services  
Karl McConnell, Camden County College *(via teleconference)*  
Marge DellaVecchia, Camden County MUA *(via teleconference)*  
Jenna Quattrone, Hardenbergh Insurance Group *(via teleconference)*  
Jim Kickham, PERMA Risk Management Services  
Cathy Dodd, PERMA Risk Management Services  
Joseph Hrubash, PERMA Risk Management Services  
Rachel Chwastek, PERMA Risk Management Services

**APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF JANUARY 28, 2016**

|         |                     |
|---------|---------------------|
| Motion: | Commissioner Wright |
| Second: | Chairman Angilella  |
| Vote:   | Unanimous           |

**CORRESPONDENCE:** None

Executive Director advised this was the Re-Organization meeting of the Commission and he would act as the Chair. Executive Director advised the first order of business would be to accept nominations for the position of Chairman and Vice Chairman.

**ELECTION OF CHAIRMAN & VICE CHAIRMAN:**

Commissioner Wright advised she would like to nominate Ross Angilella as Chairman. Executive Director asked if there were any other nominations and if not, requested a motion to close the nominations.

**MOTION TO CLOSE THE NOMINATIONS FOR CHAIRMAN**

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

**MOTION TO NOMINATE ROSS ANGILELLA FOR CHAIRMAN OF THE CAMDEN COUNTY INSURANCE COMMISSION**

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

Executive Director requested nominations for the Vice Chairman. Chairman Angilella made a motion to nominate Steve Williams as the Vice Chairman of the Commission.

**MOTION TO CLOSE THE NOMINATIONS FOR VICE CHAIRMAN**

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

**MOTION TO NOMINATE STEVE WILLIAMS FOR VICE CHAIRMAN OF THE CAMDEN COUNTY INSURANCE COMMISSION**

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

Commission Attorney administered the oath of office to Chairman Angilella, Commissioner Williams and Commissioner Wright.

**COMMITTEE REPORTS:**

**SAFETY COMMITTEE:** Mr. Prince reported the Safety Committee last met on February 17<sup>th</sup> and is scheduled to meet again on March 16<sup>th</sup>. Mr. Prince reported Mr. McHale had obtained additional online defensive driver codes which will be distributed through insurance manager Lou DiAngelo. Mr. Prince asked if there were any questions and then concluded his report.

**CLAIMS COMMITTEE:** Ms. Leighton reported the Claims Committee met on February 19<sup>th</sup>, and reviewed the claims that would be presented during closed session. Ms. Leighton asked if there were any questions and then concluded her report.

**EXECUTIVE DIRECTOR REPORT:**

**2016 RISK MANAGEMENT PLAN** – Included in the agenda is the 2016 Plan of Risk Management. The changes are highlighted in yellow. The Executive Director will review the pertinent changes with the Commission. We are requesting the Commissioners approve the 2016 Plan of Risk Management Resolution 18-16 with the Reorganization resolutions.

**REORGANIZATION RESOLUTIONS** – Annually the CCIC is required to reorganize at the February Executive Committee meeting to be effective March 1<sup>st</sup> as per the Commission By Laws. Listed below are the necessary Reorganization Resolutions which were included in the agenda.

- Resolution 8-16 Certifying the Election of Chairperson and Vice Chairperson
- Resolution 9-16 Appointing Agent for Service of Process for the Commission For the Term of One Year
- Resolution 10-16 Designating Custodian of Commission Records



- Resolution 11-16 Designating Official Newspapers for the Commission
- Resolution 12-16 Designating Authorized Depositories for Commission Assets And Establishing Cash Management Plan
- Resolution 13-16 Designating Commission Treasurer
- Resolution 14-16 Designating Commission Attorney
- Resolution 15-16 Designating Authorized Signatures for Commission Bank Accounts
- Resolution 16-16 Indemnifying Camden County Insurance Fund Commission Officials/Employees
- Resolution 17-16 Authorizing Commission Treasurer to Process Contracted Payments and Expenses
- Resolution 18-16 Plan of Risk Management for 2016

**MOTION TO APPROVE REORGANIZATION RESOLUTIONS NUMBER 8-16 THROUGH 18-16**

|         |                     |
|---------|---------------------|
| Motion: | Commissioner Wright |
| Second: | Chairman Angilella  |
| Vote:   | Unanimous           |

**2016 ACTUARY REQUEST FOR QUOTES** – The Fund Office solicited quotations for the services of an Actuary for 2016. There were two vendors that provided a quotation. The responses received were from the current Actuary, The Actuarial Advantage, Inc., and SGRISK Actuaries Consultants. Copies of the responses were previously sent to the Commission Attorney for her review. Copies of the responses were available for review at the meeting.

**MOTION TO APPROVE THE FEE PROPOSAL FROM ACTUARIAL SERVICES**

|         |                       |
|---------|-----------------------|
| Motion: | Chairman Angilella    |
| Second: | Commissioner Williams |
| Vote:   | Unanimous             |

**2016 AUDITOR RFP** – The Fund Office solicited quotations for the services of an Auditor for 2016. There was only one response received from our current vendor Bowman & Company, LLP. The proposed fee for audit services will not exceed \$13,500 for the year ending December 31, 2016, which is within the budget amount. A copy of the response was available for review at the meeting.

**MOTION TO APPROVE THE FEE PROPOSAL FROM THE BOWMAN & COMPANY, LLP FOR AUDITOR SERVICES FOR 2016 WITH A NOTE NOT TO EXCEED \$13,500**

|         |                     |
|---------|---------------------|
| Motion: | Chairman Angilella  |
| Second: | Commissioner Wright |
| Vote:   | Unanimous           |

**Professional Contracts** – The Commission Attorney released and advertised Request for Proposals for the Executive Director and Third Party Administrator positions. The Commission Attorney will provide a verbal report on the responses.

**Certificate of Insurance Issuance Report** – Included in the agenda was the certificate of insurance issuance reports from the CEL listing those certificates issued for the period of 1/25/16 to 2/21/16. There were 17 certificate of insurances issued during this period.

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

|         |                       |
|---------|-----------------------|
| Motion: | Commissioner Williams |
| Second: | Commissioner Wright   |
| Vote:   | Unanimous             |

**NJ EXCESS COUNTIES INSURANCE FUND (CELJIF)** – The Board of Fund Commissioners held a special meeting on January 28, 2016 to review a Settlement Authority Request. No other Fund business was discussed and this is being provided as information only. The CEL’s Reorganization meeting was held prior to the Commission meeting. A summary report will be included in the next agenda.

**CCIC FINANCIAL FAST TRACK** – Included in the agenda was a copy of the Financial Fast Track Report as of **December 31, 2015**. The report indicated the Commission has a surplus of **\$12,272,255**. Line 9 of the report, “Investment in Joint Venture” is the Camden County Insurance Commission’s share of the equity in the CEL. CCIC’s current equity in the CEL is **\$2,078,430**.

**NJ CEL PROPERTY AND CASUALTY FINANCIAL FAST TRACK** - Included in the agenda was a copy of the NJ CEL Financial Fast Track Report as of **December 31, 2015**. The report indicates the Fund has a surplus of **\$5,906,279**.

**CLAIMS TRACKING REPORT** – Included in the agenda was the Claims Activity Report as of January 31, 2016. The Claims Activity monitors open and closed claims each month. The Executive Director will review the report with the Commission.

**2016 PROPERTY & CASUALTY ASSESSMENTS** – In accordance with the Commission’s By Law’s, the property and casualty assessment bills were mailed to the member entities via certified mail and e-mail. The first installment will be due on March 15, 2016. Future assessment bills will be due on May 15, 2016 and September 15, 2016.

**2016 EXCESS INSURANCE ANCILLARY COVERAGE POLICIES** - The CEL renewal policies will again be available electronically through the Conner Strong & Buckelew secure website for those authorized representatives who were designated by their respective member entity. In addition to this, certain Commission professionals are granted access. The CEL Underwriting Manager is in the process of reviewing the policies and will release an e-mail with instructions to access the website when the policies are available. The limit/retention schematics and Plan of Risk Management will also be available on this website. The policies are expected to be available by 4/1/16.

**2016 MEETING SCHEDULE** – As a reminder the Commission will not meet in March. We have had a request to change the April meeting to Tuesday, April 26, 2016 at 2:00 PM. We have confirmed the meeting room is available. If the Commissioners agree, the Fund Office will advertise the change of meeting date.

**MOTION TO APPROVE THE CHANGE OF THE MEETING DATE TO TUESDAY, APRIL 26, 2016 AT 2:00 PM**

|         |                       |
|---------|-----------------------|
| Motion: | Commissioner Wright   |
| Second: | Commissioner Williams |
| Vote:   | Unanimous             |

Executive Director advised that concluded his report unless anyone had questions.

Executive Director's Report Made Part of Minutes.

**TREASURER:** David McPeak reported the February Bill list was reviewed and was in order.

**MOTION TO APPROVE RESOLUTION 19-16 FEBRUARY BILL LIST IN THE AMOUNT OF \$2,872,534.85**

|         |                     |
|---------|---------------------|
| Motion: | Chairman Angilella  |
| Second: | Commissioner Wright |
| Vote:   | Unanimous           |

The monthly Treasurer's report was also included in the agenda.

**ATTORNEY:** Nothing to report.

**CLAIM SERVICE:** Ms. Atherton reviewed the Medical Savings Report for the month of January which was included in the agenda. Ms. Atherton advised the total billed for the month of January was \$59,813.70 and the total paid was \$28,404.81 with a savings of \$29,508.49 or 50.95%. Ms. Atherton advised the net savings was \$23,606.79 and network utilization was 93.80%. Ms. Atherton advised that concluded her report unless anyone had anyone had questions.

**SAFETY DIRECTOR:** Mr. Prince reviewed the January – February 2016 Risk Control Activity Report which was included in the agenda. Mr. Prince advised CCBOSS had requested training – Dealing with Difficult People and De-escalation Skills. Mr. Prince asked if there were any questions and then concluded his report.

Correspondence Made Part of Minutes.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENT:** None

**MOTION TO OPEN MEETING TO PUBLIC**

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

Seeing no members of the public wishing to speak Chairman Angilella asked for 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 21-16, 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 21-16 FOR CLOSED SESSION**

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

**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**

| CLAIM # | AMOUNT       |
|---------|--------------|
| 1432    | \$ 19,463.64 |
| 1559    | \$116,441.94 |
| 1517    | \$ 54,547.00 |
| 1524    | \$ 23,427.85 |
| 0200    | \$ 25,079.00 |
| 0612    | \$ 20,300.00 |
| 5617    | \$ 47,648.09 |
| 1537    | \$ 34,449.00 |
| 1528    | \$141,382.00 |
| 0326    | \$ 84,976.40 |
| 0373    | \$755,089.00 |
| 2436    | \$ 14,805.32 |

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

Chairman Angilella advised the next meeting was scheduled for Tuesday, April 26, 2016 at 2:00 PM.

**MOTION TO ADJOURN:**

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

**MEETING ADJOURNED: 2:58 PM**

Minutes prepared by: Rachel Chwastek, Assisting Secretary