

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – January 28, 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 (arrived 2:01p.m.)

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Bradford C. Stokes
Claims Service	AmeriHealth Casualty Services Glenn Giveans Steve Andrick Paulette Kelly (via teleconference) Huguette Atherton (via teleconference) Jacqueline Lindsay (via teleconference)
	Conner Strong & Buckelew Michelle Leighton
CEL Underwriting Manager	Conner Strong & Buckelew
Attorney	Laura J. Paffenroth, Esq.
Treasurer	David McPeak
Safety Director	J.A. Montgomery Risk Control Glenn Prince
Auditor	Bowman & Company LLP
Risk Management Consultant (CCIA)	Hardenbergh Insurance Group

ALSO PRESENT:

Lou DiAngelo, Camden County

Ed Hill, Camden County Board of Social Services
Karl McConnell, Camden County College (*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 DECEMBER 10, 2015

Motion:	Commissioner Wright
Second:	Chairman Angilella
Vote:	Unanimous

CORRESPONDENCE: None

COMMITTEE REPORTS:

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on January 20th and is scheduled to meet again on February 17th. Mr. Prince advised the safety committee had a discussion on storm preparedness and situational awareness. Mr. Prince asked if there were any questions and then concluded his report.

CLAIMS COMMITTEE: Ms. Leighton reported the Claims Committee met on January 5th, 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 Property & Casualty Budget Introduction – Executive Director advised at the December 10th meeting the 2016 Property & Casualty Budget was introduced. In accordance with regulations, the budget had been advertised in the Commission’s official newspaper. The budget had not changed since it was introduced. The Public Hearing for the budget will be held at this meeting. A copy of the budget in the amount of \$16,926,588 is included in the agenda on page 5 and a copy of the assessments is on page 6. The assessments are due on 3/15/16 40%, 5/15/16 (30%) and 10/15/16 (30%).

MOTION TO OPEN THE PUBLIC HEARING OF THE 2016 BUDGET

Motion:	Chairman Angilella
Second:	Commissioner Wright
Vote:	Unanimous

MOTION TO CLOSE THE PUBLIC HEARING OF THE 2016 BUDGET

Motion:	Chairman Angilella
Second:	Commissioner Wright
Vote:	Unanimous

MOTION TO ADOPT THE 2016 CCIC BUDGET AS PRESENTED AND CERTIFY THE 2016 ANNUAL ASSESSMENTS

Motion: Chairman Angilella
Second: Commissioner Wright
Vote: Unanimous

CEL Dividend – The CEL declared a dividend for the 2010 Fund Year. The Camden County Insurance Commission’s share was \$101,047. Included in the agenda was the per member entity share of the dividend. Commission members have an option to receive a check or reduction in their 2016 assessment. The Executive Director’s office will send a letter to each member entity to find out their preference.

Extraordinary Unspecifiable Services (EUS) Statements - Included in the agenda was the required Certification of Extraordinary Unspecifiable Services prepared by the Executive Director for coverages effective January 1, 2016 for the Camden County Department of Police Services. Also included was the Resolution 1-16 awarding the Purchase of Excess Insurances for the Department of Police Services County of Camden. The Resolution was reviewed by reviewed by the Commission Attorney.

MOTION TO APPROVE RESOLUTION 1-16 AWARDING THE PURCHASE OF EXCESS INSURANCES FOR THE DEPARTMENT OF POLICE SERVICES COUNTY OF CAMDEN

Motion: Chairman Angilella
Second: Commissioner Williams
Vote: Unanimous

Meeting Dates for 2016 – Included in the agenda was a copy of the 2016 Annual Meeting dates. Please note there will be no meetings in March, August and November. Attached on page 22 is a copy of Resolution 2-16, Fixing Public Meeting Dates for Year 2016.

MOTION TO ADOPT RESOLUTION 2-16, FIXING PUBLIC MEETING DATES FOR THE YEAR 2016

Motion: Commissioner Williams
Second: Commissioner Wright
Vote: Unanimous

Certificate of Insurance Issuance Report – Executive Director reported included in the agenda was the certificate of insurance issuance reports from the CEL listing those certificates issued for the period of 11/30/15 to 1/24/16. There were 155 certificate of insurances issued during this period.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

Motion: Chairman Angilella
Second: Commissioner Wright
Vote: Unanimous

NJ Excess Counties Insurance Fund (CELJIF) – Executive Director reported the CEL

held a public hearing on November 19, 2015 and adopted the 2016 Budget in the amount of \$21,461,623 and certified the assessments. A summary report of the meeting was included in the agenda. The CEL Reorganization meeting is scheduled for February 25, 2016 at 1:00 PM.

Professional Contracts - The Executive Director and Third Party Administrator three year contracts will expire the end of February 2016. The Commission Attorney has issued the Request for Proposals and the due date is February 4, 2016.

Auditor & Actuary Contracts – The Actuary and Auditor’s contract will expire on 2/28/16. The Executive Director’s office will request quotes for both services. The responses will be available for discussion and approval at the February meeting.

CCIC Financial Fast Track – Included in the agenda was a copy of the Financial Fast Track Report for the month of November. As of **November 30, 2015** the report reflects the Commission has a surplus of **\$9,711,112**. Please note on line 8 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 **\$1,871,313**.

NJ CEL Property and Casualty Financial Fast Track – Included in the agenda was a copy of the CEL Financial Fast Track Report for the month of November. As of **November 30, 2015** the Fund has a surplus of **\$5,086,463**.

Claims Tracking Report – Included in the agenda was the Claims Activity Report as of December 31, 2015. The Claims Activity Report monitors open and closed claims each month. The Executive Director will review the report with the Commission.

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

Executive Director's Report Made Part of Minutes.

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

MOTION TO APPROVE RESOLUTION 3-16 JANUARY BILL LIST IN THE AMOUNT OF \$48,631.41

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 December which was included in the agenda. Ms. Atherton advised the total billed for the month of December was \$101,871.79 and the total paid was \$37,560.27 with a savings of \$60,859.38 or 61.84%. Ms. Atherton advised the net savings was \$48,687.50 and network utilization was 96%. Ms. Atherton advised that concluded her report unless anyone had anyone had questions.

SAFETY DIRECTOR: Mr. Prince reviewed the December – January 2016 Risk Control Activity Report which was included in the agenda. Mr. Prince also distributed a handout regarding a loss

control visit for the department of corrections, which he then reviewed with the Commissioners. 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 Wright
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 4-16, 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 4-16 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 Williams
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
2966	\$ 19,132.00
1830	\$ 10,000.00
1501	\$ 99,479.00
0668	\$ 25,938.14
0997	\$ 44,996.14
1071	\$ 37,497.20
1543	\$107,552.40
1207	\$ 40,917.29
2633	\$ 25,000.00
0346	\$ 56,505.66

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

Chairman Angilella advised the next meeting was scheduled for Thursday, February 25, 2016 at 2:00 PM.

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 2:53 PM

Minutes prepared by: Rachel Chwastek, Assisting Secretary