

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – June 26, 2014
Camden County College Regional Emergency Training Center
Conference Room
Blackwood, NJ 08102
2:00 PM**

Meeting was called to order by Steve Williams, Vice Chairman. Open Public Meetings notice read into record.

PLEDGE OF ALLEGIANCE

ROLL CALL OF COMMISSIONERS:

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

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Joseph Hrubash
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Claims Service	AmeriHealth Casualty Services Denise Hall Huguette Atherton Paulette Kelly Steve Andrick
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	Conner Strong & Buckelew Michelle Leighton
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CEL Underwriting Manager	Conner Strong & Buckelew
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Attorney	Laura J. Paffenroth, Esq.
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Treasurer

Safety Director	J.A. Montgomery Risk Control Glenn Prince
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Auditor	Bowman & Company LLP
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Risk Management Consultant (CCIA)	Hardenbergh Insurance Group Jenna Quattrone (<i>via teleconference</i>)
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ALSO PRESENT:

Lou DiAngelo, Camden County
Sharon Faber Camden County Board of Social Services
Howard Goldberg, Camden County Counsel
Karl McConnell, Camden County College *(via teleconference)*
Larry Rosoff, Camden County Municipal Utility Authority, *(via teleconference)*
Rachel Chwastek, PERMA Risk Management Services
Jim Kickham, PERMA Risk Management Services
Brad Stokes, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF MAY 29, 2014

MOTION TO APPROVE OPEN MINUTES OF MAY 29, 2014

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

MOTION TO APPROVE CLOSED MINUTES OF MAY 29, 2014

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

CORRESPONDENCE: None

COMMITTEE REPORTS:

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on June 18th. The Safety Committee received a request for training for the DPW in Camden County and that training had been scheduled for July 2nd. The safety committee will meet again on July 16th. Mr. Prince asked if there were any questions and then concluded his report.

CLAIMS COMMITTEE: Ms. Leighton advised the Claims Committee met on June 3rd to review and discuss the PARS that would be presented during closed session. Ms. Leighton also advised that the claims committee was working with the underwriting manager to gather all the current and historical loss data for the 2015. Ms. Leighton’s goal is to have all of the information gathered by July 15th, in order to get ahead of the renewal process. Ms. Leighton advised the CEL had two successful best practices workshops and recently a lunch and learn. Ms. Leighton reported she was coordinating another best practices workshop and the tentative date was October 7, 2014. Ms. Leighton requested that everyone hold the date.

EXECUTIVE DIRECTOR REPORT:

Executive Director advised his report was included in the agenda and he had one action item.

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director reported on the Certificate of Insurance Report for the period 5/23/14 to 6/22/14. There were 3 certificates issued during this period.

MOTION TO APPROVE EXECUTIVE DIRECTORS CERTIFICATE OF INSURANCE REPORT

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

NJ EXCESS COUNTIES INSURANCE FUND (CELJIF): Executive Director reported the CEL did not meet in May. The CEL met prior to the Commission meeting. Executive Director advised the CEL scheduled a budget hearing with a special meeting by phone on July 24, 2014. The Executive Director also received authority to have a Catastrophic Wind Study done to determine the group’s probable maximum loss which was necessary due to the addition of Ocean, a very large coastal county.

CCIC FINANCIAL FAST TRACK: Executive Director advised the April 2014 monthly Financial Fast Track was included in the agenda. The Commission had a surplus of \$7,740,361 as of April 30, 2014. Executive Director also referred to line 8 of the April report, “Investment in Joint Venture” and indicated \$1,759,283 was the CCIC’s share of the CEL JIF equity.

NJ CEL PROPERTY AND CASUALTY FINANCIAL FAST TRACK: Executive Director reported included in the agenda on page 6 was a copy of NJ CEL Financial Fast Track Reports as of May 31, 2014. As of May 31, 2014 the CEL was doing exceptionally well and had a surplus of \$4,130,805.

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

Executive Director's Report Made Part of Minutes.

TREASURER:

REPORT: Commissioner Williams presented the June bill list, Resolution 40-14 in the amount of \$45,328.49. Commission Attorney advised Mr. McPeak did review the bill list prior to the meeting and he approved.

MOTION TO APPROVE RESOLUTION 40-14 MAY BILL LIST IN THE AMOUNT OF \$45,328.49

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

Executive Director noted the monthly treasurer reports were included in the agenda.

ATTORNEY: Commission Attorney advised she prepared resolution 41-14 to rescind resolution 29-14 which was included in the agenda authorizing a workers compensation settlement. The petitioner had originally agreed to the award, and then changed his mind.

MOTION TO APPROVE RESOLUTION 41-14 RESCINDING RESOLUTION NO. 29-14 AUTHORIZING WORKERS COMPENSATION SETTLEMENT

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

CLAIM SERVICE: Ms. Hall advised a copy of the Medical Savings Report was included in the agenda. Ms. Hall reported the medical savings for the month of May was 59.18% for a net savings of \$64,971.38. Ms. Hall indicated the report included a new column for network utilization. Ms. Hall noted the network utilization for the month of May was above 90%. Ms. Hall asked if there were any questions and then concluded her report.

SAFETY DIRECTOR: Mr. Prince reviewed the May – July 2014 Risk Control Activity Report which was included in the agenda. Mr. Prince also advised he had been in contact with Sergeant Kevin Lutz regarding training of the Metro Division of the Camden County Department of Police Services. Mr. Prince indicated they were in the process of scheduling the recruit training on Tuesday, Wednesday and Thursday (mid-week) in order to get all the recruits trained. A training program was also being developed for the command staff as well, including the Chief, two Deputy Chiefs, Captains and Lieutenants. Mr. Prince advised Sergeant Lutz was on vacation next week and upon his return a schedule would be ironed out. Mr. Prince noted he would update the Commission on this matter next month. 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

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

Seeing no members of the public wishing to speak, Commissioner Williams asked for a motion to close the public comment portion of the meeting.

MOTION TO CLOSE MEETING TO PUBLIC

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

CLOSED SESSION: Commissioner Williams read Resolution 42-14, 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 42-14 FOR CLOSED SESSION

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

MOTION TO RETURN TO OPEN SESSION

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

Commissioner Williams advised he would make a motion to approve the PARS/SARS discussed during closed session.

MOTION TO APPROVE THE FOLLOWING PARS/SARS:

CLAIM #	AMOUNT
1815	Additional amount of \$12,542.62 for a total of \$170,150.00
1929	\$35,000.00, including a settlement amount of \$25,000.00
1137	\$53,544.00
0751	\$25,175.49
0745	Additional amount of \$753.00 for a total of \$52,704.00. Settlement Authority Requested of \$32,257.00
0891	\$106,634.00
1148	\$131,854.00
1031	\$130,973.00
0092	\$37,548.00

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

Commissioner Williams advised the next meeting was scheduled for Thursday, July 24, 2014 at 2:00 PM.

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 2:55PM

Minutes prepared by: Cathy Dodd, Assisting Secretary