

**CAMDEN COUNTY INSURANCE COMMISSION
AGENDA AND REPORTS
THURSDAY, APRIL 27, 2017**

**DIPIERO CENTER
512 LAKELAND ROAD
2ND FLOOR
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 27, 2017**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- PLEDGE OF ALLEGIANCE**
- ROLL CALL OF COMMISSIONERS**
- APPROVAL OF MINUTES:** March 23, 2017 Open.....Appendix I
March 23, 2017 Closed.....Handout

- CORRESPONDENCE - NONE**

- COMMITTEE REPORTS**
 - Safety Committee: Verbal
 - Claims Committee: Verbal

- EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMA Pages 2-11**

- TREASURER – David McPeak**
 - Resolution 28-17 April Bill ListPage 12
 - February Monthly Treasurer Reports..... Pages 13-14

- ATTORNEY – Laura J. Paffenroth, Esq..... Verbal**

- CLAIMS SERVICE –AmeriHealth Casualty Services**
 - Medical Savings ReportPage 15

- CEL SAFETY DIRECTOR – J.A. Montgomery Risk Control**
 - Monthly Report..... Pages 16-17
 - Take Your Daughters & Sons to Work Day – Best Practices - Bulletin..... Pages 18-19
 - Comprehensive Playground Inspection Programs - Bulletin Pages 20-21

- OLD BUSINESS**
- NEW BUSINESS**
- PUBLIC COMMENT**
- CLOSED SESSION- PARS**
 - Resolution 29-17 Closed SessionPage 23
 - Motion for Executive Session (in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-12)

- MEETING ADJOURNMENT**
- NEXT SCHEDULED MEETINGS: May 25, 2017 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 216, Parsippany, NJ 07054

Telephone (201) 881-7632

Fax (201) 881-7633

Date: April 27, 2017

Memo to: Commissioners of the Camden County Insurance Commission

From: PERMA Risk Management Services

Subject: Executive Director's Report

- ❑ **Certificate of Insurance Issuance Report (Pages 4-6)** – Attached on pages 4-6 is the certificate of issuance report from the CEL listing the certificates issued for the period of 3/1/17 to 3/31/17. There were 12 certificate of insurances issued during this period.
 - ❑ **Motion to approve the certificate of insurance report**
- ❑ **NJ Excess Counties Insurance Fund (CELJIF)** – The CEL did not meet in March and met prior to the Commission meeting. Executive Director will provide a verbal summary report.
- ❑ **CCIC Financial Fast Track (Page 7)** – Included in the agenda on page 7 is a copy of the Financial Fast Track Report as of **February 28, 2017**. The report indicates the Commission has a surplus of **\$13,940,988**. 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 **\$2,551,261**.
- ❑ **NJ CEL Property and Casualty Financial Fast Track (Page 8)** - Included in the agenda on page 8 is a copy of the NJ CEL Financial Fast Track Report as of **February 28, 2017**. The report indicates the Fund has a surplus of **\$8,446,934**.
- ❑ **Claims Tracking Report (Page 9)** – Included in the agenda on page 9 is the Claims Activity Report as of March 31, 2017. The Claims Activity Report monitors open and closed claims each month. The Executive Director will review the report with the Commission.
- ❑ **2017 Property & Casualty Assessments** – The second Property & Casualty Assessment payment is due on May 15, 2017. Payments should be sent to the Commission Treasurer, David McPeak.
- ❑ **2017 Excess Insurance and Ancillary Coverage Policies** - On April 10, 2017 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 5/31/17. The Commission Attorney has advertised the Request for Proposals for Legal Services for the Insurance Commission. The responses should be submitted to the County of Camden, Division of Purchasing and are due on Tuesday, May 9, 2017 at 11:00 AM.

- ❑ **Career Survival for First Line Supervisors (Pages 10-11)** – Included in the agenda on pages 10-11 is a copy of the 2017 Police Training Registration Form. The target audience is First Line Police Supervisors. There are 4 sessions available.

Camden County Insurance Commission Certificate Of Insurance Monthly Report

Wednesday, April 5, 2017

From 3/1/2017 To 3/31/2017

| Holder (H) / Insured Name (I) | Holder / Insured Address | Holder Code | Description of Operations | Issue Date | Coverage |
|---|--|-------------|---|------------|-------------|
| CCIC | | | | | |
| H- Evidence of Insurance I- County of Camden | Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102 | 377 | Evidence of insurance. All operations usual to County Governmental Entity. A3D | 3/22/2017 | GL EXAU WC |
| H- State of New Jersey I- Camden County College | Department of Children & Families Southern Business Office CN 720 4 Echelon Plaza, 1st Fl 201 Laurel Rd Voorhees, NJ 08043 PO Box 200 Blackwood, NJ 08021 | 394 | <p>Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379</p> <p>Certificate holder 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 (SEE PAGE 2)</p> <p>as respects a grant Camden County College will receive from the State of New Jersey for social services training programs and CAP training.</p> <p>Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379</p> | 3/29/2017 | GLEXAU WC |
| H- State of New Jersey I- Camden County College | Department of Children & Families Southern Business Office CN 720 4 Echelon Plaza, 1st Fl 201 Laurel Rd Voorhees, NJ 08043 PO Box 200 Blackwood, NJ 08021 | 394 | <p>Certificate holder 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 (SEE PAGE 2)</p> <p>as respects a grant Camden County College will receive from the State of New Jersey for social services training programs and CAP training.</p> | 3/29/2017 | GLEXAU |
| H- Department of Events and Community Outreach I- County of Camden | 1301 Park Blvd. Cherry Hill, NJ 08002 Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102 | 1547 | <p>Evidence of insurance. All operations usual to County Governmental Entity as respects Camp Sunny Side (Day Camp/Evening Workshop) June 26, 2017 - July 28, 2017, Monday - Friday, 9am - 3pm. Camden County College Campus, Peter Cheeseman Road, Blackwood, NJ 08012. Additionally Insured: Camden County College. (see page 2) A3D</p> <p>Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379</p> | 3/8/2017 | GL EX AU WC |

| | | |
|---|---|---|
| <p>H- Division of Workforce Development I- Camden County College</p> | <p>10 Elizabethtown Plaza 4th Floor Elizabeth, NJ 07202 1893 ATTN: Jacqueline Santiago PO Box 200 Blackwood, NJ 08021</p> | <p>The County of Union, its Board of Chosen Freeholders, officers, employees, agents, servants and the State of New Jersey are included as 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 (SEE PAGE 2) on coverage contained in any such written contract or written mutual aid agreement or other written agreement as respects Division of Workforce Development, Union County, to send students to CCC for continuing education programs. (SEE PAGE 2) A3D</p> <p>Additional Insured on a primary and non-contributory basis in regard to the above Liability coverage(s) when required by executed written contract. A Waiver of Subrogation is included when required by executed contract. Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.</p> |
| <p>H- Division of Workforce Development I- Camden County College</p> | <p>10 Elizabethtown Plaza 4th Floor Elizabeth, NJ 07202 1893 ATTN: Jacqueline Santiago PO Box 200 Blackwood, NJ 08021</p> | <p>Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379</p> <p>The County of Union, its Board of Chosen Freeholders, officers, employees, agents, servants and the State of New Jersey are included as 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 (SEE PAGE 2) on coverage contained in any such written contract or written mutual aid agreement or other written agreement as respects Division of Workforce Development, Union County, to send students to CCC for continuing education programs. (SEE PAGE 2) A3D</p> <p>Additional Insured on a primary and non-contributory basis in regard to the above Liability coverage(s) when required by executed written contract. A Waiver of Subrogation is included when required by executed contract. Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.</p> |
| <p>H- Kessler Institute for Rehabilitation, Inc. I- Camden County College</p> | <p>92 Brick Road Marlton, NJ 08053 Attn: Sue Kida, President PO Box 200 Blackwood, NJ 08021</p> | <p>1898 Certificate holder 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 (SEE PAGE 2) as respects Camden County College's Dietetic Technology Program students taking part in a clinical rotation at Kessler Institute for Rehabilitation, Inc.</p> |

| | | | |
|---|--|------|--|
| H- Kessler Institute for Rehabilitation, Inc. | 92 Brick Road Marlton, NJ 08053 Attn: Sue Kida, President | 1898 | Certificate holder is additional insured where obligated by virtue of a 3/2/2017 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) |
| I- Camden County College | PO Box 200 Blackwood, NJ 08021 | | as respects Camden County College's Dietetic Technology Program students taking part in a clinical rotation at Kessler Institute for Rehabilitation, Inc. |
| | | | Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379 |
| H- NJ State Police | | 1907 | Evidence of insurance. All operations usual to County Governmental 3/2/2017 GL EX AU WC Entity. |
| I- Camden County Municipal Utilities Authority | 1645 Ferry Avenue Camden, NJ 08104 | | 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) |
| | | | Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379 |
| H- The Salvation Army KROC Center | 1865 Harrison Avenue Camden, NJ 08105 | 1912 | Evidence of insurance. All operations usual to County Governmental 3/10/2017 GLEX AU WC Entity. (SEE PAGE 2) A3D |
| I- County of Camden | Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102 | | Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379 |
| H- Camden County Dept. of Events & Community Outreach | 1301 Park Blvd. Cherry Hill, NJ 08002 | 1921 | Evidence of insurance. All operations usual to County Governmental 3/13/2017 GLEX AU WC Entity as respects 12 Camden County Board of Freeholders sponsored "Just for Seniors" spring/fall Introduction to Pickle Ball series for the year 2017 @ Lions Den Park, 300 New York Avenue, Cherry Hill, NJ 08002. (SEE PAGE 2) A3D |
| I- County of Camden | Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102 | | Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379 |
| H- Winslow Township | Attn: Karen Bringham, Administrative Clerk Administration & Mayor's Office 125 S. Route 73 Braddock, NJ 08037. | 1934 | Evidence of insurance. All operations usual to County Governmental 3/29/2017 GLEX AU WC Entity as respects the Camden County Department of Health and Human Services being asked to participate in the Winslow Township Green Fair in April. (SEE PAGE 2) A3D |
| I- County of Camden | Division of Insurance, County Courthouse 520 Market Street, 9th Floor Camden, NJ 08102 | | Company E: XS Worker Compensation Statutory x \$1,000,000 XS Employers Liability \$5,000,000 x \$1,000,000 Policy Term 1/1/17 to 1/1/18 Policy # SP4056379 |

Total # of Holders = 12

| CAMDEN COUNTY INSURANCE COMMISSION | | | | |
|--|------------------|------------------|-------------------|-------------------|
| FINANCIAL FAST TRACK REPORT | | | | |
| AS OF February 28, 2017 | | | | |
| ALL YEARS COMBINED | | | | |
| | THIS MONTH | YTD CHANGE | PRIOR YEAR END | FUND BALANCE |
| 1. UNDERWRITING INCOME | 1,396,110 | 2,792,220 | 84,835,632 | 87,627,851 |
| 2. CLAIM EXPENSES | | | | |
| Paid Claims | 419,868 | 859,108 | 15,626,611 | 13,832,504 |
| Case Reserves | (1,335) | 290,553 | 6,287,072 | 6,480,540 |
| IBNR | 391,903 | 537,045 | 13,376,338 | 13,888,720 |
| Discounted Claim Value | (19,185) | (39,135) | (440,536) | (477,289) |
| TOTAL CLAIMS | 791,251 | 1,647,570 | 34,849,484 | 33,724,475 |
| 3. EXPENSES | | | | |
| Excess Premiums | 532,822 | 1,065,644 | 34,806,312 | 35,871,956 |
| Administrative | 140,466 | 198,671 | 4,104,151 | 4,302,823 |
| TOTAL EXPENSES | 673,288 | 1,264,315 | 38,910,463 | 40,174,779 |
| 4. UNDERWRITING PROFIT (1-2-3) | (68,429) | (119,666) | 11,075,684 | 13,728,597 |
| 5. INVESTMENT INCOME | 4,960 | 10,823 | 210,371 | 221,194 |
| 6. PROFIT (4 + 5) | (63,469) | (108,843) | 11,286,055 | 13,949,791 |
| 7. CEL APPROPRIATION CANCELLATION | 0 | 0 | 212,516 | 212,516 |
| 8. DIVIDEND INCOME | 0 | 0 | 189,456 | 189,456 |
| 9. DIVIDEND EXPENSE | 0 | 0 | (189,456) | (189,456) |
| 10. INVESTMENT IN JOINT VENTURE | (56,747) | (41,303) | 2,592,564 | 2,551,261 |
| 11. SURPLUS (6 + 7 + 8) | (120,216) | (150,146) | 14,091,135 | 16,713,568 |
| SURPLUS (DEFICITS) BY FUND YEAR | | | | |
| 2010 | 122 | 300 | (85,288) | (84,987) |
| 2011 | 592 | 1,321 | 1,014,828 | 1,016,148 |
| 2012 | 931 | 2,942 | 1,265,866 | 1,268,808 |
| 2013 | (13,661) | (93,006) | 4,459,111 | 4,366,105 |
| 2014 | (2,101) | (2,518) | 4,628,305 | 4,625,787 |
| 2015 | 894 | 4,306 | 2,379,574 | 2,383,881 |
| 2016 | 6,150 | 44,672 | 428,736 | 473,408 |
| 2017 | (113,143) | (108,163) | | (108,163) |
| TOTAL SURPLUS (DEFICITS) | (120,216) | (150,146) | 14,091,133 | 13,940,988 |
| TOTAL CASH | | | | 22,589,041 |
| CLAIM ANALYSIS BY FUND YEAR | | | | |
| FUND YEAR 2010 | | | | |
| Paid Claims | 146 | 1,063 | 2,652,151 | 2,653,215 |
| Case Reserves | (146) | (1,063) | 98,149 | 97,085 |
| IBNR | 0 | 0 | 24,662 | 24,662 |
| Discounted Claim Value | 0 | 0 | (2,383) | (2,383) |
| TOTAL FY 2010 CLAIMS | 0 | 0 | 2,772,579 | 2,772,579 |
| FUND YEAR 2011 | | | | |
| Paid Claims | 2,760 | 4,862 | 1,975,390 | 1,980,253 |
| Case Reserves | 6,241 | 4,138 | 211,080 | 215,218 |
| IBNR | (9,000) | (9,000) | 17,825 | 8,825 |
| Discounted Claim Value | 0 | 0 | (3,718) | (3,718) |
| TOTAL FY 2011 CLAIMS | 0 | 0 | 2,200,578 | 2,200,578 |
| FUND YEAR 2012 | | | | |
| Paid Claims | 1,285 | 4,496 | 1,689,157 | 1,693,652 |
| Case Reserves | (1,285) | (4,396) | 288,318 | 283,923 |
| IBNR | 0 | (100) | 60,179 | 60,079 |
| Discounted Claim Value | 0 | 0 | (7,776) | (7,776) |
| TOTAL FY 2012 CLAIMS | 0 | 0 | 2,029,879 | 2,029,879 |
| FUND YEAR 2013 | | | | |
| Paid Claims | 52,722 | 132,869 | 2,631,775 | 2,764,644 |
| Case Reserves | (125,566) | (143,788) | 884,340 | 740,552 |
| IBNR | 87,844 | 106,861 | 806,981 | 913,842 |
| Discounted Claim Value | 0 | 0 | (35,957) | (35,957) |
| TOTAL FY 2013 CLAIMS | 15,000 | 95,942 | 4,287,140 | 4,383,081 |
| FUND YEAR 2014 | | | | |
| Paid Claims | 78,373 | 108,277 | 3,466,854 | 3,575,131 |
| Case Reserves | 27,950 | 285,441 | 1,142,433 | 1,427,874 |
| IBNR | (106,323) | (392,385) | 1,594,587 | 1,202,202 |
| Discounted Claim Value | 0 | 0 | (50,202) | (50,202) |
| TOTAL FY 2014 CLAIMS | 1 | 1,334 | 6,153,671 | 6,155,005 |
| FUND YEAR 2015 | | | | |
| Paid Claims | 32,179 | 69,324 | 1,621,938 | 1,691,263 |
| Case Reserves | 125,088 | 87,222 | 1,581,229 | 1,668,451 |
| IBNR | (157,267) | (158,857) | 4,648,257 | 4,489,400 |
| Discounted Claim Value | 0 | 0 | (131,936) | (131,936) |
| TOTAL FY 2015 CLAIMS | (0) | (2,311) | 7,719,489 | 7,717,178 |
| FUND YEAR 2016 | | | | |
| Paid Claims | 258,921 | 542,057 | 1,589,345 | 2,131,402 |
| Case Reserves | (40,480) | 14,634 | 2,081,523 | 2,096,157 |
| IBNR | (218,327) | (598,812) | 6,223,847 | 5,625,034 |
| Discounted Claim Value | 0 | 0 | (208,565) | (208,565) |
| TOTAL FY 2016 CLAIMS | 113 | (42,121) | 9,686,149 | 9,644,028 |
| FUND YEAR 2017 | | | | |
| Paid Claims | (6,517) | (3,841) | | (3,841) |
| Case Reserves | 6,863 | 48,365 | | 48,365 |
| IBNR | 794,977 | 1,589,337 | | 1,589,337 |
| Discounted Claim Value | (19,185) | (39,135) | | (39,135) |
| TOTAL FY 2017 CLAIMS | 776,138 | 1,594,726 | 0 | 1,594,726 |
| COMBINED TOTAL CLAIMS | 791,251 | 1,647,570 | 34,849,484 | 36,497,054 |

| NEW JERSEY COUNTIES EXCESS JIF | | | | | |
|--|------------------|------------------|-------------------|-------------------|--|
| FINANCIAL FAST TRACK REPORT | | | | | |
| AS OF February 28, 2017 | | | | | |
| ALL YEARS COMBINED | | | | | |
| | THIS MONTH | YTD CHANGE | PRIOR YEAR END | FUND BALANCE | |
| 1. UNDERWRITING INCOME | 1,746,446 | 3,492,893 | 97,465,900 | 100,958,793 | |
| 2. CLAIM EXPENSES | | | | | |
| Paid Claims | 139,421 | 127,587 | 2,721,199 | 2,684,432 | |
| Case Reserves | 681,723 | 1,020,586 | 2,624,454 | 3,645,039 | |
| IBNR | (272,257) | (272,881) | 9,575,203 | 9,137,322 | |
| Discounted Claim Value | (38,843) | (61,523) | (715,004) | (773,722) | |
| TOTAL CLAIMS | 510,044 | 813,768 | 14,205,852 | 14,693,071 | |
| 3. EXPENSES | | | | | |
| Excess Premiums | 1,393,781 | 2,616,513 | 67,102,915 | 69,719,428 | |
| Administrative | 134,571 | 265,468 | 7,162,449 | 7,427,917 | |
| TOTAL EXPENSES | 1,528,351 | 2,881,981 | 74,265,364 | 77,147,345 | |
| 4. UNDERWRITING PROFIT (1-2-3) | (291,949) | (202,856) | 8,994,684 | 9,118,377 | |
| 5. INVESTMENT INCOME | 2,667 | 6,887 | 229,221 | 236,108 | |
| 6. PROFIT (4+5) | (289,282) | (195,969) | 9,223,904 | 9,354,485 | |
| 7. Dividend | 0 | 0 | 300,000 | 300,000 | |
| 8. Cancelled Appropriations | 0 | 0 | 607,551 | 607,551 | |
| 9. SURPLUS (6-7-8) | (289,282) | (195,969) | 8,316,353 | 8,446,934 | |
| SURPLUS (DEFICITS) BY FUND YEAR | | | | | |
| 2010 | 136 | 354 | 722,132 | 722,486 | |
| 2011 | 226 | 585 | 921,187 | 921,772 | |
| 2012 | 254 | 3,162 | 554,609 | 557,771 | |
| 2013 | 375 | 970 | 1,277,188 | 1,278,158 | |
| 2014 | (11,150) | (10,361) | 2,048,737 | 2,038,377 | |
| 2015 | 571 | 1,480 | 989,944 | 991,424 | |
| 2016 | 609 | 1,553 | 1,802,556 | 1,804,109 | |
| 2017 | (280,303) | (193,713) | | (193,713) | |
| TOTAL SURPLUS (DEFICITS) | (289,282) | (195,969) | 8,316,353 | 8,120,383 | |
| TOTAL CASH | | | | 14,011,062 | |
| CLAIM ANALYSIS BY FUND YEAR | | | | | |
| FUND YEAR 2010 | | | | | |
| Paid Claims | 0 | 0 | 164,355 | 164,355 | |
| Case Reserves | 0 | 0 | 1 | 1 | |
| IBNR | 0 | 0 | 164,999 | 164,999 | |
| Discounted Claim Value | 0 | 0 | (2,805) | (2,805) | |
| TOTAL FY 2010 CLAIMS | 0 | 0 | 326,550 | 326,550 | |
| FUND YEAR 2011 | | | | | |
| Paid Claims | 2,960 | 7,400 | 396,667 | 404,067 | |
| Case Reserves | (30,735) | (35,175) | 407,372 | 372,197 | |
| IBNR | 27,775 | 27,775 | 380,961 | 408,736 | |
| Discounted Claim Value | 0 | 0 | (39,146) | (39,146) | |
| TOTAL FY 2011 CLAIMS | 0 | 0 | 1,145,854 | 1,145,854 | |
| FUND YEAR 2012 | | | | | |
| Paid Claims | 4,334 | 10,885 | 1,132,971 | 1,143,856 | |
| Case Reserves | (4,334) | 236,612 | 430,462 | 667,074 | |
| IBNR | 0 | (249,999) | 844,069 | 594,070 | |
| Discounted Claim Value | 0 | 0 | (69,604) | (69,604) | |
| TOTAL FY 2012 CLAIMS | 0 | (2,503) | 2,337,897 | 2,335,395 | |
| FUND YEAR 2013 | | | | | |
| Paid Claims | 200 | (28,204) | 516,427 | 488,223 | |
| Case Reserves | (200) | 69,784 | 623,730 | 693,514 | |
| IBNR | 0 | (41,580) | 1,009,843 | 968,263 | |
| Discounted Claim Value | 0 | 0 | (86,001) | (86,001) | |
| TOTAL FY 2013 CLAIMS | 0 | 0 | 2,063,999 | 2,063,999 | |
| FUND YEAR 2014 | | | | | |
| Paid Claims | 130,669 | 135,899 | 268,119 | 404,018 | |
| Case Reserves | 5,242 | 28,397 | 141,719 | 170,117 | |
| IBNR | (124,265) | (152,650) | 1,750,161 | 1,597,511 | |
| Discounted Claim Value | 0 | 0 | (101,570) | (101,570) | |
| TOTAL FY 2014 CLAIMS | 11,646 | 11,646 | 2,058,430 | 2,070,077 | |
| FUND YEAR 2015 | | | | | |
| Paid Claims | 132 | 481 | 242,661 | 243,142 | |
| Case Reserves | 212,970 | 222,078 | 1,021,082 | 1,243,160 | |
| IBNR | (213,102) | (222,559) | 2,311,258 | 2,088,699 | |
| Discounted Claim Value | 0 | 0 | (204,420) | (204,420) | |
| TOTAL FY 2015 CLAIMS | 0 | 0 | 3,370,580 | 3,370,580 | |
| FUND YEAR 2016 | | | | | |
| Paid Claims | 0 | 0 | 0 | 0 | |
| Case Reserves | 249,906 | 250,016 | 88 | 250,104 | |
| IBNR | (249,906) | (250,016) | 3,113,912 | 2,863,896 | |
| Discounted Claim Value | 0 | 0 | (211,458) | (211,458) | |
| TOTAL FY 2016 CLAIMS | 0 | 0 | 2,902,542 | 2,902,542 | |
| FUND YEAR 2017 | | | | | |
| Paid Claims | 1,126 | 1,126 | | 1,126 | |
| Case Reserves | 248,874 | 248,874 | | 248,874 | |
| IBNR | 287,241 | 616,148 | | 616,148 | |
| Discounted Claim Value | (38,843) | (61,523) | | (61,523) | |
| TOTAL FY 2017 CLAIMS | 498,398 | 804,625 | 0 | 804,625 | |
| COMBINED TOTAL CLAIMS | 510,044 | 813,768 | 14,205,852 | 15,019,621 | |

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, 2017 | | | | | | | | |
|--|-------------|----------------|-------------|-------------|-------------|-------------|--------------|--------------|-----------|-----------------|
| COVERAGE LINE-PROPERTY | | | | | | | | | | |
| CLAIM COUNT - OPEN CLAIMS | | | | | | | | | | |
| Year | | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | TOTAL |
| | February-17 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| | March-17 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| NET CHGE | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Limited Reserves | | | | | | | | | | \$390 |
| Year | | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | TOTAL |
| | February-17 | - | - | - | - | 190.00 | 90.00 | 100.00 | - | \$380 |
| | March-17 | - | - | - | - | 190.00 | 100.00 | 100.00 | - | \$390 |
| NET CHGE | | \$0 | \$0 | \$0 | \$0 | \$10 | \$10 | \$0 | \$0 | \$10 |
| Ltd Incurred | | \$49,949 | \$33,320 | \$0 | \$15,727 | \$87,935 | \$33,100 | \$99,237 | \$0 | \$319,269 |
| COVERAGE LINE-GENERAL LIABILITY | | | | | | | | | | |
| CLAIM COUNT - OPEN CLAIMS | | | | | | | | | | |
| Year | | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | TOTAL |
| | February-17 | 0 | 4 | 1 | 15 | 17 | 18 | 6 | 0 | 61 |
| | March-17 | 0 | 4 | 1 | 8 | 13 | 23 | 18 | 4 | 71 |
| NET CHGE | | 0 | 0 | 0 | -7 | -4 | 5 | 12 | 4 | 10 |
| Limited Reserves | | | | | | | | | | \$4,546 |
| Year | | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | TOTAL |
| | February-17 | 17,924.49 | 58,867.89 | 19,843.34 | 61,265.53 | 18,125.00 | 9,280.00 | 501.00 | - | \$185,807 |
| | March-17 | 14,674.60 | 58,867.89 | 10,921.00 | 98,907.49 | 24,780.16 | 99,254.86 | 14,686.66 | 700.00 | \$322,793 |
| NET CHGE | | (\$3,250) | \$0 | (\$8,922) | \$37,642 | \$6,655 | \$89,975 | \$14,186 | \$700 | \$136,985 |
| Ltd Incurred | | \$517,399 | \$305,580 | \$291,519 | \$236,580 | \$25,550 | \$105,415 | \$43,193 | \$769 | \$1,526,007 |
| COVERAGE LINE-AUTO LIABILITY | | | | | | | | | | |
| CLAIM COUNT - OPEN CLAIMS | | | | | | | | | | |
| Year | | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | TOTAL |
| | February-17 | 0 | 0 | 0 | 0 | 3 | 4 | 2 | 0 | 9 |
| | March-17 | 0 | 0 | 0 | 0 | 3 | 3 | 1 | 0 | 7 |
| NET CHGE | | 0 | 0 | 0 | 0 | 0 | -1 | -1 | 0 | -2 |
| Limited Reserves | | | | | | | | | | \$1,400 |
| Year | | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | TOTAL |
| | February-17 | 5,241.78 | 3,657.01 | - | - | 300.00 | 10,500.00 | 200.00 | - | \$19,899 |
| | March-17 | 5,241.78 | 3,657.01 | - | - | 300.00 | 501.00 | 100.00 | - | \$9,800 |
| NET CHGE | | \$0 | \$0 | \$0 | \$0 | \$0 | (\$9,999) | (\$100) | \$0 | (\$10,099) |
| Ltd Incurred | | \$115,207 | \$46,030 | \$45,000 | \$0 | \$5,969 | \$10,575 | \$139 | \$0 | \$222,920 |
| COVERAGE LINE-WORKERS COMP. | | | | | | | | | | |
| CLAIM COUNT - OPEN CLAIMS | | | | | | | | | | |
| Year | | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | TOTAL |
| | February-17 | 4 | 8 | 13 | 24 | 29 | 23 | 12 | 0 | 113 |
| | March-17 | 4 | 9 | 9 | 13 | 15 | 19 | 60 | 16 | 145 |
| NET CHGE | | 0 | 1 | -4 | -11 | -14 | -4 | 48 | 16 | 32 |
| Limited Reserves | | | | | | | | | | \$24,425 |
| Year | | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | TOTAL |
| | February-17 | 74,175.17 | 129,558.13 | 261,689.64 | 590,625.48 | 717,298.26 | 1,044,798.38 | 35,246.13 | - | \$2,853,391 |
| | March-17 | 85,567.32 | 149,965.51 | 271,885.78 | 341,195.07 | 397,538.43 | 1,111,753.85 | 1,122,163.66 | 61,530.05 | \$3,541,600 |
| NET CHGE | | \$11,392 | \$20,407 | \$10,196 | (\$249,430) | (\$319,760) | \$66,955 | \$1,086,918 | \$61,530 | \$688,208 |
| Ltd Incurred | | \$2,088,813 | \$1,799,771 | \$2,148,788 | \$1,746,249 | \$2,068,001 | \$2,213,767 | \$2,333,554 | \$73,198 | \$14,472,141 |
| TOTAL ALL LINES COMBINED | | | | | | | | | | |
| CLAIM COUNT - OPEN CLAIMS | | | | | | | | | | |
| Year | | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | TOTAL |
| | February-17 | 4 | 12 | 14 | 39 | 49 | 45 | 21 | 0 | 184 |
| | March-17 | 4 | 13 | 10 | 21 | 31 | 45 | 80 | 20 | 224 |
| NET CHGE | | 0 | 1 | -4 | -18 | -18 | 0 | 59 | 20 | 40 |
| Limited Reserves | | | | | | | | | | \$17,297 |
| Year | | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | TOTAL |
| | February-17 | \$97,341 | \$192,083 | \$281,533 | \$651,891 | \$735,913 | \$1,064,668 | \$36,047 | \$0 | \$3,059,477 |
| | March-17 | \$105,484 | \$212,490 | \$282,807 | \$440,103 | \$422,809 | \$1,211,610 | \$1,137,050 | \$62,230 | \$3,874,582 |
| NET CHGE | | \$8,142 | \$20,407 | \$1,274 | (\$211,788) | (\$313,105) | \$146,941 | \$1,101,003 | \$62,230 | \$815,105 |
| Ltd Incurred | | \$2,771,368 | \$2,184,702 | \$2,485,308 | \$1,998,556 | \$2,187,455 | \$2,362,857 | \$2,476,123 | \$73,968 | \$16,540,337 |

“Career Survival for First Line Supervisors”

Presented by J. A. Montgomery Risk Control and Paraclyte Training Consultants LLC

The “First Line Supervisor” is one of the most important and challenging assignments an officer can be tasked with during their law enforcement career. They are the officers who turn policy into action. They are required to provide leadership at all times, and their personnel will look for guidance and support from them during critical incidents. Making good decisions is crucial, and the First Line Supervisor needs to understand the importance of following current case law, agency rules, and policies to reduce liability and career failure.

New Jersey is one of the most plaintiff-friendly states, and liability claims can negatively affect the agency’s resources and reputation. Identifying the challenges of the assignment and preparing our personnel for the future will assist them with becoming successful leaders.

Target Audience – First Line Police Supervisors

Presenter: Chief Keith F. Hummel (Ret.)

Purpose: This is a risk management program that was designed for First-Line Supervisors. Once this training is completed, the student will be able to identify the risks associated with their assignment, reduce liability claims, and understand the importance of their leadership role.

Goals: Liability reduction through training - topics include but are not limited to:

- Leadership and Organizational Responsibilities
- Decision Making Procedures
- Reducing Liability Claims
- Understanding Harassment and Retaliation in the Workplace
- Dealing with Difficult Employees
- Performance Improvement Plans
- Identifying and Understanding Ministerial Duties

Class Time: Approximately 3 ½ hours

Course / Contact Information:

Glenn Prince | Senior Risk Control Consultant
J. A. Montgomery Risk Control
401 Route 73 North, Suite 300
Marlton, NJ 08053
P: 856-552-4744 | F: 856-552-4745
gprince@jamontgomery.com

Chief Keith F. Hummel (Ret.)
Paraclyte Training Consultants LLC
P.O. Box 562
Voorhees, NJ 08043
P: 856-470-0699
keithhummel@outlook.com

“Risk Management and Career Success”

*Funded by the Camden County Insurance Commission and the
Camden County Municipal Joint Insurance Fund*

**2017 POLICE TRAINING
REGISTRATION FORM**

Please Print

Course Date/Location (check one):

- May 16, 2017** **Camden County Police Administration Building** **12 PM**
800 Federal Street
Camden, NJ
- May 18, 2017** **Bellmawr Municipal Building** **8:30 AM**
21 East Browning Road
Bellmawr, NJ 08031
- May 19, 2017** **Camden County Police Administration Building** **12 PM**
800 Federal Street
Camden, NJ
- May 23, 2017** **Camden County Regional Training Center** **8:30 AM**
420 Woodbury-Turnersville Road
Blackwood, NJ 08043

Name: _____ Title: _____

Municipality: _____

Contact Phone Number: _____

E-Mail: _____

Additional Registrants:

Name: _____ Title: _____

Name: _____ Title: _____

Name: _____ Title: _____

Forward the completed form to Rachel Chwastek at:
rchwastek@permajnc.com or Fax: 856-552-6835

**CAMDEN COUNTY INSURANCE COMMISSION
BILLS LIST**

Resolution No. 28-17

APRIL 2017

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 2017

| <u>Check Number</u> | <u>Vendor Name</u> | <u>Comment</u> | <u>Invoice Amount</u> |
|------------------------|--------------------------------|--|-----------------------|
| 000482 | | | |
| 000482 | BROWN & CONNERY, LLP | LEGAL SERV FOR ANCILLARY COV - 3/31/17 | 857.50 |
| 000482 | BROWN & CONNERY, LLP | LEGAL SERV FOR ANCILLARY COV - 3/31/17 | 69.50 |
| 000482 | BROWN & CONNERY, LLP | LEGAL SERV FOR ANCILLARY COV - 3/31/17 | 935.18 |
| 000482 | BROWN & CONNERY, LLP | LEGAL SERV FOR ANCILLARY COV - 3/31/17 | 3,717.46 |
| 000482 | BROWN & CONNERY, LLP | LEGAL SERV FOR ANCILLARY COV - 3/31/17 | 1,568.93 |
| 000482 | BROWN & CONNERY, LLP | LEGAL SERV FOR ANCILLARY COV - 3/31/17 | 5,757.68 |
| | | | 12,906.25 |
| 000483 | | | |
| 000483 | COMPSERVICES, INC. | CLAIMS ADMIN SERVICES - 04/2017 - CCPD | 11,416.00 |
| 000483 | COMPSERVICES, INC. | CLAIMS ADMIN - 04/2017 - CCIC | 18,616.00 |
| | | | 30,032.00 |
| 000484 | | | |
| 000484 | PERMA RISK MANAGEMENT SERVICES | POSTAGE FEE 03/2017 | 3.08 |
| 000484 | PERMA RISK MANAGEMENT SERVICES | EXECUTIVE DIRECTOR FEE 04/2017 | 14,875.00 |
| | | | 14,878.08 |
| 000485 | | | |
| 000485 | THE ACTUARIAL ADVANTAGE | ACTUARIAL SERVICES FEE 04/2017 - PD | 549.33 |
| 000485 | THE ACTUARIAL ADVANTAGE | ACTUARIAL SERVICES FEE 04/2017 - CCIC | 317.67 |
| | | | 867.00 |
| TOTAL PAYMENTS FY 2017 | | | 58,683.33 |

TOTAL PAYMENTS ALL FUND YEARS \$ 58,683.33

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
SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED

| Current Fund Year: 2017 | | | | | | | | | |
|--------------------------------|---------------------|---------------------|-------------------|----------------------|-----------------------|-------------------|---------------------|-------------------|----------------------|
| Month Ending: February | | | | | | | | | |
| | Property | Liability | Auto | Worker's Comp | NJ CEL | Admin | POL/EPL | Main | TOTAL |
| OPEN BALANCE | 1,820,312.93 | 7,625,306.30 | 980,413.72 | 14,139,160.07 | 164,200.99 | 237,057.13 | 1,048,605.85 | | 26,015,056.99 |
| RECEIPTS | | | | | | | | | |
| Assessments | 1,387.86 | 16,307.32 | 3,683.16 | 67,230.99 | 123,803.08 | 13,704.65 | 0.00 | | 226,117.05 |
| 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 | 4,960.34 | 0.00 | | 4,960.34 |
| 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 | 4,960.34 | 0.00 | 0.00 | 4,960.34 |
| Other * | 0.00 | 599.00 | 0.00 | 0.00 | 0.00 | 16,614.28 | 0.00 | | 17,213.28 |
| TOTAL | 1,387.86 | 16,906.32 | 3,683.16 | 67,230.99 | 123,803.08 | 35,279.27 | 0.00 | 0.00 | 248,290.67 |
| EXPENSES | | | | | | | | | |
| Claims Transfers | 3,090.25 | 114,702.44 | 11,579.90 | 318,398.35 | 0.00 | 0.00 | 0.00 | 0.00 | 447,770.94 |
| Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 2,646,461.13 | 49,449.80 | 0.00 | 3,016.81 | 2,698,927.74 |
| Other * | 0.00 | 457,740.55 | 35,000.00 | 29,050.01 | 5,817.00 | 0.00 | 0.00 | | 527,607.56 |
| TOTAL | 3,090.25 | 572,442.99 | 46,579.90 | 347,448.36 | 2,652,278.13 | 49,449.80 | 0.00 | 3,016.81 | 3,674,306.24 |
| END BALANCE | 1,818,610.54 | 7,069,769.63 | 937,516.98 | 13,858,942.70 | (2,364,274.06) | 222,886.60 | 1,048,605.85 | (3,016.81) | 22,589,041.42 |

| SUMMARY OF CASH AND INVESTMENT INSTRUMENTS | | | | | | |
|---|--|---------------------------------|--------------------------------|-------------------------|---------------------|-------------------------|
| CAMDEN COUNTY INSURANCE COMMISSION | | | | | | |
| ALL FUND YEARS COMBINED | | | | | | |
| CURRENT MONTH | February | | | | | |
| CURRENT FUND YEAR | 2017 | | | | | |
| | Description: | Ins Comm General A/C | Workers Comp Claims | Liability Claims | CCPD - WC | CCPD - Liability |
| | ID Number: | | | | | |
| | Maturity (Yrs) | | | | | |
| | Purchase Yield: | | | | | |
| | TOTAL for All Accts & instruments | | | | | |
| Opening Cash & Investment Balance | \$26,015,057.04 | 25,957,862.39 - | 116,355.94 | 211,338.70 - | 33,496.38 - | 4,291.73 |
| Opening Interest Accrual Balance | \$0.00 | - | - | - | - | - |
| 1 | Interest Accrued and/or Interest Cost | \$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 |
| 3 | (Amortization and/or Interest Cost) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4 | Accretion | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5 | Interest Paid - Cash Instr.s | \$4,960.33 | \$4,883.54 | \$16.04 | \$48.70 | \$4.98 |
| 6 | Interest Paid - Term Instr.s | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 7 | Realized Gain (Loss) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 8 | Net Investment Income | \$4,960.33 | \$4,883.54 | \$16.04 | \$48.70 | \$4.98 |
| 9 | Deposits - Purchases | \$756,165.88 | \$237,513.33 | \$251,648.62 | \$64,194.60 | \$109,369.09 |
| 10 | (Withdrawals - Sales) | -\$4,187,141.79 | -\$3,710,320.84 | -\$189,892.99 | -\$44,426.45 | -\$157,555.37 |
| | Ending Cash & Investment Balance | \$22,589,041.46 | \$22,489,938.42 | -\$54,584.27 | \$231,155.55 | -\$81,677.68 |
| | Ending Interest Accrual Balance | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | Plus Outstanding Checks | \$289,721.81 | \$21,080.85 | \$112,828.85 | \$42,358.20 | \$85,032.40 |
| | (Less Deposits in Transit) | -\$843.00 | \$0.00 | \$0.00 | \$0.00 | -\$843.00 |
| | Balance per Bank | \$22,877,920.27 | \$22,511,019.27 | \$58,244.58 | \$273,513.75 | \$2,511.72 |
| | | | | | | \$32,630.95 |



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

| 2017 | | | | | | | | |
|-----------------------------|------------------------|--|--------------|---------------|--------------|-----------------|--------------|---------------------|
| Month | Provider Billed Amount | Usual Customer Rate (UCR)80th percentile | Paid Amount | Gross Savings | % of Savings | ACS Network Fee | Net Savings | Network Utilization |
| January | 301,129.50 | \$299,261.96 | \$163,306.71 | \$135,955.25 | 45.43% | \$27,191.05 | \$108,764.20 | 99.50% |
| February | 224,813.45 | \$214,327.20 | \$127,065.48 | \$87,261.72 | 40.71% | \$17,452.34 | \$69,809.38 | 97.10% |
| March | 104,888.00 | \$104,345.00 | \$63,031.00 | \$41,315.00 | 39.60% | \$8,263.00 | \$33,052.00 | 97.70% |
| April | | | | | | | | |
| May | | | | | | | | |
| June | | | | | | | | |
| July | | | | | | | | |
| August | | | | | | | | |
| September | | | | | | | | |
| October | | | | | | | | |
| November | | | | | | | | |
| December | | | | | | | | |
| Totals: | | | | | | | | |
| Total Bills Received | | 516 | | | | | | |



CAMDEN COUNTY INSURANCE COMMISSION
SAFETY DIRECTOR'S REPORT

TO: Fund Commissioners
FROM: J.A. Montgomery Risk Control, Safety Director
DATE: April 18, 2017

CCIC SERVICE TEAM

| | | |
|---|---|---|
| David McHale, Public Sector Director dmchale@jamontgomery.com Office: 732-736-5213 Cell: 732-673-4802 | Glenn Prince, Associate Public Sector Director gprince@jamontgomery.com Office: 856-552-4744 Cell: 609-238-3949 | Natalie Dougherty, Executive Assistant ndougherty@jamontgomery.com Office: 856-552-4738 |
|---|---|---|

March – April 2017
RISK CONTROL ACTIVITIES

MEETINGS ATTENDED / TRAINING / LOSS CONTROL VISITS CONDUCTED

- **March 23:** Attended the CCIC Meeting in Blackwood.
- **March 24:** One session of Risk Management for Police Officers was conducted at the CCIC – CCPA.
- **April 19:** Plan to attend the CCIC Safety Committee Meeting in Blackwood.

UPCOMING MEETINGS / TRAINING / LOSS CONTROL VISITS PLANNED

- **April 19:** Plan to attend the CCIC Safety Committee Meeting in Blackwood.
 - **April 25:** One session of Employee Conduct/Violence Prevention is scheduled for CCIC – 911.
- April 27:** Plan to attend the CCIC Meeting in Blackwood

CEL MEDIA LIBRARY

No Videos have been utilized in 2017.

SAFETY DIRECTOR BULLETINS

- Bring Your Child to Work Day – March 20.
- Comprehensive Playground Inspection Program – April 3.

March 2017

Take Your Daughters and Sons to Work Day – Best Practices

The fourth Thursday of April is designated as Take Your Daughters and Sons to Work Day. Forbes magazine reports an estimated 37 million Americans in over 3.5 million workplaces participate each year. The day may include one-on-one job shadowing, facility visits and hands-on non-hazardous work experience. If you think that your kids are perfectly safe shadowing you at work for a day, think again. Safety incidents can, and have happened to children in the workplace.

Now is a good time to start planning to ensure a safe and successful event. The Safety Director offers the following suggestions and best practices:

- Develop a list of age-appropriate activities that relate to the type of work performed at your workplace. Safety must be a primary consideration, but some other thoughts include:
 - What age group or groups can be accommodated? Will you have a minimum age for participation? Consider time frames appropriate for the different age groups (2 hours for young children, 3-4 hours for older children, & 5-6 hours for teen-agers).
 - Can all departments participate? If a department can not, or will be severely limited by participating, can children from those departments attend elsewhere?
 - Consider that some children may attend over multiple years, can you, as host, vary the experience?
 - What can you do to make the experience interactive, while still maintaining a high level of safety for the children.
- Talk to other, similar workplaces to learn what went well and what they might have done differently.
- Have a written plan and schedule of activities. This will prevent freelancing by departments and will facilitate incorporating what was learned from one year into future events.
 - Start by asking yourself and the other sponsoring departments to define the goal of the event. Will it be all fun and games, or will there be an instructional, service, or safety-related component?

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.

- Create a factsheet that can be shared with participating parents and children concerning the ground rules of the event.
 - Who will act as host / guide for the children? Each parent? A department representative who has been educated on the rules of the program? Someone else such as HR?
 - Plan a strong and interesting welcome and closing for the children. Establish expectations of behavior and consequences for not meeting those expectations. Consider having the children sign a contract as a part of the day's events.
- Best Practices should include:
 - Establish a child to supervisor ratio that is appropriate for the work place being visited. Maintain a headcount of visitors in case of emergency.
 - Children should not be permitted around or to operate heavy machinery.
 - Children should not be permitted in the vicinity of chemicals more hazardous than household chemicals used at household levels.
 - Children should not be permitted in the vicinity of hazardous operations such as working at heights, with flame or flame-producing equipment, etc.
 - Children should not see confidential information such as criminal, driving, or medical records.
 - Provide properly-sized personal protective equipment for tours of areas such as garages.
 - Have a member of the department precede the tour and inspect the area for hazards and control any unacceptable conditions (slippery floors, etc.) or operations (such as welding). Remind the representatives the inspection is for CHILDREN, not the usual adult workforce.
 - Give a morning briefing to all workers of departments hosting children for the event, which includes 1) rules for the children, 2) an awareness of adult behaviors & language when children are present, and 3) an expectation of extra vigilance for safety concerns while having children in the work area.
 - Will pictures be taken? By who? Will there be any restrictions to taking picture of children and distribution / posting following the event?
 - Provide notices that the organization is participating in TYDSTWD, especially in areas where customers may be impacted with the presence / distraction of children.
 - Have each employee who wishes to bring a child to work sign an agreement with a clear explanation of permitted and non-permitted activities.
 - If the workplace can not be made safe and appropriate for children, consider hosting another activity; such as a picnic with lessons on the workplace, a poster contest, or work-related demonstrations / activities at an off-site and more appropriate 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. 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 three other resources;

1. J.A. Montgomery Risk Control 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

| Location Surveyed: | | | | Inspection Date: / / 201 |
|---|------------|-----|-----|---|
| Name of Inspector: | | | | Title: |
| # | Needs Work | O K | N/A | CONDITION: Write line #'s & comments on back for all "Needs Work" listings, and notify management to initiate required corrective action |
| General Condition of Grounds and Equipment | | | | |
| 1 | | | | Surfacing material is at adequate depth, (min 9"); not compacted or overgrown with vegetation |
| 2 | | | | Surface material (Use Zone) extends a minimum of 6 feet in all directions from all equipment. |
| 3 | | | | Surface material has adequate drainage & no tripping hazards such as roots, rocks, etc. |
| 4 | | | | Surface material has not been kicked out from under swings, front of slide, etc. |
| 5 | | | | Area free of vandalism (broken glass, trash, graffiti, etc.) |
| 6 | | | | Signs are present and legible – Rules, Hours & Age appropriate, supervision Suggested? |
| 7 | | | | Freezing weather, Hot surface & bike helmet warning signs posted? |
| 8 | | | | Benches, picnic tables, trees, 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 | | | | Overhanging dead tree limbs have been removed. |
| 11 | | | | Fencing is not damaged; have exposed sharp edges, any post 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 & compatible with the OEM (Original Equipment Manufacture)? |
| 18 | | | | Exposed ends of columns and tubing are covered by plugs or caps |
| 19 | | | | Paint is not chipped or peeling (If installed before 1978 lead paint is possible- should test) |
| 20 | | | | Wood is not cracked, heavily splintered, or otherwise deteriorated. |
| Specific Equipment | | | | |
| 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; (0.04") |
| 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. "D" shape handles? |
| 29 | | | | Merry-go rounds: 1) bottom of deck is not greater than 9" above surfacing, 2) include a speed limiter, & 3) has hand holds, 4) no open spaces in deck- essentially round? |
| 30 | | | | Seesaw fulcrum is fixed, enclosed, or designed to prevent crush & shear; no footrests? |
| Ancillary Activities or Equipment | | | | |
| 31 | | | | Sand play is located in shaded area, inspected & raked weekly to remove debris. |
| 32 | | | | Lamp posts & poles are free of cracks in welds. Lights work. Electrical components covered. |

RESOLUTION NO. 29-17

**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: 1711, 1688, 1278, 1056, 1444, 1567, 0469, 9263

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:

CHAIRPERSON

ATTEST:

VICE-CHAIRPERSON

APPENDIX I

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – March 23, 2017
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 Steve Williams, Vice Chairman. Open Public Meetings notice read into record.

PLEDGE OF ALLEGIANCE

ROLL CALL OF COMMISSIONERS:

| | |
|-------------------|---------------------------------|
| Ross G. Angilella | Present (<i>arrived 2:03</i>) |
| Anna Marie Wright | Present |
| Steve Williams | Present |

FUND PROFESSIONALS PRESENT:

| | |
|--------------------------|---|
| Executive Director | PERMA Risk Management Services Bradford C. Stokes |
| Claims Service | AmeriHealth Casualty Services Denise Hall Steve Andrick Huguette Atherton Paulette Kelly (<i>via teleconference</i>) Jaelyn Lindsey (<i>via teleconference</i>) |
| | Conner Strong & Buckelew Michelle Leighton Gregory Hunt |
| CEL Underwriting Manager | Conner Strong & Buckelew Edward Cooney |
| Attorney | Laura J. Paffenroth, Esq. |
| Treasurer | |
| Safety Director | J.A. Montgomery Risk Control Glenn Prince |

Auditor

Bowman & Company LLP

Risk Management Consultant (CCIA)

Hardenbergh Insurance Group

Christina Violetti, *(via teleconference)*

ALSO, PRESENT:

Lou DiAngelo, Camden County

Howard Goldberg, Esq. Camden County Counsel

Edward H. Hill, Camden County Board of Social Services

Robert Cornforth, Camden County Municipal Utility Authority

Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF DECEMBER 8, 2016 & FEBRUARY 23, 2017

Motion

Commissioner Williams

Second:

Commissioner Wright

Vote:

2 Ayes, 0 Nays, 1 Abstained

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF JANUARY 26, 2017

Motion

Chairman Angilella

Second:

Commissioner Wright

Vote:

2 Ayes, 0 Nays, 1 Abstained

CORRESPONDENCE: None

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on March 15th. The Committee discussed a variety of items including upcoming training requests as well as the most common PEOSH citations from the last quarter of 2016. Mr. Prince noted the Committee was scheduled to meet again on April 19th. Mr. Prince asked if there were any questions and then concluded his report.

CLAIMS COMMITTEE: Ms. Leighton advised the claims committee met on March 7th and there were several PARS for review in closed session. Ms. Leighton asked if there were any questions and then concluded her report.

EXECUTIVE DIRECTOR REPORT:

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director reported on the Certificate of Insurance Report for the period of 2/1/17 to 2/28/17. There were 11 certificates issued during this period.

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

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

2017 ACTUARY FEE: Executive Director advised at the February 23, 2017 meeting the Commissioners approved an award of contract to Actuarial Advantage in the amount of \$15,939. Executive Director explained the fee was incorrect and the correct amount should have been \$10,404. Executive Director requested a motion to amend the 2017 Actuary fee to \$10,404.

**MOTION TO AMEND THE AWARD OF CONTRACT TO
ACTUARIAL ADVANTAGE WITH A FEE OF \$10,404**

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

NJ EXCESS COUNTIES INSURANCE FUND (CELJIF): Executive Director advised the CELJIF held their Reorganization meeting on February 23, 2017 and a summary report of the meeting was included in the agenda. Executive Director reported a resolution was adopted to offer membership to the County of Monmouth. Executive Director congratulated Mr. Angilella as he was elected as Chair of the CELJIF. Executive Director noted the CEL was scheduled to meet again April 27, 2017 at the DiPiero Center.

CCIC FINANCIAL FAST TRACK: Executive Director advised the January Financial Fast Track Report was included in the agenda. The Commission had a surplus of \$16,833,784 as of January 31, 2017. Executive Director referred to line 10 of the report, "Investment in Joint Venture" and indicated \$2,608,008 was Camden County Insurance Commission's share of the equity in the CEL.

NJ CEL PROPERTY AND CASUALTY FINANCIAL FAST TRACK: Executive Director reported the January Financial Fast Track was included in the agenda. Executive Director advised as January 31, 2017 the Fund had a surplus of \$8,316,421. Executive Director asked if anyone had any questions regarding the Financial Fast Tracks.

CLAIMS TRACKING REPORT: Executive Director advised the agenda included the Claims Activity Report as of January 31, 2017. The Claims Activity monitors open and closed claims each month. Executive Director said there were 32 new claims for the period and 23 of those claims were worker compensation.

BULLETIN NJCE 17-01: Executive Director referred to a copy of the first NJ CEL Bulletin, 17-01 on Unmanned Aircraft ("Drones") which was included in the agenda.

Executive Director advised the bulletin was a clarification on the liability coverage for Unmanned Aircraft or also known as drones. Executive Director indicated there would be other bulletins presented during the year.

2017-2018 LIMIT SCHEMATICS: Executive Director referred to a copy of the 2017-2018 Limit Schematics which were included in the Appendix II section of the agenda. Executive Director advised the Limit Schematics would also be available on the Conner Strong & Buckelew website along with the policies. In response to Executive Director's inquiry Ms. Dodd advised the CEL Underwriting Manager indicated the policies should be available on the site around April 1st. Ms. Dodd advised an e-mail would be sent with all the pertinent information. Ms. Dodd advised she would send an electronic version of the schematics.

CEL TPA: Executive Director reported the agenda included a letter from AmeriHealth advising Amanda Metzger would be handling the CEL account taking over for Tom Watkins. Ms. Metzger's contact information was included in the agenda along with the Service Team announcement.

2017 PROPERTY & CASUALTY ASSESSMENTS: Executive Director advised the first assessment payment was due on March 15, 2017 and advised the Fund Office would follow up with the Treasurer to ensure all the payments were received.

APRIL 27, 2017 MEETING: Executive Director advised the April Commission Meeting would be held at the DiPiero Center, 512 Lakeland Road, Suite 200, 7th Floor, Blackwood, NJ on April 27, 2017 at 2:00 PM.

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

Executive Director's Report Made Part of Minutes.

TREASURER: Chairman Angilella advised the March Bill List and Treasurer's Reports were included in agenda.

**MOTION TO APPROVE RESOLUTION 23-17 MARCH BILL LIST
IN THE AMOUNT OF \$62,700.01**

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

ATTORNEY: Commission Attorney advised she had no report at this time.

CLAIM SERVICE: Ms. Hall reviewed the Medical Savings Report for the month of February which was included in the agenda. Ms. Hall advised the total billed for the month of February was \$224,813.45 and the total paid was \$127,065.48 with a savings of

\$87,261.72 or 40.71%. Ms. Hall advised the net savings was \$69,809.38 and network utilization was 97.10%.

Ms. Hall reported distributed copies of AmeriHealth's Worker's Compensation Stewardship Report for the policy years of 2013 to 2016. Ms. Hall reviewed the first page of the report and advised the claims had decreased over the years. In 2013, there were 263 claims and the highest year was 2014 with 266 claims. During 2016, there were 195 claims and the lowest year was 2015 with 183. Ms. Hall advised the report was for all member entities but did not include the police.

Ms. Hall advised the Jail had the most number of claims followed by the Sheriff's Department, Public Works, MUA and the Health Services. Ms. Hall pointed at the Jail also had the highest amount paid at \$1.3 million followed by the MUA, Public Works, Sheriff's Department, the Health Services and Youth Center. Ms. Wright mentioned the number of claims decreased as the Health Services was no longer in existence. Ms. Paffenroth noted there were no new claims for the Health Services and there were two large claims for the MUA that attributed to the high amount paid. Ms. Leighton pointed out that not only had the number of claims decreased overall, but also the loss time claims which was a result of all the safety efforts and other programs.

Ms. Hall reported most of the claims happened on Thursdays. Ms. Hall continued to review the report and asked if anyone had any questions regarding the report.

SAFETY DIRECTOR: Mr. Prince reviewed the February – April 2017 Risk Control Activity Report which was included in the agenda. Mr. Prince reported tomorrow he would present the Risk Management Program at the Police Academy. Mr. Prince noted at the last meeting, the Commissioners approved two sessions of Supervisor's Training. Mr. Prince advised he met with Mr. Hummel to review the program and further information would follow. Mr. Prince reported the Safety Committee was working with the Sheriff's Department to provide active shooter training and amend the emergency action plan for all the departments that needed the plan. Mr. Prince noted on April 10th & 11th the Sheriff's Department would provide active shooter training to the Board of Social Services.

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: Commissioner Wright

Second: Commissioner Williams
Vote: Unanimous

Seeing no members of the public wishing to speak Chairman Angilella moved a motion to close the public comment portion of the meeting.

MOTION TO CLOSE MEETING TO PUBLIC

Motion: Commissioner Wright
Second: Commissioner Williams
Vote: Unanimous

CLOSED SESSION: Chairman Angilella read Resolution 24-17, 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 24-17 FOR CLOSED SESSION

Motion: Commissioner Wright
Second: Commissioner Williams
Vote: Unanimous

MOTION TO RETURN TO OPEN SESSION

Motion: Commissioner Wright
Second: Commissioner Williams
Vote: Unanimous

Chairman Angilella made a motion to approve the PARS/SARS discussed during closed session.

MOTION TO APPROVE THE FOLLOWING PARS/SARS

| CLAIM # | AMOUNT |
|----------------|---------------|
| 0324 | \$78,606 PAR |
| 0324 | \$33,264 SAR |
| 1559 | \$28,527.10 |
| 3310 | \$36,440 |
| 6702 | \$7,500 |
| 5744 | \$20,100 |
| 0056 | \$25,733 PAR |
| 0056 | \$39,374 SAR |
| 4925 | \$135,000 |
| 2910 | \$210,000 |
| 0223 | \$80,177 PAR |
| 0223 | \$40,000 SAR |
| 1036 | \$81,800.84 |
| 1036 | \$22,788 SAR |

Motion: Chairman Angilella
Second: Commissioner Williams
Vote: Unanimous

Chairman Angilella advised the next meeting is scheduled for April 27, 2017, 2:00 PM, at the DiPiero Center.

MOTION TO ADJOURN:

Motion: Commissioner Wright
Second: Commissioner Williams
Vote: Unanimous

MEETING ADJOURNED: 2:55 PM

Minutes prepared by: Cathy Dodd, Assisting Secretary