

**CAMDEN COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – July 24, 2014
Camden County College Regional Emergency Training Center
Conference Room
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 Joseph Hrubash
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Claims Service	AmeriHealth Casualty Services Denise Hall Huguette Atherton Paulette Kelly Glenn Giveans
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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 James Miles Dennis Skalkowski
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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
Michael Hobbs, Camden County
Karl McConnell, Camden County College (*via teleconference*)
Larry Rosoff, Camden County Municipal Utility Authority, (*via teleconference*)
Rachel Chwastek, PERMA Risk Management Services
Brad Stokes, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN & CLOSED MINUTES OF JUNE 26, 2014

MOTION TO APPROVE OPEN MINUTES OF JUNE 26, 2014

Motion: Commissioner Wright
Second: Commissioner Williams
Vote: 2 Ayes, 0 Nays, 1 Abstain

MOTION TO APPROVE CLOSED MINUTES OF JUNE 26, 2014

Motion: Commissioner Wright
Second: Commissioner Williams
Vote: 2 Ayes, 0 Nays, 1 Abstain

CORRESPONDENCE: None

COMMITTEE REPORTS:

SAFETY COMMITTEE: Mr. Prince reported the Safety Committee last met on July 16th. The Safety Committee received a request for Summer Seasonal Training for the DPW and the Safety Committee was able to accommodate that training on July 2nd. Mr. Prince asked if there were any questions and then concluded his report.

CLAIMS COMMITTEE: Ms. Leighton advised the Claims Committee met on July 1st to review and discuss the PARS that would be presented during closed session. Ms. Leighton also advised that the claims committee would be setting up a meeting in August to formulate a subcommittee to put together the Claims Best Practices Workshop. The Claims Committee goal is to meet sometime in August and would have more information after the meeting. Ms. Leighton asked if there were any questions and then concluded her report.

EXECUTIVE DIRECTOR REPORT:

Executive Director advised his report was included in the agenda and he had three definite action items, and a possible fourth.

2013 AUDIT REPORT AS OF DECEMBER 31, 2013: Executive Director reported that the 2013 audit was sent to the Commissioners, Commission Treasurer, and Commission Attorney for their review on July 22, 2014. The report was valued as of 12/31/13. The Executive Director introduced the Commission Auditor, Mr. Jim Miles, of Bowman & Company who presented the audit. A copy of the draft audit was provided as a handout.

MOTION TO APPROVE RESOLUTION 44-14 CERTIFICATION OF ANNUAL AUDIT REPORT FOR PERIOD ENDING DECEMBER 31, 2013

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

CORRECTIVE ACTION PLAN FOR THE 2013 AUDIT: Executive Director reported that also included in the agenda was the Correction Action Plan for the CCIC 2013 Audit and Resolution Number 45-14. Although there were no current findings the Corrective Action Plan and the Resolution accepting the Corrective Action Plan was required by State Law.

MOTION TO APPROVE RESOLUTION 45-14 ACCEPTING THE CORRECTIVE ACTION PLAN

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

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director reported on the Certificate of Insurance Report for the period 6/23/14 to 7/16/14. There were 10 certificates issued during this period.

MOTION TO APPROVE EXECUTIVE DIRECTORS CERTIFICATE OF INSURANCE REPORT

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

NJ EXCESS COUNTIES INSURANCE FUND (CELJIF): The CEL met on June 26, 2014. A summary report of their meeting was included in the agenda on pages 13-15. At that meeting the CEL scheduled a public hearing on July 24, 2014 due to the addition of Ocean County. Also the auditor presented and reviewed a draft copy of the 2013 audit. Also, during closed session the CEL met to review the responses to the RFQ for the TPA.

CCIC FINANCIAL FAST TRACK: Executive Director reported that included in the agenda was a copy of the Financial Fast Track Report as of May 31, 2014. The report reflects a Commission surplus of \$7,952,429. "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 was \$1,762,127.

NJ CEL PROPERTY AND CASUALTY FINANCIAL FAST TRACK: Executive Director reported the CEL Property and Casualty Financial Fast Track for June was not available for this meeting and would be included in the next agenda.

CYBER LIABILITY/AUTO SHUN DEVICE: Executive Director reported the Auto Shun was a proactive malware shunning system that used exclusive global intelligence to prevent security breaches. As part of the AIG Cyber Security Policy one Auto Shun device was free to

the County and would be placed on the County's main line. We have received a request from the County to discuss the purchase and support of Auto Shun Devices for the Public Safety & Prosecutor offices through the Insurance Commission. The annual cost to support the 2nd & 3rd units were \$3,500/each and \$7,000 in total.

Michael Hobbs then led a discussion about the auto shun devices and how they work.

MOTION TO APPROVE PURCHASE OF TWO ADDITIONAL AUTO SHUN DEVICES

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

AUGUST COMMISSION MEETING: Executive Director reminded the Commission that it was agreed there would not be a meeting in August. The Commission previously passed Resolution 15-14 authorizing the Commission Treasurer to process contracted payments and expenses when the Commission did not meet. The payments will be ratified at the September meeting. Executive Director advised the next meeting was scheduled for September 25, 2014 at 2:00 PM.

EXECUTIVE DIRECTOR: Executive Director reported that Brad Stokes would be taking over as Executive Director for the Camden County Insurance Commission and Joseph Hrubash, the current Executive Director, would become the Deputy Executive Director.

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

Executive Director's Report Made Part of Minutes.

TREASURER:

REPORT: Commission Attorney advised Mr. McPeak did review the bill list prior to the meeting and he approved the same.

MOTION TO APPROVE RESOLUTION 46-14 JULY BILL LIST IN THE AMOUNT OF \$50,186.73.

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

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

ATTORNEY: Commission Attorney advised she prepared resolution 47-14 to rescind resolution 19-14 which was included in the agenda authorizing a workers compensation settlement. The petitioner had originally agreed to the award, and then changed her mind.

MOTION TO APPROVE RESOLUTION 47-14 RESCINDING RESOLUTION NO. 19-14 AUTHORIZING WORKERS COMPENSATION SETTLEMENT

Motion: Commissioner Angilella
Second: Commissioner Williams
Vote: 3 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 June was \$78,702.02. Ms. Hall noted the network utilization for the month of June was above 90%. Ms. Hall asked if there were any questions and then concluded her report.

SAFETY DIRECTOR: Mr. Prince reviewed the June – August 2014 Risk Control Activity Report which was included in the agenda. Mr. Prince also wanted to note that they have been aggressively attempting to schedule the Command Staff training for the Metro Division as well as the Sherriff Department and Prosecutor’s Offices. Previously the Commission voted to allow up to 8 sessions for the Command Staff training. Mr. Prince met with the Police Academy Director, the in-service training coordinator for the county and the class coordinator. The Command Staff training sessions will be scheduled for 8 dates beginning August 12 thru March 10. In addition to the Command Staff training, on August 6th and 7th the Risk Management for Police Officers training course for the recruit class and recent graduates will be provided. In the future, arrangements have been made for the recruit class to receive this training while in session. 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 Angilella
Second: Commissioner Williams
Vote: 3 Ayes, 0 Nays

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

MOTION TO CLOSE MEETING TO PUBLIC

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

MOTION TO RETURN TO OPEN SESSION

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

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

MOTION TO APPROVE THE FOLLOWING PARS/SARS:

CLAIM #	AMOUNT
1066	\$86,806.00
0995	\$109,245.00
1132	\$37,186.80
1151	\$68,890.18
1213	\$78,690.50
1250	\$250,000.00

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

Commissioner Angilella advised the next meeting was scheduled for Thursday, September 25, 2014 at 2:00 PM.

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 2:44 PM

Minutes prepared by: Cathy Dodd, Assisting Secretary