

**NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND
OPEN MINUTES
SEPTEMBER 25, 2014
CAMDEN COUNTY EMERGENCY TRAINING CENTER, BLACKWOOD, NJ
1:00 PM**

MEETING OF THE FUND CALLED TO ORDER AT 1:00 P.M.

OPEN PUBLIC MEETING ACT READ INTO RECORD

PLEDGE OF ALLEGIANCE

ROLL CALL BOARD OF FUND COMMISSIONERS

Michael Smith, Chairman	Burlington County	Present
Ross Angilella, Secretary	Camden County	Present
Gerald White, Commissioner	Gloucester County	Present - <i>via teleconference</i>
Norman Albert, Commissioner	Union County	Present - <i>via teleconference</i>
Robert Vanderslice, Commissioner	Salem County	Absent
Andrew Mair, Commissioner	Mercer County	Absent
Ken Mecouch, Commissioner	Cumberland County	Present - <i>via teleconference</i>
Edmund Shea, Commissioner	Hudson County	Present - <i>via teleconference</i>
John Kelly, Commissioner	Ocean County	Absent

SPECIAL FUND COMMISSIONERS

Marc Krassan	Burlington County	Absent
--------------	-------------------	--------

ALTERNATE FUND COMMISSIONERS

Anna Marie Wright	Camden County	Present
Carl Block	Ocean County	Present - <i>via teleconference</i>

APPOINTED OFFICIALS PRESENT:

Executive Director/Administrator	PERMA Risk Management Services James Kickham Nancy A. Ghani - <i>via teleconference</i>
----------------------------------	---

Attorney	Laura Paffenroth, Esq.
----------	-------------------------------

Auditor	Bowman & Company Dennis Skalkowski
---------	--

Treasurer	David McPeak
-----------	---------------------

Safety Director	JA Montgomery Risk Control Dave McHale
-----------------	--

Claims Administrator	CompServices Tom Watkins
----------------------	------------------------------------

Underwriting Manager	Conner Strong & Buckelew Tom Nolan
----------------------	--

ALSO PRESENT:

Louis DiAngelo, Camden Ins Commission Fund Commissioner
Claudia Martin, Union County - *via teleconference*
Joseph Hrubash, PERMA
Cathy Dodd, PERMA
Michelle Leighton, Conner Strong & Buckelew

Chris Orlando Esq., Camden County Counsel
Bonnie Rick, Hardenbergh Insurance Agency
Gail White, Scirocco Group
Douglas Borden, Borden Perlman Salisbury & Kelly
Mary Lou Doner, PERMA
Joe Porch, Conner Strong & Buckelew
Julie Tillotson, Conner Strong & Buckelew- *via teleconference*
Carol Mack, Conner Strong & Buckelew- *via teleconference*
Karen Read, PERMA- *via teleconference*
Rachel Chwastek, PERMA

MINUTES: Open & Closed Minutes of July 24, 2014. Commissioner Block said he was present at the July 24th meeting, which indicated he was absent.

APPROVAL OF MINUTES FROM JULY 24, 2014 AS AMENDED:

Moved:	Commissioner Angilella
Second:	Commissioner Block
Vote:	Unanimous

CORRESPONDENCE:

NONE

EXECUTIVE DIRECTOR'S REPORT:

2015 BUDGET: Executive Director said historically, the fund has introduced budgets in November and adopted in December. Executive Director said the fund office would like to introduce the 2015 budget in October and comply with the municipal regulations' timeline of certification of annual assessments. Executive Director suggested a 1pm meeting on October 23, 2014 to present a budget and a 2pm meeting on November 20, 2014 to adopt the budget. The Commissioners and Fund Professionals present reviewed their schedules and agreed with the meeting dates. Commissioner White requested that the board be distributed a few days before the meeting. The fund office will properly advertise both these meetings in the fund's official newspapers, as well as advertise the public hearing of the budget following the October meeting.

MOTION TO SCHEDULE A 1PM MEETING ON OCTOBER 23, 2014 AND TO SCHEDULE A 2PM MEETING ON NOVEMBER 20, 2014 IN ORDER TO CONDUCT REGULAR BUSINESS OF THE FUND:

Moved:	Commissioner Block
Second:	Commissioner Smith
Vote:	Unanimous

DECEMBER 31, 2013 AUDIT: The final financial audit for the period ending December 31, 2013 has been prepared by the Fund Auditor. The draft audit was previously reviewed at the June meeting and filed with DOBI & DCA on June 30, 2014 along with an extension request to file the final report. Fund Auditor said there were no changes to the final audit from the draft audit. In addition, there were no findings or recommendations.

Enclosed in the agenda was Resolution 32-14 approving the year-end financials and the Group Affidavit form to execute indicating that the Fund Commissioners have read the General Comments section of the Audit Report. The fund office will file the final report and supporting resolution with the State following the meeting.

AMENDMENT TO THE PLAN OF RISK MANAGEMENT: The Plan of Risk Management was revised to recognize the endorsement in the Lloyds of London excess liability policy to amend the aviation/aircraft exclusion to make an exception for the Unmanned Aerial Vehicle - tethered blimp. The blimp will be deployed by the County of Camden for aerial surveillance on

emergency/pre-planned incidents to provide video imaging to the County's Incident Command Post. Enclosed in the agenda was the amended Risk Management Plan Resolution 33-14 with the changes highlighted for reference.

CLAIMS STATUS SUMMARY: AmeriHealth Casualty Services prepared a summary report of any claims with large open reserves to be reviewed during Closed Session. Enclosed is Resolution 34-14 authorizing the need for closed session.

2014 AMENDED BUDGET: In accordance with the regulations, the amended budget adopted by the Fund at the July meeting has been advertised in the Fund's official newspaper.

NJCE WEBSITE: The fund's website, www.njce.org, continues to be updated on an as-needed basis with fund information.

UNDERWRITING MANAGER:

2015 RENEWAL: The Underwriting Manager said since the fund's inception date of March 2010 the membership has grown to 9 counties representing 24 separate entities. The fund's excess carriers are requiring 10-years of loss data for counties and their affiliated entities, as well as updated exposures from all member entities. Additionally, any claims-made policies require signed and completed applications annually. Underwriting Manager reported carriers will not provide a renewal quote unless this information is provided to them. Executive Director said email notification will be sent to Fund Commissioners and Risk Managers listing the outstanding items.

Underwriting Manager reported in addition to obtaining loss data and updated exposures the following is being managed for renewal:

- The fund currently has 11 policies being negotiated for renewal with Cyber Liability as the last ancillary coverage incorporated into the program.
- The fund's flood annual aggregate of \$50 million is being reviewed to determine if the current limits are adequate, which is shared among all NJCE members in the property program. Underwriting Manager said the fund's objective will be to obtain and review multiple quotes to increase flood aggregate limits.
- The fund's Excess Workers' Compensation limit is statutory less a member's \$250,000 Self-Insured Retention (SIR) with a few exceptions. Underwriting Manager said with the rising costs of workers' compensation claims including medical expenses, the renewal quote will include options to increase member self insured retentions.

Executive Director said in addition the renewal items being reviewed; the fund will prepare a new member submission from Atlantic County for review at the next meeting.

TREASURER REPORT:

Included in the agenda was a Confirmation of Payments for August, August #2 and Resolution 31-14 bills list for September 2014. In addition, there were financial reports for the months of May, June and July.

VOUCHER PAYMENTS (BILL LIST) –

August 2014 Confirmation of Payment	\$430,379.40
August 2013 #2 Confirmation of Payment	\$107,275.03
September Resolution 31-14	\$965,569.88

**MOTION TO APPROVE THE AUGUST CONFIRMATION OF PAYMENTS,
AUGUST #2 CONFIRMATION OF PAYMENTS AND THE SEPTEMBER 2014
BILLS LIST RESOLUTION 31-14 AS PRESENTED:**

Moved: Commissioner Angilella
Second: Commissioner White
Vote: 7 Ayes – 0 Nays

SAFETY DIRECTOR'S REPORT:

REPORT: Safety Director reviewed his report, which included a summary of activities for July thru October 2014.

FUND ATTORNEY:

REPORT: Fund Attorney said there was nothing to report for the month.

CLAIMS ADMINISTRATOR:

REPORT: CompServices Inc. prepared a summary report of any claims with large open reserves to be reviewed during Closed Session. Enclosed in the agenda was Resolution 34-14 authorizing the need for closed session.

BEST PRACTICES WORKSHOP SERIES – LIABILITY & WORKERS' COMPENSATION STRATEGIES: Ms. Leighton reported a workshop will be hosted on October 7, 2014 on Liability & WC Strategies featuring several speakers and topics. Invitations were sent out via email and the fund office can be contacted for more information regarding location and participation.

RESOLUTIONS:

RESOLUTION 32-14: Resolution of Certification of Annual Audit for the period ending December 31, 2013.

RESOLUTION 33-14: Resolution amending the 2014 Plan of Risk Management.

MOTION TO ADOPT RESOLUTIONS 32-14 AND 33-14 AS PRESENTED:

Moved: Commissioner Angilella
Second: Chairman Smith
Vote: 7 Ayes – 0 Nays

CLOSED SESSION:

MOTION TO ADOPT RESOLUTION 34-14 AUTHORIZING THE NEED TO ENTER INTO CLOSED SESSION FOR THE PURPOSE AS PERMITTED BY THE OPEN PUBLIC MEETINGS ACT, MORE SPECIFICALLY TO DISCUSS POTENTIAL LITIGATION ON CLAIM NUMBERS

640-112-0000016, 640-110-0000002, 6401102,353000576, 64GL01823 AND 64GL03453:

Moved: Commissioner Angilella
Second: Chairman Smith
Vote: 7 Ayes – 0 Nays

The following individuals left the teleconference: Carol Mack, Gail White, Dennis Skalkowski, Julie Tillotson, Joe Porch, Bonnie Rick and Douglas Borden.

MOTION TO RETURN TO OPEN SESSION:

Moved: Commissioner Angilella
Second: Chairman Smith
Vote: Unanimous

OLD BUSINESS:

NONE

NEW BUSINESS:

NONE

PUBLIC COMMENT

MOTION TO OPEN MEETING TO PUBLIC

Moved: Commissioner Angilella
Second Commissioner White
Vote: Unanimous

MOTION TO CLOSE MEETING TO PUBLIC

Moved: Commissioner Angilella
Second Commissioner White
Vote: Unanimous

NON- AGENDA ITEMS

NONE

MOTION TO ADJOURN:

Moved: Commissioner Angilella
Second: Chairman Smith
Vote: Unanimous

MEETING ADJOURNED: 1:34PM

NEXT MEETING: October 23, 2014

Camden County Emergency Training Center 1:00 PM

Nancy A. Ghani, Assisting Secretary

for

ROSS ANGILELLA, SECRETARY