

**CUMBERLAND COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – APRIL 7, 2022
ELECTRONICALLY
11:00 AM**

Meeting called to order by Chairperson Barber. Open Public Meetings notice read into record.

ROLL CALL OF COMMISSIONERS:

Darlene Barber	Present
Gerald Seneski	Present
Jody Hirata	Present

ALTERNATE FUND COMMISSIONER:

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Bradford Stokes, Joseph Hrubash, Karen Read
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ALSO PRESENT:

Anthony Bontempo, Cumberland County
Paige Desiree, Cumberland County
John Carr, Cumberland County
Robert Carlson, Cumberland County Utilities Authority
Jerry Velazquez, Cumberland County Improvement Authority
Janet Heck, Cumberland County Improvement Authority
Christina Violetti, Hardenbergh Insurance Group
Bonnie Ridolfino, Hardenbergh Insurance Group
Danielle Colaianni, Hardenbergh Insurance Group
Veronica George, Inservco
Amy Zeiders, Inservco
Yvonne Frey, Inservco
Chris Roselli, Qual-Lynx
Karen Beatty, Qual-Lynx
Ben Newville, SG Risk LLC
Jennifer Conicella, PERMA
Jackie Cardenoza, PERMA
Brandon Tracy, PERMA
Glenn Prince, JA Montgomery
Tom Reilly, JA Montgomery
Edward Cooney, Conner Strong & Buckelew
Jonathan Tavares, Conner Strong & Buckelew

PUBLIC PRESENT:

Nancy Ridgway

APPROVAL OF MINUTES: OPEN AND CLOSED SESSION OF FEBRUARY 3, 2022

Moved:	Commissioner Seneski
Second:	Commissioner Hirata
Vote:	Unanimous

CORRESPONDENCE: None

EXECUTIVE DIRECTOR REPORT:

Insurance Commission Actuarial Report – SGRisk, the Commission’s Actuary, submitted their year end actuarial report that indicated some positive developments in older fund years. Ben Newville from SGRisk will provide a report.

Mr. Newville said the Cumberland Commission experience has mostly good years and more recent years have been even more favorable. Overall, reserves are very close to the year-end reserves. In terms of total reserves, undiscounted only had an increase in total reserves of 1.6% and discounted an increase of 1.2% with the IBNR going down and case reserves going up. In terms of the general liability there is an increase in the 2018 year due to one claim. The 2015 to 2017 years are adverse, however not much more is expected, due to the age of claims in those years. Mr. Newville said the last three years have been favorable for workers compensation. The 2019 year continued with favorable development. At first for 2021, reserves were increasing based upon the historic patterns, but the actuary moderated the IBNR due to the more recent 2020 years, with the thinking that those years are just too immature to cause such an increase, and moderated the 2021 year so that the overall reserves would be very close to the year end reserves. Mr. Newville said he does not have property numbers yet but does anticipate that the overall reserves will be very close to the preliminary report. In general, the actuary has continued to use Cumberland Commission’s own experience which increases the accuracy of the overall reserves. In recent years, the actuary has used Cumberland experience more, rather than the industry factors. Mr. Newville said he believes the Commission will continue to see stability, as well as increased accuracy going forward.

Executive Director Stokes thanked Mr. Newville and said the report was submitted by the actuary really affected the Commission financials in a positive way and this will be discussed more when we report on the Financial Fast Track.

NJ Counties Excess Joint Insurance Fund (NJCE) – The NJCE conducted their Reorganization Meeting on February 24, 2022. Included in the agenda on pages 3-8 is a written summary report of the meeting. The NJCE is scheduled to meet again on Thursday, April 28, 2022 at 9:30 AM via Zoom. NJCE Executive Director Joseph Hrubash said the NJCE did reorganize their February meeting they also approved an additional premium for the budget delta for the ancillary coverages and that was the recommendation of the finance subcommittee.

Executive Director Hrubash said on other thing that was discussed was with respect to sewer back up coverage was not included on the renewal so the CEL is working separately through Ed Cooney and his team at Conner Strong to get quotes for the four utilities affected by that.

Certificate of Insurance Issuance Report - Included on **Pages 9 & 10** is the Certificate of Insurance Issuance Report from the CEL listing those certificates issued for the period of February 1, 2022 to April 1, 2022. There were 6 certificates of insurance issued during this period.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

Moved: Commissioner Seneski
Second: Commissioner Hirata
Vote: Unanimous

2022 MEL, MR HIF & NJCE JIF Educational Seminar: The 11th annual seminar will be conducted virtually on 2 half-day sessions: Friday, April 29th and Friday, May 6th from 9AM to 12PM. The seminar qualifies for Continuing Educational Credits including CFO/CMFO, Public Works, Clerks, Insurance Producers and Purchasing Agents. There is no fee for employees, insurance producers, as well as personnel who work for services companies associated with the Municipal Excess Liability Joint Insurance Fund (MEL JIF), Municipal Reinsurance Health Insurance Fund (MR HIF) and New Jersey Counties Excess Joint Insurance Fund (NJCE JIF).

Enclosed on **page 11** is the latest in a series of the MEL Power of Collaboration advertisement to be published in the League of Municipalities magazine and highlights the educational seminar.

Financial Fast Track – Included on **Pages 12 & 15** of the agenda is the Financial Fast Track for the Cumberland County Insurance Commission for December. As of **December 31, 2021**, the Commission has a statutory surplus of **\$432,824**. Total cash on hand is \$4,491,597. Executive Director said this is fantastic news and most of the years are in the positive.

NJCE Property and Casualty Financial Fast Track – Included in the agenda on **pages 16-18** is the NJCE Financial Fast Track Report as of **January 31, 2022**. The report indicates the Fund has a surplus of **\$14,343,424**. Line 7 of the report, “Dividend” represents the dividend figure released by the NJCE of **\$5,857,551**. The total cash amount is **\$16,183,236**.

Claims Tracking Report (Pages 19 & 20) – Included in the agenda is the Claims Activity Report for January & February that tracks open claims. Executive Director said the January showing open claims from December into January with 33 less open claims from the month prior month which is great news. Of those claims 23 were workers compensation claims. February shows 13 more claims from the prior month which could be related to the recent storms.

2022 Property & Casualty Assessments - The first assessment payment were due on March 15, 2022. The second assessment is due on July 15, 2022. Payments should be sent to the Commission Treasurer. Treasurer Bontempo said the March 15th payments have been received.

June Meeting - Executive Director said he did email the Commissioners early yesterday to possibly moving the meeting time for the June 2nd meeting to 1:00 pm. Executive Director Stokes will be traveling that day and NJCE Executive Director will be covering the meeting for Mr. Stokes. If the Commissioner's schedules permit Executive Director requested the approval to move the meeting to 1:00 pm if that works with everyone's schedule.

MOTION TO MOVE THE JUNE 2 MEETING TIME FROM 11:00 AM TO 1:00 PM

Moved: Commissioner Seneski
Second: Commissioner Hirata
Vote: Unanimous

Due to a scheduling conflict the meeting time was changed from 1:00 pm to 2:00 pm and was advertised in the South Jersey Times and Courier Times.

SAFETY COMMITTEE REPORT: Paige Desiere reported the Safety and Accident Committee last met on February 9, 2022. The Commission experienced 13 new claims for the months of December 1, 2021 through January 31, 2022. There were 11 new workers comp claims reported two of which were report only there were seven that were attributed to strains or contusions, two of which were slip and falls on ice. Ms. Desiere said with moving into spring hopefully the Commission will not see anymore of those claims. There was one motor vehicle incident and one absorption, which was due to inmate interaction or contact within the department of corrections. Of the 11 new claims, there were 16 days of time loss.

CLAIMS COMMITTEE: Jennifer Conicella said the claims committee met last on March 15 and we will be discussing claims further in close session.

TREASURER:

REPORT: Treasurer reported the April bills list was included in the agenda.

MOTION TO APPROVE RESOLUTION 14-22 FEBRUARY BILLS LIST IN THE AMOUNT OF \$117,338.30

Motion: Commissioner Seneski
Second: Chairman Hirata
Roll Call Vote: 3 Ayes, 0 Nays

CEL SAFETY DIRECTOR: Safety Director Glenn Prince reviewed the Safety Director's report as well as future training opportunities offered by JA Montgomery Risk Control. Mr. Prince Page 24 included is the Expo announcement. Mr. Prince said the Expo is an opportunity to host several programs and one day. The programs are excavation trenching ensuring for those individuals who have to be assigned to a task of excavation flag and work zone safety. There will be a fast track for regulatory compliance programs, which are often cited by OSHA and the New Jersey Leadership

Academy Ethics for New Jersey government employees and practical leadership. Employees will receive all of this training in one day opposed to spreading it out through the year. Mr. Prince discussed defensive driver codes for employees to participate in an online complete defensive driver program. The cost is \$22.95 per code and after speaking to the Risk Manager various departments are looking for these types of training opportunities. Mr. Prince recommended the training requested approval for the purchase of 300 driving codes. Executive Director said the cost would equate to \$6,885 and there is sufficient funds in the miscellaneous line item to cover the cost. The program is very successful and other county programs have certainly recommended the program.

MOTION TO APPROVE DEFENSIVE DRIVING TRAINING CODES

Motion: Commissioner Seneski
Second: Chairman Hirata
Roll Call Vote: 3 Ayes, 0 Nays

Risk Manager Christina Violetti thanked the Committee and said the codes will be available for the County and the Utilities Authority as well as the Improvement Authority.

RISK MANAGER:

Risk Manager Christina Violetti reviewed the Risk Managers Report and said in February we conducted meetings with all of the insurance Commission members to communicate the 2022 and NJCE coverage modifications that impacted them and follow up with an email as well. Ms. Violetti said she provided the submission for the NJCE Safety Grants to JA Montgomery from the County's Corrections Department. The submission was for 30 body worn cameras associated accessories and evidence data storage. The total cost of the purchase was \$159,611.68 and waiting on the carriers decision in regard to the submission.

Ms. Violetti said the Claims Charter was enclosed in the agenda and there is one amendment to the Charter, to remove Kim Wood, as a Committee Chair and to Gerald Seneski as the Committee Chair.

MOTION TO ADOPT THE REVISED CLAIMS CHARTER

Motion: Commissioner Hirata
Second: Chairman Seneski
Roll Call Vote: 3 Ayes, 0 Nays

MANAGED CARE: Karen Beatty reviewed the Cumulative Savings report for 2022 and the PPO Penetration Report.

CLAIMS SERVICE: Claims Manager Veronica George reported there was no report for Open Session.

MOTION TO GO INTO EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSES FOR PERSONNEL, SAFETY, PUBLIC PROPERTY OR LITIGATION

IN ACCOURDANCE WITH THE OPEN PUBLIC MEETINGS ACT - PAYMENT AUTHORIZATION REQUESTS

Motion: Commissioner Hirata
Second: Commissioner Seneski
Vote: Unanimous

MOTION TO RETURN TO OPEN SESSION

Motion: Commissioner Seneski
Second: Commissioner Hirata
Roll Call Vote: 3 Ayes, 0 Nays

Workers Compensation PAR/SAR

MOTION TO APPROVE PAYMENT AUTHORIZATION REQUEST FOR CLAIM #3770001499 IN THE AMOUNT OF \$59,500.00

Motion: Commissioner Hirata
Second: Commissioner Seneski

MOTION TO APPROVE SETTLEMENT AUTHORIZATION REQUEST FOR CLAIM #3770000327 IN THE AMOUNT OF \$137,879.32; SETTLEMENT AUTHORIZATION IN THE AMOUNT OF \$20,000.00

Motion: Commissioner Hirata
Second: Commissioner Seneski

MOTION TO APPROVE PAYMENT AUTHORIZATION REQUEST FOR CLAIM #3770001428 IN THE AMOUNT OF \$36,063.97; SETTLEMENT AUTHORIZATION IN THE AMOUNT OF \$17,500.00

Motion: Commissioner Hirata
Second: Commissioner Seneski

MOTION TO APPROVE PAYMENT AUTHORIZATION REQUEST FOR CLAIM #3770001040 IN THE AMOUNT OF \$5,000.00

Motion: Commissioner Hirata
Second: Commissioner Seneski

MOTION TO APPROVE PAYMENT AUTHORIZATION REQUEST FOR CLAIM #3770001163 IN THE AMOUNT OF \$300,000.00

Motion: Commissioner Hirata
Second: Commissioner Seneski

MOTION TO APPROVE PAYMENT AUTHORIZATION REQUEST FOR CLAIM #3770001283 IN THE AMOUNT OF \$14,118.64

Motion: Commissioner Hirata
Second: Commissioner Seneski

MOTION TO APPROVE PAYMENT AUTHORIZATION REQUEST FOR CLAIM #2022265824 IN THE AMOUNT OF \$186,000.00

Motion: Commissioner Hirata
Second: Commissioner Seneski

MOTION TO APPROVE PAYMENT/SETTLEMENT AUTHORIZATION REQUESTS IN THE AMOUNT OF \$738,561.93

Motion: Commissioner Hirata
Second: Commissioner Seneski
Roll Call Vote: 3 Ayes, 0 Nays

OLD BUSINESS: None.

NEW BUSINESS: None

PUBLIC COMMENT: Nancy Ridgeway thanked the Commission for the information provided at the meeting and said she will hear everyone again at the next commission meeting on June 2nd.

MOTION TO ADJOURN:

Motion: Commissioner Seneski
Second: Chairman Hirata
Vote: Unanimous

MEETING ADJOURNED: 11:47 AM

NEXT MEETING: WILL BE HELD ON JUNE 2, 2022 AT 2:00 PM

Minutes prepared by: Karen A. Read, Assisting Secretary