

**CUMBERLAND COUNTY INSURANCE COMMISSION
SPECIAL MEETING
MARCH 1, 2024**

MEETING BEING HELD TELEPHONICALLY

CALL IN NUMBER: 929-205-6099

Meeting ID: 925 2640 9529

or

Join Zoom Video Meeting via Computer Link

<https://permainc.zoom.us/j/92526409529>

11:00 AM

The Cumberland County Insurance Commission will conduct its March 1, 2024 special meeting telephonically and via the Zoom platform, in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. During a remote meeting, participants, including members of the public, may be muted by the host, however there will be an opportunity for them to participate and speak during the public portion of the meeting where participants will be unmuted at their request.

OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE

IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT, THE FUND HAS COMPLIED WITH THE NOTICE PROVISIONS OF THE SUNSHINE LAW, BY GIVING AT LEAST 48 HOURS ADVANCE WRITTEN NOTICE OF THIS MEETING TO THE OFFICIAL NEWSPAPER OF THE FUND, STATING THE TIME, DATE, LOCATION AND TO THE EXTENT KNOWN, THE PURPOSE OF THIS MEETING, AND BY GIVING NOTICE TO EACH MEMBER OF THE FUND.

**CUMBERLAND COUNTY INSURANCE COMMISSION
AGENDA – SPECIAL MEETING
MARCH 1, 2024 – 11 AM**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- ROLL CALL OF COMMISSIONERS**
- EXECUTIVE DIRECTORS REPORT**
 - Request for Proposals** – The County Purchasing Department solicited and received multiple responses for re-issued RFP’s for the positions of Risk Management Consultant and Executive Director. A report will be provided at the meeting.
 - Motion to Approve Resolution 16-24 Awarding a Fair & Open Contract to the Hardenbergh Insurance Group as the Fund’s Risk Management Consultant**
 - Motion to Approve Resolution 17-24 Awarding a Fair & Open Contract to PERMA Risk Management Services as the Fund’s Executive Director**
 - Motion to Approve Resolution 18-24 Appointing PERMA as Agent for Service of Process & Custodian of Records for the Commission**
- 2024 Property & Casualty Budget Introduction** – Attached on **Page 6** for your review and discussion is the 2024 proposed Property and Casualty Budget in the amount of \$4,408,592. The introductory budget represents a 9.86% increase compared to the 2023 budget.
 - Motion to introduce the 2024 Property and Casualty Budget in the amount \$4,408,592 and schedule a public hearing on April 4, 2024 at 11:00 AM.**

Proposed assessments for member entities are included on **page 7**.

- OLD BUSINESS**
 - NEW BUSINESS**
 - PUBLIC COMMENT**
-
- NEXT SCHEDULED MEETING: April 4, 2024**
 - MEETING ADJOURNMENT**

RESOLUTION NO. 16-24

CUMBERLAND COUNTY INSURANCE COMMISSION

**RESOLUTION AWARDING "FAIR AND OPEN" CONTRACT FOR A RISK
MANAGEMENT CONSULTANT FOR THE CUMBERLAND COUNTY INSURANCE
COMMISSION, RFP #23-51 RESUBMISSION (Hardenbergh Insurance Group)
(Not to Exceed \$174,824.00)**

WHEREAS, the County of Cumberland Purchasing Division, on behalf of the Cumberland County Insurance Commission, properly re-advertised seeking “fair and open” proposals to furnish and deliver services for providing a risk management consultant for the Cumberland County Insurance Commission, RFP #23-51 Resubmission, in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, sealed proposals were received and read for furnishing and delivering the aforesaid services in accordance with N.J.S.A. 19:44A-20.4 et seq. as follows:

Walter S. Barclay Agency Inc., t/a The Barclay Group, Riverton NJ*	\$172,000
Foundation Risk Partners Corp. d/b/a Fairview Agency Associates, Verona, NJ	\$100,000
Hardenbergh Insurance Group, Marlton, NJ	\$174,824
Conner, Strong & Buckelew, Camden, NJ	\$129,500

*The proposal from Walter S. Barclay Agency Inc., t/a The Barclay Group was rejected as non-responsive for submitting an RFP from the original solicitation which no longer exists (RFP Condition #55)

; and

WHEREAS, Hardenbergh Insurance Group, Marlton, NJ is qualified to provide the services of the type and nature to carry out the aforesaid services; and

WHEREAS, the maximum contract award amount is \$174,824.00 for the period of March 1, 2024 to February 28, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Insurance Commission that the Hardenbergh Insurance Group is appointed as the Risk Management Consultant commencing March 1, 2024 through February 28, 2025 for a fee not to exceed \$174,824.00 that shall be contingent upon appropriation of sufficient funds in the 2024 and 2025 Insurance Commission budgets.

BE IT FURTHER RESOLVED, that the Insurance Commission has the sole discretion to renew said contract for two (2) additional one (1) year terms or one (1) two (2) year term, subject to N.J.S.A. 40A:11-15 and upon mutual agreement of the parties.

BE IT FURTHER RESOLVED by the Commissioners that the Insurance Commission is hereby authorized to execute contracts between the Commission and the approved professional with the terms and conditions as required by the Commission, which shall be prepared by the Cumberland County Purchasing Division.

ADOPTED by THE CUMBERLAND COUNTY INSURANCE COMMISSION at a properly noticed meeting held on March 1, 2024.

BY: _____
JOSEPH SILEO, CHAIRMAN

ATTEST:

RESOLUTION NO. 17-24

CUMBERLAND COUNTY INSURANCE COMMISSION

**RESOLUTION AWARDING A "FAIR AND OPEN" CONTRACT FOR A EXECUTIVE DIRECTOR FOR THE CUMBERLAND COUNTY INSURANCE COMMISSION, RFP #23-54 RESUBMISSION (PERMA Risk Management Services)
(Not to Exceed \$108,790.00)**

WHEREAS, the County of Cumberland Purchasing Division, on behalf of the Cumberland County Insurance Commission, properly re-advertised seeking “fair and open” proposals to furnish and deliver services for providing a Executive Director for the Cumberland County Insurance Commission, RFP #23-54 Resubmission, in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, sealed proposals were received and read for furnishing and delivering the aforesaid services in accordance with N.J.S.A. 19:44A-20.4 et seq. as follows:

PERMA Risk Management Services, Camden NJ	\$108,790
Public Risk Independent Management Executives, LLC (PRIME), Marlton, NJ	\$105,000

; and

WHEREAS, PERMA Risk Management Services, Camden, NJ is qualified to provide the services of the type and nature to carry out the aforesaid services; and

WHEREAS, the maximum contract award amount is \$108,790.00 for the period of March 1, 2024 to February 28, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Insurance Commission that PERMA Risk Management Services is appointed as the Executive Director commencing March 1, 2024 through February 28, 2025 for a fee not to exceed \$108,790.00 that shall be contingent upon appropriation of sufficient funds in the 2024 and 2025 Insurance Commission budgets.

BE IT FURTHER RESOLVED that the Insurance Commission has the sole discretion to renew said contract for two (2) additional one (1) year terms or one (1) two (2) year term, subject to N.J.S.A. 40A:11-15 and upon mutual agreement of the parties.

BE IT FURTHER RESOLVED by the Commissioners that the Insurance Commission is hereby authorized to execute contracts between the Commission and the approved professional with the terms and conditions as required by the Commission, which shall be prepared by the Cumberland County Purchasing Division.

ADOPTED by THE CUMBERLAND COUNTY INSURANCE COMMISSION at a properly noticed meeting held on March 1, 2024.

BY: _____
JOSEPH SILEO, CHAIRMAN

ATTEST:

RESOLUTION NO. 18-24

CUMBERLAND COUNTY INSURANCE COMMISSION

**APPOINTING AGENT FOR SERVICE OF PROCESS AND CUSTODIAN OF RECORDS
FOR THE COMMISSION FOR THE YEAR 2024**

WHEREAS, the CUMBERLAND COUNTY INSURANCE COMMISSION (hereinafter “CCIC”) is duly constituted as an Insurance Commission pursuant to N.J.S.A. 40A:10-6 et seq.; and

WHEREAS, the CCIC has deemed it necessary and appropriate to formally organize for the 2024 commission year; and

NOW THEREFORE be it resolved by the Cumberland County Insurance Commission that **PERMA Risk Management Services** is hereby appointed as agent for service of process upon the CCIC, at its offices located at 2 Cooper Street, Camden, NJ 08102 and at 9 Campus Drive, Suite 216, Parsippany, NJ 07054 for the year 2024 or until its successor has been appointed and qualified. Said appointment shall be at no cost to the CCIC.

BE IT FURTHER RESOLVED that **PERMA Risk Management Services** shall also be the Custodian of Records at no cost to the CCIC.

ADOPTED by the CUMBERLAND COUNTY INSURANCE COMMISSION at a properly noticed meeting held on March 1, 2024.

ADOPTED:

BY: _____
JOSEPH SILEO, CHAIRMAN

ATTEST:

CUMBERLAND COUNTY INSURANCE COMMISSION					
2024 PROPOSED BUDGET :					
			Total		
			Increase/Decrease		
APPROPRIATIONS	ANNUALIZED BUDGET FY2023	PROPOSED BUDGET FY2024	\$	%	
I. Claims and Excess Insurance					
Claims					
1	Property	185,000	190,482	5,482	2.96%
2	Liability	587,000	665,223	78,223	13.33%
3	Auto	35,000	34,189	(811)	-2.32%
4	Workers' Comp.	862,000	923,106	61,106	7.09%
5					
6	Subtotal - Claims	1,669,000	1,813,000	144,000	8.63%
7					
8	Premiums				
9	CEL JIF	1,562,857	1,789,390	226,533	14.49%
10					
11	SubTotal Premiums	1,562,857	1,789,390	226,533	14.49%
12	Total Loss Fund	3,231,857	3,602,390	370,533	11.47%
13					
14	II. Expenses, Fees & Contingency				
15					
16	Claims Adjustment	57,488	58,658	1,170	2.0%
17	Managed Care	0	-	0	0.0%
18	General Expense				
19	Exec. Director	106,657	108,790	2,133	2.0%
20	Actuary	5,483	5,950	467	8.5%
21	Auditor	10,404	14,300	3,896	37.4%
22	Attorney	7,018	7,158	140	2.0%
23	Treasurer	3,161	3,224	63	2.0%
24	Secretary	2,438	2,487	49	2.0%
25					
26	Misc. Expense & Contingency	17,717	12,717	(5,000)	-28.2%
27	Training	15,000	15,000	0	0.0%
28					
29	Total Fund Exp & Contingency	225,366	228,284	2,918	1.29%
30	Risk Managers	174,256	174,824	568	0.33%
31					
32					
33					
34	Total Ancillary Coverages	381,468	403,094	21,626	5.67%
35					
36	Total FUND Disbursements	4,012,947	4,408,592	395,645	9.86%

**CUMBERLAND COUNTY INSURANCE COMMISSION
2024 PROPOSED ASSESSMENTS -**

Member Name	2023 ANNUALIZED			2024			Change \$			Change %		
	NJCE & Commission	Ancillary	Total	NJCE & Commission	Ancillary	Total	NJCE & Commission	Ancillary	Total	NJCE & Commission	Ancillary	Total
Cumberland County	3,023,753	319,174	3,342,927	3,335,765	338,509	3,674,274	312,012	19,335	331,347	10.32%	6.06%	9.91%
Cumberland County Improvement Authority	522,327	35,099	557,426	575,779	36,563	612,342	53,452	1,464	54,916	10.23%	4.17%	9.85%
Cumberland County Utility Authority	85,399	27,195	112,594	93,953	28,022	121,975	8,554	827	9,381	10.02%	3.04%	8.33%
Grand Totals:	3,631,479	381,468	4,012,947	4,005,497	403,094	4,408,591	374,018	21,626	395,644	10.30%	5.67%	9.86%