

**CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND
OPEN MINUTES
MEETING – SEPTEMBER 24, 2012
BELLMAWR BOROUGH 5:15 PM**

Meeting of Executive Committee called to order by Michael Mevoli, Chairman. Open Public Meetings notice read into record.

**PLEDGE OF ALLEGIANCE
MOMENT OF SILENCE OBSERVED**

ROLL CALL OF EXECUTIVE COMMITTEE:

Michael Mevoli, Chairman	Borough of Brooklawn	Present
M. James Maley, Secretary	Borough of Collingswood	Present
Richard Michielli	Borough of Magnolia	Present
Louis DiAngelo	Borough of Bellmawr	Present
Anthony Beatrice	Borough of Runnemede	Present
Terry Shannon	Borough of Barrington	Present
M. Joseph Wolk	Borough of Mount Ephraim	Present

EXECUTIVE COMMITTEE ALTERNATES:

Neal Rochford	Borough of Haddonfield	Present
Jack Lipsett	Gloucester City	Present

APPOINTED OFFICIALS PRESENT:

Executive Director/Administrator	PERMA, Risk Management Services Bradford Stokes, Karen A. Read
Attorney	Brown & Connery Joseph Nardi, Esquire
Claims Service	CompServices Lisa Graiff
Safety Director	J.A. Montgomery Risk Control Glen Prince
Treasurer	Richard Schwab
Managed Care	Consolidated Services Group Stephen McNamara
Underwriting Manager	Conner Strong & Buckelew Joseph Hrubash

FUND COMMISSIONERS PRESENT:

Dave Taraschi, Audubon
John Foley, Cherry Hill Fire District
Millard Wilkinson, Berlin Borough
Ethel Kemp, Camden Parking Authority
Joseph Gallagher, Winslow Township
Larry Spellman, Voorhees Township

RISK MANAGEMENT CONSULTANTS PRESENT:

Rick Bean	Henry D. Bean & Son
Roger Leonard	Leonard O'Neill Insurance Group
Terry Mason	M&C Insurance Agency, Inc.
Mike Avalone	Conner Strong & Buckelew
Peter DiGiambattista	Associated Insurance Partners
Mark Von der Tann	Edgewood Associates
Walt Eife	Waypoint Insurance Services
John McCrudden	Hardenbergh Insurance Group

ALSO PRESENT:

Joseph Harvey, Joe Harvey & Associates

WELCOME: Mayor Frank Filipek welcomed everyone to the Bellmawr Borough.

APPROVAL OF MINUTES: OPEN & CLOSED SESSION OF AUGUST 27, 2012.

MOTION TO APPROVE THE OPEN MINUTES OF AUGUST 27, 2012:

Motion:	Commissioner Maley
Second:	Commissioner DiAngelo
Vote:	Unanimous

CORRESPONDENCE:

EXECUTIVE DIRECTOR:

2013 Renewal Process: Executive Director reported the Renewal Applications have been electronically mailed to Risk Management Consultants. We have received 34 out of the 34 applications. Executive Director thanked the members and risk managers with their cooperation and timely response in returning the required information.

Member Renewals: - Executive Director reported attached is a list of four members scheduled to renew fund membership in 2012. The members up for renewal are Clementon, Hi-Nella, Laurel Springs and Pine Hill. We have received all four renewals.

2013 Budget – Executive Director reported the Contracts Committee normally schedules a meeting prior to the Fund’s regular October meeting to review the Proposed 2013 Budget. The meeting will be held on October 16, 2012 at 5 PM at the Collingswood Senior Community Center.

2013 RFQ Criteria – Fair & Open Process - Executive Director reported some of the Fund’s Professional Service Agreements will expire at the end of they year RFQ’s were advertised and are due back into the Fund Office by Friday, October 5, 2012 at 2PM. The contracts Committee will be making a report at the October meeting on the results.

For your information, the following positions are included in the list of RFQ submissions:

- Fund Attorney
- Fund Defense Attorney’s
- Fund Auditor
- Fund Internal Auditor
- Fund Treasurer
- Fund CDL Drug & Alcohol Monitor

Residual Claims Fund RCF – Executive Director reported the Residual Claims Fund met on September 5, 2012 at 10:30 am at the Forsgate Country Club in Jamesburg, NJ. The Residual Claims Fund amended 2012 Budget and the proposed 2012 Budget (copy of both was attached to the agenda) were introduced on September 5, 2012. The public hearing on the RCF budget will be held on October 17, 2012 at 10:30am in the Forsgate Country Club. Commissioner Wolk’s report is included in the agenda booklet. Executive Director said the RCF proposed budget had an increase of .03%.

EJIF – Executive Director reported the EJIF met on September 5, 2012 at 10:50 am at the Forsgate Country Club in Jamesburg, NJ. Commissioner Wolk’s report was enclosed in the agenda. The budget was introduced and will be adopted at the October 17, 2012 meeting. Executive Director reported the proposed budget for the EJIF is at 1.7%.

MEL – Executive Director reported the MEL met on September 5, 2012 at 11:15 am at the Forsgate Country Club in Jamesburg, NJ. A report from Commissioner Wolk is attached. The MEL’s 2013 budget introduction is scheduled for October 17, 2012 at the Forsgate Country Club in Jamesburg, NJ.

Office of the State Comptroller Alert – Executive Director reported enclosed in the agenda is a copy of the Alert issued by the office of the State Comptroller concerning possible undisclosed side agreements with Third Party Administrators (TPA’s). Please note that we strongly agree with the Comptroller’s recommendations and in fact have been following this best practice and separating TPA fees and Managed Care fees since the beginning of WC managed care almost 20 years ago. Also, enclosed in the agenda was a letter from Scibal Associates confirming they do not receive any compensation from managed care vendors, or any other TPA vendors.

Legislative Alert – Executive Director reported attached is a joint MEL and League Legislative Alert. The League is supporting A-2681 and opposing A-2405/S-1651 concerning the statute of limitations on civil actions for sexual abuse. A2405 would remove the statute of limitations on claims for sexual abuse while A2681 would increase the time frame from 2 to 7 years against public bodies.

Attorney Nardi said A-2405 and S-1651 have been removed from legislation. The initial legislation had no statute of limitations on any claims that could be filed. The League and the MEL are supporting opposition to that particular section. The fear would be an unlimited amount of time for claims, not necessarily for the perpetrator but for those in charge of an organization or governmental body that may have been responsible for oversight. The change would limit the statute of limitations to seven years for claims that might be brought against anyone that may have been in charge in an oversight capacity. There would be no limitations on the perpetrator.

Commissioner Shannon said with regards to A-2405/S-1651 the individual can be personally sued not only the organization and the same for elected officials. Executive Director said those issues are being addressed at this time. We will send an update to all the members as they develop.

Safety Expo – Executive Director reported for the seventh year, the MEL is working with the New Jersey Utility Authorities Joint Insurance Fund (NJUA) to conduct its Annual Safety Expo which includes MEL member town's water & sewer employees. There will be a Safety Expo held in Camden County on September 28th at the Camden County Emergency Services Training Center. There is also another being held on November 1st at the Middlesex County Fire Academy.

Coverage Committee Meeting - Executive Director said that the Coverage Committee met at the Collingswood Community Center and by conference call. The first item that was on the agenda was Liquor Liability. Executive Director said there are certain situations where municipalities rent out halls and firehouses for parties where alcohol is served. The underwriter had discussed the Liquor Liability exclusions and exceptions and members felt we needed clarification on protection for the towns as well as the hall attendants that may be acting as bartenders. We had asked the underwriter to come back with interpretations and to look at possible additional coverage. The underwriter is looking into additional coverage options on Liquor Liability and will report back to the Committee. Commissioner Maley said there was some concern that there may be some ambiguity so that we could possibly get coverage on as quickly as possible.

Executive Director reported the other item on the agenda was the Borough of Lawnside's request for a payment plan on some POL/EPL claims. Executive Director said there are several claims on the request totaling over \$200,000 and with some of those claims still being open. The Committee decided and is recommending tonight that the payment plan be approved for three cases that have settled for a total amount of \$115,316 payable over a three year term. An agreement will be drafted that will require them to pay interest and if they leave the Fund or are not renewed they will have to pay that money back at the time of their departure. Commissioner Maley said we have done this with a few other towns and we are slowly evolving a policy with this and we want to be very restrictive with this policy.

MOTION TO APPROVE THE LAWNSIDE PAYMENT PLAN ON THE SETTLED CLAIMS IN THE AMOUNT OF \$115,316 PAYABLE OVER THREE YEARS WITH INTEREST STARTING IN 2013.

Moved:	Maley
Second:	Shannon
Roll Call Vote:	9 Ayes, 0 Nays

DUE DILIGENCE REPORTS – The Executive Director reviewed the Financial Fast Track, Pure Loss Ratio Report, Claims Analysis by Fund Year, Claims Activity Report, Lost Time Frequency Report, Interest Rate Summary Comparison Report, and Regulatory Compliance Report.

DISCUSSION: Executive Director reported on the Financial Fast Track the surplus stands at \$3.5 million. This time last year we were at 2.7 million, we are showing some good gains there. In response to Chairman Mevoli the Executive Director said all the claims adjustments have been made at CompServices in regard to the Lost Time Accident Frequency.

Executive Director's Report Made Part of Minutes.

TREASURER:

Approving Payment of Resolution 23-12 AUGUST 2012 Vouchers

TOTAL 2010	\$0.00
TOTAL 2011	\$249.58
TOTAL 2012	\$79,700.76
TOTAL	\$79,950.34

MOTION TO APPROVE RESOLUTION 23-12 VOUCHER PAYMENTS FOR SEPTEMBER, 2012:

Motion: Commissioner Maley
Second: Commissioner Wolk
Roll Call Vote: 9 Ayes - 0 Nays

DISCUSSION: Treasurer Schwab distributed and discussed his report to the committee. The discrepancy with the recovery has to do with the month it was posted on their books and the month we show deposited in our records the following month. Lisa Graiff will get this resolved on the CompServices side.

MOTION TO APPROVE THE BALANCE REPORT FOR THE MONTH OF AUGUST, 2012 AS PRESENTED AND APPROVE THE TREASURER'S REPORT:

Motion: Commissioner Maley
Second: Commissioner DiAngelo
Roll Call Vote: Unanimous

Treasurer's Report Made Part of Minutes.

ATTORNEY:

REPORT: Fund Attorney reported in regard to the defense panel we have notified each of the firms that have traditionally worked with us and make the same recommendation that our defense panel be limited to the tri-county area since they are most familiar with our experience.

Fund Attorney said in regard to the EPL/POL claims and the budget process members should be requesting loss runs so you know what claims are in process and the bills that may come up on these cases. Members should be in contact with their defense attorney to find out what exposures they may have so this can be figured in your budgets. Commissioner Maley asked if the members could receive loss runs in November.

SAFETY DIRECTOR:

REPORT: Safety Director reviewed his report and said there is an announcement for the 2013 MSI instructor led training. This is important if you want to host classes please send your requests in by September 28, 2012. There are two significant changes to the plan for 2013. In addition to the MSI instructor training, we are also going to be offering a Fast Track Safety Program with full day of regulatory training in some of the most frequently requested topics. These Fast Track Safety days will be held in Mt. Laurel and Cherry Hill. The MEL will also be offering online training beginning in January 2013.

The annual Safety Expo will be held at the Camden County Regional Emergency Training Center in Blackwood on September 28th and all Camden JIF members are invited to attend.

Monthly Activity Report/Agenda Made Part of Minutes.

UNDERWRITING MANAGER:

REPORT: Underwriting Manager’s report shows 17 certificates issued for the period 7/25/12 to 8/24/12.

List of Certificates Made Part of Minutes.

MANAGED CARE:

REPORT: Managed Care Provider reviewed the enclosed report as of August, 2012 and said there was a savings of 50% for the month and a rolling total of 55% for the year. This information can be found on the Managed Care report.

Monthly Activity Report Part of Minutes.

CLAIMS ADMINISTRATOR:

REPORT: The Claims Administrator’s report was for closed session.

**RESOLUTION - EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSES:
PERSONNEL - SAFETY & PROPERTY OF PUBLIC LITIGATION:**

Motion:	Commissioner Beatrice
Second:	Commissioner Michielli
Vote:	Unanimous

MOTION TO RETURN TO OPEN SESSION:

Motion: Commissioner Beatrice
Second: Commissioner DiAngelo
Vote: Unanimous

MOTION TO APPROVE CLAIMS AS DISCUSSED IN EXECUTIVE SESSION:

Motion: Commissioner Beatrice
Second: Commissioner Rochford
Roll Call Vote: 9 Ayes – 0 Nays

OLD BUSINESS:

NONE

NEW BUSINESS:

Executive Director reported that the October 16, 2012 Contracts Committee Meeting needs to be advertised. A motion to advertise the meeting would be in order. Chairman Mevoli said that it is a full board meeting and everyone is invited to attend.

**MOTION TO ADVERTISE THE CONTRACTS COMMITTEE MEETING
TO BE HELD ON OCTOBER 16, 2012**

Moved: Commissioner Michielli
Second: Commissioner Beatrice
Vote: Unanimous

PUBLIC COMMENT:

NONE

MOTION TO ADJOURN:

Motion: Commissioner Michielli
Second: Commissioner Wolk
Vote: Unanimous

MEETING ADJOURNED: 6:03 PM

**NEXT MEETING: WILL BE HELD ON MONDAY, OCTOBER 24, 2012 AT THE
COLLINGSWOOD SENIOR CENTER**

Karen Read, Assisting Secretary for
M. JAMES MALEY, SECRETARY