

**CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND  
OPEN MINUTES  
MEETING – AUGUST 24, 2020  
MEETING HELD ELECTRONICALLY**

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF 2020 EXECUTIVE COMMITTEE:**

Michael Mevoli, Chairman	Borough of Brooklawn	Present
M. James Maley, Secretary	Borough of Collingswood	Absent
Louis DiAngelo	Borough of Bellmawr	Present
Terry Shannon	Borough of Barrington	Present
Joseph Wolk	Borough of Mount Ephraim	Present
M. Neal Rochford	Borough of Haddonfield	Present
Jack Lipsett	Gloucester City	Present

**EXECUTIVE COMMITTEE ALTERNATES:**

Joseph Gallagher	Winslow Township	Present
David Taraschi	Borough of Audubon	Present

**APPOINTED OFFICIALS PRESENT:**

Executive Director/Administrator	PERMA, Risk Management Services <b>Bradford Stokes,</b> <b>Karen A. Read</b>
Attorney	Brown & Connery <b>Joseph Nardi, Esquire</b>
Auditor	Bowman and Company
Claims Service	CompServices <b>Denise Hall, Cheryle Little</b>
Safety Director	J.A. Montgomery Consulting <b>John Saville</b>
Treasurer	<b>Elizabeth Pigliacelli</b>
Managed Care	Consolidated Services Group <b>Jennifer Goldstein</b>
Underwriting Manager	Conner Strong & Buckelew

**FUND COMMISSIONERS PRESENT:**

Ari Messinger, Cherry Hill Alternate  
Larry Spellman, Voorhees  
Mark Godfrey, Magnolia  
Jason Ascunson, Camden City  
Sharon Eggleston, Camden City  
Edward Hill, Lawnside

**FUND PROFESSIONALS AND RISK MANAGEMENT CONSULTANTS PRESENT:**

Mike Avalone	Conner Strong & Buckelew
Roger Leonard	Leonard O'Neill Insurance Group
Rick Bean	Henry D. Bean & Sons Insurance
Danielle Colianni	Hardenbergh Insurance
Terry Mason	M&C Insurance

**WELCOME:** Chairman Mevoli welcomed everyone to the meeting.

**APPROVAL OF MINUTES: OPEN & CLOSED SESSION OF JULY 27, 2020**

**MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF JULY 27, 2020**

Motion:	Commissioner Wolk
Second:	Commissioner DiAngelo
Vote:	Unanimous

**CORRESPONDENCE:** NONE

**EXECUTIVE DIRECTOR:**

**2021 RFQ Process** – The Fund Office has advertised Request for Qualifications for all Fund Professional positions. Responses are due back on September 23<sup>rd</sup>. A report will be made at the September meeting.

**2021 Renewal** - Members and Risk Managers have received an email with a link to renewal worksheets to begin the 2021 underwriting renewal process. The deadline to submit schedules is September 15<sup>th</sup>.

**Membership Renewals:** The JIF has five members scheduled to renew fund membership; renewal documents have been sent out to those members. Executive Director said the Fund Office has received the renewal documents from two of the five members - Voorhees and Woodlyne.

**Potential New Members** – The Fund Office is working with the Risk Managers of two potential new members. We will keep the board posted of our progress. Executive Director said Haddon Heights and Stratford have contacted the Fund Office for quotes to join the Camden JIF.

**Safety Incentive Program – Optional Safety Award** – The notice for the 2020 Optional Safety Award was recently sent to member entities. This is a \$1,000 reimbursable grant to members to purchase safety related items or training. All paperwork and vouchers must be returned to the fund office by the end of the year. The notice appears on **Page 3 & 4**.

**Power of Collaboration:** Attached on **Page 5** is the latest in the series of “Power of Collaboration” ad that will appear in the League of Municipalities magazine. The ad highlights the savings to taxpayers and how the MEL has responded to the financial impact of COVID 19.

**Facing and Embracing Crisis Webinar:** Attached on **Pages 6 & 7** is an announcement for the 3<sup>rd</sup> webinar on Facing and Embracing Crisis for Your Municipality scheduled for September 15<sup>th</sup> at 10:30 am.

**DUE DILIGENCE REPORTS** – Included in the agenda were due diligence reports as follows: 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.

Executive Director said the Financial Fast Track and Income Portfolio reports are not available due to reporting issues this information will be included in the next agenda. Executive Director reviewed the Expected Loss Ratio Analysis as of June, 2020 where the actuary projected the JIF at 19 % and the Camden JIF currently stands at 26% that is driven by one claim on the auto liability line. On the Lost Time Accident Frequency as of June 30<sup>th</sup> the Camden JIF stands at 0.86 with no lost time accidents for the month. Executive Director noted this figure is in the negative due to taking out the Covid-19 claims. Executive Director reported the Camden JIF EPL Compliance is at 100%. Executive Director said on the Compliance Check List reflects the Audit Filing.

Executive Director's Report Made Part of Minutes.

**TREASURER:** Treasurer Pigliacelli reviewed the reports included in the agenda.

**Approving Payment of Resolution 20-22 August 2020 Vouchers**

<b>TOTAL 2020</b>	\$ 280,085.19
<b>TOTAL</b>	<b>\$ 280,085.19</b>

**Confirmation of July 2020 Claims Payments/Certification of Claims Transfers:**

<b>Closed</b>	\$0.00
<b>2016</b>	\$ 7,055.54
<b>2017</b>	\$19,719.22
<b>2018</b>	\$76,100.50
<b>2019</b>	\$103,747.96
<b>2020</b>	\$210,083.19
<b>TOTAL</b>	<b>\$416,706.41</b>

**MOTION TO APPROVE AUGUST 2020 VOUCHERS RESOLUTION 20-22**

Motion: Commissioner Lipsett  
 Second: Commissioner Shannon  
 Roll Call Vote: 8 Ayes - 0 Nays

**MOTION TO RATIFY & APPROVE CERTIFICATION OF CLAIMS/CONFIRMATION OF CLAIM PAYMENTS FOR THE MONTH OF JULY 2020 AS PRESENTED AND APPROVE THE TREASURER'S REPORT:**

Motion: Commissioner DiAngelo  
Second: Commissioner Wolk  
Vote: Unanimous

Treasurer's Report Made Part of Minutes.

**ATTORNEY:** Attorney Nardi said as noted the JIF has opened up the RFQ process and the Fund Attorney is in the process of contacting the defense panel with response criteria.

**SAFETY DIRECTOR:**

Safety Director Saville reviewed the monthly reports. MSI trainings have been suspended until further notice in conjunction with the social distancing requirements. MSI Now is available with 130 training videos which is a good resource. The Safety Director's office remains open and available to help with any safety related issues. Safety Director said if members receive a visit from a PEOSH officer please contact the Safety Director's office for assistance.

Monthly Activity Report/Agenda Made Part of Minutes.

**UNDERWRITING MANAGER:**

Certificate Report was included on pages 29-30 for the period 6/22/20 to 7/22/20 was included in the agenda with 6 certificated issued.

List of Certificates Made Part of Minutes.

**MANAGED CARE:** Managed Care Provider Jennifer Goldstein reviewed the enclosed report as of July 2020 where there was a savings of 29.58% for the month and a total of 47.86% for the year. Ms. Goldstein reviewed the 2<sup>nd</sup> Quarter 2020 Workers' Comp Injury Review.

Monthly Activity Report Part of Minutes.

**CLAIMS ADMINISTRATOR:** Chairman Mevoli said the Claims Committee held a meeting on Friday where all claims were reviewed and discussed. All members of the Committee received the PARs and Minutes that would normally be reviewed in Executive Session. A motion was requested to accept the committee's recommendation on the claims as discussed and reviewed.

**MOTION TO APPROVE CLAIMS AS DISCUSSED IN EXECUTIVE SESSION:**

Motion: Commissioner Gallagher  
Second: Commissioner Shannon  
Roll Call Vote: 8 Ayes – 0 Nays

**OLD BUSINESS: NONE**

**NEW BUSINESS: NONE**

**PUBLIC COMMENT: NONE**

**MOTION TO ADJOURN:**

Motion:	Commissioner Taraschi
Second:	Commissioner Shannon
Vote:	Unanimous

Chairman Mevoli thanked the Camden JIF members and Fund Professionals and extended wishes to everyone to remain safe and healthy.

**MEETING ADJOURNED: 5:43 PM**

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