

**CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND
OPEN MINUTES
MEETING – OCTOBER 26, 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	Present
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	Absent
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 Bradford Stokes, Karen A. Read
Attorney	Brown & Connery Joseph Nardi, Esquire
Auditor	Bowman and Company
Claims Service	CompServices Denise Hall, Cheryle Little
Safety Director	J.A. Montgomery Consulting John Saville
Treasurer	Elizabeth Pigliacelli
Managed Care	Consolidated Services Group Jennifer Goldstein
Underwriting Manager	Conner Strong & Buckelew

FUND COMMISSIONERS PRESENT:

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Ari Messinger, Cherry Hill
Larry Spellman, Voorhees
Mark Godfrey, Magnolia
Sharon Eggleston, Camden City
Jason Asuncion, Camden City
Dawn Amadio, Pine Valley
Ken Cheeseman, Laurel Springs
Glenn Werner, Gibbsboro
John Foley, Cherry Hill Fire District

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
Mark von der Tann	Insurance Agencies
Walt Eife	McLaughlin
Terry Mason	M&C Insurance
Emily Koval	Perma
Harry Earl	JA Montgomery

WELCOME: Chairman Mevoli welcomed everyone to the meeting.

APPROVAL OF MINUTES: OPEN & CLOSED SESSION OF SEPTEMBER 28, 2020

MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF SEPTEMBER 28, 2020

Motion:	Commissioner Wolk
Second:	Commissioner Gallagher
Vote:	Unanimous

CORRESPONDENCE: NONE

EXECUTIVE DIRECTOR:

2021 Budget – The proposed 2021 Budget appears on **Page 3**. The Executive Committee held a budget workshop Zoom meeting on October 21st to review the proposed budget, assessment strategy and available dividend. The Committee is recommending that the budget be introduced, totaling \$14,793,610 which represents a 0.49% increase over last year's budget.

Executive Director reviewed the budget and said loss funds are down \$63,000 almost 1%. Fortunately, the JIF did not have any claims for either sexual molestation or the firefighter presumption act that can be funded at 75%, which is a savings of about \$66,000. All things tolled the loss funds are coming in very favorably, at less than 1%. The MEL is up some, but the property is down. Overall, total loss funds are 0.36% and fund professionals at a 2% increase. However, there is competition for Claims Administration and Managed Care which will go to the Rules and Contracts Committee to review. The budget numbers may need to be adjusted slightly before the budget adoption next month if necessary. The premium for the POL EPL is 0.57% which is excellent news and the statewide average is 2.25%. The Camden JIF is very fortunate, which is a testament to Mr. Nardi and all the attorneys who work on these lines of coverage and also, the members that keep this in check. One area that we see significant increases is Cyber

Liability with a \$66,000 increase. This line of coverage is exploding, and the rate has doubled. Overall the 2021 budget is at a 0.49% increase in the amount of \$14,796,610. Commissioner Maley said the Budget Committee reviewed all of the budget items and the dividend last week so the leg work has already been done by the Committee and with Executive Director Stokes and the staff.

The Committee also reviewed the available dividend calculation and is recommending the release of \$850,000 from Closed Years accounts. The EJIF is releasing a dividend to the Camden Fund in the amount of \$231,607. Enclosed is **Resolution 20-24** authorizing the release of a dividend representing a total of \$1,081,607. **(Page 4)**

Motion to introduce the 2021 Budget for the Camden County Municipal Joint Insurance Fund and schedule a Public Hearing for November 23, 2020.

Motion:	Commissioner Maley
Second:	Commissioner Lipsett
Roll Call Vote:	8 Ayes, 0 Nays

Motion to adopt Resolution 20-24 authorizing the release of a dividend in the amount of \$1,081,607 from the EJIF and Closed Years Account, subject to state approval.

Motion:	Commissioner Maley
Second:	Commissioner Gallagher
Roll Call Vote:	8 Ayes, 0 Nays

2021 RFQ Process – The fund office has advertised Request for Qualifications for all Fund Professional positions; responses were due back on September 23rd. A response report appears on **Page 7**. The Fund’s Contracts Committee will be meeting in the next few weeks to review the submissions and make a recommendation to the full board.

RCF 2016 Fund Year Rollover – The Residual Claims Fund board adopted a resolution accepting the transfer of member JIF’s Fund Year 2016. Enclosed on **Page 8** is **Resolution 20-25** authorizing the transfer of the Camden JIF’s 2016 claim liabilities to the RCF.

Motion to Approve Resolution 20-25 Authorizing the Transfer of Fund Year 2016 to the RCF

Motion:	Commissioner Maley
Second:	Commissioner DiAngelo
Roll Call Vote:	8 Ayes, 0 Nays

MEL Employment Practices Model Training: This year, the Municipal Excess Liability Joint Insurance Fund (MEL) prepared a new Model Personnel Manual and Employee Handbook that is more than simply updating existing model. Since the new model documents are notably different from prior models, Mr. Matt Giacobbe, who drafted the model and Mr. Fred Semrau, the MEL Fund Attorney, have agreed to participate in a webinar to review changes and answer questions. The target audience for this webinar is Municipal Attorneys and Administrators. Please see attached notice for more information and registration information. **(Page 9)**

Residual Claims Fund; EJIF & MEL Meetings – The RCF, EJIF & MEL all met on October 21, 2020 via conference call. The RCF & EJIF adopted their 2021 budgets; they appear on **Pages 13 & 14**. The MEL adopted their 2021 budget and flat rate table at the June 3rd meeting. Meeting minutes will appear in next month’s agenda.

Potential New Members – The Fund Office is working with the Risk Managers of two potential new members. We have received a full application from the Borough of Haddon Heights and should be receiving one from Stratford.

Statutory Bonds – Statutory Bonds must be re-underwritten every three years usually the same year the bondholder’s entity is renewing in the JIF. Applications were sent to the bonded individuals of those member towns renewing January 1, 2021. Please make sure all bonded individuals submit their applications to the MEL Underwriting office as soon as possible.

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 reviewed the Financial Fast Track as of August 31, 2020 the statutory surplus was \$9.4 million a small gain of \$30,000 over the prior month. Fund Year 2019 continues to run a deficit and 2020 which is common with several JIFs in the state. Executive Director reviewed the Expected Loss Ratio Analysis as of August 31, 2020 where the actuary projected the JIF at 31 % and the Camden JIF currently stands at 37%. On the Lost Time Accident Frequency as of August 31st the Camden JIF stands at 0.95 with two lost time accidents for the month. 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 20-26 October 2020 Vouchers

TOTAL 2020	\$135,011.01
TOTAL	\$ 135,011.01

Confirmation of September 2020 Claims Payments/Certification of Claims Transfers:

Closed	\$0.00
2016	\$ 6,304.60
2017	\$8,525.00
2018	\$35,737.22
2019	\$247,072.17
2020	\$134,143.20
TOTAL	\$431,782.44

MOTION TO APPROVE OCTOBER 2020 VOUCHERS RESOLUTION 20-26

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

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

Motion: Commissioner Maley
Second: Commissioner Lipsett
Vote: Unanimous

Treasurer's Report Made Part of Minutes.

ATTORNEY: Attorney Nardi said to supplement the discussion about the revisions and the updating of the EPL POL Manual as done in years past, it has really been left up to many of the municipal administrator's clerks and other personnel. Attorney Nardi said if there are any municipal attorneys that have any questions concerning the process or updates to the manual they may contact his office for assistance. It is a pretty daunting task and we do not want to run into the situation where some towns are subject to higher deductibles.

SAFETY DIRECTOR:

Safety Director Saville reviewed the monthly reports. MSI in person 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.

Monthly Activity Report/Agenda Made Part of Minutes.

UNDERWRITING MANAGER:

Certificate Report was included on pages 39-41 for the period 8/22/20 to 9/22/20 was included in the agenda with 15 certificated issued.

List of Certificates Made Part of Minutes.

MANAGED CARE: Managed Care Provider Jennifer Goldstein reviewed the enclosed report as of September 2020 where there was a savings of 55.51% for the month and a total of 49.04% for the year.

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 DiAngelo
Roll Call Vote:	8 Ayes – 0 Nays

OLD BUSINESS: NONE

NEW BUSINESS: Ari Messinger of Cherry Hill Township said he would like to compliment JA Montgomery with the online trainings which seem to work very well with staff schedules and the training has been very well received.

PUBLIC COMMENT: NONE

MOTION TO ADJOURN:

Motion:	Commissioner Taraschi
Second:	Commissioner Lipsett
Vote:	Unanimous

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

MEETING ADJOURNED: 5:45 PM

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