

**CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND  
OPEN MINUTES  
MEETING – OCTOBER 24, 2022  
MEETING HELD ELECTRONICALLY AT 5:15 PM**

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

**PLEDGE OF ALLEGIANCE  
MOMENT OF SILENCE OBSERVED**

**ROLL CALL OF 2022 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
Joseph Gallagher	Winslow Township	Present
David Taraschi	Borough of Audubon	Present

**EXECUTIVE COMMITTEE ALTERNATES:**

Sharon Eggleston	City of Camden	Present
M. Gary Passanante	Borough of Somerdale	Present
Edward Hill	Borough of Lawnside	Present

**APPOINTED OFFICIALS PRESENT:**

Executive Director/Administrator	PERMA, Risk Management Services <b>Bradford Stokes, Karen A. Read Crystal Chuck</b>
Attorney	Brown & Connery <b>Joseph Nardi, Esquire</b>
Auditor	Bowman & Company
Claims Service	CompServices <b>Gladys Driggins, Stephen Andrick</b>
Safety Director	J.A. Montgomery Risk Control <b>John Saville, Harry Earle</b>
Treasurer	<b>Elizabeth Pigliacelli</b>
Managed Care	Consolidated Services Group <b>Jennifer Goldstein</b>
Underwriting Manager	Conner Strong & Buckelew <b>Jonathon Tavares</b>

**FUND COMMISSIONERS PRESENT:**

Ken Cheeseman, Laurel Springs  
Brian Morrell, Gloucester City  
Bonnie Taft, Oaklyn  
Kevin Roche, Haddonfield  
Lorraine Azzarano, Winslow Township Fire District  
Elizabeth Peddicord, Pennsauken Twp  
Glenn Werner, Gibbsboro

**FUND PROFESSIONALS RISK MANAGEMENT CONSULTANTS PRESENT:**

Mark von der Tann	Edgewood Associates
Meredith Storch	Conner Strong & Buckelew
Roger Leonard	Leonard O'Neill Insurance Group
Rick Bean	Henry D. Bean & Sons Insurance
Peter DiGiambattista	Associated Insurance Partners
Terry Mason	M&C Insurance
Walt Eife	Waypoint Insurance

**APPROVAL OF MINUTES: OPEN SESSION OF SEPTEMBER 26, 2022**

**MOTION TO APPROVE THE OPEN MINUTES OF SEPTEMBER 26, 2022**

Motion:	Commissioner Wolk
Second:	Commissioner DiAngelo
Vote:	Unanimous

**CORRESPONDENCE: NONE**

**2023 Budget** – The proposed 2023 Budget appears on **Page 3**. The Executive Committee held a budget workshop Zoom meeting on October 18th to review the proposed budget, assessment strategy and available dividend. The Committee is recommending that the budget be introduced, totaling \$17,824,809 which represents an 8.08% increase over last year’s budget.

Executive Director said the primary focus for the meeting is the introduction of the 2023 Budget. A meeting was held on October 18, 2022 to review the budget more in depth. The Executive Committee made a recommendation to take Option 2 which is at 8.08% increase. Executive Director said this is not what the JIF has been used in the past but all lines of coverage are struggling. The loss funds chosen was mid-range for workers comp and the low levels for the property, general liability and auto liability. Overall, the increase on the loss funds is 5.77%. Executive Director said the Environmental Fund went down slightly which is a very good renewal. The Cyber JIF is up over almost 60% with the creation of the NJ Cyber Risk Fund. Executive Director said if the Cyber JIF was not created the increase could have been in the 125% range. The MEL has seen a substantial increase with there average increase up 16% and the Camden JIF is a little higher than that on the property side. Executive Director asked the Perma finance folks up north to take another look at that. The average increase on property for most MEL JIFs is in the 19% range, but Executive Director said they will dig a little deeper into that and he will report back to everyone next month. Overall, the loss funds are at 9.57%. Expenses, Fees & Contingency is at a 2% contractual increase for fund professionals. The MEL Safety Institute is up 5.83% based on employee count. POL EPL Premium is up 5.57% which is close to the MEL average and the members with the higher loss ratios will pay the lion’s share. There are about five towns that have fairly high loss ratios paying most of that increase Overall, the budget is at 8.08% in the amount of \$17,824,809 which is up by about \$224 from last week

due to a slight adjustment on property in Origami. Executive Director reviewed the proposed assessments, with the dividend being applied as a credit most towns are going down slightly. Assessment information will be sent out to all members after the meeting. With no questions being heard, Executive Director said a motion would be in order to introduce the 2023 Budget and schedule the public hearing for November 28, 2022.

**Motion to introduce the 2023 Budget for the Camden County Municipal Joint Insurance Fund and schedule a Public Hearing for November 28, 2022.**

Motion:	Commissioner Taraschi
Second:	Commissioner Gallagher
Roll Call Vote:	10 Ayes, 0 Nays

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 \$285,156. Enclosed is **Resolution 22-26** authorizing the release of a dividend representing a total of \$1,135,156. **(Page 4)**

**Motion to adopt Resolution 22-26 authorizing the release of a dividend in the amount of \$1,135,156 from the EJIF and Closed Years Account, subject to state approval.**

Motion:	Commissioner DiAngelo
Second:	Commissioner Shannon
Roll Call Vote:	10 Ayes, 0 Nays

**2023 RFQ – Fair & Open Process** – As reported last month, some of the Fund’s Professional Service Agreements will expire at the end of this year. The fund office has advertised for Requests for Qualifications for Fund Professionals with responses due back October 18<sup>th</sup>. A report was provided at the meeting.

**Cyber JIF Resolution, Agreement and Representative:** Cyber Security claims have outpaced premiums almost from the outset. Our premiums have doubled the last two years. As a result, the MEL Board of Fund Commissioners worked on forming a separate Joint Insurance Fund. In order to manage this risk, we need more members to implement minimum risk control standards. In response to Commissioner Shannon, Executive Director said the cyber cost is included in the budget and there may be a possible small reimbursement of that in the future.

Attached on **Page 6** is a copy of the budget introduced for Cyber JIF based on all MEL members JIFs joining. You will note that in addition to funding for retained claims, excess premiums and administration – a portion of the budget is dedicated to loss control services. The MEL is asking members to execute a Resolution and Agreement to join and to appoint a representative so the interim board can hold a zoom public hearing on the budget on November 11, 2022. **(Page 7)**

**Motion to adopt Resolution #22-27 to join the Cyber Joint Insurance Fund and authorize the Fund Chairman to execute the Indemnity & Trust Agreement.**

Motion:	Commissioner Taraschi
Second:	Commissioner Gallagher
Roll Call Vote:	10 Ayes, 0 Nays

**Motion to elect Joseph Wolk as the Camden JIF's representative to the NJ Cyber Risk Management Fund.**

Motion:	Commissioner Taraschi
Second:	Commissioner Gallagher
Call Vote:	Unanimous

**Cyber Security Status Report:** D2 Cyber Security continues to work with member entities in the enrollment & training process of the program. Attached on **Page 10** is a report from D2 showing the status of each member. Executive Director said seven towns highlighted in yellow on the list still have not started training. Three of the towns have submitted their Employee list to D2, but we there has been no response from the other four towns. If your town has not started the process please contact D2 so we have 100% participation. Executive Director said with new Cyber JIF coming in effect next year the deductibles will be going up to \$50,000 if you're not compliant with training amongst other things.

**Residual Claims Fund (RCF)** The public hearing on the RCF budget was held on October 18, 2022. Enclosed in Appendix II is a copy of the RCF's 2023 Proposed Operating Budget. A review of that meeting will appear in next month's agenda.

**Environmental JIF-** The budget was introduced in September and a public hearing was held on October 18, 2022. Enclosed in Appendix II is a copy of the EJIF's 2023 Proposed Budget, as introduced. A review of that meeting will appear in next month's agenda.

**MEL** - The MEL's 2023 budget introduction was held on October 18, 2022. Enclosed in Appendix II is a copy of the proposed budget. A review of that meeting will appear in next month's agenda.

**Membership Renewals:** The Camden JIF has twenty-four members scheduled to renew fund membership; renewal documents were sent out in mid-August. To date, we have received back 15. Executive Director said twenty-four members are up for renewal so far we have received fifteen signed agreements back along with resolutions. The others remaining are expected to be received shortly.

**Safety Incentive Program – Optional Safety Award** – The notice for the 2022 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 **Pages 11 & 12**.

**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 reported the Financial Fast Track as of August 31, 2022 showing \$4.8 million in surplus with \$24 million in cash. The Loss Ratio Report reflects the actuary target at 38% and the JIF is just below the target at 36%. Lost Time Accident Frequency for September 2022 is at 0.94 below the MEL average of 1.21, despite the fact that the JIF had 5 lost time accidents in September.

Overall, the JIF is trending favorably this year. The remaining reports were for informational purposes.

Executive Director's Report Made Part of Minutes.

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

**Approving Payment of Resolution 22-28 October 2022 Vouchers**

<b>Fund Year CLOSED</b>	\$24,620.85
<b>TOTAL 2021</b>	\$16,659.34
<b>TOTAL 2022</b>	\$172,737.29
<b>TOTAL</b>	\$214,017.48

**MOTION TO APPROVE RESOLUTION 22-28 OCTOBER 2022 BILLS LIST**

Motion: Commissioner DiAngelo  
Second: Commissioner Shannon  
Roll Call Vote: 10 Ayes - 0 Nays

**Confirmation of SEPTEMBER 2022 Claims Payments/Certification of Claims Transfers:**

<b>Closed</b>	0.00
<b>2018</b>	19,391.44
<b>2019</b>	104,701.88
<b>2020</b>	89,387.37
<b>2021</b>	32,079.21
<b>2022</b>	13,959.81
<b>TOTAL</b>	<b>441,094.98</b>

**MOTION TO RATIFY & APPROVE CERTIFICATION OF CLAIMS/CONFIRMATION OF CLAIM PAYMENTS FOR THE MONTH OF SEPTEMBER 2022 AS PRESENTED AND APPROVE THE TREASURER'S REPORT:**

Motion: Commissioner Wolk  
Second: Commissioner Shannon  
Vote: 10 Ayes, 0 Nays

Treasurer's Report Made Part of Minutes.

**ATTORNEY:** Attorney Nardi said all of the JIF's existing Defense Panel submitted their proposals, and he is looking forward to review recommendations for Executive Committee in time for the reorganization meeting. Mr. Nardi said he spoke with the Executive Director regarding the new Cyber JIF and there has been a lot of work on going for the last few years. Cyber is a threat to all of the municipalities and everyone has heard the horror stories and the numbers are staggering even well above what we could potentially be exposed to in employment practices, and that was just

human behavior. In terms of risk management, loss control, and litigation management we can help our towns by just getting in front of it as soon as possible. The resources are available to assist if one of our towns is hit with one of these large losses. Attorney Nardi said as in the early days of the employment practices, it is now sort of second hand and our losses are very containable if we have support of the entire membership. Attorney Nardi encouraged everyone and emphasized to make the cyber training a priority within each municipality which includes, elected officials, professionals, risk managers and everyone available.

Defense Panel Attached & Report made Part of Minutes

**SAFETY DIRECTOR:**

Safety Directors report was enclosed on pages 30-32. Mr. John Saville reviewed the report for August, 2022 and reminded members to review their hierarchy reports in the learning management system so that everyone is up to date on their training. Two regional training were held on October 4th and October 6<sup>th</sup> the topic was PEOSH visits. Mr. Saville said PEOSH were sending out invitations to come out and do a violation free or a citation free inspection for towns so if members received this opportunity they will make you immune from any OSHA violations from this inspection.

Monthly Activity Report/Agenda Made Part of Minutes.

**UNDERWRITING MANAGER:**

The Certificate Report for the period 8/22/22 to 9/22/22 are listed on pages 33-35 with 15 certificates. Underwriting Manager Jonathon Tavares reviewed the Cyber Compliance report as of September 31<sup>st</sup> and said there will be a grandfathering into the new program. Please continue efforts towards getting in compliance with the current program by year end. The teams have been working hard over the last couple of weeks to get auto ID cards and posting notices organized. These documents will be distributed in the mail the week of November 25<sup>th</sup>. Certificates of Insurance will be distributed in December. Mr. Tavares had a reminder on statutory bonds - approval and denial letters for renewing individuals went out the first week of October. Most applications have been received, but there are still a few outstanding, so be sure to check to make sure everyone has sent in their application. If members have any questions, please contact the Underwriting office.

List of Certificates Made Part of Minutes.

**MANAGED CARE:** Managed Care Provider Jennifer Goldstein reviewed the enclosed reports for September 2022 where there was a savings of 46.00% and Year to Date savings of 52.26%. Ms. Goldstein reviewed the 3<sup>rd</sup> Quarter Workers Compensation 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 Taraschi
Second:	Commissioner Passanante
Roll Call Vote:	10 Ayes – 0 Nays

**OLD BUSINESS: NONE**

**NEW BUSINESS: NONE**

**PUBLIC COMMENT: NONE**

**MOTION TO ADJOURN:**

Motion:	Commissioner Taraschi
Second:	Commissioner DiAngelo
Vote:	Unanimous

**MEETING ADJOURNED: 5:53 PM**

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