

**CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND
OPEN MINUTES
APRIL 24, 2023
MEETING HELD AT BELLMAWR FIRE DEPARTMENT
AT 5:00 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 2023 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:

Gary Passanante	Borough of Somerdale	Present
Edward Hill	Borough of Lawnside	Present
Kenneth Cheeseman	Borough of Laurel Springs	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 Tracy Ware
Safety Director	J.A. Montgomery Risk Control John Saville
Treasurer	Elizabeth Pigliacelli
Managed Care	Consolidated Services Group Jennifer Goldstein
Underwriting Manager	Conner Strong & Buckelew

FUND COMMISSIONERS PRESENT:

Ari Messinger, Cherry Hill Alternate
Bonnie Taft, Oaklyn
Damon Burke, Camden City
Glenn Werner, Gibbsboro
Brian Morrell, Gloucester City

RISK MANAGEMENT CONSULTANTS PRESENT:

Danielle Colaianni	Hardenbergh Insurance
Chris Roselli	Hardenbergh Insurance
Roger Leonard	Leonard O'Neill Insurance Group
Terry Mason	M&C Insurance Agency, Inc.
Walt Eife	Waypoint Insurance
Peter DiGambattista	Associated Insurance Partners
Donald Sciolaro	PIA
Jaclyn Lindsey	Conner Strong & Buckelew
Mark von der Tann	Edgewood Associates
Robert Weil	Conner Strong & Buckelew

APPROVAL OF MINUTES: OPEN & CLOSED SESSION OF MARCH 27, 2023

MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF MARCH 27, 2023

Motion:	Commissioner Wolk
Second:	Commissioner DiAngelo
Vote:	Unanimous

CORRESPONDENCE: NONE

Cyber Security Status Report: Attached on **Page 3** is the monthly status report from D2, recapping members' participation and training to date. Currently, the 2023 1st quarter Campaign is running concurrently with the 2022 4th quarter for members who have not completed their training yet. These phishing values will be updated when the April report comes around.

MEL/RCF/EJIF/Cyber JIF Meetings & MEL Retreat – The MEL, RCF & EJIF held their March meetings in conjunction with the MEL annual Retreat on March 24th. The purpose of the retreat was to provide the sub-committees of the MEL an expanded opportunity to report directly to the boards of the MEL, RCF & EJIF. Enclosed in **Appendix II** are Commissioner Wolk's reports for the meetings.

2023 MEL, MR HIF & NJCE JIF Educational Seminar: Day 2 of the annual seminar will be conducted virtually on Friday, April 28th from 9AM to 12PM. The seminar is expected to qualify for Continuing Educational Credits including CFO/CMFO, Public Works, Clerks, Insurance Producers and Purchasing Agents.

There is no fee for employees, insurance producers, as well as personnel who work for services companies associated with the Municipal Excess Liability Joint Insurance Fund (MEL JIF), Municipal Reinsurance Health Insurance Fund (MR HIF) and New Jersey Counties Excess Joint Insurance Fund (NJCE JIF). A notice was distributed to all members and risk managers on March 7th.

Executive Director said over 250 attended the 1st course and was very well received and

encouraged members to attend the 2nd course on Friday, April 28th.

Enclosed on **Page 4** is the latest in a series of Power of Collaboration advertisement to be published in the League of Municipalities magazine that highlights the educational seminar.

Elected Officials Training: The MEL's Annual Elected Officials Seminar is available through the MEL Safety Institute. Attached on **Page 5** are the directions to follow to complete the course. The deadline for completing the training has been extended to May 31st.

The MEL will provide a credit of \$250 against each member's assessment for each municipal elected official and authority commissioner who completes the course by May 31, 2023. The credit will continue to be extended to the member's municipal manager/administrator or authority executive director.

2023 PRIMA Conference – The JIF has authorized the attendance of Executive Board Members at the annual risk management conference for the purpose of attending seminars. The next PRIMA convention will take place in Long Beach CA from June 4-7. Any board member interested should contact the Fund Office.

EJIF Environmental Alert – The NJ Department of Environmental Protection issued a new Tier A Municipal Stormwater General Permit. Attached on **Page 6** is a Environmental Alert from the EJIF on the change, which includes links for more information.

2023 Financial Disclosures – The Division of Local Governmental Services distributed a notice a few weeks ago with filing instructions with a deadline to file by April 30th. The online filing of the Disclosure forms are inclusive of any other municipal related positions that require filing.

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 is not available this month a report will be provided at the May meeting. Executive Director also reviewed the Expected Loss Ratio Analysis for March where the actuary projected 6.25% we are currently a close to 6.62% slightly higher than the actuaries projection. On the Lost Time Accident Frequency, the March 31, 2023 report at 0.99. The Regulatory Filing checklist will be updated as we submit our state filings. The EPL POL Compliance shows all members at 100% compliance. It is that time again for another two-year cycle where updates to personnel manuals and managers and supervisors training will be due. Information will be sent to members in the near future which included eight updates to personnel manuals. Regulatory Filing Checklist shows updates for the regulatory filings recently completed.

Executive Director's Report Made Part of Minutes.

TREASURER: Treasurer Pigliacelli reviewed the reports included in the agenda and said there was a formatting issue on the report on Page 19 and revised report was distributed. There are no balance differences for March 2023. Treasurer Pigliacelli also discussed a check that was stolen and cashed which was identified and should not have been cashed by the bank. Treasurer advised that money will be deposited back into the Fund bank account.

Approving Payment of Resolution 23-13 April 2023 Vouchers

TOTAL 2022	\$17,225.00
TOTAL 2023	\$1,324,913.79
TOTAL	\$1,342,138.79

Approving Payment of Resolution 23-14 April 2023 Supplemental Vouchers

TOTAL 2023	\$64,188.00
TOTAL	\$64,188.00

MOTION TO APPROVE THE MARCH 2023 VOUCHERS RESOLUTIONS 23-13 AND 23-14

Motion: Commissioner Shannon
 Second: Commissioner Taraschi
 Roll Call Vote: 9 Ayes - 0 Nays

Confirmation of March 2023 Claims Payments/Certification of Claims Transfers:

Closed	.00
2019	202,739.24
2020	83,355.48
2021	19,847.37
2022	152,433.33
2023	55,173.55
TOTAL	513,439.86

MOTION TO RATIFY & APPROVE CERTIFICATION OF CLAIMS/CONFIRMATION OF CLAIM PAYMENTS FOR THE MONTH OF MARCH 2023 AS PRESENTED AND APPROVE THE TREASURER'S REPORT:

Motion: Commissioner Maley
 Second: Commissioner Cheeseman
 Vote: Unanimous

Treasurer's Report Made Part of Minutes.

ATTORNEY: Attorney Nardi discussed Local Government Unit Websites and said state agencies have been reviewing municipal websites and encouraged members to monitor their websites including applications for marriage licenses, special events, birth certificates, voter registration for the use of gender-neutral terms and language. A few of the Camden JIF towns were cited because forms were not on the website. There may be penalties of \$1,000 - \$10,000 imposed as well as cease and desist orders. A bulletin from the MEL JIF was distributed to members on this topic.

Attorney Nardi also discussed the MEL MRHIF Seminar held the previous Friday and said it contained topical issues that municipalities deal with everyday and said it was a very good presentation and encouraged members to attend the second session.

SAFETY DIRECTOR:

Safety Director recommended that member's training is up to date and reminded members to notify any changes in training administrators to Andrea Felipe of JA Montgomery. The Safety contracts have gone out and are due by March 31st with a list of Safety Committee meeting dates. Mr. Saville said there will be a Safety Breakfast this year on May 9th and invitations have been sent to all members. The new Learning Management System will be up and running on May 1, 2023.

Monthly Activity Report/Agenda Made Part of Minutes.

UNDERWRITING MANAGER:

The Certificate Report for the period 2/22/23 to 3/22/23 was included in the agenda on pages 28 – 30. Executive Director reported a cyber report was not included this month but a report will be provided at the next meeting.

List of Certificates Made Part of Minutes.

MANAGED CARE: Managed Care Provider Jennifer Goldstein reviewed the enclosed reports for March 2023 where there was a savings of 51% for March and YTD Savings of 48%. Ms. Goldstein reviewed the 1st Quarter 2023 Workers Comp Injury Report.

Monthly Activity Report Part of Minutes.

CLAIMS ADMINISTRATOR: Chairman Mevoli said the Claims Committee held a Zoom Phone meeting on Friday, where all claims were reviewed and discussed and minutes that would normally be reviewed in the Executive Session.

MOTION TO GO INTO CLOSED SESSION

Motion: Commissioner Maley
Second: Commissioner Taraschi
Vote: Unanimous

MOTION TO GO INTO OPEN SESSION

Motion: Commissioner Maley
Second: Commissioner Wolk
Vote: Unanimous

Chairman Mevoli said all claims were reviewed and discussed and minutes reviewed in Executive Session. At this time a motion to accept the committee's recommendations on the claims as discussed, and reviewed would be in order.

MOTION TO APPROVE CLAIMS AS DISCUSSED IN EXECUTIVE SESSION:

Motion: Commissioner Maley
Second: Commissioner Taraschi
Roll Call Vote: 9 Ayes, 0 Nays

OLD BUSINESS: NONE

NEW BUSINESS: NONE

PUBLIC COMMENT: NONE

MOTION TO ADJOURN:

Motion:	Commissioner Taraschi
Second:	Commissioner Cheeseman
Vote:	Unanimous

MEETING ADJOURNED: 5:45 PM

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