

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND

OPEN MINUTES

NOVEMBER 17, 2021

VIA TELECONFERENCE

2:00 PM

MEETING OF THE FUND CALLED TO ORDER AT 2:00 P.M. BY CHAIRMAN ANGILELLA

OPEN PUBLIC MEETING ACT READ INTO RECORD

PLEDGE OF ALLEGIANCE

ROLL CALL BOARD OF 2021 FUND COMMISSIONERS

Ross Angilella, Chairman	Camden County	Present
Tim Sheehan, Secretary	Gloucester County	Present
Jeanette Kessler, Commissioner	Atlantic County	Present
Ashley Buono, Commissioner	Burlington County	Present
Kimberly Wood, Commissioner	Cumberland County	Present
John Kelly, Secretary	Ocean County	Absent
Edmund Shea, Commissioner	Hudson County	Present
Lillian Nazzaro, Commissioner	Mercer County	Absent
Laura Scutari, Commissioner	Union County	Absent
Teri O'Connor, Commissioner	Monmouth County	Present

ALTERNATE FUND COMMISSIONERS

Anna Marie Wright	Camden County	Present
Carl Block	Ocean County	Absent
Raissa Walker	Mercer County	Absent
Eugenio Esquivel	Union County	Present
Christopher Marion	Monmouth County	Absent

APPOINTED OFFICIALS PRESENT:

Executive Director/Administrator PERMA Risk Management Services
**Joseph Hrubash, Bradford Stokes, Nancy A. Ghani,
Brandon Tracy**

Attorney **Laura Paffenroth, Esq.**

Safety Director JA Montgomery Risk Control
Glenn Prince

Underwriting Manager Conner Strong & Buckelew
Edward Cooney, Jonathon Tavares

WC Claims Administrator AmeriHealth Casualty Services
Tracy Ware, Cheryl Little, Gladys Driggins

Property Claims Administrator Qual Lynx
Chris Roselli, Joseph Lisciandri

ALSO PRESENT:

Michael Fiure, **Ocean County**
Toni DePaola, **Ocean County**
Mary Anne Sander, **Conner Strong & Buckelew**
Cathy Dodd, **PERMA**
Karen Read, **PERMA**
Rachel Chwastek, **PERMA**
Jennifer Conicella, **PERMA**

Robyn Walcoff, **PERMA**
Diana Pursell, **Borden Perlman**
Ceil Murphy, **Camden County College**
Aricka Simms, **Borden Perlman**
Christina Violetti, **Hardenbergh Insurance Group**
Gail White, **Scirocco Group**
Robin Racioppi, **IMAC**
Jenna Baumgartner, **Old Republic**

MINUTES: Open Minutes as of October 28, 2021 were included in agenda for review; there were no closed minutes.

MOTION TO APPROVE OPEN MINUTES FROM OCTOBER 28, 2021 AS PRESENTED:

Moved:	Commissioner Kessler
Second:	Commissioner Buono
Roll Call Vote:	Unanimous

CORRESPONDENCE: NONE

EXECUTIVE DIRECTOR'S REPORT:

FINANCE COMMITTEE: The Finance Committee comprised of Commissioners Sheehan, Shea, Wood, Kessler and Kelly met on Monday 11/15 for further review of the proposed 2022 budget and 2021 dividend options. In addition, the committee also reviewed responses to the Technical Services Writer procurement. Included was the Finance Committee agenda and the response to the procurement in the agenda.

At the October meeting, the Board of Commissioners agreed with the recommendation of the Finance Committee to delay the budget introduction to the November meeting to allow more time to improve on the projected increases for the 2022 budget. Following the October meeting, the Underwriting Manager conducted widespread marketing of all excess and ancillary insurance to improve on not-to-exceed premium projections while continuing to hold active discussions with all insurers. Underwriting Manager reported initial quotations have been received and noted property and cyber coverage continue to be aggressively marketed. Underwriting Manager expects to report final numbers for 2022 excess and ancillary renewals at the next meeting. Finance Committee recommended introduction of the 2022 budget in the amount of \$31,498,143; this represents an increase of \$1,559,335 or 5.2% over 2021 Annualized Budget and \$3,447,381 or 12.3% over the 2021 Assessed Budget. The Board of Fund Commissioners accepted the recommendation of the Finance Committee, introduced the 2022 Budget, and scheduled a public hearing on Thursday December 16, 2021 at 9:30AM.

2022 BUDGET: Underwriting Manager reported initial quotations have been received and noted property and cyber coverage continue to be aggressively marketed. Underwriting Manager expects to report final numbers for 2022 excess and ancillary renewals at the next meeting. Finance Committee is recommending to the Board of Commissioners that we introduce the 2022 budget in the amount **\$31,498,143**. This represents an increase of \$1,559,335 or 5.2% over 2021 Annualized Budget and **\$3,447,381** or **12.3%** over the 2021 Assessed Budget. A copy of the budget was included in the agenda. Executive Director said if the marketing effort goes better than projected we can consider amending the budget accordingly upon adoption in December.

DIVIDEND: Executive Director said Finance Committee also reviewed three dividend options of \$5000,000, \$750,000 and \$1 Million. Based on the proposed budget and our strong current financial position of the Fund, the Finance Committee recommends that the JIF authorize a

\$750,000 dividend. The member Insurance Commissions will receive their dividend as a check; County members may opt for a check or apply the dividend as a credit to offset the 2022 assessment. The member Insurance Commissions will have the option to issue checks to their membership or use as an offset to their 2022 member assessment.

TECHNICAL SERVICES WRITER: In September, the Board authorized the procurement of Technical Services Writer, which was advertised on October 1st with responses due November 5th. Executive Director said in consultation with the Fund Attorney it was decided that the responses and scoring for this procurement to be handled by the Finance Committee. Executive Director said we received one response from Stradley Ronon. However, we were still required to review and score the response for recommendation to the Board of Commissioners. The Finance Committee reviewed and scored the sole responder. A memorandum from the Fund Attorney was distributed separately to the Board of Commissioners; included in the agenda was Resolution 42-21 accepting the recommendations of the Finance Sub-Committee and award Technical Services Writer to Stradley Ronon.

The Finance Committee will meet Monday, December 13th to review the final budget. The Board of Fund Commissioners accepted the Finance Committee's recommendation and adopted Resolution 41-21 authorizing the release of a \$750,000 dividend to make the necessary filing with the state.

MOTION TO INTRODUCE ON FIRST READING OF THE 2022 BUDGET IN THE AMOUNT OF \$31,498,143 AND TO SCHEDULE A PUBLIC HEARING ON THURSDAY, DECEMBER 16, 2021 AT 9:30AM VIA ZOOM

Moved: Chairman Angilella
Second: Commissioner Wood
Roll Call: 7 Ayes – 0 Nays

MOTION TO ADOPT RESOLUTION 41-21 AUTHORIZING THE RELEASE OF A DIVIDEND IN THE AMOUNT OF \$750,000 FROM VARIOUS FUND YEARS; SUBJECT TO STATE APPROVAL

Moved: Chairman Angilella
Second: Commissioner Sheehan
Roll Call: 7 Ayes – 0 Nays

MOTION TO ADOPT RESOLUTION 42-21 AWARDED TECHNICAL SERVICES WRITER TO STRADLEY RONON

Moved: Chairman Angilella
Second: Commissioner Wood
Roll Call: 7 Ayes – 0 Nays

FINANCIAL FAST TRACK: Executive Director said the September financial fast track will be available for the December meeting. Financial Fast Track as of August 31, 2021 reflected a statutory surplus of \$14.4 million and \$5.1 million in total dividends issued. Executive Director noted the Fund is in a very strong financial position.

NJCE CLAIMS REVIEW COMMITTEE – COMMISSIONER SHEEHAN: Committee Chairman Sheehan reported the Claims Review Committee met prior to the Fund's meeting to review claims in detail. The Board of Fund Commissioners accepted the recommendations of the committee to approve payment and settlement authority requests.

It was not necessary to enter into Closed Session to discuss the committee's recommendations and there were not any questions on a particular claim(s). Included in the agenda was a resolution authorizing closed session, but it was not acted on.

MOTION TO ACCEPT THE CLAIMS COMMITTEE’S RECOMMENDATION TO APPROVE THE CLAIMS

Moved: Chairman Angilella
Second: Commissioner Sheehan
Roll Call Vote: Unanimous

Informational Items

10TH ANNUAL BEST PRACTICES WORKSHOP – NOVEMBER 3, 2021 VIRTUAL EDITION: Deputy Executive Director reported this year’s Best Practices Workshop was held virtually via an interactive webinar on November 3rd and was well attended with 70 attendees. The webinar will be uploaded to the Fund’s website – www.njce.org. Deputy Executive Director said Commissioners are encouraged to submit suggestions for future topics to the Fund Office

2021 NEW JERSEY STATE LEAGUE OF MUNICIPALITIES (NJSLOM) ANNUAL CONFERENCE: Deputy Executive Director reported the 106th annual conference was held in-person on November 16th through November 18th at the Atlantic City Convention Center in Atlantic City and was well attended by exhibitors, as well as, Municipal and County personnel. The MEL JIF holds its annual elected officials seminar on November 18th. This year’s program will be “Local Government Risk Management”.

DECEMBER MEETING: The Fund is scheduled to meet again on Thursday, December 16, 2021 at 9:30am via Zoom to adopt the 2022 budget and finalize the 2021 dividend distribution.

Due Diligence (Page 14):

Regulatory Compliance Checklist – as of 11/16/2021. Included in the agenda was a checklist that tracks contracts, compliance and other Fund business.

UNDERWRITING MANAGER REPORT

REPORT: Underwriting Manager had nothing further to report.

TREASURER REPORT:

Included in the agenda was the confirmation of bills lists, approval of payments and the Treasurer’s reports for November 2021.

VOUCHER PAYMENTS (BILL LIST) –

.Resolution 43-21 Approval of November 2021 Payments

CONFIRMATION OF SEPTEMBER 2021 CLAIMS PAYMENTS/CERTIFICATION OF CLAIMS TRANSFERS:

2010	0.00
2011	0.00
2012	0.00
2013	4,544.74
2014	0.00
2015	5,141.70
2016	59.75
2017	1,672.00
2018	7,869.75
2019	0.00
2020	1,628.00
2021	501,933.37
TOTAL	\$522,849.31

MOTION TO APPROVE RESOLUTION 43-21 NOVEMBER 2021 PAYMENTS AND THE TREASURER'S REPORTS AS PRESENTED:

Moved: Commissioner Wood
Second: Chairman Angilella
Roll Call Vote: Unanimous

SAFETY DIRECTOR

REPORT: Safety Director submitted a report reflecting the risk control activities from October to December 2021, as well as, upcoming training events.

Included with the report was information on the NJCE Leadership Academy, an 8-course module designed for managers, administrators, department heads and supervisors to enhance leadership skills.

FUND ATTORNEY:

REPORT: Fund Attorney said there was nothing additional to report.

CLAIMS ADMINISTRATOR - WORKERS COMPENSATION

REPORT: AmeriHealth submitted a report-showing provider billed amounts of \$14,199.24, paid amount of \$7,407.53 and net savings of \$5,263.58 as of October 2021. There was an 82.5% network utilization rate as of October 2021.

CLAIMS ADMINISTRATOR:

REPORT: There was not a need for Closed Session; included in the agenda was Resolution 44-21 authorizing closed session.

OLD BUSINESS:

NONE

NEW BUSINESS:

NONE

PUBLIC COMMENT

MOTION TO OPEN MEETING TO PUBLIC

Moved: Chairman Angilella
Second: Commissioner Kelly
All in favor: Unanimous

MOTION TO CLOSE MEETING TO PUBLIC

Moved: Chairman Angilella
Second: Commissioner Kelly
All in favor: Unanimous

NON- AGENDA ITEMS

NONE

MOTION TO ADJOURN:

Moved: Chairman Angilella
Second: Commissioner Kelly
All in favor: Unanimous

MEETING ADJOURNED: 10:20 AM

NEXT MEETING: December 16, 2021 – 9:30 AM

Via Teleconference

Brandon Tracy, Assisting Secretary