

ALSO PRESENT:

Joseph J. Giraldo, Atlantic County Improvement Authority
Rachel Chwastek, PERMA Risk Management Services
James T. Dugan, Atlantic County
Chandra Anderson, Atlantic County

APPROVAL OF MINUTES: OPEN MINUTES OF OCTOBER 9, 2015

MOTION TO APPROVE OPEN MINUTES OF OCTOBER 9, 2015.

Motion: Commissioner Kessler
Second: Commissioner Robbins
Vote: 3 Ayes, 0 Nays

CORRESPONDENCE: None.

EXECUTIVE DIRECTOR'S REPORT:

Executive Director Brad Stokes presented the Executive Director's report.

CERTIFICATE OF INSURANCE ISSUANCE REPORT:

Mr. Stokes reported there were 7 Certificates of Insurance issued during the period of October 1, 2015 to October 31, 2015.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT.

Motion: Commissioner Kessler
Second: Commissioner Robbins
Vote: 3 Ayes, 0 Nays

Mr. Stokes reported the CEL met on October 22, 2015. The 2016 budget was introduced with a reasonable increase, and a public hearing will be held on November 19, 2015. There was also discussion and approval of a dividend for Camden and Gloucester Counties. This took about five years and shows the JIF system is working. Commissioner Kessler commented that there was a replacement of a Salem County Commissioner, and Jessica Foot was appointed.

The financial fast track of our Commission shows that as of August 31, 2015 there is a surplus of \$416,267. The September 30, 2015 report shows a surplus of \$708,038. The change reflects adjustments made by the actuary. Commissioner Kessler questioned why the August report under year to date change showed \$5,069,247 and the September report showed \$5,706,543. Mr. Stokes explained that reflects the assessment payments being received.

The CEL's financial fast track as of August 31, 2015 shows a surplus of over \$5.6 million and continues to trend well.

Claims tracking report shows a summary of claim activity through October 31, 2015. Three general liability claims were closed.

The Atlantic County Insurance Commission budget will be introduced during the December 11, 2015 meeting. So far it appears the Commission will have a 2% increase, which is manageable. The County is looking at some changes with their property values. There is ongoing discussion about reducing the County's automobile deductible from \$100,000 to a more reasonable amount in the range of \$5,000 to \$10,000. Mr. Stokes also mentioned discussing possible increases for professionals as most JIF's offer 2% increases for their Risk Managers, TPA, etc. Mr. Stokes will prepare some options for presentation. Mr. Stokes recommended scheduling a budget workshop meeting in advance of the next Commission meeting, which will have to be advertised, and he will send out some proposed dates. Jim Ferguson agreed this was a good suggestion and explained the County's internal Insurance Committee met this week and included discussion about some of the items that Mr. Stokes brought up today.

Danielle Batchelor prepared a memo regarding reporting of claims to claims made policies prior to the December 31, 2015 expiration. Ms. Batchelor noted this is a reminder to the entities that the renewal is on January 1, 2016, and some of the ancillary coverages, public officials, pollution, cyber, crime, and employed lawyers are either on discovery or a claims made and reported basis and not based on when the occurrence happened. She requests members to review their claims and make sure everything that needs to be reported is reported before December 31, 2015. She noted if members could report everything by December 18, 2015 that would give time for discussion of the claims to be reported before the expiration date. Mr. Ferguson reported that he circulated this memo to Jim Dugan and Alan Cohen, the two litigation attorneys, and the two paralegals so they could review all claims for anything that needs to be reported.

The 2015 auto ID cards will be distributed to the member entities in the beginning of December.

Mr. Stokes advised there is one crime policy renewal application due. The Risk Managers have advised it will be submitted by next week.

CLAIMS SERVICES:

Danielle Batchelor thanked everyone who attended the October 6, 2015 Best Practices Work Shop. There were some great discussions with the main topics being jail claims, managed care, and cyber liability. It was the best turn out yet. Next year they may have to move into a new space to accommodate all the attendees.

TREASURER: No report.

CEL SAFETY DIRECTOR – JA MONTGOMERY RISK CONTROL:

Glenn Prince presented the safety report which includes all activities from September to November. He attended the internal County Safety Committee Meeting on October 19, 2015 in addition to the Commission Safety Committee Meeting held on October 9, 2015. Topics discussed include the 2016 course catalog. Mr. Prince noted if there are any departments that find they need specific training on any equipment or exposure to advise him so they can develop a course. Upcoming training is listed in the Safety Director's Report. All departments are welcome to attend, and if you would like to attend please let them know so they can confirm available space.

MANAGED CARE – QUAL-LYNX:

Karen Beatty presented the claims services report. The Managed Care Summary report shows for the month of October 2015 there was 63.3% overall savings with 91% PPO penetration rate. With regard to the penetration rate at 91%, there were 12 out of network claims, 7 were emergency room claims, 2

ambulance claims, one was a durable medical rental, and one specialized retina surgeon. The retina surgeon is one who the claimant had previously been treating with so they had to continue the treatment with that doctor.

For the month of October there were 16 reported claims, 7 for Atlantic County, and 9 for the ACUA. There were no claims for the Improvement Authority.

Mr. Stokes asked if the rescue squad (ambulance) charge was for their response. Ms. Beatty explained that was the charge for the emergency technicians responding to the scene. Mr. Stokes mentioned that ambulance services used to waive their fee for counties or municipalities. Ms. Kissane noted that she sees this across the board now, partly because of budgetary constraints especially when the 2% cap was imposed; there were no longer any courtesies.

CLAIMS SERVICES – QUAL-LYNX:

Kathy Kissane reported the Claims Committee met prior to the Commission meeting and reviewed five PARS. The Committee voted to approve the PARS as recommended. Ms. Kissane asked for a Motion to approve the PARS as approved and recommended.

MOTION TO APPROVE THE PARS AS REVIEWED DURING THE CLAIMS COMMITTEE MEETING OF NOVEMBER 13, 2015.

Motion: Commissioner Kessler
Second: Commissioner Woods
Vote: 3 Ayes, 0 Nays

EXECUTIVE SESSION: None.

OLD BUSINESS: None.

NEW BUSINESS: Jim Ferguson reported he spoke to the County Administrator and reminded him that we need the County Executive to make the appointments of the two alternates. One appointment will be Mr. Giraldo, and he is looking for the second. Once the choice is made he will take that to the Freeholder Board for approval.

PUBLIC COMMENT:

Commissioner Woods opened the meeting to public comment. Having heard nor seen any public comment the public session is closed. The next meeting will be held on December 11, 2015 at 11:00 A.M.

MOTION TO ADJOURN THE MEETING.

Motion: Commissioner Robbins
Second: Commissioner Kessler
Vote: 3 Ayes, 0 Nays

MEETING ADJOURNED: 11:16 A.M.

Minutes prepared by: Chandra Anderson, Secretary