

ATLANTIC COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – October 8, 2021 at 11:00 A.M.
MEETING HELD VIRTUALLY via ZOOM

Meeting was called to order by Commissioner Woods. Open Public Meetings notice read into record.

PLEDGE OF ALLEGIANCE

ROLL CALL OF COMMISSIONERS:

Jacqueline Woods	Present
Tammi Robbins	Present
Janette Kessler	Present
Joseph Giraldo	Present
Michael Fedorko	Present

FUND PROFESSIONALS PRESENT:

Executive Director PERMA Risk Management Services	Brad Stokes
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Claims Administrator	<u>Qual-Lynx</u> Karen Beatty Kathy Kissane
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<u>PERMA Claims</u> Robyn Walcoff

CEL Underwriting Manager	Conner Strong & Buckelew
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Attorney	James F. Ferguson
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Treasurer	Bonnie Lindaw
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Safety Director	J.A. Montgomery Risk Control Glenn Prince
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Risk Management Consultant	Brown & Brown Insurance Bob Gemmell
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ALSO PRESENT:

Rachel Chwastek, PERMA Risk Management Services

APPROVAL OF MINUTES: OPEN MINUTES OF SEPTEMBER 10, 2021.

MOTION TO APPROVE OPEN MINUTES OF SEPTEMBER 10, 2021.

Motion:	Commissioner Robbins
Second:	Commissioner Fedorko
Vote:	5 Ayes

CORRESPONDENCE: None.

CERTIFICATES OF INSURANCE: There were 5 certificates issued for the month of September 2021.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT.

Motion: Commissioner Giraldo
Second: Commissioner Kessler
Vote: 5 Ayes

EXECUTIVE DIRECTOR'S REPORT: Brad Stokes presented the Executive Director's report. The Commission's Rules and Regulations are being amended to change titles of Chosen Freeholder to County Commissioner in accordance with recent legislation.

MOTION TO OPEN THE PUBLIC HEARING OF THE PROPOSED CHANGES TO THE FUND'S RULES AND REGULATIONS.

Motion: Commissioner Giraldo
Second: Commissioner Fedorko
Vote: 5 Ayes

On August 21, 2020, Governor Murphy signed Senate Bill 855 into law which changes the title of Chosen Freeholder to County Commissioner. In order to comply with this new law the Commission's rules and regulations have to be amended. Several amendments have been made in the rules and regulations to change Chosen Freeholder to County Commissioner. This is the public hearing of those proposed changes.

MOTION TO CLOSE THE PUBLIC HEARING OF THE PROPOSED CHANGES TO THE FUND'S RULES AND REGULATIONS.

Motion: Commissioner Giraldo
Second: Commissioner Fedorko
Vote: 5 Ayes

MOTION TO ADOPT THE CHANGES TO THE FUND'S RULES AND REGULATIONS.

Motion: Commissioner Kessler
Second: Commissioner Fedorko
Vote: 5 Ayes

The CEL met on September 23, 2021. The audit was approved and sent to the State. The Ocean County Insurance Commission will have a new member with the Ocean County Utilities Authority joining their Commission. The next meeting of the CEL is on October 28, 2021 at 9:30 A.M. via Zoom.

The Fund's financial fast track from June 30, 2021 shows the Commission is down about \$641,000 with a statutory surplus of \$3 million. There is \$6.1 million in cash.

The CEL financial fast track for the month of July shows a surplus of \$14.7 million and a cash amount of \$23.1 million.

Claim tracking shows 6 less open claims from July to August.

The CEL Cyber Task Force issued cyber awareness materials as October is cyber awareness month.

The 10th Annual Best Practices Workshop is set for November 3, 2021 and will be held virtually. Harry Earle will present on implicit bias. CE's will be available. Other presenters will be Matt Jacoby, Joe Hrubash, and Ed Cooney. The New Jersey Association of Counties meeting is the week of October 12th and Glenn Prince will be presenting during that event. The League of Municipalities is November 16th and 17th and PERMA will have a booth.

Bob Gemmell is getting the final 2022 renewal applications submitted.

There is no meeting in November. The next meeting is December 10, 2021.

CLAIMS SERVICES:

Robyn Walcoff reported the Claims Committee met prior to the Commission meeting, and there is no need for a closed session. The Best Practices Workshop is scheduled for November 3, 2021.

TREASURER:

Bonnie Lindaw provided the monthly report. Resolution 23-21 is the October Bills List. There are payments from 2015, 2016, 2017, 2018, 2019 and 2020 pursuant to resolutions passed at the last meeting. The total payments are \$354,589.54 and include the payments to the professions for fourth quarter 2021.

MOTION TO APPROVE RESOLUTION 23-21 THE OCTOBER BILLS LIST.

Motion: Commissioner Giraldo
Second: Commissioner Robbins
Vote: 5 Ayes

CEL SAFETY DIRECTOR – JA MONTGOMERY RISK CONTROL:

Glenn Prince of JA Montgomery presented the safety report for September and October. The media library and online streaming services remain available. Training is available on the website NJCE.org. Instructor led programs may also be available. If that method is requested then members should contact Glenn Prince, Natalie or Jonathan. The last safety meeting was held on September 20th, and Mr. Prince will be in contact with Commissioner Woods about having the next safety meeting in December.

MANAGED CARE – QUAL-LYNX:

Karen Beatty presented the claims services report. The cumulative savings report reflects savings of 67% with 97% of the care being in network. There are no changes in the top 10 providers. The intake reporting shows so far this year there are 249 claims, 164 claims from the County, and 85 from the Utilities Authority. There are 24 COVID-19 claims reported.

CLAIMS SERVICES – QUAL-LYNX:

Kathy Kissane reported the Claims Committee met prior to the Commission meeting and reviewed 13 PARS. The PARS were recommended for approval by the Committee. Unless there are any other questions which would require a closed session, she requested a motion for approval of the PARS as reviewed and recommended by the Claims Committee.

MOTION TO APPROVE THE 13 PARS AS REVIEWED AND APPROVED DURING THE CLAIMS COMMITTEE MEETING OF OCTOBER 8, 2021.

Motion: Commissioner Woods
Second: Commissioner Fedorko
Vote: 5 Ayes

RISK MANAGER’S REPORT:

Bob Gemmell provided the Risk Manager’s report. The report covers all risk management actions completed in the past couple of months, including claims review, loss control and safety visits, review of certificates of insurance, and insurance requirement reviews. He is working on the safety manual and job titles within the County departments to coordinate mandatory OSHA training. Mr. Gemmell is finishing up the renewal application process. There are a few loose ends which he will wrap up with the entities.

OLD BUSINESS: None.
NEW BUSINESS: None.
PUBLIC COMMENT: None.

Commissioner Woods opened the meeting to public comment. Having heard no public comment the public session is closed. The next meeting is scheduled for December 10, 2021 at 11:00 A.M. via Zoom.

MOTION TO ADJOURN THE MEETING.

Motion: Commissioner Giraldo
Second: Commissioner Robbins
Vote: 5 Ayes

MEETING ADJOURNED: 11:24 A.M.
Minutes prepared by: Chandra Anderson, Secretary