

**GLOUCESTER COUNTY INSURANCE COMMISSION
AGENDA**

SPECIAL MEETING

**THURSDAY, DECEMBER 22, 2022
9:30 AM**

**To attend the meeting via teleconference
Dial 1- 312-626-6799 and enter Meeting ID: 739 426 4615**

OR

Join Zoom Meeting via computer Link

<https://permainc.zoom.us/j/7394264615>

OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE

The Gloucester County Insurance Commission will conduct its *December 22, 2022* meeting electronically, in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. Notice of this meeting was given by

- (1) Sending sufficient notice herewith to the South Jersey Times and Courier Post
- (2) Filing advance written notice of this meeting with the Commissioners of the Gloucester County Insurance Commission,
- (3) Posting notice on the Public Bulletin Board of the Office of the County Clerk

During a remote meeting, participants, including members of the public, may be muted by the host, however there will be an opportunity for them to participate and speak during the public portion of the meeting where participants will be unmuted at their request.

**GLOUCESTER COUNTY INSURANCE COMMISSION
AGENDA
OPEN PUBLIC MEETING: December 22, 2022
9:30 AM**

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- ROLL CALL OF COMMISSIONERS**
- EXECUTIVE DIRECTOR/ADMINISTRATOR – PERMA**
Executive Director’s ReportPages 2-3
- TREASURER – Tracey Giordano**
Resolution 87-22 December Supplement Bill List.....Page 4
- OLD BUSINESS**
- NEW BUSINESS**
- PUBLIC COMMENT**

MEETING ADJOURNMENT
NEXT SCHEDULED MEETING: [January 26, 2023, 1:00 PM](#)

GLOUCESTER COUNTY INSURANCE COMMISSION

9 Campus Drive, Suite 216, Parsippany, NJ 07054

Telephone (201) 881-7632

Date: December 22, 2022
Memo to: Commissioners of the Gloucester County Insurance Commission
From: PERMA Risk Management Services
Subject: Executive Director's Report

❑ **RFP's for Professional Services (Page 3)** The Fund Office prepared Request for Proposals for the positions of Actuary, Auditor, Defense Panel, Nurse Case Manager and Commission Attorney. The responses were due on October 21, 2022. Included in the agenda on page 3 is a summary of the vendors who responded to the RFP. All responses were reviewed and evaluated by the Commissioners. The responses will be discussed, and recommendations rendered at the meeting. A resolution for the appointments will be presented at the January meeting.

❑ **Motion to approve a one-year appointment for the vendors listed below effective January 1, 2023**

- Actuary The Actuarial Advantage
- Auditor Bowman & Company, LLP
- Commission Attorney Chance & McCann

- Nurse Case Manager Susan Schaefer, LLC
Medlogix, LLC

- Defense Panel Madden & Madden
Parker McCay
Capehart Scatchard – Higbee- WC
Capehart Scatchard – Ramos- Liab
Brown & Connery, LLP
John A. Alice

The Fund also issued an RFP for Benefits Consulting Services. The responses were due on October 26, 2022. One response was received from the incumbent, Conner Strong & Buckelew. The response was reviewed and evaluated by the Commissioners. A resolution for the appointment will be presented at the January meeting.

❑ **Motion to approve a three-year appointment for Benefits Consulting Services**

- Benefits Consulting Services Conner Strong & Buckelew

GLOUCESTER COUNTY INSURANCE COMMISSION
RFP PROPOSALS DUE OCTOBER 21, 2022 AT 3:00 PM
OPENING AT PARSIPPANY OFFICE

The opening of the RFP Proposals for the Gloucester County Insurance Commission took place at 3:00 PM at the Parsippany office.

The responses were opened by Cathy Dodd as follows:

<u>Position</u>	<u>Responses</u>
Actuary	Actuarial Advantage
Auditor	Bowman & Company, LLP
Defense Panel	Madden & Madden Parker McCay Chance & McCann Capehart Scatchard- WC- Higbee Capehart Scatchard – Liab – B. Ramos Brown & Connery, LLP John A. Alice Eric M. Bernstein & Associates, LLC
Nurse Case Manager	Susan Schaefer, LLC Medlogix, LLC
Commission Attorney	Marmero Law, LLC Chance & McCann

**GLOUCESTER COUNTY INSURANCE COMMISSION
BILLS LIST**

Resolution No. 87-22

DECEMBER 2022

WHEREAS, the Treasurer has certified that funding is available to pay the following bills:

BE IT RESOLVED that the Gloucester County Insurance Commission's hereby authorizes the Commission Treasurer to issue warrants in payment of the following claims; and

FURTHER, that this authorization shall be made a permanent part of the records of the Commission.

FUND YEAR 2022

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001586			
001586	GLOUCESTER COUNTY DIVISION OF SOCIAL SERVICES	DIV OF SS WELLNESS GRANT 05.22	991.80
			991.80
001587			
001587	GLOUCESTER COUNTY TREASURER OFFICE	TREAS OFFICE WELLNESS GRANT 06.22	640.00
			640.00
001588			
001588	GLOUCESTER COUNTY PROSECUTOR OFFICE	PROS OFFICE WELLNESS PROG 10.22	1,000.00
			1,000.00
001589			
001589	VIOLA YEAGER	REIMBURSE MEDICAL 11/22	439.96
			439.96
001590			
001590	JUNE ATKINSON	REIMBURSE MEDICAL 11/22	439.96
			439.96
001591			
001591	GLOUCESTER COUNTY DEPARTMENT OF HEALTH	DEPT OF HEALTH WELLNESS GRANT 2022	1,000.00
			1,000.00
001592			
001592	GLOUCESTER COUNTY EMERGENCY	EMS WELLNESS GRANT EMS 05.22	796.25
			796.25
001593			
001593	DUANE SARMIENTO	REIMBURSE MEDICAL 11/22	2,615.31
			2,615.31
001594			
001594	GLOUCESTER COUNTY UTILITIES AUTHORITY	UTILITIES AUTH WELLNESS PROG 2022	1,000.00
			1,000.00
001595			
001595	GLOUCESTER COUNTY IMPROVEMENT AUTHORITY	IMP AUTH WELLNESS GRANT 2022	1,000.00
			1,000.00
001596			
001596	GLOUCESTER COUNTY DEPT OF HUMAN & SPECIAL SERVICE	HUMAN SERV WELLNESS GRANT 2022	1,000.00
			1,000.00
001597			
001597	GLOUCESTER COUNTY COUNSEL'S OFFICE	COUNSEL'S WELLNESS GRANT 2022	965.96
			965.96
		Total Payments FY	11,889.24
		TOTAL PAYMENTS ALL FUND YEARS	11,889.24

Chairperson

Attest:

Dated: _____

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

Treasurer