

**GLOUCESTER COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – Thursday, December 22, 2022
ZOOM VIRTUAL MEETING
9:30 AM**

Meeting called to order by Tim Sheehan, Chairman. Open Public Meetings notice read into record.

ROLL CALL OF COMMISSIONERS:

Timothy Sheehan, Chairman	Present
Michael Burke, Vice Chairman	Present
Karen Christina	Present
Scott Burns, Esq. (Alternate)	Absent

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Joseph Hrubash
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ALSO PRESENT:

Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: None

CORRESPONDENCE: NONE

EXECUTIVE DIRECTOR REPORT

RFP's for Professional Services - 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 was a summary of the vendors who responded to the RFP. All responses were reviewed and evaluated by the Commissioners. Responses were discussed, and recommendations were 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 IN THE EXECUTIVE DIRECTOR REPORT EFFECTIVE JANUARY 1, 2023

Motion:	Commissioner Burke
Second:	Commissioner Christina
Roll Call Vote	Unanimous

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

Motion: Commissioner Burke
Second: Commissioner Christina
Roll Call Vote Unanimous

Executive Director's Report Made Part of Minutes.

TREASURER REPORT - Chairman Sheehan reported the agenda included the December Bills list which was Resolution 87-22. Chairman Sheehan requested a motion to approve.

MOTION TO APPROVE RESOLUTION 87-22

Motion: Commissioner Burke
Second: Commissioner Christina
Roll Call Vote Unanimous

Chairman Sheehan noted the monthly Treasurer's reports were included in the agenda and asked if anyone had questions on the reports. There were no questions.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT:

MOTION TO OPEN MEETING TO THE PUBLIC

Moved: Commissioner Burke
Second: Commissioner Christina
Vote: Unanimous

Hearing no members of the public wishing to speak Chairman Sheehan asked for a motion to close the public comment portion of the meeting.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

Moved: Commissioner Burke
Second: Commissioner Christina
Vote: Unanimous

CLOSED SESSION: Chairman Sheehan said a Closed Session to discuss PARS & SARS relating to pending or anticipated litigation was not necessary.

MOTION TO ADJOURN:

Motion:	Commissioner Burke
Second:	Commissioner Christina
Vote:	Unanimous

Chairman Sheehan advised the next meeting would be on January 26, 2023 at 1:00 PM.

MEETING ADJOURNED: 1:30 PM

Minutes prepared by: Brandon Tracy, Assisting Secretary