

**GLOUCESTER COUNTY INSURANCE COMMISSION  
OPEN MINUTES  
MEETING – Tuesday, December 14, 2021  
TELEPHONIC 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
Tamarisk Jones	Absent
Karen Christina (Alternate)	Present

**FUND PROFESSIONALS PRESENT:**

Executive Director	PERMA Risk Management Services <b>Joseph Hrubash</b>
--------------------	---

Claims Service	Inservco Insurance Services, Inc. <b>Amy Zeiders</b>
----------------	---

Qual-Lynx

Medlogix

PERMA

NJCE Underwriting Manager	Conner Strong & Buckelew
---------------------------	--------------------------

Underwriting Services Director/RMC	Hardenbergh Insurance Group <b>Christina Violetti</b>
------------------------------------	--

Attorney	Marmero Law, LLC <b>Amy Krumenacker Esq.</b>
----------	---

Treasurer

Safety Director	J.A. Montgomery Risk Consulting
-----------------	---------------------------------

**ALSO PRESENT:**

Cathy Dodd, PERMA Risk Management Services  
Brad Stokes, PERMA Risk Management Services  
Brandon Tracy, PERMA Risk Management Services

**EXECUTIVE DIRECTOR REPORT:** Executive Director advised his report was included in the agenda.

**RFP'S FOR PROFESSIONAL SERVICES:** Executive Director reported the Fund Office prepared Request for Proposals for the positions of Actuary, Auditor, Defense Panel, Nurse Case Manager, Commission Attorney, Third Party Administrators, Managed Care Services, Risk Management Consultant, Underwriting Services Director and Executive Director. Executive Director advised the responses were due on November 16, 2021. Executive Director referred to a copy of a summary of the vendors who responded to the RFP which was included in the agenda. Executive Director said all responses were reviewed and evaluated by the Commissioners. Executive Director advised recommendations would be rendered at this meeting and resolutions for the appointments would be presented at the January meeting. Chair Sheehan advised all of the responses were reviewed and scored by the Commissioners. Executive Director indicated he would read off the 3 motions and then we could take a vote. Executive Director advised the Commissioners would need to indicate who their choice was for the third resolution as there was competition.

**MOTION TO APPROVE A ONE YEAR APPOINTMENT FOR THE VENDORS LISTED BELOW EFFECTIVE JANUARY 1, 2022**

- Actuary The Actuarial Advantage
- Auditor Bowman & Company, LLP
- Commission Attorney Marmero Law, LLC
  
- Nurse Case Manager Susan Schaefer, LLC  
Medlogix
- Defense Panel Madden & Madden  
Parker McCay  
Chance & McCann  
Capelhart Scatchard- WC- Higbee  
Capelhart Scatchard – Liab - Corea  
Brown & Connery, LLP  
John A. Alice

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

**MOTION TO APPROVE A THREE YEAR APPOINTMENT FOR THE VENDORS LISTED BELOW EFFECTIVE JANUARY 1, 2022**

- Risk Management Consultant Hardenbergh Insurance Group
- Underwriting Services Director Hardenbergh Insurance Group
- Executive Director PERMA

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

In response to Executive Director’s inquiry, Chair Sheehan said the Commissioners thoroughly reviewed the responses for the Third Party Administrator and Managed Care Services and the award would go to Inservco Insurance Services, Inc and Medlogix, LLC.

**MOTION TO APPROVE A THREE YEAR APPOINTMENT FOR THE VENDORS LISTED BELOW EFFECTIVE JANUARY 1, 2022**

- Third Party Administrator Inservco Insurance Services, Inc.
- Managed Care Services Medlogix, LLC

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

**BREIA RENNER SETTLEMENT:** Executive Director advised during Executive Session of our meeting on December 9, 2021 the Renner case was discussed. Executive Director said the matter resolved at mediation on November 18, 2021. Executive Director referred to a copy of Resolution 69-21, Resolution of Authority for Settlement with Breia Renner which was included in the agenda. Executive Director noted the resolution was prepared by the Commission Attorney.

**MOTION TO APPROVE RESOLUTION 69-21, RESOLUTION OF AUTHORITY WITH BREIA RENNER**

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

**OLD BUSINESS: None**

**NEW BUSINESS: None**

**PUBLIC COMMENT:**

**MOTION TO OPEN MEETING TO 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

**MOTION TO ADJOURN:**

Motion: Commissioner Burke  
Second: Commissioner Christina  
Vote: Unanimous

**MEETING ADJOURNED: 10:15 AM**

Minutes prepared by: Cathy Dodd, Assisting Secretary