

**GLOUCESTER COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – Thursday, February 25, 2021
TELEPHONIC MEETING
1:00 PM**

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	Present
Karen Christina (Alternate)	Present

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Joseph Hrubash
Claims Service	Inservco Insurance Services, Inc. Veronica George Richard Crooks Suretha Hobbs Yvonne Frey
	Qual-Lynx Chris Roselli
	Medlogix Jennifer Goldstein
	PERMA Jennifer Conicella Robyn Walcoff
NJCE Underwriting Manager	Conner Strong & Buckelew
Underwriting Services Director/RMC	Hardenbergh Insurance Group Christina Violetti Joe Henry
Attorney	Marmero Law, LLC Al Marmero, Esq.
Treasurer	Tracey Giordano
Safety Director	J.A. Montgomery Risk Consulting Glenn Prince

ALSO PRESENT:

Scott Burns Esq., Gloucester County
Leigh VanOyen, Gloucester County
Ralph Bingham, Gloucester County Library
Susan Morris, Conner Strong & Buckelew
Linda Galella, Esq., Parker McCay, P.A.
Bradford Stokes, PERMA Risk Management Services
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: Open and Closed Minutes of January 28, 2021

MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF JANUARY 28, 2021

Motion:	Commissioner Jones
Second:	Commissioner Burke
Vote:	Unanimous

CORRESPONDENCE: None

SAFETY COMMITTEE REPORT: Ms. VanOyen reported the Committee last met on February 3, 2021 and thanked Joe Hrubash and Cathy Dodd for attending. Ms. VanOyen advised at the meeting they discussed the J.A Montgomery webinar training and said it was going very well with their departments and supervisors. Ms. VanOyen reported she and Mr. Prince would be inspecting all EMT stations per Mr. Lovell’s request starting tomorrow and should take about two or three days. Ms. VanOyen advised we were coming up to a year with COVID and provided an update on the amount of claims. Ms. VanOyen reported there were 210 claims submitted, 86 were denied, leaving 124 claims. Ms. VanOyen said at least 50% of the EMT’s received the vaccination. Ms. VanOyen concluded her report unless anyone had any questions.

CLAIMS COMMITTEE: Chairman Sheehan reported the Claims Committee met on February 9, 2021 and discussed the PARS/SARS that would be presented today during closed session.

EXECUTIVE DIRECTOR REPORT: Executive Director advised his report was included in the agenda and he had one potential item regarding the POL/EPL changes.

POL/EPL PROGRAM CHANGES – Executive Director reported there were a number of retention and limit changes evolving around the NJCE Insurance Program Renewal. Executive Director advised one of those changes was an increase in the POL/EPL deductibles for the County, Utility Authority, Library and Rowan College of South Jersey. Executive Director noted there was no change in the POL/EPL deductible for the Improvement Authority. Executive Director advised last month we discussed the Commission consider funding the difference in retentions. Executive Director said the actuary provided additional assessment figures, which were included in the agenda and noted below.

Entity	POL	EPL	Total
County	\$ 13,288	\$ 75,297	\$ 88,585
Utility Authority	\$ 327	\$ 3,809	\$ 4,136
Library	\$ 176	\$ 2,048	\$ 2,224
Rowan Colleg of South Jersey		\$ 16,096	\$ 16,096
Total			\$ 111,041

Executive Director noted the additional assessment could be added to the last assessment billing. Executive Director asked if there were any questions or discussions. Chairman Sheehan said he had been discussing this with Ms. Violetti, Executive Director and the County Treasurer. Chairman Sheehan noted the County had the largest assessment and the County Treasurer agreed to the additional assessment. Ms. Violetti said she was in touch with the other three entities and they agreed to pay the additional assessment. Ms. Violetti advised she wanted to point out that she was not aware of the \$13,288 charge for the POL change and apologized for not presenting the correct figure to the County. Executive Director indicated when he presented the figures last month he only had the EPL figures and noted there would be some additional monies due for the POL. In response to Chairman Sheehan's inquiry regarding the increase in the premium, Commission Treasurer agreed it was okay to proceed.

MOTION TO APPROVE THE ADDITIONAL ASSESSMENT PAYMENT FOR THE POL/EPL DEDUCTIBLES

Motion:	Commissioner Burke
Second:	Commissioner Jones
Roll Vote:	Unanimous

NJ COUNTIES EXCESS JOINT INSURANCE FUND (NJCE): Executive Director reported the NJCE met prior to our meeting and most of the time was devoted to the changes in the renewal and the delta. In response to Executive Director, Chairman Sheehan advised he thought the meeting went well and it was explained how hard Mr. Cooney and his team worked over the past six months on the renewal and trying to market the coverages as best he could with the condition of the market today. Executive Director said Mr. Prince would discuss some of the NJCE initiatives during the his report. Executive Director advised the current pollution liability carrier informed the Fund office that they were moving away from the industry. Executive Director reported the NJCE Underwriting Manager would be doing widespread marketing on this line of coverage. Executive Director said part of the marketing effort would be exploring the feasibility of making a submission to the NJ Environmental Joint insurance Fund. Executive Director explained this was a MEL-affiliated program managed by PERMA and consisted of 13 New Jersey Joint Insurance Funds. Executive Director said the NJCE would meet again on April 22, 2021 at 9:30 AM via Zoom audio/video.

CERTIFICATE OF INSURANCE REPORT: Executive Director referred to a copy of the Certificate of Insurance report from the NJCE listing the certificates issued for the month of January, which was included in the Appendix Section of the agenda. Executive Director advised there were 1310 certificates of insurances issued. Executive Director noted the report included the 2021 renewal certificates.

GCIC PROPERTY AND CASUALTY FINANCIAL FAST TRACK: Executive Director advised the December Property & Casualty Financial Fast Track was included in the agenda.

Executive Director reported the Commission had a surplus of \$2,601,523 as of December 31, 2020. Executive Director advised that \$2,787,611 line 10 of the report “Investment in Joint Venture was the GCIC’s share of the NJCE equity. Executive Director noted the cash amount was \$4,003,837.

NJCE PROPERTY AND CASUALTY FINANCIAL FAST TRACK: Executive Director reported the NJCE Financial Fast Track was not available.

HEALTH BENEFITS FINANCIAL FAST TRACK: Executive Director asked Ms. Morris to review the Health Benefits Financial Fast Track, which was included in the agenda. Ms. Morris reported as of October 31, 2020, there was a surplus of \$260,622. Ms. Morris noted the cash amount was \$295,289. Executive Director thanked Ms. Morris and asked if anyone had any questions on the Financial Fast Tracks.

CLAIMS TRACKING REPORTS: Executive Director reported the agenda included the claim monitoring reports as of November 30, 2020.

2021 PROPERTY & CASUALTY ASSESSMENTS: Executive Director reported in accordance with the Commission’s By Law’s the Property & Casualty Assessment Bills were e-mailed to the member entities on February 9, 2021. Executive Director advised the assessment bills included the NJCE dividend credit for the Fund Years 2010, 2011, 2013, 2014 and 2016. Executive Director said the first installment was due on March 15, 2021. Executive Director said future assessments were due on May 15, 2021 and October 15, 2021.

2021 MEL, MRHIF & NJCE EDUCATIONAL SEMINAR: Executive Director reported the 10th Annual Educational Seminar would be held virtually this year. Executive Director advised this year there would be two sessions, Friday, May 14th and Friday, May 21st, 9:00 AM to Noon. Executive Director said the seminar qualified for Continuing Education Credits including CFO/CMFO, Public Works, Clerks, Insurance Producers and Purchasing Agents. Executive Director referred to a copy of the flyer, which was included in the agenda with information on how to register.

2021 MEETING SCHEDULE: Executive Director reported the Commission was not scheduled to meet in March. Executive Director advised the next meeting was scheduled for April 22, 2021 at 1:00 PM.

Executive Director's Report Made Part of Minutes.

EMPLOYEE BENEFITS: Ms. Morris advised her report was included in the Appendix II section of the agenda and reviewed the December report along with the year to date report.

TREASURER REPORT: Chairman Sheehan advised the agenda included the February Bill List, Resolution 23-21 and the February Benefit Bill List, Resolution 24-21 and requested a motion to approve both.

**MOTION TO APPROVE RESOLUTION 23-21,
FEBRUARY BILL LIST AND RESOLUTION 24-21,
FEBRUARY BENEFIT BILL LIST**

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

Chairman Sheehan pointed out the monthly Treasurer’s reports showing the cash transactions and investments were included in the agenda. Chairman Sheehan asked if anyone had any questions on the reports.

CLAIMS SERVICE: Ms. Conicella advised they were working on the 2021 reporting requirements and would be sending out shortly to the TPA. Ms. Conicella reported they were continuing to monitor COVID Claims and thanked Ms. VanOyen for reviewing the total claims earlier.

CLAIMS REPORT:

Chairman Sheehan presented Resolution 25-21 Inservco Liability Check Register for the period of 1/1/21 through 1/31/21.

**MOTION TO APPROVE RESOLUTION 25-21 LIABILITY CHECK
REGISTER FOR THE PERIOD OF 1/1/21 THROUGH 1/31/21**

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

MANAGED CARE PROVIDER: Ms. Goldstein reviewed the Client Bill Review Summary Report for the month of January as noted below:

Month	Number of Bills	Total Provider Charges	Total Allowed	Total Reductions	Net Reductions	Percent of Net Savings	PPO Penetration
January	10	\$5,576.00	\$3,046.63	\$ 2,529.37	\$ 2,175.26	39%	90%

Ms. Goldstein noted there was a bill from Synergy Joint and Spine and she was working with her team to try to have them in the network. Ms. Goldstein advised that concluded her report unless there were any questions.

Ms. George said she just received numerous COVID bills from Premier so there would be more bills for February.

NJCE SAFETY DIRECTOR:

REPORT: Mr. Prince advised the Safety Director’s report was included in the agenda and referred to the Risk Control Activities for January and February. Mr. Prince advised a list of all of the training webinars were included in the agenda through March 31st. Mr. Prince encouraged everyone to visit the NJCE website for a description of the program and registration instructions. Mr. Prince advised he also included a letter in the agenda describing the Munich RE Safety Grant Program

for 2021. Mr. Prince said the letter was self-explanatory and was sure the Risk Manager Consultant would describe this further in her report with a recommendation for submissions through their office. In addition, Mr. Prince spoke about the new Learning Management System and advised the target date for the new system was April 1st. Mr. Prince reported a variety a tutorials and webinars would be scheduled to provide instructions on how to operate, access and manage the website. Mr. Prince concluded his report unless there were any questions.

RISK MANAGEMENT/UNDERWRITING SERVICES DIRECTOR:

REPORT: Ms. Violetti advised a copy of their report was included in the agenda. Ms. Violetti reported a copy of the approved meeting minutes were also included in her report from the 12/1/20 Safety and Accident Review Committee Meeting.

Ms. Violetti advised her second item was the 2021 NJCE Safety Grant, which Mr. Prince mentioned. Ms. Violetti said she did receive his memo and they would encourage members to provide any ideas for submissions through her office.

Ms. Violetti reported the following coverages for member could not be placed through the GCIC/NJCEJIF for its master programs at this time and it had been determined the following bond/policies need to be renewed. Ms. Violetti noted all terms and conditions were per expiring and requested a motion for approval.

Member	Coverage	Carrier	Exp. Date	Expiring Premium	Renewal Premium
County	Bond – Scirrotto	CNA	4/2/2021	\$70.00	\$70.00

MOTION TO AUTHORIZE THE UNDERWRITING SERVICES DIRECTOR TO RENEW THE ABOVE POLICY LISTED ABOVE

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

Ms. Violetti reported the following renewal was in process. Ms. Violetti requested authority to renew the policy contingent upon the premium not increasing more than 10% and no significant reduction in the terms and conditions. Ms. Violetti advised if there was; she would seek direction from the member and then advise the Commissioners accordingly.

Member	Coverage	Carrier	Exp. Date	Expiring Premium
County	4-H Crime Liability	Selective Insurance Company	4/14/2021	\$750 for three year term but billed annually at \$250

MOTION TO AUTHORIZE THE UNDERWRITING SERVICES DIRECTOR TO RENEW THE ABOVE POLICY CONTINGENT UPON THE RENEWAL PREMIUM NOT INCREASING MORE THAN 10% AND NO SIGNIFICANT REDUCTION IN THE TERMS AND CONDITIONS

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

Ms. Violetti asked if anyone had any questions and concluded her report. Chairman Sheehan thanked Ms. Violetti with all of her help during the renewal process this year.

ATTORNEY: Mr. Marmero advised he did not have anything to report.

OLD BUSINESS: Mr. Bingham of the Library thanked the Commission and especially Ms. Violetti for the opportunity to lower the deductibles.

NEW BUSINESS:

PUBLIC COMMENT:

MOTION TO OPEN MEETING TO PUBLIC

Moved: Commissioner Burke
Second: Commissioner Jones
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 Jones
Second: Commissioner Burke
Vote: Unanimous

CLOSED SESSION: Chairman Sheehan read and requested a motion to approve Resolution 26-21 authorizing a Closed Session to discuss PARS & SARS relating to pending or anticipated litigation as listed. Chairman Sheehan advised Closed Session would be held using a Zoom breakout room.

Motion: Commissioner Burke
Second: Commissioner Jones
Vote: Unanimous

MOTION TO GO INTO CLOSED SESSION

Motion: Commissioner Burke
Second: Commissioner Jones
Vote: Unanimous

MOTION TO RETURN TO OPEN SESSION

Motion: Commissioner Burke
Second: Commissioner Jones
Vote: Unanimous

Chairman Sheehan asked Mr. Marmero to present the motion approving the PARS.

MOTION TO AUTHORIZE AN INCREASE IN AUTHORITY FOR CLAIM #3530002616 FROM \$15,000 TO \$70,000 AN INCREASE OF \$55,000

MOTION TO AUTHORIZE AN INCREASE IN AUTHORITY FOR CLAIM #3530002639 FROM \$15,000 TO \$41,470 AN INCREASE OF \$26,470

MOTION TO AUTHORIZE AN INCREASE IN AUTHORITY FOR CLAIM #3530002499 TO \$26,126.69

Moved: Commissioner Burke
Second: Commissioner Jones
Roll Call Vote: Unanimous

Executive Director advised Senate Bill S3375 in its current form would double workers' compensation for both private and governmental entities. Executive Director reported the bill would mandate the use of "usual, reasonable or customary" rates for medical services, eliminate the use of nurse case managers, increase legal costs by instituting attorney fee shifting and eliminate the cap on expert witness fee. Executive Director indicated Mr. Geaney of Capehart Scatchard set up a task force and PERMA was serving on the task force to oppose the bill.

Executive Director reported another recent change by the Department of Labor would increase workers' compensation by 11% by directing government entities to pay workers' compensation on many accidental disability claims currently paid by the accidental disability pensions. Executive Director advised same task force would also address this issue.

In response to Executive Director's inquiry, Ms. George agreed that there would be additional monies paid out in the indemnity portion of the claim. Ms. George also agreed that Senate Bill S3375 was problematic and needed to be opposed. Ms. George noted Inservco would be willing to be part of the task force.

MOTION TO ADJOURN:

Motion: Commissioner Burke
Second: Commissioner Jones
Vote: Unanimous

MEETING ADJOURNED: 1:43 PM

Minutes prepared by: Cathy Dodd, Assisting Secretary