

**GLOUCESTER COUNTY INSURANCE COMMISSION
AGENDA AND REPORTS
THURSDAY, JUNE 27, 2013**

**115 BUDD BLVD.
LARGE CONFERENCE ROOM
WOODBURY, NJ
9:30 AM**

**To attend the meeting via teleconference please dial 1- 866-921-5493
and enter passcode 6364276#**

OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE

In accordance with the Open Public Meetings Act, notice of this meeting was given by:

- I. Sending sufficient notice to South Jersey Times and Courier Post, NJ**
- II. Filing advance written notice of this meeting with the Commissioners of the Gloucester County Insurance Commission,**
- III. Posting notice on the Public Bulletin Board of at the office of the County Clerk.**

GLOUCESTER COUNTY INSURANCE COMMISSION
AGENDA
OPEN PUBLIC MEETING: June 27, 2013
WOODBURY, NJ
9:30 AM

- MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**
- ROLL CALL OF COMMISSIONERS**
- APPROVAL OF MINUTES:** May 23, 2013 Open MinutesAppendix I
May 23, 2013 Closed MinutesHandout

- CORRESPONDENCE**

- COMMITTEE REPORTS**
 - Safety Committee:**Verbal
 - Claims Committee:**Verbal

- EXECUTIVE DIRECTOR/ADMINISTRATOR - PERMA**
 - Executive Director’s Report.....Pages 4-15

- EMPLOYEE BENEFITS – Conner Strong & Buckelew**
 - Monthly ReportPages 16-19

- TREASURER – Gary Schwarz**
 - Resolution **41-13** June Bill List – Motion RequiredPages 20-21
 - Resolution **42-13** Benefit June Bill List – Motion RequiredPage 22
 - April Monthly Treasurer Reports.....Pages 23-24

- CLAIMS SERVICE – Inservco Insurance Services, Inc.**
 - Resolution **43-13** Authorizing Disclosure of Liability Claims Check RegisterPages 25-26
 - Liability Claim Payments – 5/01/13 to 5/31/13.....Pages 27-28

- MANAGED CARE – Consolidated Services Group, Inc., Jennifer Pard**
 - CSG Monthly Summary ReportPage 29

- CEL SAFETY DIRECTOR – J.A. Montgomery Risk Control**
 - Monthly Report.....Pages 30-31

- RISK MANAGERS REPORT, UNDERWRITING SERVICES DIRECTOR**
Hardenbergh Insurance Group
 - Monthly Report.....Pages 32-33

- ATTORNEY – Long Marmero & Associates, LLP..... Verbal**

- OLD BUSINESS**
- NEW BUSINESS**
- PUBLIC COMMENT**

- CLOSED SESSION – Payment Authorization Requests (PARS)Pages 34-35**
Resolution [44-13](#) Executive Session for purpose as permitted by the Open Public Meetings Act, more specifically to discuss PARS related to pending or anticipated litigation as identified in the list of claims prepared by third-party claim administrator Inservco Insurance Services, Inc. and attached to this agenda. Also the possible settlement of Michele McGuire vs. Gloucester County

- Motion for Executive Session
-

MEETING ADJOURNMENT

NEXT SCHEDULED MEETING: July 25, 2013, 9:30 AM, 115 Budd Blvd., Woodbury, NJ

GLOUCESTER COUNTY INSURANCE COMMISSION

9 Campus Drive, Suite 16, Parsippany, NJ 07054

Telephone (201) 881-7632

Fax (201) 881-7633

Date: June 27, 2013

Memo to: Commissioners of the Gloucester County Insurance Commission

From: PERMA Risk Management Services

Subject: Executive Director's Report

- ❑ **2012 Drafty Audit Report as of December 31, 2012 (Handout)** - The Auditor will provide the Commission with a draft copy of the 2012 fund year audit review by the Commissioners. The report is valued as of 12/31/12. We will be seeking approval of the final version of this report from the Commissioners at our July Commission meeting. The Commission Auditor, Jim Miles of Bowman and Company will attend the meeting to review his report. A copy of the draft audit will be provided as a handout.
- ❑ **Certificate of Insurance Report (Page 6)** - Attached on page 6 is the certificate of insurance issuance reports from the CEL listing those certificates issued for the period 5-17-13-13 to 6-18-13. There were 5 certificates of insurance issued during this period.
- ❑ **GCIC Property and Casualty Financial Fast Track (Page 7)** - Included in the agenda on page 7 is a copy of the Property & Casualty Financial Fast Track Report as of **April 30, 2013**. Please note that the Commission picked up an additional surplus of **\$296,967** between month ending March and April. As of **April 30, 2013**, there is a statutory surplus of **\$1,703,277**. Line 7 of the report, "Investment in Joint Venture" is the Gloucester County Insurance Commission's share of the equity in the CEL.
- ❑ **NJ CEL Property and Casualty Financial Fast Track (Page 8)** – Included in the agenda on page 8 is a copy of the NJ CEL Financial Fast Track Report as of **April 30, 2013**. As of April 30, 2013 there is a statutory surplus of **\$2,873,278**.
- ❑ **Health Benefits Financial Fast Track (Page 9)** – Included in the agenda on page 9 is a copy of the Health Benefits Financial Fast Track as of **April 30, 2013**. As of **April 30, 2013** there is a statutory surplus of **\$81,709**.
- ❑ **NJ Excess Counties Insurance Fund (CELJIF) (Pages 10-15)** – The CEL met on May 23, 2013. A summary report of their meeting is included in the agenda on pages 10-12. The CEL Underwriting Manager provided proposals for the remarketing of the Meadowbrook portion of the commercial insurance including the excess general liability, auto liability, law enforcement liability and worker compensation. The Underwriting Manager secured and 18 month program. The CEL approved going forward with the replacement program subject to

finalizing the terms and conditions of the coverage. The additional cost for the 2013 budget is \$196,714 or 1.53%. The CEL Executive Director reported that the CEL has enough cash to front the deposit premium for the replacement program until the return premiums from the terminated program are available. The CEL Executive Director also noted that if the additional premium is collected from the member Commissions for the 2013 coverage it will be on an allocated basis and not until 2014. Also attached in the agenda on page 13 is a copy of the Mr. Kirkham's memo to the CEL Commissioners explaining the impact on the budget due to the replacement of the Meadowbrook Program. On pages 14 and 15 are copies of the CEL 2013 Budget – Meadowbrook Transition and an estimated projected 2014 Budget which was included in the May CEL agenda. The CEL will hold its June 2013 meeting at 1:00 today. Their agenda includes presentation of the 2012 draft audit and resolutions approving the restructured insurance program effective 7/1/13. The CEL Underwriting Manager was to report on finalizing terms and conditions.

- ❑ **Plan of Risk Management** – The Plan of Risk Management will need to be revised to reflect the new excess workers compensation and excess liability programs through the CEL effective 7/1/13. This will be available for the July 2013 meeting.
- ❑ **2013 Property & Casualty Assessments due May 15, 2013** – The Treasurer's office has received payment from all of the member entities. The next assessment payment is due on October 15, 2013.
- ❑ **New Jersey Counties Excess Joint Insurance Fund – Joint Insurance Claims Committees Best Practices Workshop** - Ms. Leighton is co-coordinating a joint meeting of the Member Insurance Commissions of the CELJIF. The tentative date is scheduled for October 1, 2013. A planning committee will be formulated to discuss the agenda, format, and location of the meeting. Under separate cover, Ms. Leighton will reach out to last year's committee members and will work with Ms. Walcoff and Ms. Rick to determine who will participate in the planning committee for our new Commission members, Cumberland and Salem Counties. A meeting will be scheduled for the planning committee in the next 30 days. Please hold the date for this important event.

Gloucester County Insurance Commission Certificate of Insurance Monthly Report

Wednesday June 19, 2013

From 5/17/13 to 6/18/13

Holder (H) / Insured Name (I)	Holder / Insured Address	Code	Operations	Date	Coverage
<u>GCIC</u>					
H- Atlantic County Firearms Training Facility I- County of Gloucester	Attn: David W. Daniels, Range Master 173 Betsy Scull Road Egg Harbor Twp., NJ 08234 2 South Broad Street Woodbury, NJ 08096	819	Evidence of insurance. All operations usual to County Governmental Entity as respects to for range use/firearms qualifications for Gloucester County Prosecutor's Office Investigative Staff and Gloucester County SWAT Team Members for 5/1/13-12/31/13. CLD	5/29/2013	GL EX AU WC
H- RT Environmental Services, Inc. I- Gloucester County Improvement Authority	215 W. Church Road King of Prussia, PA 19406 109 Budd Boulevard Woodbury, NJ 08096	825	Evidence of insurance. All operations usual to County Governmental Entity as respects to the Gloucester County Solid Waste Complex. CLD	6/3/2013	GL EX AU WC
H- RT Environmental Services, Inc. I- Gloucester County Improvement Authority	215 W. Church Road King of Prussia, PA 19406 109 Budd Boulevard Woodbury, NJ 08096	825	Evidence of insurance. All operations usual to County Governmental Entity as respects to the Gloucester County Solid Waste Complex. CLD	6/3/2013	OTH
H- New Jersey Historical Commission I- County of Gloucester	225 West State Street Trenton, NJ 08625 2 South Broad Street Woodbury, NJ 08096	826	Evidence of insurance. All operations usual to County Governmental Entity. CLD	6/3/2013	GL EX AU WC
H- NJ Transit I- County of Gloucester	One Penn Plaza East Newark, NJ 07105-2246 2 South Broad Street Woodbury, NJ 08096	829	Certificate holder is included as additional insured ATIMA for General and Excess Liability pursuant to the terms, conditions, limitations and exclusions of the JIF Casualty Insurance Policy only and as loss payee with respects to vehicles listed on page 2 obtained through Section 5310.	6/7/2013	AU EX PHYS

Total # of Holders = 5

GLOUCESTER COUNTY INSURANCE COMMISSION

Property and Casualty Division

FINANCIAL FAST TRACK REPORT

AS OF APRIL 30, 2013

ALL YEARS COMBINED

	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1. UNDERWRITING INCOME	477,351	1,909,402	15,285,457	17,194,859
2. CLAIM EXPENSES				
Paid Claims	158,994	436,679	3,275,702	3,712,381
Case Reserves	29,561	491,826	2,047,907	2,539,733
IBNR	(145,837)	41,518	1,300,793	1,342,311
Discounted Claim Value	8,633	(29,840)	(230,743)	(260,583)
Total Claims	51,351	940,183	6,393,659	7,333,842
3. EXPENSES				
Excess Premiums	211,774	847,102	6,317,573	7,164,675
Administrative	46,045	192,493	1,613,210	1,805,703
Total Expenses	257,820	1,039,594	7,930,783	8,970,377
4. UNDERWRITING PROFIT (1-2-3)	168,180	(70,375)	961,015	890,640
5. INVESTMENT INCOME	-	-	7,237	7,237
6. PROFIT (4+5)	168,180	(70,375)	968,252	897,877
7. INVESTMENT IN JOINT VENTURE	128,788	184,484	620,916	805,400
8. SURPLUS (6+7)	296,967	114,109	1,589,168	1,703,277

SURPLUS (DEFICITS) BY FUND YEAR

2010	(7,695)	(105,866)	449,887	344,022
2011	57,360	(39,396)	399,123	359,727
2012	58,249	95,637	740,158	835,795
2013	189,054	163,733	-	163,733
TOTAL	296,967	114,109	1,589,168	1,703,277

CLAIM ANALYSIS BY FUND YEAR

	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
FUND YEAR 2010				
Paid Claims	54,316	73,327	1,457,205	1,530,532
Case Reserves	(34,643)	76,882	392,928	469,810
IBNR	(15,673)	(28,630)	81,564	52,934
Discounted Claim Value	3,465	(1,432)	(29,703)	(31,135)
Total Claims	7,465	120,147	1,901,994	2,022,141
FUND YEAR 2011				
Paid Claims	13,625	72,710	1,330,572	1,403,282
Case Reserves	(19,871)	37,835	917,567	955,402
IBNR	16,964	5,899	254,566	260,465
Discounted Claim Value	832	(1,247)	(76,275)	(77,522)
Total Claims	11,550	115,197	2,426,430	2,541,627
FUND YEAR 2012				
Paid Claims	54,228	156,462	487,925	644,387
Case Reserves	(42,291)	4,795	737,411	742,206
IBNR	(76,937)	(281,257)	964,663	683,406
Discounted Claim Value	9,592	26,372	(124,764)	(98,392)
Total Claims	(55,408)	(93,628)	2,065,235	1,971,607
FUND YEAR 2013				
Paid Claims	36,825	134,181	-	134,181
Case Reserves	126,367	372,313	-	372,313
IBNR	(70,191)	345,506	-	345,506
Discounted Claim Value	(5,257)	(53,532)	-	(53,532)
Total Claims	87,744	798,468	-	798,468
COMBINED TOTAL CLAIMS	51,351	940,183	6,393,659	7,333,842

Claim Reserves have been discounted on line 2 above. Equity in NJCEL is reflected in line 7 above

This report is based upon information which has not been audited nor certified

by an actuary and as such may not truly represent the condition of the fund.

**NEW JERSEY COUNTIES EXCESS JIF
FINANCIAL FAST TRACK REPORT**

AS OF APRIL 30, 2013

ALL YEARS COMBINED

	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1. UNDERWRITING INCOME	1,073,676	4,297,196	23,215,876	27,513,072
2. CLAIM EXPENSES				
Paid Claims	4,017	16,973	38,135	55,108
Case Reserves	(504,017)	(894,148)	1,586,109	691,961
IBNR	205,002	1,386,176	3,911,756	5,297,932
Discounted Claim Value	37,698	(26,480)	(889,400)	(915,880)
Total Claims	(257,300)	482,521	4,646,600	5,129,121
3. EXPENSES				
Excess Premiums	626,585	2,785,729	14,657,878	17,443,607
Administrative	76,478	378,348	1,791,676	2,170,024
Total Expenses	703,063	3,164,077	16,449,554	19,613,631
4. UNDERWRITING PROFIT (1-2-3)	627,913	650,598	2,119,722	2,770,320
5. INVESTMENT INCOME	2,264	12,923	90,035	102,958
6. STATUTORY PROFIT (4+5)	630,177	663,521	2,209,757	2,873,278
7. DIVIDEND	-	-	-	-
8. STATUTORY SURPLUS (6-7)	630,177	663,521	2,209,757	2,873,278

SURPLUS (DEFICITS) BY FUND YEAR

2010	(634)	39,274	547,604	586,878
2011	213,693	261,639	770,829	1,032,468
2012	12,752	9,022	891,324	900,346
2013	404,365	353,587	-	353,587
TOTAL	630,177	663,521	2,209,757	2,873,278

CLAIM ANALYSIS BY FUND YEAR

	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
FUND YEAR 2010				
Paid Claims	-	-	-	-
Case Reserves	-	(177,170)	178,182	1,012
IBNR	-	131,170	752,818	883,988
Discounted Claim Value	885	8,496	(128,786)	(120,290)
Total Claims	885	(37,504)	802,214	764,710
FUND YEAR 2011				
Paid Claims	-	-	-	-
Case Reserves	(500,001)	(700,005)	700,025	20
IBNR	225,001	365,005	1,174,975	1,539,980
Discounted Claim Value	61,755	76,525	(299,125)	(222,600)
Total Claims	(213,245)	(258,475)	1,575,875	1,317,400
FUND YEAR 2012				
Paid Claims	4,017	16,973	38,135	55,108
Case Reserves	(4,017)	(16,976)	707,902	690,926
IBNR	(19,999)	(29,996)	1,983,963	1,953,967
Discounted Claim Value	7,845	25,139	(461,489)	(436,350)
Total Claims	(12,154)	(4,860)	2,268,511	2,263,651
FUND YEAR 2013				
Paid Claims	-	-	-	-
Case Reserves	1	3	-	3
IBNR	-	919,997	-	919,997
Discounted Claim Value	(32,787)	(136,640)	-	(136,640)
Total Claims	(32,786)	783,360	-	783,360
COMBINED TOTAL CLAIMS	(257,300)	482,521	4,646,600	5,129,121

This report is based upon information which has not been audited nor certified
by an actuary and as such may not truly represent the condition of the fund.

GLOUCESTER COUNTY INSURANCE COMMISSION
HEALTH INSURANCE DIVISION
FINANCIAL FAST TRACK REPORT

AS OF APRIL 30, 2013

ALL YEARS COMBINED

	THIS MONTH	YTD CHANGE	PRIOR YEAR END	FUND BALANCE
1. UNDERWRITING INCOME	55,925	222,419	80,690,345	80,912,764
2. CLAIM EXPENSES				
Paid Claims	58,159	269,620	71,661,815	71,931,435
IBNR	(11,864)	(32,249)	90,450	58,201
Total Claims	46,295	237,370	71,752,265	71,989,635
3. EXPENSES				
Excess Premiums	-	-	3,585,466	3,585,466
Administrative	10,086	40,830	5,222,257	5,263,087
Total Expenses	10,086	40,830	8,807,723	8,848,553
4. UNDERWRITING PROFIT (1-2-3)	(456)	(55,781)	130,357	74,576
5. INVESTMENT INCOME	-	4	7,129	7,133
6. STATUTORY PROFIT (4+5)	(456)	(55,777)	137,486	81,709
9. STATUTORY SURPLUS (6+7-8)	(456)	(55,777)	137,486	81,709

SURPLUS (DEFICITS), CASH, BY FUND YEAR

2010 SURPLUS	-	1	1,909,064	1,909,065
CASH	(0)	2	1,933,554	1,933,556
2011 SURPLUS	-	2	(2,051,418)	(2,051,416)
CASH	0	1	(1,893,030)	(1,893,029)
2012 SURPLUS	10,651	13,046	279,840	292,886
CASH	(3,260)	45,116	359,111	404,227
2013 SURPLUS	(11,108)	(68,826)	-	(68,826)
CASH	208	(19,967)	-	(19,967)
(0) TOTAL SURPLUS	(456)	(55,777)	137,486	81,709
TOTAL CASH	(3,052)	25,152	399,635	424,787

CLAIM ANALYSIS BY FUND YEAR

FUND YEAR 2010				
Paid Claims	-	-	22,524,075	22,524,075
IBNR	-	-	-	-
Total Claims	-	-	22,524,075	22,524,075
FUND YEAR 2011				
Paid Claims	-	-	34,889,850	34,889,850
IBNR	-	-	-	-
Total Claims	-	-	34,889,850	34,889,850
FUND YEAR 2012				
Paid Claims	3,260	52,405	14,247,890	14,300,295
IBNR	(13,911)	(65,450)	90,450	25,000
Total Claims	(10,651)	(13,045)	14,338,340	14,325,295
FUND YEAR 2013				
Paid Claims	54,899	217,214	-	217,214
IBNR	2,047	33,201	-	33,201
Total Claims	56,946	250,415	-	250,415
COMBINED TOTAL CLAIMS	46,295	237,370	71,752,265	71,989,635

This report is based upon information which has not been audited nor certified
by an actuary and as such may not truly represent the condition of the fund.

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND

9 Campus Drive – Suite 16
Parsippany, NJ 07054-4412
Telephone (201) 881-7632 Fax (201) 881-7633

Date: May 23, 2013
To: Executive Committee
Gloucester County Insurance Commission
From: PERMA Risk Management Services
Subject: New Jersey Counties Excess Meeting Report

Remarketing of the Excess Casualty: As previously reported, the Meadowbrook Casualty program is set to expire on 1/1/14. Underwriting Manager distributed a proposal on potential replacement carriers for both the excess liability (GL, AL and Law) and excess workers' compensation. Underwriting Manager said the proposal included quotes for a 7/1/13 and a 1/1/14 renewal; however, recommended the Fund replace Meadowbrook no later than 7/1/13 in an effort to secure an 18-month program as said costs currently being negotiated are extremely competitive and based on somewhat aged loss data. In addition, if the replacement program is not in place by 7/1/13, it would require re-underwriting by carriers including the need for updated historical loss data and exposure data and may result in a higher program cost. Underwriting Manager said the market is hardening and renewal programs are experiencing a 5% to 10% increases in the market place. Underwriting Manager said an 18-month commitments have been negotiated in order to protect the fund from any changes in the marketplace, as well as, improves the fund's position to attract additional members.

Excess Commercial General Liability, Excess Commercial Automobile Liability and Excess Law Enforcement Liability: Underwriting Manager reported that Underwriters at Lloyd's (Brit) and Munich Re provided the most competitive terms, pricing and conditions. Underwriting Manager said the new program would exclude Uninsured Motorists Coverage as it did with the prior program and each Commission has passed resolutions limiting their exposure to the minimum limits required by law.

Underwriters at Lloyd's (Brit) provided a quote for an 18-month policy period (7/1/13 to 1/1/15) with the same per occurrence limits as expiring with the exception of Burlington County Insurance Commission (BCIC). Additionally, this program includes quotes on Public Officials Liability and Employment Practices Liability for BCIC only; however, Underwriting Manager said quotes are being obtained from Lexington, the fund's current EPL/POL carrier, for BCIC's consideration. The Brit program has a Self-Insured Retention (SIR) of \$500K, which would be a change for Camden County Insurance Commission (CCIC) whose current SIR is \$750K. Underwriting Manager said Brit proposed an 18-month policy with increased aggregate limits for Camden, Gloucester and Cumberland Commissions of \$15million. Due to limited capacity in their reinsurance treaties, Brit is limited in their ability to offer policy aggregate limits of more than \$20 million per commission; therefore, Union County, Burlington and Salem Commissions

would have a \$20million policy aggregate limit. Brit is currently in negotiations with their carriers to provide increased aggregate limits for those members. Underwriting Manager said Underwriters at Lloyd's (Brit) is a "non-admitted" carrier in the State of New Jersey, which means that in the event of insolvency, losses to be paid would be the responsibility of the fund; however, Underwriting Manager said the financial stability of Underwriters at Lloyd's (Brit) is superior and their "non-admitted" status was not a factor otherwise their proposal would be not be entertained. The Underwriters at Lloyd's (Brit) program offered included three conditions: 1) Uninsured/Underinsured Motorist Coverage excluded by the program 2) Purchase of the Terrorism Coverage, which was historically done and 3) Burlington County Insurance Commission to confirm all know Employment Practice/Civil Rights/Discrimination Incidents/Claims/Pending Litigation and report to current carrier.

Munich Re also provided a quote for an 18-month policy period (7/1/13 to 1/1/15) with the same per occurrence limits as expiring with the exception of Burlington County Insurance Commission (BCIC). The Munich Re program has a Self-Insured Retention (SIR) of \$500K, which again would be a change for Camden County Insurance Commission (CCIC) whose current SIR is \$750K. Underwriting Manager said Munich Re proposed an 18-month policy with increased aggregate limits for Camden, Gloucester and Cumberland Commissions of \$15million; Union County and Salem Commission would have aggregate limits of \$30million and Burlington Commission would have aggregate limits of \$45million.

Underwriting Manager said Underwriters at Lloyd's (Brit) submitted a more competitive quote over Munich Re and it is his recommendation that the fund bind coverage with Underwriters at Lloyd's (Brit) effective 7/1/13. Ms. Leighton of Conner, Strong & Buckelew said the claims handling philosophy is in line with the fund's claims handling and management needs. Underwriting Manager said Underwriters at Lloyd's (Brit) also has a risk management services platform, which JA Montgomery will be asked to review to potentially supplement the fund's current loss control program.

Excess Workers Compensation and Employer's Liability: Underwriting Manager reported that the excess workers' compensation proposal is a layered program offered by Wesco Insurance Company (AmTrust) and Safety National Casualty Company. Underwriting Manager said AmTrust specializes in providing excess workers' compensation "buffer" programs used in conjunction with traditional WC programs to reduce an insured's retention. Underwriting Manager said AmTrust would provide \$500K each occurrence excess of a \$500K SIR for all the commissions, except for Camden which would be \$250K each occurrence excess of a \$750 SIR. Safety National would provide the statutory limit excess of a \$1million to include a \$5million per occurrence limit for Employer's liability. Underwriting Manager said Underwriters at Lloyd's (Brit) will confirm that their policy is excess of the \$5million per occurrence limit for Employer's Liability. Underwriting Manager said this workers' compensation program is auditable so payrolls will need to be re-confirmed by member commissions.

Underwriting Manager concluded his report with recommendations that the fund secure and 18-month program (7/1/13 to 1/1/15) and bind coverage with Underwriters at Lloyd's (Brit) for Excess Liability coverage and AmTrust and Safety National for the layered Excess Workers' Compensation and Employer's Liability coverage.

Budget Impact of the Replacement Program: Executive Director reported that the combined premiums for the replacement program will increase by \$1,273,815 over Meadowbrook on a full twelve-month basis. Offsetting the premium increase are three credits within the 2013 budget:

1. \$98,473 credit in the loss funds for reducing the GL/AL retention on Camden from \$750,000 to \$500,000.
2. Applying the premium contingency of \$315,799
3. Applying the \$75,157 expense contingency

Executive Director said there are two budget implications after the credits and applied to the current budget: 1) The 2013 budget will increase \$196,714 or 1.53% for the remaining six months or 2) Apply the premiums forward to the 2014 budget which will increase it by \$784,386 or 6.08%.

Executive Director recommended that for the balance of the current year, each member's assessment be increased by 1.53% while for the full annual would limit the increase to a "capping formula" once the actual 2014 budget is prepared.

Executive Director emphasized the importance of the fund making a decision to replace the program by 7/1/13 in order to take advantage of the competitive rates being proposed. Underwriting Manager said the carriers have been working on these proposals for approximately six months and may not submit a future quote should the fund decide to place a program on 1/1/14. Mr. Proctor of Conner, Strong & Buckelew added that the NJCE program will be more attractive to potential members with a strong excess program in place for an 18-month policy period.

The Board of Fund Commissioners accepted the recommendations of the Underwriter and Executive Director and made a motion to bind coverage effective 7/1/13 for an 18-month program with Underwriters at Lloyd's (Brit) for Excess Liability coverage and AmTrust and Safety National for the layered Excess Workers' Compensation and Employer's Liability coverage. Executive Director said the fund would include a formal resolution in the next agenda to memorialize the action and Underwriting Manager said there will be a coverage review of the program.

Next Meeting: The next meetings of the NJCE fund is June 27, 2013 to take place at 1:00PM at the Camden County Emergency Training Center.

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND

9 Campus Drive - Suite 16
Parsippany, NJ 07054-4412
Telephone (201) 881-7632 Fax (201) 881-7633

To: Commissioners of the NJCE JIF
From: James Kickham, Executive Director
Dated: May 22, 2013
Subject: Budget Impact of the Replacement Program to Meadowbrook.

The combined premiums for the replacement program will increase by \$1,273,815 over Meadowbrook on a full twelve-month basis. Offsetting the premium increase are three credits within the 2013 budget:

4. \$98,473 credit in the loss funds for reducing the GL/AL retention on Camden from \$750,000 to \$500,000.(lines 1&2 in the attached)
5. Applying the premium contingency of \$315,799 (line 13 in the attached)
6. Applying the \$75,157 expense contingency (line 19 in the attached)

By applying these credits the budget implications are:

1. For the remaining six months the 2013 budget will increase \$196,714 or 1.53%.
2. Applying the premiums forward to the 2014 budget the increase is \$784,386 or 6.08%

We seek the Board's advice on allocating the increase back to the individual members. Our recommendation is that for the six months each member's assessment be increased by 1.53% while for the full annual we would limit the increase to a "capping formula" once the actual 2014 budget is prepared.

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND						
2013 BUDGET - MEADOWBROOK TRANSITION						
APPROPRIATIONS	(A)	(B)	(C)	(D)	(B) + (D)	
I. Claims and Excess Insurance	EXISTING BUDGET			REVISED BUDGET		
Claims	CURRENT	1/1 to 6/30/2013	7/1 to 12/31/2013	7/1 to 12/31/2013	Total	
1 Liability	776,148	388,074	388,074	350,804	738,878	
2 Auto	213,798	106,899	106,899	94,932	201,831	
3 Workers' Comp.	1,973,068	986,534	986,534	986,534	1,973,068	
4 Subtotal - Claims	2,963,013	1,481,507	1,481,507	1,432,270	2,913,777	
5 Premiums						
6						
7 Property	2,617,763	1,308,881	1,308,881	1,308,881	2,617,763	
8 Meadowbrook : GL, AL & WC	2,441,401	1,220,700	1,220,700	0	1,220,700	
9 Liability (Brit)				662,625	662,625	
10 Workers Comp (500 x 500) *				552,325	552,325	
11 Workers Comp (Stat x 1MIL)				580,158	580,158	
12 Excess Burlington 5 x 10 (Estimated Premium)				62,500	62,500	
13 Excess premium contingency	315,799	0	315,799	0	0	
14						
15 SubTotal Premiums	5,374,963	2,529,582	2,845,381	3,166,489	5,696,071	
16 Total Loss Fund	8,337,976	4,011,088	4,326,888	4,598,760	8,609,848	
17						
18 Fees & Contingency	961,265	480,633	480,633	480,633	961,265	
19 Misc. Expense & Contingency	75,157	0	75,157	0	0	
20 Total Fund Exp Fees & Contingency	1,036,423	480,633	555,790	480,633	961,265	
21 Total Self Insured Program	9,374,399	4,491,721	4,882,678	5,079,392	9,571,113	
22						
23 Ancilliary Coverages	3,519,681	1,759,840	1,759,840	1,759,840	3,519,681	
24						
25 Total FUND Disbursements	12,894,080	6,251,561	6,642,518	6,839,233	13,090,794	
				Revised - Current :	196,714	1.53%
*CCIC 250 x 750 WC Primary Layer						

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND			
ESTIMATED PROJECTED FY2014 BUDGET -			
APPROPRIATIONS			
I. Claims and Excess Insurance	Fund Year 2013		Fund Year 2014
Claims	CURRENT	Revised	Projected
1 Liability	776,148	738,878	701,608
2 Auto	213,798	201,831	189,865
3 Workers' Comp.	1,973,068	1,973,068	1,973,068
4 Subtotal - Claims	2,963,013	2,913,777	2,864,540
5 Premiums			
6			
7 Property	2,617,763	2,617,763	2,617,763
8 Meadowbrook : GL, AL & WC	2,441,401	1,220,700	0
9 Liability (Brit)	0	662,625	1,325,250
10 Workers Comp (500 x 500) *	0	552,325	1,104,651
11 Workers Comp (Stat x 1MIL)	0	580,158	1,160,315
12 Excess Burlington 5 x 10 (Estimated Premium)	0	62,500	125,000
13 Excess premium contingency	315,799	0	0
14			
15 SubTotal Premiums	5,374,963	5,696,071	6,332,979
16 Total Loss Fund	8,337,976	8,609,848	9,197,519
17			
18 Fees & Contingency	961,265	961,265	961,265
19 Misc. Expense & Contingency	75,157	0	0
20 Total Fund Exp Fees & Contingency	1,036,423	961,265	961,265
21 Total Self Insured Program	9,374,399	9,571,113	10,158,784
22			
23 Ancilliary Coverages	3,519,681	3,519,681	3,519,681
24			
25 Total FUND Disbursements	<u>12,894,080</u>	<u>13,090,794</u>	<u>13,678,465</u>
		Projected - Revised	587,671
		Projected - Current	784,386
			4.49%
			6.08%
*CCIC 250 x 750 WC Primary Layer			



CLIENT ACTIVITY REPORT

MAY 2013

GCHIC - Gloucester County Health Insurance Commission

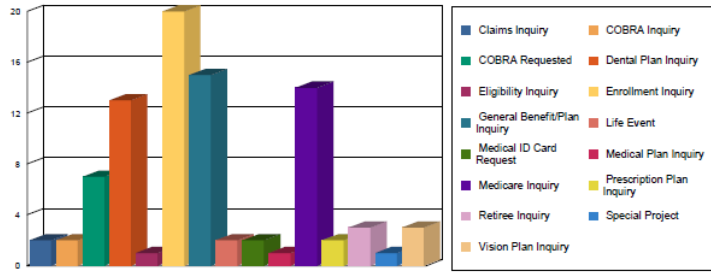
This is your monthly BeneService Advocacy Activity Report providing de-identified details regarding calls, emails or other inquiries received and acted upon by Conner Strong & Buckelew. Note that the data is de-identified to protect the confidentiality of the individual participant pursuant to HIPAA. Furthermore, this reflects cases and inquiries under activity. Some cases are closed immediately while other, depending on their complexity, may take additional time to bring to closure. Conner Strong & Buckelew manages all activity and ensures all cases are acted upon, followed up and brought to closure in as timely a basis as possible.

CLIENT ACTIVITY SUMMARY REPORT

From: 5/1/2013 To: 5/31/2013

GCHIC - Gloucester County Health Insurance Commission

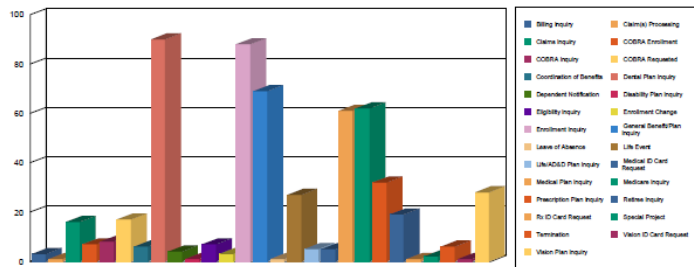
SUBJECT (MAY)	# of Issues
Claims Inquiry	2
COBRA Inquiry	2
COBRA Requested	7
Dental Plan Inquiry	13
Eligibility Inquiry	1
Enrollment Inquiry	20
General Benefit/Plan Inquiry	15
Life Event	2
Medical ID Card Request	2
Medical Plan Inquiry	1
Medicare Inquiry	14
Prescription Plan Inquiry	2
Retiree Inquiry	3
Special Project	1
Vision Plan Inquiry	3
Total for Subject	88



SUBJECT (YTD)	# of Issues
Billing Inquiry	3
Claim(s) Processing	1
Claims Inquiry	16
COBRA Enrollment	7
COBRA Inquiry	8
COBRA Requested	17
Coordination of Benefits	6
Dental Plan Inquiry	90
Dependent Notification	4
Disability Plan Inquiry	1
Eligibility Inquiry	7
Enrollment Change	3
Enrollment Inquiry	88
General Benefit/Plan Inquiry	69
Leave of Absence	1
Life Event	27
Life/AD&D Plan Inquiry	5
Medical ID Card Request	5
Medical Plan Inquiry	61
Medicare Inquiry	62
Prescription Plan Inquiry	32
Retiree Inquiry	19
Rx ID Card Request	1
Special Project	2
Termination	6
Vision ID Card Request	1
Vision Plan Inquiry	28

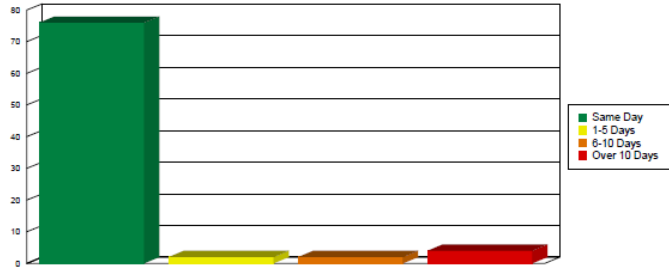
Total for Subject

570



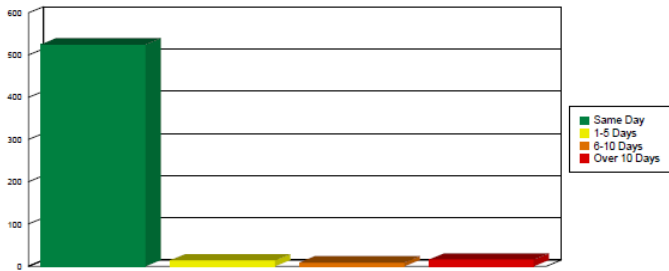
CLOSED TIME (MAY)

	<u># of Days</u>	<u>%</u>
Same Day	76	90%
1-5 Days	2	2%
6-10 Days	2	2%
Over 10 Days	4	5%
Total for Time Range	84	100%



CLOSED TIME (YTD)

	<u># of Days</u>	<u>%</u>
Same Day	525	93%
1-5 Days	14	2%
6-10 Days	9	2%
Over 10 Days	16	3%
Total for Time Range	564	100%



**GLOUCESTER COUNTY INSURANCE COMMISSION
BILLS LIST**

Resolution No. 41-13

JUNE 2013

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 2013

000088			
000088	INSERVO INSURANCE SERVICES	CLAIMS ADMIN - 06/2013	6,458.33
			6,458.33
000089			
000089	PERMA RISK MANAGEMENT SERVICES	POSTAGE FEE 05/2013	2.52
000089	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 06/2013 -	10,934.48
			10,937.00
000090			
000090	HARDENBERGH INSURANCE GROUP	UNDERWRITING MANAGER - 06/2013	4,680.00
			4,680.00
000091			
000091	THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES FEE 06/2013	625.00
			625.00
000092			
000092	COURIER-POST	ACCT NO. 91699CP - 06/12/2013 - AWARD	62.37
			62.37
000093			
000093	LONG MARMERO & ASSOCIATES, LLP	ATTORNEY FEE 06/13/213	3,120.00
			3,120.00
000094			
000094	ROBERT SCOLPINO	REIMBURSE MEDICAL PRESCRIPTION 02-05/13	4,190.56
			4,190.56
000095			
000095	VIOLA YEAGER	REIMBURSE MEDICAL PRESCRIPTION 05/2013	523.82
			523.82
000096			
000096	HARDENBERGH INSURANCE GROUP	RMC FEE 06/2013 - GCIC	21,320.00
			21,320.00
	TOTAL PAYMENTS FY 2013		51,917.08

TOTAL PAYMENTS ALL FUND YEARS \$ 51,917.08

Chairperson

Attest:

Dated: _____

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

Treasurer

**GLOUCESTER COUNTY INSURANCE COMMISSION HEALTH INSURANCE FUND
BILLS LIST**

Resolution No. 42- 13

JUNE 2013

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

BE IT RESOLVED that the Gloucester County Insurance Commission Health Insurance Fund'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 2013

<u>WireNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
W0613			
W0613	CONNER STRONG & BUCKELEW	PERMA CONSULTING FEE 06/2013	5,229.00
W0613	CONNER STRONG & BUCKELEW	CBS CONSULTING FEE - 06/2013	2,241.00
			7,470.00
		TOTAL PAYMENTS FY 2013	7,470.00

TOTAL PAYMENTS ALL FUND YEARS \$ 7,470.00

Chairperson

Attest:

Dated: _____

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

Treasurer

SUMMARY OF CASH AND INVESTMENT INSTRUMENTS					
GLOUCESTER COUNTY INSURANCE COMMISSION					
ALL FUND YEARS COMBINED					
CURRENT MONTH	April				
CURRENT FUND YEAR	2013				
	Description:	Instrument #1	Instr #2	Instr #3	
	ID Number:	GCIC Deposit Acc	GCIC WC Clai	GCIC Liability C	
	Maturity (Yrs)	0	0	0	
	Purchase Yield:	0	0	0	
	TOTAL for All				
	Accts & instruments				
Opening Cash & Investment Balance	\$4,352,842.62	4343535.47	3849.23	5457.92	
Opening Interest Accrual Balance	\$0.00	0	0	0	
1	Interest Accrued and/or Interest Cost	\$0.00	\$0.00	\$0.00	\$0.00
2	Interest Accrued - discounted Instr.s	\$0.00	\$0.00	\$0.00	\$0.00
3	(Amortization and/or Interest Cost)	\$0.00	\$0.00	\$0.00	\$0.00
4	Accretion	\$0.00	\$0.00	\$0.00	\$0.00
5	Interest Paid - Cash Instr.s	\$0.00	\$0.00	\$0.00	\$0.00
6	Interest Paid - Term Instr.s	\$0.00	\$0.00	\$0.00	\$0.00
7	Unrealized Gain (Loss)	\$0.00	\$0.00	\$0.00	\$0.00
8	Net Investment Income	\$0.00	\$0.00	\$0.00	\$0.00
9	Deposits - Purchases	\$160,595.30	\$800.97	\$147,575.69	\$12,218.64
10	(Withdrawals - Sales)	(\$1,383,479.32)	(\$1,223,683.99)	(\$147,576.69)	(\$12,218.64)
	Ending Cash & Investment Balance	\$3,129,958.60	\$3,120,652.45	\$3,848.23	\$5,457.92
	Ending Interest Accrual Balance	\$0.00	\$0.00	\$0.00	\$0.00
	Plus Outstanding Checks	\$38,029.95	\$17,446.45	\$20,583.50	\$0.00
	(Less Deposits in Transit)	\$0.00	\$0.00	\$0.00	\$0.00
	Balance per Bank	\$3,167,988.55	\$3,138,098.90	\$24,431.73	\$5,457.92

GLOUCESTER COUNTY INSURANCE COMMISSION
SUMMARY OF CASH TRANSACTIONS - ALL FUND YEARS COMBINED

Current Fund Year: 2013											
Month Ending: April											
	Prop	Liab	Auto	WC				NJ CEL	Admin	TOTAL	
OPEN BALANCE	399,854.87	2,884,454.34	176,292.53	1,304,461.18	0.00		0.00	0.00	1,090,710.51	(1,502,930.76)	4,352,842.67
RECEIPTS											
Assessments	(4,084.92)	(35,657.86)	(2,377.19)	(38,020.44)	0.00		0.00	0.00	(72,399.92)	(15,447.66)	(167,987.99)
Refunds	0.00	0.00	0.00	800.97	0.00		0.00	0.00	0.00	0.00	800.97
Invest Pymnts	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
Invest Adj	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
Subtotal Invest	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
Other *	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	167,987.99	167,987.99
TOTAL	(4,084.92)	(35,657.86)	(2,377.19)	(37,219.47)	0.00		0.00	0.00	(72,399.92)	152,540.33	800.97
EXPENSES											
Claims Transfers	6,201.18	5,790.79	226.67	147,576.69	0.00		0.00	0.00	0.00	0.00	159,795.33
Expenses	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	1,063,889.66	1,063,889.66
Other *	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
TOTAL	6,201.18	5,790.79	226.67	147,576.69	0.00		0.00	0.00	0.00	1,063,889.66	1,223,684.99
END BALANCE	389,568.77	2,843,005.69	173,688.67	1,119,665.02	0.00		0.00	0.00	1,018,310.59	(2,414,280.09)	3,129,958.65

RESOLUTION 43-13

**GLOUCESTER COUNTY INSURANCE COMMISSION
AUTHORIZING DISCLOSURE OF LIABILITY CLAIMS CHECK REGISTER**

WHEREAS, the GLOUCESTER COUNTY INSURANCE COMMISSION (hereinafter "GCIC") is duly constituted as an Insurance Commission pursuant to N.J.S.A. 40A:10-6 et seq.; and

WHEREAS, the GCIC is subject to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

WHEREAS, the Open Public Meetings Act requires all meetings of public bodies be open to the public; and

WHEREAS, the Open Public Meetings Act further provides a public body may permissibly exclude the public from a portion of a meeting at which the public body discusses items per the Open Public Meetings Act at N.J.S.A. 10:4-12.b.(1) thru (9) recognized as requiring confidentiality, and

WHEREAS, it is necessary and appropriate for the GCIC to discuss certain matters in a meeting not open to the public consistent with N.J.S.A. 10:4-12.b.(7); and

WHEREAS, the GCIC is a public agency which must comply with the Open Public Records Act (OPRA) N.J.S.A. 47: 1A-1 to -13; and

WHEREAS, the GCIC must comply with OPRA and reported New Jersey Case Law interpreting same; and

WHEREAS, the GCIC did hold a closed session from which the public was excluded on June 27, 2013 at which time certain items were discussed as were referenced in a separate resolution authorizing said closed session and it being determined certain liability & property claim payment information can be made public at this time; and

NOW THEREFORE BE IT RESOLVED by the Commissioners of said Gloucester County Insurance Commission pursuant to both the Open Public Meetings Act and the Open Public Records Act as follows:

The attached financial transaction logs generated by third party administrator Inservco Insurances Inc. for the periods 5/1/13 to 5/31/13, and related to all non-workers compensation payments are hereby approved for distribution to the listed claimants and for disclosure to the general public

ADOPTED by THE GLOUCESTER COUNTY INSURANCE COMMISSION at a properly noticed meeting held on June 27, 2013.

ADOPTED:

GERALD A. WHITE, CHAIRMAN

ATTEST:

DEAN R. SIZEMORE, VICE CHAIRMAN

Gloucester Co Ins Commission - 353
Financial Transaction Log - Liability Claim Payments
Monthly / Detail / By Coverage / By Payment Type / By Check Number
05/01/2013 Thru 05/31/2013

Type	Check #	Claim #	Claimant Name	From Date	To Date	Payee Name	Trans. Date	Payment Description	Amt. Requested	Amt. Paid
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Inservco Report Terminology

Reporting Name	Business Name	Business Description
Amount/Amt Paid	Amount Paid	Amount actually paid or received
Amount/Amt Requested	Amount Requested	Amount requested to be paid
As Of Date/To Date	Report End Date	Ending date of transactions on report; usually month end
Payment Type	Type	Types of transactions—Computer, Manual, Refund, Recovery, Stop Pay, Void
Report Begin Date	Report Begin Date	Beginning date of transactions on report; usually beginning of month or inception
Trans Date	Transaction Date	Issue date for computer issued payments and add date for all other type entries

Gloucester Co Ins Commission - 353
Financial Transaction Log - Liability Claim Payments
Monthly / Detail / By Coverage / By Payment Type / By Check Number
05/01/2013 Thru 05/31/2013

Type	Check #	Claim #	Claimant Name	From Date	To Date	Payee Name	Trans. Date	Payment Description	Amnt. Requested	Amnt. Paid	
Coverage: Auto Liability											
C	4256	3530000256	001	WILBORNE, JOSHUA	02/04/2013	03/28/2013	ALLAN E RICHARDSON LLC	05/17/2013	inv#2980 les \$135 overpayment	728.24	728.24
C	4257	3530000256	001	WILBORNE, JOSHUA	04/03/2013	04/15/2013	ALLAN E RICHARDSON LLC	05/17/2013	inv#2999 fees	464.02	464.02
C	4260	3530000336	001	HOLDEN, SARAH	04/26/2013	04/26/2013	LAW OFFICES OF MADDEN & MADDEN	05/31/2013	70200-012m statement 6 legal fees	75.00	75.00
C	4264	3530000287	001	BROTHERS, ANTHONY	04/17/2013	04/29/2013	LAW OFFICES OF MADDEN & MADDEN	05/31/2013	70200-014M statement 4	1,704.00	1,704.00
C	4265	3530000576	001	GRANT, HELEN	04/09/2013	04/09/2013	LAW OFFICES OF MADDEN & MADDEN	05/31/2013	70200-007M statement 12 legal fees	60.00	60.00
C	4269	3530000841	001	WARRINGTON, JESSICA	03/21/2013	03/21/2013	JESSICA WARRINGTON	05/31/2013	fullfinal settlement of all claims-ded reimb	500.00	500.00
Total for Coverage: Auto Liability							Number of entries: 6		3,531.26	3,531.26	
Coverage: General Liability											
C	4253	3530000794	001	SCAVETTA, DEAN	03/28/2013	04/30/2013	ALLAN E RICHARDSON LLC	05/17/2013	invoice#3001	756.02	756.02
C	4258	3530000061	001	BERGENSTOCK, CHRISTY	12/20/2012	12/20/2012	GREGORY S MASLOW MD PA	05/17/2013	344063	700.00	700.00
C	4259	3530000061	001	BERGENSTOCK, CHRISTY	04/24/2013	04/24/2013	GREGORY S MASLOW MD PA	05/17/2013	Bill#345801	100.00	100.00
C	4262	3530000601	001	DIPIETRO, PETER	04/17/2013	04/17/2013	LAW OFFICES OF MADDEN & MADDEN	05/31/2013	70200-008M statement 7 fees	45.00	45.00
C	4263	3530000061	001	BERGENSTOCK, CHRISTY	04/01/2013	04/25/2013	LAW OFFICES OF MADDEN & MADDEN	05/31/2013	client #70200-009M statement 12 legal fees	3,316.00	3,316.00
C	4268	3530000234	001	GOSS, JOHN	03/15/2013	04/30/2013	CHANCE & MCCANN LLC	05/31/2013	INVOICE#10563 Legal fees	907.50	907.50
Total for Coverage: General Liability							Number of entries: 6		5,824.52	5,824.52	
Coverage: Police Professional											
C	4254	3530000187	001	BELL, JEFFREY	04/02/2013	04/26/2013	ALLAN E RICHARDSON LLC	05/17/2013	invoice#3000 legal fees	240.00	240.00
C	4255	3530000391	001	STRAZZULLO, ANTHONY	04/08/2013	04/30/2013	ALLAN E RICHARDSON LLC	05/17/2013	invoice#3002	2,295.00	2,295.00
C	4261	3530000658	001	DEJULIUS, RONALD	04/05/2013	04/29/2013	LAW OFFICES OF MADDEN & MADDEN	05/31/2013	70200-011m statement 8 legal fees	1,312.11	1,312.11
C	4266	3530000295	001	GARLAND, CRYSTAL	04/03/2013	04/30/2013	LAW OFFICES OF MADDEN & MADDEN	05/31/2013	70200-00m statement 22 legal fees	210.00	210.00
C	4267	3530000391	001	STRAZZULLO, ANTHONY	04/12/2013	04/22/2013	LAW OFFICES OF MADDEN & MADDEN	05/31/2013	70200-010m statement 9 legal fees	746.00	746.00
Total for Coverage: Police Professional							Number of entries: 5		4,803.11	4,803.11	
Total for Gloucester Co Ins Commission - 353							Number of entries: 17		14,158.89	14,158.89	



Gloucester County Insurance Commission
 Bill Review / PPO Savings
 2013



Carrier	Month	Total Bills	In-network Bills Penetration Rate	Total Provider Charge	In-network Charges Penetration Rate	Total Allowed ¹	CSG Negotiated Reductions ²	PPO Reductions ³	Bill Review Reductions ⁴	Total Reductions	Total Access Fees	Net Reductions
Inservco	January	2	100%	\$854.58	100%	\$564.74	\$0.00	\$289.84	\$0.00	\$289.84	\$40.58	\$249.26
	February	57	58%	\$81,437.48	87%	\$61,809.66	\$297.42	\$17,076.34	\$2,254.06	\$19,627.82	\$2,559.37	\$17,068.45
	March	68	57%	\$73,460.33	43%	\$36,518.32	\$413.99	\$11,798.43	\$24,729.59	\$36,942.01	\$4,807.11	\$32,134.90
	April	65	77%	\$49,231.91	86%	\$35,224.97	\$1430.90	\$5,424.30	\$7,151.74	\$14,006.94	\$1,960.97	\$12,045.97
	May	56	41%	\$150,902.19	8%	\$34,951.66	\$0.00	\$2,660.34	\$113,290.19	\$115,950.53	\$9,499.45	\$106,451.08
YTD Total		248	60%	\$355,886.49	45%	\$169,069.35	\$2142.31	\$37,249.25	\$147,425.58	\$186,817.14	\$18,867.48	\$167,949.66

Monthly Summary

Total Savings (before fees): \$115,950.53
Percent Savings: 77%
NET SAVINGS: \$106,451.08
Percent NET SAVINGS: 71%

Report Footnotes:

¹Recommended amount for payment
²Discounts negotiated by CSG on out of network bills
³Discounts applied in accordance with CHN PPO contracts
⁴U&C and CSG Code Review reductions applied

**GLOUCESTER COUNTY INSURANCE COMMISSION
SAFETY DIRECTOR'S REPORT**

TO: Fund Commissioners
FROM: J.A. Montgomery Risk Control, Safety Director
DATE: June 19, 2013

**May - June 2013
RISK CONTROL ACTIVITIES**

JIF MEETINGS / TRAINING ATTENDED

- **May 23:** Attended the GCIC meeting in Woodbury.
- **May 29:** One session of Landscape Safety (General Safety & Modules 1 & 2) was conducted for GCIC.
- **June 4:** Attended the Safety Committee meeting in Woodbury.
- **June 10:** One session of Chain Saw & Chipper Safety was conducted for GCIC.
- **June 13:** One session of Confined Space Entry Permit Required w/Classroom demo was conducted for GCIC.
- **June 19:** One session of Employee Conduct & Violence in the Workplace was conducted for GCIC.

UPCOMING JIF MEETINGS / TRAINING

- **June 27:** Plan to attend the GCIC meeting in Woodbury.

UPCOMING TRAINING CALENDAR FOR May – September 2013

5/29/13	GCIC	Landscape Safety (General Safety & Mods. 1 & 2)	8:00 – 11:00 am
10/2/13	GCIC	Leaf Vac Safety Awareness	8:30 – 10:00 am
10/9/13	GCIC	Toolbox Tips: Various Topics	TBD
10/22/13	GCIC	Snow Removal	8:30 – 10:30 am

CEL MEDIA LIBRARY

The following GCIC Agencies utilized the CEL Media Library in 2012:

MONTH	AGENCY	# of Videos
March	GCIC - Gloucester County College	3
April	GCIC - Improvement Authority	1
July	GCIC - Sheriff's Office	4
December	GCIC - Utility Authority	1

The following GCIC Agencies utilized the CEL Media Library in 2013:

MONTH	AGENCY	# of Videos
January	GCIC – Department of Health	3
February		0
March	GCIC – Gloucester County College	3
April	GCIC – Gloucester County Health Dept.	3
May		0
June (as of 6/19)		

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MEMORANDUM

TO: Commissioners of the Gloucester County Insurance Commission (GCIC)

CC: Joseph Hrubash, GCIC Executive Director

FROM: Christopher Powell and Bonnie Rick, Risk Management Consultant

DATE: 6/21/13

RE: Risk Management Consultant/Underwriting Services Director's Report

Below is a summary of services performed from May 23, 2013 through June 21, 2013:

I. Meetings:

- A. Participated in the GCIC and NJCEL meetings on 5/23/13.
- B. Participated in GCIC Safety and Accident Review Committee on 6/4/13.

II. Risk Management Services

- A. Gloucester County Shared Services Agreement(s) for Jail Operations
We are continuing to address all insurance items relating to the agreements.
- B. GCIC Claims Committee Charter
Per the discussion at the May 23, 2013 meeting, we have amended the Claims Committee Charter regarding voluntary offers for workers' compensation claims and will present it to the Claims Committee for their review and recommendation. Please note that the Committee did not meet in June. Upon their recommendation it will be presented to the Commissioners for approval and final adoption.
- C. Workers' Compensation Education Seminar
The seminar scheduled for June 12, 2013 was postponed due to a last minute conflict with Dr. Dwyer. It has been rescheduled for June 26, 2013. A verbal report will be given at the meeting.

III. Underwriting Services Director Services:

- A. Ancillary Coverages
The following coverages for members could not be placed through the GCIC/NJCEJIF or its master programs at this time and it has been determined the following bonds/policies need to be renewed.

<u>Member</u>	<u>Coverage</u>	<u>Carrier</u>	<u>Exp. Date</u>	<u>Expiring Premium</u>
County	Property Coverage for Peerless Antiques		7/25/13	\$3,836

The premium has increased 6% to \$4,066. There has been no increase for the past 2 years when coverage was placed with Peerless. All terms and conditions are per expiring.

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The current policy does not insure against flood. The GC Cultural & Heritage Commission's Administrator requested we obtain a quote to include flood coverage. We have obtained a quote for flood coverage through the National Flood Insurance Plan (Selective Insurance Company would be the insuring carrier) for the antiques at the Whithall Building. The maximum limit of coverage is \$500,000 (total insurable value is \$843,935). The annual premium would be \$2,985. If coverage is bound, it would be effective 30 days after the premium is received.

The reason we had to go to the NFIP is that the carrier insuring the antiques (Peerless Insurance Company) would not offer flood coverage because the location is partially in a special hazard flood zone.

Just a reminder, coverage for the antiques is not within the NJCEL – Zurich policy as their property form is not designed for the “antique” exposure. Accordingly, they would not provide flood coverage for this exposure.

Action Requested: Motion will be developed after the Commissioners decide whether to purchase the flood coverage

<u>Member</u>	<u>Coverage</u>	<u>Carrier</u>	<u>Exp. Date</u>	<u>Expiring Premium</u>
GCC – Foundation	Directors & Officers Market Liability		7/9/13	\$1,078.62

The renewal premium and terms and conditions are per expiring.

Action Requested: Motion to authorize the Underwriting Services Director to renew the College Foundation’s Director’s & Officers Liability policy through Market for a total premium of \$1,078.62 effective 7/9/13.

GCIA	Underground Storage Tank Commerce & Industry		7/7/14	\$867.74
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The renewal premium and terms and conditions are per expiring.

Action Requested: Motion to authorize the Underwriting Services Director to renew the UST policy through Commerce and Industry for a total premium of \$867.74 effective 7/7/14.

GCIA – Nursing Home	Patient Bond	CNA	8/3/13	\$490
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The Nursing Home is required by State regulation to maintain a patient trust bond in the amount of \$70,000. The renewal premium is per expiring as well as the terms and conditions.

Action Requested: Motion to authorize the Underwriting Services Director to renew the patient trust bond through CNA for a total premium of \$490 effective 8/3/13.

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RESOLUTION 44-13

**GLOUCESTER COUNTY INSURANCE COMMISSION
AUTHORIZING A CLOSED SESSION TO DISCUSS
PAYMENT AUTHORIZATION REQUESTS (PARS) & SETTLEMENT (SARS)
RELATED TO PENDING OR ANTICIPATED LITIGATION**

WHEREAS, the GLOUCESTER COUNTY INSURANCE COMMISSION (hereinafter “GCIC”) is duly constituted as an Insurance Commission pursuant to N.J.S.A. 40A:10-6 et seq.; and

WHEREAS, the GCIC is subject to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

WHEREAS, the Open Public Meetings Act requires all meetings of public bodies be open to the public; and

WHEREAS, the Open Public Meetings Act further provides a public body may permissibly exclude the public from a portion of a meeting at which the public body discusses items per the Open Public Meetings Act at N.J.S.A. 10:4-12.b.(1) thru (9) recognized as requiring confidentiality; and

WHEREAS, it is necessary and appropriate for the GCIC to discuss certain matters in a meeting not open to the public consistent with N.J.S.A. 10:4-12.b.(7); and

NOW THEREFORE BE IT RESOLVED by the Commissioners of said Gloucester County Insurance Commission pursuant to the Open Public Meetings Act as follows:

The GCIC shall hold a closed session from which the public shall be excluded on June 27, 2013.

The general nature of the items to be discussed at said closed session shall include the following: the appropriateness of payment of statutorily required workers’ compensation benefits, settlement authority if any or continuing defense of pending or anticipated litigation, discussion of litigation strategy, position the GCIC will take in said litigation, strengths and weaknesses of GCIC’s position in said litigation.

The specific litigation is identified by the claim number assigned by Inservco in its capacity as the third-party claims administrator, name of the claimant, date of loss, workers’ compensation petition number and/or court assigned docket number which is set forth in the attached list which list is also appended to the GCIC monthly meeting agenda for June 27, 2013 which agenda has been timely posted per the Open Public Meetings Act.

The minutes of said closed session shall be made available for disclosure to the public consistent with N.J.S.A. 10:4-13 when the items which are the subject of the closed session discussions are resolved and the reasons for confidentiality as to both the GCIC and the claimant no longer exist.

ADOPTED by THE GLOUCESTER COUNTY INSURANCE COMMISSION at a properly noticed meeting held on June 27, 2013.

ADOPTED:

GERALD A. WHITE, CHAIRMAN

ATTEST:

DEAN R. SIZEMORE, VICE CHAIRMAN

<u>Claim #</u>	<u>Claimant</u>	<u>Type of Claim</u>	<u>PAR/SAR</u>	<u>C.P or DO #</u>
	Mcguire v Gloucester County	EPL	Discussion	

APPENDIX I

**GLOUCESTER COUNTY INSURANCE COMMISSION
OPEN MINUTES
MEETING – Thursday, May 23, 2013
115 Budd Blvd.
Woodbury, NJ 9:30 AM**

Meeting called to order by Gerald White, Chairman. Open Public Meetings notice read into record.

ROLL CALL OF COMMISSIONERS:

Gerald White, Chairman	Present
Dean Sizemore, Vice Chairman	Present
Tamarisk Jones	Present

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Joe Hrubash
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Claims Service	Inservco Insurance Services, Inc. Veronica George
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Consolidated Services Group, Inc. Jennifer Pard Stephen McNamara
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Conner Strong & Buckelew Michelle Leighton
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Underwriting Services Director/RMC	Hardenbergh Insurance Group Bonnie Rick
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Attorney	Long Marmero & Associates Doug Long, Esq.
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Treasurer

Safety Director	J.A. Montgomery Risk Control Glenn Prince David McHale
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Benefits	Conner Strong & Buckelew
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ALSO PRESENT:

Tony Fiola, Gloucester County
Prudence M. Higbee, Capehart Scatchard
Cathy Dodd, PERMA Risk Management Services

APPROVAL OF MINUTES: Open Minutes of April 25, 2013 & May 8, 2013 and Closed Minutes of April 25, 2013 & May 8, 2013

MOTION TO APPROVE THE OPEN MINUTES & CLOSED MINUTES OF APRIL 25, 2013 & MAY 8, 2013

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

CORRESPONDENCE: None

COMMITTEE REPORTS:

SAFETY COMMITTEE: Commissioner Sizemore advised the next quarterly Safety Committee meeting was scheduled for June 2nd at 2 South Broad Street in Conference B on the 2nd floor at 9:30 AM.

CLAIMS COMMITTEE: Commissioner Sizemore reported the Claims Committee held a teleconference on May 14th to discuss the PARS that would be presented during closed session. Commissioner Sizemore also reported after the Committee discussed the PARS, members of the Comp Action Team discussed and determined that a worker compensation claim for an employee of the Gloucester County Improvement Authority at the Shady Lane Nursing Home would be denied.

EXECUTIVE DIRECTOR REPORT: Executive Director advised there were two action items for today's meeting.

COMMISSION ATTORNEY APPOINTMENT: Executive Director reported at the last meeting the Commission re-appointed the office of Long Marmero & Associates as Commission Attorney for the period of April 25, 2013 to April 25, 2014. Executive Director requested a motion to approve Resolution 33-13 Awarding a Professional Contract to Long Marmero & Associates, LLP.

**MOTION TO ADOPT RESOLUTION 33-13
AWARDING PROFESSIONAL SERVICE CONTRACT
TO LONG, MARMERO & ASSOCIATES**

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

CERTIFICATE OF INSURANCE REPORT: Executive Director reported on the Certificate of Insurance Report for the period of 4/19/13 to 5/16/13. There were a total of 17 certificates issued for this period.

GCIC PROPERTY AND CASUALTY FINANCIAL FAST TRACK: Executive Director advised the March Property & Casualty Financial Fast Track was included in the agenda. The Commission had a surplus of \$1,403,757 as of March 31, 2013. Executive Director noted the Commission added an additional surplus of \$156,812 between the months of February and March. Executive Director advised \$676,212 on line 7 of the report “Investment in Joint Venture was the GCIC’s share of the CEL JIF equity and was part of the GCIC surplus.

NJ CEL PROPERTY AND CASUALTY FINANCIAL FAST TRACK: Executive Director reported the agenda included the March Financial Fast Track for the NJ CEL. As of March 31, 2013 the CEL had a surplus of \$2,472,100.

HEALTH BENEFITS FINANCIAL FAST TRACK: Executive Director advised the March Health Benefit Financial Fast Track was included in the agenda. The Insurance Commission had a Health Benefit surplus of \$81,051 as of March 31, 2013.

NJ EXCESS COUNTIES INSURANCE FUND (CELJIF): Executive Director reported the CEL met on April 25, 2013 and a summary report of their meeting was included in the agenda. Executive Director advised the CEL scheduled a special meeting today at 1:00 as the CEL Underwriting Manager was presenting a proposal to replace the Meadowbrook program effective 7/1/13. The CEL Executive Director would also explain how the new program would impact the 2013 and 2014 budgets.

JODY SANDBERG RESOLUTION: Executive Director advised a special meeting was held on May 8, 2013 to discuss the Jody Sandberg claim. At the meeting the Commission approved a settlement for Ms. Sandberg. Executive Director referred to Resolution 34-14 which was included in the agenda. Executive Director indicated the Resolution was prepared by the Commission Attorney to ratify the approval of the claim settlement on May 8, 2013.

2013 NOTICE OF AWARD PUBLICATION: Executive Director referred to a copy of the 2013 Notice of Award Publication which was included in the agenda. Executive Director advised the Commission was required to publish all awarded contracts annually. Executive Director noted the publication was reviewed and approved by the Commission Attorney and would be advertised in the applicable newspapers.

2013 PROPERTY & CASUALTY ASSESSMENT DUE MAY 15, 2013: Executive Director advised the second Property & Casualty Assessment payment was due on May 15th. Executive Director noted the Treasurer’s office indicated payment was received from the Gloucester County College and Gloucester County Utility Authority. The County, Library, and Improvement Authority were processing their payments.

2013 FINANCIAL DISCLOSURE STATEMENTS: Executive Director reported the Department of Community Affairs implemented an online filing system for the Local Disclosure

Forms. Executive Director explained Commissioners needed to submit a form for the Gloucester County Insurance Commission separately from the form they submitted for their employer. Executive Director advised Ms. Dodd distributed an e-mail with instructions and if anyone had any questions, they should contact Ms. Dodd at the PERMA office.

2012 AUDIT: Executive Director advised the auditor was preparing the 2012 Fund Year Audit. Executive Director reported when the audit was completed Mr. Jim Miles of Bowman & Company would attend the meeting to review his report with the Commissioners.

LITIGATION MANAGEMENT PLAN: Executive Director referred to the Litigation Management Plan which was included in Appendix II of the agenda. Executive Director explained the plan was revised by the Commission Attorney and reviewed by Ms. Rick and him. Executive Director reported he and Ms. Rick were recommending approval of the plan as drafted. Executive Director requested a motion to adopt Resolution 35-13 approving the Litigation Management Plan.

**MOTION TO ADOPT RESOLUTION 35-13
APPROVING THE LITIGATION MANAGEMENT
PLAN DRAFTED BY THE COMMISSION ATTORNEY**

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

GLOUCESTER HOUSING AUTHORITY: Executive Director reported Conner Strong & Buckelew was working with the Housing Authority to provide a proposal for membership in the Gloucester County Insurance Commission. Executive Director noted once the CEL resolved the remarketing of the Meadowbrook program Conner Strong & Buckelew would continue preparing the proposal.

Executive Director's Report Made Part of Minutes.

EMPLOYEE BENEFITS: Executive Director reported Ms. Brown could not attend the meeting but he would review her report with the Commission. Executive Director advised the Client Activity Summary Report for the period of 4/1/13 to 4/30/13 was included in the agenda. Executive Director indicated there were 85 inquiries during April and the year to date totaled 482.

TREASURER REPORT: Chairman White presented the May Property & Casualty Bill List in the amount of \$48,305.92 and requested a motion to approve.

**MOTION TO APPROVE THE APRIL PROPERTY &
CASUALTY BILL LIST, RESOLUTION 36-13 IN THE
AMOUNT OF \$48,305.92**

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

Chairman White presented the May Health Insurance Fund Bill List in the amount of \$7,430.00 and requested a motion to approve.

**MOTION TO APPROVE THE MAY HEALTH
INSURANCE FUND BILL LIST, RESOLUTION 37-13
IN THE AMOUNT OF \$7,430**

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

Executive Director also pointed out the monthly Treasurer's reports showing the cash transactions and investments were included in the agenda.

CLAIMS REPORT

REPORT: Chairman White presented Resolution 38-13 Inservco Liability Check Register for the period of 4/1/13 through 4/30/13.

**MOTION TO APPROVE RESOLUTION 38-13 LIABILITY CHECK
REGISTER FOR THE PERIOD OF 4/1/13 THROUGH 4/30/13**

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

MANAGED CARE PROVIDER: Ms. Pard referred to the Bill Review/PPO Savings Report which was included in the agenda. Ms. Pard advised there were 65 bills received in April for a total of \$49,231.19. The total allowed amount was \$35,224.97. The total reduction was \$14,006.94 and after fees the net reduction was \$12,045.97. Ms. Pard noted the savings were on the low side; however she was working with Ms. George and Ms. Rick obtaining a contract with Premier Orthopaedics.

CEL SAFETY DIRECTOR:

REPORT: Mr. Prince reviewed the April through June 2013 Risk Control Activity Report which was included in the agenda along with the training calendar. Mr. Prince noted they were concentrating on seasonal training including, Landscape Safety and Chain Saw and Chipper Safety.

Executive Director introduced Dave McHale, Director of Loss Control for Public Entities, who was attending the meeting. Executive Director noted Mr. McHale would be working with Mr. Prince on the safety efforts for the CEL and the Commissions.

RISK MANAGEMENT/UNDERWRITING SERVICES DIRECTOR:

REPORT: Ms. Rick advised her report was verbal this month and she had two action items.

Ms. Rick advised the Commission was sponsoring a Worker Compensation Educational Seminar on June 12, 2013 at the Gloucester County College. Ms. Rick reported Dr. Dwyer and a representative of Capehart Scatchard were providing presentations. Ms. Rick advised the Risk Manager of the College required that anyone using their facility must have liability insurance. Ms. Rick explained the Commission did not have liability insurance and suggested the Commission purchase a one day event policy for \$103.00. After a brief discussion it was agreed the Commission should purchase the one day event policy. Ms. Rick requested a motion to purchase the coverage.

MOTION TO AUTHORIZE THE UNDERWRITING SERVICES DIRECTOR TO PURCHASE THE ONE DAY EVENT POLICY FOR THE WORKER COMPENSATION EDUCATIONAL SEMINAR ON 6-12-13 IN THE AMOUNT OF \$103.00

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

Ms. Rick also advised the County's General Liability for the Sport Camps was renewing on 6/24/13. Ms. Rick advised she was able to negotiate a renewal premium of \$2239 which was \$700 less than last year. Ms. Rick requested a motion to bind the coverage.

MOTION TO AUTHORIZE THE UNDERWRITING SERVICES DIRECTOR TO BIND COVERAGE FOR THE COUNTY'S LIABILITY POLICY EFFECTIVE 6-24-13 WITH AIG/MAKSIN WITH AN ANNUAL PREMIUM OF \$2239.00

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

ATTORNEY: Commission Attorney reported he wanted to discuss Ceres Park located in Mantua Township and the adjoining property owned by the County of Gloucester. Commission Attorney advised a Loss Control Report of various trail style obstacles was provided by Mr. Prince and the County Safety Department also supplemented that report. Commission Attorney explained after several conversations with the Commission's Professionals it was agreed the various trail style obstacle made by JORBA were hazardous. Commission Attorney suggested that the Commission allow him to send correspondence to the County to dismantle the improvements to mitigate any liability. Chairman White requested a motion to allow the Commission Attorney to send correspondence to the County based on the reports from the County and J.A. Montgomery.

MOTION TO AUTHORIZE THE COMMISSION ATTORNEY TO SEND CORRESPONDENCE TO THE COUNTY TO DISMANTLE THE TRAIL STYLE OBSTACLES MADE ON COUNTY OWNED PROPERTY ADJOINING CERES PARK IN MANTUA TOWNSHIP

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

PUBLIC COMMENT:

MOTION TO OPEN MEETING TO PUBLIC

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

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

MOTION TO CLOSE MEETING TO PUBLIC

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

CLOSED SESSION: Chairman White read and requested a motion to approve Resolution 39-13 authorizing a Closed Session to discuss PARS & SARS.

RESOLUTION 39-13, EXECUTIVE SESSION FOR THE PURPOSE AS PERMITTED BY THE OPEN PUBLIC MEETINGS ACT, MORE SPECIFICALLY TO DISCUSS PARS RELATED TO PENDING OR ANTICIPATED LITIGATION AS IDENTIFIED IN THE LIST OF CLAIMS PREPARED BY THIRD PARTY CLAIM ADMINISTRATOR INSERVCO INSURANCE SERVICES, INC. AND ATTACHED TO THIS AGENDA ALONG WITH THE POSSIBLY SETTLEMENT OF JOSEPH WILSON VS GLOUCESTER COUNTY CLAIM PETITION NO. 2011-29611 AND MICHELE MCGUIRE VS GLOUCESTER COUNTY

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

MOTION TO GO INTO CLOSED SESSION

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

MOTION TO RETURN TO OPEN SESSION

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

Commission Attorney made motions to authorize the payments on the below items discussed in closed session.

MOTION TO AUTHORIZE AN INCREASE OF \$36,491.90 FOR A TOTAL OF \$51,491.90 FOR CLAIM # 3530000750

Motion: Commissioner Sizemore
Second: Chairman White
Roll Call Vote: Unanimous (Commissioner Jones Abstained)

MOTION TO APPROVE RESOLUTION 40-13 REGARDING WORKER COMPENSATION MATTER INVOLVING JOSEPH WILSON, CLAIM PETITION NO. 2011-29611, TO RESOLVE UP TO \$40,800

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

OLD BUSINESS: None

NEW BUSINESS: Commissioner Sizemore asked about the HIPPA Form included in Inservco's packet. Ms. George advised the HIPPA forms were being sent out. Commissioner Sizemore indicated he did have a proposal before the Freeholders to include this form the next time the Human Resources Manual was updated so the HIPPA form would be included with the formal Z Form.

Commissioner Sizemore also noted he and Mr. Bruner had been touring the Correctional Facility at various times during the day and night.

Chairman White noted the next Commission meeting would be on June 27, 2013.

MOTION TO ADJOURN:

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

MEETING ADJOURNED: 10:09 AM
Minutes prepared by: Cathy Dodd, Assisting Secretary

