

STATEWIDE INSURANCE FUND

One Sylvan Way, Parsippany, NJ 07054

May 9, 2019

Executive Committee Meeting Minutes

1. Call to Order

The Statewide Insurance Fund held an Executive Committee Meeting at 8 Campus Drive, Parsippany NJ. The Statement of Adequate Notice was read by Chairman Thomas S. Russo, Jr. The Executive Committee meeting began at 10:58 am.

Roll Call of the Executive Committee

Thomas S. Russo, Jr., Chairman (Town of Newton) – Present
Rich Phelan, Vice Chairman (Town of Clinton) – Present
William Eagen, Secretary, (Jefferson Township) – Present
George Kallert (Weehawken Township) – Absent
John Hatzelis (Sussex County MUA) – Present
Kevin Sluka (Somerville Borough) – Present
Maryellen Brennan (Springfield Township) – Present

Alternate Executive Committee

Michele Hovan (Borough of Hopewell) – Absent
Peter DeBoer, (Washington Township) – Absent
Matthew Hall (Borough of Washington) – Absent

Also Present:

Caroline J. Conboy, Fund Administrator
Moiria Kenah, Office of the Administrator
Hannah Brudnicki, Office of the Administrator
Richard Cushing, Gebhardt & Kiefer, P.C.
Ivan Cohen, I-Core System, Inc.
Bill Ruch, PMA Companies
David Weightman, PMA Companies
Steve Armenti, Medlogix
Sue Hammer, D&H Alternative Risk Solutions, Inc.
Mary Ann Maitilasso, D&H Alternative Risk Solutions, Inc.
Ted Wardell, Brown & Brown Benefit Advisors

2. Secretary's Report

- a) April 11, 2019 Loss Control Meeting Minutes
- b) April 11, 2019 Executive Committee and Executive Session Meeting Minutes.

Approval of the April 11, 2019 Meeting Minutes. Motion to approve the Secretary's Report was made by John Hatzelis and seconded by Kevin Sluka.

3. Treasurer's Report

- a) The May 9, 2019 Bill List was presented totaling \$502,361.24 Motion to approve the Bill List was made by Maryellen Brennan and seconded by Bill Eagen. A roll call vote was taken, the motion passed unanimously.
- b) Treasurer's Report as of March 31, 2019 was reviewed. There were no questions or comments.

A motion to accept the March 31, 2019 Treasurer's Report was made by Bill Eagen and seconded by Rich Phelan. A roll call vote was taken. The motion passed unanimously.

4. Discussion Items

a) Medlogix Report- April 2019

The reports included in the agenda kit were reviewed by Steve Armenti.

b) Administrator's Report

- Caroline Conboy advised that the Fund is finalizing the memorandum of coverage for AL, GL, and LE, and the manual will be issued upon approval by Markel.
- The Fund is working with Pivot Point to release new videos for online training and update the platform. They will also begin phishing alerts to members, and start the onsite reviews of 8 more members for 2019.
- Suplee Clooney is completing the audit of 2017 and 2018 Fund years this week. So far, no issues have been discussed. The state audit has not been scheduled yet.
- Caroline introduced David Weightman of PMA. Mr. Weightman presented a sample dashboard report of one of the Fund members. He reviewed the analytics that will be available to the Fund to target loss control efforts and allow for effective loss reduction. Ms. Conboy remarked on the benefits of this value added service.

5. Public Comment – There was no public comment.

6. Open Executive Session

Open Executive Session began at 11:18 am

7. Closed Executive Session

A Motion to come out of Open Executive Session and enter into Closed Executive Session to discuss pending litigation was made at 11:28 am by Maryellen Brennan and seconded by Kevin Sluka. Public Session resumed at 11:57 am.

8. Claim Approvals:

D&H AL Requests for Settlement &/or Payment Authorizations

Claim Number	Date of Loss	Payment Amount
GCSWA067162	4/2/2019	\$17,496.28
GCSWA066421	3/2/2018	\$10,002.78
GCSWA067051	3/20/2019	\$5,641.00
GCSWA067219	4/7/2019	\$19,070.57
GCSWA066579	2/18/2019	\$37,964.03
GCSWA066896	3/6/2019	\$9,094.35

Medlogix Requests for Settlement &/or Payment Authorizations

Claim Number	Date of Loss	Payment Amount
SWM066443	2/4/2019	\$33,811.28
SWM065426	11/5/2018	\$24,459.75
SWM066961	3/15/2019	\$45,197.13

D&H WC Requests for Settlement &/or Payment Authorizations

<u>Claim Number</u>	<u>Date of Loss</u>	<u>Payment Amount</u>
SWM051085	10/22/2015	\$20,520.00
SWM041690	2/23/2013	\$16,176.00
SWM059952	8/23/2017	\$26,499.00
SWM057540	2/3/2017	\$52,131.00
SWM049076	4/13/2015	\$29,376.00
SWM053625	4/4/2016	\$32,486.25
SWM058260	4/6/2017	\$10,050.00
SWM054988	7/11/2016	\$9,750.00
SWM050493	2/23/2015	\$24,193.71
SWM046975	9/15/2014	\$118,616.50
SWM058224	4/3/2017	\$17,925.00
SWM050850	4/28/2017	\$15,744.00
SWM054921	6/30/2016	\$29,970.00

Claim Payee Listings

Month Ending 4-30-2019

Auto Liability	\$41,074.06
General Liability	\$9,476.30
Property	\$80,096.14
Law Enforcement	\$60.00
Workers Compensation	\$235,056.13

D&H Expenses

As of April 30, 2019 \$22,717.88

Motion of approval of payment authorizations, payee listings, and settlement authorities discussed in open session and closed executive session was made by Maryellen Brennan and seconded by Bill Eagen. A roll call was taken, motion passed.

9. **Adjournment**

Motion to adjourn the meeting was made by Bill Eagen and seconded by Maryellen Brennan. All in favor. The meeting was adjourned at 11:57 am. The next meeting will be held on Thursday June 13, 2019.

Respectfully submitted,

Authorized Signature