

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

August 18, 2020

EXECUTIVE COMMITTEE MEETING MINUTES

1. Call to Order

The Statewide Insurance Fund held an Executive Committee Meeting via video/conference call. The Statement of Adequate Notice was read by Chairman Thomas S. Russo, Jr. The Executive Committee meeting began at 10:38 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
Kevin Sluka (Somerville Borough) – Present
Maryellen Brennan (Springfield Township) – Present
Matt Hall (Borough of Washington) – Present

Alternate Executive Committee

Robin Collins (Chester) – Present
Jamie Cryan, (Cranford) – Absent
Brett Radi (Manville) – Absent

Also Present:

Caroline J. Conboy, Fund Administrator
Moiria Kenah, Office of the Administrator
Mary Ann Leuthe, Office of the Administrator
Sharyn Tagliareni, Office of the Administrator
Richard Cushing, Gebhardt & Kiefer, P.C.
Wayne Dietz, D&H Alternative Risk Solutions
Richard Hazard, D&H Alternative Risk Solutions
Ivan Cohen, I-Core System, Inc.
Missy Pudimott, Medlogix
Lindsay Travali, Accrisure

2. Secretary's Report

Approval of the July 21, 2020 Executive Committee Meeting Minutes, and Closed Executive Committee Meeting Minutes. A motion to approve the July 21, 2020. Executive Committee and Closed Executive Committee Meeting Minutes was made by Kevin Sluka and seconded by Maryellen Brennan. Rich Phelan, Bill Eagen, Matt Hall and Robin Collins all abstained.

3. Treasurer's Report

a) Bill List- August 18, 2020

The August 18, 2020 Bill List was presented totaling \$405,611.70. Motion to approve the August 18, 2020 Bill List was made by Matt Hall and seconded by Bill Eagen. A roll call vote was taken and the motion passed unanimously.

b) Treasurer's Report as of June 30, 2020 was reviewed.

Motion to approve and accept the June 30, 2020 Treasurer's Report was made by Bill Eagen and seconded by Rich Phelan. A roll call vote was taken and the motion passed unanimously.

4. Discussion Items

A. Review of Claim Payment/Settlement Authorities

1. Medlogix Requests for Medical Bill Payment Authorization

SWM060274	9/22/2017	\$26,245.28
SWM060274	9/22/2017	\$35,984.00

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

SWM055652	8/30/2016	\$12,500.00
SWM057844	3/1/2017	\$43,284.00
SWM045240	3/18/2014	\$5,175.00
SWM041948	3/27/2013	\$32,496.00
SWM060284	9/23/2017	\$24,894.00
SWM058348	4/12/2017	\$28,256.75
SWM055152	11/1/2015	\$167,363.00
SWM058754	5/12/2017	\$37,144.80
SWM046984	9/10/2014	\$10,125.00
SWM047622	12/3/2014	\$372,600.00

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

GCCRA072504	8/9/2020	\$5,025.26
GCSTR071987	6/3/2020	\$83,414.99

B. Review of Claims Management Reports

The D&H new claim listings for WC and All Lines from 7/1/20 to 7/31/20 were reviewed.

C. Loss Control Report

Bill Ruch reported that the loss control consultants have resumed assisting towns and providing guidance on COVID policies and procedures while practicing social distancing. Parks and playground inspections are being completed. Requests are coming in for Crossing Guard training and several have been completed. PEOSHA training is still required; Bill advised they are working on a plan to make sure that member DPW and staff complete it. Members are being asked to review their social media policies in light of the upcoming election and current civil unrest. Bill advised that a demonstration was done by Seal Master in Green Township on August 12th on surface repair. They offer special products for cracks on basketball and tennis courts. Information is available if members are interested.

Kevin Sluka posed a question regarding law enforcement's role in homelessness outreach. He was looking for guidance on legal steps that should be taken as well as whether it is a part of the role of the police department. Dick Cushing suggested that there should be guidance and policy direction available through the County Prosecutor's office or the Office of the Attorney General. Caroline asked if this is something Dr. John More could do a seminar on. Bill Ruch advised he would follow up on this matter.

D. Medlogix Savings Reports July 2020

The Medlogix Reports for July 2020 included in the agenda kit were reviewed by Missy Pudimott. Missy advised the July & August Lost Time Reports will be presented in September.

E. Administrator's Report

1. Caroline advised she recently attended a meeting with Medlogix and Atlantic Health System. Missy Pudimott explained they are putting together a partnership with Atlantic Health System specifically for Statewide Insurance Fund that will offer preferred rates, which will include all inclusive rates for surgical procedures. The new agreement will include hospitals, urgent care, and surgery centers, within a range of geographic areas. Caroline stated they also talked about what additional medical related services the Fund could offer that would be beneficial to our members. Caroline gave an example of a town that is offering COVID testing.
2. Statewide Insurance Fund 2020 Coverage manuals all have been distributed electronically to member towns and Risk Managers.
3. Safety Meetings have resumed, some in person, and many virtually. They have gone well.
4. The 2021 renewal marketing of coverage is underway.
5. The Risk Management Department and program procedures are in the process of being developed.
6. Caroline advised a flood determination vendor has been hired to review member property locations, since most locations have not been updated on the broker side. This will be important for marketing purposes.
7. Caroline reported there have been 77 reported COVID 19 exposure cases, no positive tests to date.

F. Resolution EC 20-38 Amending Fund Year 2020 Budget

A motion to amend the Fund Year 2020 Budget was made by Rich Phelan and seconded by Matt Hall. A roll call was taken, all in favor.

G. Resolution EC20-39 Amending Fund Year 2019 Budget

A motion to amend the Fund Year 2019 Budget was made by Maryellen Brennan and seconded by Bill Eagen. A roll call was taken, all in favor.

5. Public Comment- None

6. Open Session

Open Session began at 11:45 am, and ended at 11:48 am.

7. Claim Approvals

A motion for approval of payment authorizations, payee listings, and D&H Expenses as discussed in Executive Session was made by Matt Hall and seconded by Robin Collins. Roll call vote was taken, all in favor.

8. Closed Session

At 11:49 am a Motion to come out of Executive Session and enter into Closed Executive Session to discuss pending litigation was made by Maryellen Brennan and seconded by Kevin Sluka. The Executive Committee and Fund Professionals remained on the conference call. Public session resumed at 12:10 pm.

10. Adjournment

The next meeting of the Executive Committee will be held Tuesday September 15, 2020, and will be held remotely via conference call. The meeting will begin at 10:30AM.

Motion to adjourn the meeting was made by Rich Phelan and seconded by Bill Eagen. All in favor. The meeting was adjourned at 12:11 pm.

Respectfully submitted,

Authorized Signature