

**STATEWIDE INSURANCE FUND**  
**One Sylvan Way, Parsippany, NJ 07054**

**November 17, 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 10:34 am.

**Roll Call of the Executive Committee**

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

**Alternate Executive Committee**

Robin Collins (Chester) – Present  
Jamie Cryan, (Cranford) – Present  
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  
Bill Ruch, Office of the Administrator  
Richard Cushing, Gebhardt & Kiefer, P.C.  
Wayne Dietz, D&H Alternative Risk Solutions  
Richard Hazard, D&H Alternative Risk Solutions  
Theresa Laoudis, D&H Alternative Risk Solutions  
Ivan Cohen, I-Core System, Inc.  
Missy Pudimott, Medlogix  
Lindsay Travali, Acrisure  
Crystal Robinson, Brown & Brown Metro, LLC  
Sharon Fallon, Professional Insurance Associates  
Fran Donnelly, Turner, O'Mara, Donnelly & Petrycki, P.C.

**2. Secretary's Report**

Approval of the October 20, 2020 Executive Committee Meeting Minutes and Closed Executive Committee Meeting Minutes. A motion to approve the October 20, 2020 Executive Committee, and Closed Executive Committee Meeting Minutes was made by James Cryan and seconded by Matthew Hall.

**3. Treasurer's Report**

a) Bill List- November 17, 2020

The November 17, 2020 Bill List was presented totaling \$247,573.54. Motion to approve the November 17, 2020 Bill List was made by Matthew Hall and seconded by Bill Eagen. A roll call vote was taken, and the motion passed unanimously.

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

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

**4. Discussion Items**

**A. Medlogix Savings Reports for October 2020**

Missy Pudimott advised the contract with Medlogix & Atlantic Health System has been finalized and is effective December 1, 2020. Missy advised there are 14 reported COVID cases and 12 remain open. The Savings reports included in the agenda kit were reviewed by Missy Pudimott.

**B. Review of Claim Payments/Settlement Authorities**

I. Medlogix Payment Authorizations

<b>Claim Number</b>	<b>Date of Loss</b>	<b>Payment Amount</b>
SWM067817	6/1/2019	\$22,746.00
SWM049185	4/18/2015	\$68,397.41

II. D&H Request for WC Settlement &/or Payment Authorizations

<b>Claim Number</b>	<b>Date of Loss</b>	<b>Payment Amount</b>
SWM052359	1/16/2016	\$600,000.00
SWM053901	4/26/2016	\$16,581.00
SWM060445	10/5/2017	\$5,399.63
SWM046568	7/29/2014	\$9,368.75
SWM066144	1/10/2019	\$42,006.00
SWM067465	5/2/2019	\$17,435.25
SWM059607	7/18/2017	\$68,780.00

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

<b>Claim Number</b>	<b>Date of Loss</b>	<b>Payment Amount</b>
GCHIL073186	10/13/2020	\$8,891.33
GCMOU072004	6/3/2020	\$16,395.99

**C. Review of Claims Management Reports:**

The D&H new claim listings for WC and All Lines from 10/1/20 to 10/31/20 were reviewed.

**D. Loss Control Report-** Bill Ruch reported his department continues to work and support members needs by conducting training and safety meetings. A bulletin was distributed to all Fund members outlining Governor Murphy's Executive order dated October 28, 2020, which provides mandatory health and safety standards to protect all NJ workers at work during the pandemic. The Snowplow Rodeos that were scheduled out for 2020 have been postponed until 2021 due to the limited availability of our members during the pandemic. Bill advised they are

assisting members with their winter preparations. He noted areas of concern are employees and equipment, per diem employees and sanitization of equipment that will be used by other employees.

**E. Administrator's Report**

- Caroline Conboy attended safety meetings both virtually and in person for the following members, Manville Borough, Flemington Borough, Hightstown, Franklin Township, Washington Borough (Warren) and Green Township.
- The administrator's office continues to work on the 2021 renewals and a lot of new business. Ms. Conboy advised the market has tightened up and it has been challenging, but she is very pleased with the results.

**F. Resolution EC 20-40 Adopting Meeting Schedule for 2021**

A motion to adopt Resolution EC 20-40, 2021 Meeting Schedule was made by Matt Hall and seconded by Bill Eagen. A roll call was taken.

**G. Safety Grants-**

A safety grant for the Towns of Hackettstown was presented by Bill Ruch:

A motion to approve the Town of Hackettstown 2020 Grant was made by Kevin Sluka and seconded by Robin Collins. A roll call was taken.

**5. Public Comment- None**

**6. Claim Approvals**

Month Ending 10-31-2020

Auto Liability	\$81,081.38
General Liability	\$108,634.88
Property	\$102,061.38
Law Enforcement	\$57,856.73
Workers Compensation	\$757,947.93

D&H Expenses

Month Ending October 31, 2020 - \$13,394.07

A motion for approval of payment authorizations, payee listings, and D&H Expenses as discussed in Executive Session was made by Bill Eagen and seconded by Kevin Sluka. Roll call vote was taken, all in favor.

**7. Open Executive Session**

Open Session began at 11:04am and ended at 11:05am

**8. Closed Session**

At 11:05 am a Motion to come out of Public Session and enter Closed Executive Session to discuss pending litigation and contract negotiations was made by Kevin Sluka and seconded by

Matt Hall. The Executive Committee and Fund Professionals remained on the video/conference call. Public Session resumed at 11:49 am.

**9. Resolution EC 20-41** Introduction of the 2021 Fund Year Budget. A motion was made by Bill Eagen and seconded by Matt Hall to introduce the 2020 Budget. Roll Call was taken.

**10. Adjournment**

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

Motion to adjourn the meeting was made by Matt Hall and seconded by Kevin Sluka. All in favor. The meeting was adjourned at 11:50 am.

Respectfully submitted,

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Authorized Signature