

STATEWIDE INSURANCE FUND

One Sylvan Way, Parsippany, NJ 07054

December 12, 2019

Executive Committee Meeting Minutes

1. Call to Order and Roll Call:
The meeting was called to order by Thomas S. Russo, Jr. at 10:41 am at One Sylvan Way, Parsippany, NJ. The Statement of Adequate Notice was read by Thomas S. Russo, Jr: "Adequate notice of this meeting has been provided, indicating the time and place of the meeting and the proposed agenda, which notice was posted, made available to the newspapers and filed with the clerks of the officials members in accordance with Chapter 231 of the Public Laws of 1975."

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 (Township of Weehawken) – Absent
Kevin Sluka (Borough of Somerville) – 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) – Present

Also Present:

Caroline J. Conboy, Fund Administrator
Moiria Kenah, Office of the Administrator
MaryAnn Leuthe, Office of the Administrator
Sharyn Tagliareni, Office of the Administrator
Dick Cushing, Gebhardt & Kiefer, P.C.
Ivan Cohen, I-Core System, Inc.
Bill Ruch, PMA Group
John Matthews, PMA Group
Missy Pudimott, Medlogix
Wayne Dietz, D&H Alternative Risk Solutions, Inc.
Sue Hammer, D&H Alternative Risk Solutions, Inc.
Theresa Laoudis, D&H Alternative Risk Solutions, Inc.
Rick Hazard, D&H Alternative Risk Solutions, Inc.
Marvin Lustbader, Samuel Klein & Company
Sandra Belgrave, Samuel Klein & Company

2. Secretary's Report
 - a) November 14, 2019 Loss Control Meeting Minutes
 - b) November 14, 2019 Executive Committee and Executive Session Meeting Minutes.

Approval of the November 14, 2019 Meeting Minutes- Motion to approve the Loss Control meeting minutes, Executive Committee and Executive Session meeting Minutes was made by Kevin Sluka and seconded by Matt Hall and passed unanimously. Bill Eagen and Rich Phelan abstained.

3. Treasurer's Report

- a) The December 12, 2019 Bill List was presented totaling \$289,437.57. Motion to approve the Bill List was made by Matthew Hall and seconded by Maryellen Brennan. A roll call vote was taken, the motion passed unanimously.
- b) Treasurer's Report as of October 31, 2019 was included in the kit and reviewed by Marvin Lustbader. A motion to accept the Treasurer's Report was made by Rich Phelan and seconded by Matthew Hall. A roll call vote was taken, the motion passed unanimously.

4. Discussion Items

A. Medlogix Savings Report & Year to Date Bill review by loss year–November 2019
The reports included in the agenda kit were reviewed by Missy Pudimott.

B. Administrator's Report

- Caroline Conboy thanked Medlogix for their participation and sponsorship of the event held this year at the NJ League of Municipalities.
- The Fund has a Certificate of Deposit that will mature on 12-29-19. The Financial Committee will be notified of the rates.
- Caroline Conboy gave an update on the renewal process with regard to the property market. A comparison of AIG, the Fund's current Property Carrier and Chubb was included in the Kit and reviewed. The Executive Committee granted authority for the Administrator to bind coverage with Chubb with no terrorism coverage.
- Caroline Conboy advised that the Crime coverage was marketed due to Zurich's reaction to loss history. A comparison of Zurich's coverage and a proposal of coverage from AIG were included in the kit. AIG proposal offers higher limits with an optional quote that would include higher limits for Employee Dishonesty. The Executive Committee granted authority to bind the Crime coverage with AIG with the optional quote.
- The State of NJ Audit report is completed and was included in the kit for the Executive Committee to review during Closed Session.
- Brown & Brown conducted a review of PRU NJ operations and the audit was passed.

C. Safety Grant Applications

The following Safety Grants were reviewed:

1. Bridgeton City
2. Egg Harbor City
3. Franklin Borough
4. Garwood Borough
5. Hamburg Borough
6. Newton Town
7. Peapack & Gladstone Borough
8. Stratford Borough
9. Sussex County MUA
10. Vernon Township
11. Washington Borough

The grant approval worksheets were reviewed. A motion was made to approve grants 1-5 by Bill Eagan and seconded by Matt Hall. Roll call was taken, all in favor. A motion was made to approve grants 8-10 by Matt Hall and seconded by Bill Eagan. Roll call was taken, all in favor. A motion for approval of grant #6 for the Town of Newton was made by Matt Hall and seconded by Bill Eagan. Roll call was taken. Tom Russo abstained. A motion to approve grant #11 for Washington Borough was made by Rich Phelan

and seconded by Bill Eagen. Roll call was taken. Matt Hall abstained. Note grant #7 for Peapack & Gladstone was tabled for further clarification.

5. Public Comment –There was no public comment.
6. Open Executive Session. Open Executive Session began at 11:14 am
7. Closed Executive Session. A motion to come out of Open Session and move into Closed Session to discuss pending litigation and contracts was made at 11:19 am by Kevin Sluka and seconded by Matthew Hall. Public Session resumed at 11:58 am.
8. Resolution EC19-40 Regarding NJ Department of Banking and Insurance Review. A Motion to confirm the examination report was reviewed was made by Rich Phelan and seconded by Matt Hall. Roll Call was taken, all in favor.
9. Resolution EC19-41 Adopting Fund Year Budget 2020
A motion was made to adopt 2020 Budget by Bill Eagen and seconded by Matt Hall. Roll Call was taken, all in favor.
10. Resolution EC19-42 Adopting Risk Management Program
A motion was made to adopt the 2020 Risk Management Plan by Rich Phelan and seconded by Matt Hall. Roll Call was taken, all in favor.
11. Resolution EC19-43 Authorizing Amendment to Fund Administrator Agreement
A motion was made authorizing the amendment to the Fund Administrator Agreement by Bill Eagen and seconded by Maryellen Brennan. Roll call was taken, all in favor.
12. Claim Approvals

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

Claim Number	Date of Loss	Payment
GCSWA069496	10/12/2019	\$6,368.19
GCSWA069601	10/17/2019	\$5,575.08
GCSWA068741	8/6/2019	\$8,528.42
GCSWA069873	11/18/2019	\$5,263.15
GCSWA069278	9/28/2019	\$19,123.68
GCSWA069750	11/1/2019	\$6,824.50
GCSWA070036	11/23/2019	\$6,368.50

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

Claim Number	Date of Loss	Payment Amount
SWM033192	6/17/2010	\$23,637.00
SWM058781	5/15/2017	\$19,239.50
SWM062547	3/30/2018	\$41,190.00
SWM062244	3/13/2018	\$5,693.63
SWM053255	3/8/2016	\$140,940.00

Claim Payee Listings

Month Ending 10-31-2019

Auto Liability	\$364,932.00
General Liability	\$67,841.05
Property	\$189,905.62
Law Enforcement	\$19,426.14
Workers Compensation	\$408,636.77

D&H Expenses
Month Ending November 30, 2019 - \$14,378.28

Motion for the 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 Rich Phelan and passed unanimously. Roll call was taken, all in favor.

13. Adjournment

Motion to adjourn the meeting was made by Maryellen Brennan and seconded by Bill Eagen All in favor. The meeting was adjourned at 12:03 pm. The next meeting will be the Reorganization Meeting scheduled Thursday February 6, 2020. The meeting will be held at the Park Avenue Club located in Florham Park, NJ.

Respectfully submitted,

Authorized Signature