

STATEWIDE INSURANCE FUND

One Sylvan Way, Parsippany, NJ 07054

June 13, 2019

Executive Committee Meeting Minutes

1. Call to Order and Roll Call:
The meeting was called to order by Thomas S. Russo, Jr. at 10:31 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) – Present
Kevin Sluka (Borough of Somerville) – Present
John Hatzelis (Sussex County MUA) – 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
Moira Kenah, Office of the Administrator
MaryAnn Leuthe, Office of the Administrator
Richard Cushing, Gebhardt & Kiefer, P.C.
Ivan Cohen, I-Core System, Inc.
Dave Weightman, PMA
Bill Ruch, PMA
John Matthews, PMA
Missy Pudimott, Medlogix
Sue Hammer, D&H Alternative Risk Solutions, Inc.
Mary Ann Maitilasso, D&H Alternative Risk Solutions, Inc.
Robert Butvilla, Suplee Clooney & Co.
Marvin Lustbader, Samuel Klein and Company

2. Secretary's Report
 - a) May 9, 2019 Loss Control Meeting Minutes
 - b) May 9, 2019 Executive Committee and Executive Session Meeting Minutes.

Approval of the May 9, 2019 Meeting Minutes- George Kallert advised a correction was needed on the minutes to reflect that he attended the meeting. Motion to approve the Loss Control meeting minutes, Executive Committee and Executive Session meeting Minutes was made by Rich Phelan and seconded by Maryellen Brennan and passed.

3. Treasurer's Report
 - a) The June 13, 2019 Bill List was presented totaling \$391,434.92. Motion to approve the Bill List was made by George Kallert and seconded by Rich Phelan. A roll call vote was taken, the motion passed unanimously. Bill Eagen abstained on the Jefferson Grant payment.

- b) Treasurer's Report as of April 30, 2019 was presented by Marvin Lusbader. A motion to accept the Treasurer's Report was made by John Hatzelis and seconded by Bill Eagen. A roll call vote was taken, the motion passed unanimously.

4. Discussion Items

- a) Robert Butvilla from Suplee, Clooney & Co reported on the 2018 financial audit. He stated there are no comments or recommendations. He indicated everything went well, everyone was cooperative and it was a smooth process. A motion was made to adopt resolution EC19-32 Governing Body Certification of Audit and execute the Group Affidavit, seconded and roll call was taken; the motion passed unanimously.

- b) Medlogix Savings Report – May 2019
The report included in the agenda kit was reviewed by Missy Pudimott.

- e) Administrator's Report

The Fund has five CD's that will renew on June 18th, 2019. Caroline Conboy will notify the Finance Committee with the renewal rates and terms.

Ms. Conboy attended several safety meetings with PMA and I-Core in the past month.

The payroll audits have been sent out to members. The administrator's office is also working on renewal applications and scheduling meetings with underwriters for the renewal process.

The Administrator's office is working on the coverage manuals. The reinsurer is reviewing a change to the language and format modifications carrier that needed to be updated. They will be issued once the approval is received.

The Executive Committee was advised that the Piemontesi v. Roxbury Township claim settled for \$60k, which was the arbitration award.

- f) SIF Safety Grant Applications

1. Town of Clinton- The grant approval worksheet was reviewed. A motion to approve the safety grant for the Town of Clinton was made by George Kallert and seconded by Kevin Sluka. Roll call vote was taken, the motion passed unanimously. Rich Phelan abstained.
2. Jefferson Township- The grant approval worksheet was reviewed. A motion to approve the safety grant for the Township of Jefferson was made by Rich Phelan and seconded by Kevin Sluka. Roll call vote was taken, the motion passed unanimously. Bill Eagen abstained.

5. Public Comment -None

- 6. A motion to come out of Open Session and move into Closed Session to discuss pending litigation was made at 11:10am. Public Session resumed at 11:31 am.

7. Claim Approvals:

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

Claim Number	Date of Loss	Amount
GCSWA063880	7/3/2018	\$41,402.96

Medlogix WC Request for Medical Bill Payment Authorizations

Claim Number	Date of Loss	Amount
SWM065374	10/31/2018	\$85,201.50

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

Claim Number	Date of Loss	Amount
SWM049618	5/29/2015	\$13,167.00
SWM058279	2/9/2017	\$15,000.00
SWM060316	9/25/2019	\$28,479.00
SWM060588	10/17/2017	\$38,649.00
SWM028013	11/12/2008	\$10,000.00
SWM057584	1/17/2017	\$31,468.50
SWM056759	11/28/2016	\$19,894.00
SWM015671	2/1/2004	\$0.00
SWM054115	2/22/2016	\$10,440.00

Claim Payee Listings

Month Ending 5-31-2019

Auto Liability	\$82,465.31
General Liability	\$189,796.46
Property	\$90,348.67
Law Enforcement	\$10,117.06
Workers Compensation	\$997,613.81

D&H Expenses

Month Ending May 31, 2019 - \$107,054.85

Motion for the approval of payment authorizations, payee listings, and settlement authorities discussed in open session and closed executive session was made by George Kallert and seconded by Rich Phelan and passed unanimously. Roll call was taken.

8. **Adjournment**

Motion to adjourn the meeting was made by John Hatzelis and seconded by Maryellen Brennan. All in favor. The meeting was adjourned at 11:35 am. The next meeting will be held on Thursday July 11, 2019.

Respectfully submitted,

Authorized Signature