

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

April 20, 2021

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 10:32 am.

2. Roll Call of the Executive Committee

Thomas S. Russo, Jr., Chairman (Town of Newton) – Present
Kevin Sluka, Vice Chairman (Borough of Somerville) – Present
William Eagen, Secretary (Jefferson Township) –Present
Maryellen Brennan (Springfield Township) – Present
Matt Hall (Borough of Washington) – Present joined at 10:37am
Robin Collins (Township of Chester) Present
Jamie Cryan, (Cranford Township)-Absent

Alternate Executive Committee

Richard Phelan, (Town of Clinton) – Absent
Brett Radi (Manville Borough) – Absent
Peter DeBoer (Township of Washington) Present

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
Lynn Stickle, D&H Alternative Risk Solutions
Ivan Cohen, I-Core System, Inc.
Missy Pudimott, Medlogix
Tim Day, Sussex County MUA
Sharon Fallon, PIA
Frank Covelli, PIA-joined at 10:49am
Lindsay Travali, Acrisure, LLC

3. Secretary's Report

Approval of the March 16, 2021 Meeting Minutes, Executive Committee, and Open Executive Session Meeting Minutes. A motion to approve the March 16, 2021 Meeting Minutes was made by Robin Collins and seconded by Bill Eagan. A roll call was taken, all in favor.

4. Treasurer's Report

a) Bill List- April 20, 2021

The April 20, 2021 Bill List was presented totaling \$501,669.83. Motion to approve the April 20, 2021 Bill List was made by Bill Eagen and seconded by Matt Hall. A roll call vote was taken, and the motion passed unanimously. Bill Eagen abstained on check #6874 for Jefferson Twp., Tom Russo abstained on check 6878 for the Town of Newton, Kevin Sluka abstained on check #6883 for the Borough of Somerville, Robin Collins abstained on check #6863 for Chester Township.

b) Treasurer's Report as of February 28, 2021 was reviewed.

Motion to approve and accept the February 28, 2021 Treasurer's Report was made by Maryellen Brennan and seconded by Kevin Sluka. A roll call vote was taken, and the motion passed unanimously.

5. Discussion Items

A. Medlogix Savings Reports March 2021

The Medlogix Reports for March 2021 included in the agenda kit were reviewed by Missy Pudimott.

B. Review of Claim Payment/Settlement Authorities

1. Medlogix Requests for Medical Bill Payment Authorization

Claim Number	Date of Loss	Payment amount
SWM046164	6/23/2014	\$35,268.52

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

Claim Number	Date of Loss	Payment amount
SWM070882	2/12/2020	\$37,611.00
SWM039463	6/22/2012	\$12,500.00
SWM045829	5/13/2014	\$12,500.00
SWM065089	10/9/2018	\$75,128.40
SWM044634	2/6/2014	\$45,092.21
SWM062297	3/13/2018	\$41,190.00
SWM057215	12/31/2016	\$37,500.00

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

Claim Number	Date of Loss	Payment amount
GCHMP074995	3/26/2021	\$6,832.70
GCOVER074244	1/27/2021	\$6,870.84

C. Review of Claims Management Reports

The D&H new claim listings for WC and All Lines from 3/1/21 to 3/31/21 were reviewed.

D. Loss Control Report- The Director of Risk Management Report was included in the kit and reviewed by Bill Ruch. Since the last meeting there were 9 safety meetings, 26 Trainings, 4 member inspections and 2 other services provided to members regarding PEOSH.

Bill Ruch advised that as of April 1st, 2021 PEOSH representatives can conduct onsite unannounced visits. Since April 1st, PEOSH has visited Sussex County, Cranford and Long Branch with the focus on member's Emergency Action Plan (EAP). Towns should verify that the EAP is updated and that drills are being conducted. Loss Control Representatives can provide the OSHA 1910.38 EAP template and assistance with drills.

Bill provided a short demo of the Learning Management System that will be rolled out to members shortly.

E. Administrator's Report

- Caroline Conboy participated in many of the Safety Meetings that were mentioned during the loss control manager's report, as well as various mediations and discussions regarding strategies for pending litigated cases.
- The Administrator's office is currently working on the 2021 Memorandum of Coverage. It is anticipated that the coverage manuals will be distributed early summer.
- Caroline Conboy advised facility use and shared service type agreements have been coming in from members for review.
- The 2020 Financial Audit has been scheduled for the week of May 10th, 2021. Joe Faccone from Samuel Klein has taken over handling Statewide for now.
- The League of Municipalities conference will be held in person this November. Caroline advised she is waiting for additional information regarding covid requirements to decide if the Fund will participate.

F. Safety Grants-

The following safety grants were presented by Bill Ruch:

- a) Buena Vista Township
- b) Jefferson Township
- c) Manville Borough
- d) Long Branch City

A motion to approve Buena Vista Township, Jefferson Township, Manville Borough, and the City of Long Branch 2021 Safety Grants as presented was made by Kevin Sluka and seconded by Matthew Hall. A roll call was taken, all in favor. Bill Eagen abstained on the Jefferson Township grant approval.

6. Public Comment- None

7. Claim Approvals

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

8. Open Session

Open Session began at 11:08 am and ended at 11:10 am.

9. Closed Session

A Motion to go into Closed Executive Session was made at 11:10 am. Public Session resumed at 11:27 am. A motion for approval of the bills presented in Closed Executive Session was made by Bill Eagen and seconded by Kevin Sluka. A roll call was taken, all in favor.

10. Adjournment

The next meeting of the Executive Committee will be held Tuesday May 18, 2021 and will be held virtual/conference call. The meeting will begin at 10:30AM.

Motion to adjourn the meeting was made by Matthew Hall and seconded by Kevin Sluka. All in favor. The meeting was adjourned at 11:29 am.

Respectfully submitted,

Authorized Signature