

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

March 21, 2024

EXECUTIVE COMMITTEE MEETING MINUTES

1. Call to Order

The Statewide Insurance Fund held an Executive Committee Meeting at the One Sylvan Way, Parsippany, NJ. The Statement of Adequate Notice was read by Chairman Thomas S. Russo, Jr. The Executive Committee meeting began at 10:33 am.

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
Matt Hall (Oxford Township) – Absent
Robin Collins (Township of Chester) – Absent
Ron Tappan (Sussex County) – Present
Glynn Jones (Hillside Township) – Present

Alternate Executive Committee

Richard Phelan, (Town of Clinton) – Absent
Gian-Paolo Caminiti (Borough of Manville) – Absent
Peter DeBoer (Township of Washington) – Absent

Also, Present:

Caroline J. Conboy, Fund Administrator
MaryAnn Leuthe, Office of the Administrator
Marcy Woodworth, Office of the Administrator
Bill Ruch, SIF Safety & Loss Control
David Berkenbush, SIF Safety & Loss Control
Jim Philbin, SIF Safety & Loss Control
Missy Pudimott, Medlogix
Amy Pieroni, Acrisure
Lindsey Klein, Acrisure
Janine Leahy, D&H Alternative Risk Solutions
Kathleen Guze, D&H Alternative Risk Solutions
Joe Faccione, Samuel Klein & Co.
Sandra Belgrave, Samuel Klein & Co.
Karin Pierson, D&H Alternative Risk Solutions -Remote
Theresa Laoudis, D&H Alternative Risk Solutions -Remote
Athena Smith, D&H Alternative Risk Solutions -Remote
Richard Cushing, Gebhardt & Kiefer, P.C. -Remote
Stephanie McCaffrey, East Greenwich Township -Remote
Helen Goodwin, Hardenbergh Insurance Group -Remote
Tom Narolewski, Barclay Group -Remote

2. Secretary's Report

Approval of the February 8, 2024, Fund Commissioner Reorganization Meeting Minutes.
Approval of the February 8, 2024, Executive Committee and Closed Executive Meeting Minutes.

A Motion to approve the February 8, 2024, Fund Commissioner Reorganization Meeting Minutes Executive Committee and Closed Executive Committee Meeting Minutes was made by Kevin Sluka and seconded by Ron Tappan. All in favor.

3. Treasurer's Report

a) Bill List- March 21, 2024

The March 21, 2024, Bill List was presented totaling \$631,796.34. A Motion to approve the March 21, 2024, bill List was made by Glynn Jones and seconded by Kevin Sluka. A roll call vote was taken, and the motion passed.

b) Treasurer's Report as of January 31, 2024, was included in the kit and reviewed by Joe Faccone of Samuel Klein & Company, LLP. There were no questions or comments.

Motion to approve and accept the January 31, 2024, Treasurer's Report was made by Ron Tappan and seconded by Glynn Jones. A roll call vote was taken, and the motion passed unanimously.

4. Discussion Items

A. Medlogix Savings Reports February 2024

The Medlogix Reports for February 2024 included in the agenda kit and reviewed by Missy Pudimott.

B. Review of Claim Payment/Settlement Authorities

<u>Claim Number</u>	<u>Date of Loss</u>	<u>Payment</u>
SWM081062	8/28/2022	\$ 33,043.01
SWM081915	11/10/2022	\$ 114,530.00
SWM081915	11/10/2022	\$ 48,639.40
SWM081915	11/10/2022	\$ 85,000.00
SWM063399	6/4/2018	\$ 13,500.00
SWM076130	7/22/2021	\$ 28,611.00
SWM076152-01	7/13/2021	\$ 11,739.00
SWM073356	11/6/2020	\$ 32,544.00
SAL078990	2/17/2022	\$ 20,128.50
GCAND087118	2/25/2024	\$ 68,500.00
GCJEF086764	1/23/2024	\$ 6,758.18
GCLBR084813	6/23/2023	\$ 6,533.67
GCPHI086649	1/15/2024	\$ 5,452.50
GCSTI086617	1/14/2024	\$ 13,725.00
GCSEC086910	2/5/2024	\$ 6,905.00
GCSEC086866-01	2/5/2024	\$ 13,497.90
GCSEC086277	12/4/2023	\$ 5,438.90
GCSEC082764	2/4/2023	\$ 140,150.90

C. Review of Claims Management Reports

The D&H New Claim Listings for WC and All Lines from 2/1/2024 to 2/29/2024 were reviewed.

D. Loss Control Report- The Risk Management Activity Report was included in the kit with the safety meetings, trainings and onsite inspections that were completed since the last meeting. Bill Ruch stated that Loss Control Representative Jim Philbin has been meeting with Police Chiefs to explore and learn new ways in which Loss Control can continue to assist our law enforcement members. These personal meetings have already highlighted the need for effective training for law enforcement members and a better understanding of the internal challenges that they face daily. In the past, the Fund has facilitated round table discussions with police chiefs. These discussions have led to the development and support of law enforcement agencies throughout New Jersey with training, policies, and legal bulletins. We will continue these round table talks with our Police Chiefs in late summer following the individual meetings. The location for the Strategic Leadership meeting scheduled on May 10th, 2024, will be held at 1 Sylvan Way, Parsippany in the lower-level conference room.

E. Administrator's Report

- The Administrator's office met with the Fund's Professional Liability carrier to discuss POL & EPLI claim trends.
- Ms. Conboy advised the Fund will be scheduling Lunch & Learn seminars with Gebhardt & Kiefer in order to have a mechanism for the process for members regarding termination and employment practices.
- Caroline Conboy, D&H and Medlogix had a meeting to go over procedures with respect to Workers' Compensation claims.
- A new on-line Learning Management System, Lexipol will be available for members. All members will receive an email with the details and instructions for the Lexipol training portal.
- Caroline discussed the State of the Market Report included in the kit.
- Cyber security continues to be a focus for the Fund. Everyone needs to be using MFAs and checklist will be going out to each member to confirm they comply with the carrier requirements.

F. Safety Grants:

The following 2024 Safety Grants were included in the kit and reviewed by Bill Ruch:

- I. Andover Borough
- II. Buena Vista Township

A Motion to approve the 2024 Safety Grants for Andover Borough and Buena Vista Township was made by Kevin Sluka and seconded by Glynn Jones. A roll call was taken, all in favor. Bill Eagen abstained on Andover Borough.

5. **Public Comment** - None

6. **Open Executive Session** - None

7. **Claim Approvals**

Claim Payee Listings

Month Ending 2-29-2024.

Auto Liability	\$52,529.49
General Liability	\$41,972.37
Property	\$155,167.24
Law Enforcement	\$29,251.56
Workers Compensation	\$543,163.73

D&H Expenses

Month Ending February 29, 2024 - \$26,686.29

A motion for approval of payment authorizations, payee listings, and D&H Expenses as discussed was made by Glynn Jones and seconded by Bill Eagen. A roll call vote was taken, all in favor.

8. **Closed Session**

A Motion to come out of Executive Session and go into Closed Executive Session was made at 11:37 am by Kevin Sluka and seconded by Glynn Jones. All in favor. Public Session resumed at 12:38 pm.

9. **Adjournment**

The next meeting will be held on Thursday April 18, 2024, at One Sylvan Way, Parsippany, NJ 07054. The meeting will begin at 10:30 am.

Motion to adjourn the meeting was made by Bill Eagen and seconded by Glynn Jones. All in favor. The meeting was adjourned at 12:39 pm.

Respectfully submitted,

Authorized Signature