

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

May 18, 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 10:36 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) – Absent
Robin Collins (Township of Chester) Present-10:39 am
Jamie Cryan, (Cranford Township)-Present

Alternate Executive Committee

Richard Phelan, (Town of Clinton) – Present
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
Theresa Laoudis, D&H Alternative Risk Solutions
Lynn Stickle, D&H Alternative Risk Solutions
Ivan Cohen, I-Core System, Inc.
Missy Pudimott, Medlogix
Joe Faccone, Samuel Klein & Company
Sandra Belgrave, Samuel Klein & Company
Tim Day, Sussex County MUA
Sharon Fallon, PIA
Frank Covelli, PIA
Lindsay Travali, Acrisure, LLC
Charles Voelker, Vernon Township

3. Secretary's Report

Approval of the April 20, 2021 Meeting Minutes, Executive Committee, and Open Executive Session Meeting Minutes. A motion to approve the April 20, 2021 Meeting Minutes was made by Kevin Sluka and seconded by Bill Eagan. A roll call was taken, all in favor.

4. Treasurer's Report

a) Bill List- May 18, 2021

The May 18, 2021 Bill List was presented totaling \$626,325.04. Motion to approve the May 18, 2021 Bill List was made by Bill Eagen and seconded by Jamie Cryan. A roll call vote was taken, and the motion passed unanimously. Tom Russo abstained on check #6907 & 6911 for the Town of Newton.

- b) Treasurer's Report as of March 31, 2021 was reviewed by Joe Faccone of Samuel Klein & Company.

Motion to approve and accept the March 31, 2021 Treasurer's Report was made by Kevin Sluka and seconded by Jamie Cryan. A roll call vote was taken, and the motion passed unanimously.

5. Discussion Items

- A. Medlogix Savings Reports April 2021
The Medlogix Reports for April 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
SWM074591	2/16/2021	\$35,268.52
SWM046164	6/23/2014	\$94,706.00

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

Claim Number	Date of Loss	Payment amount
SWM064977	10/1/2018	\$19,500.00
SWM074591	2/16/2021	\$81,507.02
SWM046164	6/23/2014	\$94,706.00

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

Claim Number	Date of Loss	Payment amount
GCBRI075203	4/17/2021	\$8,768.66
GCPHI075033	12/5/2020	\$8,107.67
GCHIH074997	12/28/2020	\$6,800.00

- C. Review of Claims Management Reports
The D&H new claim listings for WC and All Lines from 4/1/21 to 4/30/21 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 5 safety meetings, 11 Trainings and 7 member inspections.

Bill Ruch advised the Safety Bulletins are no longer being issued and members are encouraged to access the Fund's Learning Management System for the Safety Bulletins and Toolbox Talks.

The Fund will be sponsoring a regional on-line webinar called "Addressing the Challenges of Law Enforcement Mutual Aid Agreements."

Bill advised PEOSHA has been making unannounced visits to municipalities. It is important that members have their written programs completed and updated so that they meet the PEOSH requirements.

- E. Administrator's Report

- The Administrator's office participated in the Safety Meetings that were mentioned during the loss control manager's report.
- The 2020 Financial Audit was completed without comments, everything went well. The report will be presented at the June meeting.

- The payroll audits have been sent out to members for the 2022 WC renewal. The Administrator's office has been working on renewals and scheduling meetings with carrier partners.
- Caroline Conboy advised it has been a busy month for mediations relative to EPL claims.
- The League of Municipalities conference will be held in person this November. The Fund decided not to attend as an exhibitor but may consider holding a function sometime during the conference.

F. Safety Grants-

The following safety grants were presented by Bill Ruch:

- Lafayette Township
- Newton Town
- Raritan Borough

A motion to approve Newton Town and Raritan Borough and deny Lafayette Township 2021 Safety Grants as presented was made by Bill Eagen and seconded by Robin Collins. A roll call was taken, all in favor. Tom Russo abstained on the Town of Newton grant approval.

6. Public Comment- None

7. Claim Approvals

Claim Payee Listings

Month Ending 4-30-2021	
Auto Liability	\$14,260.52
General Liability	\$41,512.00
Property	\$14,107.79
Law Enforcement	\$47,592.05
Workers Compensation	\$703,066.43

D&H Expenses
 Month Ending April 30, 2021 - \$23,383.46

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. Closed Session

A Motion to go into Closed Executive Session was made at 11:06 am. Public Session resumed at 11:18 am. A motion for approval of the bills presented in Closed Executive Session in the amount of \$5,729.20 and \$2,388 was made by Kevin Sluka and seconded by Jamie Cryan. A roll call was taken, all in favor.

9. Adjournment

The next meeting of the Executive Committee will be held Tuesday June 15, 2021 and will be held virtual/conference call. The meeting will begin at 10:30AM.

Motion to adjourn the meeting was made by Bill Eagen and seconded by Kevin Sluka. All in favor. The meeting was adjourned at 11:19 am.

Respectfully submitted,

 Authorized Signature