

**STATEWIDE INSURANCE FUND**  
**One Sylvan Way, Parsippany, NJ 07054**

**May 19, 2022**

**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 10:37 am.

**Roll Call of the Executive Committee**

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

**Alternate Executive Committee**

Richard Phelan, (Town of Clinton) – Absent  
Peter DeBoer (Township of Washington) Absent  
Robert Bengivenga (Town of Phillipsburg) Present

**Also, Present:**

Caroline J. Conboy, Fund Administrator  
Moira Kenah, Office of the Administrator  
Mary Ann Leuthe, Office of the Administrator  
Sharyn Tagliareni, Office of the Administrator  
Bill Ruch, SIF Safety & Loss Control  
Richard Cushing, Gebhardt & Kiefer, P.C.  
Missy Pudimott, Medlogix  
Adam Giaquinto, Medlogix  
Theresa Laoudis, D&H Alternative Risk Solutions  
Lynn Stickle, D&H Alternative Risk Solutions  
Ivan Cohen, I-Core System, Inc.  
Lindsay Travali, Acrisure, LLC  
Rich Duthie, Pinnacle Risk Solutions LLC  
Sandra Belgrave, Samuel Klein & Co.  
Joe Faccone, Samuel Klein & Co.  
Nicholas Vignapiano, Pinnacle Risk Solutions LLC -remote-via video

**2. Secretary's Report**

Approval of the April 21, 2022, Executive Committee, Open Executive and Closed Executive Session Meeting Minutes. A motion to approve the April 21, 2022, Meeting Minutes was made by Bill Eagen and seconded by Kevin Sluka. All in favor, the motion passed unanimously. Robin Collins and Jamie Cryan abstained.

**3. Treasurer's Report**

a) Bill List- May 19, 2022

The May 19, 2022, Bill List was presented totaling \$404,024.46. Motion to approve the May 19, 2022, bill List was made by Kevin Sluka and seconded by Jamie Cryan. A roll call vote was taken, and the motion passed.

b) Treasurer's Report as of March 31, 2022, 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 March 31, 2022, Treasurer's Report was made by Kevin Sluka and seconded by Jamie Cryan. A roll call vote was taken, and the motion passed unanimously.

**4. Discussion Items**

A. Medlogix Savings Reports April 2022

The Medlogix Reports for March 2022 included in the agenda kit were reviewed by Missy Pudimott. Missy advised there are currently 12 open COVID claims.

B. Review of Claim Payment/Settlement Authorities

<b>Claim Number</b>	<b>Date of Loss</b>	<b>Payment Amount</b>
SWM058836	5/14/2017	\$62,894.49
SWM041461	1/15/2013	\$29,750.01
SWM071902	5/20/2020	\$22,680.00
SWM070337	12/26/2019	\$18,450.00
GCHAM078385	1/14/2022	\$11,065.38
GCHMM079346	3/23/2022	\$6,515.38
GCHIH079562	8/9/2021	\$6,799.00
MULTIPLE	9/1/2021	\$260,266.42
MULTIPLE	9/1/2021	\$9,000.00
MULTIPLE	9/1/2021	\$13,036.01
GCSP0078984	2/15/2022	\$20,000.00
GCSEC075842	6/23/2021	\$6,372.58
GCWTW077919-01	12/3/2021	\$6,955.43

C. Review of Claims Management Reports

The D&H new claim listings for WC and All Lines from 4/1/2022 to 4/30/22

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 advised loss control representatives are focusing Distractive Driving Awareness and TEVO training for members. A bulletin will be going out to members with resources regarding preparedness for hurricanes and tropical storms.

E. Administrator's Report

- The Regulatory checklist was included in the kit for information only.
- The Auditors were at the Administrator's office working on the 2021 Financial Audit. Caroline advised everything went smooth and there are a few items pending. The Audit Report will be presented at the June meeting.
- Caroline Conboy provided an update on the IDA claim. The Loss was less than originally expected and the Fund has been reimbursed by Chubb for the amount paid to date.
- The 2022 Coverage manuals will be distributed once an endorsement for the Public Official's policy is received.
- There was a discussion regarding recent legislation that will require police officers to be licensed. The requirements are unknown at this time since the bill has not been issued. The Fund will review from a coverage standpoint.

F. Property Appraisal Proposals from AssestWorks and HCA Asset Management were included in the kit for review and consideration. The Fund is looking to contract this service at no additional cost to members to conduct comprehensive property appraisals for Statewide members. The appraisals will provide uniform and reliable insurance values for

insurance placement. The Executive Committee agreed that a contract should be negotiated with AssetWorks.

**5. Public Comment- None**

**6. Open Executive Session**

**7. Claim Approvals**

Claim Payee Listings

Month Ending 3-31-2022

Auto Liability	\$38,206.30
General Liability	\$77,913.03
Property	\$386,066.43
Law Enforcement	\$31,996.41
Workers Compensation	\$1,162,691.35

D&H Expenses

Month Ending April 30, 2022 - \$19,597.94

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

**8. Closed Session**

A Motion to come out of Open Executive Session and go into Closed Executive Session was made at 11:17 am by Kevin Sluka and seconded by Robin Collins. All in favor. Public Session resumed at 11:43 am.

- 9.** There was a brief discussion regarding the DEP legislation involving changing the lateral lines from lead to galvanized. A review of DEP regulations will be needed to determine who is responsible for changing the lines.

**10. Adjournment**

The next meeting of the Executive Committee will be held Thursday June 16, 2022, in person at One Sylvan Way, Parsippany, NJ. The meeting will begin at 10:30AM.

Motion to adjourn the meeting was made by Kevin Sluka and seconded by Bill Eagen. All in favor. The meeting was adjourned at 11:59 am.

Respectfully submitted,

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Authorized Signature