

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

May 24, 2023

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 10:38 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
Kyle Harris (Garwood Borough)-Present
Glynn Jones (Hillside Township) Present

Alternate Executive Committee

Richard Phelan, (Town of Clinton) – Absent
Gian-Paolo Caminiti (Borough of Manville) Present- Remote
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
Richard Cushing, Gebhardt & Kiefer, P.C.
Missy Pudimott, Medlogix
Theresa Laoudis, D&H Alternative Risk Solutions
Tina Larsen, D&H Alternative Risk Solutions-Remote
Janine Leahy, D&H Alternative Risk Solutions-Remote
Kathleen Guze, D&H Alternative Risk Solutions-Remote
Rick Hazard, D&H Alternative Risk Solutions-Remote
Joe Faccione, Samuel Klein & Co.
Sandra Belgrave, Samuel Klein & Co.
Lindsay Travali, Acrisure
Tom Fitzpatrick, Fairview Insurance
Naheed Clendaniel, City of Bridgeton-Remote
Mike Restel, Wantage Township-Remote
Julie Acton, Salem County Improvement Authority-Remote

2. Secretary's Report

Approval of the April 26, 2023, Executive Committee, Open and Closed Executive Meeting Minutes. A Motion to approve the Executive Committee Meeting and Closed Executive Meeting Minutes was made by Kevin Sluka and seconded by Glynn Jones. All in favor. Kyle Harris abstained.

3. Treasurer's Report

a) Bill List- May 24, 2023

The May 24, 2023, Bill List was presented totaling \$622,482.61. A Motion to approve the May 24, 2023, bill List was made by Kevin Sluka and seconded by Bill Eagen. A roll call vote was taken, and the motion passed.

- b) Treasurer's Report as of March 31, 2023, 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, 2023, Treasurer's Report was made by Kevin Sluka and seconded by Glynn Jones. A roll call vote was taken, and the motion passed unanimously.

4. Discussion Items

- A. Medlogix Savings Reports April 2023

The Medlogix Reports for April 2023 included in the agenda kit and reviewed by Missy Pudimott.

- B. Review of Claim Payment/Settlement Authorities

Claim Number	Date of Loss	Payment
SWM083438	4/8/2023	\$ 31,837.63
SWM075799	6/20/2021	\$ 8,385.00
SWM073470	11/17/2020	\$ 28,036.00
GCBRI083445	3/31/2023	\$ 8,787.08
GCBRI083590	4/20/2023	\$ 6,222.32
GCCHE083151	3/7/2023	\$ 43,949.23
GCFLE083629	4/20/2023	\$ 11,090.50
GCJEF083229	2/9/2023	\$ 5,470.20
GCLPT083630	4/18/2023	\$ 6,840.25
GCPHI083096-01	3/5/2023	\$ 6,260.20
GCCOS083736-02	4/25/2023	\$ 15,000.00
GCSOM083559	4/18/2023	\$ 7,314.26
GCWEE083626	4/12/2023	\$ 19,000.00
GCWEE083710	4/13/2023	\$ 8,382.10

- C. Review of Claims Management Reports

The D&H new claim listings for WC and All Lines from 4/1/203 to 4/30/23 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. An Active Shooter response training and First Amendment Audit training for members will be developed and offered by Safety and Loss Control Representatives. The Fund has worked with St Luke's to conduct fit testing medical review at a lower cost. Members interested in the program should reach out to their loss control representatives for more information. Jim Philbin is looking to become an instructor for the "Below 100" for police officers. David Berkenbush completed his fire instructor training.

- E. Administrator's Report

- The Administrator's office participated in several member safety meetings.
- Caroline Conboy advised an installation meeting for Old Bridge MUA was held to introduce the Fund professionals.
- The Administrator's office is starting to work on the 2024 Fund year.
- The Fund auditors are currently working on the financial audit.

- F. Resolution EC23-40 Amending 2023 Fund Year Budget.

A motion to approve the Amended 2023 Fund Year Budget was made by Bill Eagen and seconded by Kevin Sluka. A roll call vote was taken and the motion passed.

G. Safety Grants:

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

- I. Byram Township
- II. Hamburg Borough
- III. Long Branch City
- IV. Town of Newton

A Motion to approve the 2023 Safety Grants for Byram Township, Hamburg Borough, Long Branch City, and the Town of Newton was made by Bill Eagen seconded by Glynn Jones. A roll call was taken, all in favor. Tom Russo abstained on the Town of Newton.

5. Public Comment- None

6. Open Executive Session began at 11:35 am.

7. Claim Approvals

Claim Payee Listings

Month Ending 4-30-2023.

Auto Liability	\$37,950.68
General Liability	\$70,775.04
Property	\$24,764.64
Law Enforcement	\$19,598.40
Workers Compensation	\$564,717.99

D&H Expenses

Month Ending April 30, 2023 - \$23,780.03

A motion for approval of payment authorizations, payee listings, and D&H Expenses as discussed was made by Bill Eagen and seconded by Glynn Jones. 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 to discuss litigation claims and contract negotiations was made at 11:46 am by Glynn Jones and seconded by Kyle Harris. All in favor. Public Session resumed at 12:06 pm.

9. Adjournment

The next meeting will be held on Wednesday June 28, 2023, at One Sylvan Way, Parsippany, NJ 07054. The meeting will begin at 10:30 am.

Motion to adjourn the meeting was made by Kevin Sluka and seconded by Glynn Jones. All in favor. The meeting was adjourned at 12:07 pm.

Respectfully submitted,

Authorized Signature

