

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

September 21, 2021

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 10:39 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
Maryellen Brennan (Springfield Township) – Present
Matt Hall (Borough of Washington) – Absent
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

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.
Theresa Laoudis, D&H Alternative Risk Solutions
Ivan Cohen, I-Core System, Inc.
Missy Pudimott, Medlogix
Dr. John More, Response Law
Joseph J. Faccone, Samuel Klein & Co.
Sandra Belgrave, Samuel Klein & Co.
Tom Fitzpatrick, Fairview Insurance

2. Secretary's Report

Approval of the August 17, 2021, Meeting Minutes, Executive Committee, and Closed Executive Session Meeting Minutes. A motion to approve the August 17, 2021, Meeting Minutes was made by Robin Collins and seconded by Maryellen Brennan. All in favor, the motion passed unanimously. Bill Eagen abstained.

3. Treasurer's Report

a) Bill List- September 21, 2021

The September 21, 2021, Bill List was presented totaling \$355,374.97. Motion to approve the September 21, 2021, 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 July 31, 2021, was included in the kit and reviewed by the Joseph Faccone from Samuel Klein and Company.

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

4. Discussion Items

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

B. Review of Claim Payment/Settlement Authorities

I. **Medlogix Request for Medical Bill Payment Authorizations**

Claim Number	Date of Loss	Payment Amount
SWM073690	12/8/2020	\$21,980.93

II. **D&H Requests for AL Settlement&/or Payment Authorizations**

Claim Number	Date of Loss	Payment Amount
GCCRA074561-02	2/10/2021	\$12,500.00
GCFRE074470	2/16/2021	\$15,430.00
GCLBRO74559	2/23/2021	\$38,981.66
GCLBR075807-01	6/4/2021	\$11,839.13
GCJEF076253	7/28/2021	\$7,434.94
GCMAN075480-01	5/17/2021	\$7,006.38

C. Review of Claims Management Reports

The D&H new claim listings for WC and All Lines from 8/1/21 to 8/31/21 were reviewed.

D. Dr. John More owner of Response Law thanked the Executive Committee for the opportunity to work with Statewide. Dr. More gave a brief overview of his background, he was a litigator in Philadelphia for 18 years and he specialized in municipalities including public service. His company will be providing risk reduction through physical training, along with the legal aspects and tactical crisis management.

E. 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 the focus for the month of October will be Cyber Security. Loss Control representatives will be reviewing the Cyber assessment reports with towns to see what has been done or needs to be done. COVID 19 changes will be coming in October, and could affect municipalities and loss control representatives will be reviewing the changes with members at the safety meetings and making sure they have plans and forms in place.

E. Administrator's Report

- Caroline Conboy discussed the impacted from hurricane Ida and advised that the Fund hired Rapid Recovery to help towns with restoration. The adjuster assigned through Chubb is located in Kansas City, and they have agreed to hire Paul Schaetzle, through Sedgwick Claims. Paul is very familiar with the Fund towns, since he worked with them during hurricane Irene & Sandy. Caroline stated she is waiting for the damage assessments from Paul and will provide an update at the next meeting.
- Caroline Conboy advised the Fund's incurred from COVID is over \$1 million and continues to grow. This will impact the Fund's Actuarial finding and the loss funding. Caroline noted some towns are becoming relaxed and not following proper protocols. Loss Control Representatives will be addressing these issues at Safety Meetings.
- The Fund and Medlogix will be co-hosting a party at the NJLM in November.

5. Public Comment- None

6. Open Executive Session

- a. Subrogation Compromise-City of Salem

7. Claim Approvals

Claim Payee Listings

Month Ending 8-31-2021

Auto Liability	\$20,365.05
General Liability	\$52,152.06
Property	\$66,169.92
Law Enforcement	\$12,220.44
Workers Compensation	\$754,145.06

D&H Expenses

Month Ending August 31, 2021 - \$4,280.00

A motion for approval of payment authorizations, payee listings, and D&H Expenses as discussed was made by Robin Collins and seconded by MaryEllen Brennan. Roll call vote was taken, all in favor; James Cryan abstained from claim numbers GCCRA074561-02 and Bill Eagen abstained from claim number GCJEF076253.

8. Closed Session

A Motion to go into Closed Executive Session was made at 11:10 am by Kevin Sluka and seconded by James Cryan. Public Session resumed at 12:19 pm.

9. Adjournment

The next meeting of the Executive Committee will be held Tuesday October 19, 2021, 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 Robin Collins. All in favor. The meeting was adjourned at 12:20 pm.

Respectfully submitted,

Authorized Signature