

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

September 27, 2023

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.

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) – Present
Robin Collins (Township of Chester) – Present
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) – Absent
Peter DeBoer (Township of Washington) – (remote)

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
Rich Duthie, Pinnacle Risk
Joe Faccone, Samuel Klein & Company
Ron Tappan, Sussex County
Theresa Laoudis, D&H Alternative Risk Solutions
Frank Covelli, Professional Insurance Associates
Sandra Belgrave, Samuel Klein & Company
Genevieve Crothers, Barclay Group (remote)
Tina Larsen, D&H Alternative Risk Solutions (remote)
Michael Restel, Wantage Township (remote)
Naheed Clendaniel, Bridgeton City (remote)
Diane Sherry, Springfield Township (remote)
Michelle Smith, Old Bridge MUA (remote)
Donald Sciolaro, World Insurance Associates (remote)
Tom Narolewski, Barclay Group (remote)
Helen Goodwin, Hardenbergh Insurance Group (remote)
Julie Acton, Salem County Improvement Authority (remote)
Wendy Barras, Mansfield Township (remote)

2. Secretary's Report

Approval of the August 23, 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 Kyle Harris. All in favor.

3. Treasurer's Report

a) Bill List- September 27, 2023

The September 27, 2023, Bill List was presented totaling \$362,114.74. A Motion to approve the September 27, 2023, bill List was made by Bill Eagen and seconded by Glynn Jones. A roll call vote was taken, and the motion passed.

- b) Treasurer's Report as of July 31, 2023, was included in the kit and reviewed by Joe Faccone of Samuel Klein & Company. There were no questions or comments.

Motion to approve and accept the July 31, 2023, Treasurer's Report was made by Matt Hall and seconded by Bill Eagen. A roll call vote was taken, and the motion passed unanimously.

4. Discussion Items

A. Medlogix Savings Reports August 2023

The Medlogix Reports for August 2023 included in the agenda kit and reviewed by Missy Pudimott. There were no questions.

B. Review of Claim Payment/Settlement Authorities

Claim Number	Date of Loss	Payment
SWM082978	2/23/2023	\$ 34,259.28
SWM083797	5/8/2023	\$ 64,097.58
SWM080468	6/28/2022	\$ 60,618.96
SWM083467	4/12/2023	\$ 26,200.00
SWM083737	4/18/2023	\$ 43,518.81
SWM083737	4/18/2023	\$ 29,562.48
SWM074704	3/4/2021	\$ 21,094.63
SWM076568	9/1/2021	\$ 20,317.50
SWM062740	4/16/2018	\$ 6,765.75
SWM053066	2/22/2016	\$ 11,923.00
SWM074422	2/9/2021	\$ 19,320.00
SWM069163	9/18/2019	\$ 5,160.00
GCALL084702	2/23/2023	\$ 7,166.15
GCGRE083871	5/14/2023	\$ 8,867.97
GCLBR084813	6/23/2023	\$ 11,591.08
VACOS082751	1/31/2023	\$ 5,578.00
GCCOS085105	8/14/2023	\$ 37,471.89
GCSEC084879	8/4/2023	\$ 7,027.52

C. Review of Claims Management Reports

The D&H new claim listings for WC and All Lines from 8/1/2023 to 8/31/2023 were reviewed.

- D. Loss Control Report- Loss Control conducted a New Jersey Clerks Association training and it was very well received. In October, Loss Control will be focusing on fire prevention and cyber security awareness. Bulletins will be sent out to members with information regarding cyber security and the importance of strong passwords and MFAs. How to recognize and report phishing emails. Training is available on the Cowbell website. Bill reminded everyone the importance of software updates to help stop ransomware attacks. Loss Control will be hosting the Snowplow Rodeo on October 20th, November 3rd, and December 8th. In 2024, loss control with focus on recreation departments to make sure background checks on conducted on any volunteers working events with children.

E. Administrator's Report

- The administrator's office is working on the 2024 renewal and underwriting has been submitted to carrier partners.
- One of the goals for 2024 with administration will focus on being proactive with exposures and managing risks regarding employment practices liability.
- Caroline advise she attended many members Safety Meetings.

- The Administrator's office is working on new business. Caroline was pleased to advise East Greenwich Township and Egg Harbor City have elected to join the Fund in 2024.

F. Fund Attorney's Report – Dick Cushing will be updating the Fund's policies to remain current. He also discussed the number of lawsuits in the state due to PFAs in the water. He expects the state will be amending water requirements to mitigate the problem.

G. Safety Grants:

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

- I. Keansburg Borough
- II. Fredon Township
- III. Vernon Township
- IV. Wantage Township

A Motion to approve the Safety Grants for Keansburg Borough, Fredon Township, Vernon Township, and Wantage Township was made by Bill Eagen and was seconded by Matt Hall. A roll call was taken, all in favor.

5. Public Comment - None

6. Open Executive Session - None

7. Claim Approvals

Claim Payee Listings

Month Ending 8-31-2023.

Auto Liability	\$22,816.21
General Liability	\$32,186.20
Property	\$37,971.58
Law Enforcement	\$33,347.50
Workers Compensation	\$859,094.71

D&H Expenses

Month Ending August 31, 2023 - \$34,093.98

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

8. Closed Session

A Motion to go into Closed Executive Session to discuss pending litigation was made at 11:48 am by Glynn Jones and seconded by Bill Eagen. All in favor. Public Session resumed at 12:47 pm.

9. Adjournment

The next meeting will be held on Wednesday, October 25, 2023, at One Sylvan Way, Parsippany, NJ 07054. The meeting will begin at 10:30 am.

Motion to adjourn the meeting was made by Matt Hall and seconded by Kyle Harris. All in favor. The meeting was adjourned at 12:48 pm.

Respectfully submitted,

Authorized Signature