

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

**December 15, 2020**

**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 10:33 am.

**Roll Call of the Executive Committee**

Thomas S. Russo, Jr., Chairman (Town of Newton) – Present  
Rich Phelan, Vice Chairman (Town of Clinton) – Present  
William Eagen, Secretary (Jefferson Township) –Present  
George Kallert (Weehawken Township) – Absent  
Kevin Sluka (Somerville Borough) – Present  
Maryellen Brennan (Springfield Township) – Present  
Matt Hall (Borough of Washington) – Present

**Alternate Executive Committee**

Robin Collins (Chester) – Present  
Jamie Cryan, (Cranford) – Absent  
Brett Radi (Manville) – Present

**Also Present:**

Caroline J. Conboy, Fund Administrator  
Maira 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  
Richard Hazard, D&H Alternative Risk Solutions  
Theresa Laoudis, D&H Alternative Risk Solutions  
Ivan Cohen, I-Core System, Inc.  
Missy Pudimott, Medlogix  
Lyndsay Travali, Acrisure

**2. Secretary's Report**

Approval of the November 17, 2020 Executive Committee Meeting Minutes, Open and Closed Executive Committee Meeting Minutes. A motion to approve the November 17, 2020. Executive Committee, Open Executive and Closed Executive Committee Meeting Minutes was made by Kevin Sluka and seconded by Bill Eagen. Rich Phelan, Maryellen Brennan and Brett Radi abstained.

**3. Treasurer's Report**

**A. Bill List- December 15, 2020**

**B. Treasurer's Report as of September 30, 2020 was reviewed.**

The December 15, 2020 Bill List was presented totaling \$297,188.81 and the Treasurer's Report was reviewed. A motion to approve the December 15, 2020 bill list and accept the October 31, 2020 Treasurer's Report was made by Kevin Sluka and seconded by Mary Ellen Brennan. A roll call vote was taken, and the motion passed unanimously.

#### 4. Discussion Items

##### A. Medlogix Savings Reports for November 2020

The Savings reports included in the agenda kit were reviewed by Missy Pudimott. Missy advised there are 38 open COVID 19 cases, they are mostly potential exposures and are resolving quickly.

##### B. Review of Claim Payments/Settlement Authorities

###### 1. Medlogix Requests for Medical Bill Payment Authorization

SWM071103	3/3/2020	\$23,675.20
-----------	----------	-------------

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

SWM058213	4/3/2017	\$36,905.25
SWM068794	8/19/2019	\$18,450.00
SWM040424	10/6/2012	\$253,530.00
SWM059689	7/21/2017	\$9,631.70
SWM064011	7/16/2018	\$10,543.75
SWM045594	4/17/2014	\$101,418.75

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

GCWEE073381	11/8/2020	\$15,260.00
GCTEW073413	11/8/2020	\$15,315.45
GCTEW073310	11/1/2020	\$7,921.45
GCSEC073178-02	10/20/2020	\$105,085.00
GCPRE073370	11/6/2020	\$12,022.78
GCNWT073492	10/29/2020	\$11,943.01
GCHAR073239	10/25/2020	\$9,449.52
GCCRA073536	11/19/2020	\$6,424.77
GCLBR073195-01	10/20/2020	\$7,064.49

##### C. Review of Claims Management Reports:

The D&H new claim listings for WC and All Lines from 11/1/20 to 11/30/20 were reviewed.

##### D. Loss Control Report

Bill Ruch reported that Risk Control representatives will be limiting their on-site trainings due to the increase in COVID-19 cases. PMA has pulled their Risk Control off the road until January. They will continue to support our members via teleconferencing and virtual meetings. The plan for the first quarter of 2021, consultants will be focusing on scheduling and conducting safety meetings. The second quarter of the year will be to complete inspections such as playgrounds, pools, and facilities. Once the indoor gathering restrictions are increased on-site trainings will

resume. Third and Fourth quarters will be focused on member trainings, with the possibly of conducting regional trainings. A recent bulletin was posted on the Fund's website with information on options to reduce quarantine for anyone who may have been exposed to someone with SARS-CoV-2 infection using symptom monitoring and diagnostic testing.

With the recent rollout of the COVID-19 vaccine there has already been large number of people who do not intend to get vaccinated, (recent FDNY survey found 55% of uniformed firefighters will NOT get the vaccination). Since the first phase of vaccinations will focus on the elderly and our frontline health care workers and the second phase will be for essential worker's we should start having discussions with our labor attorneys about what rights and obligations a town must require employees to be vaccinated. Currently there is no State law in New Jersey that requires vaccination against COVID-19. Additionally, the federal government cannot require anyone to receive a vaccine that has not been fully approved by the FDA.

#### **E. Administrator's Report**

- Caroline Conboy advised the administrator's office has been working on new business proposals and carrier renewals. She will discuss contract negotiations in closed session.
- Several safety meetings were attended, all virtually.
- The Administrator's office is working on the annual reorganization meeting and working on the logistics of the voting process and the presentation of the awards.

#### **F. Safety Grant Applications-**

The following Safety Grants were reviewed:

- i. Bridgeton City
- ii. Egg Harbor City
- iii. Franklin Borough
- iv. Green Township
- v. Hightstown Borough
- vi. Lafayette Township
- vii. Lebanon Township
- viii. Long Branch City
- ix. Mansfield Township
- x. Manville Borough
- xi. Neptune Township Sewerage Authority
- xii. Pittsgrove Township
- xiii. Somerville Borough
- xiv. Stillwater Township
- xv. Sussex County
- xvi. Sussex County MUA
- xvii. Tewksbury Township
- xviii. Vernon Township
- xix. Washington Borough

The grant approval worksheets were reviewed by Bill Ruch. A motion to approve grants 1-17 was made by A roll call was taken. Matt Hall abstained on the Washington Borough. Brett Radi abstained on the Manville Borough grant. Kevin Sluka abstained on the Somerville Borough grant

#### **5. Public Comment- None**

**6. Claim Approvals**

Month Ending 11-30-2020

Auto Liability	\$9,855.53
General Liability	\$59,902.62
Property	\$49,477.83
Law Enforcement	\$24,194.74
Workers Compensation	\$448,002.78

D&H Expenses

Month Ending November 30, 2020 - \$7,174.87

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

**7. Open Session- N/A**

**8. Closed Executive Session**

At 11:21am a Motion to come out of Public Session and enter Closed Executive Session to discuss pending litigation and contract negotiations was made by Rich Phelan and seconded by Maryellen Brennan. The Executive Committee and Fund Professionals remained on the video/conference call. Public Session resumed at 11:34 am.

**9. Resolution EC 20-42** Resolution to Adopt the 2021 Fund Year Budget. A motion was made by Bill Eagen and seconded by Rich Phelan to Adopt the 2021 Fund Year Budget. Roll Call was taken.

**10. Adjournment**

The next meeting of the Executive Committee will be held remotely on Tuesday February 16, 2020. The meeting will begin at 10:30AM.

Motion to adjourn the meeting was made by Matt Hall and seconded by Kevin Sluka. All in favor. The meeting was adjourned at 11:35 am.

Respectfully submitted,

---

Authorized Signature