

STATEWIDE INSURANCE FUND

One Sylvan Way, Parsippany, NJ 07054

October 10, 2019

Executive Committee Meeting Minutes

1. Call to Order and Roll Call:
The meeting was called to order by Thomas S. Russo, Jr. at 10:36 am at One Sylvan Way, Parsippany, NJ. The Statement of Adequate Notice was read by Thomas S. Russo, Jr: "Adequate notice of this meeting has been provided, indicating the time and place of the meeting and the proposed agenda, which notice was posted, made available to the newspapers and filed with the clerks of the officials members in accordance with Chapter 231 of the Public Laws of 1975."

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 (Township of Weehawken) – Present
Kevin Sluka (Borough of Somerville) – Present
Maryellen Brennan (Springfield Township) –Present

Alternate Executive Committee

Michele Hovan (Borough of Hopewell) – Absent
Peter DeBoer, (Washington Township) – Absent
Matthew Hall (Borough of Washington) – Present

Also Present:

Caroline J. Conboy, Fund Administrator
Moiria Kenah, Office of the Administrator
MaryAnn Leuthe, Office of the Administrator
Leslie Parikh, Gebhardt & Kiefer, P.C.
Ivan Cohen, I-Core System, Inc.
Bill Ruch, PMA
John Matthews, PMA
Missy Pudimott, Medlogix
Sue Hammer, D&H Alternative Risk Solutions, Inc.
Theresa Laoudis, D&H Alternative Risk Solutions, Inc.
Rick Hazard, D&H Alternative Risk Solutions, Inc.
Marvin Lustbader, Samuel Klein and Company
Rich Duthie, Pinnacle Risk

2. Secretary's Report
 - a) September 12, 2019 Loss Control Meeting Minutes
 - b) September 12, 2019 Executive Committee and Executive Session Meeting Minutes.
One correction in the closed executive minutes noted by Tom Russo, the time should be pm.

Approval of the September 12, 2019 Meeting Minutes- Motion to approve the Loss Control meeting minutes, Executive Committee and Executive Session meeting Minutes was made by Rich Phelan and seconded by George Kallert and passed unanimously. Matthew Hall and Bill Eagen abstained.

3. Treasurer's Report
 - a) The October 10, 2019 Bill List was presented totaling \$363,109.10. Motion to approve the Bill List was made by Bill Eagen and seconded by Maryellen Brennan. A roll call vote was taken, the motion passed unanimously.

- b) Treasurer's Report as of August 31, 2019 was presented by Marvin Lusbader. A motion to accept the Treasurer's Report was made by George Kallert and seconded by Bill Eagen. A roll call vote was taken, the motion passed unanimously.

4. Discussion Items

A. Medlogix Savings Report –September 2019

The report included in the agenda kit was reviewed by Missy Pudimott.

B. Administrator's Report

- Caroline Conboy advised that Safety Committee meetings for Long Branch, West Amwell, Bridgeton, Manville, Sussex County, Newton and Somerville were attended.
- Carrier meetings are being schedule with regard to the 2020 renewal. There is an additional carrier reviewing the Excess WC.
- Statewide will be hosting an event with Medlogix in November at the NJLM.
- The New Jersey DOBI continues with the audit of the Fund at the Administrator's office.
- Ms. Conboy advised that John Moore, an attorney and business owner for Risk Control, will be the guest speaker at the 2020 Reorganization meeting in February. He is a dynamic speaker who previously conducted a seminar geared towards law enforcement that was excellent.
- A check in the amount of \$139,393.97 was received with regard to the WC reinsurance recovery matter that has been ongoing with Swiss Reinsurance for Fund Year 1999.

C. Resolution EC19-35 Service Agreement for Assetworks LLC

Caroline Conboy advised the resolution is to enter into an agreement with Assetworks to conduct appraisals for Sussex County's. The Fund may want to explore using this service for several members per year to ensure any property \$150k or more is correct.

A motion was made to approve Resolution EC19-35 Service Agreement for Assetworks, LLC by Rich Phelan and seconded by Matthew Hall. Roll call vote was taken, the motion passed unanimously.

D. SIF Safety Grant Applications

Byram Township- The grant approval worksheet was reviewed by Bill Ruch from PMA. A motion to approve the safety grant for Byram Township was made by George Kallert and seconded by Rich Phelan. Roll call was taken, the motion passed unanimously

5. Public Comment –None

6. Open Executive Session. Open Executive Session began at 10:48

7. Closed Executive Session. A motion to come out of Open Session and move into Closed Session to discuss pending litigation and contracts was made at 10:49 am by Kevin Sluka and seconded by Matthew Hall. Public Session resumed at 11:55 am.

8. Claim Approvals:

D&H AL Requests for Settlement &/or Payment Authorizations

Claim Number	Date of Loss	Payment
GCSWA068369	7/10/2019	\$5,950.00
GCSWA068926	08/28/2019	\$8,058.62
GCSWA067720	8/9/2019	\$16,167.31
GCSWA068899	08/23/2019	\$8,213.35
GCSWA063858	6/22/2018	\$95,286.97
GCSWA069133	9/4/2019	\$15,565.00
GCSWA069147	09/18/2019	\$5,321.09

D&H WC Requests for Settlement &/or Payment Authorizations

Claim Number	Date of Loss	Payment Amount
SWM024425	09/07/2007	\$5,685.00
SWM061582	11/18/2017	\$5,244.88

Claim Payee Listings

Month Ending 9-30-2019

Auto Liability	\$22,186.51
General Liability	\$79,721.91
Property	\$291,145.23
Law Enforcement	\$34,578.40
Workers Compensation	\$477,915.72

D&H Expenses

Month Ending September 30, 2019 - \$16,457.54

Motion for the approval of payment authorizations, payee listings, and settlement authorities discussed in open session and closed executive session was made by Bill Eagen and seconded by Rich Phelan and passed unanimously. Roll call was taken.

9. **Adjournment**

Motion to adjourn the meeting was made by Bill Eagen and seconded by George Kallert. All in favor. The meeting was adjourned at 11:56 am. The next meeting will be held on Thursday November 14, 2019.

Respectfully submitted,

Authorized Signature