

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

February 16, 2021

EXECUTIVE COMMITTEE REORGANIZATION 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 Reorganization meeting began at 1:07 pm.

2. Roll Call of the Executive Committee

Thomas S. Russo, Jr., Chairman (Town of Newton) – Present
Kevin Sluka, Vice Chair (Borough of Somerville)- Present
William Eagen, Secretary (Jefferson Township) –Present
Maryellen Brennan (Springfield Township) – Present
Matt Hall (Borough of Washington) – Present
Robin Collins (Township of Chester)-Present
Jamie Cryan (Township of Cranford) -Present

Alternate Executive Committee

Rich Phelan (Town of Clinton) – Absent
Brett Radi (Manville Borough) – Absent
Peter DeBoer (Township of Washington)-Absent

Also Present:

Caroline J. Conboy, Fund Administrator
Maira Kenah, Office of the Administrator
Sharyn Tagliareni, Office of the Administrator
Mary Ann Leuthe, Office of the Administrator
Bill Ruch, Office of Administrator
Richard Cushing, Gebhardt & Kiefer, P.C.
Wayne Dietz, D&H Alternative Risk Solutions
Lynn Stickle, 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.
John Matthews, PMA Group
Missy Pudimott, Medlogix
Kelly Smith, Harmony Township
Charles Voelker, Vernon Township
Dena Hrebenak, Mansfield Township
Lisa Tilton, Buena Vista Township
Michele Bobrowski, Alexandra Township
Joseph Sabatini, Byram Township
Lindsay Travali, Acrisure
Peggy Riggio, Hightstown Borough
Catherine Miller, Holland Township
Lynda Knott, Stillwater Township
Sallie Graziano, Flemington Borough
Julie Acton, Salem County Improvement Authority

3. Secretary's Report

Approval of the December 15, 2020 Executive Committee Meeting Minutes, and Closed

Executive Committee Meeting Minutes. Motion to approve the December 15, 2020 Executive Committee and Closed Executive Committee Meeting Minutes was made by Kevin Sluka and seconded by Bill Eagen. All in favor.

4. Treasurer's Report

a) Bill List- February 16, 2021

The February 16, 2021 Bill List was presented totaling \$11,946,259.87.

Motion to approve the Bill List was made by Kevin Sluka and seconded by Maryellen Brennan. A roll call vote was taken, the motion passed unanimously.

b) Treasurer's Report as of December 31, 2020 was reviewed. Caroline Conboy advised the Fund had a few CD's that renewed on 2-8-21 with Valley Bank.

Motion to approve and accept the December 31, 2020 Treasurer's Report was made by Bill Eagen and seconded by Kevin Sluka. A roll call vote was taken. The motion passed unanimously.

5. 2021 Fund Year Resolutions and Certification

- a. Resolution EC #21-1 Appointing Fund Attorney
- b. Resolution EC #21-2 Appointing Special Counsel
- c. Resolution EC #21-3 Appointing Defense Attorneys
- d. Resolution EC #21-4 Appointing Auditor
- e. Resolution EC #21-5 Appointing Actuary
- f. Resolution EC #21-6 Designating Certifying and Approving Officer
- g. Resolution EC #21-7 Permitting Administrator to Authorize Claims
- h. Resolution EC #21-8 Appointing Agent for Service of Process
- i. Resolution EC #21-9 Authorizing Cash Management Plan
- j. Resolution EC #21-10 Regarding Interest on Past Due Assessments
- k. Resolution EC #21-11 Authorizing Signatures
- l. Resolution EC #21-12 Designating Depositories for Funds
- m. Resolution EC #21-13 Establishing Trust Fund
- n. Resolution EC #21-14 Establishing Claim Fund and Administrative Accounts
- o. Resolution EC #21-15 Designating Newspapers
- p. Resolution EC #21-16 Awarding Polices/Contract for Coverages Afforded by the Fund
- q. Resolution EC #21-17 Authorizing Signatures for Purchase of CDs
- r. Resolution EC #21-18 Appointing Administrative Consultant
- s. Resolution EC #21-19 Appointing A Public Agency Compliance Officer
- t. Resolution EC #21-20 Amending Meeting Dates for 2021
- u. Resolution EC #21-21 Appointing Risk Management Consultants-Fair
- v. Resolution EC #21-22 Appointing Risk Management Consultants- Non-Fair
- w. Resolution EC #21-23 Appointing TPA for AL, WC and Law Enforcement Liability Claims
- x. Resolution EC #21-24 Appointment of Independent Claim Vendors
- y. Resolution EC #21-25 Appointing Investment Committee
- z. Resolution EC #21-26 Authorizing Extension of Contract with Meyner Center
- aa. Resolution EC #21-27 Authorizing Extension of Contract with Enquiron
- bb. Resolution EC #21-28 Appointing Safety and Loss Control Providers
- cc. Resolution EC #21-29 Adopting Risk Management Plan
- dd. Resolution EC #21-30 Authorizing Extension of Pivot Point Agreement
- ee. Resolution EC #21-31 Appointing Defense Attorneys Non Fair
- ff. Resolution EC #21-32 Appointing Special Counsel Coverage
- gg. Resolution EC #21-33 Resolution of Appreciation for George Kallert
- hh. Resolution EC #21-34 Resolution of Appreciation for Richard Phelan

1. Certifications

- a. EUS Certification Auto, General Liability Insurance & Law Enforcement Liability
- b. EUS Certification Boiler & Machinery Insurance
- c. EUS Certification Crime Insurance
- d. EUS Certification Cyber Liability Insurance
- e. EUS Certification Environmental Impairment Liability Insurance
- f. EUS Certification Environmental Liability and UST
- g. EUS Certification Excess Cyber Liability
- h. EUS Certification Excess Environmental
- i. EUS Certification Excess Workers' Compensation Insurance
- j. EUS Certification JIF Crime Insurance
- k. EUS Certification JIF E&O Insurance
- l. EUS Certification JIF Package Insurance
- m. EUS Certification Non-Owned Aircraft Insurance
- n. EUS Certification Professional POL EPL
- o. EUS Certification Professional LE
- p. EUS Certification Property Insurance
- q. EUS Certification Public Officials and Employment Practices Insurance
- r. EUS Certification Umbrella Insurance
- s. EUS Certification Workers Compensation Insurance
- t. EUS Certification Administrative Consultant
- u. EUS Certification Appointment of Administrator
- v. EUS Certification Managed Care Organization
- w. EUS Certification Safety and Loss Control
- x. EUS Certification TPA WC, AL & LE
- y. EUS Certification Treasurer
- z. Certification Sufficiency of Funds

Mr. Russo proposed that Resolutions 1-34 and Certifications a-z listed above be voted on via consent agenda and asked if there were any items to be pulled for discussion. Item AA Resolution 21-27 was pulled for discussion. A motion to approve items listed Resolutions A through HH and Certifications A through Z I was made by Kevin Sluka and seconded by Maryellen Brennan and a roll call vote was taken. The motion passed unanimously.

Item AA was discussed-Resolution EC21-27 Authorizing Extension of Contract with Enquiron. Included with the resolution were 3 proposed terms and rates for the contract renewal. The Executive Committee authorized a 3-year extension with Enquiron. A motion to approve Resolution EC 21-27 was made by Robin Collins and seconded by Bill Eagen. A roll call was taken. The motion passed unanimously.

6. Discussion Items

A. Review of Claim Payment/Settlement Authorities

1. Medlogix Requests for Medical Bill Payment Authorizations

SWM022714	12/12/2006	\$20,938.00
SWM057427	1/26/2017	\$44,985.51
SWM057427	1/26/2017	\$27,950.40
SWM057427	1/26/2017	\$32,576.81

SWM073764	12/17/2020	\$20,810.23
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2. D&H Requests for WC Settlement &/or Payment Authorizations

SWM066869	3/11/2019	\$10,000.00
SWM067659	5/18/2019	\$39,250.00
SWM061080	11/14/2017	\$10,000.00
SWM069825	11/11/2019	\$19,372.50
SWM066036	12/17/2018	\$124,650.00
SWM062968	4/27/2018	\$11,929.50
SWM060705	10/30/2017	\$30,840.00

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

GCTEW073310	11/1/2020	\$61,347.67
GCSEC74295	12/18/2020	\$12,408.00
GCPHI073865	12/24/2020	\$5,073.06
GCMAN07401	12/22/2020	\$8,555.00
GCIEF073552	11/15/2020	\$9,775.03
GCLBRO73624	10/18/2020	\$13,769.00
GCHIL073503	11/18/2020	\$5,772.23
GCBRI073990	1/7/2021	\$15,479.00

B. Review of Claims Management Reports

The D&H new claim listings for WC and All Lines from 12/1/20 to 12/31/20 and 1/1/21 to 1/31/21 were reviewed.

C. Loss Control Report

Bill Ruch provided an update on the work that the loss control representatives have been doing with member towns. He advised they have been going out to towns and following all the guidelines. The OSHA 300 logs should be posted to avoid any PEOSHA violations. There is an uptick in COVID-19 cases. Bill stressed that towns should be following the Governor's executive order and wearing PPE. There is information available on Enquiron's website regarding the COVID-19 vaccine and the Best Practices for employers and sample policies for towns whether they chose to mandate the vaccine.

Caroline Conboy opened a discussion regarding ash trees and how towns address the risk and danger they present. Removing them may not mitigate any issues.

The Fund is working on implementing a learning management system.

D. Medlogix Savings Report December 2020 and January 2021. The Medlogix reports included in the agenda kit was reviewed by Missy Pudimott. A medical seminar hosted by Medlogix is and Kessler will be held 2/24/2021. Missy advised if anyone is interested, she will be happy to forward the invitation.

E. Administrator's Report

Since the last meeting the property, cyber and pollution coverage for the renewal was finalized as well as new business submissions and renewal proposals.

New Jersey Assembly Bill #2617 was included in the kit for review. This bill is problematic for employers for many reasons, it attempts to turn a statutory benefits law, the NJ Workers' Compensation Act into an employee protection statute. The Executive Committee agreed they should oppose this bill.

7. Public Comment

There was no public comment.

8. Open Executive Session

9. Approvals

A motion of approval of payment authorizations, payee listings, and settlement authorities discussed as discussed in Executive Session was made by Bill Eagen and seconded by Jamie Cryan and passed. Roll call was taken. All in favor.

At 1:48 pm, a Motion to come out of Public Session and enter Closed Executive Session to discuss pending litigation was made by Maryellen Brennan and seconded by Kevin Sluka. Public session resumed at 2:00 pm.

10. Closed Executive Session

11. Motion to Adjourn

The next meeting of the Executive Committee will be held Tuesday, March 16, 2021 The meeting will begin at 10:30 am.

Motion to adjourn the meeting was made by Bill Eagen and seconded by Jamie Cryan. All in favor. The meeting was adjourned at 2:02 pm.

Respectfully submitted,

Authorized Signature