

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

February 6, 2020

EXECUTIVE COMMITTEE REORGANIZATION MEETING MINUTES

1. Call to Order

The Statewide Insurance Fund held an Executive Committee Meeting at the Park Avenue Club, Florham Park, NJ. 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
Maryellen Brennan (Springfield Township) – Present
William Eagen (Jefferson Township) – Present
George Kallert (Weehawken Township) – Present
Kevin Sluka (Somerville Borough) – Present
Rich Phelan, Secretary (Town of Clinton) – Present
Matt Hall (Borough of Washington) – Present

Alternate Executive Committee

Robin Collins (Chester) – Absent
Jamie Cryan, (Cranford) – Absent
Brett Radi (Manville) – 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
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.
Dave Weightman, PMA Group
Bill Ruch, PMA Group
John Matthews, PMA Group
Missy Pudimott, Medlogix
Maria Longworth, Medlogix

3. Secretary's Report

Approval of the December 12, 2019 Loss Control Meeting Minutes, Executive Committee Meeting Minutes, and Closed Executive Committee Meeting Minutes. Motion to approve the December 12, 2019 Loss Control, Executive Committee and Closed Executive Committee Meeting Minutes was made by Bill Eagan and seconded by Kevin Sluka. All in favor. George Kallert Abstained.

4. Treasurer's Report

a) Bill List- February 6, 2020

The February 6, 2020 Bill List was presented totaling \$10,021,317.40.

Motion to approve the Bill List was made by George Kallert and seconded by Rich Phelan. A roll call vote was taken, the motion passed unanimously.

b) Treasurer's Report as of December 31, 2019 was reviewed.

Motion to approve and accept the December 31, 2019 Treasurer's Report was made by Matt Hall and seconded by Bill Eagen. A roll call vote was taken. The motion passed unanimously.

5. 2020 Fund Year Resolutions and Certification

1. Resolutions

- a. Resolution EC #20-1 Appointing Fund Attorney
- b. Resolution EC #20-2 Appointing Special Counsel
- c. Resolution EC #20-3 Appointing Defense Attorneys
- d. Resolution EC #20-4 Appointing Auditor
- e. Resolution EC #20-5 Appointing Actuary
- f. Resolution EC #20-6 Designating Certifying and Approving Officer
- g. Resolution EC #20-7 Permitting Administrator to Authorize Claims
- h. Resolution EC #20-8 Appointing Agent for Service of Process
- i. Resolution EC #20-9 Authorizing Cash Management Plan
- j. Resolution EC #20-10 Regarding Interest on Past Due Assessments
- k. Resolution EC #20-11 Authorizing Signatures
- l. Resolution EC #20-12 Designating Depositories for Funds
- m. Resolution EC #20-13 Establishing Trust Fund
- n. Resolution EC #20-14 Establishing Claim Fund and Administrative Accounts
- o. Resolution EC #20-15 Designating Newspapers
- p. Resolution EC #20-16 Awarding Polices/Contract for Coverage
- q. Resolution EC #20-17 Authorizing Signatures for Purchase of CDs
- r. Resolution EC #20-18 Appointing Administrative Consultant
- s. Resolution EC #20-19 Appointing A Public Agency Compliance Officer
- t. Resolution EC #20-20 Amending Meeting Schedule for 2020
- u. Resolution EC #20-21 Appointing Risk Management Consultants-Fair
- v. Resolution EC #20-22 Appointing Risk Management Consultants- Non-Fair
- w. Resolution EC #20-23 Appointing TPA for AL , WC and LEL Claims
- x. Resolution EC #20-24 Appointing Claims Vendors
- y. Resolution EC #20-25 Appointing Claim Vendors-Non Fair
- z. Resolution EC #20-26 Appointing Investment Committee
- aa. Resolution EC #20-27 Extending Contract with Meyner Center
- bb. Resolution EC #20-28 Extending Contract with Enquiron
- cc. Resolution EC #20-29 Appointing Safety and Loss Control Providers

2. 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 Excess Workers' Compensation Insurance
- g. EUS Certification JIF Crime Insurance
- h. EUS Certification JIF E&O Insurance
- i. EUS Certification JIF Package Insurance
- j. EUS Certification Non-Owned Aircraft Insurance
- k. EUS Certification Public Officials and Employment Practices Insurance
- l. EUS Certification Professional (EPLI/POL/LEL) Insurance
- m. EUS Certification Property Insurance
- n. EUS Certification Umbrella Insurance
- o. EUS Certification Risk Management Consultant
- p. EUS Certification Claim Vendors
- q. EUS Certification Treasurer
- r. EUS Certification TPA WC , AL & LE
- s. EUS Certification Environmental Liability and UST
- t. EUS Certification Administrative Consultant
- u. EUS Certification Sufficiency of Funds

Mr. Russo proposed that Resolutions 1-29 listed above be voted on via consent agenda and asked if there were any items to be pulled for discussion; there were none. A motion to approve items listed was made by Rich Phelan and seconded by Maryellen Brennan and a roll call vote was taken. The motion passed unanimously.

Mr. Russo proposed that the Certifications listed as items a-u above be voted via consent agenda and asked if there were any items to be pulled for discussion; there were none. A motion to approved items a-u was made by George Kallert and seconded by Bill Eagen. Roll call vote was taken. The motion passed unanimously.

Resolution EC20-30 Amending Fund Year 2020 Budget-Tabled for March Meeting

6. Discussion Items

A. Review of Claim Payment/Settlement Authorities

1. Medlogix Requests for Medical Bill Payment Authorizations

SWM037799	08/15/2011	\$72,073.00
SWM055913	09/20/2016	\$66,203.96

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

SWM057360	1/4/2017	9,858.75
SWM063570	3/15/2018	19,882.50
SWM063709	6/22/2018	41,190.00
SWM050515	8/27/2015	15,000.00
SWM062140	2/25/2018	7,500.00
SWM058781	5/15/2017	27,969.75
SWM018014	3/3/2005	7,500.00
SWM060413	9/26/2017	65,000.00

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

GCSWA070225	12/14/2019	5,471.50
GCSWA070153	12/18/2019	5,364.35
GCSWA069601	10/17/2019	10,317.50
GCSWA070203	12/14/2019	12,068.31
GCSWA070171	12/15/2019	11,381.21
GCSWA070036	11/23/2019	16,878.00
GCSWA070602	1/5/2020	6,174.50

B. Review of Claims Management Reports

The D&H new claim listings for WC and All Lines from 12/1/19 to 12/31/19 were reviewed.

C. Loss Control Report

Ivan Cohen has been focusing on the regulatory training compliance for firefighters and volunteers. OSHA is focusing on Right to Know and is also looking for weight capacity to be posted on storage areas. There will be a Basketball Court Resurfacing Seminar schedule, once the location is determined. The NFPA came out with a new Tool Kit that will be distributed to members.

Bill Ruch from PMA advised he is working with his new members and focusing on compliance. Bill attended the Domestic Violence training with Leslie Parikh which was very well attended. The OSHA 300A logs need to be posted by February 1, 2020. Bill is working on Cyber grants with regard to members who need to achieve 60% of the training in order to qualify to receive the grant payment.

John Matthews from PMA Group will be conducting playground inspections for his members. There has been a lot of inquiry regarding the CDL Clearinghouse.

D. Medlogix Savings Report December 2019The Medlogix report included in the agenda kit was reviewed by Missy Pudimott. Missy advised that she will present the January and February Savings report at the March meeting.

E. Administrator's Report

State of New Jersey Bill No. 678 was included in the kit and reviewed by Caroline Conboy. The bill will established a certification program for zoning officers and land use board administrators.

Caroline Conboy advised the Fund has retained 100% of members for the 2020 Fund year. This year will be a busy renewal year and will have some challenging accounts.

The Insurance market is starting to see rate increases and reinsurers will be looking for increases. Ms. Conboy noted the landscape is changing with respect to carrier appetite for public entity business.

Caroline Conboy advised she attended the Domestic Violence Seminars which went well and had good attendance. There were a lot of questions pertaining to the new bill as there are some holes in it. Caroline thanked Sharyn Tagliareni for doing a great job on scheduling all of these seminars.

7. Public Comment

There was no public comment.

8. Closed Executive Session

At 1:48 pm, a Motion to come out of Executive Session and enter into Closed Executive Session to discuss pending litigation was made by Bill Eagen and seconded by George Kallert. Public session resumed at 2:32 pm.

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 Matt Hall and passed. Roll call was taken. All in favor.

10. Adjournment

The next meeting of the Executive Committee will be held Tuesday, March 17, 2020 at the office of the Administrator, One Sylvan Way, Parsippany, NJ. The meeting will begin at 10:30AM. There will be a Safety Committee meeting on the same day beginning at 9:30 AM.

Motion to adjourn the meeting was made by George Kallert and seconded by Rich Phelan. All in favor. The meeting was adjourned at 2:33 pm.

Respectfully submitted,

Authorized Signature