

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

June 16, 2022

EXECUTIVE COMMITTEE MEETING MINUTES

1. Call to Order

The Statewide Insurance Fund held an Executive Committee Meeting at the One Sylvan Way, Parsippany, NJ. The Statement of Adequate Notice was read by Chairman Thomas S. Russo, Jr. The Executive Committee meeting began at 10:50 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
Maryellen Brennan (Springfield Township) – Present
Matt Hall (Borough of Washington) – Present
Robin Collins (Township of Chester) Absent
Jamie Cryan, (Cranford Township)-Present

Alternate Executive Committee

Richard Phelan, (Town of Clinton) – Absent
Peter DeBoer (Township of Washington) Absent
Robert Bengivenga (Town of Phillipsburg) Absent

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, SIF Safety & Loss Control
David Burkenbush, SIF Safety & Loss Control
Richard Cushing, Gebhardt & Kiefer, P.C.
Missy Pudimott, Medlogix
Theresa Laoudis, D&H Alternative Risk Solutions
Wayne Dietz, D&H Alternative Risk Solutions
Ivan Cohen, I-Core System, Inc.
Robert Butvilla, Suplee, Clooney & Company
Amy Pieroni, Acrisure, LLC
Sandra Belgrave, Samuel Klein & Co.
Joe Faccone, Samuel Klein & Co.
Monica Orlando, Mansfield Township
Rick Hazard, D&H Alternative Risk Solutions, via conference call

2. Secretary's Report

Approval of the May 19, 2022, Executive Committee, Open Executive and Closed Executive Session Meeting Minutes. A motion to approve the May 19, 2022, Meeting Minutes was made by Kevin Sluka and seconded by Matthew Hall. All in favor, the motion passed unanimously.

3. Treasurer's Report

a) Bill List- June 16, 2022

The June 16, 2022, Bill List was presented totaling \$494,278.29. Motion to approve the June 16, 2022, bill List was made by Matthew Hall and seconded by Kevin Sluka. A roll call vote was taken, and the motion passed.

b) Treasurer's Report as of April 30, 2022, was included in the kit and reviewed by Joe Faccone of Samuel Klein & Company, LLP. There were no questions or comments.

Motion to approve and accept the April 30, 2022, Treasurer's Report was made by Bill Eagen and seconded by Maryellen Brennan. A roll call vote was taken, and the motion passed unanimously.

4. Discussion Items

A. Medlogix Savings Reports May 2022

The Medlogix Reports for May 2022 included in the agenda kit were reviewed by Missy Pudimott. Medlogix is offering an on-line Seminar on Opioids on June 22, 2022 if anyone is interested in attending.

B. Review of Claim Payment/Settlement Authorities

Claim Number	Date of Loss	Payment Amount
SWM078137	1/2/2022	\$147,217.59
SWM067577	5/6/2019	\$54,168.00
SWM072896	9/20/2020	\$13,104.00
SWM068647	8/6/2019	\$42,006.00
SWM065177	10/11/2018	\$21,690.00
GCHIH079421	3/20/2022	\$7,569.10
GCHIL079936	5/9/2022	\$24,835.00
GCSP0078984	2/15/2022	\$12,760.40
GCVER078945	2/20/2022	\$7,934.46
GCWEE079740-01	5/6/2022	\$12,678.01
GCWEE079740-02	5/6/2022	\$5,994.22

C. Review of Claims Management Reports

The D&H new claim listings for WC and All Lines from 5/1/2022 to 5/31/22 were reviewed.

D. Loss Control Report- The Risk Management Activity Report was included in the kit with the safety meetings, trainings and onsite inspections that were completed since the last meeting. Bill Ruch advised there has been an uptick in Domestic violence and asked that members update their human resource plans to make sure they have an officer and a secondary officer labeled and listed as required by the State of NJ. If needed Safety & Loss control can provide a link for Domestic Violence the training. A Mental Health Safety Bulletin is being sent out to members. Safety & Loss control will be utilizing Constant Contact for training purposes to accommodate seasonal employees and to open the trainings up other members.

E. Administrator's Report

- The Regulatory checklist was included in the kit for information only.
- The 2021 Audit was completed.
- Renewal applications were sent out for 2023.
- The 2022 Coverage manuals will be posted on the Fund's website. An email will be sent to Members and Risk Managers with instructions and a link to access them. Cyber certificates need some corrections but will be available once they are received from the carrier.
- Caroline gave an overview on the actuary report relative to claim developments.
- Annual Financial Audit Fund Year 2021-Bob Butvilla from Suplee, Clooney & Company spoke about the final audit report that was distributed to the Executive Committee prior to the meeting. He stated the Fund is in good financial shape and there were no comments or recommendations in the report.

E. Resolution EC#22-51 Governing Body Certification of the Annual Audit.

A motion to approve the Governing Body Certificate of the Annual Audit was made by Jamie Cryan and seconded by Bill Eagen. All in favor.

F. Resolution EC#22-52 Resolution in appreciation of Moira Kenah.

Tom Russo read and presented Moira Kenah with the Resolution of Appreciation.

A motion to approve the Resolution in appreciation of Moira Kenah was made by Bill Eagen and seconded by Maryellen Brennan. All in favor.

H. Resolution EC#22-53 Service Agreement with Assetworks, LLC Non-Fair

A motion to approve Resolution EC 22-53 Service agreement with Assetworks, LLC was made by Kevin Sluka and seconded by Bill Eagen. All in favor.

I. Safety Grant-Salem County

The safety grant for Salem County was presented by Bill Ruch.

A motion to approve the Salem County Safety Grant as presented was made by Jamie Cryan and seconded by Kevin Sluka A roll call was taken, all in favor.

5. Public Comment- None

6. Claim Approvals

Claim Payee Listings

Month Ending 3-31-2022

Auto Liability	\$(109,286.48)
General Liability	\$55,437.68
Property	\$583,488.80
Law Enforcement	\$18,137.13
Workers Compensation	\$908,386.20

D&H Expenses

Month Ending May 31, 2022 - \$18,205.68

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

7. Open Executive Session

8. Closed Session

A Motion to come out of Open Executive Session and go into Closed Executive Session was made at 11:28 am by Kevin Sluka and seconded by Maryellen Brennan. All in favor. Public Session resumed at 11:45 am.

9. Adjournment

The next meeting of the Executive Committee will be held Thursday July 21, 2022, in person at One Sylvan Way, Parsippany, NJ. The meeting will begin at 10:30AM.

Motion to adjourn the meeting was made by Kevin Sluka and seconded by Bill Eagen. All in favor. The meeting was adjourned at 11:46 am.

Respectfully submitted,


Authorized Signature