

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

October 17, 2024

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 10:48 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
Matt Hall (Oxford Township) – Present
Robin Collins (Township of Chester) – Present
Ron Tappan (Sussex County) – Present *-left the meeting at 12:11pm*
Glynn Jones (Hillside Township) – Present

Alternate Executive Committee

Richard Phelan, (Town of Clinton) – Absent
Peter DeBoer (Township of Washington) – Absent
Eric Colvin (Borough of Raritan) – Remote

Also, Present:

Caroline J. Conboy, Fund Administrator
MaryAnn Leuthe, Office of the Administrator
Marcy Woodworth, Office of the Administrator
Gianna McCall, Office of the Administrator
Bill Ruch, SIF Safety & Loss Control
David Berkenbush, SIF Safety & Loss Control
Jim Philbin, SIF Safety & Loss Control
Richard Cushing, Gebhardt & Kiefer
Matt Lyons, Gebhardt & Kiefer
Missy Pudimott, Medlogix
Joe Faccone, Samuel Klein & Co.
Sandra Belgrave, Samuel Klein & Co.
Linda D'Alessio, Brown & Brown
Trevor Morris, Acrisure
Amy Pieroni, Acrisure
Don Sciolaro, Professional Insurance Associates
Theresa Laoudis, D&H Alternative Risk Solutions
Janine Leahy, D&H Alternative Risk Solutions
Kathleen Guze, D&H Alternative Risk Solutions
Michael Restel – Wantage Township – Remote
Genevieve Crowthers, Barclay Group – Remote
Tom Narolewski, Barclay Group – Remote
Stephanie McCaffrey, East Greenwich Township – Remote
Julie Acton, Salem County Improvement Authority – Remote

2. Secretary's Report

Approval of the September 19, 2024, Executive Committee and Closed Executive Session Meeting Minutes.

A Motion to approve the September 19, 2024, Executive Committee and Closed Executive Session Meeting Minutes was made by Kevin Sluka and seconded by Ron Tappan. All in favor. A roll call vote was taken, and the motion passed. Robin Collins Abstained.

3. Treasurer's Report

- a) Bill List- October 17, 2024

The October 17, 2024 Bill List was presented totaling \$457,448.18. A Motion to approve the Bill List was made by Bill Eagen and seconded by Glynn Jones. A roll call vote was taken, and the motion passed. Tom Russo abstained on check #8215 the payment to Newton.

- b) Treasurer's Report as of August 31, 2024 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 August 31, 2024 Treasurer's Report was made by Glynn Jones and seconded by Ron Tappan. A roll call vote was taken, and the motion passed unanimously.

4. Discussion Items

- A. Medlogix Savings Reports September 2024

The Medlogix Reports for September 2024 included in the agenda kit and reviewed by Missy Pudimott.

- B. Review of Claim Payment/Settlement Authorities

<u>Claim Number</u>	<u>Date of Loss</u>	<u>Payment</u>
SWM078426	1/19/2022	\$23,375.50
SWM078426	1/19/2022	\$96,864.19
SWM085926	11/8/2023	\$37,000.00
SWM074137	1/18/2021	\$48,534.00
SWM079036	12/13/2021	\$50,310.00
SWM073484-03	11/6/2020	\$27,234.00
SWM072479	7/30/2020	\$27,972.00
SWM082725	2/1/2023	\$20,000.00
SWM076110 & SWM076304	8/3/2021	\$20,000.00
SWM078577	1/31/2022	\$25,560.00
SWM073354	11/5/2020	\$112,041.00
SWM071793	5/4/2020	\$42,972.00
GCHAC088811	6/26/2024	\$12,378.91
GCHIH089494	10/9/2024	\$20,695.00
GCSND088421	9/8/2023	\$23,538.18

- C. Review of Claims Management Reports

The D&H New Claim Listings for WC and All Lines from 9/1/2024 to 9/30/2024 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. The Snowplow Rodeo will take place on November 15, 2024, in Jefferson Township at the Lakeside Recreational Complex parking lot. The Leadership training for police officers will be held at Rowan University on December 18-19, 2024. Bill advised October is fire prevention month, he discussed PEOSHA requirements and advised members should complete annual fire drills, have Emergency Action Plans in place for each facility and fire extinguisher tags must be initialed and dated by the member each month.

- E. Administrator's Report:

- The Administrator's office submitted all renewal submissions to carrier partners for the renewal and has begun to receive proposals.
- Caroline Conboy and MaryAnn Leuthe attended several member safety meetings this month.
- The NJLM party will be on Tuesday, November 19th at Il Mulino, the invitations will go out soon.

- Caroline advised the Administrator's office is working with Valley Bank to set up ACH payments for the purpose of paying the insurance premiums.
- Caroline discussed an article that was included in the kit "Brain Pain should workers compensation cover mental health."

F. Fund Attorney Report - None

G. Safety Grants:

The following 2024 Safety Grant was included in the kit and reviewed by Bill Ruch:

- I. Clinton Town
- II. Franklin Borough
- III. Glen Gardner Borough
- IV. Green Township
- V. Montague Township
- VI. Phillipsburg
- VII. Sandyston Township
- VIII. Somerville Borough

A Motion to approve the 2024 Safety Grants for Clinton Town, Franklin Borough, Glen Gardner Borough, Green Township, Montague Township, Phillipsburg, Sandyston Township, and Somerville Borough was made by Ron Tappan and seconded by Glynn Jones. A roll call was taken, all in favor. Kevin Sluka abstained on Somerville Borough

5. **Resolution EC24-45 Adopting Fund Meeting Schedule 2025** – A motion to approve Resolution EC24-45 Adopting Fund Meeting Schedule 2025 was made by Glynn Jones and was seconded by Matthew Hall. A roll call vote was taken, and the motion passed unanimously.

6. **Public Comment** - None

7. **Open Executive Session** - None

8. **Claim Approvals**

Claim Payee Listings

Month Ending 9-30-2024.

Auto Liability	\$41,883.68
General Liability	\$40,110.44
Property	\$187,470.93
Law Enforcement	\$27,422.53
Workers Compensation	\$579,268.05

D&H Expenses

Month Ending September 30, 2024 - \$34,162.32

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

9. **Closed Session**

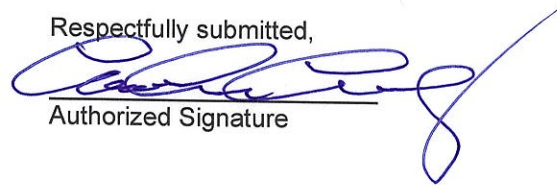
A Motion to come out of Executive Session and go into Closed Executive Session was made at 11:31 am by Robin Collins and seconded by Matt Hall. All in favor. Public Session resumed at 12:51 pm.

10. **Adjournment**

The next meeting will be held on Tuesday, November 26, 2024, at One Sylvan Way, Parsippany, NJ 07054. The meeting will begin at 10:00 am.

Motion to adjourn the meeting was made by Glynn Jones and seconded by Matthew Hall. All in favor. The meeting was adjourned at 12:52 pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'Glynn Jones', written over a horizontal line. The signature is stylized and includes a large loop at the end.

Authorized Signature