

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

November 26, 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 10:10 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, arrived at 10:30 am
Matt Hall (Oxford Township) – Remote
Robin Collins (Township of Chester) – Present
Ron Tappan (Sussex County) – Present
Glynn Jones (Hillside Township) – Present

Alternate Executive Committee

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

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
Missy Pudimott, Medlogix
Joe Faccione, Samuel Klein & Co.
Sandra Belgrave, Samuel Klein & Co.
Linda D'Alessio, Brown & Brown
Trevor Morris, Acrisure
Amy Pieroni, Acrisure-left at 11:27am
Frank Covelli – Professional Insurance Associates
Theresa Laoudis, D&H Alternative Risk Solutions
Janine Leahy, D&H Alternative Risk Solutions
Kathleen Guze, D&H Alternative Risk Solutions
Karin Pierson, D&H Alternative Risk Solutions – Remote
Richard Cushing, Gebhardt & Kiefer – Remote
Tom Narolewski, Barclay Group – Remote
Robert Gillispie, Donnelly, Petrycki & Sansone – Remote
Naheed Clendaniel, Bridgeton City – Remote
Stephanie McCaffrey, East Greenwich Township – Remote

2. Closed Session

A Motion to come out of Executive Session and go into Closed Executive Session was made at 10:11 am by Ron Tappan and seconded by Glynn Jones. All in favor. Public Session resumed at 11:02 am.

3. Secretary's Report

Approval of the October 17, 2024, Executive Committee and Closed Executive Session Meeting Minutes.

A Motion to approve the October 17, 2024, Executive Committee and Closed Executive Session Meeting Minutes was made by Bill Eagen and seconded by Robin Collins. All in favor. A roll call vote was taken, and the motion passed. Ron Tappan Abstained.

Approval of the revised June 20, 2024 Executive Committee Meeting Minutes. A correction was made on the claim paying listing.

A Motion to approve the June 20, 2024 Executive Committee Meeting Minutes was made by Kevin Sluka and seconded by Robin Collins. All in favor. A roll call vote was taken, and the motion passed.

4. Treasurer's Report

a) Bill List - November 26, 2024

The November 26, 2024 Bill List was presented totaling \$574,813.75. A Motion to approve the Bill List was made by Matt Hall and seconded by Ron Tappan. A roll call vote was taken, and the motion passed. Bill Eagen abstained on check #8239 the payment to Andover Borough, and on check #8247 the payment to Jefferson Township.

b) Treasurer's Report as of September 30, 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 September 30, 2024 Treasurer's Report was made Kevin Sluka and seconded by Bill Eagen. A roll call vote was taken, and the motion passed unanimously.

5. Discussion Items

A. Medlogix Savings Reports October 2024

The Medlogix Reports for October 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>
SWM073376	11/3/2020	\$29,783.80
SWM073819-01	12/8/2020	\$27,717.60
SWM070581	1/19/2020	\$93,128.00
SWM077810-01	12/7/2021	\$220,691.20
SAL079807	4/12/2022	\$36,612.00
SWM075279	4/20/2021	\$11,739.00
SWM070540	1/14/2020	\$10,000.00
GCBRI089440	9/26/2024	\$9,167.14
GCBYR089414	9/28/2024	\$5,579.55
GCCRA089148	9/5/2024	\$22,287.50
GCFRN089178	9/9/2024	\$25,000.00
GCHIG089755	10/17/2024	\$13,742.70
GCHIH089494	10/9/2024	\$83,766.00
GCHIH088201	6/8/2024	\$21,082.27
GCIND085288	9/20/2023	\$26,861.84
GCLBR088660-01	7/12/2024	\$48,674.90
GCROX089297	6/27/2024	\$5,160.00
GCSND089572	10/14/2024	\$12,519.37
GCWST089586	10/16/2024	\$5,467.02

C. Review of Claims Management Reports

The D&H New Claim Listings for WC and All Lines from 10/1/2024 to 10/31/2024 were reviewed.

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 the Snowplow Rodeo held on November 15, 2024, in Jefferson Township

was well attended. Jim Philbin will attend the Below 100 Training on December 13th, this training is offered to reduce line-of-duty deaths to fewer than 100 per year. Once completed this will allow Jim to present this training to Fund members. Bill advised loss control will focus on loss ratios during safety meeting and will discuss where the losses occur and how they affect member assessments.

D. Administrator's Report:

- Caroline Conboy thanked Medlogix and Missy Pudimott for the party hosted at the League event in Atlantic City.
- Included in the kit was a Generative Artificial Intelligence (AI) Chatbot Usage policy. Caroline advised this is a draft and once it's finalized, the Office of the Administrator will distribute it to Members.
- The administrator's office has been busy working on the insurance placement and new business. Caroline advised she will be attending upcoming mediations for pending EPLI claims.

E. Fund Attorney Report - None

F. Safety Grants:

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

- I. Cranford Township
- II. East Greenwich Township
- III. Hackettstown
- IV. Hamburg Borough
- V. Harmony Township
- VI. Knowlton Township
- VII. Lebanon Borough
- VIII. Lebanon Township
- IX. Long Branch City
- X. Neptune Township Sewerage Authority
- XI. Salem City
- XII. Sussex County MUA

A Motion to approve the 2024 Safety Grants for Cranford Township, East Greenwich Township, Hackettstown, Hamburg Borough, Harmony Township, Knowlton Township, Lebanon Borough, Lebanon Township, Long Branch City, Neptune Township Sewerage Authority, Salem City, and Sussex County MUA was made by Glynn Jones and seconded by Robin Collins. A roll call was taken, all in favor.

6. **Resolution EC22-51 Amending Fund Year 2022 Budget** – A motion to approve Resolution EC22-51 Amending Fund Year 2022 Budget was made by Ron Tappan and was seconded by Bill Eagen. A roll call vote was taken, and the motion passed unanimously.
7. **Resolution EC24-43 Amending Fund Year 2024 Budget** – A motion to approve Resolution EC24-43 Amending Fund Year 2024 Budget was made by Bill Eagen and was seconded by Glynn Jones. A roll call vote was taken, and the motion passed unanimously.
8. **Resolution EC24-45 Introduction of the 2025 Fund Year Budget** – A motion to approve Resolution EC24-45 Introduction of the 2025 Fund Year Budget was made by Glynn Jones and was seconded by Ron Tappan. A roll call vote was taken, and the motion passed unanimously.
9. **Resolution EC24-46 Appointing Defense Attorneys** – A motion to approve Resolution EC24-46 Appoint Defense Attorneys was made by Glynn Jones and was seconded by Robin Collins. A roll call vote was taken, and the motion passed unanimously.

- 10. **Public Comment - None**
- 11. **Open Executive Session - None**
- 12. **Claim Approvals**

Claim Payee Listings

Month Ending 10-31-2024.

Auto Liability	\$38,833.88
General Liability	\$49,318.79
Property	(\$15,331.16)
Law Enforcement	\$41,087.46
Workers Compensation	\$973,346.60

D&H Expenses

Month Ending October 31, 2024 - \$47,630.21

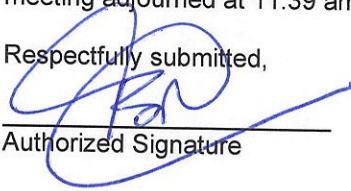
A motion for approval of payment authorizations, payee listings, and D&H Expenses as discussed was made by Ron Tappan and seconded by Glynn Jones. A roll call vote was taken, all in favor.

13. **Adjournment**

The next meeting will be held on Thursday, December 19, 2024, at One Sylvan Way, Parsippany, NJ 07054. The meeting will begin at 10:30 am.

Motion to adjourn the meeting was made by Ron Tappan and seconded by Glynn Jones. All in favor. The meeting adjourned at 11:39 am.

Respectfully submitted,



Authorized Signature