

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

July 18, 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 10:33 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) – Absent
Robin Collins (Township of Chester) – Present
Ron Tappan (Sussex County) – Absent
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) – Absent

Also, Present:

Caroline J. Conboy, Fund Administrator
MaryAnn Leuthe, Office of the Administrator
Marcy Woodworth, 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.
Wayne Dietz, D&H Alternative Risk Solutions
Trevor Morris, Acrisure
Amy Pieroni, Acrisure
Rich Duthie, Pinnacle Risk Solutions
Janine Leahy, D&H Alternative Risk Solutions
Karen Schmicker, Suplee Clooney & Co.
Michael Restel – Wantage Township – Remote
Athena Smith, D&H Alternative Risk Solutions – Remote
Genevieve Crowthers, Barclay Group – Remote
Stephanie McCaffrey, East Greenwich Township – Remote
Naheed Clendaniel, Bridgeton City – Remote

2. Secretary's Report

Approval of the June 20, 2024, Executive Committee, Open Executive Session, and Closed Executive Session Meeting Minutes.

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

3. Treasurer's Report

a) Bill List- July 18, 2024

The July 18, 2024, Bill List was presented totaling \$964,857.09. A Motion to approve the July 18, 2024, bill List was made by Bill Eagen and seconded by Glynn Jones. A roll call vote was taken, and the motion passed.

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

4. Discussion Items

A. Medlogix Savings Reports June 2024

The Medlogix Reports for June 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>
SWM086577	1/11/2024	\$49,104.15
SWM087367	3/19/2024	\$27,492.68
SWM073484-04	11/6/2020	\$5,000.00
SWM078699	1/31/2022	\$22,365.00
GCBRI088140	5/21/2024	\$8,782.92
GCEGH088086-01	5/23/2024	\$8,012.83
GCEGH088086-02	5/23/2024	\$5,948.72
GCHIG087572	4/9/2024	\$5,600.00
GCHIH088201	6/8/2024	\$72,000.00
GCLBR088045-02	5/2/2024	\$6,058.50
GCCOS087513	3/1/2024	\$17,515.00
GCSP088198	6/1/2024	\$40,287.65
GCSPR088185	6/4/2024	\$11,753.34
GCSEC088268	5/13/2024	\$9,774.90

C. Review of Claims Management Reports

The D&H New Claim Listings for WC and All Lines from 6/1/2024 to 6/30/2024 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. Loss Control will be focusing on slips, trips and falls based on the current claim trends. Bill Ruch stated as a reminder there is a Water Sensor Program available for members through Chubb to help reduce the hazards of water damage and freezing pipes. Members can contact loss control for more information or assistance.

Safety and Loss Control is continuing to monitor the Fire Department OSHA standards for updates. Bill advised OSHA continues to check respirators and members with confined spaces and making sure that programs and trainings are completed, and members are compliant.

E. Administrator's Report:

- The 2025 Renewal Applications have been sent out.
- Ms. Conboy advised the Audit was finalize and Karen from Suplee, Clooney & Company is here to answer any questions.
- The Fund Attorney and Ms. Conboy will be working on a template to be sent to members to provide better protection regarding liability waivers.

F. Fund Attorney Report:

- Leslie Parikh discussed a recent case regarding waivers that involved a landowner liability for undeveloped space. It was suggested that a memo should be sent out to inform members.

G. Safety Grants:

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

I. Lafayette Township

A Motion to approve the 2024 Safety Grant for Lafayette Township was made by Bill Eagen and seconded by Glynn Jones. A roll call was taken, all in favor

5. **Resolution EC24-42 Governing Body Certification of the Annual Audit**

Karen Schmicker from Suplee, Clooney & Company spoke about the final financial audit report that was distributed to the Executive Committee prior to the meeting. Karen stated there were no comments or recommendations. Everything went well, everyone cooperated in process.

A Motion to approve Resolution EC24-42 Governing Body Certification of the Annual Audit made by Glynn Jones and seconded by Bill Eagen. A roll call was taken; the motion passed unanimously.

7. **Public Comment - None**

8. **Open Executive Session**

Open Executive Session began at 11:00 am.

9. **Claim Approvals**

Claim Payee Listings

Month Ending 6-30-2024.

Auto Liability	\$57,752.13
General Liability	\$24,379.15
Property	\$232,719.95
Law Enforcement	\$33,822.39
Workers Compensation	\$1,180,434.61

D&H Expenses

Month Ending June 30, 2024 - \$16,758.73

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

10. **Closed Session**

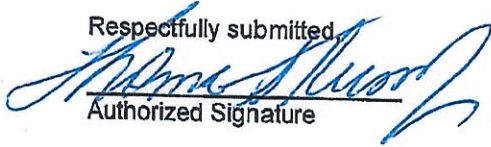
A Motion to come out of Executive Session and go into Closed Executive Session was made at 11:05 am by Glynn Jones and seconded by Bill Eagen. All in favor. Public Session resumed at 11:38 am.

9. **Adjournment**

The next meeting will be held on Thursday, August 15, 2024, at One Sylvan Way, Parsippany, NJ 07054. The meeting will begin at 10:30 am.

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

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Glynn Jones", is written over a horizontal line. The signature is stylized and cursive.

Authorized Signature