

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

August 15, 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 10:32 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) – 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
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.
Karin Pierson, D&H Alternative Risk Solutions
Janine Leahy, D&H Alternative Risk Solutions
Kathleen Guze, D&H Alternative Risk Solutions
Colleen McLean, D&H Alternative Risk Solutions – Remote
Richard Cushing, Gebhardt & Kiefer – Remote
Amy Pieroni, Acrisure – Remote
Trevor Morris, Acrisure – Remote
Michael Restel – Wantage Township – Remote
Tom Narolewski, Barclay Group – Remote
Naheed Clendaniel, Bridgeton City – Remote
Stacy Pennington, Salem County – Remote
Wendy Barras, Mansfield Township – Remote

2. Secretary's Report

Approval of the July 18, 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 Kevin Sluka and seconded by Glynn Jones. All in favor. A roll call vote was taken, and the motion passed.

3. Treasurer's Report

a) Bill List- August 15, 2024

The August 15, 2024, Bill List was presented totaling \$626,340.20. A Motion to approve the August 15, 2024, bill List was made by Glynn Jones and seconded by Bill Eagen. A roll call vote was taken, and the motion passed.

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

4. Discussion Items

A. Medlogix Savings Reports July 2024

The Medlogix Reports for July 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>
SWM070581	1/19/2020	\$42,611.00
SWM076752	9/7/2019	\$56,934.00
SWM064509	8/23/2018	\$5,000.00
SWM072816	12/1/2018	\$20,876.63
SAL086429	12/23/2023	\$10,000.00
SWM079112	2/28/2022	\$36,612.00
SWM073041	10/6/2020	\$19,750.50
SWM056494	11/1/2016	\$25,272.00
GCBRI088619	7/4/2024	\$5,151.31
GCBRI088482	6/21/2024	\$10,366.75
GCBYR088336	6/15/2024	\$16,125.20
GCFRA088100-01	5/27/2024	\$30,807.50
GCHIG088673	6/26/2024	\$19,615.55
GCJEF088602	7/6/2024	\$6,648.00
GCLBR088045-01	5/2/2024	\$23,780.50
GCPHI088119	5/23/2024	\$7,275.27
GCPHI088445	6/22/2024	\$33,912.74
GCROX088593	7/8/2024	\$6,099.88
GCROX088829	7/31/2024	\$6,196.13
VACOS088366	5/29/2024	\$5,103.75
GCCOS088369	3/11/2024	\$28,603.50
GCSOM087360	2/17/2024	\$6,000.00
GCSPR088584	7/8/2024	\$29,331.00
GCWEE088170	5/17/2024	\$9,000.00
GCWEE088099-01	5/11/2024	\$9,421.77

C. Review of Claims Management Reports

The D&H New Claim Listings for WC and All Lines from 7/1/2024 to 7/31/2024 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 following up on the Cyber Requirements for each Member to ensure they have met the requirements and returned the signed Cyber Subjectivities Letter to the Office of the Administrator. In general, they have noticed that the cyber training requirement has been an issue for the Members. Bill Ruch reminded the Fund that there are three types of cyber trainings available to them:

1. Online through the Cowbell platform
2. The Learning Management System, Lexipol
3. An in-house training with their Loss Control representative

Bill also advised the Fund that they are starting to plan this year's Snowplow Rodeo and thanked Jefferson Township for volunteering to host the northern event. He will keep the Fund informed when dates are scheduled and when Members can sign-up.

E. Administrator's Report:

- Ms. Conboy introduced Gianna McCall to the Office of the Administrator's team as the new Administrative Assistant.
- Ms. Conboy advised that the Office of the Administrator has been processing Renewal information with our carrier partners. She will be meeting with the carriers this month to get an indication as to what we can expect for 2025. Additionally, information has been sent to the Actuary for the 2025 Renewal.

F. Fund Attorney Report - None

G. Safety Grants:

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

- I. Bridgeton City
- II. Sussex Borough

A Motion to approve the 2024 Safety Grants for Bridgeton City and Sussex Borough was made by Glynn Jones and seconded by Matt Hall. A roll call was taken, all in favor

5. **Resolution EC24-44 Amending Fund Year 2024 Budget**

Resolution EC24-42 Amending Fund Year 2024 Budget was pulled.

6. **Public Comment - None**

7. **Open Executive Session - None**

8. **Claim Approvals**

Claim Payee Listings

Month Ending 7-31-2024.

Auto Liability	\$70,374.33
General Liability	\$69,697.29
Property	\$153,332.76
Law Enforcement	\$35,664.85
Workers Compensation	\$1,023,306.67

D&H Expenses

Month Ending July 31, 2024 - \$19,469.08

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

9. **Closed Session**

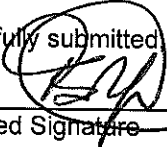
A Motion to come out of Executive Session and go into Closed Executive Session was made at 11:40 am by Glynn Jones and seconded by Bill Eagen. All in favor. Public Session resumed at 11:41 am.

10. **Adjournment**

The next meeting will be held on Thursday, September 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 Bill Eagen and seconded by Matt Hall. All in favor. The meeting was adjourned at 11:41am.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "Bill Eagen", written over a horizontal line.

Authorized Signatory