

STATEWIDE INSURANCE FUND
One Sylvan Way, Parsippany, NJ 07054

June 16, 2020

EXECUTIVE COMMITTEE MEETING MINUTES

1. Call to Order

The Statewide Insurance Fund held an Executive Committee Meeting via video/ conference call. The Statement of Adequate Notice was read by Chairman Thomas S. Russo, Jr. The Executive Committee meeting began at 10:34 am.

Roll Call of the Executive Committee

Thomas S. Russo, Jr., Chairman (Town of Newton) – Present
Rich Phelan, Vice Chairman (Town of Clinton) – Absent
William Eagen, Secretary (Jefferson Township) –Present
George Kallert (Weehawken Township) – Absent
Kevin Sluka (Somerville Borough) – Present
Maryellen Brennan (Springfield Township) – Present
Matt Hall (Borough of Washington) – Present

Alternate Executive Committee

Robin Collins (Chester) – Present
Jamie Cryan, (Cranford) – Present
Brett Radi (Manville) – Present

Also Present:

Caroline J. Conboy, Fund Administrator
Moira Kenah, Office of the Administrator
Mary Ann Leuthe, Office of the Administrator
Sharyn Tagliareni, Office of the Administrator
Richard Cushing, Gebhardt & Kiefer, P.C.
Wayne Dietz, D&H Alternative Risk Solutions
Sue Hammer, D&H Alternative Risk Solutions
Richard Hazard, D&H Alternative Risk Solutions
Theresa Laoudis, D&H Alternative Risk Solutions
Connor Coyle, D&H Alternative Risk Solutions
Ivan Cohen, I-Core System, Inc.
Dave Weightman, PMA Group
John Matthews, PMA Group
Missy Pudimott, Medlogix
Lindsay Travali, Accrisure

2. Secretary's Report

Approval of the May 19, 2020 Executive Committee Meeting Minutes, and Closed Executive Committee Meeting Minutes. A motion to approve the May 19, 2020. Executive Committee and Closed Executive Committee Meeting Minutes was made by Matthew Hall and seconded by Robin Collins. James Cryan, Brett Radi and Kevin Sluka all abstained.

3. Treasurer's Report

a) Bill List- June 16, 2020

The June 16, 2020 Bill List was presented totaling \$414,192.38.

Motion to approve the June 16, 2020 Bill List was made by Kevin Sluka and seconded by Matthew Hall. A roll call vote was taken, the motion passed unanimously.

b) Treasurer's Report as of April 30, 2020 was reviewed.

Motion to approve and accept the April 30, 2020 Treasurer's Report was made by Kevin Sluka and seconded by Maryellen Brennan. A roll call vote was taken. The motion passed unanimously.

4. Discussion Items

A. Review of Claim Payment/Settlement Authorities

1. Medlogix Requests for Medical Bill Payment Authorization

SWM059723	8/1/2017	\$20,452.28
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SWM060274	9/22/2017	\$36,500.00
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2. D&H Requests for WC Settlement &/or Payment Authorizations

SWM045338	3/25/2014	\$10,000.00
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SWM060463	10/5/2017	\$40,890.00
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SWM060889	11/13/2017	\$17,925.00
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SWM060133	9/8/2017	\$46,890.00
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SWM063186	5/15/2018	\$7,591.50
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3. D&H Requests for AL Settlement &/or Payment Authorizations

GCBR1071711	4/25/2020	\$17,186.00
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GCCRA071513	4/13/2020	\$41,463.28
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GCTEW071358	3/30/2020	\$10,881.61
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B. Review of Claims Management Reports

The D&H new claim listings for WC and All Lines from 5/1/20 to 5/31/20 were reviewed.

C. Loss Control Report

Ivan Cohen reported it's good to be back in the field doing inspections of parks, playgrounds and pools at member locations. He advised members have indicated that the Fund's website has been very helpful especially with the daily COVID 19 updates. Ivan has been reviewing facility agreements with members with respect to outdoor recreation. Ivan will be sending out a notice to members regarding Mental Health awareness.

John Matthews reported the reopening of recreational facilities has been successful. There have been many requests for the police training "When Words Fail", John is working to get a date scheduled for this training.

D. SIF Grant Applications
1. Mount Holly Township

The Grant Approval worksheet for Mount Holly Township was reviewed by John Matthews. A Motion to approve the grant was made by Robin Collins and seconded by Matt Hall. Roll call was taken.

E. Medlogix Savings Reports May 2020

The Medlogix Reports for May 2020 included in the agenda kit were reviewed by Missy Pudimott. Missy provided the current COVID 19 claim statistics. The Fund has 57 cases reported, 3 are currently open and they will all close soon.

F. Administrator's Report

1. Caroline advised that she and her staff are back working in the office as of Monday June 16, 2020.
2. The Office of the Administrator has been working with the Safety and Loss control representatives on getting them back into the field. There have been many questions from members in terms of recreational facilities opening up, such as pools, parks & playgrounds. The Fund has determined it will be up to the towns with regard to how each town can move forward and how they want to handle the safety meetings. Caroline advised that John Matthews did an extensive visit at Cranford West, a recreational facility located in Hope. These are the type of activities the Safety & Loss Control are currently working on.
3. The property insurance market is reacting to with regard to recent public activity relating to civil unrest. There is some indication that insurers may want to put exclusions on the policy for damages caused by civil unrest, however Caroline doesn't anticipate any problems for the Fund.
4. Suplee Clooney, the auditors will be onsite at Statewide this month for the 2020 Audit.
5. The Administrator's office is currently working on 2021 renewal applications. The 2020 coverage manuals are being prepared and will be sent out electronically. and the payroll audit for 2020 has been sent out.

G. Resolution EC 20-34 Amending Independent Claim Vendors
A motion to amend the independent claim vendors was made by Matt Hall and seconded by Maryellen Brennan. A roll call was taken, all in favor.

5. Public Comment

Kevin Sluka asked if the Fund has information on which members are opening up swimming pools and with the municipalities that aren't opening up and would that be something the reinsurers would be interested in. Caroline advised it is up to the town and the requirements from the Board of Health, and it is not being tracked currently. Wayne responded that the key is creating a safe environment including no physical contact and taking of the employees' temperatures, which will help with any alleged liability. Dick Cushing recommended getting signed waivers. Caroline advised there is specific language that has been provided to members with respect to COVID and have suggested amending recreation applications to include this language.

6. Open Session-None

7. Claim Approvals

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

8. Closed Session

At 11:08 am a Motion to come out of Executive Session and enter into Closed Executive Session to discuss pending litigation was made by Kevin Sluka and seconded by Matt Hall. Executive Session video session ended at 11:47 am. The Executive Committee and Fund Professionals remained on the video. Public session resumed at 11:48 am.

10. Adjournment

The next meeting of the Executive Committee will be held Tuesday July 21, 2020, location and format to be determined. The meeting will begin at 10:30AM.

Motion to adjourn the meeting was made by Bill Eagen and seconded by Maryellen Brennan. All in favor. The meeting was adjourned at 11:50 am.

Respectfully submitted,


Authorized Signature