

SCHOOL ALLIANCE INSURANCE FUND

BOARD OF TRUSTEES' MEETING MINUTES

May 23, 2019

I. Call to Order - Paige Berry, Fund Attorney

The meeting was called to order at 12:02 p.m. by Paige Berry.

II. Open Public Meetings Statement - Paige Berry, Fund Attorney

The Open Public Meeting Act was read by Paige Berry.

III. Roll Call

Board of Trustees

		<u>Attendance</u>
Thomas Egan	Cinnaminson Board of Education	Present
Barbara Decker	Franklin Borough Board of Education	Present
Patricia Martucci	Franklin Township Board of Education	Present
Gail Woicekowski	Hackettstown Board of Education	Absent
Staci Horne	Phillipsburg Board of Education	Present
Joseph Kelly	Rutherford Board of Education	Absent
Steve Terhune	Southern Regional Board of Education	*Present
Steve Kepnes	Vernon Board of Education	Absent
Jenine Murray	Wood-Ridge Board of Education	Absent

Board of Trustees - Alternates

Lynn Coates	Manasquan Board of Education	Absent
Samantha Dembowski	North Arlington Board of Education	Absent
Sara Winchester	Ocean County College	Absent

*participated telephonically

Fund Commissioners Present

Stephanie Hope	Flemington-Raritan Regional Board of Education
Tanya Nalesnik	Hunterdon County PolyTech
Kathy Kane	Kittatinny Regional Board of Education

Also Present

Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk and Loss Managers, Inc.
Craig Klein	
Bob Granata	Highland Claim Services
Lisa Pflug	
Linda Wehner	
Mike Niznik	Partnership Safety Consultants
Lisa Gallo	Qual-Lynx
Tim Latimer	The Barclay Group
Mike McCarthy	
Bob Gemmell	Brown & Brown of NJ
Lee Nestel	CBIZ/Centric
Alfred Kirk	Connor Strong and Buckelew
Bill Brightly	Cook Maran & Associates

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Ron Wolfe	AJG/Newton
Bonnie Rick	Hardenbergh Insurance Group
Sharon Cooper	Public Entity Advocates
Mike Sabbagh	Richland Knowles Agency
Bob Cottone	Rue Insurance
Jim Malkiewicz	Van Dyk Group

Thomas Egan was named Chairperson Pro-Tem for the meeting via a consensus of the Board of Trustees.

IV. Introduction of Guests

There were no introductions.

V. Minutes

A. Approval of the March 21, 2019 Board of Trustees' Open and Meeting Minutes and Closed Meeting Minutes.

Motion to approve the March 21, 2019 Board of Trustees' Open Meeting Minutes and Closed Meeting Minutes.

Moved: Patricia Martucci

Seconded: Barbara Decker

Vote: Approved: Unanimous Nay:

VI. Reports

A. Chairperson Pro-Tem - Thomas Egan

Contract Subcommittee Appointment

Tom appointed the following to the Nominating Committee: Gail Woicekowski, Staci Horne, and Joseph Kelly.

B. Safety and Education Advisory Committee

1. 2019/2020 Fund Year Safety Incentive Program

Chuck Hartsoe reported the proposed 2019/2020 SIP program was per expiring.

Motion to approve the SIP Program for the 2019/2020 fund year.

Moved: Patricia Martucci

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

2. Summer Safety Presentation

The administrator reported that Mike Niznik gave a presentation earlier on Summer Safety in addition to loss control activities conducted to date.

C. Secretary - Joseph Kelly

There was no report.

D. Attorney's Report - M. Paige Berry

1. Monthly Report

The report was included in the agenda packet.

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E. Treasurer's Report - Barbara Murphy

The Administrator presented the Treasurer's Report and Bill List.

1. Approval of the Treasurer's Report and Bill List for all fund years.

Motion to approve the Treasurer's Report and Bill List for all fund years totaling \$3,133,338.90.

Moved: Patricia Martucci

Seconded: Thomas Egan

Vote: Approved: Unanimous Nay:

F. Administrator - Public Entity Group Administrative Services - Chuck Hartsoe

1. Summary of Topics Memorandum (included in the agenda packet)

- a. 2019/2020 New Business Submissions

The administrator stated that the list of new business submissions was included in the agenda packet. The Trustees were requested to approve all applications contingent upon each applicant accepting the SAIF assessment and meeting the Fund's underwriting/loss control criteria.

Motion to approve all applicants contingent upon each applicant accepting their SAIF assessments and meeting SAIF's underwriting/loss control criteria.

Moved: Patricia Martucci

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

- b. 2019/2020 Meeting Schedule

As per the meeting schedule included in the agenda packet.

- c. 2018/2019 Fund Year Safety Incentive Program

The administrator noted that documentation with respect to the final quarter must be forwarded prior to June 30, 2019 in order to qualify for the 2018/2019 fund year Tier #1 safety incentive program award.

- d. Outstanding Documents

- e. MEL Safety Institute

- f. SafeSchools Online Training

- g. HR Helpline

- h. NJ Motor Vehicle Commission (CAIR)

G. Loss Control Specialist - Partnership Safety Consultants

Mike Niznik provided an update to the group prior to the meeting.

H. Managed Care Organization - Qual-Lynx

Lisa Gallo presented the Activity Report and Bill Review Services report included in the agenda packet.

I. Claims Servicing Organization - Highland Claim Services Inc.

There was no report.

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J. Closed Session

Motion to adjourn to Closed Session.

Moved: Patricia Martucci

Seconded: Thomas Egan

Vote: Approved: Unanimous Nay:

Open session adjourned at 12:20 p.m.

Motion to resume Open Session.

Moved: Patricia Martucci

Seconded: Thomas Egan

Vote: Approved: Unanimous Nay:

Open Session resumed at 1:03 p.m.

K. Open Session Resumes

Motion to approve payment authorization requests presented in closed session.

Moved: Patricia Martucci

Seconded: Barbara Decker

Vote: Approved: Unanimous Nay: Abstain:

Assessments

Chuck Hartsoe gave a PowerPoint presentation with respects to the 2019/2020 SAIF program: continually reviewed/Maximum Probable Loss. Modeling shows the MPL for current membership at \$76M so named storm limit for 2019/2020 will be \$100,000,000. The Fund retention for APD claims was increased to \$200,000. Chuck reported there are optional individual member higher limits for Cyber Liability coverage for the 2019/2020 fund year. It was also noted the School Leaders Professional Liability program for the 2019/2020 fund year did not have any changes proposed in coverage.

L. Old Business

There was no old business.

VIII. New Business

A. *Motion* to Introduce the 2018/2019 Fund Year Budget - Revision #1.

Moved: Thomas Egan

Seconded: Patricia Martucci

Vote: Approved: Unanimous Nay:

B. *Motion* to Introduce the 2019/2020 Fund Year Budget and certify the Assessments.

Moved: Joseph Kelly

Seconded: Patricia Martucci

Vote: Approved: Unanimous Nay:

C. *Motion* to approve resolution 18-19 Adopting the Amended Risk Management Plan for the 2019/2020 Fund Year.

Moved: Thomas Egan

Seconded: Patricia Martucci

Vote: Approved: Unanimous Nay:

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IX. Public Comment

There was no public comment.

XII. Claims Sub-Committee Report

A. Ratification of the Claims Sub-Committee's April 8, 2019 Meeting Minutes.

Motion to ratify the Claim Sub-Committee's April 8, 2019 Meeting Minutes.

Moved: Patricia Martucci

Seconded: Staci Horne

Vote: Approved: Unanimous Nay: Abstain:

XIII. Adjournment

Motion to adjourn the meeting.

Moved: Staci Horne

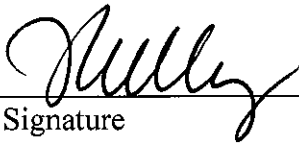
Seconded: Patricia Martucci

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 1:30 p.m.

The next meeting will be held at 12:00 p.m. at the **Sheraton Atlantic City Convention Center Hotel** on **Wednesday, October 23, 2019.**

Respectfully Submitted,



Authorized Signature