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**SCHOOL ALLIANCE INSURANCE FUND**

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**BOARD OF TRUSTEES' MEETING MINUTES**

May 19, 2022

**I. Call to Order - Steve Terhune, Vice-Chairperson**

The meeting was called to order at 11:02 a.m. by Steve Terhune, Vice-Chairperson.

**II. Open Public Meetings Statement - Steve Terhune, Vice-Chairperson**

The Open Public Meeting Act was read by Steve Terhune, Vice-Chairperson.

**III. Roll Call**

Board of Trustees

|                    |                                       | <u>Attendance</u> |
|--------------------|---------------------------------------|-------------------|
| Barbara Decker     | Franklin Borough Board of Education   | Present           |
| Joseph Howe        | Freehold Borough Board of Education   | Absent            |
| Michael Blake      | Maple Shade Board of Education        | Present           |
| Gail Libby         | Mt. Olive Township Board of Education | Absent            |
| Samantha Dembowski | North Arlington Board of Education    | Present           |
| Staci Horne        | Phillipsburg Board of Education       | Present           |
| Joseph Kelly       | Rutherford Board of Education         | Present           |
| Steve Terhune      | Southern Regional Board of Education  | Present           |
| Jenine Murray      | Wood-Ridge Board of Education         | Absent            |

Board of Trustees - Alternates

|                 |                                    |         |
|-----------------|------------------------------------|---------|
| Haquisha Taylor | Fort Lee Board of Education        | Present |
| Sara Winchester | Ocean County College               | Present |
| Nancy DeRiso    | Oxford Township Board of Education | Absent  |

Fund Commissioners Present

|                   |  |
|-------------------|--|
| Melissa Livengood | Cinnaminson Township Board of Education          |
| Rita Giacchi      | Jefferson Township Board of Education            |
| Melanie Allen     | Lower Alloways Creek Township Board of Education |
| Anisah Coppin     | Paulsboro Board of Education                     |
| Vincent Occhino   | Sandyston-Walpack Board of Education             |

Also Present

|                |  |
|----------------|--|
| Bill Young     | PEGAS  |
| Chuck Hartsoe  |  |
| Barbara Murphy | PEGAS/Risk and Loss Managers, Inc.               |
| Craig Klein    |  |
| Paige Berry    | Saul Ewing Arnstein & Lehr, LLP                  |
| Robert Granata | Highland Claim Services                          |
| Linda Wehner   |  |
| Lisa Pflug     |  |
| Mike Niznik    | Partnership Safety Consultants                   |
| Lisa Gallo     | Qual-Lynx  |
| Kim Lenox      | Lower Alloways Creek Township Board of Education |
| Katie DeRiso   | Randolph Township Board of Education             |
| Dave Balken    | Acrisure, LLC dba Balken Risk Management         |
| Sharon Cooper  | Acrisure, LLC dba Public Entity Advocates        |

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|---------------------|-----------------------------|
| George Morville     | AJG/Newton                  |
| Barbara Fitzpatrick | AJG/Princeton               |
| Amanda DeNapoli     |                             |
| Lauren Potts        |                             |
| Dan Regan           |                             |
| Victoria Sjulander  | Alliant Insurance           |
| John Latimer        | The Barclay Group           |
| Tim Latimer         |                             |
| Lisa Gonteski       |                             |
| Mike McCarthy       |                             |
| Lee Nestel          | CBIZ/Centric                |
| Greg DerAsadourian  |                             |
| Bruce Walsh         |                             |
| Alfred Kirk         | Connor Strong and Buckelew  |
| Sherry Graiff       |                             |
| Judy Pecoraro       | EPIC                        |
| Jennifer Olson      | Hardenbergh Insurance Group |
| Dominique McDuffie  |                             |
| Robert Cottone      | Rue Insurance               |
| Giovanni Mancini    | Treadstone Risk Management  |
| Michael McGrath     | Van Dyk Group               |
| Martha Thalheimer   | Whitney H. Roddy, Inc.      |
| John Moore          | Willis Towers Watson        |
| Carol Barnes        |                             |

**IV. Introduction of Guests**

There were no introductions.

**V. Approval of Minutes**

**A. Approval of the March 17, 2022 Board of Trustees' Open and Closed Meeting Minutes.**

***Motion*** to approve the March 17, 2022 Board of Trustees' Open and Closed Meeting Minutes.

**Moved:** Joseph Kelly

**Seconded:** Barbara Decker

**Vote:** Approved: Unanimous      Nay:

**VI. Reports**

**A. Vice - Chairperson - Steve Terhune**  
**Nominating Subcommittee Appointment**

Steve Terhune appointed the following to the Nominating Committee:

Gail Libby, Mt. Olive Township Board of Education

Joseph Kelly, Rutherford Board of Education

Staci Horne, Phillipsburg Board of Education

**B. Secretary - Joseph Kelly**

There was no report.

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**C. Attorney's Report - M. Paige Berry**

1. Monthly Report  
The report was included in the agenda packet.

**D. 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 \$2,419,490.48.

**Moved:** Staci Horne

**Seconded:** Joseph Kelly

**Vote:** Approved: Unanimous      Nay:

**E. Administrator - Public Entity Group Administrative Services - Chuck Hartsoe**

1. Summary of Topics  
Per the memorandum included in the agenda packet.

**2022/2023 Fund Year New Business Submissions**

The Administrator reviewed the list of entities applying to the Fund. Discussion ensued and the consensus was to approve all applicants that meet SAIF's underwriting and loss control criteria.

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

**Moved:** Michael Blake

**Seconded:** Staci Horne

**Vote:** Approved: Unanimous      Nay:

**F. Loss Control Specialist - Partnership Safety Consultants**

Mike Niznik presented the 2021/2022 Fund Year Loss Control Report included in the agenda packet.

**G. Managed Care Organization - Qual-Lynx**

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

**H. Claims Servicing Organization - Highland Claim Services Inc.**

There was no report.

**I. Old Business**

There was no old business.

**J. New Business**

1. **Motion** to Introduce the 2021/2022 Fund Year Budget Revision #1.

**Moved:** Staci Horne

**Seconded:** Michael Blake

**Vote:** Approved: Unanimous      Nay:

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2. **Motion** to Introduce the 2022/2023 Fund Year Budget and certify the Assessments.

**Moved:** Staci Horne

**Seconded:** Michael Blake

**Vote:** Approved: Unanimous      Nay:

3. **Motion** to Renew with SEL.

**Moved:** Staci Horne

**Seconded:** Barbara Decker

**Vote:** Approved: Unanimous      Nay:

The administrator presented the 2022/23 SAIF program including changes by line of coverage and overall as compared to the current fund year.

**K. Claims Sub-Committee Report**

**Ratification of the Claims Sub-Committee's April 11, 2022 Meeting Minutes.**

**Motion** to ratify the Claim Sub-Committee's April 11, 2022 Meeting Minutes.

**Moved:** Michael Blake

**Seconded:** Joseph Kelly

**Vote:** Approved: Unanimous      Nay: Abstain:

**L. Public Comment**

There was no public comment.

**M. Closed Session**

**Motion** to adjourn to Closed Session.

**Moved:** Joseph Kelly

**Seconded:** Barbara Decker

**Vote:** Approved: Unanimous      Nay:

Open Session adjourned at 11:52 a.m.

**Motion** to resume Open Session.

**Moved:** Michael Blake

**Seconded:** Joseph Kelly

**Vote:** Approved: Unanimous      Nay:

Open Session resumed at 12:06 p.m.

**N. Open Session Resumes**

**Motion** to approve payment authorization requests presented and other actions established in closed session.

**Moved:** Barbara Decker

**Seconded:** Staci Horne

**Vote:** Approved: Unanimous      Nay:

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**VII. Adjournment**

***Motion*** to adjourn the meeting.

**Moved:** Michael Blake

**Seconded:** Staci Horne

**Vote:** Approved: Unanimous      Nay:

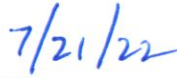
The meeting was adjourned at 12:10 p.m.

The next meeting will be held Thursday, July 21, 2022 via Zoom.

Respectfully Submitted,



\_\_\_\_\_  
Authorized Signature



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Date