
SCHOOL ALLIANCE INSURANCE FUND

BOARD OF TRUSTEES' MEETING MINUTES

March 23, 2017

I. Call to Order – William Sabo, Chairperson

The meeting was called to order at 12:19 p.m. by Chairperson Sabo.

II. Open Public Meetings Statement – William Sabo, Chairperson

The Open Public Meeting Act was read by Chairperson Sabo.

III. Roll Call

Board of Trustees

		<u>Attendance</u>
Thomas Egan	Cinnaminson Board of Education	Present
Daniel Michaud	Edison Board of Education	Present
William Sabo	Franklin Borough Board of Education	Present
Gail Woickowski	High Bridge Board of Education	Absent
Donna Snyder	Newton Board of Education	Absent
Pat Austin	Pemberton Twp. Board of Education	Absent
Staci Horne	Phillipsburg Board of Education	Present
Joe Kelly	Rutherford Board of Education	Present
Steve Terhune	Southern Regional Board of Education	Absent

Board of Trustees - Alternates

Lynn Coates	Manasquan Board of Education	Absent
Joyce Goode	Mansfield Board of Education	Present
Jenine Murray	Wood-Ridge Board of Education	Absent

Fund Commissioners Present

Richard Rennie	Ogdensburg Board of Education
Patricia Leonhardt	Warren Township Board of Education

Also Present

Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk and Loss Managers, Inc.
Craig Klein	
Bob Granata	Highland Claim Services
Mike Niznik	Partnership Safety Consultants
Lisa Gallo	Qual-Lynx
Stowell Fulton	Atlantic Associates
John Latimer	The Barclay Group
Bob Gemmell	Brown & Brown of NJ
Lee Nestel	CBIZ/Centric
Alfred Kirk	Connor Strong Companies
Steve Walsh	EJA/Capacity Insurance
Jay Lawton	AJG/Princeton
Dan Regan	
Latonya Jackson	
Ron Wolfe	Gallagher Morville
Helen Goodwin	Hardenbergh Insurance Group
Jennifer Matos	Henry O. Baker Insurance Group
Lisa Pfenninger	Pfenninger Insurance
Sharon Cooper	Public Entity Advocates, LLC
Joe Onigibene	Public Risk Group, LLC

SCHOOL ALLIANCE INSURANCE FUND

Michael Sabbagh	Richland Knowles Agency
Mary Ann Costabile	Rue Insurance
Bob Cottone	
Jim Malkiewicz	Van Dyk Group
Michael McGrath	

IV. Introduction of Guests

There were no introductions.

V. Minutes

A. Approval of the December 8, 2016 Board of Trustees' Open Meeting Minutes

Motion to approve the December 8, 2016 Board of Trustees' Open Meeting Minutes.

Moved: Joe Kelly

Seconded: Dan Michaud

Vote: Approved: Unanimous Nay:

VI. Reports

A. Chairperson – William Sabo

Contract Subcommittee Appointment

Bill Sabo appointed the following to the Service Provider Contract Subcommittee:

Tom Egan, Steve Terhune, and Pat Austin.

B. Secretary – Donna Snyder

There was no report.

C. Safety and Education Advisory Committee

The administrator reported that Mike Niznik gave a presentation on OSHA technology updates and new programs in addition to loss control activities conducted to date.

D. Attorney's Report – Saul Ewing LLP

1. Monthly Report

The report was included in the agenda packet.

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 \$5,096,587.60.

Moved: Dan Michaud

Seconded: Tom Egan

Vote: Approved: Unanimous Nay:

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

1. Summary of Topics

a. Resolution 16-18 Supporting S-2663 and A-4234 Investment Legislation

Barbara Murphy referred to the bill included in the agenda package. She stated that the proposed legislation would allow both local unit joint insurance funds and board of education joint insurance funds to invest in State governmental bonds and also join together and create joint cash management and investment programs. She also stated that it was anticipated that the expansion of the types of bonds in which JIFs may invest would increase the yield and reduce the interest expense that JIFs may realize, while still limiting

SCHOOL ALLIANCE INSURANCE FUND

investments to safe instruments. She further stated that a sample resolution for adoption by the Fund's local public entities was included in the agenda. Discussion ensued and the consensus was to adopt a resolution in support of the legislation and forward a copy to all area legislators as well as the Governor, DOBI and DCA.

Motion to approve Resolution 16-18, Supporting S-2663 and A-4234 Investment Legislation.

Moved: Tom Egan

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

b. 2017/2018 Fund Year Budget and Renewal Applications

The administrator reported the renewal applications are available on the SAIF website.

c. 2017/2018 Fund Year Renewal Resolutions to Renew and Indemnity & Trust Agreements

The administrator reported the renewal documents, for those members with membership expiring July 1, 2017, were posted on the SAIF website.

G. Loss Control Specialist - Partnership Safety Consultants

There was no report.

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.

VII. Old Business

There was no old business.

VIII. New Business

A. **Motion** to Open the Public Hearing on the 2016/2017 Fund Year Budget - Revision #1.

Moved: Tom Egan

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

B. **Motion** to Close the Public Hearing and adopt the 2016/2017 Fund Year Budget – Revision #1.

Moved: Staci Horne

Seconded: Tom Egan

Vote: Approved: Unanimous Nay:

IX. Public Comment

There was no public comment.

X. Closed Session

Motion to adjourn to Closed session.

Moved: Dan Michaud

Seconded: Joyce Goode

Vote: Approved: Unanimous Nay:

Open session adjourned at 12:36 p.m.

Motion to resume Open Session.

Moved: Tom Egan

Seconded: Dan Michaud

Vote: Approved: Unanimous Nay:

Open Session resumed at 1:00 p.m.

XI. Open Session Resumes

Motion to approve payment authorization requests presented in closed session.

Moved: Tom Egan

Seconded: Dan Michaud

Vote: Approved: Unanimous Nay:

XII. Claims Sub-Committee Report

A. Ratification of the Claims Sub-Committee's December 12, 2016, January 9, 2017 and February 13, 2017 Meeting Minutes.

Motion to ratify the Claim Sub-Committee's December 12, 2016, January 9, 2017 and February 13, 2017 Meeting Minutes.

Moved: Tom Egan

Seconded: Dan Michaud

Vote: Approved: Unanimous Nay:

XIII. Adjournment

Motion to adjourn the meeting.

Moved: Joyce Goode

Seconded: Joe Kelly

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 1:05 p.m.

The next meeting will be held on **Thursday, May 25, 2017** immediately following lunch at the **Hampton Inn, Flemington, NJ**. Lunch will be served at 11:45 a.m.

Respectfully Submitted,



Authorized Signature