

SCHOOL ALLIANCE INSURANCE FUND

BOARD OF TRUSTEES' MEETING MINUTES

May 29, 2024

I. Call to Order - Joseph Kelly, Chairperson

The meeting was called to order at 11:03 a.m. by Joseph Kelly, Chairperson.

II. Open Public Meetings Statement - Joseph Kelly, Chairperson

The Open Public Meeting Act was read by Joseph Kelly, Chairperson.

III. Roll Call

Board of Trustees

		<u>Attendance</u>
Nancy DeRiso	Byram Township Board of Education	Present
Barbara Decker	Franklin Borough Board of Education	Absent
Patrick Pisano	Freehold Borough Board of Education	Present
Danielle Tarvin	Lenape Valley Regional School District	Present
Michael Blake	Maple Shade Board of Education	Present
Samantha Dembowski	North Arlington Board of Education	Absent
Staci Horne	Phillipsburg Board of Education	Present
Joseph Kelly	Rutherford Board of Education	Present
Nicole Petrone	Upper Freehold Regional School District	Absent

Board of Trustees - Alternates

Sara Winchester	Ocean County College	Present
Cory Lowell	Shore Regional High School District	Absent
Jean Flynn	Washington Township Board of Education	Present

Fund Commissioners Present

Brian McCarthy	Caldwell – West Caldwell Board of Education
Tim Havlusch	Hackettstown Board of Education
Anthony Rapolla	Keyport Board of Education
Dennis Zakroff	Millville/Vineland Public Charter Schools
Ann Kluck	Northern Region Educational Services Commission
Pasquale Yacovelli	Pemberton Township Board of Education
Robert Foster	Riverton Board of Education
Nick Mackres	Robbinsville Public Schools
Raymond Slamb	Vernon Township Board of Education

Also Present

Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk and Loss Managers, Inc.
Craig Klein	
Robert Granata	Highland Claim Services
Linda Wehner	
Lisa Pflug	
Lisa Gallo	Qual-Lynx
Nicole Longacre	
Paul Shives	J.A. Montgomery
AJG/Newton	George Morville
	Michael Chymiy
	Donna Huron

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AJG/Princeton	Kimberlee Mafaro Barbara Fitzpatrick Latonya Brennan Amanda DeNapoli Dan Regan
Alliant Insurance Atlantic Associates	Vicky Sjulander Lena Fulton Stowell Fulton
Balken Risk Management The Barclay Group	David Balken John Latimer John Latimer, Jr. Tim Latimer Michael McCarthy
Beckerman & Company Brown & Brown CBIZ Conner Strong	Louis Beckerman Bob Gemmell Bruce Walsh Alfred Kirk Sherry Graiff
EPIC	Judy Pecoraro Chris Homan
FIRM Hardenbergh Group	Laura Maitland Danielle Calaianni Christina Violetti
IMAC Polaris Galaxy Group Rue Insurance Treadstone Risk Mgmt. The Van Dyk Group	Karen Waters Justin Gallo Robert Cottone Giovanni Mancini Jim Malkiewicz Mike McGrath
Whitney Roddy Willis Towers Watson	Martha Thalheimer Ivy Davis

IV. Introduction of Guests
There were no introductions.

V. Approval of Minutes

A. Approval of the March 21, 2024 Board of Trustees' Open Meeting Minutes.

Motion to approve the March 21, 2024 Board of Trustees' Open Meeting Minutes.

Moved: Michael Blake

Seconded: Sara Winchester

Vote: Approved: Unanimous Nay:

B. Approval of the March 21, 2024 Board of Trustees' Closed Meeting Minutes.

Motion to approve the March 21, 2024 Board of Trustees' Closed Meeting Minutes.

Moved: Michael Blake

Seconded: Sara Winchester

Vote: Approved: Unanimous Nay:

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VI. Reports

A. Chairperson - Joseph Kelly

Nominating Subcommittee Appointment

Joe Kelly appointed the following to the Nominating Committee:

Michael Blake, Maple Shade Board of Education

Staci Horne, Phillipsburg Board of Education

Joseph Kelly, Rutherford Board of Education

B. Secretary - Michael Blake

There was no report.

C. Attorney's Report – Barbara Murphy

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 Bill List for all fund years.

Motion to approve the Bill List for all fund years totaling \$2,990,701.06.

Moved: Staci Horne

Seconded: Patrick Pisano

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.

2024/2025 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: Staci Horne

Seconded: Michael Blake

Vote: Approved: Unanimous Nay:

F. Loss Control Specialist - J.A. Montgomery Services

Paul Shives reviewed the safety director report and noted the remainder of the site surveys are being scheduled to be completed by the end of the 2023/2024 fund year.

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.

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J. New Business

1. **Motion** to Introduce the 2023/2024 Fund Year Budget Revision #1.
Moved: Michael Blake
Seconded: Patrick Pisano
Vote: Approved: Unanimous Nay:

2. **Motion** to Introduce the 2024/2025 Fund Year Budget and certify the Assessments.
Moved: Staci Horne
Seconded: Jean Flynn
Vote: Approved: Unanimous Nay:

The administrator presented the 2024/2025 SAIF program as compared to the current fund year.

K. Claims Sub-Committee Report

Ratification of the Claims Sub-Committee's April 8, 2024 and the May 17, 2024 Meeting Minutes.

Motion to ratify the Claim Sub-Committee's April 8, 2024 and the May 17, 2024 Meeting Minutes.

Moved: Michael Blake
Seconded: Staci Horne
Vote: Approved: Unanimous Nay: Abstain:

L. Public Comment

There was no public comment.

M. Closed Session

Motion to adjourn to Closed Session.

Moved: Michael Blake
Seconded: Patrick Pisano
Vote: Approved: Unanimous Nay:
Open Session adjourned at 11:31 a.m.

Motion to resume Open Session.

Moved: Staci Horne
Seconded: Patrick Pisano
Vote: Approved: Unanimous Nay:
Open Session resumed at 11:38 a.m.

VII. Adjournment

Motion to adjourn the meeting.

Moved: Staci Horne
Seconded: Michael Blake
Vote: Approved: Unanimous Nay:

The meeting was adjourned at 11:38 a.m.

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The next meeting will be held Thursday, July 18, 2024 via Zoom.

Respectfully Submitted,

Samantha Dembowski
Authorized Signature

7/22/2024
Date