
SCHOOL ALLIANCE INSURANCE FUND

BOARD OF TRUSTEES' MEETING MINUTES

November 12, 2020

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

The meeting was called to order at 11:03 a.m. by Vice-Chairperson Terhune.

II. Open Public Meetings Statement - Barbara Murphy

The Open Public Meeting Act was read by Barbara Murphy.

III. Roll Call

Board of Trustees

Attendance

Thomas Egan	Cinnaminson Board of Education	Present
Barbara Decker	Franklin Borough Board of Education	Absent
Joseph Howe	Freehold Borough 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	Present

Fund Commissioners

Steve Brennan	Barnegat Township Board of Education
Nicole Petrone	Cranbury School District
Jennifer Bailey	ECO Charter School
Patricia Martucci	Franklin Township Board of Education
Barbara Murphy	Glen Ridge Board of Education
Rashon Hasan	Leonia Board of Education
Danielle Morolda	Mansfield Township Board of Education
Donna Snyder	Newton Board of Education
Fred Savio	Parsippany - Troy Hills Board of Education
Rachel DeCarlo	Rockaway Township Board of Education
Ron Smith	Sparta Township School District
Lourdes LaGuardia	Stafford Township Elementary School District
Patricia Leonhardt	Warren Township Board of Education
Jean Flynn	Washington Township Board of Education
Tim Stys	Watchung Hills Regional Board of Education

Also Present

Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk and Loss Managers, Inc.
Craig Klein	

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Kyle Mrotek	The Actuarial Advantage
Eric Bause	
Shawn Gillon	Withum, Smith & Brown
Robert Granata	Highland Claim Services
Lisa Pflug	
Linda Wehner	
Mike Niznik	Partnership Safety Consultants
Lisa Gallo	Qual-Lynx
M. Paige Berry	Saul Ewing Arnstein & Lehr, LLP
George Morville	Arthur J. Gallagher Risk Management Services, Inc./Newton
Ronald Wolfe	
Latonya Brennan	Arthur J. Gallagher Risk Management Services, Inc./Princeton
Dan Regan	
Stowell Fulton	Atlantic Associates
Lauren Powelson	Balken Risk Management
John Latimer	The Barclay Group
Tim Latimer	
Lisa Gonteski	
Louis Beckerman	Beckerman & Company
Vicky Sjulander	Boynton & Boynton
Bob Gemmell	Brown & Brown Metro
Shakirah Stanford	
Lee Nestel	CBIZ/Centric
Bruce Walsh	
Alfred Kirk	Conner Strong & Buckelew
Judy Pecoraro	EPIC Insurance Brokers & Consultants
Jennifer Olson	Hardenbergh Insurance Group
Karen Waters	IMAC Insurance Agency
Alexandria Suro	Insurance Agency Management, Inc.
Sharon Cooper	Public Entity Advocates
Joseph Ognibene	Public Risk Group
Robert Cottone	Rue Insurance
Christine Secor	USI Insurance
Jim Malkiewicz	Van Dyk Group
Mike McGrath	

IV. Introduction of Guests

There were no introductions.

V. Minutes

A. Approval of the July 30, 2020 Fund Commissioners' & Board of Trustees' Reorganization Meeting Minutes

Motion to approve the July 30, 2020 Fund Commissioners' and Board of Trustees' Reorganization Meeting Minutes.

Moved: Joseph Kelly

Seconded: Thomas Egan

Vote: Approved: Unanimous Nay:

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VI. Reports

A. Chairperson

There was no report.

B. Secretary - Joseph Kelly

There was no report.

C. Attorney's Report - Saul Ewing Arnstein & Lehr, LLP - M. Paige Berry

1. Monthly Report

The report was included in the agenda packet.

2. Resolution 20-18 Appointment of Risk Management Consultants

Motion to approve Resolution 20-18, Appointment of Risk Management Consultants.

Moved: Staci Horne

Seconded: Thomas Egan

Vote: Approved: Unanimous Nay:

3. Resolution 20-19 Approving Addendum to Risk Management Consultant Agreement

Motion to approve Resolution 20-19, Approving Addendum to Risk Management Consultant Agreement.

Moved: Thomas Egan

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

4. Resolution 20-20 Approving Addendum to Regional Risk Management Consultant Agreement

Motion to approve Resolution 20-20, Approving Addendum to Regional Risk Management Consultant Agreement.

Moved: Staci Horne

Seconded: Joseph Howe

Vote: Approved: Unanimous Nay:

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 \$16,582,095.68.

Moved: Joseph Kelly

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

E. Financial Presentation

1. Actuarial Report for year ending June 30, 2020

Actuarial Advantage - Eric Bause

Eric Bause presented the actuarial report, explaining that the purpose of the report is to analyze the Fund's net losses and allocated loss adjustment expense reserves and to project ultimate net losses. Eric commented that the incurred but not reported (IBNR) reserve is a provision that takes into account the emergence of unknown claims, development of known claims and the reopening of closed claims. He also stated that as of the June 30, 2020 valuation date, the total IBNR and case reserves for all fund years was \$26,772,082.

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2. **Financial Report for year ending June 30, 2020**
Withum, Smith + Brown - Shawn Gillon
Shawn Gillon presented the audited financial statements as of June 30, 2020. He stated the cumulative balance sheet, page five, shows assets of \$51,526,293, liabilities of \$30,986,384 and a surplus of \$20,539,909. He reported that net income, page six, for the year ending June 30, 2020 was \$1,621,922. He also stated the financial statements are presented in accordance with generally accepted accounting principles and that there were no recommendations noted.
Motion to approve Resolution 20-21 Certifying Review of Annual Audit Report.
Moved: Staci Horne
Seconded: Thomas Egan
Vote: Approved: Unanimous Nay:
The administrator noted that all Trustees in attendance could sign the Certification of the Governing Body at a future in person meeting.
- F. **Administrator - Public Entity Group Administrative Services - Chuck Hartsoe**
1. **Summary of Topics**
Per the memorandum included in the agenda package.
- G. **Loss Control Specialist - Partnership Safety Consultants – Mike Niznik**
There was no report
- H. **Managed Care Organization - Qual-Lynx - Lisa Gallo**
Lisa Gallo presented the Activity Report and Bill Review Services report distributed at the meeting.
- I. **Claims Servicing Organization - Highland Claim Services Inc.**
There was no report.
- J. **Old Business**
There was no old business.
- K. **New Business**
1. **Motion** to Introduce the 2019/2020 Fund Year Budget Revision #1.
Moved: Staci Horne
Seconded: Thomas Egan
Vote: Approved: Unanimous Nay:
- L. **Claims Sub-Committee Report**
Ratification of the Claims Sub-Committee’s September 15, 2020 and October 13, 2020 Meeting Minutes.
Motion to ratify the Claim Sub-Committee’s September 15, 2020 and October 13, 2020 Meeting Minutes.
Moved: Thomas Egan
Seconded: Staci Horne
Vote: Approved: Unanimous Nay: Abstain:
- M. **Public Comment**
There was no public comment.
- N. **Closed Session**
Motion to adjourn to Closed Session.
Moved: Joseph Kelly
Seconded: Staci Horne
Vote: Approved: Unanimous Nay:
Open Session adjourned at 11:33 a.m.

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Motion to resume Open Session.

Moved: Joseph Kelly

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

Open Session resumed at 11:51 a.m.

O. Open Session Resumes

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

Moved: Staci Horne

Seconded: Joseph Kelly

Vote: Approved: Unanimous Nay:

VII. Adjournment

Motion to adjourn the meeting.

Moved: Staci Horne

Seconded: Joseph Kelly

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 11:53 p.m.

The next meeting will be held on **Thursday, March 18, 2021 at 11:00 a.m.** via Zoom.

Respectfully Submitted,



Authorized Signature

3/18/21

Date