BOARD OF TRUSTEES' MEETING MINUTES
March 18, 2021

I. **Call to Order - Gail Libby, Chairperson**
The meeting was called to order at 11:04 a.m. by Chairperson Libby.

II. **Open Public Meetings Statement - Gail Libby**
The Open Public Meeting Act was read by Gail Libby.

III. **Roll Call**

Board of Trustees		Attendance
Thomas Egan (@ 11:16 a.m.)	Cinnaminson Board of Education	Present
Barbara Decker	Franklin Borough Board of Education	Present
Joseph Howe	Freehold Borough Board of Education	Present
Gail Libby	Mt. Olive Township Board of Education	Present
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	Absent
Jenine Murray	Wood-Ridge Board of Education	Present

Board of Trustees - Alternates		
Haqquisha Taylor	Fort Lee Board of Education	Absent
Sara Winchester	Ocean County College	Absent
Nancy DeRiso	Oxford Township Board of Education	Present

Fund Commissioners	
Ron Smith	Sparta Township School District

Also Present	
Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk and Loss Managers, Inc.
Craig Klein	
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
Mike McClintock	Millville/Vineland Public Charter Schools
Jasmine Brascom	Alamo Insurance
George Morville	Arthur J. Gallagher Risk Management Services, Inc./Newton
Latonya Brennan	Arthur J. Gallgher Risk Management Services, Inc./Princeton
Dan Regan	
Stowell Fulton	Atlantic Associates
Dave Balken	Balken Risk Management
Lauren Powelson	
John Latimer	The Barclay Group
Tim Latimer	
Lisa Gonteski	
Mike McCarthy	
Louis Beckerman	Beckerman & Company
Vicky Sjulander	Boynton & Boynton

Lee Nestel	CBIZ/Centric
Bruce Walsh	
Greg DerAsadourian	
Alfred Kirk	Conner Strong & Buckelew
Sherry Graiff	
Brittany Wilce	
Jennifer Olson	Hardenbergh Insurance Group
Joseph Ognibene	Public Risk Group
Robert Cottone	Rue Insurance
Giovanni Mancini	Treadstone Risk Management
Jim Malkiewicz	Van Dyk Group
Mike McGrath	
Bob English	Willis Towers Watson

IV. **Introduction of Guests**
There were no introductions.

V. **Minutes**
    A. **Approval of the November 12, 2020 Board of Trustees' Open and Board of Trustees' Closed Meeting Minutes**
    Motion to approve the November 12, 2020 Board of Trustees' Open and Board of Trustees' Closed Meeting Minutes.
    Moved: Joseph Kelly
    Seconded: Staci Horne
    Vote: Approved: Unanimous   Nay:

VI. **Reports**
    A. **Chairperson - Gail Libby**
    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 20-22 Approving Addendum to Risk Management Consultant Agreement**
        Motion to approve Resolution 20-22, Approving Addendum to Risk Management Consultant Agreement.
        Moved: Joseph Kelly
        Seconded: Staci Horne
        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 $8,380,183.60.
        Moved: Joseph Kelly
        Seconded: Thomas Egan
        Vote: Approved: Unanimous   Nay:
    E. **Administrator - Public Entity Group Administrative Services - Chuck Hartsoe**
        1. **Summary of Topics**
        Refer to the memorandum included in the agenda packet.
            a.   Financial Fast Track

      b.   2021/2022 Fund Year Budget and Renewal Applications

      c.   2021/2022 Fund Year New Business Submissions

          The list of entities applying to the Fund 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 the SAIF's underwriting/loss control criteria.

          Moved: Staci Horne
          Seconded: Barbara Decker
          Vote: Approved: Unanimous   Nay:

      d.   STOPit Program

      e.   SafeSchools Online Training Program

          The administrator stated they were working to secure member access to the full suite of training program available through Safeschools.

      f.   HR Helpline

      g.   NJ MVC CAIR Program

      h.   MEL Safety Institute

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

There was no report.

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

Lisa Gallo reviewed the Activity Report and Bill Review Services included the agenda package.

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

There was no report.

I.   **Old Business**

There was no old business.

J.   **New Business**

    1.   *Motion* to Open the Public Hearing on the 2019/2020 Fund Year Budget Revision #1.

        Moved: Staci Horne
        Seconded: Joseph Kelly
        Vote: Approved: Unanimous   Nay:

    2.   *Motion* to Close the Public Hearing and Adopt the 2019/2020 Fund Year Budget Revision #1.

        Moved: Thomas Egan
        Seconded: Joseph Kelly
        Vote: Approved: Unanimous   Nay:

K.   **Claims Sub-Committee Report**

Ratification of the Claims Sub-Committee's December 14, 2020, January 11, 2021, February 8, 2021 and March 8, 2021 Meeting Minutes.

Motion to ratify the Claim Sub-Committee's December 14, 2020, January 11, 2021, February 8, 2021 and March 8, 2021 Meeting Minutes.

Moved: Staci Horne
Seconded: Thomas Egan
Vote: Approved: Unanimous   Nay: Abstain:

M.   **Public Comment**

There was no public comment.

N.   **Closed Session**

There was no closed session.

VII. **Adjournment**
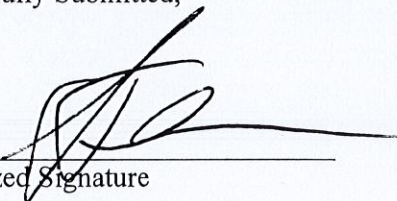*Motion* to adjourn the meeting.
Moved: Staci Horne
Seconded: Joseph Kelly
Vote: Approved: Unanimous Nay:

The meeting was adjourned at 11:59 a.m.

The next meeting will be held on **Thursday, June 3, 2021 at 10:00 a.m.** via Zoom.

Respectfully Submitted,

_____   ___06/03/21_____
Authorized Signature   Date