
SCHOOL ALLIANCE INSURANCE FUND

BOARD OF TRUSTEES' MEETING MINUTES

March 16, 2023

I. Call to Order - Gail Libby, Chairperson

The meeting was called to order at 11:07 a.m. by Gail Libby, Chairperson.

II. Open Public Meetings Statement - Gail Libby, Chairperson

The Open Public Meeting Act was read by Gail Libby, 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	Present
Michael Blake	Maple Shade Board of Education	Present
Gail Libby	Mt. Olive Township Board of Education	Present
Samantha Dembowski	North Arlington Board of Education	Present
Nancy DeRiso	Oxford Board of Education	Present
Staci Horne	Phillipsburg Board of Education	Present
Joseph Kelly	Rutherford Board of Education	Present
Jenine Murray	Wood-Ridge Board of Education	Absent

Alternate Board of Trustees

Haquisha Taylor	Fort Lee Board of Education	Absent
Sara Winchester	Ocean County College	Absent
Corey Lowell	Shore Regional High School District	Absent

Fund Commissioners

Donna DiLapo	Berlin Borough Board of Education
Brian McCarthy	Caldwell - West Caldwell Board of Education
Melissa Livengood	Cinnaminson Township Board of Education
Lori Tirone	Franklin Township Board of Education
Danielle Dolci	Mansfield Township Board of Education
Dennis Zakroff	Millville/Vineland Public Charter School
Jared Toscano	Palmyra Borough Board of Education
James McCullough	Sterling High School District
Tim Stys	Watchung Hills Regional Board of Education
Melissa Kida	West Essex Regional Board of Education

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, LLP
Jasmine Brascom	Alamo Insurance

SCHOOL ALLIANCE INSURANCE FUND

John Calandriello	Allen Associates
Victoria Sjulander	Alliant Insurance
Amanda DeNapoli	
George Morville	Arthur J. Gallagher
Barbara Fitzpatrick	
Dan Regan	
Lauren Potts	
Madison Kinney	
Stowell Fulton	Atlantic Associates
Lena Fulton	
David Balken	Balken Risk Management
Christa Foli	
Gia Mongioi	
Shannon Balken	
John Latimer	Barclay Insurance
Lisa Gonteski	
Mike McCarthy	
Timothy Latimer	
Suzanne Bridge	Brown & Brown
Lee Nestel	CBIZ
Cassandra Curington	
Greg DerAsadourian	
Alfred Kirk	Conner Strong
Sherry Graiff	
Christopher Roselli	Hardenbergh Insurance
Danielle Colaianni	
Karen Waters	IMAC Agency
Sharon Cooper	Public Entity Advocates
Patrick Cassidy	R.D. Parisi Associates
Robert Cottone	Rue Insurance
Spiro J. Molfetas	Scirocco Group
Giovanni Mancini	Treadstone Risk Management
Jim Malkiewicz	Van Dyk Group
Michael McGrath	
Marth Thalheimer	Whitney H. Roddy
Carol Barnes	Willis Towers Watson
Donna Ripolino	

IV. Introduction of Guests

Suzanne Bridges from Brown & Brown was introduced.

V. Minutes

A. Approval of the October 26, 2022 Board of Trustees' Open Meeting Minutes

Motion to approve the October 26, 2022 Board of Trustees' Open Meeting Minutes.

Moved: Michael Blake

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

SCHOOL ALLIANCE INSURANCE FUND

VI. Reports

A. Chairperson - Gail Libby

1. Contract Subcommittee Appointment
Gail Libby appointed the following to the Service Provider Contract Subcommittee: Joseph Kelly, Samantha Dembowski, Michael Blake

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.

D. Treasurer's Report - Barbara Murphy

Barbara Murphy presented the Bill List and Treasurer's Report.

1. **Approval of the Bill List and Treasurer's Report for all fund years.**
Motion to approve the Bill List and Treasurer's Report for all fund years totaling \$11,108,042.26.
Moved: Staci Horne
Seconded: Michael Blake
Vote: Approved: Unanimous Nay:

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

1. **Summary of Topics**
Per the memorandum included in the agenda package.
2023/2024 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: Joseph Kelly
Seconded: Michael Blake
Vote: Approved: Unanimous Nay:

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

Mike Niznik presented the 2022/2023 Fund Year 3rd Quarter Report distributed prior to the meeting.

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

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

H. Claims Servicing Organization - Highland Claim Services Inc.

There was no report.

I. Old Business

There was no old business.

SCHOOL ALLIANCE INSURANCE FUND

J. New Business

There was no new business.

K. Claims Sub-Committee Report

Ratification of the Claims Sub-Committee's November 17, 2022, December 12, 2022, January 9, 2023 and February 13, 2023 Meeting Minutes.

Motion to ratify the Claim Sub-Committee's November 17, 2022, December 12, 2022, January 9, 2023 and February 13, 2023 Meeting Minutes.

Moved: Michael Blake

Seconded: Barbara Decker

Vote: Approved: Unanimous Nay:

L. Public Comment

There was no public comment.

M. Closed Session

Motion to adjourn to Closed Session.

Moved: Joseph Kelly

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

Open Session adjourned at 11:40 a.m.

Motion to resume Open Session.

Moved: Joseph Kelly

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

Open Session resumed at 12:03 p.m.

N. Open Session Resumes

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

Moved: Staci Horne

Seconded: Michael Blake

Vote: Approved: Unanimous Nay:

VII. Adjournment

Motion to adjourn the meeting.

Moved: Michael Blake

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 12:04 p.m.

The next meeting will be held on **Thursday, June 15, 2023 at 11:00 a.m.** via Zoom.

Respectfully Submitted,



Authorized Signature

6/15/23

Date