
SCHOOL ALLIANCE INSURANCE FUND

BOARD OF TRUSTEES' MEETING MINUTES

November 30, 2023

I. Call to Order - Joseph Kelly, Chairperson

The meeting was called to order at 12:05 p.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	Absent
Barbara Decker	Franklin Borough Board of Education	Absent
Patrick Pisano	Freehold Borough Board of Education	Present
Danielle Tarvin	Lenape Valley Regional School District	Absent
Michael Blake	Maple Shade 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
Nicole Petrone	Upper Freehold Regional School District	Present

Alternate Board of Trustees

Sara Winchester	Ocean County College	Absent
Jean Flynn	Washington Township Board of Education	Present
Vacancy		

Fund Commissioners Present

John Marmora	Emerson Board of Education
Timothy Havlusch	Hackettstown Board of Education
Anthony Rapolla	Keyport Board of Education
Pasquale Yacovelli	Pemberton Township Board of Education
Christina Fessler	Point Pleasant Boro Board of Education
Elizabeth Moreland	Randolph Township Board of Education
Raymond Slamb	Vernon Township Board of Education
Tim Stys	Warren Hills Regional Board of Education

Also Present

Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk and Loss Managers, Inc.
Craig Klein	
Kyle Mrotek	The Actuarial Advantage
Jamie Shooks	
Shawn Gillon	WithumSmith+Brown
Robert Granata	Highland Claim Services
Mike Niznik	Partnership Safety Consultants
Lisa Gallo	Qual-Lynx
M. Paige Berry	Saul Ewing, LLP
AJG/Newton	George Morville

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AJG/Princeton	Michael Chymiy Donna Huron Barbara Fitzpatrick Latonya Brennan Amanda DeNapoli Lauren Potts
Alamo Insurance Atlantic Associates	Louis Alamo Stowell Fulton Lena Fulton
The Barclay Group	John Latimer Tim Latimer Lisa Gonteski
CBIZ	Lee Nestel Bruce Walsh
Conner Strong EPIC	Al Kirk Judy Pecoraro Chris Homan
Polaris Galaxy Group Public Entity Advocates Rue Insurance The Van Dyk Group	Justin Gallo Sharon Cooper Robert Cottone Jim Malkiewicz Mike McGrath
Whitney Roddy Willis Towers Watson	Martha Thalheimer John Moore Pamela Korner Bob English

IV. Introduction of Guests

There were no introductions.

V. Minutes

A. Approval of the July 20, 2023 Fund Commissioners' and Board of Trustees' Reorganization Meeting Minutes

Motion to approve the July 20, 2023 Fund Commissioners' and Board of Trustees' Reorganization Meeting Minutes.

Moved: Michael Blake

Seconded: Samantha Dembowski

Vote: Approved: Unanimous Nay:

VI. Reports

A. Chairperson - Joseph Kelly

There was no report.

B. Secretary - Michael Blake

There was no report.

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

1. Monthly Report

Paige Berry presented the Attorney's Report included in the agenda package.

D. Treasurer's Report - Barbara Murphy

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

1. Approval of the Treasurer's Report and Bill List for all fund years.

Motion to approve the Bill List and Treasurer's Report for all fund years totaling \$18,458,783.51.

Moved: Michael Blake

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

E. Financial Presentation

1. Actuarial Report for year ending June 30, 2023

Actuarial Advantage - Kyle Mrotek

Kyle Mrotek presented the actuarial report, explaining 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. Kyle 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. As of the June 30, 2023 valuation date, total IBNR and case reserves for all fund years was \$29,558,923.

2. Financial Report for year ending June 30, 2023

Withum, Smith + Brown - Shawn Gillon

Shawn Gillon presented the audited financial statements as of June 30, 2023. The cumulative balance sheet shows assets of \$55,099,784, liabilities of \$35,203,008 and a surplus of \$19,896,776. Shawn stated the financial statements are presented in accordance with generally accepted accounting principles and that there were no recommendations noted.

Motion to approve Resolution 23-18 Certifying Review of Annual Audit Report.

Moved: Nicole Petrone

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

The administrator noted that the 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. It was reported there was a recent vacancy on the Board of Trustees. The Administrator's Office will reach out to the fund commissioners to seek volunteers in order to provide recommendations to fill the vacancy.

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

There was no report.

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

Lisa Gallo presented the Activity Report and Bill Review Services report included in the agenda package and introduced the updated Qual-Lynx Digital Online Claim Reporting System.

I. Claims Servicing Organization - Highland Claim Services Inc.

There was no report.

J. Old Business

There was no old business.

K. New Business

There was no new business.

L. Claims Sub-Committee Report

Ratification of the Claims Sub-Committee's August 21, 2023, September 11, 2023, October 10, 2023 and November 14, 2023 Meeting Minutes.

Motion to ratify the Claim Sub-Committee's August 21, 2023, September 11, 2023, October 10, 2023 and November 14, 2023 Meeting Minutes.

Moved: Patrick Pisano

Seconded: Michael Blake

Vote: Approved: Unanimous Nay:

M. Public Comment

There was no public comment.:

VII. Adjournment

Motion to adjourn the meeting.

Moved: Staci Horne

Seconded: Michael Blake

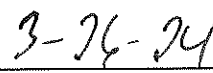
Vote: Approved: Unanimous Nay:

The meeting was adjourned at 12:34 a.m.

The next meeting will be held on **Thursday, January 11, 2024 at 11:30 a.m. via Zoom.**

Respectfully Submitted,


Authorized Signature


Date