
SCHOOL ALLIANCE INSURANCE FUND

BOARD OF TRUSTEES' MEETING MINUTES

May 28, 2020

I. Call to Order – Gail Libby, Chairperson

The meeting was called to order at 11:02 a.m. by Gail Libby.

II. Open Public Meetings Statement – Gail Libby, Chairperson

The Open Public Meeting Act was read by Gail Libby.

III. Roll Call

Board of Trustees

		<u>Attendance</u>
Tom 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	Present
Samantha Dembowski	North Arlington Board of Education	Absent
Staci Horne	Phillipsburg Board of Education	Present
Joe Kelly	Rutherford Board of Education	Present
Steve Terhune	Southern Regional Board of Education	Present
Jenine Murray	Wood-Ridge Board of Education	Present

Board of Trustees - Alternates

Haquisha Taylor	Fort Lee Board of Education	Absent
James Sekelsky	Hardyston Township Board of Education	Absent
Sara Winchester	Ocean County College	Absent

Fund Commissioners Present

Patricia Martucci	Franklin Township School District
Vincent Occhino	Green Township Board of Education
Timothy Havlusch	Hackettstown Board of Education
Danielle Morolda	Mansfield Township Board of Education
Michael Blake	Maple Shade Board of Education
Chris Heagele	North Warren Regional Board of Education
Deborah Piccirillo	Pine Hill Board of Education
Corey Lowell	Shore Regional School District
Lourdes LaGuardia	Stafford Township Board of Education
Steve McHugh	Stanhope Board of Education

Also Present

Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk and Loss Managers, Inc.
Craig Klein	
Paige Berry	Saul Ewing Arnstein & Lehr, LLP
Robert Granata	Highland Claim Services
Linda Wehner	
Lisa Pflug	
Mike Niznik	Partnership Safety Consultants
Lisa Gallo	Qual-Lynx

SCHOOL ALLIANCE INSURANCE FUND

Joseph Rude	Manchester Regional Board of Education (Passaic County)
George Morville	AJG/Newton
Latonya Brennan	AJG/Princeton
Dan Regan	
Stowell Fulton	Atlantic Associates
John Latimer	The Barclay Group
Tim Latimer	
Mike McCarthy	
Anita Zalegowski	
Lisa Gonteski	
Dave Balken	Balken Risk Management
Shannon Balken	
Vicky Sjulander	
Lou Beckerman	Beckerman & Company
Vicki Sumner	Boynton & Boynton
Bob Gemmell	Brown & Brown of NJ
Lee Nestel	CBIZ/Centric
Bruce Walsh	
Al Kirk	Connor Strong and Buckelew
Bill Brightly	Cook Maran & Associates
Judy Pecoraro	
Steven Bommer	FIRM, Inc.
Bonnie Ridolfino	Hardenbergh Insurance Group
Jennifer Olson	
Sharon Cooper	Public Entity Advocates
Mike Sabbagh	Richland Knowles Agency
Robert Cottone	Rue Insurance
Bruce Roddy	Whitney H. Roddy, Inc.
John Moore	Willis Towers Watson
Donna Ripolino	
Robert English	
Michael McGrath	Van Dyk Group
Jim Malkiewicz	

IV. Introduction of Guests

There were no introductions.

V. Minutes

A. Approval of the November 14, 2019 Board of Trustees' Open and Meeting Minutes and Closed Meeting Minutes.

Motion to approve the November 14, 2019 Board of Trustees' Open Meeting Minutes and Closed Meeting Minutes.

Moved: Joe Kelly

Seconded: Steve Terhune

Vote: Approved: Unanimous Nay:

SCHOOL ALLIANCE INSURANCE FUND

VI. Reports

A. Chairperson – Gail Libby

Contract Subcommittee Appointment

Gail appointed the following to the Nominating Committee:

Tom Egan, Cinnaminson Board of Education

Joe Kelly, Rutherford Board of Education

Steve Terhune, Southern Regional Board of Education

B. Secretary - Joseph Kelly

There was no report.

C. Attorney's Report - M. Paige Berry

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 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 \$11,252,241.55.

Moved: Staci Horne

Seconded: Steve Terhune

Vote: Approved: Unanimous Nay:

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

1. Summary of Topics Memorandum (included in the agenda packet)

a. 2020/2021 New Business Submissions

The administrator stated that the list of new business submissions 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 SAIF's underwriting/loss control criteria.

Moved: Joe Kelly

Seconded: Steve Terhune

Vote: Approved: Unanimous Nay:

b. 2020/2021 Risk Management Plan

The administrator reported the Fund would not have mold coverage upon renewal due to market conditions. The administrator also reported renewal coverage would be provided again through Chubb. It was noted the 2020/2021 EIL policy would include a \$50,000 member retention and the Fund would have a \$200,000 per claim retention for the school leaders' professional liability coverage for the 2020-2021 fund year.

SCHOOL ALLIANCE INSURANCE FUND

Motion to approve Resolution 19-20 Adopting the Risk Management Plan for the 2020/2021 fund year.

Moved: Staci Horne

Seconded: Steve Terhune

Vote: Approved: Unanimous Nay:

- c. 2020/2021 Meeting Schedule
As per the meeting schedule included in the agenda packet.
- d. Safety Incentive Program
- e. Outstanding Documents
- f. MEL Safety Institute
- g. SafeSchools Online Training
- h. HR Helpline
- i. NJ Motor Vehicle Commission (CAIR)

F. Loss Control Specialist - Partnership Safety Consultants

There was no report.

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.

J. New Business

- 1. **Motion** to Open the Public Hearing on the 2018/2019 Fund Year Budget - Revision #2.
Moved: Tom Egan
Seconded: Steve Terhune
Vote: Approved: Unanimous Nay:
- 2. **Motion** to Closed the Public Hearing and Adopt the 2018/2019 Fund Year Budget - Revision #2.
Moved: Steve Terhune
Seconded: Joe Kelly
Vote: Approved: Unanimous Nay:
- 3. **Motion** to Introduce the 2020/2021 Fund Year Budget and certify the Assessments.
Moved: Tom Egan
Seconded: Steve Terhune
Vote: Approved: Unanimous Nay:
- 4. Department of Banking and Insurance Fund Audit
The administrator provided an update on the final report and requested the Trustees execute the affidavit included with the audit.

SCHOOL ALLIANCE INSURANCE FUND

K. Public Comment

There was no public comment.

L. Claims Sub-Committee Report

Ratification of the Claims Sub-Committee's December 9, 2019, January 30, 2020, February 10, 2020, March 25, 2020 and May 12, 2020 Meeting Minutes.

Motion to ratify the Claim Sub-Committee's December 9, 2019, January 30, 2020, February 10, 2020, March 25, 2020 and May 12, 2020 Meeting Minutes.

Moved: Tom Egan

Seconded: Steve Terhune

Vote: Approved: Unanimous Nay: Abstain:

XIII. Adjournment

Motion to adjourn the meeting.

Moved: Staci Horne

Seconded: Steve Terhune

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 12:15 p.m.

The next meeting will be held in July 2020 via Zoom.

Respectfully Submitted,



Authorized Signature

7/30/20

Date