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**SCHOOL ALLIANCE INSURANCE FUND**

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**BOARD OF TRUSTEES' MEETING MINUTES**

March 17, 2022

**I. Call to Order - Gail Libby, Chairperson**

The meeting was called to order at 11:04 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	Absent
Michael Blake	Maple Shade 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	Absent
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	Absent
Nancy DeRiso	Oxford Township Board of Education	Absent

Fund Commissioners

Pamela Vargas	Butler Board of Education
Lori Tirone	Franklin Township Board of Education
Eric Thomasevich	Leonia Board of Education
Sarah Bell	Logan Township Board of Education
Danielle Dolci	Mansfield Township Board of Education
Dr. Cherie Bratty	Pine Hill Board of Education
Stephen Frost	Randolph Township Board of Education
Jim McCullough	Sterling High 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
Donna Huron	Arthur J. Gallagher Risk Management Services, Inc./Newton
Barbara Fitzpatrick	Arthur J. Gallagher Risk Management Services, Inc./Princeton
Latonya Brennan	
Dan Regan	

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Amanda DeNapoli	
Lauren Potts	
Victoria Sjulander	Alliant Insurance Services, Inc.
Stowell Fulton	Atlantic Associates
Lena Fulton	
John Latimer	The Barclay Group
Mike McCarthy	
Lisa Gonteski	
Tim Latimer	
Louis Beckerman	Beckerman & Company
Bob Gemmell	Brown & Brown Metro, Inc.
Lee Nestel	CBIZ/Centric
Greg DerAsadourian	
Bruce Walsh	
Cassandra V. Curington	
Alfred Kirk	Conner Strong & Buckelew
Sherry Graiff	
Judy Pecoraro	EPIC Insurance Brokers & Consultants
Frank D'Ambrosio	
Jennifer Olson	Hardenbergh Insurance Group
Justin Gallo	Polaris Galaxy Group
Sharon Cooper	Public Entity Advocates
Patrick Cassidy	R.D. Parisi Associates
Robert Cottone	Rue Insurance
Giovanni Mancini	Treadstone Risk Management, LLC
Jim Malkiewicz	The Van Dyk Group
Michael McGrath	
Martha Thalheimer	Whitney H. Roddy, Inc.
Donna Ripolino	Willis Towers Watson Northeast, Inc.

**IV. Introduction of Guests**

There were no introductions.

**V. Minutes**

**A. Approval of the November 11, 2021 Board of Trustees' Open Meeting Minutes**

**Motion** to approve the November 11, 2021 Board of Trustees' Open Meeting Minutes.

**Moved:** Haquisha Taylor

**Seconded:** Joseph Kelly

**Vote:** Approved: Unanimous      Nay:

**B. Approval of the November 11, 2021 Board of Trustees' Closed Meeting Minutes**

**Motion** to approve the November 11, 2021 Board of Trustees' Closed Meeting Minutes.

**Moved:** Haquisha Taylor

**Seconded:** Joseph Kelly

**Vote:** Approved: Unanimous      Nay:

**VI. Reports**

**A. Chairperson - Gail Libby**

**1. Contract Subcommittee Appointment**

Gail Libby appointed the following to the Service Provider Contract Subcommittee: Steve Terhune, Joseph Kelly, Haquisha Taylor

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- 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 \$9,527,122.59.  
**Moved:** Steve Terhune  
**Seconded:** Barbara Decker  
**Vote:** Approved: Unanimous      Nay:
- E. Administrator - Public Entity Group Administrative Services - Chuck Hartsoe**  
**1. Summary of Topics**  
Per the memorandum included in the agenda packet.  
**2022/2023 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:** Steve Terhune  
**Seconded:** Joseph Kelly  
**Vote:** Approved: Unanimous      Nay:
- F. Loss Control Specialist - Partnership Safety Consultants - Mike Niznik**  
Mike Niznik presented the 2021/2022 Fund Year 3<sup>rd</sup> Quarter Report included in the agenda package.
- 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.
- J. New Business**  
There was no new business.

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**K. Claims Sub-Committee Report**

**Ratification of the Claims Sub-Committee's December 13, 2021, January 13, 2022 and February 14, 2022 Meeting Minutes.**

**Motion** to ratify the Claim Sub-Committee's December 13, 2021, January 13, 2022 and February 14, 2022 Meeting Minutes.

**Moved:** Haquisha Taylor

**Seconded:** Joseph Kelly

**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:** Barbara Decker

**Vote:** Approved: Unanimous      Nay:

Open Session adjourned at 11:49 a.m.

**Motion** to resume Open Session.

**Moved:** Joseph Kelly

**Seconded:** Steve Terhune

**Vote:** Approved: Unanimous      Nay:

Open Session resumed at 12:09 p.m.

**N. Open Session Resumes**

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

**Moved:** Steve Terhune

**Seconded:** Joseph Kelly

**Vote:** Approved: Unanimous      Nay:

**VII. Adjournment**

**Motion** to adjourn the meeting.

**Moved:** Joseph Kelly

**Seconded:** Haquisha Taylor

**Vote:** Approved: Unanimous      Nay:

The meeting was adjourned at 12:11 p.m.

The next meeting will be held on **Thursday, May 19, 2022 at 11:00 a.m.** via Zoom.

Respectfully Submitted,



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Authorized Signature



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Date