

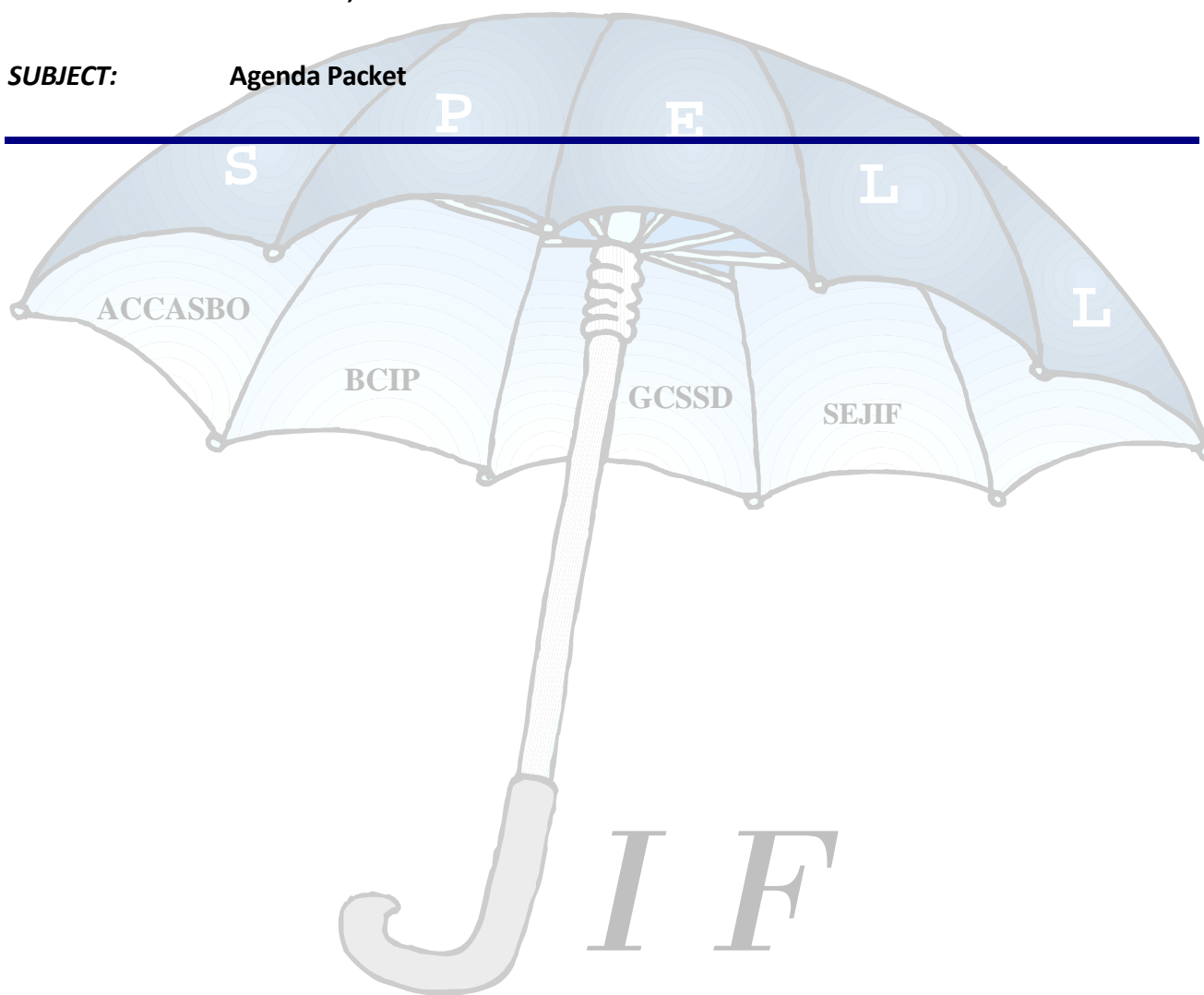
**SCHOOL POOL FOR EXCESS LIABILITY LIMITS  
JOINT INSURANCE FUND**

**TO:** Fund Trustees  
Fund Alternate Trustees  
Fund Professionals

**FROM:** Brad Hoffman, Executive Director  
Craig H. Wilkie, Deputy Executive Director  
Scott C. Tennant, Deputy Executive Director

**MEETING DATE:** October 4, 2019

**SUBJECT:** Agenda Packet



Enclosed please find the agenda packet for the SPELL JIF Board of Trustees Meeting which will be held on **Friday, October 4, 2019** at **10:00 a.m.** at the office of **Arthur J. Gallagher Risk Management Services, Inc., 6000 Sagemore Drive, Suite 6203, Marlton, New Jersey 08053.**

# ***School Pool for Excess Liability Limits Joint Insurance Fund***

## ***SPELL JIF***

**Arthur J. Gallagher Risk Management Services, Inc.  
6000 Sagemore Drive, Suite 6203  
Marlton, New Jersey 08053**

**Friday, October 4, 2019 – 10:00 AM**

### **AGENDA**

- I. The Meeting is called to Order.
- II. Statement of Compliance with the Open Public Meetings Act
  - A. Notice of this meeting was given by sending sufficient notice herewith to the newspapers recognized by owner groups;
  - B. Filing advance written notice of this meeting with each owner group and their member districts; and
  - C. Posting notice on the public bulletin boards of all municipalities served by the member districts of each owner group.
- III. Roll Call
  - A. **2019-20 Trustees**
    - Thomas P. Grossi, Greater Egg Harbor RHSD, **Chair** – ACCASBO JIF
    - Cherie Bratty, Upper Deerfield Twp School District, **Vice Chair** – GCSSD JIF
    - Robert F. Wachter, Jr., Mt. Laurel Twp BOE, **Secretary** – BCIP JIF
    - Joseph Smurlo, Egg Harbor City School District – ACCASBO JIF
    - Richard J. Kaz, Jr., Northern Burlington County RSD, Trustee – BCIP JIF
    - Joseph Collins, Elk Twp School District, Alternate Trustee – GCSSD JIF
  - B. **2018-19 Alternate Trustees**
    - Christopher Veneziani, Folsom BOE, Alternate Trustee– ACCASBO JIF
    - Kim Robinson, Mainland Regional High School, Alternate Trustee – ACCASBO JIF
    - Michael Colling, Medford Lakes SD, Alternate Trustee – BCIP JIF
    - Diana Schiraldi, Eastern Camden County RSD, Alternate Trustee – BCIP JIF
    - Chris Rodia, Westville/Woodbury Heights, Alternate Trustee – GCSSD JIF
    - Rose Wang Chin, Woodstown-Pilesgrove, Alternate Trustee – GCSSD JIF
  - C. **District Personnel**
    - John Serapiglia, Jr., Passaic County Manchester Regional BOE– SE JIF
    - Karen Yeamans, Nutley BOE– SE JIF
  - D. **Fund Professionals**
    - Craig H. Wilkie, Sr. Program Administrator – RPA, a division of Gallagher
    - Scott C. Tennant, Sr. Program Strategist– RPA, a division of Gallagher
    - Bradford Hoffman, Director of Program Administration – RPA, a division of Gallagher
    - Jennifer Fox, Sr. Account Manager – RPA, a division of Gallagher
    - Louis J. Greco, Esquire, Fund Solicitor
    - Lorraine Verrill, CPA, Fund Treasurer – Verrill & Verrill, LLC
    - Annette Reap, Recording Secretary

- IV. Approval of Minutes – **ADOPTION**
  - A. May 23, 2019 Minutes.....Pages 4-8
- V. Adoption of Amended Budget - **MOTION REQUESTED** .....Page 9
- VI. Professional Reports
  - A. Accountant/Treasurer – **MOTION REQUESTED**
    - 1. Bill Lists (June-September 2019) .....Pages 10-13
    - 2. Cash Reconciliation Reports (May-August 2019) .....Pages 14-17
- VII. **MOTION REQUESTED** to go into Closed Session
- VIII. **MOTION REQUESTED** to come out of Closed Session
  - B. Attorney
    - 1. SAM Claims .....Summary
    - 2. Coverage Counsel .....Summary
    - 3. Conflict Attorney.....Summary
  - C. Student Accident Program Report .....No Report
  - D. Executive Director/Underwriting & Finance Director Report.....Pages 18-19
    - 1. EXECUTIVE DIRECTOR
      - a. 2019-20 New Members .....Summary
      - b. 2020-2021 Membership Renewal .....Summary
      - c. NJSIA Workers’ Compensation Conference-**MOTION REQUESTED** .....Pages 20-28
      - d. Environmental Management Seminar-**MOTION REQUESTED** .....Pages 29-33
      - e. 2019 Mold Seminar Follow-Up Survey for EHRIP Services-Update .....Summary
      - f. Cyber Security Symposium-**MOTION REQUESTED** .....Pages 34-43
      - g. Boiler Operator Refresher Training .....Summary
      - h. SPELL Joint Retreat-**MOTION REQUESTED**.....Pages 44-62
      - i. Safety Director Services .....Summary
      - j. StopIt/WeTip.....Summary
      - k. AGRIP.....Summary
      - l. NJSBA Fall Conference .....Summary
    - 2. UNDERWRITING & FINANCE DIRECTOR
      - a. Exposure Renewal Information Update/Timeline.....Summary
      - b. Excess & Reinsurance Partner Update .....Summary
      - c. Financial Performance Update
        - I. Owner Group Performance Review.....Summary
        - II. 6/30/19 Process Update .....Summary
- IX. **Miscellaneous Business and Public Comment**

The next meeting of the SPELL JIF is scheduled to be held on **Friday, February 7, 2020** at 10:00 a.m. at the office of Arthur J. Gallagher Risk Management Services, Inc., 6000 Sagemore Drive, Suite 6203, Marlton, NJ 08053.
- X. **MOTION REQUESTED** to Adjourn Meeting.