

**ATLANTIC & CAPE MAY COUNTIES ASSOCIATION OF  
SCHOOL BUSINESS OFFICIALS JOINT INSURANCE FUND  
(ACCASBOJIF)**

**RESOLUTION NO. 2019-01**

**APPOINTING PROFESSIONAL STAFF**

**WHEREAS**, the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund is duly constituted as a School District Self Insurance Fund and has been organized in accordance with the provisions of *N.J.S.A.* 18A:18B:1-10, et seq.; and

**WHEREAS**, the participating School Districts have made their respective designations of Commissioners who, in turn, have elected a Board of Trustees for the Fund who will collectively serve as the Governing Body for same; and

**WHEREAS**, the Trustees of the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund find that it is necessary and appropriate to obtain certain professional and other extraordinary and unspecifiable services and, therefore, to make certain appointments and to authorize certain contracts for Extraordinary and Unspecifiable Services so that the work of the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund may proceed; and

**Now, THEREFORE BE IT RESOLVED** by the Trustees of the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund, assembled in a public session on May 20, 2020 that:

1. Arthur J. Gallagher Risk Management Services, Inc. is hereby appointed as Administrator for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund with Bradford W. Hoffman appointed as Executive Director. Craig Wilkie and Scott Tennant are appointed as Deputy Executive Directors. All appointments are for a term commencing on July 1, 2020 and continuing until June 30, 2021, and until a successor is appointed.
2. Louis J. Greco, Esquire, an Attorney at Law of the State of New Jersey, is hereby appointed as the Attorney (Solicitor) for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and ending on June 30, 2021, and until a successor is appointed.
3. Kelly Batz, is hereby appointed as Treasurer for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, and until a successor is appointed.
4. The Actuarial Advantage, Inc., with Erik Bause as its designated representative, is hereby appointed as Actuary for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, and until a successor is appointed.
5. Qual-Lynx with Alice Lihou, President & CEO and Chris Roselli, Account Manager as designated representatives, is hereby appointed as Claims Administrator for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, and until a successor is appointed.

6. Risk Assessment Services, with John W. Geitz, as its designated representative, is hereby appointed as Safety Coordinator for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, and until a successor is appointed.
7. Risk Assessment Services, with John W. Geitz, President, and Hazard Mitigation Consultants, Inc., with David Roach, President, is/are hereby appointed as Right to Know Coordinators for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, and until a successor is appointed.
8. Bowman and Company LLP, with James Miles, CPA, as its designated representative, is hereby appointed as Auditor for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, and until a successor is appointed.
9. Annette Reap or Arthur J. Gallagher Risk Management Services, Inc. is hereby appointed as Recording Secretary for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, and until a successor is appointed.
10. Qual-Lynx, with Karen Beatty, Client Services Manager as designated representative, is hereby appointed as the Managed Care and Network Provider for a term commencing on July 1, 2020 and continuing until June 30, 2021.

**BE IT FURTHER RESOLVED** that the Trustees of the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund find and determine that the appointments herein specified require either professional services for which the individuals designated are licensed to practice a profession or for extraordinary and unspecifiable services that cannot be adequately described in specifications that would make solicitation of bids for those services meaningful or advisable, or are not subject to public bidding as falling within the category of insurance services, and **Be It Further Resolved**, that the compensation for the services shall be in accordance with the amounts budgeted for the specific services and subject to contracts hereby authorized and approved by the Trustees of the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund, and

**Be It Further Resolved**, that the Chairperson and Secretary of the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund are hereby authorized to execute Agreements with the individuals, partnerships and corporations hereby appointed for the performance of the professional or of extraordinary and unspecifiable services providing for compensation within the amounts budgeted for those services, as follows:

1. Arthur J. Gallagher Risk Management Services, Inc., as Administrator for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, in an amount not to exceed \$799,740.00 as set forth specifically in the Agreement.
2. Louis J. Greco, Esquire, an Attorney at Law in the State of New Jersey, is hereby appointed as the Attorney (Solicitor) for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1,

2020 and continuing until June 30, 2021, in an amount not to exceed \$105,000.00 as set forth specifically in the Agreement.

3. Kelly Batz, is hereby appointed as Treasurer for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, in an amount not to exceed \$14,220.00 as set forth specifically in the Agreement.
4. The Actuarial Advantage, Inc., with Erik Bause as its designated representative, is hereby appointed as Actuary for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, in an amount not to exceed \$25,295.00 as set forth specifically in the Agreement.
5. Qual-Lynx with Alice Lihou, President & CEO and Chris Roselli, Account Manager as designated representatives, is hereby appointed as Claims Administrator for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, for a minimum amount not less than \$262,503.00 and a maximum amount not to exceed \$304,189.00 as set forth specifically in the Agreement.
6. Risk Assessment Services, with John W. Geitz, as its designated representative, is hereby appointed as Safety Coordinator for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, in the amount of \$114,454.00, of which \$90,954.00 is a guaranteed maximum amount for core services and \$23,500.00 is a variable amount for training services, as set forth specifically in the Agreement.
7. Risk Assessment Services, with John W. Geitz, President, and Hazard Mitigation Consultants, Inc., with David Roach, President, is/are hereby appointed as Right to Know Coordinators for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, in an amount not to exceed \$8,850.00 as set forth specifically in the Agreement.
8. Bowman and Company LLP, with James Miles, CPA, as its designated representative, is hereby appointed as Auditor for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, in an amount not to exceed \$22,500.00 as set forth specifically in the Agreement.
9. Annette Reap or Arthur J. Gallagher Risk Management Services, Inc., is hereby appointed as Recording Secretary for the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund for a term commencing on July 1, 2020 and continuing until June 30, 2021, in the amount of \$225.00 per meeting, as set forth specifically in the Agreement.
10. Qual-Lynx, with Karen Beatty, Client Services Manager as designated representative, is hereby appointed as the Managed Care and Network Provider for a term commencing on July 1, 2020 and continuing until June 30, 2021 in the amount of \$505.00 per workers compensation file paid from the loss fund.

**Be It Further Resolved,** that all of the Agreements set forth above are subject to specific approval by the Trustees of the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund, and

**Be It Further Resolved,** that copies of this Resolution shall be provided to the Treasurer of the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund and those so appointed for their information and attention.

This Resolution was duly adopted by the Atlantic & Cape May  
Counties Association of School Business Officials Joint Insurance  
Fund Board of Trustees at a public meeting held on May 20, 2020.

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Secretary