

# SCHOOL POOL FOR EXCESS LIABILITY LIMITS JOINT INSURANCE FUND

## Resolution No. 2023-01

### Appointing Professional Staff

**Whereas**, the School Pool for Excess Liability Limits Joint Insurance Fund is duly constituted pursuant to *N.J.S.A. 18A:18B-1, et seq.*, as a Self Insurance Fund; and

**Whereas**, the participating Owner Groups have made their respective designations of Delegates who have elected a Board of Trustees which will serve as the governing body of the School Pool For Excess Liability Limits Joint Insurance Fund; and

**Whereas**, the Trustees of the School Pool For Excess Liability Limits 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 professional and other extraordinary and unspecifiable services so that the work of the School Pool For Excess Liability Limits Joint Insurance Fund may proceed, and

**Now, THEREFORE, BE IT RESOLVED**, by the Trustees of the School Pool for Excess Liability Limits Joint Insurance Fund, assembled in a public session on May 25, 2023 that:

1. Arthur J. Gallagher Risk Management Services, Inc. is hereby appointed as Administrator for the School Pool For Excess Liability Limits Joint Insurance Fund with Bradford W. Hoffman appointed as Executive Director, and, Craig Wilkie and Scott Tennant, appointed as Deputy Executive Directors for a term commencing on July 1, 2023 and continuing until June 30, 2024, and until a successor is appointed.
2. Patrick J. Madden, Esquire, an Attorney at Law of the State of New Jersey, is hereby appointed as the Attorney (Solicitor) for the School Pool for Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023, and continuing until June 30, 2024, and until a successor is appointed.
3. Verrill & Verrill, LLC is hereby appointed as Treasurer of the School Pool for Excess Liability Limits Joint Insurance Fund with Lorraine M. Verrill, CPA as designated representative, for a term commencing on July 1, 2023, and continuing until June 30, 2024, 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 School Pool for Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023, and continuing until June 30, 2024, and until a successor is appointed.
5. Bowman & Company, with Dennis Skalkowski, CPA, as its designated representatives, is hereby appointed as Auditor for the School Pool for Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023, and continuing until June 30, 2024, and until a successor is appointed.
6. Annette Reap or Arthur J. Gallagher Risk Management Services, Inc. is hereby appointed as Recording Secretary of the School Pool for Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023, and continuing until June 30, 2024, and until a successor is appointed.
7. Gallagher Bassett Appraisal Services, with Lynne Forsythe as its designated representative, hereby appointed as Property Appraiser for the School Pool for Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, and until a successor is appointed.
8. Arthur J. Gallagher Risk Management Services, Inc., appointed Underwriting Manager for the School Pool for Excess Liability Limits Joint Insurance Fund. Bradford W. Hoffman is recognized as the designated representative having primary underwriting authority with Scott Tennant and recognized as secondary underwriting authority. This appointment is for a term commencing on July 1, 2023, and continuing until June 30, 2024, and until a successor is appointed.
9. Miles Technologies, is appointed Extranet Service Provider. Miles Technologies, will have sole responsibility to provide software support and maintenance of Extranet system. This appointment is

for a term commencing on July 1, 2023, and continuing until June 30, 2024, and until a successor is appointed.

10. Annette Reap is appointed Extranet Service Provider. Annette Reap will have sole responsibility of all data entry to Extranet system. This appointment is for a term commencing on July 1, 2023 and continuing until June 30, 2024, and until a successor is appointed.
11. Verrill & Verrill LLC and Kelly Batz, CPA, is hereby appointed as General Ledger Manager for the School Pool for Excess Liability Limits Joint Insurance Fund. Lorraine Verrill is recognized as the designated representative for the BCIP and GCSSD files and Kelly Batz, as the designated representative for the ACCASBO files. This appointment is for a term commencing on July 1, 2023, and continuing until June 30, 2024 and until a successor is appointed.
12. Cloudburst Development, with Joel Johnston as its designated representative, hereby appointed as Collaborative Network/Website Designer for the School Pool for Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, and until a successor is appointed.
13. Big Boom Design with Boomer Sassmann as its designated representative, hereby appointed as Website Hosting and Administration provider for the School Pool for Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, and until a successor is appointed.
14. Zywave (Enquiron), with Josh Linton as its designated representative, hereby appointed as HR Risk Management Helpline Provider for the School Pool For Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, and until a successor is appointed.
15. Public School Works, with Tom Strasburger, VP of Sales & Marketing, as its designated representative, hereby appointed as Online Training Provider for the School Pool for Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, and until a successor is appointed.
16. STOPiT, with C. Parkhill Mays, as its designated representative, hereby appointed as Bullying Reporting & Incident Management Provider for the School Pool for Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, and until a successor is appointed.
17. Risk Assessment Services, with John W. Geitz, as its designated representative, is hereby appointed as Safety Coordinator for the School Pool for Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, and until a successor is appointed.

**BE IT FURTHER RESOLVED** that the Trustees of the School Pool For Excess Liability Limits 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 School Pool For Excess Liability Limits Joint Insurance Fund, and

**Be It Further Resolved**, that the Chair and Secretary of the School Pool for Excess Liability Limits 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 School Pool For Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, in the amount of \$4,992.00 as set forth specifically in the Agreement.
2. Patrick J. Madden, Esquire, an Attorney at Law of the State of New Jersey, is hereby appointed as the Attorney (Solicitor) for the School Pool For Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, in an amount not to exceed \$9,500.00 as set forth specifically in the Agreement.
3. Verrill & Verrill, LLC is hereby appointed as Treasurer of the School Pool For Excess Liability Limits Joint Insurance Fund with Lorraine M. Verrill, CPA as designated representative for a term commencing on July 1, 2023, and continuing until June 30, 2024, in the amount of \$8,940.00 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 School Pool For Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023, and continuing until June 30, 2024, in an amount not to exceed \$83,186.00 as set forth specifically in the Agreement.
5. Bowman & Company, with Dennis Skalkowski, CPA, as its designated representatives, is hereby appointed as Auditor for the School Pool For Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023, and continuing until June 30, 2024, in an amount not to exceed \$15,302.00 as set forth specifically in the Agreement.
6. Annette Reap or Arthur J. Gallagher Risk Management Services, Inc. is hereby appointed as Recording Secretary of the School Pool For Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023, and continuing until June 30, 2024, in the amount of \$300.00 per meeting as set forth specifically in the Agreement.
7. Gallagher Bassett Appraisal Services, with Lynn Forsythe as its designated representative, is hereby appointed as Property Appraiser for the School Pool For Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, in the amount of \$93,000.00 as set forth specifically in the Agreement.
8. Arthur J. Gallagher Risk Management Services, Inc. appointed Underwriting Manager for the School Pool for Excess Liability Limits Joint Insurance Fund. Bradford W. Hoffman is recognized as the designated representative having primary underwriting authority with Scott Tennant recognized as secondary underwriting authority. This appointment is for a term commencing on July 1, 2023, and continuing until June 30, 2024, in the amount of \$787,644.00 as set forth specifically in the Agreement.
9. Miles Technologies, is appointed Extranet Service Provider. Miles Technologies, will have sole responsibility to provide software support and maintenance of Extranet system. This appointment is for a term commencing on July 1, 2023, and continuing until June 30, 2024, in the amount not to exceed \$24,000.00 as set forth specifically in the Agreement.
10. Annette Reap is appointed Extranet Service Provider. Annette Reap will have sole responsibility of all data entry to Extranet system. This appointment is for a term commencing on July 1, 2023 and continuing until June 30, 2024, and until a successor is appointed in the amount of \$1,500 monthly as set forth specifically in the Agreement.

11. Verrill & Verrill LLC and Kelly Batz, CPA, is hereby appointed as General Ledger Manager for the School Pool for Excess Liability Limits Joint Insurance Fund. Lorraine Verrill is recognized as the designated representative for the BCIP and GCSSD files and Kelly Batz, as the designated representative for the ACCASBO files. This appointment is for a term commencing on July 1, 2023, and continuing until June 30, 2024 in the amount of \$12,800.00 for Verrill & Verrill LLC and \$5,700.00 for Kelly Batz, CPA.
12. Cloudburst Development, with Joel Johnston as its designated representative, is hereby appointed as Collaborative Network/Website Designer for the School Pool For Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, in the amount of \$133,640.00 as set forth specifically in the Agreement.
13. Big Boom Design with Boomer Sassmann as its designated representative, is hereby appointed as Website Hosting and Administration provider for the School Pool for Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, in the amount of \$125.00 an hour, with a not to exceed \$22,800.00.
14. Zywave (Enquiron), with Josh Linton as its designated representative, is hereby appointed as HR Risk Management Helpline Provider for the School Pool For Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, in the amount of \$29,500.00 as set forth specifically in the Agreement.
15. Public School Works, with Tom Strasburger, VP of Sales & Marketing, as its designated representative, hereby appointed as Online Training Provider for the School Pool For Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, in the amount of \$135,000.00 as set forth specifically in the Agreement.
16. STOPiT, with C. Parkhill Mays, as its designated representative, hereby appointed as Bullying Reporting & Incident Management Provider for the School Pool for Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, in an amount not to exceed \$41,000.00.
17. Risk Assessment Services, with John W. Geitz, as its designated representative, is hereby appointed as Safety Coordinator for the School Pool for Excess Liability Limits Joint Insurance Fund for a term commencing on July 1, 2023 and continuing until June 30, 2024, in the amount not to exceed of \$150, 000.

and **Be It Further Resolved**, that all of the Agreements set forth above are subject to approval by the Trustees of the School Pool For Excess Liability Limits Joint Insurance Fund, and

**Be It Further Resolved** that copies of this Resolution shall be provided to the Treasurer of the School Pool for Excess Liability Limits Joint Insurance Fund and those so appointed for their information and attention.

The foregoing resolution was duly adopted by the Board of Trustees of the School Pool for Excess Liability Limits Joint Insurance Fund at a public meeting held on May 25, 2023.

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