

ACCASBO JIF  
Atlantic & Cape May Counties Association of School Business Officials  
Joint Insurance Fund

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Join Zoom Meeting:  
<https://us06web.zoom.us/j/89570622818?pwd=Y3psTWllUHMwdHZtWnhpZHRQUUtpdz09>

Meeting ID: 895 7062 2818

Passcode: 589462

Dial: 929 205 6099

**TO:** Fund Trustees  
Fund Commissioners  
Fund Professionals  
Risk Management Consultants

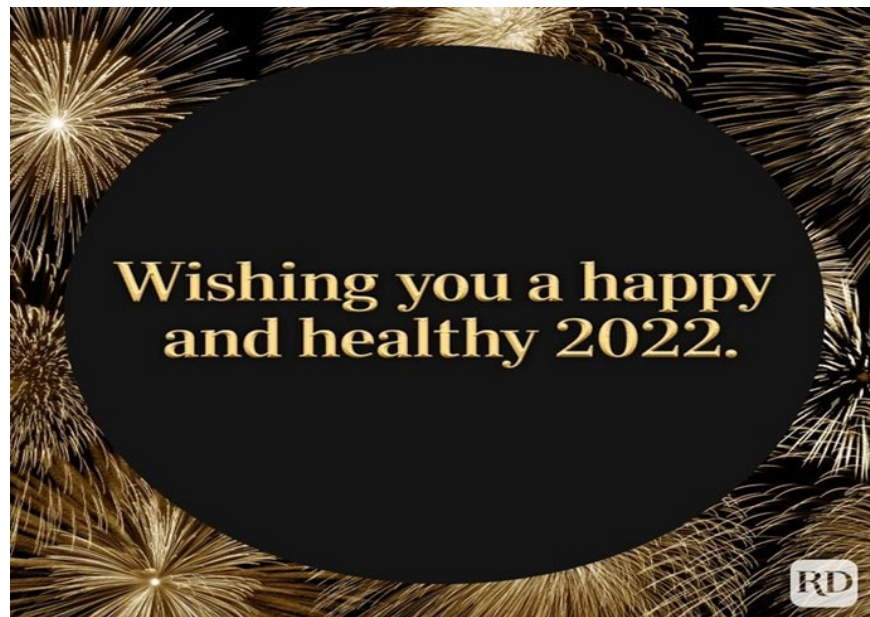
**FROM:** Craig H. Wilkie, Deputy Executive Director  
Scott C. Tennant, Deputy Executive Director  
Brad Hoffman, Executive Director

**MEETING DATE:** January 19, 2022

**SUBJECT:** AGENDA PACKET

Enclosed please find the agenda packet for the Board of Trustees' meeting of the ACCASBO JIF to be held remotely via Zoom on **Wednesday, January 19, 2022** beginning at **12:00 p.m.**

If you have any questions, please do not hesitate to contact our office at (856) 446-9139.



**ATLANTIC AND CAPE MAY COUNTIES  
ASSOCIATION OF SCHOOL BUSINESS OFFICIALS  
JOINT INSURANCE FUND**

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**Wednesday, January 19, 2022**

**AGENDA**

- I. Call to Order of the Closed Executive Session of the Board of Trustees by Fund Chairperson
- II. Motion Requested to Call to Order Open Session
- III. Statement of Compliance with Open Public Meetings Act
  - A. Notice of Meeting was given by sending sufficient notice herewith to the *Press of Atlantic City*, Atlantic and Cape May County editions;
  - B. Filing advance written notice of this meeting with each member; and
  - C. By mailing advance written notice to the clerk of each municipality located within the boundaries of all Fund members.
- IV. Roll Call
  - A. **2021-22 Trustees**
    - ☐ Christopher R. Veneziani, Folsom BOE (SPELL Trustee), **Chair**
    - ☐ John Hansen, Lower Township Elementary SD, **Vice Chair**
    - ☐ Jonathan Houdart, Brigantine Public School District, **Secretary**
    - ☐ Michelle D. Richardson, Jackson Township BOE
    - ☐ Kim Robinson, Mainland Regional High School
    - ☐ Mark Mallett, Lower Cape May Regional School District
    - ☐ Linda Albright, Northfield BOE
  - 2021-22 Alternate Trustees**
    - ☐ Rose Millar, North Wildwood SD
    - ☐ Chandra Anaya, Egg Harbor Township School District (SPELL Alternate)
    - ☐ Diane Fox, Middle Township BOE (SPELL Alternate)
  - 2021-22 Fund Commissioners**
    - ☐ Linda Fiori, Avalon BOE/Stone Harbor BOE
    - ☐ Jason Bedell, Egg Harbor City School District
    - ☐ William Thompson, Interim, Estell Manor City School District
    - ☐ Joy Nixon, Galloway Township Public Schools
    - ☐ Thomas P. Grossi, Greater Egg Harbor RHSD (SPELL Trustee/Chair)
    - ☐ Anne Marie Fala, Hamilton Township School District
    - ☐ Barbara S. Prettyman, Hammonton BOE
    - ☐ Kevin Byrnes, Linwood BOE
    - ☐ Teri Weeks, Longport BOE
    - ☐ Jennifer Germana, Margate City BOE
    - ☐ Karen Gfroehrer, Mullica Twp BOE/Washington Twp SD-Greenbank
    - ☐ Cara Rose, Pitman BOE
    - ☐ Julie Gallagher, Somers Point BOE
    - ☐ Laurie Ryan, Upper Township BOE

- ☐ Judson Moore, Interim, Weymouth Twp School District
- ☐ James Lushok, Wildwood Crest BOE

**B. Fund Professionals**

- ☐ Craig H. Wilkie, Deputy Executive Director – RPA, a division of Gallagher
- ☐ Scott C. Tennant, Deputy Executive Director – RPA, a division of Gallagher
- ☐ Bradford Hoffman, Executive Director – RPA, a division of Gallagher
- ☐ Jennifer Fox, Sr. Account Manager – RPA, a division of Gallagher
- ☐ Megan Matro, Marketing Specialist-RPA, a division of Gallagher
- ☐ Louis J. Greco, Esquire – Fund Solicitor
- ☐ Chris Roselli, Claim Administrator – Qual-Lynx
- ☐ Karen Beatty, Client Services Manager – Qual-Lynx
- ☐ Bonnie Ridolfino, Public Entity Director – Hardenbergh Insurance Group
- ☐ John W. Geitz, Safety Coordinator – Risk Assessment Services
- ☐ James D. Weber, Assistant Safety Coordinator – Risk Assessment Services
- ☐ Kelly Batz – Fund Treasurer
- ☐ Annette Reap – Recording Secretary

**C. Risk Management Consultants**

- ☐ Bob Gemmell, Brown & Brown – Avalon/Stone Harbor
- ☐ Adam Miller, C.J. Adams Company – Northfield
- ☐ Dennis M. Brown/Pam Whitaker, Glenn Insurance – EHC/EHT/Estell Manor/Galloway/ GEHRHSD/Hamilton Twp/Jackson Twp/Mainland/Somers Point/Weymouth Twp
- ☐ Mike Thomas/Robert DeVanna, Glenn Insurance – Linwood/Longport
- ☐ Derek Valenti, Hardenbergh – Folsom
- ☐ Jim Ridgway/Casey Byrne, J. Byrne Agency – Lower Cape May/Lower Twp/Wildwood Crest
- ☐ Steve Eckman, Len Eckman – Pitman
- ☐ P.J. Pullia, MLR Risk Management - Hammonton
- ☐ Jennifer Modica/Mike McLaughlin, Marsh & McLennan Agency – North Wildwood
- ☐ Bill McMahon, McMahon Agency - Upper Twp
- ☐ Harry Mossbrook, Sr., Mossbrook & Hicks Insurance Agency – Middle Twp
- ☐ Gene Siracusa, Siracusa-Kauffman Agency – Brigantine/Margate
- ☐ Tim Irons/Alexandria Suro, TC Irons – Mullica Twp/Washington Twp

**V. MOTION REQUESTED** - To open the voting to all Fund Commissioners present.

A request may be made by the Trustees of the ACCASBO JIF that the business of the Fund at this meeting be conducted directly by the Fund Commissioners present with all matters to be decided upon by a combined majority vote of all Commissioners and Trustees present and voting.

**VI. MOTION REQUESTED-Resolution 2021-21** to approve Payment Authorization Request(s) as presented in Closed Session.

**VII. Approval of Minutes – MOTION REQUESTED**

A. November 17, 2021..... Pages 5-10

**VIII. Professional Reports**

A. Treasurer - **MOTION REQUESTED**

1. December Approval Memo and Bill List..... Pages 11-12
2. January Bill List ..... Page 13
3. Treasurer’s Reports (November-December 2021) ..... Pages 14-30

B.	Solicitor – Public School Employer Liability Expansion .....	Pages 31-32
C.	Claims Administrator	
	1. Adjuster Pending Report – December 2021 .....	Pages 33-34
	2. Open Subrogation Report –December 31, 2021 .....	Page 35
	3. Lessons Learned from Losses-Winter Weather Hazards .....	Page 36
D.	Managed Care Provider	
	1. Managed Care Summary - December 2021 .....	Page 37
	2. Average Days to Report - December 2021 .....	Pages 38-39
	3. Transitional Duty Days – December 2021.....	Page 40
E.	Student Accident Program	
	1. Status Report .....	No Report
F.	Executive Director/Underwriting & Finance Director Report.....	Pages 41-42
	1. EXECUTIVE DIRECTOR	
	a. 2022-23 Membership Renewals.....	Summary
	b. 2022 PRIMA Conference.....	Summary
	c. 2022 Annual Joint Retreat – <b>MOTION REQUESTED</b> .....	Summary
	d. 2022 State of the JIF Dinner – <b>MOTION REQUESTED</b> .....	Pages 43-51
	e. Implications of SAM Law .....	Pages 52-53
	f. Items Updated on SPELLJIF.COM.....	Summary
	g. Maintaining Safe Schools.....	Summary
	h. Key Dates .....	Summary
	2. UNDERWRITING AND FINANCE DIRECTOR	
	a. District/Fund Incurred Losses Report.....	Page 54
	b. 2022-2023 Exposure Renewal and Budget Process .....	Summary
	c. Safety Incentive Program Winners-Reimbursement Procedure .....	Summary
	d. Financial Award Winners .....	Summary
	e. Certificates of Insurance Report-11/01/21–12/31/21 .....	Pages 55-56
G.	Safety Coordinator/Right to Know Coordinator	
	1. November/December Activities and January Agenda .....	Pages 57-58
	2. Safety Incentive Program Status Report.....	Pages 59-62
H.	Committees	
	1. ACCASBO Wellness Program – 12/13/21.....	Handout
IX.	<b>MOTION REQUESTED – Resolution 2021-22</b> to meet in Closed Session on March 16, 2022 at 12:00 pm in the Boardroom of the Alder Avenue Middle School, 25 Alder Avenue, Egg Harbor Township, New Jersey.	
X.	Miscellaneous Business, Public Comment and RMC comments or questions	
XI.	<b>MOTION REQUESTED</b> to Adjourn Meeting	
XII.	<b>Zywave/Environ – Services offered through the HR/Cyber Hotline</b>	
	There will be a 15 minute presentation following the meeting. Member attendance is voluntary.	