

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

Join Zoom Meeting
<https://zoom.us/j/93495581984>
Dial +1 929 205 6099 US
Meeting ID: 934 9558 1984

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 20, 2021

SUBJECT: AGENDA PACKET

Enclosed please find the agenda packet for the Board of Trustees' meeting of the ACCASBO JIF to be held via Zoom on **Wednesday, January 20, 2021** 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**

Teleconferencing meeting via Zoom

Wednesday, January 20, 2021

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. **2020-21 Trustees**
 - Christopher R. Veneziani, Folsom BOE (SPELL Alternate), **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
 - 2020-21 Alternate Trustees**
 - Rose Millar, North Wildwood SD
 - Chandra Anaya, Egg Harbor Township School District (SPELL Alternate)
 - Diane Fox, Middle Township BOE
 - 2020-21 Fund Commissioners**
 - 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
 - Kelly Brazelton, Pitman BOE
 - Michele Roemer, Interim, Somers Point BOE
 - Laurie Ryan, Upper Township BOE
 - Steve Moran, Weymouth Twp School District
 - 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
- 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

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

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 2020-20 to approve Payment Authorization Request(s) as presented in Closed Session.

VII. Approval of Minutes – MOTION REQUESTED

A. November 12, 2020..... 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) Pages 14-29

B. Solicitor – Special Ed Settlements..... Pages 30-31

C. Claims Administrator

1. Adjuster Pending Report – December 2020Pages 32-33

- 2. Open Subrogation Report – December 2020 Page 34
- 3. Lessons Learned from Losses-Winter Weather Hazards Page 35

- D. Managed Care Provider
 - 1. Managed Care Summary - December 2020 Page 36
 - 2. Average Days to Report - December 2020 Pages 37-38
 - 3. Transitional Duty Days – December 2020..... Page 39

- E. Student Accident Program
 - 1. Status Report No Report

- F. Executive Director/Underwriting & Finance Director Report..... Pages 40-41
 - 1. EXECUTIVE DIRECTOR
 - a. 2021-22 Membership Renewals..... Summary
 - b. 2020 State of the JIF Dinner-MOTION REQUESTED Summary
 - c. 2021 PRIMA Conference..... Summary
 - d. Items Updated on SPELLJIF.COM..... Summary
 - e. Maintaining Safe Schools..... Summary
 - f. Key Dates Summary

 - 2. UNDERWRITING AND FINANCE DIRECTOR
 - a. District/Fund Incurred Losses Report Pages 42-43
 - b. 2021-2022 Exposure Renewal and Budget Process Summary
 - c. Safety Incentive Program Winners-Reimbursement Procedure..... Summary
 - d. Financial and Timely Reporting Award Winners Summary
 - e. Certificates of Insurance Report-11/1/20–12/31/20..... Page 44

- G. Safety Coordinator/Right to Know Coordinator
 - 1. November/December Activities and January Agenda Pages 45-46
 - 2. Safety Incentive Program Status Report 2020-21 Pages 47-50

- H. Committee Meetings
 - 1. None

- IX. **MOTION REQUESTED – Resolution 2020-21** to meet remotely in Closed Session on March 17, 2021 at 12:00 pm via Zoom.

- X. Miscellaneous Business, Public Comment and RMC comments or questions.

- XI. **MOTION REQUESTED** to Adjourn Meeting.