

GCSSD JIF

Gloucester, Cumberland, Salem School Districts Joint Insurance Fund

Join Zoom Meeting:

<https://us06web.zoom.us/j/83534856954?pwd=WXNYM1Y2VDJtZ3hnREUyWkYyGh3UT09>

Dial: 1 929 205 6099 US

Meeting ID: 835 3485 6954

Passcode: 968504

TO: Fund Trustees
Fund Delegates
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 27, 2022

SUBJECT: AGENDA PACKET

Enclosed please find the agenda packet for the Board of Trustees' Meeting to be held remotely via Zoom on **Thursday, January 27, 2022 at 1:00 p.m.**

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



Gloucester, Cumberland, Salem School Districts Joint Insurance Fund

Meeting Held Remotely via Zoom

Thursday, January 27, 2022 – 1:00 pm

AGENDA

- I. Motion Requested to Call to Order the Closed Session the Board of Trustees by the Fund Chairperson
- II. Call to Order the Open Session
- III. Statement of Compliance with the Open Public Meetings Act
 - A. Notice of this meeting was given by sending sufficient notice herewith to the *South Jersey Times, the Bridgeton Evening News, and Today's Sunbeam*;
 - B. Filing advance written notice of this meeting with each member district; and
 - C. Posting notice on the public bulletin boards of all municipalities served by the members of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund.
- VI. Roll Call
 - A. **2021-2022 Trustees**
 - Joseph Collins, Elk Township SD/Delsea Regional SD, **Vice Chair** (SPELL Trustee)
 - Christopher Rodia, Westville PSD/Woodbury Heights BOE, **Vice Chair** (SPELL Alternate)
 - Greg Wilson, East Greenwich Township School District, **Secretary**
 - Donna Contrevo, Gateway Regional School District/National Park Boro School District
 - Pam Zook, Oldmans Township BOE
 - John Ogunkanmi, Pennsauken Public Schools
 - Lisa Schulz, Monroe Township Public Schools
 - B. **2021-2022 Alternate Trustees**
 - Scott Campbell, Greenwich Township School District (SPELL Alternate)
 - Heather Mayhew, Pennsville Public School District
 - C. **2021-2022 Delegates**
 - Todd Reitzel, Deptford Township Public School District
 - Robin Henry, Fairfield Township School District
 - Kim Fleetwood, Greenwich-Cumberland/Stow Creek
 - Christopher DeStratis, Penns Grove-Carneys Point Regional BOE
 - Heather Mayhew, Pennsville Public School District
 - Frank Maurer, Salem County SSSD/Salem County Vo-Tech School District
 - Sarah Bell, South Harrison Township School District
 - Dr. Frank Badessa, Interim, Upper Deerfield Township School District,
 - Denise DiGiandomenico, Wenonah BOE
 - Shannon DuBois-Brody, Woodstown-Pilesgrove Regional School District
 - D. **2021-2022 Alternate Delegates**
 - Vacancy, Deptford Township Public School District
 - Dr. James Lynch, East Greenwich Township School District
 - Joseph Nichols, Elk Township School District
 - Dr. Michael Knox, Fairfield Township School District
 - Christopher Rodia, Gateway Regional School District/National Park Boro School District

- Vacancy, Monroe Township Public Schools
- Alicia Smith, Oldmans Township BOE
- Dr. Zenaida Cobian, Penns Grove-Carney's Point Regional BOE
- Vacancy, Pennsauken Public Schools
- Mike Brodzik, Pennsville Public School District
- Jennifer Bates, Salem County Vocational Technical School District/SSSD
- Corinne Mesmer, South Harrison Township School District
- Dr. Peter Koza, Upper Deerfield Township School District
- Edgar S. Keepers, Wenonah BOE
- Donna Contrevo, Westville Public School District/Woodbury Heights BOE
- Vacancy, Woodstown-Pilesgrove RSD

E. Fund Professionals

- Craig H. Wilkie, Area Vice President – RPA, a division of Gallagher
- Scott C. Tennant, Area Vice President – RPA, a division of Gallagher
- Brad Hoffman, Area Executive Vice President – RPA, a division of Gallagher
- Jennifer Fox, Sr. Account Manager – RPA, a division of Gallagher
- Megan Matro, Marketing Specialist – RPA, a division of Gallagher
- Lorraine Verrill, CPA, Fund Treasurer – Verrill & Verrill, LLC
- Louis J. Greco, Esquire – Fund Solicitor
- Chris Roselli, Claims Administrator – Qual-Lynx
- Karen Beatty, Client Services Manager – Qual-Lynx
- Bonnie Ridolfino, Hardenbergh Insurance - Student Accident Program
- John W. Geitz, Risk Assessment Services – Safety Coordinator
- James D. Weber, Risk Assessment Services – Assistant Safety Coordinator
- Annette Reap, Recording Secretary

F. Risk Management Consultants

- Hardenbergh Insurance Group – Greenwich Twp/Monroe Twp
- Conner Strong & Buckelew – Delsea/Pennsauken
- The Barclay Group - South Harrison Township

V. MOTION REQUESTED – To open the voting to all Delegates present.

A request may be made by the Trustees of the GCSSD JIF that the business of the Fund at this meeting be conducted directly by the Delegates present with all matters to be decided upon by a combined majority vote of all Delegates 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 – ADOPTION

November 18, 2021..... Pages 5-11

VIII. Professional Reports

A. Treasurer - MOTION REQUESTED

- 1. December Approval Memo and Bill List..... Pages 12-13
- 2. January Bill List Page 14
- 3. Treasurer's Reports (November-December 2021) Pages 15-24

B. Solicitor – Public School Employer Liability Expansion Pages 25-26

- C. Claims Administrator
 - 1. Adjuster Pending Report – December 2021Pages 27-28
 - 2. Emergency PAR Stewardship Report Page 29
 - 3. Open Subrogation Report – December 2021 Page 30
 - 4. Lessons Learned from Losses- Winter Weather Hazards Page 31
- D. Managed Care Provider
 - 1. Managed Care Summary - December 2021 Page 32
 - 2. Average Days to Report - December 2021 Pages 33-34
 - 3. Transitional Duty Days – December 2021..... Page 35
- E. Student Accident Program
 - 1. Status Report No Report
- F. Executive Director/Underwriting & Finance Director Report..... Pages 36-37
 - 1. EXECUTIVE DIRECTOR
 - a. 2022-23 Membership Renewals..... Summary
 - b. 2022 PRIMA Conference..... Summary
 - c. 2022 Annual Joint Retreat – **MOTION REQUESTED** Summary
 - d. 2022 State of the JIF Dinner – **MOTION REQUESTED** Pages 38-46
 - e. Implications of SAM Law Pages 47-48
 - 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 49
 - 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 50-51
- G. Safety Coordinator/Right to Know Coordinator
 - 1. November/December Activities and January Agenda Pages 52-53
 - 2. Safety Incentive Program Status Report Pages 54-57
- H. Committee Meetings
 - 1. None
- IX. **MOTION REQUESTED – Resolution 2021-22** to meet in Closed Session on March 24, 2022 at 1:00 pm in the Media Center of the Delsea Regional Middle School, 242 Fries Mill Road, Franklinville, New Jersey.
- X. Miscellaneous Business, Public Comment and RMC comments or questions.
- XI. **MOTION REQUESTED** to Adjourn Meeting
- XII. **Zywave/Enquiron – Services offered through the HR/Cyber Hotline**
 There will be a 15 minute presentation following the meeting. Member attendance is voluntary.