

GCSSD JIF
Gloucester, Cumberland, Salem School Districts Joint Insurance Fund

TO: Fund Trustees
Fund Delegates
Fund Professionals
Risk Management Consultants

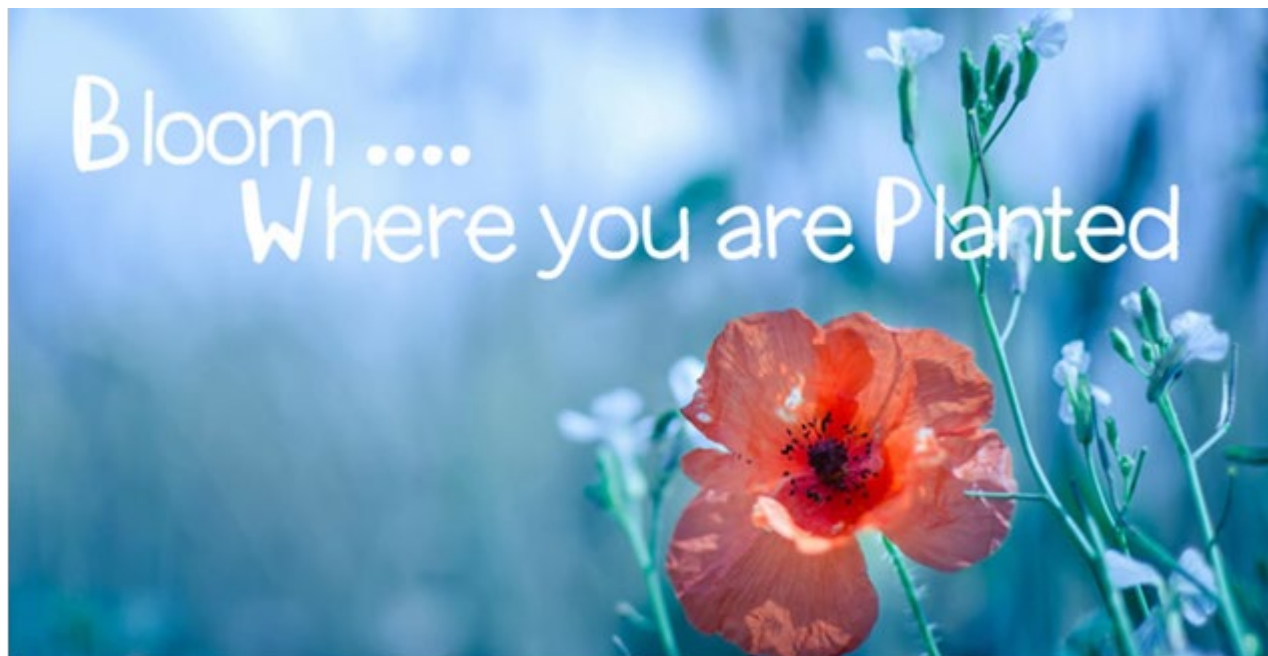
FROM: Craig H. Wilkie, Deputy Executive Director
Scott C. Tennant, Deputy Executive Director
Brad Hoffman, Executive Director

MEETING DATE: March 23, 2023

SUBJECT: AGENDA PACKET

Enclosed please find the agenda packet for the Board of Trustees' Meeting to be held on **Thursday, March 23, 2023** in the Media Center of the Delsea Regional Middle School with Closed Session beginning 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

Delsea Regional Middle School
Media Center
242 Fries Mill Road
Franklinville, NJ 08322

Thursday, March 23, 2023 – 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.
- IV. Roll Call
 - A. **2022-2023 Trustees**
 - ☐ Joseph Collins, Elk Township SD/Delsea Regional SD, **Chair** (SPELL Trustee)
 - ☐ Greg Wilson, East Greenwich Township School District, **Vice Chair**
 - ☐ Pam Zook, Oldmans Township BOE, **Secretary**
 - ☐ John Ogunkanmi, Pennsauken Public Schools
 - ☐ Lisa Schulz, Monroe Township Public Schools
 - ☐ Scott Campbell, Greenwich Township School District (SPELL Trustee)
 - ☐ Heather Mayhew, Pennsville Public School District (SPELL Alternate)
 - B. **2022-2023 Alternate Trustees**
 - ☐ Frank Maurer, Salem County SSSD/Salem County Vo-Tech SD (SPELL Alternate)
 - ☐ Christopher DeStratis, Penns Grove-Carneys Point Regional BOE
 - C. **2022-2023 Delegates**
 - ☐ Todd Reitzel, Deptford Township Public School District
 - ☐ Dr. Sean McCarron, Fairfield Township School District
 - ☐ Janice Grassia, Gateway Regional SD/Woodbury Heights BOE
 - ☐ Kim Fleetwood, Greenwich-Cumberland/Stow Creek
 - ☐ Lauren Granate, National Park Boro SD/Westville PSD
 - ☐ Dawn Leary, 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. **2022-2023 Alternate Delegates**
 - ☐ Vacancy, Deptford Township Public School District
 - ☐ Vacancy, East Greenwich Township School District
 - ☐ Joseph Nichols, Elk Township School District
 - ☐ Dr. Sean McCarron, Fairfield Township School District
 - ☐ Lauren Granate, Gateway Regional SD/Woodbury Heights BOE

- ☐ Vacancy, Monroe Township Public Schools
- ☐ Janice Grassia, National Park Boro SD/Westville PSD
- ☐ Hilary Salyards, 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
- ☐ 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
- ☐ Megan Matro, Marketing Specialist, RPA, a division of Gallagher
- ☐ Kim Hill, Account Manager, RPA, a division of Gallagher
- ☐ Lorraine Verrill, CPA, Fund Treasurer – Verrill & Verrill, LLC
- ☐ Patrick Madden, Esquire – Fund Solicitor
- ☐ Chris Roselli, Claims Administrator – Qual-Lynx
- ☐ Karen Beatty, Client Services Manager – Qual-Lynx
- ☐ Danielle Colaianni, 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 2022-22 to approve Payment Authorization Request(s) as presented in Closed Session.

VII. Approval of Minutes – ADOPTION

January 26, 2023..... Pages 6-11

VIII. Appointment of a Nominating Committee by Fund Chair

A. GCSSD and SPELL Term Expirations Page 12

IX. Professional Reports

A. Treasurer - MOTION REQUESTED

1. February Approval Memo and Bill List Pages 13-14
2. March Bill List Page 15
3. Treasurer's Reports (January-February 2023) Pages 16-25

B. Solicitor- New Jersey Cannabis Law-General Guidance Pages 26-45

C. Claims Administrator

1. Adjuster Pendings Report – February 2023Pages 46-47
2. Open Subrogation Report – February 2023 Page 48
3. Lessons Learned from Losses-Equipment Maintenance/Repairs Page 49

D. Managed Care Provider

1. Managed Care Summary – February 2023 Page 50
2. Average Days to Report - February 2023 Page 51
3. Transitional Duty Days – February 2023 Page 52

E. Student Accident Program

1. Status Report Page 53

F. Executive Director/Underwriting & Finance Director Report..... Pages 54-55

1. EXECUTIVE DIRECTOR

- a. 2023-24 Membership Renewals..... Summary
- b. Results of Professional Survey Pages 56-60
- c. NJSIA Workers' Compensation Conference Pages 61-64
- d. 2023 PRIMA Conference..... Summary
- e. Proposed Meeting Dates for 2023-24 Page 65
- 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 66
- b. Financial Audit-June 30, 2022-**MOTION REQUESTED**Addendum
- c. 2023-2024 Exposure Renewal and Budget Process Summary
- d. 2023-2024 Cyber Renewal..... Summary
- e. RMC Resolutions & Agreements Summary
- f. Safety Incentive Program Winners-Reimbursement Procedure..... Summary
- g. Certificates of Insurance Report-01/01/23–02/28/23 Pages 67-68

G. Safety Coordinator/Right to Know Coordinator

1. February Activities and March/April Agenda Page 69
2. Safety Incentive Program Status 2022-23..... Pages 70-73

H. Committee Meetings

1. Finance – 02/28/2023..... Pages 74-75
2. Safety – 02/28/2023 Pages 76-78

- X. Adoption of Preliminary Budget 2023-2024 – **MOTION REQUESTED**Page 79
- XI. **MOTION REQUESTED – Resolution 2022-23** to meet remotely in Closed Session on May 18, 2023 at 12:00 pm at the Holiday Inn Swedesboro, New Jersey.
- XII. Miscellaneous Business, Public Comment and RMC comments or questions.
- XIII. **MOTION REQUESTED** to Adjourn Meeting.