

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

TO: Fund Trustees
Fund Delegates
Fund Professionals
Risk Management Consultants

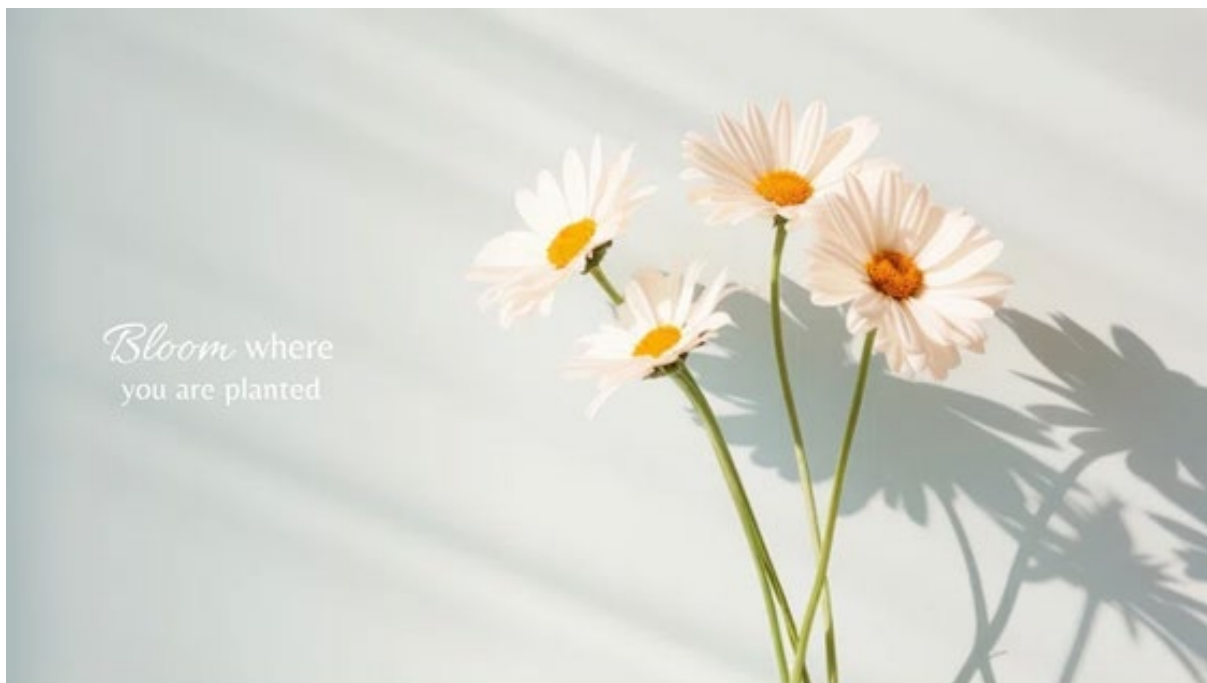
FROM: Craig H. Wilkie, Deputy Executive Director
Scott C. Tennant, Deputy Executive Director
Brad Hoffman, Executive Director

MEETING DATE: March 27, 2025

SUBJECT: AGENDA PACKET

Enclosed please find the agenda packet for the Board of Trustees' Meeting to be held on **Thursday, March 27, 2025** in the Media Center of the Delsea Regional Middle School, 242 Fries Mill Road, Franklinville, 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 or via email at Annette_Reap@rpadmin.com.



Gloucester, Cumberland, Salem School Districts Joint Insurance Fund

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

Thursday, March 27, 2025 – 1:00 pm

AGENDA

- I. Call to Order the Open Session
- II. 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.
- III. Roll Call
 - A. **2024-2025 Trustees**
 - ☐ Joseph Collins, Elk Township SD/Delsea Regional SD, **Chair** (SPELL Trustee)
 - ☐ Frank Maurer, Salem County SSSD/Salem County Vo-Tech SD, **Vice Chair** (SPELL Alternate)
 - ☐ Greg Wilson, East Greenwich Township School District, **Secretary**
 - ☐ John Ogunkanmi, Pennsauken Public Schools
 - ☐ Lisa Schulz, Monroe Township Public Schools
 - ☐ Scott Campbell, Greenwich Township SD/Woodbury Heights BOE (SPELL Trustee)
 - ☐ Heather Mayhew, Pennsville Public School District (SPELL Alternate)
 - B. **2024-2025 Alternate Trustees**
 - ☐ Christopher DeStratis, Penns Grove-Carneys Point Regional BOE
 - ☐ Shannon DuBois-Brody, Woodstown-Pilesgrove Regional School District
 - C. **2024-2025 Delegates (New district representatives listed in bold)**
 - ☐ Kim Fleetwood, Alloway/Greenwich-Cumberland/Stow Creek
 - ☐ Ron Latham, Deptford Township Public School District
 - ☐ Dr. Sean McCarron, Fairfield Township School District
 - ☐ Janice Grassia, Gateway Regional SD
 - ☐ Lauren Granate, National Park Boro SD/Westville PSD
 - ☐ Kayde Kisielewski, Oldmans Township BOE
 - ☐ Vicki LaSalle, Pine Hill Public Schools
 - ☐ Darren Harris, Pittsgrove Township SD
 - ☐ Christian Albadine, South Harrison Township School District
 - ☐ Michael Twardowski, Upper Deerfield Township School District
 - ☐ Kristine Height, Wenonah BOE
 - D. **2024-2025 Alternate Delegates**
 - ☐ Joseph Nichols, Elk Township School District
 - ☐ Renee Ring, Fairfield Township School District
 - ☐ Lauren Granate, Gateway Regional SD
 - ☐ Janice Grassia, National Park Boro SD/Westville

- ☐ Dr. Zenaida Cobian, Penns Grove-Carney's Point Regional BOE
- ☐ Mike Brodzik, Pennsville Public School District
- ☐ Jennifer Bates, Salem County Vocational Technical School District/SSSD
- ☐ Corinne Mesmer, South Harrison Township School District
- ☐ Dr. Frank Badessa, Interim, Upper Deerfield Township School District
- ☐ Edgar S. Keepers, Wenonah BOE

E. Fund Professionals

- ☐ Craig H. Wilkie, Area Vice President , RPA, a division of Gallagher – Deputy Executive Director
- ☐ Scott C. Tennant, Area Vice President, RPA, a division of Gallagher – Deputy Executive Director
- ☐ Brad Hoffman, Area Executive Vice President , RPA, a division of Gallagher – Executive Director
- ☐ Kim Hill, Account Manager, RPA, a division of Gallagher
- ☐ Lorraine Verrill, CPA, Verrill & Verrill, LLC - Fund Treasurer
- ☐ Patrick Madden, Esquire – Fund Solicitor
- ☐ Chris Roselli, Qual-Lynx - Claims Administrator
- ☐ Christine Gallagher, Qual-Lynx - Client Services Manager
- ☐ Danielle Colaanni, Hardenbergh Insurance - Student Accident Program
- ☐ John W. Geitz, Risk Assessment Services – Safety Coordinator
- ☐ Rick Hillman, Ironwood Consulting LLC - Virtual Safety Director
- ☐ Joe Biluck, Gramin Services – Assistant Safety Coordinator
- ☐ Annette Reap, Recording Secretary

F. Risk Management Consultants

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

IV. 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.

V. MOTION REQUESTED-Resolution 2024-23 to approve Payment Authorization Request(s) as presented in Closed Session.

VI. Approval of Minutes – ADOPTION

January 23, 2025 Pages 6-11

VII. Appointment of a Nominating Committee by Fund Chair

A. GCSSD and SPELL Term Expirations..... Page 12

VIII. Professional Reports

A. Treasurer - MOTION REQUESTED

1. February Approval Memo and Bill ListPages 13-14
2. March Bill ListPage 15
3. Treasurer's Reports (January-February 2025)Pages 16-25

B. Solicitor.....Pages 26-40

C.	Claims Administrator	
1.	Adjuster Pending Reports – December 2024	Pages 41-42
2.	Subrogation Reports – December 2024	Page 43-44
3.	Lessons Learned from Losses-Workplace Safety.....	Page 45
D.	Managed Care Provider	
1.	Managed Care Summary Reports – February 2025.....	Pages 46-47
2.	Average Days to Report - February 2025.....	Pages 48-49
3.	Transitional Duty Days – February 2025.....	Page 50
4.	Managed Care Quick Notes	Page 51
E.	Student Accident Program	
1.	Status Report	Page 52
F.	Executive Director/Underwriting & Finance Director Report	Pages 53-55
1.	EXECUTIVE DIRECTOR	
a.	2025-2026 Membership Renewals- MOTION REQUESTED	Summary
b.	Results of Fund Professional Survey	Pages 56-61
c.	NJSIA Workers' Compensation Conference	Pages 62-65
d.	Safety 360 Seminar – SAVE THE DATE!	Summary
e.	Boiler Inspections-Travelers Insurance	Summary
f.	STOPit Solutions – SafeNJ.....	Page 66
g.	SPELL JIF HR Helpline.....	Pages 67-69
h.	SPELL Policy Review.....	Summary
i.	Proposed Meeting Dates for 2025-2026.....	Page 70
j.	Items Updated on SPELLJIF.COM	Summary
k.	Key Dates.....	Summary
2.	UNDERWRITING AND FINANCE DIRECTOR	
a.	District/Fund Incurred Losses Report.....	Page 71
b.	Financial Audit-June 30, 2024- MOTION REQUESTED	Addendum A/Page 95
c.	2025-2026 Exposure Renewal and Budget Process	Summary
d.	Resolution 2024-24 Authorizing Surplus Return- MOTION REQUESTED	Pages 72-73
e.	Starr Cyber Renewal Insurance Application	Summary
f.	Beazley Environmental Liability Renewal Insurance Application.....	Summary
g.	RMC Resolutions and Agreements.....	Summary
h.	Safety Incentive Program Winners–Reimbursement Procedure	Summary
i.	SPELL JIF Approved Meeting Minutes	Pages 74-77
j.	Certificates of Insurance Report-01/01/25–02/28/25	Pages 78-81
G.	Safety Coordinator/Right to Know Coordinator	
1.	January-February Activities and March/April Agenda	Pages 82-83
2.	SIP Status Report-March 2025	Pages 84-87
H.	Virtual Safety Director	
1.	March 3, 2025 Report	Pages 88-90
I.	Committee Meetings	
1.	Finance - February 26, 2025.....	Pages 91-93

- IX. Adoption of Preliminary Budget 2025-2026 – **MOTION REQUESTED** Page 94
- X. **MOTION REQUESTED – Resolution 2024-25** to meet in Closed Session on May 22, 2025 at 12:00 pm at the Holiday Inn Swedesboro, 1 Pureland Drive, Swedesboro, New Jersey.
- XI. Miscellaneous Business, Public Comment and RMC comments or questions.
- XII. **MOTION REQUESTED** to Adjourn Meeting.