

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

## CLOSED SESSION MINUTES

Wednesday, March 20, 2024

A Closed Session of the Atlantic and Cape May Counties Association of School Business Officials Joint Insurance Fund (ACCASBO JIF) was held remotely on March 20, 2024 at 12:02 p.m., with Jonathan Houdart, Fund Chair, presiding.

### ROLL CALL

#### 2023-24 Trustees in attendance:

Jonathan Houdart, Brigantine Public School District, **Chair**  
Mark Mallett, Lower Cape May Regional School District, **Vice Chair**  
Dr. Diane Fox, Middle Township BOE, **Secretary** (SPELL Alternate)  
Chandra Anaya, Mainland Regional High School (SPELL Alternate)  
Rose Millar, Estell Manor City SD/Cape May Point  
Laurie Ryan, Upper Township BOE  
Joy Nixon, Galloway Township Public Schools

#### 2023-24 Trustees not in attendance:

None

#### 2023-24 Alternate Trustees in attendance:

Barbara S. Prettyman, Hammonton BOE  
Linda Fiori, Avalon BOE/Stone Harbor BOE  
James Lushok, Wildwood Crest BOE

#### 2023-24 Alternate Trustees not in attendance:

None

#### 2023-24 Fund Commissioners in attendance:

Allyson Milazzo, Egg Harbor City School District  
Jennifer Germana, Egg Harbor Township School District  
Sara Simpson, Folsom BOE  
Patricia Swanson, Linwood BOE  
Tricia Ryan, Lower Township Elementary SD  
Melina Skwarek, Margate City BOE  
Jamie Shoemaker, Northfield BOE  
Dawn Cottrell, North Wildwood SD  
Mary Conroy, Somers Point BOE  
Dawn Leary, Weymouth Twp School District

#### 2023-24 Fund Commissioners not in attendance:

Thomas P. Grossi, Greater Egg Harbor RHSD (SPELL Trustee/Chair)  
Christopher R. Veneziani, Hamilton Township School District (SPELL Trustee/Secretary)  
Teri Weeks, Longport BOE  
Todd D'Anna, Mullica Twp BOE/Washington Twp SD-Greenbank  
Carisa Rose, Pitman BOE

### **Fund Professionals**

Craig H. Wilkie, Deputy Executive Director – RPA, a division of Gallagher  
Scott C. Tennant, Deputy Executive Director – RPA, a division of Gallagher  
Kim Hill, Account Manager – RPA, a division of Gallagher  
Patrick J. Madden, Esquire – Fund Solicitor  
Chris Roselli, Claim Administrator – Qual-Lynx  
Karen Beatty, Client Services Manager – Qual-Lynx  
Jennifer Olson – Hardenbergh Insurance Group  
John W. Geitz, Safety Coordinator – Risk Assessment Services  
Rick Hillman, Virtual Safety Director – Ironwood Consulting LLC  
Kelly Batz – Fund Treasurer  
Joe Biluck, Asst Safety Coordinator – Risk Assessment Services  
Annette Reap – Recording Secretary

### **Risk Management Consultants**

Glenn Insurance - Dennis M. Brown  
Hardenbergh Insurance Group  
J. Byrne Agency  
Marsh & McLennan Agency  
Syracusa-Kauffman Agency

The following Workers' Compensation Payment Authorization Requests for March 2024 were presented by Mr. Roselli:

2024312729 – While walking in the classroom, claimant's left foot got caught on a chair causing her to fall. Total Incurred Value: \$263,376.00

2023286819 – While lifting a heavy garbage can, claimant felt a "pop" in his right shoulder. Total Incurred Value: \$215,696.43

2024317832 – Claimant was bending over working with a student when she was kicked in the face causing her back to hyperextend. Total Incurred Value: \$203,358.97

2024317379 – Claimant slipped on a pencil case on the floor, causing her to fall and injure her head, shoulder and neck. Total Incurred Value: \$166,871.00

2022247857 – Claimant was lifting a heavy box when something snapped in his left shoulder. Total Incurred Value: \$148,807.06

2023306545 – A special needs student kicked the claimant in her right eye and nose. Total Incurred Value: \$122,188.52

2021228324 – While walking to the bus, the claimant slipped and fell on ice. Total Incurred Value: \$67,145.00

001110196 – Claimant alleged that she strained her back from lifting boxes. Total Incurred Value: \$32,250.00

001090358 – The claimant was picking up boxes when she felt a pop in her left shoulder. Total Incurred Value: \$50,300.00

001171123 – The claimant tripped over a cable and injured both hands, both knees and left hip. Total Incurred Value: \$29,228.00

001195029 – Claimant alleges lifting and washing desks caused low back pain. Total Incurred Value: \$24,400.00

The following Liability Payment Authorization Requests for March 2024 were presented by Mr. Roselli:

2019177998 – Claim for alleged harassment, discrimination and retaliation. Proposed Authority: \$495,000.00

2022254011 – Educator's Legal Dispute. Proposed Authority: \$107,500.00

2024312689 – Claim for electronic theft of funds. Total Incurred Value: \$66,500.00

2024310587 – Property claim for water damage to floor in woodshop classroom. Total Incurred Value: \$233,600.00